

Minutes

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

Wednesday, 17 April 2013

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COUNCIL

At a meeting of the Council on Wednesday, 6 February 2013 in the Council Chamber, Runcorn Town Hall

Present: Councillors T. McInerney, Baker, J. Bradshaw, M. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Edge, Fraser, Fry, Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Hodge, Horabin, Howard, Jones, Lea, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, Macmanus, McDermott, A. McInerney, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors Morley, Nelson and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, D. Johnson, I. Leivesley, G. Meehan, D. Parr and E. O'Meara

Also in attendance: None

Action

COU62 MINUTE'S SILENCE

The Mayor reported on the sad passing of former Councillors Trevor Higginson and Ken Farrow and of former Mayoress Elsie Gleave.

The Council stood for a minute's silence as a mark of respect.

COU63 PRESENTATION ON THE HEALTH AND WELLBEING STRATEGY

Eileen O'Meara, Director of Public Health, addressed Members of the Council on the Health and Wellbeing Strategy 2012-15 (the Strategy).

The Strategy had been developed by Halton's Shadow Health and Wellbeing Board. It was an overarching Strategy that all other strategies and plans relating to health and wellbeing sat under. It explained the health and wellbeing priorities that Halton's Shadow Health and Wellbeing Board had identified in delivering the Joint Strategic Needs Assessment.

The vision was to improve the health and wellbeing of Halton people so they lived longer, healthier and happier lives. To be able to achieve this, five priority actions had been identified as follows:

- Prevention and early detection of cancer;
- Improved child development;
- Reduction in the number of falls in adults;
- Reduction in the harm from alcohol; and
- Prevention and early detection of mental health conditions.

The presentation advised Members that the Strategy set the framework for the commissioning of health and wellbeing services in Halton with a particular emphasis on prevention and early intervention.

There was an opportunity for Members to ask questions on related matters. Ms O'Meara was then thanked for her attendance.

COU64 COUNCIL MINUTES

The minutes of the meeting held on 12 December 2012, having been printed and circulated, were taken as read and signed as a correct record.

COU65 LEADER'S REPORT

The Leader reported on the following items:

- An update on the negotiations with the Department for Education and the transfer of staff at Castle View House to offices in Manchester;
- Possible redundancies and reduction of staff at Ineos and DHL; and
- Regional Growth Fund funding for Daresbury.

(N.B. The following Councillors made a Disclosable Other Interest in the minutes of Executive Board for the reasons stated: Councillor Osborne in Minute EXB 134, as a member of the Cheshire Police and Crime Panel; Councillor D Cargill in Minute EXB 136 as a member of the Merseyside Phasing –in Sub Committee – Euro Structural Funding; Councillor Gerrard on Minute EXB 135 as a Council representative to Halton Community Transport)

COU66 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings from 13 December 2012, 10 January 2013 and 24 January 2013.

Councillor Rowe asked for clarification on the criteria for approval of Discretionary Non-Domestic Rate Relief for Moorfield Sports and Social Club (Minute EXB 135 referred). In response, Councillor Wharton advised that this was consistent with the awards already approved as detailed in Minute EXB121.

RESOLVED: That the minutes be received.

COU67 MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

The Council considered the minutes of the Mersey Gateway Executive Board meeting from 24 January 2013.

RESOLVED: That the minutes be received.

COU68 MINUTES OF THE SHADOW HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Shadow Health and Wellbeing Board meetings from 12 December 2012 and 16 January 2013.

RESOLVED: That the minutes be received.

COU69 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU70 MEMBERS' ALLOWANCE SCHEME - TRI-ANNUAL REVIEW

Council considered a report of the Chief Executive, on the Members' Allowance Scheme Tri-annual review.

Under the Local Authority's (Members' Allowances) Regulations, the Scheme of Members' Allowances was due for review. At its meeting on 18 July 2012, Council authorised the Chief Executive to establish an Independent Panel (the Panel) to review the Council's Scheme of Members' allowances and make recommendations with regard to the matters to be included in the scheme.

Details of the Panel appointed by the Chief Executive, and of their findings and recommendations were contained in the report.

RESOLVED: That the recommendation of the Independent Panel be approved as follows:

Chief Executive

- 1) the current scheme is fit for purpose and should remain unaltered, subject to the amendments set out in paragraph 6.2 of the report (Resolution 2);
- 2) the Subsistence and Accommodation rates be amended as follows:

Breakfast = £ 6.45
Lunch = £ 8.65
Dinner = £17.35

Accommodation (overnight)
London = £126.90
Outside London = £100.52

- 3) the Scheme be reviewed in 18 months rather than three years, to ensure the Scheme, and in particular Special Responsibility Allowances, do not fall significantly behind those of adjacent authorities.

COU71 PAY POLICY STATEMENT

Council considered a report of the Strategic Director, Policy and Resources, which contained details of the Council's recommended Pay Policy Statement for 2013-14 (the Statement).

Under Section 112 of the Local Government Act 1972, the Council had the power "to appoint officers on such reasonable terms and conditions as the authority sees fit". The Statement set out the Council's approach to pay in accordance with Section 38 of the Localism Act 2011.

The purpose of the Statement was to provide transparency with regard to the Council's approach to setting the pay of its employees (excluding teaching staff working in local authority schools). The Statement would be effective immediately and be reviewed on an annual basis, although it could be amended in-year, by reference back to full Council.

The report detailed the following information:

- Background to the Pay Structure;
- Senior Management Remuneration;
- Recruitment of Chief Officers;
- Additions to Salaries of Chief Officers;
- Pension Contributions;
- Payments on Termination;
- Publication;
- Lowest Paid Employees; and
- Accountability and Decision Making.

RESOLVED: That the Pay Policy Statement for 2013/14 be approved.

Strategic Director
- Policy &
Resources

COU72 TREES AND HEDGEROW ALONG BUSWAY HEDGE AND INTRODUCTION OF GAS POWERED BUSES

Council considered a report of the Strategic Director, Communities, on emergency action taken by the Chief Executive in approving capital funding.

The introduction and operation of new Gas Powered buses by Arriva North West required work to hedges and trees on approximately 17 miles of busway. The report provided details of the history to the maintenance regime of the busway since its construction as part of the New Town Development in the 1960's and 1970's.

The report advised Members that emergency action was necessary as the Open Spaces Service did not have the capacity to carry out the required works within a relatively short time frame. The buses could not operate on the dedicated busway if tree and hedge maintenance work was not completed in time.

RESOLVED: That, such works being necessitated by the introduction of gas-powered buses, the emergency action of the Chief Executive in approving a capital sum of £90,000 for works that will be let through tender to reduce the height of the busway hedgerow and carry out pruning/felling work to trees, be noted.

COU73 LOCAL TRANSPORT BODY FOR LIVERPOOL CITY REGION

Council considered a report of the Chief Executive on the establishment of a Local Transport Body (LTB) for the Liverpool City Region.

It was reported that the Department for Transport (DfT) proposed to devolve funding for major transport schemes to local areas in the next spending review period. The LTB would ultimately assume the role previously undertaken by DfT in relation to funding decisions which affected major transport schemes. The principal deadlines set by the DfT in the lead up to the next spending review period were detailed in the report.

Council was advised that the LTB needed to be established and the Assurance Framework, attached in draft form, would be submitted to the DfT by the end of February 2013. The report contained details of the proposed constitution and membership of the LTB and detailed guidance on the Assurance Framework.

RESOLVED: That Council

Chief Executive

- 1) nominate the Leader/Chair onto the new Local Transport Body (LTB), together with an alternate member, the Transport Portfolio Holder, to represent the Authority on the LTB as required;
- 2) approve the draft Assurance Framework and its associated principles, as set out within the Appendix of the report, ahead of its submission to the Department for Transport;
- 3) delegate authority to the Chief Executive to oversee minor, editorial changes to the draft Assurance Framework (based on issues arising from the approvals processes within partner organisations) and approve its submission to the Department for Transport by the end of February 2013; and
- 4) receive follow- up information on the above issues, at appropriate intervals.

COU74 APPOINTMENT OF COUNCILLOR REPRESENTATIVE TO AN OUTSIDE BODY

Council was asked to note changes to the membership of the Halton Borough Transport Outside Body made by the Leader.

RESOLVED That it be noted that Councillor Woolfall would replace Councillor Hodge as a Borough Council representative on the Halton Borough Transport Outside

Body.

(N.B. Councillor Osborne made a Disclosable Other Interest in Minutes SAF 49 and SAF 50, as a member of the Cheshire Police and Crime Panel)

COU75 MINUTES OF THE POLICY AND PERFORMANCE BOARDS

The Council considered the reports of the following Boards in the period since the meeting of Council on 12 December 2012:

- Children, Young People and Families;
- Employment, Learning, Skills and Community;
- Health;
- Safer;
- Environment and Urban Renewal; and
- Corporate.

In considering the minutes, the following comments/observations were made:-

- Councillor Dennett drew Council's attention to Minute CYP 36 – Adoption Score Card – which noted that Halton and Cheshire West and Chester Councils were two top performing Councils both nationally and in the North West (being in the top quartile).

COU76 COMMITTEE MINUTES

The Council considered the reports on the work of the following Committees in the period since the meeting of Council on 12 December 2012:-

- Development Control;
- Regulatory; and
- Appeals Panel.

Meeting ended at 6.55 p.m.

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COUNCIL

At a special meeting of the Council, acting as the Registration Authority, on Wednesday, 6 February 2013 in the Council Chamber, Runcorn Town Hall

Present: Councillors T. McInerney, Baker, J. Bradshaw, M. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Edge, Fraser, Fry, Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Hodge, Horabin, Howard, Jones, Lea, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, Macmanus, McDermott, A. McInerney, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wallace, Wharton, Wright, Woolfall and Zygadlo

Apologies for Absence: Councillors Morley, Nelson and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, D. Johnson, I. Leivesley, G. Meehan and D. Parr

Also in attendance: None

Action

(N.B. Councillors Cole, Dennett, Fry and Gilligan made a Disclosable Other Interest in the following item of business as Board Members of Halton Housing Trust).

COU77 FESTIVAL WAY VILLAGE GREEN APPLICATION

Council considered a report of the Operational Director, Legal and Democratic Services on the Village Green application for land adjacent to Festival Way, Birch Road, Boston Avenue and Runcorn Way.

Council was advised that an application had been made under the Commons Act 2006 for land adjacent to Festival Way, Birch Road, Boston Avenue and Runcorn Way to be designated as a Village Green. The application, made on 3 October 2012, was supplemented by statements from five residents in the adjacent area evidencing the "as of right" requirements.

The report provided details of a Court of Appeal decision on 23 October 2012 (North Yorkshire County Council) which provided guidance on the distinction between the meaning of "by right" and "as of right", in the context of

the enjoyment of land for recreational purposes.

RESOLVED: That the application dated 3 October 2012 be rejected for the reason that the site was originally acquired by the Urban District of Runcorn on 19 December 1945 for the purposes mentioned in the Housing Act 1936. The recreational use of the land was thus granted by statute or "by right" and not "as of right", and as such the application cannot succeed.

Operational
Director, Legal
and Democratic
Services

Meeting ended at 7.00 p.m.

COUNCIL

At a special meeting of the Council on Wednesday, 6 March 2013 in the Council Chamber, Runcorn Town Hall

Present: Councillors T. McInerney, Baker, J. Bradshaw, M. Bradshaw, D. Cargill, E. Cargill, Cassidy, Cole, Dennett, Edge, Fraser, Fry, Gerrard, Gilligan, P. Hignett, R. Hignett, S. Hill, V. Hill, Howard, Jones, Lea, M Lloyd Jones, P. Lloyd Jones, C. Loftus, Logan, A. Lowe, J. Lowe, Macmanus, McDermott, A. McInerney, Nelson, Nolan, Osborne, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wainwright, Wallace, Wharton, Wright, Woolfall and Zygadlo

Apologies for Absence: Councillors Harris, Hodge, Horabin, K. Loftus and Morley

Absence declared on Council business: None

Officers present: M. Reaney, A. Scott, G. Cook, D. Johnson, I. Leivesley, D. Parr, E. Dawson and S. Baker

Also in attendance: Two members of the public

Action

(N.B. Councillor Baker declared a Disclosable Other Interest in the following item of business as her daughter was employed by Halton Borough Council)

COU78 BUDGET 2013/14 (MINUTE EXB 143 REFERS)

The Executive Board had considered a report setting out a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2013/14. Since then the Cheshire Fire Authority and the Cheshire Police and Crime Commissioner had set their budgets and council tax precepts and an updated report had been circulated for Members' attention providing information in respect of:

- Medium Term Financial Strategy;
- Budget Consultation
- Review of the 2012/13 Budget;
- 2013/14 Budget;
- the Local Government Finance Settlement;
- Budget Outlook;
- Halton's Council Tax;
- Parish Precepts;

- Average Council Tax;
- Police Precept;
- Fire Precept;
- Total Council Tax;
- Capital Programme;
- Prudential Code; and
- School Budgets.

The Executive Board had recommended that Council adopt the resolution set out in Appendix A of the report, which included setting the budget at £115,114m and the Band D Council Tax for Halton (before Parish, Police and Fire precepts) of £1,159.53.

Councillor Wharton, Resources Portfolio Holder, thanked all the Officers involved for their support in producing this budget and wished to record his thanks to the Trade Unions for their pragmatic approach in dealing with the budget proposals.

The following observations were made:

- Councillor Ratcliffe confirmed that the Liberal Democrat Group fully supported the budget proposals, had voiced their concerns to colleagues at Westminster and congratulated Councillor Wharton, Members of the Executive Board and Officers in producing this budget;
- Councillor C Loftus commented on the increase in demand and applications for assistance under the Discretionary Crisis Loans, Community Care Grants and the impact of the welfare reforms;
- Councillor J Bradshaw confirmed that the Conservative Group fully endorsed and supported the budget proposals;
- Councillor McDermott thanked colleagues and Officers for their work on setting the budget and thanked the Leaders of all the Groups for their support.

RESOLVED: That

- 1) the policies outlined in this paper be adopted, including the Budget for 2013/14, the savings set out in Appendix B and the Capital Programme set out in Appendix F.
- 2) that it be noted that at the meeting on 12 December 2012 the Council agreed the following:
 - (a) The Council Tax Base 2013/14 for the whole Council area is 31,189 (item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the Act)); and
 - (b) For dwellings in those parts of its area to which a Parish precept relates, be set out as follows:

Parish	Tax Base
Hale	644
Daresbury	149
Moore	318
Preston Brook	316
Halebank	477
Sandymoor	959

being the amounts calculated by the Council, in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax Base for the year for dwellings in those parts of its area to which special items relate.

- 3) calculate that the Council Tax requirement for the Council's own purposes for 2013/14 (excluding Parish precepts) is £36,164,590.
- 4) in accordance with the relevant provisions of the Local Government Finance Act 1992 (Sections 31 to 36), the following amounts be now calculated by the Council for the year 2013/14 and agreed as follows:
 - (a) £301,442,028 – being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the said Act, taking into account all precepts issued to it by Parish Councils.
 - (b) £265,216,130 – being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - (c) £36,225,898 – being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (item R in the formula in Section 31A(4) of the Act).
 - (d) £1,161.50 – being the amount at 3(c) above (item R), all divided by item T (2 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
 - (e) £61,308 – being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act, each individual Parish precept being:

	£
Hale	15,400
Daresbury	4,093
Moore	4,200
Preston Brook	7,260
Halebank	14,755
Sandymoor	15,600

(f) £1,159.53 being the amount at 3(d) above less the result given by dividing the amount at 3(e) above by item T (2(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

(g) Part of the Council's Area

	£
Hale	1,183.44
Daresbury	1,187.00
Moore	1,172.74
Preston Brook	1,182.50
Halebank	1,190.46
Sandymoor	1,175.80

being the amounts given by adding to the amounts at 3(e) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 2(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings of its area to which one or more special items relate.

(h) Part of the Council's Area

Band	Hale	Daresbury	Moore	Preston Brook	Halebank	Sandymoor	All other Parts of the Council's Area
	£	£	£	£	£	£	£
A	788.96	791.33	781.83	788.33	793.64	783.87	773.02
B	920.46	923.23	912.13	919.73	925.92	914.51	901.86
C	1,051.94	1,055.11	1,042.43	1,051.11	1,058.18	1,045.15	1,030.69
D	1,183.44	1,187.00	1,172.74	1,182.50	1,190.46	1,175.80	1,159.53
E	1,446.42	1,450.77	1,433.35	1,445.27	1,455.00	1,437.09	1,417.20
F	1,709.42	1,714.56	1,693.96	1,708.06	1,719.56	1,698.38	1,674.88
G	1,972.40	1,978.33	1,954.57	1,970.83	1,984.10	1,959.67	1,932.55
H	2,366.88	2,374.00	2,345.48	2,365.00	2,380.92	2,351.60	2,319.06

being the amounts given by multiplying the amounts at 3(f) and 3(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 5) it is further noted that for the year 2013/14 the Cheshire Police and Crime Commissioner has stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992 for each of the categories of dwellings shown below:

	£
A	102.14
B	119.16
C	136.19
D	153.21
E	187.26
F	221.30
G	255.35
H	306.42

- 6) it is further noted that for the year 2013/14 the Fire Authority have stated the following amounts in precepts issued to the Council, in

accordance with the Local Government Act 2003 for each of the categories of dwellings shown below:

	£
A	45.17
B	52.69
C	60.22
D	67.75
E	82.81
F	97.86
G	112.92
H	135.50

7) having calculated the aggregate in each case of the amounts at 3(i), 4 and 5 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2013/14 for each of the categories of dwellings shown below:

Band	Hale	Daresbury	Moore	Preston Brook	Halebank	Sandy Moor	All other Parts of the Council's Area
	£	£	£	£	£	£	£
A	936.27	938.64	929.14	935.64	940.95	931.18	920.33
B	1,092.31	1,095.08	1,083.98	1,091.58	1,097.77	1,086.36	1,073.71
C	1,248.35	1,251.52	1,238.84	1,247.52	1,254.59	1,241.56	1,227.10
D	1,404.40	1,407.96	1,393.70	1,403.46	1,411.42	1,396.76	1,380.49
E	1,716.49	1,720.84	1,703.42	1,715.34	1,725.07	1,707.16	1,687.27
F	2,028.58	2,033.72	2,013.12	2,027.22	2,038.72	2,017.54	1,994.04
G	2,340.67	2,346.60	2,322.84	2,339.10	2,352.37	2,327.94	2,300.82
H	2,808.80	2,815.92	2,787.40	2,806.92	2,822.84	2,793.52	2,760.98

being satisfied that:

- (a) the total amount yielded by its Council Taxes for the said financial year will be sufficient, so far as is practicable, to provide for items mentioned at 3(a) to (c) above; and, to the extent that they are not, to be provided for by any other means.
- (b) those amounts which relate to a part only of its area will secure, so far as is practicable, that the precept or portion of a precept relating to such part will be provided for only by the amount yielded by such of its Council Taxes as relate to that

part.

- 8) the Operational Director, Finance be authorised at any time during the financial year 2013/14 to borrow on behalf of the Council by way of gross bank overdraft such sums as he shall deem necessary for the purposes of this paragraph, but not such that in any event the said overdraft at any time exceeds £10m (£0.5m net) as the Council may temporarily require.

COU79 TREASURY MANAGEMENT STRATEGY STATEMENT 2013/14 (MINUTE EXB 144 REFERS)

The Executive Board had considered a report which proposed the Treasury Management Strategy for 2013/14, appended to the report and which detailed the following:

- Treasury limits in force which will limit the treasury risk and activities of the Council
- The current treasury position
- Prospects for interest rates
- The borrowing strategy
- Policy on borrowing in advance of need
- The investment strategy
- Debt rescheduling
- The investment strategy
- Creditworthiness policy
- Policy on use of external service providers
- Prudential and Treasury Indicators

RESOLVED: That the policies, strategies, statements and prudential and treasury indicators outlined in the report, be adopted.

Operational Director Finance -

COU80 2012/13 QUARTER 3 SPENDING (MINUTE EXB 165 REFERS)

The Executive Board had considered a report of the Operational Director, Finance, on the 2012/13 revised Capital Programme.

The Council's Capital Programme had been revised to reflect a number of changes in spending profiles and funding, as schemes developed. These were detailed in Appendix 1.

RESOLVED: That the revisions to the Council's 2012/13 Capital Programme set out in paragraph 3.2 of the report be approved.

Operational Director Finance -

Meeting ended at 7.07 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 7 February 2013 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chairman), D. Cargill, Harris, R. Hignett, Jones, Nelson, Philbin, J. Stockton, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr, N Martin and E. Dawson

Also in attendance: Councillor Ratcliffe

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

Action

EXB138 MINUTES

The Minutes of the meeting held on 24 January 2013 were taken as read and signed as a correct record.

HEALTH AND ADULTS PORTFOLIO

EXB139 REPORT OF WAIVER OF PROCUREMENT STANDING ORDERS, FOR THE SOCIAL WORK TRAINEESHIP

The Board considered a report of the Strategic Director, Communities on the waiver of Procurement Standing Orders for Social Work Traineeships.

The Board was advised that the Council proposed to support two employees to undertake a Part Time BA Honours Degree in Social Work. Only two Higher Education Institutions (HEI) in the area, offered an appropriate course. Details of the HEI's and their respective charges were detailed in the report.

The Board noted that, as there were only two available providers, it was not possible to comply with Procurement Standing Order 4.1: Competition Requirements, whereby three electronic invitations were

required for a spend in excess of £1,000.

It was further noted that the Head of Procurement had been consulted and supported the request for the waiver of Procurement Standing Order 1.4.

RESOLVED: That the waiver of Procurement Standing Order 4.1, in respect of the Social Work Traineeship, be approved.

Strategic Director
- Communities

EXB140 COMMUNITY MEALS

The Board considered a report of the Strategic Director, Communities, which sought approval to bring the Community Meal Service (CMS) back in-house from 1 April 2013.

The Board was advised that the CMS delivered a hot meal service to the Borough's most vulnerable adults on a daily basis. The current service was largely fragmented in that food preparation was provided by an external agency (I-Care) and the meals delivered to the client's home by Halton Borough Council transport staff.

It was reported that a recent National survey had identified that there were more people in the UK receiving meals in their own home than there were people in care homes. The regular delivery of meals was a key service, providing contact for older people.

It was further noted that the current contract with I-Care would end on 31 March 2013. The proposed transfer of the preparation of the meals service – in-house at the Stadium - would offer a co-ordinated approach and a more dynamic and responsive service, by fostering closer links across Council departments. In addition, the new service would aim to encourage clients to participate in regular food tasting sessions and have a direct input into the menu choice. Members were advised that should the service be transferred, there would need to be a capital investment for a new oven of around £10,000, but that this could be met from within the Directorate's present capital budget.

RESOLVED: That

- 1) the request to bring back in-house the Community Meal Service be approved and the proposed service improvements and budget saving proposal be noted; and

Strategic Director
- Communities

- 2) the virement of £10,000 for capital works to be undertaken at the Stadium, be agreed.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB141 RUNCORN HILL PARK, "PARKS FOR PEOPLE" PROJECT

The Board considered a report of the Strategic Director, Communities, updating them on the successful "Parks for People" Heritage Lottery Fund (HLF) grant.

The Project included the formal grounds of Runcorn Hill, Runcorn Hill Local Nature Reserve and the Heath Playing Fields. The proposals contained a capital element to refurbish and enhance existing fixtures and provide a new park centre/café. The main aim was to promote the site's industrial heritage and promote attractions for a wider audience, thereby raising the standard of the Park and increasing usage and visitor satisfaction.

It was noted that the Project would provide more volunteer involvement, education opportunities and links and the grant included revenue support for two part time posts for a period of five years. Members were advised that these posts would help support and promote the benefits of the overall project by supporting local volunteers with events, groups and other organisations with educational activities.

The HLF application process had been previously reported to the Board in September 2011.

RESOLVED: That delegated authority be granted to the Strategic Director, Communities, in consultation with the Executive Member for Physical Environment, to undertake all necessary work to progress the Project proposals and fulfil the grant requirements.

Strategic Director
- Communities

TRANSPORTATION PORTFOLIO

EXB142 EXTENSION OF BRIDGE MAINTENANCE PARTNERSHIP CONTRACT

The Board considered a report of the Strategic Director, Policy and Resources, on the award of a two year extension of the HBC Bridge Maintenance Partnership Contract (the Contract).

The Board was advised that the term of the current

Contract with Balvac Ltd was for an initial four-year period with a potential two-year extension. It delivered all major bridge maintenance work in the Borough through the engagement of a single “partnering” contractor using a construction framework form of contract. The initial term of HBC’s Contract would expire on 31 March 2013, and by that time would have delivered £20m of major bridge maintenance work funded through a combination of Department for Transport Capital Maintenance Grant sources.

It was noted that any decision regarding an extension to the contract would be subject to the approval of Executive Board, based upon the appraisal of the Contractor’s performance against a prescribed set of Strategic Performance Objectives (SPO’s). These SPO’s measured performance in terms of quality and quantity against a number of criteria, as set out in the report. Attached at Appendix A was the Strategic Performance Objective Appraisal Report for Members’ consideration. It was further reported that continuation of the contract would be advantageous in terms of overall flexibility, quality and value for money through continuity of service.

RESOLVED: That the Strategic Performance Objective Appraisal Report relating to contractor performance, attached at Appendix A, be noted and the two-year extension of the existing HBC Bridge Maintenance Partnership Contract to Balvac Ltd, be approved.

Strategic Director
- Policy &
Resources

RESOURCES PORTFOLIO

(N.B. Councillors Nelson and J Stockton made a Disclosable Other Interest in the following item of business as both were Governors of The Grange School)

EXB143 DRAFT BUDGET 2013/14

The Board considered a report of the Operational Director, Finance, which outlined a recommendation to Council in respect of the Budget, Capital Programme and Council Tax for 2013/14.

It was noted that, at the time of writing the report, the Government had not announced the final Local Government Settlement, nor had the Cheshire Police and Crime Commissioner and the Cheshire Fire Authority set their budgets and Council Tax precepts. However final figures would be reported to Council when the information was available.

In terms of consultation, it was noted that the Council used various methods to listen to the views of the public and Members' own experiences through their Ward work was an important part of that process. The key conclusions were detailed in the report. Budget presentations were also underway at the seven Locality Area Forums. In addition, individual consultations would take place in respect of specific budget reductions and equality impact assessments would be completed where necessary.

The Board was advised that the Medium Term Financial Strategy, approved on 29 November 2012, had identified a funding gap of around £14m in 2013/14, £11m in 2014/15 and £12m in 2015/16. The Strategy had the following objectives:

- Deliver a balanced and sustainable budget;
- Prioritise spending towards the Council's five priority areas;
- Avoid excessive Council Tax rises;
- Achieve significant cashable efficiency savings;
- Protect front line services as far as possible; and
- Deliver improved procurement.

On 12 December 2012, the Council approved savings of £6.037m, and the new proposed savings were shown at Appendix B. The Departmental analysis of the budget was shown in Appendix C and the major reasons for change from the current budget were outlined for Members' information in Appendix D. It was noted that the proposed budget total was £115.114m.

The Board was advised that the proposed budget incorporated the grant figures announced in the Provisional Settlement, and included £195,247 for the New Homes Bonus Grant, payable to local authorities based on the net increase in the number of homes in their area. The grant was payable at this amount for six years.

The Government announced on 19 December 2012 the Provisional Local Government Finance Settlement for 2013/14, with the Final Settlement figures due to be announced late January/early February. It was noted that from 1 April 2013, the Local Government funding regime would change significantly with the introduction of the Business Rates Retention Scheme, as outlined in the report.

Further information was provided in respect of the budget outlook, although it was difficult to forecast resources

over the following two years given the uncertainties caused by the current economic climate and the changes to the grant system following the introduction of the Business Rates Retention Scheme. The Medium Term Financial Forecast had been updated and was attached at Appendix E. It was noted that the funding gap over the next two years was forecast to be in the region of £27.5m.

Further information was provided in respect of Halton's Council Tax, Parish Precepts, Police and Fire Precepts, the Capital Programme, the Prudential Code and school budgets.

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

RESOLVED: That the Council be recommended to adopt the resolution set out in Appendix A of the report, which included setting the budget at £115.114m, the Council Tax requirement of £36.165m (before Parish, Police and Fire Precepts) and the Band D Council Tax for Halton of £1,159.53.

Operational
Director - Finance

EXB144 TREASURY MANAGEMENT STRATEGY STATEMENT 2013/14

The Board considered a report of the Operational Director, Finance, proposing the Treasury Management Strategy Statement for 2013/14.

The Treasury Management Strategy Statement (TMSS) was attached to the report and detailed the expected activities of the Treasury function in the forthcoming financial year (2013/14).

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

Members noted that the production of a Minimum Revenue Provision Policy Statement was required and a formal statement for approval was contained within Appendix C.

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

Operational
Director - Finance

EXB145 TREASURY MANAGEMENT 2012/13 3RD QTR:
OCTOBER - DECEMBER

The Board considered a report of the Operational Director, Finance, which updated Members on the activities undertaken on the money market as required by the Treasury Management Policy.

The report provided supporting information on the economic background, economic forecast, short term rates, longer term rates, temporary borrowing/investments and new borrowing. It was noted that no debt rescheduling had been undertaken during the quarter.

RESOLVED: That the report be noted.

EXB146 MULTI FUNCTIONAL DEVICES TENDERS

The Board considered a report of the Strategic Director, Policy and Resources, which advised them on the advertising of tenders for the Council's Multi-Functional Devices (MFD's).

The Board was advised that in 2008, the Council rationalised its office printing, fax and photocopier devices by awarding a contract for the supply and maintenance of MFD's to M2. The existing contract had been successful in rationalising printing, reducing costs and improving reliability and added the ability to scan documents from a standard set of equipment.

Details of comparative Quarter 4 contract expenditure from 2010-2012 was attached at Appendix A. It was noted that contract expenditure peaked in 2010/11 at £255k, and had started to decrease as a result of the Council realising the benefits of electronic working, including the concept of "agile working" for staff, as detailed in the report.

It was reported that there was a need to replace the existing fleet of MFD's, by inviting competitive quotes through The Chest. This would give the Council the

opportunity to compare options for the provision of a replacement service and ensure the most economically advantageous solution. As the existing contract value was in excess of £1m, Procurement Standing Order 2.1 (Preliminary Estimate Report), required prior approval for this process to be undertaken.

RESOLVED: That the Board note the report and support the process of the advertising of the Multi-Functional Device tenders on behalf of the Policy and Resources Directorate, required from September 2013.

Strategic Director
- Policy &
Resources

EXB147 SINGLE EQUALITY SCHEME 2013 TO 2015

The Board considered a report of the Strategic Director, Policy and Resources on the revised Single Equality Scheme 2013-15.

The Board was advised that the previous Single Equality Scheme for 2009-12 expired at the end of 2012 calendar year. The Scheme proposed was a Single Equality Scheme, that conveyed the Council's commitment to all the protected characteristics as defined in the Equality Act 2010.

It was reported that since approval of the previous Scheme in 2009, there had been a number of important legislative changes, including the Equality Act 2010 and the Public Sector Equality Duty in force since October 2011. The proposed Scheme incorporated all of these changes, and had been considered and recommended for approval by the Corporate Policy and Performance Board on 10 January 2013.

It was noted that since the inception of the previous Scheme, a workforce survey and workforce profile had been compiled. The information had been used as the basis for the People Plan 2012-2015, and to comply with the Public Sector Equality Duty, must be updated and published annually. The proposed Scheme also included the Council's agreed Equality Objectives, which were approved by the Executive Board on 15 March 2012. It was further noted that in order to achieve compliance, the Council must publish progress towards its objectives in April each year.

RESOLVED: That the Board

- 1) notes the contents of the Single Equality Scheme for 2013-15; and

Strategic Director
- Policy &
Resources

- 2) approves the Single Equality Scheme for 2013-15.

EXB148 NORTHGATE SOCIAL FUND SOLUTION - WAIVER OF STANDING ORDERS

The Board considered a report of the Strategic Director, Policy and Resources, seeking approval for the waiver of Procurement Standing Orders in relation to the Northgate Social Fund Solution.

The Board was advised that, the Discretionary Social Fund (the Fund), currently administered by the Department for Work and Pensions (DWP), had been abolished by the Welfare Reform Act effective from April 2013. Certain functions within the Fund would remain the responsibility of the DWP. However, it was reported that Crisis Loans, for general living expenses, and Community Care Grants would be replaced by a new service to be administered by the Local Authority.

The Board was reminded that, at its meeting on 13 December 2012, it agreed the development of a scheme for Halton, to be known as the Discretionary Support Scheme, from April 2013. The Council would be responsible for the design and implementation of its own criteria and application process.

Due to the extremely tight timescales, the Board was advised that it was not practical to invite tenders to provide the appropriate revenues and benefits systems, as required by Procurement Standing Order 4.1. Northgate Information Solutions UK Limited had been chosen as they were the current Council providers for the revenues and benefits and blue badge scheme, thereby reducing the need for additional system interfaces to be established.

It was further noted that the contract would be subject to an annual renewal and tendering process, which would be conducted during the 2013/14 financial year.

RESOLVED: That

- 1) in these exceptional circumstances (namely the statutory timetable for the introduction of Discretionary Social Fund changes), Procurement Standing Order 4.1 be waived in respect of Northgate Information Solutions UK Limited, for the supply and operating installation of the Northgate Social Fund Solution; and

Operational
Director - Finance

- 2) the Operational Director, Finance, be authorised to enter into a contract with Northgate Information Solutions UK Limited for the supply and operating installation of the system referred to in resolution 1) above, for an annual charge of £8,000.

EXB149 DIRECTORATE PLANS 2013-16

The Board considered a report of the Strategic Director, Policy and Resources on the adoption of Directorate Plans for the period 2013-16.

The Board was advised that each Directorate was required to develop a medium term business plan or Directorate Plan, in parallel with the budget. These would be subject to annual review and refresh. Draft Service Objectives and Performance Indicators and targets had been developed and these would form the basis of the quarterly performance monitoring presented to the Board during the forthcoming year.

It was noted that Elected Members had engaged in the process primarily through the Policy and Performance Boards. Once the budget proposals had been approved by Council in March 2013, budgetary statements would be inserted into the Plans.

RESOLVED: That

- 1) the Draft Directorate Plans be approved; and
- 2) the Chief Executive be authorised, in consultation with the Leader, to make any final amendments and adjustments that may be required.

Strategic Director
- Policy &
Resources

EXB150 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

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

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

RESOURCES PORTFOLIO

EXB151 LAND DISPOSAL FOR HOUSING DEVELOPMENT AT FALKIRK AVENUE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the disposal of land for housing development at Falkirk Avenue, Widnes.

The Board was advised that, following a competition on The Chest, the Council appointed property agents to advertise the development opportunity on the open market and to act as the Council's advisors for the disposal of land at Falkirk Avenue, Widnes. Offers from a number of developers were received with three parties being selected to submit their final bids by the 31 October 2012. Their details were contained in the report for Members' information.

It was noted that the proposal was consistent with the Council's policy of disposing of its property assets in an economically effective manner, and of ensuring the provision of new homes.

Reason(s) for Decision

To maximise a significant land asset to generate a capital receipt for the Council.

Alternative Options Considered and Rejected

To retain the site for non-residential use, but this would prevent the Council generating a significant capital receipt.

Implementation Date

This would be subject to detailed planning being awarded.

RESOLVED: That

- 1) the disposal of c.4.34 acres of land to Morris Homes Ltd on the terms set out in Appendix 2, subject to Planning Permission, and subject to contract be approved; and

- 2) the Strategic Director, Children and Enterprise, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- Children and
Enterprise

MINUTES ISSUED: 8 February 2013

CALL-IN: 15 February 2013

Any matter decided by the Executive Board may be called in no later than 5.00pm on 15 February 2013

Meeting ended at 2.40 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 28 February 2013 in The Boardroom, Municipal Building

Present: Councillors Wharton (Chairman) D. Cargill, Harris, R. Hignett, Jones, Nelson, Philbin, J. Stockton, and Wright

Apologies for Absence: Councillor Polhill

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr, E. Dawson, E. O'Meara, S. Clough and D. Cunliffe

Also in attendance: None

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

EXB152 MINUTES

The Minutes of the meeting held on 7 February 2013 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES
PORTFOLIO**

EXB153 STRATEGIC COMMISSIONING STATEMENT FOR 14-19
EDUCATION AND TRAINING - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which sought approval of the 14-19 Strategic Commissioning Statement (the Statement) for 2013-14.

The Board was advised that the Statement would enable Halton Borough Council to carry out its statutory duty under the Education Act 1996, to secure sufficient suitable education and training opportunities to meet the reasonable needs of all young people in the area. In July 2012, the Education Funding Agency published statutory guidance for local authorities to widen their leadership of education up to age 19. It was noted that the three key changes highlighted

Action

in the guidance document were:

- Raising Participation Age;
- Simplification of the 16-19 funding system; and
- Reform of High Needs Funding.

In order to fulfil its statutory duties, the Borough Council was required to champion the needs of young people in the area by influencing and shaping provision, promoting structural change, supporting the improvement of quality education and supporting employer needs working with Local Enterprise Partnerships. Five key priority areas for the Borough had been identified, as detailed in the report. The Board was advised that partners in specific task groups had been consulted on these priorities and that the Statement was coherent with the purpose of positive activities for supporting young people.

Reason for Decision

To ratify the 14-19 Strategic Commissioning Statement for 2013-14 to ensure that Halton Borough Council fulfil its statutory duties under Sections 15ZA and 19A of the Education Act 1996 (as inserted by the ASCL Act 2009) to secure sufficient suitable education and training opportunities to meet the reasonable needs of all young people in the Borough.

Alternative Options Considered and Rejected

Not applicable as it was a statutory duty.

Implementation Date

With immediate effect following the meeting of Executive Board.

RESOLVED: That the 14-19 Strategic Commissioning Statement for 2013/14 be ratified, in order to fulfil Halton Borough Council's statutory duty.

Strategic Director
- Children and
Enterprise

HEALTH AND ADULTS PORTFOLIO

EXB154 EXTENSION OF PUBLIC HEALTH SERVICES
TRANSFERRING TO LOCAL AUTHORITY
RESPONSIBILITY 2013/14 - KEY DECISION

The Board considered a report of the Director of Public Health, on the automatic transfer of Public Health

responsibilities from NHS Halton and St Helens to Halton Borough Council from 1 April 2013.

The Board was advised that, as part of the changes introduced by the Health and Social Care Act 2012, Primary Care Trusts would not exist beyond 31 March 2013. Formal responsibility for the majority of public health functions would move to local authorities from 1 April 2013; some responsibilities would move to Public Health England and the National Commissioning Board. Since March 2012, NHS Merseyside had undertaken a contract transition exercise with a view to formally transferring contracts and responsibilities to new contracting authorities. The formal "shift" of these contracts would be in the form of transfer orders for each new commissioning body, completed by 31 March 2013.

Details of the contracts, service level agreements and elements of block contracts that were due to expire on 31 March 2013, were detailed in Appendix 1, attached to the report. It was noted that, as the responsibility for commissioning these services would transfer to Halton Borough Council, approval was sought to formally extend these contracts for one year with an option to extend this to 2014/15. It was noted that this would ensure continuity of service provision and stability at a time of significant change in the health care system and would allow sufficient time for a root and branch review of all service areas to be completed.

Details of the business case for the extension of the contracts were contained in the report.

Reason For Decision

A decision in support of approval of service extensions for up to one year would ensure that there were no gaps in service provision and stability was maintained at a time of systematic change in the health care system.

Alternative Options Considered and Rejected

An alternative to contract extensions would be a mass procurement process compliant with Standing Orders. This would result in a clear financial detriment to the Council in terms of cost and time of conducting procurement process for up to 20 contracts/services. Additionally, services would be specified on the same basis as current provision losing the opportunity to review/redesign as dictated by need.

Implementation Date

Contracts as listed in Appendix 1, extended from 1 April 2013.

RESOLVED: That

- 1) under the auspices of the Health and Social Care Act 2012 it be noted that there will be an automatic transfer of Public Health responsibilities from NHS Halton and St Helens to Halton Borough Council from 1st April 2013;
- 2) services in Appendix 1 that are due to expire on 31st March 2013, be extended for a period of up to one year to 31st March 2014 with a further year to 31st March 2015 if required (1+1 years) be agreed;
- 3) Procurement Standing Orders 1.8.2 and 2.0.1 – 2.15 be waived to ensure continuity of service provision during transition; and
- 4) a root and branch staged review of all Public Health services transferring to Halton Borough Council be undertaken to determine value for money, improved quality and increased productivity. This will commence with service contracts due to end 2013 and 2014 in 2013.

Director of Public Health

EXB155 CONTRIBUTION TO LOCAL SAVE ENERGY ADVICE LINE

The Board considered a report of the Strategic Director, Communities on the Council's contribution to the local Save Energy Advice Line.

The Board was reminded that at its meeting on 24 May 2012, it approved a waiver of Procurement Standing Orders in respect of the delivery of a local energy advice line for 2013/14. The advice line was funded by the Department of Health's Warm Homes, Healthy People Programme for 2011/12. It was noted that the Council had secured additional funding for the delivery of a variety of projects, one of which was the extension of the energy advice line for a further twelve months.

The report advised that a local environmental charity, Energy Projects Plus, were commissioned to deliver the service and had previously delivered a Government funded locally based telephone advice service across Merseyside

and Cheshire since 1995. One of the key roles of the local service had been to provide an anchor point for residents to contact which linked to the range of local initiatives and advice schemes.

Since the withdrawal of Government funding, Energy Projects Plus had continued to deliver a locally based advice line, part funded by local authority contributions. The total cost of providing the service was £75,000. The report provided details of the business case and the funding contribution required for 2013/14.

RESOLVED: That

- 1) under Procurement Standing Orders 1.8.3 (f) Standing Orders 4.1 and 4.2 be waived in respect of Energy Projects Plus Local Advice Line; and
- 2) the Operational Director (Prevention and Assessment) be authorised to award a contract to Energy Projects Plus to deliver a local energy advice line for 2013/14.

Strategic Director
- Communities

TRANSPORTATION PORTFOLIO

EXB156 STREET LIGHTING ENERGY PROCUREMENT

The Board considered a report of the Strategic Director, Policy and Resources, which advised on an extension to the Council's un-metered electricity supply contract for street lighting.

The Board was advised that since October 2001, the Council's un-metered electricity had been procured through an energy procurement specialist to the public sector, Utilities Procurement Group (UPG). It was noted that UPG used their knowledge of the market to determine the best time to seek tenders as the energy market was very volatile and often affected by worldwide events.

Since 1 April 2011, the current supplier had been Haven Power, whose contract included an Option to Extend (OTE) for up to two years and which, it was reported, had been taken up for one year. At its meeting on 29 March 2012, Executive Board had approved the switching off of street lighting on high speed roads between midnight and 6.00am as a budget saving option. It was noted that, due to changes in standing charges, the expected savings would fall short of the budgeted £148,000, and in order to achieve a balanced budget, it had been necessary to review the

replacement of age-expired equipment with a delay in the programme of works. It was further reported that this in turn would impact on potential future savings that would have resulted from using more energy efficient equipment.

Members were advised that often energy contracts needed to be accepted within a very short time frame, due to rapid changes in the prices on offer and the possibility of offers being withdrawn at short notice. For this reason, it was necessary on occasion to waive Standing Orders to enable offers to be accepted.

RESOLVED: That

- 1) the extension to the supply contract for un-metered electricity with Haven Power be endorsed;
- 2) the waiving of Procurement Standing Orders 2.2 to 2.11 for the purchase of un-metered electricity be endorsed;
- 3) it be recorded that the expenditure is anticipated to be in excess of £1.0M per annum; and
- 4) Utilities Procurement Group (UPG) continue to be used to manage our street lighting energy provision.

Strategic Director
- Policy &
Resources

EXB157 WAIVER OF PROCUREMENT STANDING ORDERS - EMERGENCY PROCEDURES FOR URGENT REPAIRS TO THE HIGHWAY

The Board considered a report of the Strategic Director, Policy and Resources on the waiver of Procurement Standing Orders for repair works for the public right of way footpath network.

The Board was advised that part of the Mersey Way footpath at Hale required emergency structural repairs to reinstate the surface and sides of the path immediately before the Christmas period in 2012. In addition, due to heavy rainfall over the Christmas holidays, and resultant landslip immediately adjacent to the path edge, some additional urgent action was required to prevent further erosion and collapse.

It was reported that the contractors, ELM were instructed to make safe and reinstate the collapse which

involved the construction of timber revetments to provide support to the footpath; these works were completed by 16 January 2013. Due to the urgent nature of the work, compliance with Standing Orders was not practicable and Members were asked to note the action taken by the Operational Director, Policy, Planning and Transportation in consultation with the Head of Procurement.

RESOLVED: That the two waivers to Procurement Standing Order 4.1(Competition Requirements) by the Operational Director Policy, Planning and Transportation and Head of Procurement, in respect of the award of contracts, of estimated value £9,750 and £5,751 for urgent repairs to the Highway be noted.

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

EXB158 GREEN DEAL AND ENERGY COMPANY OBLIGATION

The Board considered a report of the Strategic Director, Communities, informing them of two new national energy schemes.

The Board was advised that the Energy Act represented a step change in the provision of energy efficiency for homes and businesses. Significantly, it replaced the grant scheme Warm Front, with two new schemes known as the Green Deal and Energy Company Obligation (ECO). It was reported that ECO funding and Green Deal finance would work alongside each other to help fund heating and insulation installation measures for tenants and homeowners.

The report outlined the details of the Green Deal finance framework which aimed to provide energy efficiency work for “able to pay” households that reduced energy consumption. It also detailed the role of the local authority as both Green Deal Provider, Partner and Advocate. In terms of ECO, it was noted that unlike Green Deal, it would place an obligation on gas and electric suppliers to achieve energy savings through a smaller range of measures, and expected them to subsidise or fully meet the costs of the measures. It was further noted that there were three elements to ECO having different eligibility criteria, as outlined in the report.

RESOLVED: That the Council supports a partnership approach to Green Deal and ECO, as set out in paragraph 3.2.4 of the report, to deliver and facilitate the new energy initiatives.

Strategic Director
- Communities

EXB159 LIVERPOOL CITY REGION COLLECTIVE ENERGY SCHEME

The Board considered a report of the Chief Executive which provided background information on the Collective Energy Scheme.

The report detailed the background to the collective purchasing and switching approach of consumers banding together to negotiate a better deal with their gas and energy suppliers. Although there was no set model for the operation of such schemes it was noted that usually this kind of activity was facilitated by a third party, that negotiated and ran an auction to provide a better tariff on behalf of the consumers they represent.

The Board was advised that during November 2012 a local based charity, Energy Projects Plus worked with the six local authorities of the Liverpool City Region (LCR) to develop a proposal for Department of Energy and Climate Change's (DECC) Cheaper Energy Together fund. The proposal included developing a programme of repeated switching auctions, which recognised that a significant proportion of vulnerable residents could be supported to take advantage of an energy tariff collective switching scheme. However, the bid to DECC was unsuccessful, but it was noted that there remained a desire to explore how a collective switching scheme could be delivered.

The LCR scheme would enable people from across the city region to join together to negotiate cheaper energy bills and would be open to each Authority's residents. To date, Wirral, Sefton and Knowsley had signed up to the scheme. Members were advised that to participate in the scheme, residents would be invited to register free of charge, either via a web site or through direct contact with the Council.

RESOLVED: That the Council join the Liverpool City Region Collective Energy Switching Scheme and make an initial £5,000 contribution to the set up costs (refundable subject to the generation of referral fees).

Chief Executive

EXB160 PURCHASE OF UNO ENERGY DATABASE

The Board considered a report of the Chief Executive which sought agreement to award a contract without conducting a tender exercise for the purchase of the UNO Energy database.

The Board was advised that in January 2013, the Borough Council was successful in being awarded £115,000 under the Department for Energy and Climate Change's (DECC) Fuel Poverty Fund. The fund would be used to offer grants for heating and insulation to Halton residents which met a set of criteria, as detailed in the report.

The DECC bid submission also included £10,000 to purchase a database to collate energy information for individual Halton properties. The database would enable the authority to get the most out of the Government's new funding regime for domestic energy efficiency, which included the Energy Company Obligation. The deadline for spending the DECC funding was extremely tight and consequently there was not sufficient time to conduct a formal tendering exercise for the database.

Members were advised that the local environmental charity, Energy Projects Plus, managed a database known as the UNO system on behalf of Wirral, St Helens, Knowsley and Sefton. It was proposed that Halton purchase the UNO system which included the cost of software, the Green Deal module and the cost of matching and converting all data, which brought the total to £9,950, which was within the application funding from the DECC.

RESOLVED: That

- 1) under Procurement Standing Order 1.8.3 (f) Standing Orders 4.1 and 4.2 be waived in respect of the UNO Energy Database and purchase of Energy Performance Certificate data; and
- 2) the Assistant to the Chief Executive be authorised to purchase the UNO Energy Database and to enter into a contract with Energy Projects Plus to manage the Database.

Chief Executive

RESOURCES PORTFOLIO

EXB161 USE OF GUARDIAN SCHEME IN VACANT BUILDINGS

The Board considered a report of the Strategic Director, Children and Enterprise which advised Members on the success of the use of the Guardian Scheme in vacant buildings.

Members were advised that the Executive Board Sub Committee on 29 March 2012, approved a pilot of the

Guardian Scheme in two of its vacant properties, as an alternative method of security. Two buildings were identified as suitable for the pilot scheme – the former library at Egerton Street in Runcorn and Transporter Bridge House in Widnes. The report provided details of the initial set up costs and utility costs for each of the premises and it was noted that both properties were inspected monthly by the management company, with spot checks to ensure that the guardians were complying with their agreements.

It was reported that in general terms, the installation of guardians ensured that the fabric of the buildings were being maintained and that incidences of burst pipes or water ingress were quickly noted and dealt with before any serious damage could occur. It was considered that the use of guardians scheme was a viable alternative method to protecting vacant buildings until they were sold, let, demolished or occupied by the Council.

RESOLVED: That the Board approves the continuing use of the Guardian Scheme.

Strategic Director
- Children and
Enterprise

EXB162 NATIONAL TRAVELLER PLANNING POLICY - UPDATE ON IMPLICATIONS FOR HALTON

The Board considered a report of the Strategic Director, Policy and Resources which provided an update on the Council's response to the national Traveller Planning Policy and its implications for Halton.

The Board was advised that the Homes and Communities Agency (HCA) would provide £60m of capital funding towards the development and improvement of Traveller pitches. It was announced in December 2012, that Halton's bid for a grant to deliver new permanent pitches was successful. It was noted that there had for some time been a statutory requirement to undertake a Gypsy and Traveller Accommodation Assessment. With the new National Planning Policy for Traveller Sites was the necessity to demonstrate a five year supply of sites against local pitch targets.

It was noted that there were two separate requirements for pitch delivery; permanent pitches where Travellers stayed year round and transit pitches for Travellers passing through the Borough. The grant from the HCA would cover the capital costs for new permanent site pitches at Warrington Road, Runcorn, which would comprise twelve pitches each with its own water and electricity supply and toilet and shower facilities.

RESOLVED: That

- 1) The offer made by the Homes and Communities Agency via the Traveller Funding Stream within the Affordable Housing Programme to finance the provision of new permanent pitches in Halton be accepted; and
- 2) Delivery of new permanent pitches at Warrington Road, Runcorn in accordance with the strategy outlined in Section 5 of the report, be approved.

Strategic Director
- Policy &
Resources

EXB163 DIRECTORATE PERFORMANCE OVERVIEW REPORTS
FOR QUARTER 3 2012/13

The Board considered a report of the Strategic Director, Policy and Resources, on the Council's performance for the third quarter to 31 December 2012.

The Board was reminded that in September 2011, it had approved a revision to reporting arrangements on performance, in the light of emerging national and local circumstances. The approved changes included presentation of Directorate Performance Overview Reports on a quarterly basis and progress against the Corporate Plan on a six monthly basis; the development and use of a priority based performance report for each of the Council's six corporate priorities in 2012/13 and Policy and Performance Boards; and departmental performance reports to be made available via the intranet and the Members' Bulletin.

It was noted that a review of the Council's existing performance management and monitoring arrangements had been undertaken in 2011, based upon an agreed set of principles, which had been agreed by the Corporate Policy and Performance Board, based around the better management of performance information in terms of both strategic focus and volume. The Directorate Performance Overview Report (DPOR) provided a strategic summary of the key issues arising from performance in the relevant Quarter for each Directorate. DPOR's from 2012/13 would be presented to Executive Board in line with the presentation of Quarterly Financial Statements. Information for each of the Council's Directorates were attached at Appendices 1-3. The Board noted that monitoring of all relevant high risks would be undertaken and progress be reported against the application of the risk treatment measures in Quarters 2 and 4.

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

EXB164 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Policy and Resources regarding four new applications for Discretionary Non-Domestic Rate Relief.

The Board was advised that, under the Local Government Finance Act 1988, the Council was allowed to grant discretionary rate relief to organisations that were either a charity or a not for profit organisation.

It was reported that the Council grants discretionary rate relief to organisations for a three year period. Details of the four applications were given in the report together with more detailed financial information at Appendix 1.

RESOLVED: That

- 1) under the provisions of Section 47, Local Government Finance Act 1988, discretionary rate relief be granted to the following organisations at the percentage indicated, for the period from 1st April 2012 or the commencement of liability, whichever is the later, to 31st March 2016:-

Four Estates Ltd 20%

Greater Merseyside Connexions Partnership
20%

Halton Speak Out
20%

St John's Church
20%

- 2) in respect of the following organisations, they be granted discretionary rate relief for the backdated element of the charge from 1 April 2011 or from the commencement of liability, whichever is the later:-

Greater Merseyside Connexions Partnership
20%

Strategic Director
- Policy &
Resources

EXB165 2012/13 QUARTER 3 SPENDING

The Board received a report of the Operational

Director, Finance which reported on the Council's overall revenue and capital spending position at 31 December 2012.

A summary of spending against the revenue budget up to 31 December 2012 was attached to the report at Appendix 1. This provided individual statements for each department. The Board was advised that in overall terms, the revenue expenditure was £1.643m below the budget profile, although this was only a guide to eventual spending.

It was reported that on 12 December 2012, the Council had approved the early implementation of budget savings for 2013/14 totalling £6.038m. A number of those would provide part year saving in 2012/13 and would assist in keeping overall spending within budget at year end.

The report contained details on a number of significant areas of the budget including:

- The employee budget, vacant posts, overtime and agency staff;
- Expenditure on general supplies and services;
- The Community Care budget;
- Children's residential placements;
- Income affected by the economic downturn;
- A new contract with Grant Thornton to provide the External Audit providing savings;
- The collection rate for Council Tax and Business Rates; and
- The Council's net overall spending.

The report also outlined details of a revision to the capital spending programme at Appendix 2 and monitoring of the Council's balance sheet.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential;
- 2) Strategic Directors ensure overall spending at year-end is within their total operational budget; and
- 3) Council be recommended to approve the revised capital programme as set out in Appendix 2.

Operational
Director - Finance

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

EXB166 PLAYING PITCH STRATEGY

The Board considered a report of the Strategic Director, Communities on the draft Playing Pitch Strategy.

The Board was advised that Sport England, the Government agency responsible for sport, had encouraged Councils to carry out playing pitch studies and had published a good practice methodology for pitch sports studies. Halton had acted as a pilot authority for the new methodology, which had put the Borough at the forefront in terms of local assessments and sports provision.

It was reported that Halton's Playing Pitch Strategy identified existing pitch provision and future need and produced a series of key findings which were summarised in the report. It was noted that the document would be used to help direct investment to where improvements could make the most difference.

RESOLVED: That

- 1) the Playing Pitch Strategy as currently drafted, be approved;
- 2) the Draft proposals for local authority maintained sites be approved;
- 3) the Playing Pitch Strategy and draft proposals for Local Authority Maintained sites be shared with the Sports Governing Bodies for comment; and
- 4) any further editorial changes/corrections required prior to consultation will be delegated to the Strategic Director for Communities in consultation with the Portfolio Holder for Neighbourhood, Leisure and Sport.

Strategic Director
- Communities

COMMUNITY SAFETY PORTFOLIO

EXB167 CCTV MONITORING

The Board considered a report of the Strategic Director, Policy and Resources, which provided an update on the options for future service delivery of CCTV Monitoring.

The Board was advised that changes to Government

funding for Remploy from the Autumn of 2013, might result in a series of significant changes to its operations to deal with the loss of funding. Non commercially viable parts of the business had closed during 2012, and Remploy had worked with the Department for Work and pensions to explore whether CCTV monitoring contracts could continue to operate without grant support. To date, transfer of the business to another organisation had not been possible, and with the service due to end in July 2013, other options for the continuation of the work had to be considered.

The report provided details for Members' consideration of the four options for continuation which were as follows:

- Seek tenders from private sector companies to carry out the work;
- Transfer the staff to the Council and carry out the work internally;
- Investigate shared services with other local authorities; and
- Stop monitoring the cameras.

The report advised that Remploy had continued to improve the Halton CCTV monitoring service with their proactive approach and professional attitude which had been valued by the Borough's partners (including Cheshire Police, Cheshire Fire and Rescue Service and the Shopwatch and Pubwatch organisations operating in Runcorn and Widnes). It was noted that as a result of these improvements, CCTV monitoring services were considered to be a key tool in the fight against crime and anti-social behaviour in Halton.

RESOLVED: That the Board approve

- 1) the implementation of Option 2; and
- 2) the Strategic Director, Policy and Resources to arrange the transfer of the existing staff from Remploy Managed Services to the Council.

Strategic Director
- Policy &
Resources

EXB168 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- (1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 3 and 6 of Schedule 12A of the Local Government Act 1972; and
- (2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 3 and 6 of Schedule 12A of the Local Government Act 1972.

TRANSPORTATION PORTFOLIO

EXB169 AWARD OF THE HALTON HIGHWAYS IMPROVEMENT AND MAINTENANCE TERM SERVICES CONTRACT 2013-2019 - KEY DECISION

The Board considered a report of the Strategic Director, Policy and Resources, on the award of the Halton Highways Improvement and Maintenance Term Services Contract 2013-2019.

The Board was advised that the current contracts would expire on 31 May 2013. In line with national guidance, Halton and Warrington Borough Councils embarked upon a joint procurement process which provided an opportunity for

a single contractor to undertake highways improvement and maintenance services for both authorities under separate contracts.

It was noted that the contracts would be for an initial six year period, with the potential to extend to a maximum of ten years, subject to performance satisfying set targets in a number of agreed areas.

The report detailed the tender process, the evaluation process and comparisons with the previous contract, for Members' information.

RESOLVED: That the tender from the company referred to in paragraph 3.3.9 be accepted for the Halton Highways Improvement and Maintenance Term Services Contract 2013-2019.

Strategic Director
- Policy &
Resources

CALL IN

MINUTES ISSUED: 5 March 2013

CALL-IN: 11 March 2013

Any matter decided by the Executive Board may be called in no later than 5.00pm on 11 March 2013

Meeting ended at 3.05pm

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 14 March 2013 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chairman), D. Cargill, Harris, R. Hignett, Jones, Nelson, Philbin, J. Stockton, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr, E. Dawson, S. Riley, L Mosley and E. O'Meara

Also in attendance: Councillor Ratcliffe

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

EXB170 MINUTES

The Minutes of the meeting held on 28 February 2013 were taken as read and signed as a correct record.

HEALTH AND ADULTS PORTFOLIO

EXB171 PUBLIC HEALTH ANNUAL REPORT 2012

The Board considered a report and presentation by the Director of Public Health which provided an overview of the Halton and St Helen's Public Health Annual Report 2012.

The Board was advised that the Annual Report was an important vehicle by which the Director of Public Health (DPH) could identify key issues, flag problems, report progress and serve their local populations. It remained a key means of accountability for the population served. The Public Health Annual Report (PHAR) was the DPH's independent and expert assessment of the health of the local population, based on evidence. It was noted that the assessment and recommendations made were those held by the DPH and did not necessarily reflect the position of the

Action

employing and partner organisations.

It was reported that the PHAR typically contained a theme focusing on a particular issue or set of linked issues. With the dissolution of the PCT on 31 March 2013, it was noted that this was an opportunity to reflect on achievements in improved health outcomes whilst also looking forward recognising some of the main health challenges.

Members noted that the report highlighted the improvements in health including:

- Cardio-vascular disease;
- Tobacco control; and
- Dental health

and contained recommendations and future actions for each. In addition, the report provided an update on last year's recommendations and a compendium of data.

RESOLVED: That the report be noted.

ECONOMIC DEVELOPMENT PORTFOLIO

EXB172 VOLUNTARY SECTOR FUNDING - GRANT ALLOCATION 2013/14

The Board considered a report of the Strategic Director, Communities, on the Voluntary Sector Grant Funding Awards 2013/14.

The Board was advised that voluntary sector organisations had been invited to submit applications for funding in 2013/14. Applications were assessed and recommendations agreed by a Panel consisting of the Executive Board Portfolio holder with responsibility for the Voluntary Sector and Officers from the Communities Directorate.

The report contained details of the recommended annual allocation for the financial year 2013/14.

RESOLVED: That the recommended grant allocations, as detailed in the report, be approved.

Strategic Director
- Communities

HEALTH AND ADULTS PORTFOLIO

EXB173 HALTON SAFEGUARDING ADULTS BOARD (HSAB) : ANNUAL REPORT 2011/12

The Board considered a report of the Strategic Director, Communities, on the Halton Safeguarding Adults Annual Report 2011/12.

The Board was advised that a high priority for the Council and its partner agencies was treating people with respect and dignity. Building on the excellent results achieved in the 2010 Safeguarding Inspection, the Annual Report described how organisations and individuals across all sectors were working together to safeguard vulnerable people.

The report contained the following; the Forward, the Vision, the National Context, the Structure and Reporting Arrangements, the Outcomes and Board priorities, the Safeguarding Data available and the Key Developments and Local Activity.

The Board was also advised of the six sections in the report which focused on the activity around the various sub groups:-

- Learning & Development;
- Publicity and Communications;
- Quality and Performance;
- Policies and Procedures;
- Practitioners Network; and
- Safer Workforce.

RESOLVED: That the report and the contents of the Annual Report, attached at Appendix 1, be noted.

RESOURCES PORTFOLIO

EXB174 ASSETS OF COMMUNITY VALUE - COMMUNITY RIGHT TO BID

The Board considered a report of the Strategic Director, Policy and Resources, on the Assets of Community Value (England) Regulations 2012 (the Regulations).

The Board was advised that the Regulations came into force on 21 September 2012, under the Localism Act 2011, and was another community-facing power to sit alongside the Community Right to Challenge. The latter

allowed voluntary and community groups, Parish Councils and local authority staff to express an interest in taking over the running of local authority services. It was reported that, where such an approach was received, and was a legitimate challenge, the authority must carry out an open procurement exercise for the service.

It was reported that the Regulations set out the procedures and compensation arrangements in respect of assets such as land and buildings. A building or piece of land said to have community value could include libraries, community centres, leisure facilities, pubs and shops owned either by the Council or another public organisation. Groups eligible to make a community nomination were detailed in the report and defined as:

- Parish Councils;
- Neighbouring Parish Councils;
- Unincorporated Community Groups;
- Neighbourhood Forums; and
- Community interest groups with a local connection.

The report detailed the requirements for nominations that must be complied with and noted that the local authority would be required to establish, maintain and publish the list of assets of community value as well as maintain and publish a list of unsuccessful nominations. The report also set out the process for identifying which assets should be 'listed' on a register, the review process and the appeal process to the First Tier Tribunal.

RESOLVED: That

- 1) the report be noted;
- 2) the Operational Director Economy, Enterprise and Property establishes and maintains the List of Community Assets under the Assets of Community Value (England) Regulations 2012;
- 3) the Operational Director Economy, Enterprise and Property be authorised, in consultation with the Resources Portfolio holder, the relevant Portfolio holder(s) and Ward Councillor(s), to take decisions relating to applications made under the Assets of Community Value legislation as outlined in the process set out in Appendix 1 in general and in respect of particular cases and applications;

Strategic Director
- Policy &
Resources

- 4) the compensation criteria as outlined in Appendix 2 of this report be approved and the Operational Director Economy, Enterprise and Property be authorised, in consultation with the Resources portfolio-holder, to take decisions in respect of this;
- 5) Reviews of decisions taken under paragraphs 2.3 and 2.4 shall be undertaken and decisions taken under delegated powers by Appeals Panel;
- 6) The Operational Director Legal Services and Monitoring Officer instigate such changes to the Constitution as may be necessary to give effect to the legislation; and
- 7) At present it is not possible to anticipate the financial or staff resource that will be required to manage these Regulations. It is recommended that the Operational Directors Economy, Enterprise and Property and Legal Services provide an appraisal of the impact of these arrangements after September 2013.

EXB175 ICT CAPITAL PROGRAMME 2012/13 AND 2013/14

The Board considered a report of the Strategic Director, Policy and Resources, on the profile of spend against the ICT Capital Programme 2012/13 and on planned spend for 2013/14.

The Board was advised that for a number of years, £1.1m had been set aside to support the development, improvement and maintenance of the Council's ICT infrastructure. In a fast changing environment, the importance was noted for equipment to be maintained, updated and replaced in order to provide an effective service to the departments that relied so heavily on it. This approach had enabled the Council to retain a stable and fit for purpose ICT environment.

It was reported that the infrastructure supported 400 software applications, 3,500 devices and provided an ICT support service to twenty schools, as well as a small number of contracts with external organisations. The Board was advised that there was potential to earn further income from other opportunities, as investment made through the Capital Programme provided the confidence potential clients

required.

The capital investment focussed on three areas, details of which were attached at Appendix A, and which were noted as:-

- Server;
- Network; and
- Desktop.

RESOLVED: That

- 1) the actual spend profile for 2012/13 outlined in Appendix A be noted; and
- 2) the planned spend profile for 2013/14 outlined in Appendix A be approved.

Strategic Director
- Policy &
Resources

EXB176 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

and paragraph 3 of Schedule 12A of the Local Government Act 1972.

RESOURCES PORTFOLIO

EXB177 INDUSTRIAL ESTATES OPTIONS APPRAISAL

The Board considered a report of the Strategic Director, Policy and Resources, which provided an Options Appraisal on four industrial estates with options for their future.

The report advised the Board that over recent years there had been increased expenditure on these industrial estates due to their age, deteriorating condition and very high vacancy rates caused by difficult marketing conditions. The report provided details on each location, to help Members ascertain their feasibility and viability so as to formulate a strategy for their future management. Financial and options appraisals were attached at Appendix 2.

RESOLVED: That the following be approved

- 1) Marshgate, St Michael's Industrial Estate - Retain within HBC ownership and the sum now reported is allocated from the maintenance budget in 2013 / 2014 in order to replace the roof (These costs are at today's prices and do not take into account inflation);
- 2) Oldgate, St Michael's Industrial Estate - Retain within HBC's ownership and that funding be allocated from the maintenance budget to replace the roof on a phased basis as follows: -
 - Phase 1 – the sum now reported allocated 2014 / 2015 in respect of block B
 - Phase 2 - the sum now reported allocated 2015 / 2016 in respect of block C
 - Phase 3 - the sum now reported allocated end over the end 2016 / 2017 and beginning 2017 / 2018 in respect of block D.
- 3) Dewar Court, Astmoor Industrial Estate, Runcorn-HBC continues to retain this estate within its ownership; and
- 4) Seymour Court, Manor Park, Runcorn –Dispose of this estate on the open market by the most appropriate method in the 2013 / 2014 financial

Strategic Director
- Policy &
Resources

year.

(The costs are at today's prices and do not take into account inflation).

CALL IN

MINUTES ISSUED: 20 March 2013

CALL-IN: 26 March 2013

Any matter decided by the Executive Board may be called in no later than 5.00pm on 26 March 2013

Meeting ended at 3.00 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 28 March 2013 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chairman), D. Cargill, Harris, R. Hignett, Jones, Nelson, Philbin, Wharton and Wright

Apologies for Absence: Councillor J Stockton

Absence declared on Council business: None

Officers present: A. Scott, M. Reaney, G. Cook, D. Johnson, I. Leivesley, G. Meehan, D. Parr, S Clough, W Rourke, E. Dawson and S Johnson-Griffiths

Also in attendance: Councillor Ratcliffe

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

EXB178 MINUTES

The Minutes of the meeting held on 14 March 2013 were taken as read and signed as a correct record.

CHILDREN YOUNG PEOPLE AND FAMILIES

EXB179 PUPIL REFERRAL UNIT DELEGATED BUDGETS AND DRIVERS FOR CHANGE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the effects of the School Funding Reform on the two Pupil Referral Units (PRUs) in the Borough.

The Board was advised that Halton had two PRUs which provided education at Key Stages 3 and 4 to pupils excluded from mainstream schools. Both PRUs were located within the same building on Astmoor Industrial Estate, with one Management Committee governing both PRUs and a Headteacher for each PRU.

It was noted that as part of the School Funding Reform, the Local Authority (LA) was charged with putting

Action

arrangements in place from April 2013 for delegated budgets for PRUs and amendments to Management Committees would allow them to have the delegated powers necessary. In addition, from 1 April 2013, responsibility for recruitment and management of staff would transfer from the LA to the PRU Management Committee. School Funding Reform had also made changes to funding of PRUs moving to what would become known as Place-Plus Funding.

It was reported that the Management Committee supported the proposal to amalgamate both PRUs to bring them under the direction of one Leadership and Management Team, the benefits of which were outlined in the report. In order to comply with the Public Sector Equality Duty, a four week consultation period would be undertaken with stakeholders. It was further noted that collaborative work with Cheshire West and Chester and Halton Councils would benefit the authority in developing a high performing PRU.

Reason(s) for Decision

The implications of the School Funding Reform on PRUs and the current vacancies at the Key Stage 4 Gateway provided an opportunity to achieve greater consistency and better value for money by amalgamating both PRUs.

Alternative Options Considered and Rejected

Maintaining two PRUs but putting in place one leadership structure across both PRUs – this option was rejected as whilst remaining as two PRUs there was limited cost efficiencies that could be achieved, e.g. each PRU would have to purchase their own Service Level Agreements.

Implementation Date

1st September 2013.

RESOLVED: That

- 1) approval be given, as a basis for consultation, to the amalgamation of the Key Stage 3 and Key Stage 4 PRUs, bringing existing Key Stage 4 staff and provision under the leadership of the Key Stage 3 PRU with effect from 1st September 2013; and
- 2) a report be brought to the Board after the

Strategic Director
- Children and
Enterprise

consultation has taken place.

EXB180 SCHOOL ADMISSION ARRANGEMENTS 2014 - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on School Admission Arrangements for 2014.

The Board was advised that statutory consultation on proposed admission arrangements and co-ordinated admission schemes for September 2014 intake, took place in January and February 2013. There were no changes proposed to the current oversubscription criteria for admission to Local Authority maintained community and voluntary controlled primary schools or to Local Authority maintained community secondary schools. It was reported that three responses were received, which were detailed in the report and attached at Appendix 3. In addition, the report also detailed a number of points raised within the consultation response from Wade Deacon, for Members' information.

Oakfield Primary School had requested an increase in their Published Admission Number from 40 to 45. However, as pupil numbers did not indicate an increase was required, the Local Authority would continue to monitor pupil numbers.

Reason(s) for Decision

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

Alternative Options Considered and Rejected

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

Implementation Date

The Policy applies for the September 2014 academic intake.

RESOLVED: That the attached School Admissions Policy, Admission Arrangements and co-ordinated schemes for admission to primary and secondary schools for the 2014/15 academic year, which remain unchanged from the

Strategic Director
- Children and
Enterprise

arrangements agreed by the Board for 2013/14, be approved.

EXB181 EARLY HELP STRATEGY

The Board considered a report of the Strategic Director, Children and Enterprise, on Halton's Children's Trust Early Help Strategy (the Strategy).

The Board was advised that Early Help had been a priority of the Children's Trust for over two years. The Early Help and Support Strategic Sub-Group (EHaS) of the Children's Trust regularly reported to Executive Board highlighting progress on Halton's model of Team Around the Family (TAF).

It was reported that in 2012, the next step was the development of an Early Help Strategy and Local Offer, with the emphasis on early intervention in order to have a positive impact on families. The Strategy would need to focus primarily on pre-birth to five year old children and their families. The draft Strategy, attached to the report, comprised the main strategy, four cross cutting themes which spanned across the Children's Trust, a joint action plan, and an appendix that highlighted Halton's Local Offer.

RESOLVED: That

- 1) the Early Help Strategy, Local Offer and Action Plan be endorsed; and
- 2) the Early Help Strategy be implemented in conjunction with the 0-5 year old Development Action Plan, a priority of the Health and Wellbeing Board.

Strategic Director
- Children and
Enterprise

EXB182 FOSTER CARER ALLOWANCES 2013-14

The Board considered a report of the Strategic Director, Children and Enterprise, on Foster Care Allowances 2013-14.

The Board was advised that as part of the Placement Strategy for Children in Care, the level of allowance paid to Halton foster carers was significantly increased in September 2010. This was aimed at increasing the number of foster carers available in the Borough and to support their retention. It was reported that it was important that allowances paid remained appropriate, competitive and

attractive in order to recruit and retain the quality of the pool of carers.

It was noted that allowances paid to carers should reflect actual costs incurred by them. Details of a proposed revised set of allowances was attached at Appendix 1, which proposed a 1.5% increase in the main allowances.

RESOLVED: That the level of increase in allowances be agreed.

Strategic Director
- Children and Enterprise

EXB183 WAIVER OF PROCUREMENT STANDING ORDERS FOR SUBSCRIPTION TO FISCHER FAMILY TRUST

The Board considered a report of the Strategic Director, Children and Enterprise, seeking the waiver of Procurement Standing Orders for subscription to the Fischer Family Trust (FFT).

The Board was advised that FFT was part of a consortium contracted to extract all data for the Department for Education's National Pupil Database and Achievement and Attainment Tables, and had access to pupil performance and census data for the whole of England and Wales. It was reported that this allowed FFT to produce a wide range of innovative performance data which allowed schools to quickly identify and understand key strengths and weaknesses, set challenging but realistic targets and help pupils to identify and realise their potential.

It was reported that FFT reports covered all Key Stages (1-5) and all levels of pupil, and through the use of sophisticated statistical techniques were able to measure progress and estimate future performance. Subscription to FFT would provide access to Local Authority reports, email and telephone support, access to national research, data and school administration accounts.

RESOLVED: That waiver of Part 4 Procurement Standing Orders (4.1) be granted, for one year from 1 April 2013 to 31 March 2014, with one subscription to Fischer Family Trust, with an option to extend for a further two years (as detailed in paragraph 4.4 of the report).

Strategic Director
- Children and Enterprise

EXB184 PURCHASE OF U-EXPLORE SOFTWARE LICENCES FOR RE-SALE TO SCHOOLS AND PROVIDERS

The Board considered a report of the Strategic Director, Children and Enterprise, on the purchase of the U-Explore software licences for re-sale to schools and

providers.

The Board was advised that U-Explore was a unique, innovative, online teaching and learning resource, which would support schools in the delivery of the new duty to secure access to independent and impartial careers advice for people aged 9-11 years. Details of the business case were set out in the report for Members' information.

RESOLVED: That

- 1) the Operational Director for Children, Organisation and Provision be authorised to award the contract for 10 U-Explore software licences and 1 commercial licence to the contractor U-Explore Limited for the sum of £12,600 (includes VAT) and shall be subject to three possible extensions of the contract by a period of up to one year for each extension running 2014/2015, 2015/2016 and 2016/2017. (Total spend over 4 maximum years: £50,400); and
- 2) in light of the exceptional circumstances, namely there being only one possible supplier of the service, and in accordance with Procurement SO 1.8.3 Standing Orders 4.1 and 4.2 be waived on this occasion in view of U-Explore Limited being the only supplier of the service and the collective agreement by Liverpool City Region to implement this software package jointly, which will support schools in delivering their new Careers Education, Information Advice and Guidance (CEIAG) responsibilities under the Education Act 2011.

Strategic Director
- Children and
Enterprise

*(N.B. The following Councillors declared a Disclosable Other Interest in the following item of business for the reasons stated:
Councillor Polhill as Governor of Brookfields School; Councillor Harris as Governor of The Bankfield School)*

EXB185 CAPITAL PROGRAMME - 2013/14 - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which provided a summary of the Capital Programmes for 2013/14 for the Children and Enterprise Directorate.

The Board was advised that in March 2013, the Department for Education announced the schools capital grant allocations for 2013/14, as set out in the table in the

report. It was noted that this funding would support the following projects:

- Capital Maintenance and Capital Expenditure Revenue Account funding;
- Early Education for Two Year Olds 2013/14;
- Short Breaks Capital 2012/13.

Reason(s) For Decision

To deliver and implement the capital programme.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

1 April 2013.

RESOLVED: That

- 1) the capital funding available for 2013/14 be noted;
- 2) the position in respect of Basic Need be noted;
- 3) the proposals to be funded from Capital Maintenance and Capital Expenditure Revenue Account be approved;
- 4) the proposal for the Two Year Old capital funding be approved;
- 5) the proposal for the Short Breaks capital be approved; and
- 6) Council be recommended to approve the Capital Programme 2013/14.

Strategic Director
- Children and
Enterprise

EXB186 RE-DESIGNATION OF ASHLEY SCHOOL - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the re-designation of Ashley School.

The Board was reminded that at its meeting on 24 January 2013, it had agreed that a statutory consultation be undertaken on the re-designation of Ashley School and to extend the age range from 11-16 to 11-19. It was reported that there were 241 consultation responses; five responses were received after the close of consultation; 238 responses supported the proposals; three did not. Included within this three, one from Halton Autistic Family Support Group (HAFS) stated they responded on behalf of 100 parents.

The Board was advised that a decision must be made by the decision maker (Executive Board) within two months of the end of the representation period. Appendix C outlined the issues which the decision maker needed to consider. There were four options for decision, detailed as:

- Reject the proposals;
- Approve the proposals;
- Approve the proposals with modifications; or
- Approve the proposals subject to them meeting a specific condition.

The reason for decision must be given whether it was approved or rejected and should include the factors and criteria for decision.

Reason(s) for Decision

A gap in provision had been identified for vulnerable pupils with a diagnosis of Autism and for those with identified Social Communication Needs who had moderate to high learning ability.

Alternative Options Considered and Rejected

Retaining the current designation of Ashley School and the current age range was considered and rejected as it would not meet the gap in provision.

Implementation Date

A decision would be required by Executive Board prior to 1 September 2013.

RESOLVED: That Proposals, having been published in pursuance of the powers set out inspections 15(1) and 19 (1) of the Education and Inspections Act 2006, and having had regard to the statutory guidance and to responses to consultation, the following related proposals be approved:

Strategic Director
– Children and
Enterprise

- 1) with effect from September 2013, Ashley School will be re-designated as an 11-19 school for middle and high ability pupils with Social Communication Needs and Autism;
- 2) with effect from September 2013 Ashley School will have 70 places for pre-16 pupils and 42 places for post-16 pupils; and
- 3) the offer of post-16 provision will commence in September 2014.

(N.B. Councillor Jones declared a Disclosable Other Interest in the following item of business as he was a Governor of Fairfield Infants School)

EXB187 FAIRFIELD INFANT AND FAIRFIELD JUNIOR SCHOOL - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, which summarised the current governance arrangements of Fairfield Infant and Junior Schools. It also sought permission to commence a consultation process to amalgamate the schools into a Primary School.

The Board was advised that, since the end of the 2012 school year, the Headteacher of Fairfield Junior School had performed an Executive Head role over both the Infants and Junior schools. The report detailed the amalgamation process and the consultation timeline for Members' consideration.

Reason(s) for Decision

To allow the consultation process to commence to allow the schools to be amalgamated from 1 January 2014.

Alternative Options Considered and Rejected

When two schools amalgamate there were 3 possible routes:

1. close both schools and establish a new primary school;
2. close Fairfield Infant School and expand Fairfield Junior School; and
3. close Fairfield Junior School and expand Fairfield Infant School.

Option one was rejected as it would be too disruptive to the

staff at both schools. Option three was rejected as there was currently a vacancy for the Headteacher position at the school.

The preferred option would be to close Fairfield Infant School and expand Fairfield Junior School. The Headteacher of the Fairfield Junior School would then take the position of Headteacher of the Fairfield Primary school.

Implementation Date

The consultation would commence at the start of the summer term on 10 April 2013.

RESOLVED: That

- 1) the commencement of consultations to amalgamate Fairfield Infant and Fairfield Junior Schools be approved; and
- 2) the timescales and key dates for the consultation process be noted.

Strategic Director
- Children and
Enterprise

HEALTH AND ADULTS PORTFOLIO

EXB188 NHS SUPPORT FOR SOCIAL CARE - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which informed Members of the recent announcements on NHS support for Social Care.

The Board was advised that in December 2012, the Department of Health announced revised allocations and funding arrangements. From 2013/14 the funding transfer to Local Authorities would be carried out by the new NHS Commissioning Board, with payments to be made via an agreement under the 2006 NHS Act. It was noted that a number of conditions, detailed in the report, must be satisfied prior to the transfer of funding.

It was reported that Halton had been allocated Winter Pressure funding of £223k for 2012/13, which would be used as follows:

- Strengthen integrated discharge arrangements at Warrington and Whiston Hospitals and Intermediate Care Services;
- Increase capacity within the partnerships Reablement Services;
- Increase intermediate care bed capacity in Nursing/

- Residential homes; and
- Increase resources available via Joint Equipment Service due to increased demand.

Reason(s) for Decision

The transfer of funds to Local Authorities from Health, in order to invest in social care services to benefit and improve overall health, was a national requirement.

Alternative Options Considered and Rejected

The options for the use of the 2013/14 funding allocations, as outlined in paragraph 5.3, presented social care and the Local Authority as a whole with the most cost effective use of the resources available and offer the best outcomes for service users and carers.

Implementation Date

1 April 2013.

RESOLVED: That the revised funding allocation, as detailed in paragraph 5.3 of the report, be approved.

Strategic Director
- Communities

EXB189 ADULT SOCIAL CARE CONTRACTS

The Board considered a report of the Strategic Director, Communities, which sought approval to extend the current services provided by the voluntary sector for a period of one year from 1 April 2013.

The Board was advised that Halton had a vibrant voluntary sector that had been maintained despite reduced funding over the last two years. The contracts detailed in Appendix 1, represented a number of voluntary organisations which delivered a valuable service across health and social care. These had been reviewed and considered for continued Council funding. The Business Case for the extension of the contracts was detailed in the report for Members' consideration.

RESOLVED: That

- 1) the use of Procurement Standing Orders 1.8.3 (d), (e) and (f) to waive Procurement Standing Order 4.1 in respect of voluntary sector contracts with a value not exceeding £173,934, as listed in

Strategic Director
- Communities

Appendix 1, be agreed; and

- 2) an extension of existing voluntary sector contracts for a period of up to one year from 1 April 2013 to 31 March 2014, be agreed.

EXB190 HEALTHWATCH UPDATE

The Board considered a report of the Strategic Director, Communities, which provided an overview of Healthwatch functions and its relationship with the Health and Wellbeing Board. It also sought approval for a retrospective waiver for a contract for the Independent Complaints Advocacy Service.

The Board was advised that the Health and Social Care Act 2012 set out the establishment of a local Healthwatch organisation by 1 April 2013. Healthwatch Halton would operate as the local independent organisation, and its main aim would be to give citizens and communities a stronger voice to influence and challenge how health and social care services were provided locally. The main functions were detailed in the report together with information on the Healthwatch relationship with the Health and Wellbeing Board, progress on the transition from LINK to developing Healthwatch Halton and the Independent Complaints Advocacy Service.

RESOLVED: That the use of Procurement Standing Orders 1.8.3 (b), (d) and (f) to waive Procurement Standing Order 4.1 to enter into a contract for an Independent Complaints Advocacy Service from 1st April 2013 that has been tendered as part of a cross boundary procurement exercise led by Liverpool City Council, be approved.

Strategic Director
- Communities

EXB191 EXTENSION OF DOMICILIARY CARE CONTRACT - KEY DECISION

The Board considered a report of the Strategic Director, Communities, on the extension of the Domiciliary Care Contract for a period of one year.

The Board was advised that domiciliary care was a key service supporting vulnerable people in the Borough to remain at home. Analysis of future demand to 2015 had identified a 17% increase in service use, together with a forecast increase in the proportion of people over 80 years of age in the Borough.

It was reported that a detailed and robust tender procurement exercise would be undertaken to consider all aspects of an extremely complex area of work. Details of the exercise together with the Business Case were outlined in the report for Members' consideration.

RESOLVED: That the Board

- 1) Approve the use of Procurement Standing Order 1.8.3(c) to waive Part 2 of Standing Orders which refers to contracts exceeding £1,000,000 in value, whilst preparation is being undertaken to conduct a full tender process in compliance with EU Public Procurement Legislation 2006, Part 6 of Procurement Standing Orders; and
- 2) agree to extend existing Domiciliary Care contracts in Halton for a period of up to 1 year from 1 April 2013 to 31 March 2014.

Strategic Director
- Communities

EXB192 COMPLEMENTARY THERAPIES AND INJECTING EQUIPMENT PROGRAMME (DRUG AND ALCOHOL SERVICES)

The Board considered a report of the Strategic Director, Communities, on the contract for the Complementary Therapies and Injecting Equipment Programme, as part of the Substance Misuse Service.

The Board was advised that at the time that the Substance Misuse Service contract was tendered and subsequently awarded to the company CRI, the Complementary Therapy Service and the Injecting Equipment Programme were delivered by other providers. By incorporating both of these latter services into the CRI contract, would ensure a holistic service at the point of contact for people accessing the service, as well as delivering value for money for the Council and its partners.

The report contained details of the Business Case for this proposal for Members' consideration.

RESOLVED: That the Board approves the use of Procurement Standing Orders 1.8.3 (d) and (e) to waive Procurement Standing Order 4.1 to enable the current provider CRI to manage the Complementary Therapies Service and Injecting Equipment Programme as part of the Substance Misuse Services with an increased contract value.

Strategic Director
- Communities

EXB193 EXTENSION OF SUPPORTING PEOPLE CONTRACTS

The Board considered a report of the Strategic Director, Communities, which sought approval of the extension of the Supporting People Contracts.

The report provided Members with an up to date position with each of the Supporting People contracts that included Domestic Abuse Services, Sheltered Accommodation Services and the Service User Involvement Project. Included was a Business Case for the extension of the contract which would enable consideration of the proposals of the remodelling of the existing refuge.

RESOLVED: That Executive Board

- 1) supports an extension of the existing Supporting People contracts for a period of up to 1 year from 1st April 2013 to 31st March 2014;
- 2) agrees to using Procurement Standing Orders 1.8.3 (d) and (e) to waive Part 2 of Procurement Standing Orders which refer to contracts exceeding £1,000,000 in value, whilst a strategic review of the Sheltered Schemes and Domestic Abuse services contracts service is undertaken. Following the review a decision will be taken in respect of conducting a full tender process in compliance with EU Public Procurement legislation 2006, Part 6; and
- 3) agrees to using Procurement Standing Orders 1.8.3 (d) and (e) to waive Part 3 of Procurement Standing Orders which refers to contracts whose value is in excess of £173,934 but not exceeding £1,000,000 for the delivery of the Service User Involvement contract.

Strategic Director
- Communities

EXB194 COMPLEX CARE SERVICES

The Board considered a report of the Strategic Director, Communities, which provided a summary of the implementation of the Complex Care Business Case.

The Board was advised that the Complex Care Business Plan focused on the need to improve joint working between health and social care partners. It provided an opportunity for Halton to reconsider its approach to supporting people with complex needs and opportunities

which could be realised by adopting an integrated model of working.

The report outlined the progress on implementation; work covered included governance arrangements, a Joint Working Agreement, review of the current assessment pathways, commissioning and monitoring of the new system, and a data sharing protocol. It was noted that five task and finish sub groups were established to take forward the work, and these were detailed in the report.

A copy of the three year Joint Working Agreement was attached at Appendix 1. It was further noted that this agreement would be underpinned by a pooled budget arrangement.

RESOLVED: That

- 1) the report be noted; and
- 2) the three year Joint Working Agreement (1.4.13 – 31.3.16) made under Section 75 of NHS Act 2006, including pooled budget arrangements, between Halton Borough Council (HBC) and Halton Clinical Commissioning Group (HCCG) attached at Appendix 1, be agreed.

Strategic Director
- Communities

EXB195 TRANSFER OF PUBLIC HEALTH

The Board considered a report of the Director of Public Health on the transfer of Public Health functions and services from 1 April 2013.

The Board was advised that, as part of the Health and Social Care Act 2012, formal responsibility for the majority of public health functions would transfer to local authorities in April 2013. Preparation for this transfer had been on-going since March 2012 with a review across NHS Merseyside. It was noted that the legacy document, attached at Appendix 1, referred to the process Halton had completed to enable transfer and would be submitted to the Department for Health.

It was reported that Halton Borough Council had developed and led a Transition Group to oversee the safe transfer of all necessary functions. The Public Health Service would be located within the Policy and Resources Directorate for operational purposes, to enable work across all Directorates and to facilitate integration with Adult's and

Children's services.

RESOLVED: That

- 1) the preparation for the transfer of all Public Health staff and services from NHS Merseyside to Halton Borough Council in April 2013 be noted ; and
- 2) the legacy document that outlines completed preparation for handover of functions and services from Halton and St Helens PCT to Halton Borough Council attached at Appendix 1, be noted.

Director of Public Health

TRANSPORTATION PORTFOLIO

EXB196 TRANSPORT CAPITAL IMPLEMENTATION PROGRAMME 2013/14

The Board considered a response of the Strategic Director, Policy and Resources, on the Transport Capital Implementation Programme 2013/14.

The Board was reminded that at its meeting on 17 March 2011, Halton's Local Transport Plan (LTP3) was approved. It contained the key issues for transport in Halton, identified through a public consultation exercise, and were attached at Appendix 1. These issues were addressed by LTP3 through a series of local goals which linked to both national and local priorities.

It was reported that capital funding for local transport was provided by central Government through the Integrated Transport and Highway Maintenance Block Allocations. The grant was based on needs-based formulae which took account of a wide range of road, transport and other related data, specific to the authority.

The Department for Transport (DfT) confirmed the funding settlement for 2013/14 on 21 December 2012. The report provided details of the Major Scheme Capital Funding, Additional Maintenance Funding, Transport Block Implementation Programmes and Detailed Implementation Programmes.

RESOLVED: That

- 1) the Local Transport Settlement final allocations for 2013/14 and 2014/15 be noted;
- 2) Council be recommended to approve the following

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sums for incorporation into the Council's Capital Programme for 2013/14:

- Transport Implementation Programme £2,685,000;
 - Transport Major Scheme Capital Funding (SJB) £2,460,000
 - Additional Local Highways Maintenance Funding £355,000; and
- 3) authority to agree the detailed programme of schemes, based, where appropriate, upon the four year Implementation Programme described in the Local Transport Plan, be delegated to the Strategic Director, Policy and Resources, in consultation with the Executive Board Member for Transportation.

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

EXB197 KENNELING ARRANGEMENTS AND OUT OF HOURS COLLECTION OF STRAY DOGS

The Board considered a report of the Strategic Director, Communities, on the kennelling arrangements and out of hours collection of stray dogs.

The Board was advised that the Environmental Protection Act (EPA) 1990, placed a duty on each local authority to appoint an Officer to deal with the issue of stray dogs. Under the current arrangements, Halton, Knowsley Liverpool and St Helens Councils worked jointly as a Consortium to procure arrangements for dealing with stray dogs. A full procurement process resulted in the award of a contract for the kennelling of dogs to the RSPCA in Halewood and the collection of stray dogs out of hours to Animal Wardens Ltd. Both contracts were awarded for a three year period, which would end in April 2013.

The report provided further details on the kennelling re-charges, costs and the out of hours service. It was reported that, due to a change in policy at national level, the RSPCA would no longer be willing to provide a kennelling service when the current contract had expired. It was proposed that the Consortium lease the kennel block at Halewood and through procurement, find an organisation to staff and manage the facility. Some of the advantages to this approach were outlined in the report.

RESOLVED: That the proposed changes for the kennelling arrangements and out of hours collection of stray dogs be approved.

Strategic Director
- Communities

EXB198 HOME ENERGY CONSERVATION ACT (HECA) REPORT 2013

The Board considered a report of the Strategic Director, Communities, on the Home Energy Conservation (HECA) report 2013.

The Board was advised that new guidance placed a duty on local authorities to prepare and publish a HECA report by the end of March 2013, with follow up progress reports every two years to 2027. The document should set out the energy conservation measure the authority considered practicable, cost effective and likely to result in significant improvement in the energy efficiency of residential accommodation.

A copy of the draft HECA report was attached at Appendix A. Specific areas covered were detailed in the committee report and included:

- Local ambitions and priorities;
- Measures which took advantage of financial assistance and other benefits offered by Central Government initiatives;
- Area based/street by street approaches; and
- A timeframe for delivery and national and local partners.

RESOLVED: That the Home Energy Conservation Act report, attached at Appendix A, be endorsed for onward submission to the Department for Energy and Climate Change.

Strategic Director
- Communities

RESOURCES PORTFOLIO

EXB199 ANNUAL REVIEW OF THE CONSTITUTION 2013

The Board received a report of the Strategic Director, Policy and Resources, which sought the approval of the Council to a number of changes to the Constitution.

Members were advised that the revised version picked up the changes to the Council's working arrangements that had taken place during the year, as well as other changes which were intended to assist the Council to operate more effectively.

The proposals for change had been considered by the Chief Executive and the Executive Board Member for Resources in accordance with Article 16.02. It was reported that apart from the purely technical changes, the proposed amendments that were considered to be of particular significance were listed as an appendix to the report.

RESOLVED: That Council be recommended to approve the revised Constitution, including the amendments set out in Appendix 1 attached to the report.

Strategic Director
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Resources

EXB200 CALENDAR OF MEETINGS 2013/14

The Board received a report of the Strategic Director, Policy and Resources, which set out the proposed Calendar of Meetings for the 2013/14 Municipal Year which was appended to the report for information.

RESOLVED: That Council be recommended to approve the Calendar of Meetings for the 2013/2014 Municipal Year as appended to the report.

EXB201 SALARY SACRIFICE CAR SCHEME

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval to phase out the Council's existing car lease scheme.

The report provided details of the background to the arrangements of the existing car leasing scheme. It was reported that the proposed replacement salary sacrifice scheme was a contractual arrangement whereby an employee gave up the right to receive part of their cash remuneration, in return for some form of non-cash benefit, which in this case would be a car. The Council would be able to make savings on its employer's national insurance and pension contributions.

It was noted that the Council already had salary sacrifice schemes operating for child care vouchers, mobile phones, computers and bicycles. The report detailed the benefits to both the employee and the Council for Members' consideration.

RESOLVED: That the Strategic Director, Policy and Resources, in consultation with the Resources Portfolio Holder, be authorised to:

Strategic Director
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Resources

- 1) design and approve a local car leasing scheme

- policy and associated guidance for employees;
- 2) undertake the necessary procurement activity to appoint a provider to deliver a salary sacrifice car lease scheme;
 - 3) arrange the phasing out of the Council's existing employee car lease scheme; and
 - 4) undertake the operational management of the scheme.

EXB202 AGENCY WORKERS - NEW FRAMEWORK/CONTRACT

The Board considered a report of the Strategic Director, Policy and Resources, which sought approval to commence a new collaborative procurement process for the supply of Agency Workers.

The Board was advised that Merseyside Procurement Partnership (MPP) awarded a collaborative Framework Agreement in September 2009 to Matrix SCM for a four year period for the supply of agency workers. It was noted that prior to the current Matrix Framework Agreement, minimal information was available on the Council's Agency Worker spend profiles. The report provided information on the historical spend comparisons, taken from the Council's financial system, 'Agresso', which showed a continued reduction in spend and suppliers used by the Council to provide agency workers over the last five years.

It was reported that St Helen's Council would lead on the new Procurement Process for MPP, with all members participating in the options appraisal of existing Open Frameworks with Government Procurement Service (GPS) and Managed Services to Temporary Agency Resources (MSTAR), supported by a market review to identify the best solution available as an alternative consideration to conducting a new tender process.

RESOLVED: That

- 1) Halton continues to work with the collaborative group MPP to seek the most economic advantageous route to market, either through an existing Framework or to contribute to a full EU procurement exercise;
- 2) Halton participates in the collaborative contract with MPP to ensure the Council maximises purchasing power on a common category of

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spend (supply of Agency Workers); and

- 3) the new Agency Worker Framework/ Contract be utilised in the first instance for the supply of any Agency Staff to ensure the Council achieves value for money.

EXB203 PENSIONS DISCRETIONS POLICY - REVIEW

The Board considered a response of the Strategic Director, Policy and Resources, on the review of the Pensions Discretions Policy.

The Board was advised that the Local Government Pension Scheme (LGPS) provided for employer discretions on a number of regulations relating to the application of the scheme, when an employee left employment under certain circumstances. However, there were some rules within the LGPS with discretions placed upon them which allowed an employer to decide which options they wished to apply.

The Executive Board had approved the previous Discretions Policy on 1 December 2011. The key changes proposed to the current Discretions Policy were detailed in the report and a copy of the Pensions Discretions Statement attached at Appendix 1.

RESOLVED: That the Pension Discretions Policy for the Council, attached at Appendix 1, be agreed.

Strategic Director
- Policy &
Resources

EXB204 REVIEW OF COUNCIL WIDE FEES AND CHARGES

The Board considered a report of the Strategic Director, Policy and Resources, on the proposed review of Council Fees and Charges.

The Board was advised that a review of fees and charges had been carried out as part of the budget preparations for 2013/14. It was proposed that existing fees and charges be increased in line with inflation, although some would increase more to reflect charges in adjacent authorities. In addition, others had been reviewed with consideration of the impact of the price change.

The schedule in Appendix 1 included a number of statutory fees which it was noted might increase during the financial year, with the relevant fees increased accordingly. Charges for The Brindley were listed in Appendix 2 and were for the 2014/15 financial year. Details of other

increases were contained in the report.

RESOLVED: That, subject to the removal of the charges set out in Appendix 1 which relate to the Halton Athletics Academy, and which will be the subject of a separate agreement with the Wade Deacon Academy and Saints Peter and Paul School,

- 1) the proposed fees and charges for 2013/14 as set out in Appendix 1, be approved and referred to the relevant Policy and Performance Boards for information; and
- 2) charges for The Brindley, as listed in Appendix 2, be agreed for 2014/15.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB205 3MG FUNDING AND INFRASTRUCTURE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the 3MG Funding and Infrastructure.

The report provided a Preliminary Estimate Report for rail and road access infrastructure to the 3MG HBC Fields development site, in accordance with Procurement Standing Orders. In addition it sought approval to go out to tender for Phase 2 of the western access road works, to appoint a Contractor and to amend the Capital Programme to allocate funding to the 3MG Programme for the construction of the western access road Phase 2.

Reason(s) for Decision

To maximise grant that had been made available to the scheme and also to bring forward additional infrastructure to further develop the site.

Alternative Options Considered and Rejected

The Council could decide not to progress the completion of the road. However, this would result in unspent grant being returned to the Government and being lost to the Borough.

Implementation Date

Mid-May 2013.

Strategic Director
- Policy &
Resources

RESOLVED: That

- 1) the appointment of Waterman's as Project Manager for the Rail Sidings following competitive tender be noted;
- 2) the Operational Director for Economy, Enterprise and Property be authorised to procure the design and build of the Rail Sidings at 3MG HBC Field at an estimated cost of £2.5 M;
- 3) tenders be invited by the Operational Director, Planning, Policy and Transportation, for a contract to complete construction of the western access road at 3MG HBC Field at an estimated cost of £1.2m in accordance with Procurement Standing Order Part 2;
- 4) development and award of the contract be conducted in accordance with Procurement Standing Orders;
- 5) Council be recommended to approve a revision in the Capital Programme for £1.2m for the completion of the western access road to 3MG HBC Field; and
- 6) the Chief Executive, in consultation with the Leader and the Portfolio holders for Physical Environment, Transportation and Resources be authorised to take such action as judged necessary to implement the 3MG HBC Field development.

Strategic Director
- Children and
Enterprise

EXB206 PEELHOUSE LANE SITE - KEY DECISION

The Board considered a report of the Strategic Director, Children and Enterprise, on the future use of the Peelhouse Lane site.

The Board was reminded that in June 2012, it had approved the development of the Peelhouse Lane site on a 'whole site' approach, so that the interrelationship between respective opportunities was promoted. The report now outlined the recommended way forward along with funding proposals and the timeline of actions required.

It was proposed that the Peelhouse Lane site could be used to provide a 50-year capacity cemetery with the remainder of the land being set aside for housing. The report

provided details of the next steps in terms of the former Fairfield High School building, playing fields, the Infants and Junior Schools and the key timeline.

Reason(s) for Decision

To allow the use of the Council's land to generate capital receipts needed to bring forward the cemetery and Fairfield Infants and Juniors site.

Alternative Options Considered and Rejected

Alternative solutions would be to look at other uses for the land. However, a 50 year capacity cemetery was required and there were few other location options. In addition, the housing solution would provide the funds to undertake the work and any surplus could be used to contribute to the Fairfield Infant and Fairfield Junior schools project. To not use the surplus land for housing would require additional funds to be made available to undertake the works needed at the cemetery and nothing would be left for the Schools.

Implementation Date

The public consultation would need to be undertaken by the Spring of 2013.

RESOLVED: That

- 1) the progress on the disposal of the former Fairfield High School land (attached at Appendix A) as a school asset be noted;
- 2) the timescales and key dates for the recommended approach to ensure that land is available for cemetery use within the required time be noted;
- 3) such consultation be undertaken as is necessary to deliver the new cemetery and undertake applications to Sports England and the Planning Authority;
- 4) the vacant school buildings be promptly demolished upon the immediate vacation of the site by Wade Deacon, funded from eventual capital receipts;

Strategic Director-
Children and
Enterprise

- 5) 11.35 acres of land fronting Peelhouse Lane be placed in the open market for sale as residential building land;
- 6) the land delineated in red in Appendix A be appropriated from education purposes to be held for planning purposes in terms of sections 232 and 237 of the Town and Country Planning Act 1990; and
- 7) the Operational Director – Economy, Enterprise and Property in consultation with the Portfolio holder, be authorised to finalise the indicative boundary between residential and cemetery, shown in blue on Appendix A, with the other recommendations in the report being adjusted accordingly. The final line will remain consistent with the cemetery having a 50 year capacity.

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

EXB207 CATALYST SCIENCE DISCOVERY CENTRE

The Board considered a report of the Strategic Director, Communities, on a request from the Catalyst Science and Discovery Centre for a loan to support its continued operation.

The Board was advised that the Catalyst Science and Discovery Centre (Catalyst), was the only such centre in the UK with science as its central theme. Catalyst had submitted a Business Plan which set out what the organisation sought to achieve over the next five years and focused on four main areas:

- Cost Control;
- Capital Grants;
- Income Generation; and
- Maintaining existing levels of sponsorship.

It was reported that income generation was at the core of the Business Plan which comprised increases in visitor numbers, visitor dwell time, and conference business, growing and strengthening links across industrial, scientific and academic communities, enhancing the education offer and capturing new heritage opportunities in Halton. Members were advised that Catalyst would utilise any

potential loan from the Council to consolidate and further develop these activities.

RESOLVED: That the provision of a £30,000 loan be approved subject to the Catalyst Science and Discovery Centre meeting the conditions set out in section 7 of the report.

Strategic Director
- Communities

EXB208 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972.

ENVIRONMENTAL SUSTAINABILITY PORTFOLIO

EXB209 WASTE MANAGEMENT SERVICES - KEY DECISION

The Board considered a report of the Strategic Director, Communities, which provided an update on the

outcome of a tender exercise for the provision of Waste Management Services.

The report provided Members with information on the Council's current Landfill Disposal Contract and made recommendations to ensure that the Council maintained adequate arrangements to fulfil its statutory duty relating to the treatment or disposal of residual household waste.

Reason(s) for Decision

In order for the Council to fulfil its statutory obligations as a Waste Disposal Authority, it must have in place arrangements for the treatment or disposal of residual household waste. It was important to ensure that any arrangements that were in place continued to represent the most cost effective and value for money solution available to the Council.

Alternative Options Considered and Rejected

By undertaking a procurement exercise for the provision of waste treatment services through an 'Open' process, the Council had sought to consider the widest range of options that were currently available. As a result of the outcome of the procurement exercise, the Council was left with no alternative options to consider other than that referred to in the report.

Implementation Date

Subject to the successful negotiation of contract prices that were acceptable to the Council, implementation was expected in May 2013.

RESOLVED: That

- 1) the report be noted;
- 2) the Strategic Director, Communities, be authorised to seek to negotiate with the company named in the report, for a reduced tender price for the Interim Waste Treatment Services contract and, subject only to reduced, cost effective prices being agreed, the contract be awarded to the company named in the report;
- 3) in the event that the Council is unsuccessful in securing reduced tender prices with the company named in the report, then no contract for Interim

Strategic Director
- Communities

Waste Treatment Services should be awarded and a further market testing exercise should be undertaken; and

- 4) a further report be presented to Members in due course.

NEIGHBOURHOOD LEISURE AND SPORT PORTFOLIO

EXB210 ICI RECREATION SITE DEVELOPMENT WIDNES

The Board considered a report of the Strategic Director, Communities, which provided an update on the re-development of the ICI Recreation Site, Widnes.

The Board had previously considered a report on the future use of the site at its meeting on 28 June 2012 (Minute EXB 36 referred). A key aim of the Council was to ensure a sustainable use of the site which did not require revenue support from the Council.

The report updated Members on the current proposals and the planning, financial and community implications of the re-development of the site.

RESOLVED: That

- 1) the proposals for redevelopment of the ICI Recreation Site, Liverpool Road, Widnes, be noted;
- 2) in consultation with the Portfolio Holder for Neighbourhoods, Leisure & Sport, the Strategic Director, Communities, be authorised to explore the development of a Community Sports hub combined with a health facility; and
- 3) a further report be submitted with a business proposal(s) and costings; this may include a recommendation to sell some land to contribute to any shortfall for the development.

Strategic Director
- Communities

(N.B. Councillor Wharton declared a Disclosable Other Interest in the following item of business as he was a Board Member of Halton Transport Ltd and left the room during consideration of this item)

LEADER'S PORTFOLIO

EXB211 HALTON BOROUGH TRANSPORT LIMITED

The Board considered a report of the Operational Director, Finance, on Halton Borough Transport Limited (the Company).

The report outlined proposals received from the Company's Board for consideration. The proposals were intended to support the Company in the continuing development and improvement of their services for the benefit of the community and to enhance the customer experience.

RESOLVED: That Council be recommended to note the developments made by Halton Borough Transport Limited as outlined in the report, and approve the recommendations i) to v) as set out in the report.

Operational
Director - Finance

CALL IN

MINUTES ISSUED: 5 April 2013

CALL-IN: 12 April 2013

Any matter decided by the Executive Board may be called in no later than 5.00pm on 12 April 2013

Meeting ended at 2.45pm

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SHADOW HEALTH AND WELLBEING BOARD

At a meeting of the Shadow Health and Wellbeing Board on Wednesday, 13 March 2013 at Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Polhill (Chairman), Wright and S. Banks, M Creed, P. Cooke, N. Darvill, D. Lyon, A. McIntyre, E. O'Meara, D. Parr, N. Rowe, N. Sharpe, J. Stephens, M. Trelorre, D. Sweeney, A. Williamson, M. Cleworth, M. Grady, A. Lewis, W. Salisbury and S. Wallace-Bonner

Apologies for Absence: Councillors Philbin, Dr M. Forrest and M. Pickup

Absence declared on Council business: None

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

Action

HWB58 MINUTES OF LAST MEETING

The Minutes of the meeting held on 16th January 2013 were taken as read and signed as a correct record.

HWB59 PUBLIC HEALTH ANNUAL REPORT 2012

The Board received a presentation on the Public Health Annual Report (PHAR) 2012 from the Director of Public Health, Eileen O'Meara which provided an overview of the Halton and St Helen's Public Health Annual Report 2012. With the dissolution of the PCT on 31 March 2013, it was noted that this was an opportunity to reflect on achievements in improved health outcomes whilst also looking forward recognising some of the main health challenges. Members noted that:

- key improvements included cardiovascular disease, tobacco control and child dental health;
- challenges ahead were in areas such as early years, alcohol and cancer; and
- an update on recommendations from the 2010/11 report was also provided with a compendium of data.

RESOLVED: That the presentation be noted.

HWB60 NEW HALTON LEVELS OF NEED FRAMEWORK FOR CHILDREN'S SERVICES

The Board received a presentation from Mark Grady, Principal Children's Trust Officer, on developing a new Levels of Need Framework which would meet the work of all partners from April 2013. The original Halton Children's Trust Level of Need Framework developed in 2007 was recently examined by Glyndwr University and a number of issues highlighted, these would form a basis for developing a new framework.

Following the establishment of the requirements of a new framework a multi-agency group was formed with an aim to develop and launch a new Halton Levels of Need Framework. Members were advised on the progress of the group to date which included:

- Monthly multi agency group meetings;
- Developing an action plan;
- Mapping exercise undertaken;
- Agreed proposed new framework for consultation;
- 185 attendees at consultation events.

The Board considered an overview of the design framework and the design concept chosen. It was noted that before the April 2013 launch of the framework the final wording and design needed to be finalised, marketing materials agreed and all staff and stakeholders were to be fully informed.

RESOLVED: That the presentation be noted.

HWB61 FALLS

The Board received a presentation on Falls from Sue Wallace Bonner which advised that:

- falls were a significant cause of mortality and morbidity, particularly for older people who remained the highest risk group;
- many falls go unreported;
- where injury required treatment this was often reported under an injury specific diagnostic group (e.g fracture);
- there was a variation in the definition of what constituted a fall; and
- Halton had one of the highest number of hospital admissions due to falls in the country and this had risen annually for the past three years.

It was reported that in June 2012, a review of primary and secondary prevention of fall was commenced led by the Operational Director (Prevention and Assessment); the objectives of the review were:

- the development of a Halton Falls Strategy;
- review of the current specialist and associated falls services in relation to the national guidance, capacity, demand and skill mix;
- identify gaps in provision and recommend solutions through redesign and/or further commissioning; and
- develop an implementation plan and evaluation framework.

It was noted that the review had identified that the Integrated Falls Prevention Service was available to those over 65 but only once the person had fallen. There were also capacity issues within the service with comparatively low numbers accessing the service.

The Board was advised that as part of the review an Action Plan had been developed which set out to improve pathways and services and also to set targets to reduce repeat falls. It was anticipated that the falls service would be re-launched in June 2013.

RESOLVED: That the presentation be noted.

HWB62 ENVIRONMENTAL HEALTH ANNUAL REPORT 2011-2012

The Board considered a report of the Strategic Director, Communities which outlined the key issues and activities of the Environmental Health Service in 2011-2012.

The Board was advised that the Environmental Health Service was responsible for two main areas i.e. Environmental Protection and Food & Health & Safety. The service provided a range of regulatory and advisory services to the Council, local businesses and members of the public. The work of the teams comprised both programmed planned activities and reactive work in response to service requests.

In respect of Environmental Protection, the Board received information on; local air quality management; the inspection of industrial processes; planning consultations; service requests about pollution; other statutory nuisance, housing, animal welfare, stray dogs and pest control.

In respect of Food and Health and Safety, the Board

received information on; food safety, gas and fire safety in takeaway food premises; health and safety enforcement; smoke free playgrounds; illegal cosmetic treatments; the enforcement of the Sunbed (Regulation) Act 2010; health and safety in residential care homes and retail violence.

The following comments arose from the discussion, what were the outcomes of the health and safety inspections of 21 residential care homes? It was agreed that the information would be circulated.

Wendy Salisbury

RESOLVED: That the report and comments raised be noted.

HWB63 MAKING EVERY CONTACT COUNT IN HALTON BUILDING CAPACITY AND CAPABILITY AT ALL LEVELS OF THE WORKFORCE

The Board received a report of the Director of Public Health which outlined recommendations to ensure that the workforce was able to contribute to health promotion activity within Halton through the “Making Every Contact Count (MECC) Skills Development Initiative. It was noted that MECC was a means of describing how to provide the workforce at all levels with the knowledge and skills to offer health chats and signpost to appropriate services. The vision being that everyone had a role to play in public health service delivery. In order to deliver the programme the following actions would need to be undertaken:

- i. public health would work with local commissioners to ensure that contracts include MECC. For example ensuring that MECC training was integrated into all staff personal development plans including review and management processes;
- ii. develop a “whole workforce” approach; (consider the work of Ashton Leigh & Wigan, Yorks & Humber)
- iii. include MECC skills development into the Halton Workforce Strategy;
- iv. making the most of existing partnerships/ training / resources e.g. corporate induction programmes, existing shared learning opportunities such as learning pool <http://enable.learningpool.com>;
- v. adopt as part of corporate strategic vision –

include in corporate communication plan;

- vi. development of a “Halton Making Every Contact Count Directory;”
- vii. ensure that there was a co-ordinated approach to locality health promotion activity and campaigns that incorporate staff development at every opportunity; and
- viii. provide opportunities for community groups, voluntary sector and the private sector in Halton to be included as part of wider workforce development.

RESOLVED: That the Board:

1. endorse and support an agreed local workforce development approach to roll out Making Every Contact Count across the local authority and NHS within Halton; and
2. agree to receive regular updates regarding “Making Every Contact Count” activity.

Eileen O’Meara

HWB64 HALTON CCG INTEGRATED COMMISSIONING STRATEGY 2013-15 AND OPERATIONAL DELIVERY PLAN 2013-14

At its January meeting the Board requested a copy of the drafts of the Clinical Commissioning Groups Integrated Commissioning Strategy for 2013-15 and the associated delivery plan. Copies of the draft strategy and delivery plan were circulated to Members for consideration. The plan was developed in engagement with local people and member practices. Additionally the CCG was required to take account of national drivers, including those set out in the Mandate, the NHS Outcomes and Framework and Everyone Counts.

RESOLVED: That

1. the contents of the strategy and delivery plan be noted. (These documents are both in draft form and in particular the delivery plan is at an early stage of development); and
2. a copy of the latest version of the strategy and delivery plan be circulated to Members.

Simon Banks

HWB65 HEALTHWATCH UPDATE

The Board considered a report which provided an overview of Healthwatch functions, an understanding of Healthwatch Halton's relationship to the Health and Wellbeing Board and an update on transition progress from Halton LINK to Healthwatch Halton.

RESOLVED: That the report be noted.

HWB66 NHS SUPPORT FOR SOCIAL CARE

The Board considered a report of the Strategic Director, Health and Adults which informed Members on the recent announcements about NHS support for Social Care. In previous years the Department of Health allocated non-recurrent budget allocations to Primary Care Trusts for transfer to Local Authorities to invest in social care services to benefit health and to improve overall health gain. The allocations for Halton were £1.709m in 2011/12 and £1.645m in 2012/13. Subsequently on 19th December 2012 the Department of Health announced revised allocations and transfer arrangements. For 2013/14 Halton would be expected to receive £2,287,560. The funding transfer would be carried out by the new NHS Commissioning Board. In addition Halton had been allocated Winter Pressures funding of £223,000 for 2012/13.

It was noted that as a Council with Adult Social Care Responsibilities, Halton faced a number of challenges over the next 2 years which included:

- efficiency savings of approximately £14m per annum;
- projected population growths of 7% and increases in the number of older people of 33%;
- third highest levels of deprivation in Merseyside;
- all age all-cause mortality rates are higher than the regional national average; and
- projected rise in people requiring community based services from 3,340 to 4,200.

In light of the current financial and other pressures within the Authority it was proposed that the majority of Halton's allocation would be utilised to support existing services. Proposed funding allocation for 2013/14 was to:

- maintain the Telecare Service – £140,000;
- provide additional support to the community care

- budget £500,000; and
- support mainstream service delivery of £1,647,560.

RESOLVED: That the revised funding allocation be endorsed.

Meeting ended at 3.45 p.m.

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CHILDREN YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE BOARD

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 25 February 2013 in the Council Chamber, Runcorn Town Hall

Present: Councillors Dennett (Chairman), Horabin (Vice-Chairman), E. Cargill, Cassidy, Fraser, P. Hignett, K. Loftus, Logan, C. Plumpton Walsh, Woolfall and L. Lawler

Apologies for Absence: Councillor Hodge

Absence declared on Council business: None

Officers present: S. Clough, L. Crane, J. Evans, K. Hall, A. McIntyre, S. Nyakatawa, M. Simpson and C. Taylor

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

Action

CYP38 MINUTES

The Minutes of the meeting held on 3 January 2013 were taken as read and signed as a correct record.

CYP39 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

(NB: Councillor Woolfall declared a Disclosable Other Interest in the following item [EXB115] due to being Chair of Governors of The Bankfield School).

CYP40 EXECUTIVE BOARD MINUTES

The Board received a report which contained the minutes relating to the Children, Young People and Families portfolio which had been considered by Executive Board Committee since the last meeting of the PPB.

Member discussed EXB115 in relation to Priority School Building Programme Update and queried the PFI funding. In response it was reported that it would be the

new version which was PFI2 and it was understood that there were no financial implications for the Council.

RESOLVED: That the minutes and comments made be noted.

CYP41 SSP MINUTES

The minutes of the Halton Children's Trust meeting held on 27 November 2012 were submitted to the Board for information.

The Board considered the draft minutes and under Scrutiny Topics it was reported that Ann McIntyre was the LA representative on the CCG Board. Members wished to congratulate staff in relation to minute no. 5, Priority Update and the improved outcomes recorded.

Members further discussed provision of defibrillators under minute no. 6.4 and requested more information be sought from the Director of Public Health regarding people who were most at risk of needing treatment from the machines, training requirements and costs involved.

With regards to 5.3 Members asked if it was possible to have a breakdown of GCSE subjects other than English and Maths that had been achieved. In response it was noted that this information was not readily available, however it could be investigated.

RESOLVED: That

- 1) the minutes be noted; and
- 2) detailed information be provided to Members regarding defibrillators.

Director of Public Health

CYP42 PERFORMANCE MONITORING REPORTS - QUARTER 3

The Board considered a report of the Strategic Director – Policy and Resources, which provided performance management information for Quarter 3 of 2012-13.

It was reported that in line with the revised Council's Performance Framework for 2012/13, the PPB had been provided with a Children and Young People's Priority Based report which identified key issues that arose from performance in Quarter 3. The priorities and common areas of focus were set out in the report as follows:

- commissioning;
- early help and support;
- common areas of focus: workforce planning and development, asset management of resources.

Arising from Members discussions, the following points were highlighted/noted.

- Wade Deacon High School's transfer to Academy status was planned for 1 March 2013;
- a Montessori Free School was planning to open in Daresbury Park, Members requested further details be circulated providing the definition of a Montessori Free School;
- Members discussed the teenage pregnancy figures in the local press and it was reported that 2008 figures were used for that publication;
- in relation to Narrowing the Gap, the Board discussed measures being taken to close the gaps in attainment for vulnerable groups;
- both thresholds were met with regards to the Adoption Scorecard; and
- Halton's Inspiring Families programme became operational in November 2012, Members noted the first submission for payments by results had been submitted in January.

RESOLVED: That the third quarter performance monitoring reports and comments made be noted.

CYP43 CHILD IN NEED CONTACT, REFERRAL AND ASSESSMENT ANALYSIS

The Board received a report of the Strategic Director, Children and Enterprise, which provided Members with the opportunity to scrutinise the referral and assessment activity and provided an update on issues that impacted on current performance within the Children in Need (CiN) service. The report focussed on the performance in relation to Quarters 1 and 2 of 2012/13.

The Board was informed of the importance of Members having a good understanding of the performance for CiN Contract, Referral and Assessment analysis and

were satisfied that adequate strategies were in place to ensure that the children of Halton were safeguarded. Ofsted inspections of Contact, Referral and Assessment processes in other Local Authorities had criticised the failure to scrutinise safeguarding practices and the poor understanding of issues impacting on performance.

The report provided information on the following service:-

- referrals;
- contacts;
- completion of assessments;
- child protection plans and S47 enquiries;
- court activity / children in care
- performance / data
- social work capacity;
- caseload analysis;
- management capacity;
- efficiency review; and
- Climbie visits and training.

Arising from discussion of the information, Members sought clarification on Section 47 enquiries and noted the difficulties in recruiting managers in children's services.

RESOLVED: That

- 1) an update report on year end performance (2012/13) is presented to the Board in six months; and
- 2) the Board supports the steps being taken to reduce social workers caseloads and to monitor progress and impact of these.

Strategic Director
- Children and
Enterprise

CYP44 CHILD POVERTY AND USE OF THE PUPIL PREMIUM

The Board considered a report of the Strategic Director, Children and Enterprise, which provided an update on Child Poverty with the Liverpool City Region (LCR) and the developments locally as outlined in Halton's Child and Family Poverty Strategy. In addition the report updated Members on the use of the Pupil Premium and its impact on narrowing the attainment gap between pupils in receipt of the Pupil Premium and those who were not.

It was reported that the LCR was home to 1.5 million people, which included around 327,000 children in 1941,000 families. Over 91,000 (27.9%) children in the LCR were growing up in poverty and approximately 6,500 (26.4%)

children in Halton lived in poverty. It was noted that the latest projections suggested that there would be a significant increase in relative and absolute poverty through to 2020 which meant the government target of eradicating child poverty would not be met.

The Board was advised of the LCR Child Poverty Strategy which ran till 2014 and that it had identified two overarching aims to reduce child poverty across the Region. The two aims were set out in the report for information, in addition to seven key actions associated with the aims.

The report further set out key underlying causes of child poverty and key priorities to tackle child and family poverty in Halton and the 5 objectives which had been identified though Halton's Child and Family Poverty Strategy.

Members were advised that the Pupil Premium was introduced in April 2011 and was allocated to schools to work with pupils who had been registered for free school meals at any point in the last 6 years (known as Ever 6 FSM). It was further noted that schools received funding for children who had been looked after continuously for more than six months and children of service personnel.

It was reported that schools currently received £600 for each pupil that was eligible for a Free School Meal, and schools used the summer term in 2011 to plan how they would use the Pupil Premium in the 2011/2012 academic year.

The report further set out examples of the use of the Pupil Premium and the impact on Halton's Performance in Key Stages 2 and 4.

Arising from the presentation of the report Members sought clarification on relative and absolute poverty and further discussed the pupil premium and noted that it was being used effectively in Halton. In relation to Annex 1 of the report, 'assisting achievement of aspirations' Members commented that in the first instance, children from vulnerable families should be challenged to have higher aspirations.

RESOLVED: That the impact of the Pupil Premium to date and comments made be noted.

CYP45 CHILDREN'S EMOTIONAL AND MENTAL HEALTH AND WELLBEING SERVICE PROVISION

The Board received a report of the Strategic Director, Children and Enterprise which provided an outline of the provision in Halton for Children's Emotional and Mental Health.

It was reported that 9.6% of all children and young people aged 16 and under would have some form of mental disorder (ONS 2005). Therefore according to recent demographic information there were approximately 24,000 children and young people aged 0-15 currently living in Halton. Of this cohort it could be expected that 2,500 children would have a diagnosable emotional and mental health condition.

Members were advised that there was widespread evidence, which suggested that vulnerable groups were more at risk of developing mental health problems such as:-

- children with disabilities;
- young people who smoke and drank;
- not in education, employment or training;
- pregnant teenagers;
- asylum seekers, refugees and immigrants;
- Romany traveller children; and
- young carers.

The report further set out an overview of Children and adolescent Mental Health Service (CAMHS), which detailed the tiered response to levels of need for all children and the current tiered CAMHS provision across Halton.

The Board was further advised of demand and capacity and next steps.

Members raised concerns regarding the impending budget and staff cuts and the effect this would have on the service. In response it was noted that these areas would be a priority for the Health and Wellbeing Board and services would be re-designed to provide a more effective and sustainable service.

The Board also queried support that was provided for school staff and it was noted that teachers could refer pupils and families for drop in services where access to mental health workers could be gained.

RESOLVED: That

- 1) the report be noted; and

- 2) a further report be presented to the Board in 6 months outlining developments.

Strategic Director
- Children and
Enterprise

CYP46 UPDATE ON APPRENTICESHIPS

The Board considered a report of the Strategic Director, Children and Enterprise which provided an update on apprenticeships in Halton.

It was reported that apprenticeships took between one and four years to complete and covered 1,400 job roles in a wide range of industries. An apprenticeship was a set of qualifications called a 'framework' developed by Sector Skills Council, most of which followed a standard format, details of which were set out in the report for information.

The report informed Members of the role of the Learning Provider and how training was delivered, opportunities for progression, details of the on-line vacancy service, and development of a programme to deliver sessions to schools across the Liverpool City Region with the aim of supporting teachers' knowledge and understanding of apprenticeships.

The report further set out an overview for Halton with apprenticeship starts and success rates for residents including a breakdown of sector subject area, gender and employer information, in addition to Halton's apprenticeship development plan, Halton Employment Partnership and Liverpool City Region Apprenticeship Strategy.

Members were advised of the future policy for apprenticeships, traineeships and the Richard Review of apprenticeships.

Arising from discussion of the information the Board noted the importance of jobs being available at the end of an apprenticeship scheme and that relevant and appropriate training and experience was provided.

RESOLVED: That the information be noted.

CYP47 ARMED FORCES COMMUNITY COVENANT

The Board received a report of the Strategic Director, Communities which informed Members of the Armed Forces Community Covenant which was appended to the report for

information.

It was noted that in referring to Armed Forces it encompassed the Army, Royal Navy and Air Force.

Members were advised that Halton was part of a PAN Cheshire Covenant which covered the Local Authorities of Cheshire East, Cheshire West and Chester, Warrington and Halton. In addition Local Authorities (LA's), Health, Probation and Job Centre Plus were involved in supporting the covenant.

It was noted that each LA was required to have a nominated Armed Forces Champion, the Community Development Manager had been designated this role in Halton. The role was to provide representation on a Community Covenant working group that covered the Cheshire area and provided a point of liaison for the forces.

It was further reported the Armed Forces Community Covenant was a voluntary statement of mutual support between the civilian community and its local armed forces community. The aim was to provide awareness of the role of the armed forces, the sacrifices that in service and ex service personnel and their families made, encourage activities that integrated armed forces and local communities together and continue to foster civic pride in our armed forces.

The report informed Members that the Covenant set out twenty pledges around five key themes as follows; housing, employment and benefits, education, health and well-being. Each theme was described further in the report.

Members were further advised of the Community Covenant Working Group and the wider context of armed forces for Halton.

In relation to issues around housing Members discussed how to encourage providers of social housing to give priority to returning armed forces personnel and their families, and arrangements for Choice Based Lettings. In addition the Board queried the impact of the 'bedroom tax' when armed forces were away on active service

RESOLVED: That the report and comments made be noted.

Meeting ended at 8.30 p.m.

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

At a meeting of the Employment, Learning, Skills and Community Policy and Performance Board on Monday, 25 March 2013 in the Bridge Suite, Stobart Stadium

Present: Councillors Edge (Chairman), C. Plumpton Walsh (Vice-Chairman), Cassidy, Howard, P. Lloyd Jones, Logan, Macmanus, Parker, Roberts, Rowe and Zygadllo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: N. Goodwin, J. Griffiths, N. Mannion, C. Patino, P. Reilly-Cooper, W Rourke and M. Simpson

Also in attendance: Councillor Jones in accordance with Standing Order 33

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

	<i>Action</i>
ELS42 MINUTES	
The Minutes from the meeting held on 9 January 2013, were taken as read and signed as a correct record.	
ELS43 PUBLIC QUESTION TIME	
It was reported that no public questions had been received.	
ELS44 EXECUTIVE BOARD MINUTES	
The Board considered the Minutes of the meeting of the Executive Board relevant to the Employment, Learning, Skills and Community Portfolio since the last meeting of the Board.	
RESOLVED: That the Minutes be noted.	
ELS45 EMPLOYMENT LEARNING AND SKILLS QUARTERLY POLICY UPDATE	
The Board considered a report of the Strategic Director, Policy and Resources which informed Members of recent national policy announcements relevant to	

employment, learning and skills.

It was noted that a steady flow of policy announcements, consultation exercises, reports and ministerial statements were issued by government departments and agencies with varying degrees of relevance to issues on the employment, learning and skills agenda with related topics.

The report set out brief summaries of key announcements as follows:

- Richard Review of Apprenticeships;
- Coalition Government Mid-Term Review;
- Consultation on pre-Apprenticeship Traineeships;
- Consultation on changes to TUPE Regulations;
- Regional Growth Fund ('RGF');
- Launch of Industrial Cadet Scheme;
- Publication of further 2011 Census Data; and
- Launch of International Business Festival in Liverpool.

Members were further advised of the Skills for Life survey results and that Halton had outperformed in comparison to the City Region and the National statistics.

It was noted that updated information had been received and in relation to the reform of the planning system it was reported that local areas were to put in place bespoke pro-growth planning policies and delivery arrangements as part of the new Local Growth Deals.

It was further noted that a further £3 billion for additional financial support for housing and infrastructure capital projects has been sourced from non-ring fenced budgets of Government spending departments.

The Board was informed of a successful bid for a pinch point application to alleviate problems regarding national highways and Halton had secured 1.6 million to increase capacity of the road network around site access for the Daresbury site.

Arising from discussion of the information Members felt that TUPE was a deterrent to job creation, however it was noted that there was little local evidence for this in Halton.

RESOLVED: That the report and comments made be noted.

ELS46 LIBRARY SERVICES UPDATE

The Board considered a report of the Strategic Director, Communities which provided information on the library service achievements for the period up to 31 March 2013.

It was reported that the library service undertook a CIPFA evaluation of the service in October 2012, and overall satisfaction was shown that 94% of users rated the service as good / very good. In addition it was noted that there had been 82,000 visits recorded in the last year.

The following highlights had contributed to the positive results and were detailed further in the report:

- Runcorn Library opening in April 2012;
- Supporting Change Lottery Funding at Halton Lea Library;
- Community Pathfinders Project at Halton Lea and Widnes Library;
- Reading activities project;
- Reading families project;
- Library strategy;
- Home delivery service; and
- Koha library management system.

Arising from discussion of the report Members noted the digital support provided in light of universal credit and the need for people to make applications online, and the success of the local history film shows and proposals to run them again at different times of day making them more accessible.

RESOLVED: That the report and comments made be noted.

ELS47 COMMUNITY CENTRES ANNUAL REPORT

The Board received a report of the Strategic Director, Communities which provided an annual report on Community Centres for the operating period 2011/12.

It was reported that the Community Centres service consisted of five buildings, Castlefields, Ditton, Grangeway, Murdishaw and Upton. The Centres provide programmes of community activities, varying models of community café's and service outlets, i.e. children's centre, youth centre and day services. It was noted that the centre provided a

community hub and central point at the heart of communities for residents to enjoy chosen activities and receive services in their neighbourhoods. It was further noted that they were based in the most severely deprived wards and were well utilised. Churchill Hall also received grant funding to support community use.

The report set out performance data for community centres which contributed to a whole area approach to health and wellbeing. It was noted that community centre's service demonstrated continuous improvement through its performance monitoring and contributions to the Council's programme.

Community centres were benchmarked as part of the APSE (Association of Public Service Excellence) against other Civic, Cultural and Community venues owned and run by other local authorities.

The report further set out annual usage of community centres, detailed profiles for each community centre and future challenges.

The Board received a presentation from Nicola Goodwin, Community Development Manager, which set out examples of community activity, demographic evaluation and in summary noted that community centres were proving resilient, capacity could be increased, savings had been delivered and the workforce was skilled and committed.

In relation to the reduction in attendance figures for Castlefields Community Centre it was noted that this was due to the physical regeneration as the surrounding sites had been demolished and that the reason for the reduction of figures in other centres was that adult day services and youth services had withdrawn from the centres. However, it was reported that current figures already showed an increase in attendance when compared to other years.

Arising from discussion of the report, Members noted the different operating system for Murdishaw as it had its own governance model and governing body and discussed the possibilities for other centres to follow this route. Due to the way Murdishaw Community Centre was run enabled it to obtain a further £150,000 of external funding over the last 3 years for projects such as garden space, car parking facilities and CCTV.

The Board further noted capacity within the centres and suggested other community users be approached with a

view to using the available space.

RESOLVED: That

- 1) the service delivery and future developments and challenges for the community centres service be noted; and
- 2) other community service providers be offered the available space with the centres.

Strategic Director
- Communities

(NB Councillor Peter Lloyd Jones declared a Disclosable Other Interest in the following item due to being a Board Member of Murdishaw Community Centre)

ELS48 INTERNATIONAL FESTIVAL OF BUSINESS 2014

The Board considered a report which advised on the proposals for the development of an International Festival of Business in the Liverpool City Region and to advise Members of the opportunities that the event could bring to the Borough. The Festival would take place in June and July 2014 and would provide a global forum where industries in key sectors such as advanced manufacturing, low carbon, and life sciences, professional and financial services can come together to trade ideas, products and contacts.

The event had been described as a Mini Shanghai Expo and would bring together world and UK cities for 61 days of themed events, exhibitions and showcases. It was anticipated that the Festival would attract 250,000 visitors from across the globe and bring £100 million worth of investment. The Festival would be themed around three core business sectors: low carbon, global communications and knowledge economy.

It was noted that a draft version of the calendar of events would be available late spring/early September 2013 and first key sponsors and speakers announced in early March 2013. In addition three launch events were planned on 25th February, 18th March and 27th June 2013.

Within Halton, as the concentration of both business and facilities fell broadly within the sector designated the knowledge economy, it was proposed that two/three themed events could be planned. In consultation with the Chamber of Commerce, discussions had commenced with the Heath Business Park and Daresbury Science and Innovation

Campus to hold events.

It was therefore proposed that a sum not exceeding £5,000 be allocated from existing budgets to support the delivery of events in Halton.

Members raised concerns how Halton's profile would be represented and queried whether £5,000 would be sufficient to support the delivery of events in Halton. It was further noted that the profile of Norton Priory could be raised from a tourism point of view.

RESOLVED: That

- 1) Halton's participation in The International Festival of Business 2014 be supported; and
- 2) the comments made be noted.

ELS49 HALTON BOROUGH COUNCIL UPDATE ON APPRENTICESHIPS

The Board considered a report of the Strategic Director, Children and Enterprise which provided an update on apprenticeships in Halton.

It was reported that apprenticeships took between one and four years to complete and covered 1,400 job roles in a wide range of industries. An apprenticeship was a set of qualifications called a 'framework' developed by Sector Skills Council, most of which followed a standard format, details of which were set out in the report for information.

The report informed Members of the role of the Learning Provider and how training was delivered, opportunities for progression, details of the on-line vacancy service, and development of a programme to deliver sessions to schools across the Liverpool City Region with the aim of supporting teachers' knowledge and understanding of apprenticeships.

The report further set out an overview for Halton with apprenticeship starts and success rates for residents including a breakdown of sector subject area, gender and employer information, in addition to Halton's Apprenticeship Development Plan, Halton Employment Partnership and Liverpool City Region Apprenticeship Strategy.

Members were advised of the future policy for

apprenticeships, traineeships and the Richard Review of apprenticeships.

It was reported that as a result of the Richard Review of Apprenticeships 24 questions were to be asked as per the outcomes from the review.

It was further reported that an update would be brought to a future meeting with regards to Apprenticeships within the Waste Management and Open Spaces divisions of the Council.

Arising from discussion of the information the Board noted the involvement of Riverside College with apprenticeships and that they were aware of the problems of oversupplying in certain professions.

The Board requested that information be sought regarding completion of Apprenticeships and figures of how many people had secured employment at the end of them.

RESOLVED: That the information and comments made be noted.

ELS50 SCRUTINY TOPIC WELFARE REFORM ISSUES AND CHALLENGES FACING THE EMPLOYMENT LEARNING & SKILLS AGENDA

The Board considered a report of the Strategic Director, Children and Enterprise, which proposed the establishment of a topic group to consider the main impacts of the Welfare Reform changes on Employment, Learning and Skills provision in the Borough.

Members were advised the Welfare Reform Act received Royal Assent in March 2012 and introduced a number of new measures which the ELSC PPB may wish to consider in more detail. It was noted that the Act would begin to take effect in phases from April 2013.

The report set out a number of considerations which would ultimately inform and influence the Council's response to the Welfare Reform Act. The Board was advised that a Topic Group would be a useful forum for developing a coordinated response to how best to deal with the issues arising out of the changes to the Benefits System.

The Board discussed the importance of the topic group due to the fact that 1st April was the date for

implementation of the bedroom tax and October was when the Universal Credit was due to commence. Members also commented that careful consideration needed to be given to the scope and terms of reference for the Topic Group. The following Members volunteered to sit on the Topic Group, Councillor Edge, Cassidy, P. Lloyd Jones, C. Plumpton Walsh and Zygadlo. It was reported that Councillor Edge would Chair the Topic Group.

RESOLVED: That

- 1) the Board agree to the establishment of a topic group on the main impacts of Welfare Reform in respect of the Employment Learning and Skills agenda;
- 2) Councillors Edge (Chair), Cassidy, Peter Lloyd Jones, Carol Plumpton Walsh and Zygadlo be appointed to sit on the topic group;
- 3) an evaluation report be presented to the ELSC PPB no later than September 2013.

Strategic Director
- Children and
Enterprise

(NB Councillor Cassidy declared a Disclosable Other Interest in the following item due to having a family member who worked in HBC's Benefits Section)

ELS51 PERFORMANCE MONITORING QUARTER 3

The Board received a report of the Strategic Director, Policy and Resources, which set out the Priority Based Performance Management Report for the third quarter of 2012/13 to December 2012. The report detailed progress against service objectives / milestones and performance targets as described factors affecting the service, structured by key priorities as stated in section 3.3 of the report.

It was reported that in line with the Council Performance Framework for 2012/13, the PPB had been provided with an ELS&C Priority Based Overview Report which identified the key issues that arose from performance in Quarter 3. The priorities and common areas of focus were set out in the report as follows:

- supporting growth and investment;
- raising skill levels and reducing unemployment; and
- enhancing resident's quality of life.

Members were advised that the two department

quarterly monitoring reports for Economy, Enterprise and Property, and Community and Environment were available via a link provided in the report.

In relation to 2.1 it was reported that the ERDF 4.2 Business Support Programme was now 3 months into the project and contact had been made with companies from the database with a view to offering support for their requirements.

With regards to the Business Improvement District it was reported that Astmoor had received a 75% yes vote and Halebank had received an 82% yes vote.

In respect of 2.3.8 "Other Issues" Members queried the percentage of website usage and wondered where web visitors for the remaining 58% were located.

The Board discussed the Local Enterprise Partnership who had secured £10,000,000 and queried what portion of the funding would be spent in Halton. In response it was noted that this information had not been made available yet priority schemes had been submitted and were currently being assessed. Members were advised this information would be circulated when received.

With regards to Key Milestone EEP3 and the targets that had not been met to deliver the work programme, it was reported that the set targets were high and very few organisations had met the target. In addition, staff absence had contributed to targets not being reached.

RESOLVED: That quarterly monitoring report and comments made be noted.

Meeting ended at 8.30 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 5 March 2013 at Council Chamber, Runcorn Town Hall

Present: Councillors E. Cargill (Chairman), J. Lowe (Vice-Chairman), Baker, Dennett, V. Hill, Horabin, C. Loftus, Sinnott, Wallace, Zygadlo and Mr J Chiocchi

Apologies for Absence: Councillor Hodge

Absence declared on Council business: None

Officers present: L. Derbyshire, N. Goodwin, H. Moir, J. Sutton and S. Wallace-Bonner

Also in attendance: Mr Simon Banks (Chief Officer Designate, Clinical Commissioning Groups), Mel Pickup (CX Warrington and Halton NHS Foundation Trust) and Mr Dave Sweeney (Halton & Warrington NHS Merseyside and Halton LA).

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

Action

HEA53 MINUTES

The Minutes of the meeting held 8 January 2013 having been printed and circulated were signed as a correct record.

HEA54 PUBLIC QUESTION TIME

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

HEA55 WARRINGTON & HALTON HOSPITALS NHS FOUNDATION TRUST

The Board received a presentation from Mel Pickup, Chief Executive of Warrington & Halton Hospitals NHS Foundation Trust.

The Board was advised that Warrington and Halton Hospitals NHS Foundation Trust was managed by Warrington Hospital and Halton General Hospital. The vision was 'High Quality, Safe Healthcare' and their staff worked together to provide high quality, safe health care services

across the towns of Warrington, Runcorn, Widnes and the surrounding areas.

The Board was further advised that they were responsible for a budget of around £200 million each year, managed over 4,100 staff and provided access to care for over 500,000 patients. It was reported that a number of developments had been made recently within the Hospitals which would be of particular interest to Members of the Board.

The presentation:-

- Explained that the framework that had been agreed to build the Trust Strategy had been quality, people and sustainability;
- Highlighted how quality and excellence for patients; people and caring for staff and sustainability in communities was being achieved;
- Set out the 2012/13 Plan – the three strands of transformational work in respect of reforming Emergency Care; Elective Care, Community Care and enabling Workforce and IT workstreams; and
- Outlined what had been done so far and detailed the next steps.

It was reported that discussions had taken place with staff regarding the challenges for the forthcoming year in respect of the cost improvement programme and a number of posts (100-200) across the whole organisation would be reduced.

The following comments arose from the discussion-

- Clarity was sought on how the work outlined in the presentation could be progressed with the potential cuts to staff and the shortfall in funding during the next twelve months. In response, it was reported that there had been three consecutive years of cuts and that there had been a shortfall of £2m carried forward from last year. In addition, it was reported that aspirations to do things differently did not always result in an increase of funding i.e improved community care would be cheaper than hospital admissions. It was also reported that in order to avoid redundancies, staff had offered to remain on the same pay and give up a weeks leave;

- It was noted that the Emergency Care, short stay area was for up to 72 hours and that it was not a mixed area, but single sex bays with separate toilets with bathroom accommodation;
- It was noted that the meeting nurse had contacted 1500 patients and any issues raised had been reported back to the ward concerned i.e medication issues on despatch would be dealt with by the pharmacy. It was also noted that the nurse would follow up any issues by contacting the patient directly and the situation would also be monitored;
- The Board congratulated Melanie Pickup on the excellent achievements during the last 12 months; and
- It was noted that if further services were provided from Halton Hospital, it would generate additional funding. It was also noted that there was an opportunity to encourage GPs to steer patients to Halton rather than Chester.

RESOLVED: That

- (1) the presentation and comments raised be noted; and
- (2) Mel Pickup be thanked for her informative presentation.

HEA56 HALTON HOSPITAL ELECTIVE CARE VISIONING EVENT

The Board considered a report of the Strategic Director, Communities, which informed Members of the output from the Halton hospital elective care visioning event.

The Board was advised that an elective care visioning event had taken place at Halton hospital on 22 January 2013 looking at the next stage of Warrington and Halton Hospitals NHS Foundation Trust's elective care reform programme.

It was reported that over 60 people had attended including a range of Trust staff from various staff groups and clinicians, together with partners including Halton CCG, Halton Borough Council and Bridgewater Community Services. The event had been very positive with a plethora of ideas for the services that could possibly be delivered in

the future from the Halton campus.

The Board was further advised that the event had been hosted by Chief Executive, Melanie Pickup and consisted of a mixture of presentations from both external and internal speakers. This included a presentation from Dr Cliff Richards regarding the commissioning intentions for Halton CCG. At the conclusion of the presentation, table discussion had taken place on the Centre of Excellence and services that potentially could be delivered from the Halton Campus. The Halton hospital elective care visioning event invitation was set out in Appendix A to the report.

RESOLVED: That the report be noted.

HEA57 VASCULAR SERVICES ACROSS CHESHIRE AND MERSEYSIDE

The Board considered a report of the Strategic Director, Communities, which informed Members of the the Secretary of State (SoS) for Health's response to the referral made to him from the Halton, St Helens and Warrington Joint Health Overview and Scrutiny Committee (HOSC) regarding the development of Vascular Services across Cheshire and Merseyside. The report sought agreement for an appropriate way forward.

The Board was advised that the SoS was recommending that local commissioners of NHS Services invite the National Clinical Advisory Team (NCAT) to re-examine whether the current proposals met the requirements for a modern vascular network in South Merseyside, particularly in light of the concerns raised from surgeons at Arrowe Park Hospital and the updated guidance from the Vascular Society of Great Britain and Ireland. The SoS had asked that this work be undertaken as a matter of urgency and should be overseen by the Strategic Health Authority.

The Board was further advised that SoS also acknowledged that local HOSC's should be fully involved and informed of developments throughout the design phase and as such Halton, St Helens and Warrington Councils would need to consider whether they wished to continue to receive information and influence this development via the Joint HOSC or as individual HOSCs.

The Board agreed that it would be more beneficial to continue monitoring progress on the development of the vascular services individually rather than via a joint OSC. It

was also agreed that a progress report be presented to the next meeting of the Board and the impact of moving the service to Chester on local service provision and local hospitals be monitored.

It was reported that the transfer of patient activity to Chester resulted in a loss of £4m to Warrington. The services delivered were not exclusively vascular and therefore all costs could not be released. A saving would be made from the reduction of beds and from staff that would TUPE over to Chester, but there would still be a £1.4m cost incurred. The Board agreed that this would need to be closely monitored.

The Board noted that some of the people that would be treated for vascular services in Chester would be from Deeside which was not part of the English National Health Service. It was also noted that Warrington had an accredited Trauma Unit and emergency care patients would be stabilised at Warrington before being transported to Chester. The outpatient appointments for vascular services would also be undertaken at Warrington.

RESOLVED: That

- (1) the contents of the report, associated appendices and comments raised be noted;
- (2) future information and involvement in the vascular service changes be via the Health PPB not the Joint HOSC; and
- (3) a regular update report on the development of the vascular services be presented to the Board.

HEA58 SCRUTINY TOPIC 2013/14 : MENTAL HEALTH

The Board considered a report of the Strategic Director, Communities, which presented the Members with details of the Mental Health Scrutiny topic set out in the Topic Brief in Appendix 1 to the report.

The Board was advised that significant numbers of people suffered mental health problems such as depression. It was reported that mental health problems accounted for the single largest cause of ill health and disability in the Borough and could have a significant impact on a person's ability to lead a full and rewarding life. Furthermore, the current economic climate and the proposed welfare reforms were likely to increase the levels of people suffering from

mental distress.

The Board was further advised that through a range of evidence based interventions to promote mental and emotional wellbeing this situation could change. The report sought approval to carry out a scrutiny review of Mental Health provision in terms of prevention and promotion. It would examine interventions and materials that were already in place to address this key area and would look at their effectiveness in meeting the needs of the local population. The report also sought nominations from Members of the Board to form a member led scrutiny working group.

The MIND OUT for mental health campaign was presented to the Board for consideration. The campaign highlighted that one in four people would experience mental health problems during the course of a year. It set out to provoke people to change their mindset and banish stigma and discrimination surrounding mental health. Celebrities had taken part in the campaign and had written about their experiences of mental health problems. It was suggested that the topic group could consider a similar campaign with local people and sporting stars etc. It was suggested that the campaign could include people who had suffered mental health problems and had successfully gained employment. It was requested that a copy of the campaign be circulated to all Members of the Board.

It was reported that the Children and Young People's PPB (C&YP) were also looking at mental health issues and it was suggested that a joint topic group be established. In response, it was suggested that an inter-generational campaign could also be considered.

After considerable discussion, it was agreed that a report would be presented to the next meeting of the Board for Members to consider establishing a joint Health and Children and Young People's PPB scrutiny topic group to explore intergenerational mental health provision. Councillors: S Baker, J Lowe, and Zygadllo requested to be a member of the topic group and the Chairman invited Members to email their interest to the clerk.

RESOLVED: That a report be presented to the next meeting of the Board on establishing a joint Health and C&YP Topic Group to consider mental health provision.

(Note: Councillor C Loftus left the meeting after consideration of this item).

HEA59 PERFORMANCE MONITORING QUARTER 3

The Board considered a report of the Strategic Director, Policy and Resources, regarding the Quarter 3 Monitoring Reports for the third quarter of 2012/13 to 31 December 2012. The report detailed progress against service objectives / milestones and performance targets and described factors affecting the service for:-

- Prevention and Assessment; and
- Commissioning & Complex Care.

The Board was advised that after consultation with Members, and in line with the revised Council's Performance Framework for 2012/13 (approved by the Executive Board), the reports had been simplified with an overview report provided for the Health Priority. This identified key developments, emerging issues and the key objectives / milestones and performance indicators for quarter three. However, the full departmental quarterly reports were available in the Members Information Bulletin to allow Members to access the reports as soon as they were available and within six weeks of the quarter end. The Departmental quarterly monitoring reports were also available via the link in the report.

The Board was further advised that Oak Meadow Community Support Centre had recently had an unannounced Care Quality Control Inspection which highlighted their high standards and had received very good feedback.

It was reported that the direction of travel on the Community Care budget had gone down considerably and the predicted overspend was £185,000 which was an excellent achievement.

The Board noted that PA 15 – Permanent Admissions to residential and nursing care homes was on target for achievement at the year end. The Board also noted the RSL adaptations underspend and that the backlog had been cleared and response times were fairly quick. In respect of the budget, it was anticipated that this could be reduced and a report would be drafted on the anticipated need for the future. In addition, it was reported that last year the Council had subsidised the budget due to a Government cut and it was anticipated that this would not be required in the future.

RESOLVED: That the report and comments raised be noted.

HEA60 PUBLIC HEALTH UPDATE

The Board considered a report of the Strategic Director, Communities which provided Members with a summary of some of the key public health activities that had taken place in recent months.

The Board was advised that Public Health would transfer to the Local Authority in April 2013, from which time it would become a statutory service. In Halton significant steps had already been taken to ensure a smooth transition.

The Board was further advised that the Public Health Team had now relocated to Runcorn Town Hall where they were situated in the same office as the Local Authority Contracts and Commissioning team, Environmental Health and the People and Communities Policy Team. They had also made arrangements to be located with Children and families in Rutland House.

It was reported that the Team had continued to fulfil its obligations to NHS Halton and St.Helens, which would continue until 31st March 2013, whilst preparing for the transition. The Board noted the work that had taken place over the last six months as set out in paragraph 3.3 of the report.

The Chairman reminded the Board that there would be a Public Health seminar on 26 March 2013 and all Members were encouraged to attend. In response, the Members requested a copy of the notes from the seminar.

It was also reported that Councillor Wright was the Chairman of the Public Health Board and that the PPB would receive reports from their meetings.

RESOLVED: That the report and comments raised be noted.

HEA61 DRAFT HALTON HOUSING STRATEGY 2013-2018

The Board considered a report of the Strategic Director, Communities which presented Halton's Housing Strategy 2013-18 as a draft for public consultation.

The Board was advised that Under Part 7 of the Local Government Act 2003, local authorities were expected to produce a Housing Strategy which gave an overview of housing in their district and set out priorities for action.

The Board was further advised that there had been significant achievements since the last Housing Strategy had been published in 2008. The Board noted the changes set out in paragraph 3.1.6 of the report.

It was reported that the draft Strategy had taken a slightly different approach from previous years in that two documents had been produced. The Strategy itself (Appendix A of the report) was a short, easy to read document which focused on the strategic objectives, priorities and planned activities for the next three years and which were detailed in an action plan. In addition, it was reported that this was supported by an evidence paper (Appendix B of the report) which set out the context in which the Strategy had been developed and brought together key data and information on housing issues and services which had helped to shape the strategic objectives and priorities.

Furthermore, it was reported that the Housing Strategy evidence paper would be circulated to all Members of the Board.

The Board noted the next steps set out in paragraphs 3.4.1 - 3.4.3 of the report.

The Chairman commented that it was important to ensure all property's had been registered. It was requested that the Strategy should include a recommendation stating that each property and not just the landlord should be registered with the Council, as it was important that properties were inspected for good living standards for families in Halton. In response, it was reported that this had been considered and a report would be presented to the Executive Board which would consider this option in more detail.

It was suggested that the Strategy could contain in priority 1A – increasing supply, that one or two bedroom properties should be increased to manage some of the difficulties as a result of the 'bedroom tax' in the welfare reforms. In response, it was reported that consideration would be given on where this could be incorporated in the Strategy.

RESOLVED: That the report and comments raised be noted.

HEA62 BLUE BADGE POLICY - REVIEW

The Board considered a report of the Strategic

Director, Communities, which presented the Members with the revised Blue Badge Scheme Policy, Procedure and Practice document in line with the changes set out in the National Reform Strategy from the Department for Transport (DfT).

The Board was advised that the Blue Badge Scheme provided a National Arrangement of parking concessions for some people with disabilities who travelled either as drivers or passengers. The Department for Transport (DfT) Regulations governed the Scheme.

The Board was further advised that the Scheme allowed badge holders to park close to their destination without charge or time limit in the on street parking environment, and for up to three hours on yellow lines, unless a loading ban was in place. It was reported that a national review of the Scheme in 2007 had highlighted several areas where improvements needed to take place, the administration of the Scheme and the eligibility criteria in order to prevent abuse.

It was reported that as a result of the National Strategy the local Blue Badge Policy had been reviewed and updated. The main changes were outlined in paragraph 3.5 of the report.

The Board noted the difficulties that had been incurred with the new way of processing the Blue Badge. The Board also noted that appellants had the right to appeal, but if the appeal was upheld, it was six months before they had a right to appeal again.

The Board discussed the Blue Badge Scheme and how it could be abused by some individuals. In response, it was reported that standard checks were undertaken and if it had been misused, the badge would be removed. It was noted that no enforcement action was taken for misuse of a badge.

RESOLVED: That the report, Appendix 1 (The Blue Badge Policy) to the report and comments raised be noted.

HEA63 ARMED FORCES COMMUNITY COVENANT

The Board considered a report of the Strategic Director, Communities, which informed the Members of the Armed Forces Community Covenant set out in Appendix 1 to the report. The term 'Armed Forces' referred to the Army, Royal Navy and Air Force.

The Board was advised that Halton was part of a pan Cheshire Covenant covering the Local Authorities of Cheshire East, Cheshire West & Chester, Warrington and Halton. In addition to local authorities, health, probation and Job Centre plus were involved in supporting the covenant.

The Board was further advised that the Armed Forces Community Covenant had been signed by dignitaries representing each of the authorities on the 30th June 2012, Armed Forces Day.

It was reported that each Local Authority was required to have a nominated Armed Forces Champion, the Community Development Manager had been designated this role in Halton. The Armed Forces Champion provided representation on a Community Covenant working group that covered the Cheshire area and provided a point of liaison for the forces.

Furthermore, it was reported that The Armed Forces Community Covenant set out twenty pledges, around five key themes:-

- Housing;
- Employment & Benefit;
- Education;
- Health; and
- Wellbeing.

It was reported that the Council would work with partners to assist and support our armed forces and their families in line with the pledges set out in the covenant.

The Board noted that The Territorial Army were also included in the Covenant as they would be utilised more in the future with the reduction in the armed forces.

The Board discussed the importance of knowing how many armed forces families could be re-locating to Halton. It was noted that this would need to be addressed in the Housing Strategy; school provision would need to be considered and it would also have an impact on GP and health services. In response, it was reported that the number of people re-locating was currently unknown as the armed forces did not collect such data on discharge. However, transition arrangements had been raised at a meeting in Preston but information had not as yet been received.

It was highlighted that key partners would need to be identified in the Borough to help to deliver the pledges in the covenant. Clarity was sought on how some of the pledges would be fulfilled i.e. re prosthetic limbs, how the Board would monitor it and ensure that it was meeting its obligations. In response, it was reported that some pledges would be via local provision. However a North West network existed for such work as prosthetic limbs and the Clinical Commissioning Group (CCG) were keen to do some work on understanding the pledges. It was also reported that the Veteran Association had met with the CCG to consider how local services could be improved generally and how the provision could be mainstreamed to ensure they were given priority and due care and attention.

It was noted that £35m had been allocated to the fund and very little had been accessed to date. It was also noted that a high number of ex forces personnel were involved in the criminal justice system.

RESOLVED: That the report and comments raised be noted.

HEA64 THE MANDATE AND EVERYONE COUNTS: PLANNING FOR PATIENTS 2013/14

The Board considered a report of the Strategic Director, Communities, which informed the Members the publication of The Mandate and Everyone Counts: Planning for Patients 2013/14 and the response to this by the Halton Clinical Commissioning Group (CCG).

The Board was advised that the first Mandate between the Government and the NHS Commissioning Board, had set out the ambitions for the health service for the next two years and had been published on 13th November 2012. The Mandate reaffirmed the Government's commitment to an NHS that remained comprehensive and universal – available to all, based on clinical need and not ability to pay – and that was able to meet patients' needs and expectations now and in the future.

The Board was further advised that the NHS Mandate was structured around five key areas where the Government expected the NHS Commissioning Board (NHS CB) to make improvements. Through the Mandate, the NHS would be measured, for the first time, by how well it achieved the things that really mattered to people. The Board noted the key objectives contained in the Mandate.

It was reported that Everyone Counts: Planning for Patients 2013/14 set out how the NHS Commissioning Board intended to ensure that it, and Clinical Commissioning Groups (CCGs), delivered the requirements of the Mandate and the NHS Constitution. Everyone Counts: Planning for Patients 2013/14 had been published on 17th December 2012, with further guidance following on 21st December 2012. In addition, it was reported that the document and the supplementary guidance were very detailed and the headlines were summarised in the report for Members information.

Furthermore, it was reported that Halton CCG would also have to identify an additional three local priorities from those set out in Appendix 1 of the report against which it would make progress during the year. These priorities would be taken into account when determining whether the CCG should be rewarded through the Quality Premium.

The NHS CB had set out a planning timetable for CCGs that required the following:-

- By 25th January 2013 CCGs to share first draft of plans with Area Team Director. This had been achieved;
- By 8th February 2013 Area Team Director to provide feedback to CCGs. This work had been completed;
- By 31st March 2013 all contracts signed off;
- By 5th April 2013 final CCG plans shared with Area Team Director; and
- By 31st May 2013 final CCG plans published as prospectus for local population.

It was reported that there would be a report presented to the meeting in June and then the Board would receive regular update reports.

The Board noted that there were significant challenges for providers to improve health care re infection i.e. MRSA.

Clarity was sought on by 2016 that everyone would book duty appointments online and talk to their GP on line. It was suggested that this could result in people who did not have access to online facilities being placed further down on

the appointment list. In response, it was reported that there would be a triage system in place and this was one way of dealing with the rising demand in NHS services. In addition, it was reported that the biggest challenge was the GP workforce, many of whom would retire shortly. It was highlighted that it was easier to get an appointment via the ticket system. It was also reported that the ticket scheme had been successfully piloted at Castlefields Health Centre.

RESOLVED: That

- (1) the comments raised be noted;
- (2) the publication of the Mandate and Everyone Counts: Planning for Patients 2013/14 and the concomitant requirements for the CCG, particularly in regard to the production of clear and credible commissioning plans be noted; and
- (3) the copy of the CCG's Integrated Commissioning Strategy 2013-15 and an Integrated Delivery Plan for 2013/14 be presented for discussion at the next Board meeting in June 2013.

HEA65 HOMECARE IN THE BOROUGH

The Board considered a report of the Strategic Director, Communities, which gave the Members an update on the current home care provision Borough wide.

The Board was advised that there were different options of purchasing domiciliary care in Halton. People could buy care through a direct payment or a commissioned care route. When people opted for the commissioned route, they could be reassured that all the care providers were monitored by the Quality Assurance Team (QAT) and were registered by Care Quality Commission (CQC).

The Board was further advised that there were currently eleven domiciliary care providers who had contracts in Halton. The QAT monitored the quality by assessing a number of areas including consultation feedback, safer recruitment, medication records, training, and recording etc. It was reported that to deliver commissioned domiciliary care in Halton, the providers must be registered with the care regulators CQC who were responsible for monitoring and ensuring the minimum care standards were met.

The Board noted the conclusions of the annual

consultation carried out by the QAT & Research & Intelligence Unit in October/November 2012.

It was reported that of the services monitored, two had been rated as adequate (amber) and the remaining were green (good). Adequate rated services would receive additional monitoring and spot checks to improve standards. None of the existing services had been rated as red (poor). In addition, it was reported that there had been three safeguarding referrals received across domiciliary care services between April – December 2012. However, only one of these referrals had been substantiated as a safeguarding matter.

The Board discussed the safeguarding referrals and clarity was sought on what training had been undertaken by providers; how many had undertaken the training and how they were being monitored. In response, it was reported that the providers participated in training and they would be monitored by the Quality Assurance Team. It was agreed that the Board receive the detailed reports from the Quality Assurance Team for consideration.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) the Board receive, at every other meeting, a copy of the safeguarding reports from the Quality Assurance Team.

Meeting ended at 8.53 p.m.

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SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 12 March 2013 at the Karalius Suite, Stobart Stadium, Widnes

Present: Councillors Osborne (Chairman), N. Plumpton Walsh (Vice-Chairman), Edge, Gilligan, V. Hill, Ratcliffe, Nolan and Sinnott

Apologies for Absence: Councillor Gerrard, Lea and M. Lloyd Jones

Absence declared on Council business: None

Officers present: M. Andrews, T. Dean, L. Derbyshire, N. Goodwin, D. Houghton, A. Lewis, A. McNamara, L Pennington-Ramsden and J. Sutton

Also in attendance: Collette Walsh (NHS Merseyside, Halton and St Helens), Gareth Heesom and Tracey Done (Halton Credit Union).

ITEM DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

	<i>Action</i>
SAF51 MINUTES	
<p>The Minutes of the meeting held on 15 January 2013 were taken as read and signed as a correct record.</p>	
SAF52 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
SAF53 SSP MINUTES	
<p>The minutes from the last Safer Halton Partnership (SHP) meeting held on 20 November 2012 were presented to the Board for information.</p> <p>RESOLVED: That the report be noted.</p>	
SAF54 HALTON CREDIT UNION	
<p>The Board received a presentation from Tracey Done and Gareth Heesom, Halton Credit Union, which:-</p> <ul style="list-style-type: none"> • Highlighted that since it had been established in 	

2002, over 25,000 loans had been allocated with a total value of £11.7 m and members had deposited £7.8m in savings;

- Explained that there were over 4,000 active adult members who had over £1.8m in savings and had £2.3m on loan, the majority of which was spent locally;
- Detailed the financial year so far from October 2012 to September 2013; £1.2 m had been allocated on loans, 700,000 withdrawals had been processed and £2m had been brought in share deposits and loan repayments; and
- Outlined what the future could hold; more members in financial hardship; an increase in the services that were offered and that Halton Credit Union members would continue to be served.

The Board was advised that Halton Credit Union was a none profit organisation who encouraged saving and promoted money management. Members could pay in weekly, two weekly or monthly and pay in as little as 50p on a regular basis. It was reported that the main office was based in Halton Lea and members could pay in cash, via payroll or from their child benefit etc. Members were given a free life assurance (with terms and conditions), and there were no penalties for early repayment of loans with the highest interest rate equating to 26.8%. The Credit Union also had some junior savers and two schools had signed up to the scheme. This enabled the young people to learn money management at an early age.

The Board was further advised that there was a loan scheme available from Co-op electricals, which was a much better option than other similar high street shops. Delivery was free and within two days and the interest rate was much lower.

The following comments arose from the presentation:-

- Concern was raised that money lenders were operating in the Ditton Ward and that the situation would get worse with the introduction of Universal Credit. It was reported that some individuals had limited budgetary skills and this would create a problem when they were paid their rents directly as they were not accustomed to handling large amounts of money. The benefit cuts would also

create difficulties as the allocated rent money could be used for other things and this could result in rent arrears and possibly the family becoming homeless;

- It was noted that Halton Credit Union had 12 staff, but many of them were part time. It was also noted that many volunteers had retired and had left as the pressure for the service had increased;
- It was noted that Halton Housing Trust had invested in Halton Credit Union and had also paid for the marketing of the service;
- It was agreed that details of Halton Credit Union be placed in the In Touch magazine, Inside Halton and in HBC's employees payslips. It was also suggested that information could be placed on the Council's website. It was agreed that Halton Credit Union would contact HBC's communications department to co-ordinate the advertising;
- It was noted that Santander had allocated £10,000 to the Credit Union which had enabled them to purchase equipment in order to deliver a better service and deal with people more effectively;
- It was noted that currently only two schools had engaged with Halton Credit Union. However, it was also noted that the Credit Union did not currently have the capacity to engage with further schools because of the lack of resources; and
- It was reported that the main office in Widnes was in Queens Avenue, which was not ideally located and rent payments were high. It was agreed that a letter be sent to the Chief Executive on behalf of the Board requesting that consideration be given to finding new cheaper premises for Halton Credit Union. It was noted that they would need an office with equipment etc. It was also agreed that information on the service be placed at Halton foodbanks.

RESOLVED: That

- (1) The presentation and comments raised be noted; and
- (2) Gareth Heesom and Tracey Done be thanked for

their informative presentation; and

- (3) The Board congratulate Gareth Heesom and Tracey Done for the excellent work they had undertaken to date.

SAF55 ALCOHOL HARM REDUCTION PROGRESS REPORT

The Board considered a report from the Strategic Director, Communities, which informed Members of the progress to date in relation to reducing alcohol related harm and a multi-agency action plan which detailed future proposed activity.

The Board was advised that alcohol misuse was a major source of harm in the local communities and the range of harm included alcohol related violence (including domestic violence); deliberate self-harm; suicide; crime and anti-social behaviour; short and long-term damage to physical and mental health; harm to unborn babies; child abuse including neglect and early mortality, as well as increased risk taking in sexual behaviour. It was reported that many accidental injuries and road traffic accidents had been attributable to alcohol misuse and it was also linked to negative effects on the economy and incalculable misery for individuals and families.

The Board was further advised that Halton had been identified as the 15th worst affected Local Authority Area (out of 326) in England for alcohol related harm and the 8th worst Local Authority Area in England for under 18 alcohol specific hospital admissions. This it was reported, represented a significant improvement and the direction of travel for the service was moving in the right direction.

It was reported that estimates were that in 2011/12, there had been 11,874 alcohol related admissions to hospital for Halton residents. The main reasons for alcohol-attributable admissions had been for hypertensive diseases, (52% of alcohol admissions), cardiac arrhythmias (16%) and mental and behavioural disorders due to alcohol (7%).

The Board noted the significant developments that had taken place and that were set out in paragraphs 4.1 – 4.9 of the report.

In conclusion, it was reported that now that there was a robust infrastructure and treatment offer in Halton for people who required support to tackle alcohol related problems, the strategic approach was focussing on prevention and early

intervention.

The following comments arose from the discussion:-

- It was noted that alcohol harm reduction activity was linked to the night time economy and Collette Walsh and Amanda Lewis were invited to take part in the Night Time Economy Topic Group. It was also noted that a meeting of the Topic Group would take place on 20 March 2013;
- It was noted that a meeting had taken place in Whiston Hospital to collect the following data; when individuals had their last alcoholic drink and whether they had an injury or were there as a result of an assault. It was also noted that the data would be monitored;
- It was noted that various initiatives of the Safer Halton Partnership had contributed towards the reduction and A&E also had a better recording system in place;
- Details were sought on where the hotspots had been identified by the Outreach Bus and Street Based Teams. It was also reported that a number of residents in the Appleton area had identified hotspots and a serious accident involving two young people had also occurred. In response, it was reported that this information was available in Addaction sent to Members on a regular basis;
- It was noted that the Problem Solving Courts were no longer in operation. It was also noted that the courts would be keen to re-establish the service if a solution could be found. It was agreed that the Night Time Economy Topic Group would consider this issue; and
- It was noted that a significant number of licensed premises were being used to hold children's parties. It was suggested that consideration could be given on establishing an alcohol free bar. It was reported that The Brink in Liverpool was an alcohol free bar and also served food and it had proved to be very popular. In addition, it was suggested that Community Centres could be used for social based activities. It was agreed that the feasibility of establishing an alcohol free bar in

the Borough would be considered by the Night Time Economy Topic Group.

The Chairman reported that Colette Walsh was attending her last meeting of the Board. He took the opportunity to place on record the Board's appreciation of the work that had been undertaken by Colette during her time with the Authority. The Chairman also welcomed Amanda Lewis to the Board indicating that she would be replacing Colette Walsh.

RESOLVED: That

- (1) the report and comments raised be noted; and
- (2) the Board place on record its thanks to Colette Walsh and extend its best wishes to her for the future.

SAF56 PERFORMANCE MONITORING REPORTS - QUARTER 3

The Board considered a report of the Strategic Director, Policy and Resources, which detailed progress against service objectives/ milestones and performance targets, and described factors affecting the service for the following service areas within the remit of the Safer Policy and Performance Board:

- Communities Directorate – Community Safety, Drug and Alcohol Action Teams, Domestic Violence and Environmental Health; and
- Area Partner indicators from the Police, Fire and Probation Services were stated where available.

The Board was advised that In line with the revised Council's Performance Framework for 2012/13 (approved by Executive Board in 2012/13), the Policy and Performance Board had been provided with a Safer Priority Based report; which identified the key issues arising from the performance in Quarter 3 to December 2012. This had been structured using the following priorities and key areas of focus, as stated in the Directorate Plan for 2012-15:

- Community Safety;
- Safeguarding and Dignity (including Consumer Protection and Substance Misuse); and
- Domestic Violence.

It was reported that the full Departmental quarterly reports were available on the Members' Information Bulletin and via the link in the report.

Page 26 – PA 26 – Clarity was sought on why this target was missing and what the target was. In response, it was reported that this information would be circulated to all Members of the Board.

Page 26 – PA 25 (b) – clarity was sought on the percentage of Local Air Pollution Control Audits being broadly compliant – an explanation of broadly compliant was requested. In response, it was reported that this information would be circulated to all Members of the Board.

A reference was made to the young man who committed suicide and clarity was sought on whether the Board could influence the transition from children to adult services. In response, it was reported that the transition was a difficult period and work was being undertaken to address this issue. In addition, it was also reported that the Youth Offending Team would give the Board an update on this matter.

RESOLVED: That the report and comments raised be noted.

SAF57 MANUAL HANDLING (PEOPLE) POLICY

The Board considered a report of the Strategic Director, Communities which informed Members of the introduction of the Manual Handling (People) Policy.

The Board was advised that The Health & Safety at Work etc Act 1974 and the Manual Handling Operations Regulations 1992 (as amended 2002) required a full risk assessment of lifting and handling activities including that of people. It was reported that due to a rise in employee accidents and injuries around the manual handling of persons in 2010 and 2011 a recommendation had been made for the introduction of a policy. At present there was no corporate policy covering this. The purpose of the policy was to bring a co-ordinated procedural and documentary approach to the lifting and handling of all people irrelevant of their ages and physical abilities.

It was noted that providers in the Borough did not subscribe to the training. However, Health and Safety Standards formed part of the procurement process and providers submitted their policy during this process. It was

reported that when the Quality Assurance Team undertook visits, staff were questioned on whether they understood the policy. It was also agreed that information on incidents over the last five years would be circulated to the Members for information.

RESOLVED: That the report and comments raised be noted.

SAF58 ARMED FORCES COMMUNITY COVENANT

The Board considered a report of the Strategic Director, Communities, which informed the Members of the Armed Forces Community Covenant set out in Appendix 1 to the report. The term 'Armed Forces' referred to the Army, Royal Navy and Air Force. The Board noted that the Territorial Army were also included in the Covenant as they would be utilised more in the future with the reduction in the armed forces.

The Board was advised that Halton was part of a pan Cheshire Covenant covering the Local Authorities of Cheshire East, Cheshire West & Chester, Warrington and Halton. In addition to local authorities, health, probation and Job Centre plus were involved in supporting the covenant.

The Board was further advised that the Armed Forces Community Covenant had been signed by dignitaries representing each of the authorities on the 30th June 2012, Armed Forces Day.

It was reported that each Local Authority was required to have a nominated Armed Forces Champion, the Community Development Manager had been designated this role in Halton. The Armed Forces Champion provided representation on a Community Covenant working group that covered the Cheshire area and provided a point of liaison for the forces.

Furthermore, it was reported that The Armed Forces Community Covenant set out twenty pledges, around five key themes:-

- Housing;
- Employment & Benefit;
- Education;
- Health; and
- Wellbeing.

It was reported that the Council would work with

partners to assist and support armed forces and their families in line with the pledges set out in the covenant.

The Board discussed the importance of knowing how many armed forces families could be re-locating to Halton. It was reported that the number of people re-locating was currently unknown as the armed forces did not collect such data on discharge. However, transition arrangements had been raised at a meeting in Preston but information had not as yet been received. It was also reported that the Employment, Learning and Skills PPB would be undertaking the lead on this matter.

It was highlighted that key partners would need to be identified in the Borough to help to deliver the pledges in the covenant. The Chairman requested that SAFFA be involved in the process.

Furthermore, it was reported that the Authority had always supported armed services personnel regarding housing provision and it was hoped that this remained the current position.

The Board noted that a high number of ex forces personnel were involved in the criminal justice system. The Board also noted that it could take 12 months for post-traumatic stress to develop and ex forces personnel had limited experienced in accessing services. The Chairman requested that on behalf of the Board, a letter of support for the covenant be provided to encourage others to support the initiative.

It was noted that £35m had been allocated to the fund and very little had been accessed to date. It was reported that some pledges would be via local provision

RESOLVED: That the report and comments raised be noted.

SAF59 COMMUNITY ENGAGEMENT STRATEGY – ACTION PLAN UPDATE

The Board considered a report of the Strategic Director, Communities which informed Members of the progress to date with the Community Engagement Strategy action plan.

The Board was advised that the Community Engagement Strategy had been approved by the Halton Strategic Partnership Board in June 2011 and reported to

the Safer PPB in September 2011. Since then a Community Engagement Operational Group had been set up to oversee the delivery of the action plan. This group consisted of engagement managers and professionals from across the strategic partnership.

The Board was further advised that overall the Strategy remained on course to be completed by 2015. It was reported that a Community Engagement Health Check was being carried out to evaluate how well the partnership engaged with the community. The Community Engagement Operational Group had also agreed the approach to be taken, which was set out in Appendix B to the report.

It was reported that the final paperwork for the community engagement health check would be sent out by March 2013 and the deadline for submitting completed forms would be the end of April/early May 2013. In addition, it was reported that the Community Engagement Action Plan had been updated and a "progress" column had been added. The document was attached in Appendix A of the report.

In conclusion, it was reported that the Community Engagement Operational Group would take the lead on overseeing delivery of the action plan.

The Board noted that Members would receive a monthly briefing to support Councillors on how they could take a leading role in community engagement

RESOLVED: That

- (1) the report and comments raised be noted;
- (2) the contents of the updated action plan be noted;
and
- (3) the format and timescales of the community engagement health check be noted.

SAF60 DRAFT HALTON HOUSING STRATEGY 2013-2018

The Board considered a report of the Strategic Director, Communities which presented Halton's Housing Strategy 2013-18 as a draft for public consultation.

The Board was advised that Under Part 7 of the Local Government Act 2003, local authorities were expected to produce a Housing Strategy which gave an overview of

housing in their district and set out priorities for action.

The Board was further advised that there had been significant achievements since the last Housing Strategy had been published in 2008. The Board noted the changes set out in paragraph 3.1.6 of the report.

It was reported that the draft Strategy had taken a slightly different approach from previous years in that two documents had been produced. The Strategy itself (Appendix A of the report) was a short, easy to read document which focused on the strategic objectives, priorities and planned activities for the next three years and which were detailed in an action plan. In addition, it was reported that this was supported by an evidence paper (Appendix B of the report) which set out the context in which the Strategy had been developed and brought together key data and information on housing issues and services which had helped to shape the strategic objectives and priorities.

The Board noted the next steps set out in paragraphs 3.4.1 - 3.4.3 of the report.

It was requested that a link to the Armed Services Covenant be added to the Housing Strategy.

Page 115, Priority 3D - it was noted that the Strategy suggested a more pro active approach to empty homes and this was welcomed by the Members.

The Chairman encouraged Members of the Board to pass their comments directly to Joanne Sutton before the 21 March 2013.

RESOLVED: That

- (1) the report be endorsed; and
- (2) the comments raised be noted.

SAF61 POLICE AND CRIME COMMISSIONER (PCC) UPDATE

The Board considered a report of the Strategic Director, Communities which gave Members an update on the newly elected Police and Crime Commissioner (PCC).

The Board was advised that PCCs would also exercise regional power and influence over the development and work of local Community Safety Partnerships (CSPs) via powers and duties set out in Appendix 1 to the report.

The Board was advised that in 2013/14 there would be a new and un-ring fenced Community Safety Fund (CSF) which would be paid to PCCs. The exact size and basis for allocation of this fund had yet to be determined. However, it was reported that an announcement had been expected on 5 December 2012. The CSF would replace the vast majority of existing drugs and crime funding provided by the Home Office.

The Board was further advised that it had now been agreed by the Police and Crime Commissioner to passport this funding stream back to the Community Safety Teams under a strict 12 month Service Level Agreement (SLA). The primary aim of the SLA would be to focus the funding on tackling and reducing anti-social behavior. It was reported that the content of all the Local Authority SLA's had been similar.

It was reported that from 2014/15 onwards the Home Office intended to roll CSF funding into Police Main Grant. Again the amount of funding had yet to be decided. In his letter, Nick Herbert had made it clear that that the Home Office had no intention of ring-fencing the Police Main Grant, nor the setting of a minimum or maximum amount that PCCs must or should spend on community safety activity. It would be up to the PCCs to decide how to use all of the resources at their disposal in pursuit of local priorities.

Furthermore, it was reported that the newly elected Police and Crime Commissioners now had their own dedicated website hosted by the Association of police and Crime Commissioners. The aim was to provide essential national support functions for elected PCCs and all policing governance bodies in England and Wales. It also contained useful information regarding the new role and the manifesto of the individual commissioners and recent news updates. It was reported that the website could be accessed via the following link [Association of Police and Crime Commissioners](#).

In conclusion, the Board noted the preparations of the PCC in Cheshire and Halton. The Board also noted the Police and Crime Panel update and that Councillor E Cargill had been elected Chair of the Panel.

The Chairman reported that the PCC and his Commissioning Officer would be invited to a future meeting of the Board.

RESOLVED: That the report and comment raised be noted.

SAF62 CHAIRMAN'S ANNOUNCEMENT

As this was the last meeting of the Board in the current Municipal Year, the Chairman, recorded his thanks and appreciation to the Members and Officers of the Board for their support during the year. He also extended his best wishes to the Divisional Manager, Performance and Improvement for her hard work on developing the performance framework.

Members of the Board responded and expressed their appreciation of the manner in which the Chairman and Vice Chairman had undertaken their duties.

Meeting ended at 8.10 p.m.

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ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 13 March 2013 in the Council Chamber, Runcorn Town Hall.

Present: Councillors Gerrard (Chairman), J. Bradshaw, Fraser, P. Hignett, Macmanus, Parker, Sinnott, Thompson, Woolfall and Zygadlo

Apologies for Absence: Councillor Morley

Absence declared on Council business: None

Officers present: M. Noone, G. Ferguson, T. Gibbs, W Rourke and J. Unsworth

Also in attendance: 1 Member of the public

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

	<i>Action</i>
EUR41 PUBLIC QUESTION TIME	
<p style="padding-left: 40px;">It was confirmed that no public questions had been received.</p>	
EUR42 MINUTES	
<p style="padding-left: 40px;">The Minutes of the meeting held on 2nd January 2013 having been printed and circulated were signed as a correct record.</p>	
EUR43 EXECUTIVE BOARD MINUTES	
<p style="padding-left: 40px;">The Board considered the Minutes of the meetings of the Executive Board and Mersey Gateway Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.</p> <p style="padding-left: 80px;">RESOLVED: That the Minutes be received.</p>	
EUR44 SSP MINUTES	
<p style="padding-left: 40px;">The Board received the draft Minutes relating to the Environment and Urban Renewal Specialist Strategic Partnership from 5th February 2013.</p>	

Members requested clarification on the company Energy Projects Plus and were advised that they were a not for profit charity organisation.

RESOLVED: That the Minutes be received.

EUR45 WASTE TOPIC GROUP MEETING

The Board was advised that the Waste Topic Group had met on 13th February 2013 and considered information relating to charges for the collection of bulky items and the provision of new and replacement wheeled bins. Charging for these services was included within the Council Household Waste Collection Policy that came into effect on 1st April 2011.

Members of the Topic Group were advised that the current charge for a residual waste wheeled bin was £20 and this did not cover the full cost of purchasing and delivering bins which was approximately £30. Members were also provided with details of the charges made by other local authorities. It was reported that the Group recommended an increase in the charge for new and replacement bins to £25 from 1st April 2013.

In addition the Topic Group considered the bulky items collection charges in comparison to the charge made by other Council's within the region. It was noted that the Group recommended the following increase in charges for the collection of bulky household items from 1st April 2013:

- £20 for the collection of up to 3 bulky household items;
- Additional items at £5 per item;
- A maximum of 10 items per collection.

RESOLVED: That

1. Members receive the report; and
2. the proposed increases in charges for the collection of bulky items and the provision of new and replacement wheeled bins, as set out in the report, be presented to the Executive Board for approval.

Strategic Director
Communities

NB: Councillor P Hignett declared a Disclosable Other Interest in the following item of business as she attends the Big Local Windmill Hill Reference Group.

EUR46 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 OF 2012/13

The Board considered a report of the Strategic Director, Policy and Resources which detailed the third quarter performance management reports to December 2012, on progress against service objectives/milestones and performance targets affecting the services.

The Board was advised that key priorities for development or improvement in 2012-15 had been agreed by Members and included in Directorate Plans, for the various thematic areas and service functions reporting to this Board. The report detailed progress against service objectives/milestones and performance targets and described factors affecting the service.

The following comments arose from the discussion:-

- Page 51 – £252,000 on agency staff so far within Open Spaces and Waste Management divisions - Clarity was sought on the amount of money spent on agency staff. In response it was reported that historically the use of agency staff was seen as more cost effective than the alternative of employing permanent staff. Agency staff were employed to help cover sickness and holiday leave. However, Officers were currently working with the Human Resources Section to explore ways to reduce this figure.
- Page 36 locations of extra care housing and homeless hostel – It was noted that the extra care housing would be on the former Pingot site and the potential homeless hostel on Albert Road.
- Page 32 - Clarity sought on the benefits to the local community of Daresbury Science Park in particular the number of local people employed there. It was reported Officers shared the view that where possible local residents should benefit from job opportunities at Daresbury. In addition the Council was examining ways to support Daresbury with more accessible transport links and also encouraging Daresbury to become more involved with the local community, for example with local schools.

The Board noted that the formal process to secure a further five year Business Improvement District Programme at Astmoor and Halebank Industrial Estates was completed and companies had voted in favour of extending the

programme.

RESOLVED: That the report and comments raised be noted.

EUR47 INTERNATIONAL FESTIVAL OF BUSINESS 2014

The Board considered a report which advised on the proposals for the development of an International Festival of Business in the Liverpool City Region and to advise Members of the opportunities that the event could bring to the Borough. The Festival would take place in June and July 2014 and would provide a global forum where industries in key sectors such as advanced manufacturing, low carbon, and life sciences, professional and financial services could come together to trade ideas, products and contacts. The event had been described as a Mini Shanghai Expo and would bring together world and UK cities for 61 days of themed events, exhibitions and showcases. It was anticipated that the Festival would attract 250,000 visitors from across the globe and bring £100 million worth of investment. The Festival would be themed around three core business sectors: low carbon, global communications and knowledge economy.

It was noted that a draft version of the calendar of events would be available late spring/early September 2013 and first key sponsors and speakers announced in early March 2013. In addition three launch events were planned on 25th February, 18th March and 27th June 2013.

Within Halton, as the concentration of both business and facilities fell broadly within the sector designated the knowledge economy, it was proposed that two/three themed events could be planned. In consultation with the Chamber of Commerce, discussions had commenced with the Heath Business Park and Daresbury Science and Innovation Campus to hold events.

It was therefore proposed that a sum not exceeding £5,000 be allocated from existing budgets to support the delivery of events in Halton.

RESOLVED: That Halton's participation in The International Festival of Business 2014 be supported.

EUR48 DRAFT HALTON HOUSING STRATEGY 2013-2018

The Board considered a report of the Strategic Director, Communities which presented Halton's Housing

Strategy 2013-18 as a draft for public consultation.

The Board was advised that Under Part 7 of the Local Government Act 2003, local authorities were expected to produce a Housing Strategy which gave an overview of housing in their district and set out priorities for action.

The Board was further advised that there had been significant achievements since the last Housing Strategy had been published in 2008. The Board noted the changes set out in paragraph 3.1.6 of the report.

It was reported that the draft Strategy had taken a slightly different approach from previous years in that two documents had been produced. The Strategy itself (Appendix A of the report) was a short, easy to read document which focused on the strategic objectives, priorities and planned activities for the next three years and were detailed in an action plan. In addition, it was reported that this was supported by an evidence paper (Appendix B of the report) which set out the context in which the Strategy had been developed and brought together key data and information on housing issues and services which had helped to shape the strategic objectives and priorities.

The Board noted the next steps set out in paragraphs 3.4.1 - 3.4.3 of the report.

The following comment arose from the discussion:-

- An additional priority be added to strategically support the promotion of welfare and debt advice within the housing sector.

RESOLVED: That

1. the Board fully support the draft Housing Strategy; and
2. an additional priority be added to strategically support the promotion of welfare and debt advice within the housing sector.

Strategic Director
Communities

EUR49 FLOOD RISK MANAGEMENT - PROGRESS REPORT

The Board considered a report of the Strategic Director, Policy and Resources which provided an update on flood risk management issues and informed Members of the progress being made in relation to the Council's duties under the Flood and Water Management Act (F&WMA)

2010. Members were provided with an update on:

- Legislation;
- Sustainable Drainage;
- Watercourse regulation;
- Governance;
- United Utilities Work Programme;
- Flood Risk Management Funding and Programme; and
- Flooding Incidents in 2012.

Arising from the discussion the following concerns were raised:

- Areas of Sandymoor had been declared a flood plain and residents could not obtain house insurance. In response it was reported that Officers had met with the Environment Agency to discuss the problems at Keckwick Brook. The Environment Agency had confirmed that resources to alleviate the problem were limited, however some works had been carried out; and
- Mottershead Road/Milton Road – properties here were flooded in previous years. It was noted that Officers were aware of the issues at these addresses and although at the present they had not been included on the list where work was to be carried out, they remained on the list for future years.

RESOLVED: That the progress being made in relation to the Flood and Water Management Act be noted.

EUR50 ARMED FORCES COMMUNITY COVENANT

The Board considered a report of the Strategic Director, Communities, which informed the Members of the Armed Forces Community Covenant set out in Appendix 1 to the report.

The Board was advised that Halton was part of a pan Cheshire Covenant covering the Local Authorities of Cheshire East, Cheshire West & Chester, Warrington and Halton. In addition to local authorities, health, probation and Job Centre plus were involved in supporting the covenant.

The Board was further advised that the Armed Forces Community Covenant had been signed by dignitaries representing each of the authorities on the 30th June 2012, Armed Forces Day.

It was reported that each Local Authority was required to have a nominated Armed Forces Champion. In Halton, the Community Development Manager had been designated this role and would provide representation on a Community Covenant working group that covered the Cheshire area and provided a point of liaison for the forces.

The Armed Forces Community Covenant set out twenty pledges, around five key themes:-

- Housing;
- Employment & Benefit;
- Education;
- Health; and
- Wellbeing.

It was reported that the Council would work with partners to assist and support our armed forces and their families in line with the pledges set out in the covenant. It was noted that the lead Policy and Performance Board would be Employment, Learning, Skills and Community.

Members commented that within the covenant there was no reference to the two Regiments who had been awarded Freedom of the Borough in Halton. It was agreed that the comment would be forwarded to the Lead Officer - Armed Forces Community Covenant.

RESOLVED: That the report be noted and the Board receive monitoring reports on progress on the key themes and pledges.

Strategic Director
Communities

Meeting ended at 7.55 p.m.

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 26 February 2013 in the Civic Suite, Town Hall, Runcorn

Present: Councillors Gilligan (Chairman), Roberts (Vice-Chairman), E. Cargill, Dennett, S. Hill, C. Loftus, A. Lowe, A. McInerney, N. Plumpton Walsh and G. Stockton

Apologies for Absence: Councillor Wainwright

Absence declared on Council business: None

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

Also in attendance: None

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

CS38 MINUTES

The Minutes from the meeting held on 10 January 2013 were taken as read and signed as a correct record.

CS39 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

CS40 EXECUTIVE BOARD MINUTES

The Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board, were submitted to the Board for information.

Members raised queries relating to Discretionary Non Domestic Rate Relief, clarification of which was provided by Officers.

RESOLVED: That the minutes be noted.

Action

CS41 SSP MINUTES

The minutes relating to the Corporate Services Portfolio which had been considered by the Halton Strategic Partnership Board were submitted for information.

RESOLVED: That the minutes be noted.

CS42 ARMED FORCES COMMUNITY COVENANT

The Board considered a report of the Strategic Director, Communities, which informed the Members of the Armed Forces Community Covenant set out in Appendix 1 to the report.

The Board was advised that Halton was part of a pan Cheshire Covenant covering the Local Authorities of Cheshire East, Cheshire West & Chester, Warrington and Halton. In addition to local authorities, health, probation and Job Centre plus were involved in supporting the covenant.

The Board was further advised that the Armed Forces Community Covenant had been signed by dignitaries representing each of the authorities on the 30th June 2012, Armed Forces Day.

It was reported that each Local Authority was required to have a nominated Armed Forces Champion. In Halton, the Community Development Manager had been designated this role and would provide representation on a Community Covenant working group that covered the Cheshire area and provide a point of liaison for the forces.

The Armed Forces Community Covenant set out twenty pledges, around five key themes:-

- Housing;
- Employment & Benefit;
- Education;
- Health; and
- Wellbeing.

It was reported that the Council would work with partners to assist and support our armed forces and their families in line with the pledges set out in the covenant. It was noted that the lead Policy and Performance Board would be Employment, Learning, Skills and Community.

The following comments arose from the discussion:-

- The impact of the 'bedroom tax' when armed forces personnel were away on active service;
- How best to publicise services which armed forces personnel could access;
- How to encourage the providers of social housing to give priority to returning armed forces personnel and their families; and
- How the performance of the Council and its partners should be monitored in supporting armed forces personnel in line with the pledges set out in the covenant.

RESOLVED: That the report be noted and the Board receive monitoring reports on progress on the key themes and pledges.

Strategic Director
– Policy and
Resources

CS43 PERFORMANCE MONITORING REPORTS - QUARTER 3

The Board received the Performance Management Reports for Quarter 3 of 2012/13, from the Strategic Director, Policy and Resources and was requested to consider and raise any questions or points of clarification in respect of performance management.

Members were advised that the key priorities for development or improvement in 2012-15 were agreed by Members and were included in the Directorate Plans. The report detailed progress against service objectives/milestones and performance targets, in relation to described factors affecting the service for each of the following areas:

- Financial Services;
- Human Resources and Organisational Development;
- ICT Infrastructure;
- Legal and Democracy;
- Policy and Performance;
- Property Services; and
- Catering, Stadium and Registration Services.

Arising from the discussion of the report, Members noted the following:

- The possible effect of welfare reforms on the % Council Tax collected;
- The timeframe for the development of the HR self-serve portal;
- Renewal of the Lexcel Accreditation;

- Adoption of the Council's Core Strategy;
- Identification of those premises that were not accessible to disabled people; and
- the excellent job undertaken by staff in managing the budget to date.

RESOLVED: That the report and comments be noted.

CS44 SICKNESS ABSENCE

The Board received a report from the Strategic Director, Policy and Resources on sickness absence for Quarter 2 of 2012/13.

The report provided a breakdown of sickness absence data for the second quarter of 2012/13 for each Directorate. It was noted that the cumulative working days lost due to sickness absence, per employee, was 4.35. In terms of long term sickness absence, the overall calculation of working days lost was also included.

Managers across all Directorates had actively monitored employee absence, supported by the Employee Welfare Advisors. In addition, they had been asked to ensure that all stress risk assessments were up to date and that previous courses on stress management be re-run for staff and managers. Members noted that work related stress, personal stress and depression accounted for a large percentage of days lost in 2012/13. It was further noted that the Communities Directorate had the highest level of absence and Members felt this should be closely monitored given the nature of the work carried out by staff working in this Directorate in delivering many of the front line services.

In discussion the following points were made:

- The importance of recognising any early signs of stress in staff;
- Other measures, in addition to training, that could be put in place to support managers and staff in recognising and dealing with stress;
- Raising awareness amongst staff that do not have access to ICT equipment, of the availability of support and the advice that was available through self-referral; and
- The views of the Board relating to the issue of stress amongst the workforce to be reported to Management Team for information.

RESOLVED: That the content of the report be noted. |

Meeting ended at 7.10 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 27 February 2013 at the Civic Suite, Town Hall, Runcorn

Present: Councillors A. Lowe (Chairman), M Lloyd Jones (Vice-Chairman), Cole, Fry, Lea, McDermott, Macmanus, N.Plumpton Walsh and Ratcliffe

Apologies for Absence: Councillors Roberts and Wainwright

Absence declared on Council business: None

Officers present: E. Dawson, M. Murphy and M. Simpson

Also in attendance: Colette Williams and Mike Thomas from Grant Thornton

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

Action

BEB21 MINUTES

The Minutes of the meeting held on 14 November 2012 were taken as read and signed as a correct record.

BEB22 INTERNAL AUDIT PLAN 2013/14

The Board received a report of the Strategic Director, Policy and Resources, which provided details of the proposed Internal Audit Plan for 2013/14. The Audit Plan outlined the likely programme of internal audit work for the year.

It was reported that the Audit Plan was designed to provide sufficient coverage across the organisation to enable the Head of Internal Audit to deliver an overall opinion on the Council's risk management and overall assurance framework.

The Plan for 2013/14 was appended to the report for information and provided details of how the Council's internal audit resources were to be utilised during the year.

Members were advised that a total of 1,086 days of audit work was planned based on a forecast staffing resource of 6.5FTE staff. Planned coverage was reduced slightly from 2012/13 to take account of a maternity leave absence.

It was further reported that as resources were limited, a risk-based approach was adopted to prioritise internal audit coverage and details of what was taken into account when compiling the programme was set out in the report for information.

Arising from discussion of the report Members discussed provision of audit services to other bodies such as the Manchester Port Health Authority, the statutory provision to provide library services, the use of volunteers and possible challenges around the Mersey Gateway procurement. It was noted that the Audit Team were planning a piece of work around the Mersey Gateway procurement process. It was further noted that delays would be likely should there be any challenges to the tendering process.

The following questions were raised:

- In respect of “Internal Disciplinary Process” within the Audit Plan, was the reason for this that there had been an increase, and who was the Council using to outsource investigations?
- In relation to credit for early payment, how many of our creditors had discussed this with us and how many were prepared to pay promptly to gain a percentage discount?
- Why was the budgetary control review not completed by 2012/13?

The following answers were provided:

- There hadn't been an increase in internal disciplinary investigations but there had been a number of protracted investigations recently that had involved members of staff being suspended for extended periods. In addition capacity within the Council was stretched which made it difficult for Senior Officers to take on the role of Investigating Officer. A recent investigation was outsourced to Stobarts so it could be useful to examine how that fared in comparison to the usual in house process;
- The Early Payment Discount Scheme was still in development. ICT services were working on the programming required within Agresso. Until that was complete the Council would not be contacting

suppliers about the scheme. It was noted that Oldham MBC had introduced a similar scheme last year and over 100 suppliers had signed up;

- This review was scheduled to be started in March 2013. It was likely to be reported to either the next BEB or the meeting after that.

RESOLVED: That the Board approve the proposed Internal Audit Plan for 2013/14

BEB23 EXTERNAL AUDIT FEE LETTER 2012/13

The Board received a report of the Strategic Director, Policy and Resources, which informed Members of the planned Audit Fee for 2012/13. Grant Thornton had been appointed by the Audit Commission as external auditor to the Council for the next five years.

Members were advised that it was a requirement for auditors to communicate with those charged with governance (i.e. the Business Efficiency Board) and one of the requirements was for the Auditor to set out the fees to be charged for the audit and the factors considered in setting those fees.

The Board considered the Audit Fee letter which was appended to the report for information and set out the scale of fees, scope of the audit fee, value for money conditions, certification of grant claims and returns, billing schedule and the outline audit timetable.

It was reported that for 2012/13 the Commission had independently set the scale fee for all bodies. The Council's scale fee for 2012/13 was £139,322, which was a reduction of 40% when compared to the audit scale fee of £232,204 for 2011/12.

Members queried what would be provided considering the fee had been reduced by 40%. Mike Thomas from Grant Thornton outlined in detail what services were provided.

RESOLVED: That the 2012/13 Audit Fee and scope and timing of the planned external audit work be noted.

BEB24 BUSINESS EFFICIENCY BOARD UPDATE REPORT

The Board considered a report of the Operational Director, Finance, which provided updates on the progress

Grant Thornton made in delivering their responsibilities as the Council's external auditors, a summary of national issues and developments that could be relevant to Halton as a Unitary Council and set out a number of challenge questions in respect of the emerging issues which the Board may wish to consider.

The report set out progress at 12 February 2013 and emerging issues and developments. It was noted that the most significant value for money risk was the Mersey Gateway project. A project brief had been drafted outlining the work required to be undertaken on Mersey Gateway to support the 2012/13 Value for Money conclusion. Members were advised that the fee for the work was £45,694 which was not included in the scale fee. The Board queried this amount and in response it was noted that it would be explored. It was reported that a large portion of the fee would be for consultants required for the project.

The Board discussed the likelihood of involvement in equal pay schemes in light of the recent supreme court rulings at Birmingham City Council. In response it was noted that a lot of the inequalities were removed after the Job Evaluation process took place therefore the effect had been minimised.

RESOLVED: That the report be noted.

BEB25 GRANT THORNTON 2011/12 ANNUAL CLAIMS AND RETURNS

The Board received a report of the Strategic Director, Policy and Resources which provided the Audit Commission's report following the audit of 2011/12 grant claims and returns.

Members were advised that the report was approved at the November meeting, however it was being re-submitted in the format of Grant Thornton, for information.

RESOLVED: That the report from Grant Thornton presented at Appendix 1 be approved.

BEB26 EFFICIENCY PROGRAMME UPDATE

The Board considered a report of the Strategic Director, Policy and Resources which informed Members of progress made to date with the Efficiency Programme.

The report set out progress to date of current

workstreams as follows:

- review of Operational Fleet & Client Transport (Wave 2);
- review of Income & Charging (Wave 3);
- review of the Contact Centre (Wave 3);
- review of Waste Management (Wave 3);
- review of Policy & Strategy, Performance & Improvement and Communications & Marketing (Wave 4);
- review of Child Protection (Children in Need Service) (Wave 4);
- review of Employment, Learning & Skills (Wave 4); and
- review of Intermediate Care (Adult Social Care) (Wave 4).

Members discussed the savings made in the Contact Centre and when the evaluation of the service would be carried out. In response it was noted that an answer would be circulated to Members.

RESOLVED: That the contents of the report be noted.

BEB27 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

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

(NB Councillor Martha Lloyd Jones declared a Disclosable Other Interest in the following item due to being a Governor of a school)

BEB28 INTERNAL AUDIT PROGRESS REPORT - QUARTER 3

The Board considered a report of the Operational Director, Finance which provided a summary of internal audit completed since the last progress report.

The report set out key issues and recommendations and results from the work undertaken following the implementation of previous internal audit recommendations.

RESOLVED: That the Internal Audit progress report be received.

Arising from discussion of scrutiny topics the Chair read out a short update on the position of the Waste and Bus Routes Contract.

Meeting ended at 7.40 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 11 February 2013 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), Baker, R. Hignett, S. Hill, C. Loftus, A. McInerney, C. Plumpton Walsh and Rowe

Apologies for Absence: Councillors Morley and Osborne

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, M. Noone, A. Plant, J. Farmer, G. Henry, I. Mason and P. Shearer

Also in attendance: 56 Members of the Public

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

DEV53 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

Action

The Committee was advised that a matter had arisen which required immediate attention by the Committee (Minute Dev 67 refers). Therefore, pursuant to Section 100 B(4) and 100 E of the 1972 Act, the Chairman ruled that the item be considered as a matter of urgency.

DEV54 MINUTES

The Minutes of the meeting held on 7 January 2013, having been printed and circulated, were taken as read and signed as a correct record.

DEV55 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

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

DEV56 - 12/00282/FUL - EXTENSION OF RUNWAY END SAFETY AREA INCLUDING THE STOPPING UP OF DUNGEON LANE, DIVERSION OF ASHTONS LANE AND ERECTION OF NEW BOUNDARY TREATMENT ON LAND TO NORTH OF BAILEYS LANE, HALE

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

It was reported that since the publication of the report an additional petition 'Keep Baileys Lane Closed Campaign' was submitted and signed by 436 signatories. An additional 10 objection letters were received and included the following objections:

- Removal of barrier would cause an increase in fly tipping;
- Criminal activity;
- Speeding;
- Traffic noise;
- Parking restrictions for residents;
- Bridleway would create access to rear of Baileys Lane for criminals and rubbish tipping;
- The 2m high wire fence was inappropriate;
- Property would be devalued;
- Airport uses cheapest approach to work;
- No alternatives considered by Airport;
- Increase in volume and size of vehicles;
- Weight restrictions needed;
- Airport shows no concern for environment or residents;
- Control barrier should stay;
- Increase in agricultural traffic;
- Vehicles on Baileys Lane would interfere with landing aircraft;
- Concerns of narrowness of Baileys Lane and no pavement;
- CAA were not insisting upon this proposed arrangement; upgrade to instrument landing system was commercially driven;
- No economic benefits to local area;
- Highway safety; and
- Increased noise and emissions.

Officers reported that the applicant was in the process of drafting the S106 Agreement on the basis of:

- a) Traffic Regulation Orders;

- b) Scheme for parking restrictions;
- c) Removal of existing barrier on Baileys Lane;
- d) Signage and traffic management;
- e) Vegetation clearance;
- f) Carriageway repairs identified as a result of vegetation clearance; and
- g) Provision of passing places

The Committee was addressed by Christine Coleman, a local resident who objected to the scheme. She reminded the Committee that Baileys Lane had been closed by the Council some 4 years ago for health and safety reasons and was now recommending a reversal of this decision to accommodate the applicant. She argued that there would be an increase in the volume of traffic and noise and that there would be an impact on residents, visitors and the community as a whole. She also objected to the fencing as stated above and argued that Liverpool John Lennon Airport (LJLA) had not explored the alternatives and that to implement the proposed scheme would lower the appeal of the area and compromise the safety of residents.

Mr Shepherd, on behalf of the applicant, then addressed the Committee. He stated that the application was required in order to comply with current safety standards, as recommended by the Civil Aviation Authority (CAA), and not to increase the capacity of the airport. He stated that the scheme would have a minimum impact on people living nearby and that LJLA were aware of the concerns of residents having completed a consultation exercise. He further stated that the increase in traffic would not be significant and the volume was light presently and that the potential for anti-social behaviour (ASB) was unfounded as the land around the airport would be fenced off.

Councillor Wharton (Ward Councillor) addressed the Committee. He opposed the closure of Dungeon Lane and rerouting of Baileys' Lane. He referred to the letters of objection received and the signing of a petition of 400 plus signatories. He suggested that the application had been made to pave the way for a planned 340m extension to the runway by 2015. Councillor Wharton read out a letter received by the Department of Transport (DoT) in April 2012 which discussed the boundary. He also stated the following:

- The current 3ft fence was in poor condition and not maintained and therefore not compliant with CAA Regulations;
- The exploration of other options was needed;

- The closure of Dungeon Lane would increase the volume of traffic on Baileys' Lane and size of vehicles;
- The area was already affected by noise and traffic; this would increase;
- The area had been systematically blighted by LJLA in the past whereby demolitions had been left in terrible condition (he passed 4 photos around for Members to see);
- Baileys' Lane was presently quiet but this application would mean it would be returned to its previous state, encouraging fly tipping; and
- The feelings of the residents were unanimous; this project would affect their safety, wellbeing and quality of life.

Members were reminded that a decision was not needed on the closure of Dungeon Lane; they were being asked to approve the additional safety zone and fencing. Members debated the merits of the application.

It was further noted following Members queries, that the Police were not a statutory consultee and plane spotting was not encouraged by LJLA. Members' attention was drawn to the part of the report relating to the *Runway End Safety Area* (RESA) on page 10 and recommendations made by the CAA in relation to this.

A motion to refuse the application was made but was not supported. Following this a motion to approve the application was made and supported by the majority of the committee.

RESOLVED: That

- a) the application be approved subject to a S106 Agreement; and
- b) the following conditions:
 1. Standard 3 year permission (BE1);
 2. Condition specifying amended plants (BE1);
 3. No development shall take place until the relevant part of Dungeon Lane has been stopped up (BE1);
 4. No development shall take place until Ashton's Lane has been stopped up (BE1);
 5. No development shall take place until the new highway at the corner of Dungeon Lane and Bailys Lane has been laid out to an adoptable

- standard and dedicated as highway (BE1);
6. No development shall take place until the existing Traffic Regulation Order affecting Baileys Lane) providing for the existing barrier) has been revoked, subject to any recommendations by the Inspector dealing with the stopping up of Dungeon Lane (BE1);
 7. No development shall take place until a detailed landscaping proposal, including protective measures for trees to be retained and proposed tree replacement scheme and in compliance with the requirements of paragraph 3, table 6, of the submitted Ecological Appraisal has been submitted to and approved in writing, such details to be implemented in a timescale agreed with the Council (BE1);
 8. No development shall take place until details of all boundary treatments, incorporating paladin mesh fencing colour coated green fencing, have been approved in writing, such details to be implemented during the course of development (BE22);
 9. No development shall take place until the submission and agreement of biodiversity and habitat details as required by Table 6 of the submitted Ecological Appraisal, such details to be implemented to a timescale approved by the Council (BE1);
 10. No development shall take place until details of a construction Management Plan including wheel cleansing facilities to be submitted and approved in writing, such details to be carried out during the development (BE1);
 11. No development shall take place until full details of the restoration for area identified for removal of the existing mounded area have been approved by the Council (BE1); and
 12. Construction and delivery hours to be adhered to throughout the course of the development (BE1).

DEV57 - 12/00356/FUL - PROPOSED RESIDENTIAL DEVELOPMENT CONSISTING OF 112 NO. DWELLINGS AS AMENDMENT TO PART OF PREVIOUS PLANNING PERMISSION 10/00355/FUL (INCREASING TOTAL NUMBER OF DWELLINGS FROM 126 TO 148) ON LAND TO NORTH EAST OF RAIL LINE, BARROWS GREEN LANE, WIDNES

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

of the site.

Officers reported that two further letters of objection had been received.

The Committee was addressed by Mr Norman Spencer, a local resident, who advised that his property would be bordered by a footpath which would increase the risk of anti-social behaviour close to his property. He requested continuous security fencing be erected around the footpath and suggested that this be landscaped by hedging.

In response officers stated that a footpath was provided for in the previous permission and that alterations were to be made to include a substation. The applicant had agreed to erect a fence and install mesh fencing around the substation. Conditions were listed which apply to this.

RESOLVED: That the application be approved subject to:

- a) the entering into a Legal Agreement including provision of a financial contribution towards off-site public open space, public transport and Greenway improvement as required.
- b) that if the S106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chairman or Vice Chairman of the Committee to refuse the application on the grounds that it failed to comply with Policy.
- c) and the following conditions:
 1. Condition specifying amended plans (BE1);
 2. No development shall begin until written details and agreement of construction vehicle access routes and construction car parking and management plan (BE1);
 3. Materials condition, requiring development be carried out in accordance with the approved details (BE22);
 4. Landscaping condition, requiring the submission of both hard and soft landscaping to include replacement tree and hedgerow planting (BE2);
 5. Boundary treatments requiring development be carried out in accordance with the approved

- details (BE2);
6. Wheel cleansing facilities to be submitted and approved in writing (BE1);
 7. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 8. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/commencement of use (BE1);
 9. Finished floor and site levels, requiring development be carried out in accordance with the approved details (BE1);
 10. Conditions relating to restriction of permitted development rights relating to boundary fences and conversion of garages etc. (BE1);
 11. Requiring implementation of scheme of landscaping buffer zone proposals in accordance with submitted scheme (BE1);
 12. Site investigation, including mitigation to be submitted and approved in writing (PR14);
 13. Conditions relating to tree and hedgerow protection during construction (BE1);
 14. Conditions relating to schemes of surface water management and to manage risk of flooding from overland flow (PR16);
 15. Submission and agreement of detailed boundary treatments including colour coated weld mesh fencing to substation and gas governor and railing/fencing to surface water attenuation ponds (BE1);
 16. Submission and agreement of scheme for protection, planting and management of buffer zone to brook (BE1);
 17. Submission and agreement of a scheme of Noise Mitigation (PR2);
 18. Submission and agreement of biodiversity plan including native planting and wildlife refuge features and bird boxes (BE1 and GE21); and
 19. Grampian conditions relating to off-site works to footway to frontages to Barrows Green Lane and speed reduction measures (TP9, TP6 and TP15).

Councillor A McInerney declared a Disclosable Other Interest in the following item as she was a family friend of Mr Argent, the owner of Widnes Timber.

DEV58 - 12/00364/COU - PROPOSED CHANGE OF USE FROM TIMBER SUPPLY CENTRE TO TANKER HAULAGE YARD INCLUDING THE DEMOLITION OF PART OF THE EXISTING LEAN TO BUILDING AT WIDNES TIMBER CENTRE

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

Mr Clark addressed the Committee speaking on behalf of residents of Wellingford Avenue. He urged the Committee to reject the application and argued the following: loss of amenity to residential areas; noise from lorries starting up; smell of diesel; residents would be unable to use their gardens due to noise and planning policies not being adhered to.

Mr Argent, the landowner, addressed the Committee and informed them that permission to develop the site for residential use was passed in November 2011. He advised them that he had attempted to develop the site, however, had been unable to obtain finance for residential development and had looked for an alternative use for the site. Mr Richardson, the applicant, was the only person to come forward with a proposal for development.

Mr Richardson then addressed the Committee and advised them that they had met with residents and a meeting was held with Halebank Parish Council where the concerns of the residents were answered. He confirmed that 13 employees would work on site and it was hoped that this would increase in the future.

Councillor Roberts (Ward Councillor) addressed the Committee objecting to the application on behalf of the residents. He reminded Members that the surrounding houses were built in 2007/8 and commented that these homes would be seriously impacted by the development of this scheme, particularly numbers 18 to 28 Wellington Avenue. He argued that the lorries would be noisy and the matter of fuel storage had not been addressed in the report. He urged the Committee to vote against the application.

It was confirmed that the applicant had agreed to operate the yard between the hours of 6am and 7pm and that during this time the vehicles would be off site most of the time. Environmental Health Officers confirmed that if they received complaints from residents then these would be investigated. It was noted that the application was a departure.

Members considered the information before them and the issues raised by the speakers and agreed that the application should be refused.

RESOLVED: That the application be refused. The Committee considered that the fundamental points at issue were: (1) the policy harm to Action Area Policy RG5 of the UDP; (2) the impact of the proposal on the amenity of neighbouring residents; (3) the impact on neighbouring residents should the existing use (or a use within the same use class) be resumed; (4) the negative effects of leaving the site in its present condition (especially taking into account the failure to obtain funding for housing or other 'good neighbour' development; (5) the positive impact of redevelopment of the site in terms of employment generation. The officer recommendation was perfectly valid in terms of employment generation (item 5 above) but the Committee were not convinced that the negative impact of the proposed development in terms of items (1) and (2) above would be as limited as the officers' report suggested.

DEV59 - 12/00370/COU - PROPOSED CHANGE OF USE FROM OFFICES (B1) TO CHEMIST/PHARMACY AND NEW SHOP, INCLUDING STEPPED AND RAMPED ACCESSES, SHOP FRONT AND CAR PARKING AT WHITEFIELD & BROWN, APPLETON VILLAGE, WIDNES

This item was removed from the Agenda prior to the meeting because the applicant had submitted a late amendment which required further consultation.

DEV60 - 12/0377/COU - PROPOSED CHANGE OF USE FROM OFFICE TO 12 NO. ONE BEDROOM APARTMENTS INCLUDING CHANGE OF USE OF ADJOINING LAND TO CREATE ASSOCIATED CAR PARKING AND BIN STORAGE PLUS ERECTION OF BOUNDARY WALL AND RAILINGS AT 5 WIDNES ROAD, WIDNES

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

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

1. Specifying 3 year permission;
2. Condition specifying amended plans (BE1);
3. Materials condition, requiring submission and agreement of external materials (BE2/BE12);
4. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties/commencement of use (BE1);
5. Boundary treatments requiring development be carried out in accordance with the approved details

- (BE2);
6. Wheel cleansing facilities to be submitted and approved in writing (BE1);
 7. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
 8. Requiring relocation of bus shelter prior to commencement of use or in accordance with timetable by the Local Planning Authority (BE1); and
 9. Requiring implementation of bin storage in accordance with approved plans prior to commencement of use (BE2).

DEV61 - 12/00387/FUL - PROPOSED CONSTRUCTION OF A NEW WASTE TRANSFER STATION AND MATERIALS RECOVERY FACILITY. RE-CLADDING OF EXISTING MATERIAL RECOVERY FACILITY AND TRANSFER BUILDING. USE OF AREA TO SOUTH WEST OF SITE FOR THE STORAGE OF WASTE IN OPEN BAYS. ASSOCIATED PLANT AND INFRASTRUCTURE INCLUDING TWO NEW WEIGHBRIDGES AND RE-ALIGNMENT OF EXISTING INTERNAL ROADS. ANNUAL THROUGHPUT OF 200,000 TONNES AT WSR RECYCLING LTD, DITTON ROAD, WIDNES, WA8 0PA

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

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

1. Time limit for the commencement of development; (in accordance with the Town and Country Planning Act 1990);
2. Shall be carried out in accordance with application forms, supporting information and list of approved plans and documents (BE1, BE2);
3. The proposed development shall be carried out in accordance with the submitted working statement (BE1 and MW3);
4. Prior to the commencement of development submission and approval of materials (BE2);
5. Prior to commencement provision and use of wheel cleansing facilities during course of construction to be submitted and approved (BE1);
6. Condition(s) in relation to the submission of a ground investigations and remediation strategy. This shall include the monitoring maintenance and any contingency final report demonstrating that all long term site remediation criteria;

7. No development shall begin until the provision of predevelopment site levels and proposed finished floor levels and adjacent land levels (BE1);
8. Prior to occupation of the buildings laying out of approved vehicle access, service and parking areas to be retained as such (BE1);
9. The development to be carried out in accordance with the approved Flood Risk Assessment and the mitigation measures as detailed in the FRA (BE1 and PR16);
10. Prior to the commencement of development details of lighting shall be submitted to and approved in writing;
11. Condition(s) restricting the locations, heights and types material to be stored externally (BE1, E3 and MW7);
12. No materials or substances shall be burnt at the site (BE1 and PR1); and
13. No external storage or composing of putrescible materials/waste (BE1 and PR3).

DEV62 - 12/00433/FUL - PROPOSED DEMOLITION OF THE VACANT PRINCE OF WALES PUBLIC HOUSE TO BUILD A SINGLE NEW RETAIL UNIT (CLASS A1) AS AN EXTENSION TO THE ABLERT SQUARE SHOPPING CENTRE, THE RELOCATION OF THE TAXI RANK IN THE SOUTHERN ALBERT SQUARE CAR PARK.

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

Officers reported that two conditions would be amended, one relating to the taxi rank and the other to the junction improvements at Frederick Street to be agreed within a scheme that should include timescales for carrying out the works. This scheme to be submitted prior to commencement.

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

1. Standard 3 year permission (BE1);
2. Condition specifying amended plans (BE1);
3. Materials condition, requiring the submission and approval of the materials to be used (BE2);
4. Construction Management Plan including wheel cleansing facilities to be submitted and approved in writing (BE1);
5. Construction and delivery hours to be adhered to throughout the course of the development (BE1);

6. Requiring provision of bin and recycling facilities prior to occupation (BE1);
7. Air Quality mitigation during construction;
8. Construction and demolition management plan should be agreed prior to commencement (BE1);
9. The taxi rank shall be marked out to commencement of the new unit;
10. Servicing vehicle management plan to be agreed with delivery times and control of exit barrier onto South Street prior to occupation;
11. Improvements to corner of Kent Street and Frederick Street prior to construction; and
12. Prior to occupation of the unit remarking of all spaces in the car parks shall be carried out in accordance with approved plans.

DEV63 - 12/00444/FUL - PROPOSED PART DEMOLITION OF EXISTING BUILDING AND CHANGE OF USE OF SITE TO METAL RECYCLING FACILITY, INCLUDING CONSTRUCTION OF TWO STOREY OFFICE BUILDING, SITING OF WEIGH BRIDGE AND ASSOCIATED CABIN, ERECTION OF VARIOUS TIMBER AND STEEL 6M, 7M AND 8M HIGH BOUNDARY TREATMENTS, SITING OF ETERNAL PLANT AND MACHINERY AND ASSOCIATED WORKS ON LAND AT EVERITE ROAD, WIDNES, CHESHIRE WA8 8PT

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

Members were advised that this application was a resubmission of a previous application.

This application sought the change of use of the land to a scrap metal storage and processing facility and operational development, as listed in the report. The application was recommended for refusal as the proposal would not provide sufficient enough screening to mitigate the obtrusiveness and visual intrusion to residents' outlook, this combined with the perception of the use was considered to be detrimental to the local residential area and amenity of local residents. The proposal was therefore considered to be contrary to Policy MW1, MW7 (b) and (d) of the Halton Unitary Development Plan.

Objections had been received during a consultation period and a letter from EMR (the applicant) had addressed additional issues regarding the boundary and proposed a screening barrier to block out the view of the scrap and to

limit the height of the scrap.

Mr Hughes addressed the Committee as a local resident objecting to the scheme. He argued that this would have a direct impact on the community due to the amount of large vehicles on the road parking; noise levels; dust and smells; proposed fence would be an eyesore; crane would be visible; contamination and vibrations into homes. He stated that the company had no regard for residents as they had not consulted with them and had no intention of hearing the views of the community. The site was surrounded on three sides with residential properties and would have a detrimental effect on the health and wellbeing of residents in the area.

Mr Sandwith then addressed the Committee on behalf of the applicant. He stated that there had been consultation with residents since the first application had been withdrawn and that he was disappointed with the Officers' recommendation to refuse. He argued that the location of the site was the preferred location stated by Halton for a metal recycling facility. He confirmed that the grabber would not be visible to residents as the screening to the site could be raised. Mr Sandwith tabled some photographs for Members which were circulated.

Councillor Roberts (Ward Councillor) then addressed Members in support of residents of the Wincroft Road area. He had met with the applicant and their public relations consultants during the consultation period. He stated that the residents in the area objected to the scheme due to: noise from the cutting of metal; increased traffic; Wincroft Road to narrow to accommodate the traffic; the grabber arm would be visible to residents. He agreed with Officers' with regards to the recommendation and urged the Committee to do the same.

Members agreed with the Officer's recommendation as stated in the report and voted to refuse the application.

RESOLVED: That the application be refused due to being contrary to Policy MW1, MW7 (b) and (d) of the Halton Unitary Development Plan.

DEV64 - 12/00445/FUL - PROPOSED RE-PLAN OF PLOTS 14-48 (PHASE 2) OF THE PREVIOUSLY APPROVED SCHEME 09/00512/FUL, REDUCING THE TOTAL NUMBER OF UNITS ON THE DEVELOPMENT BY ONE, TO 73, ON LAND TO THE NORTHERN EXTENT OF ST AIDEN'S DRIVE, WIDNES

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

Mr O'Donnell, a neighbouring resident, addressed the Committee objecting to the scheme. He argued that the distances on the proposed plans for the kitchens were not compliant. The distances between his property and the proposed properties were too close and SPD had not been adhered to. He urged the Committee to protect the ambience and outlook of the existing properties and value of the properties, and expressed that this proposed development had caused a great deal of anguish and pain to those already living in the existing neighbouring housing.

Ms Jane Aspinall, Head of Planning for the applicant, then addressed the Committee. She stated that they were aware of Mr O'Donnell's concerns and had worked with Officers to amend the scheme, which presently gave a distance of 22.9m between the properties. Additionally there would be boundary fencing and landscaping situated between the properties.

Officers informed the Committee that the original planning permission did not comply with the Council's Policies on minimum distances and that permissions could still be implemented.

Members were informed the proposal achieved a greater separation distance at first floor compared to the previous scheme. It was stated that the ground floor kitchen/diner habitable room window to first floor interface distances were less than the previous application, but that the orientation of the property, plus the angle between the windows of the properties was unlikely to significantly affect the amenity of neighbours.

In relation to the ground floor interface the proposed rear extension, not yet developed at number 6, would be situated within this interface. If measured to the nearest habitable ground floor window this would reduce the interface distance to a distance of approximately 18m; it was noted that there was however an intervening fence and trees along the boundary mitigating any impact.

After debating the issues before them, one Member moved to refuse but this was not supported. A motion was made to approve which was supported by the majority, so the application was granted approval.

RESOLVED: That the application be approved subject to:

- a) the entering into of a Legal Agreement for the provision of a financial contribution towards off-site public open space and improvements to the local highway network;
- b) that if the S106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation in consultation with the Chairman or Vice Chairman of the Committee to refuse the application on the grounds that it failed to comply with Policy.
- c) and the following Conditions:
 1. Standard one year permission (BE1);
 2. Condition specifying the approved plans/drawings and amended plans (BE1);
 3. No development shall begin until written details and agreement of construction vehicle access routes and construction car parking and management plan (BE1);
 4. No development shall begin until the provision of pre-development site levels and proposed finished floor levels and adjacent land levels (BE1);
 5. No development shall begin until the Council inspects the site marking, to establish the individual building locations for plots 15-24 and plots 68-74, the development will be constructed in accordance with these locations as approved on site (BE1);
 6. No development shall begin until such time as a surface water regulation scheme has been submitted and approved in writing; the approved scheme to be implemented within an agreed timing/phasing arrangement (BE1);
 7. The development is to be carried out in accordance with approved Flood Risk Assessment and the mitigation measures as detailed within (BE1);
 8. Existing tree survey and recommendations and measures for protection during construction (BE1);
 9. Prevention of any tree felling without consent (BE1);
 10. Implementation of a detailed landscaping scheme

- (BE1);
11. Replacement of any damaged or dying trees within 3 years of completion (BE1);
 12. Replacement tree planting protected for 5 years following planting to be replaced with agreed species (BE1);
 13. Prior to commencement terrestrial habitats survey and necessary mitigation measures are to be provided (BE1);
 14. Prior to commencement a scheme of protective measures for wildlife in accordance with the ecological survey to be submitted, approved and implemented (BE1);
 15. Prior to commencement a survey for ground nesting birds to be submitted and approved (BE1);
 16. Prior to commencement submission of a biodiversity action design plan to show how features within the house design will encourage wildlife to the scheme (BE1);
 17. Prior to commencement ground investigations for potential pollutants and remediation scheme where necessary (BE1);
 18. Prior to commencement full details of boundary treatment to be provided (BE1);
 19. Prior to commencement provision of a surface water drainage scheme to be submitted and approved (BE1);
 20. Prior to commencement provision and use of wheel cleansing facilities, during the construction period to be submitted and approved (BE1);
 21. No development shall begin until a construction management plan is submitted and approved. Such a plan, as approved, shall be adhered to throughout the construction period to the satisfaction of the LPA (BE1);
 22. The development shall be completed in accordance with the approved materials, to the satisfaction of the LPA (BE2);
 23. Prior to occupation the approved vehicle servicing and parking areas shall be provided and retained as such to the satisfaction of the LPA (BE1);
 24. Prior to the occupation the building are to be inspected by a SAP assessor for compliance with the Target Emissions Rate (EM18-Regional Spatial Strategy);
 25. Restriction on hours for development and deliveries related to development during the construction period (BE1);
 26. Provision of required refuse and recycling storage facilities for all individual dwellings at developer's

- expense (BE1);
- 27. Remove permitted development rights for hard surfacing the front (BE1);
- 28. Restriction on the conversion of garages (BE1);
- 29. Remove permitted development rights for Class A and E (extensions and outbuildings) for specific plots 14-24 (inclusive), 32, 35, 36, 38, 39, 40, 48 and 49 (BE1);
- 30. Remove permitted development for fences/walls front of the building line (BE1); and
- 31. Provision of service connections as part of the site infrastructure.

DEV65 - 12/00524/OUT - OUTLINE PLANNING APPLICATION (WITH ALL MATTERS RESERVED) FOR DEMOLITION OF EXISTING PUBLIC HOUSE AND THE ERECTION OF A TWO THOUSAND SQUARE METRE, THREE STOREY NURSING HOME AT HALLWOOD RAVEN, EAGLES WAY, RUNCORN, WA7 2FN

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

Officers advised the Committee that this application was recommended for refusal as there were currently 823 residential/nursing beds in the Borough of which 13% were vacant. To add to the number of beds would result in an oversupply which was contrary to Policy CS12. It was also contrary to Policies BE1, TP12, TP14 and PR14 of the Halton Unitary Development Plan for the reasons stated in the report.

Mr Fallon, the owner of the site, addressed the Committee advising Members that the site had become derelict and vandalised since the demise of the public house. He also advised that he had not received any objections to the scheme from neighbours. He stated that this proposal would include ensuite facilities for residents which was not offered in other care homes in the Borough. He requested the Committee to approve the scheme.

Members sympathised with Mr Fallon on the demise of the pub but agreed with Officers that this was not a suitable application for this site and the application was contrary to planning policies as mentioned above. The Committee directed Officers to give assistance to the applicant to find a suitable solution for the site in future.

RESOLVED: That the application be refused as it

was contrary to Policies CS12, BE1, TP12, TP14 and PR14 of the Halton Unitary Development Plan, for reasons described in paragraph 9.0 of the report.

DEV66 - 12/00528/S73 - APPLICATION MADE UNDER SECTION 73 OF THE TOWN AND COUNTRY PLANNING ACT FOR THE VARIATION OF CONDITION NUMBER 9 OF PLANNING PERMISSION 02/00630/FUL TO ALLOW THE STORE TO BE OPEN FOR TRADING BETWEEN THE HOURS OF 0700 AND 2300 HOURS MONDAY TO SATURDAY AND 1100 TO 1700 HOURS ON SUNDAYS AT ASDA, WIDNES ROAD, WIDNES

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

The Committee was addressed by Mrs Patel who opposed the application. She urged the Council to protect the Town Centre and that Asda was too close to it to allow any extension of hours. Also, she stated that there would be an increase in vehicles, pedestrians and light pollution. Further, she stated that there had been no traffic survey carried out to monitor vehicle movement and that the junctions around Asda and Tesco were already busy.

Susanne Corrin addressed the Committee on behalf of the applicant. She informed them that Asda had previously applied for 24 hour trading which was refused and since then they had consulted with residents regarding this new application. Simms Cross Residents Association had also been consulted and raised no concerns to the extension of hours.

Councillor Philbin then addressed the Committee. He stated that there were a number of objections that he had wished to put before the Committee. However, undertakings given by the applicant immediately prior to the meeting had enabled him to withdraw the objections he would have otherwise put forward.

Members agreed that the extension of hours of one hour either side of those existing would have a minimal impact on the nearest residents and moved to approve the application which was agreed.

RESOLVED: That the application for the variation of Condition number 9 of planning permission 02/00630/FUL be approved.

DEV67 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

- | | |
|---------------------|---|
| 12/00484/FUL | Proposed single storey side extension and internal alterations at 120 Main Street, Runcorn, Cheshire, WA7 2PW. |
| 12/00485/LBC | Proposed single storey side extension and internal alterations at 120 Main Street, Runcorn, Cheshire, WA7 2PW. |
| 12/00288/TPO | Proposed works to trim branches of sycamore trees at 4 Hamlin Close, Runcorn, Cheshire, WA7 4RF. |
| 12/00466/TPO | Proposed 50% reduction/pollarding and general maintenance to two poplar trees at 7 Granary Mill, Preston on the Hill, Warrington, Cheshire. |
| 12/00467/TPO | Proposed 50% reduction/pollarding and general maintenance to two poplar trees at 8 Granary Mill, Preston on the Hill, Warrington, Cheshire. |
| 12/00468/TPO | Proposed 50% reduction/pollarding and general maintenance to six poplar trees at 5 Granary Mill, Preston on the Hill, Warrington, Cheshire. |

The following Appeal Decisions had been made:

- | | |
|--|--|
| 11/00423/COU
APP/00650/A/12/2182367
Allowed | Proposed conversion of vacant shop and accommodation into two self-contained flats at 2 Windermere Street, Widnes, Cheshire, WA8 9LL |
| 11/00433/OUT
APP/D0650/A/12/2178227
Dismissed | Outline application (with all matters reserved) for the construction of 1 no single storey swelling at Tunnel |

Top Cottage, Northwich
Road, Dutton, Warrington,
Cheshire, WA4 4JY

The following item is the urgent business matter referred to at DEV 53 above and was reported for information and was noted by the Committee.

**Update on position relating to Application
12/00343/COND (Min DEV47 – 7 January 2013 refers)**

At its last meeting the Committee resolved to defer consideration of the application to discharge Conditions 29 and 62 for the reasons set out in the minute. On 18 January 2013 the Council received notice that the applicant had referred the matter to the Secretary of State by way of appeal against non-determination. As previously advised, this meant that the application was taken out of the hands of the Council and would be determined by the Secretary of State following a public inquiry.

At this stage there were no details available as to the timetable to be adopted by the Secretary of State. However, the Council would shortly have to complete an appeal questionnaire which would include questions relating to the position to be taken by the Council in respect of the appeal.

Additionally, the Committee must be advised as to the logistics of holding the appeal and being represented at the appeal.

The position to be taken by the Council in respect of the appeal

In accordance with the Committee's position to date, the Council's logical position is to advise the Inspector it takes no view on the application. The Council would therefore not be in a position to contest the case put by the applicant.

As previously advised, the Council was at risk of costs being awarded against it and the risk and level of such costs would depend on the Inspector's assessment of the response of the Committee in respect of the appeal.

The logistics of holding the appeal and being represented at the appeal

The Council would be responsible for the arrangements for holding the appeal and the costs flowing from hiring the

venue etc. In terms of representation of the Council's position at the appeal, no further evidence would be presented by or on behalf of the Council other than the Officers' reports and minutes of the Committee.

Meeting ended at 9.12 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 11 March 2013 at Civic Suite, Town Hall, Runcorn

Present: Councillors Nolan (Chairman), Thompson (Vice-Chairman), Baker, R. Hignett, S. Hill, C. Loftus, A. McInerney, Osborne and Rowe

Apologies for Absence: Councillors Morley and C. Plumpton Walsh

Absence declared on Council business: None

Officers present: A. Jones, T. Gibbs, M. Noone, A. Plant, R. Barnett, R. Cooper, J. Farmer, G. Henry, I. Mason and P. Shearer

Also in attendance: Councillors Philbin, Gerrard and J Bradshaw and 45 Members of the Public

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

Action

DEV68 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

The Committee was advised that a matter had arisen which required immediate attention by the Committee (Minute Dev 77 refers). Therefore, pursuant to Section 100 B (4) and 100 E of the 1972 Act, the Chairman ruled that the item be considered as a matter of urgency.

DEV69 MINUTES

The Minutes of the meeting held on 11 February 2013, having been printed and circulated, were taken as read and signed as a correct record.

DEV70 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

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

DEV71 - 12/00370/COU - PROPOSED CHANGE OF USE FROM OFFICES (B1) TO CHEMIST/PHARMACY AND NEW SHOP, INCLUDING STEPPED AND RAMPED ACCESSES,

SHOP FRONT AND CAR PARKING AT WHITFIELD & BROWN, APPLETON VILLAGE, WIDNES

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

This item was deferred from the January Committee for further assessment of noise and light disturbance; for explanation of relevant retail policies and assessment of car parking provision for retail space applied for.

It was noted that the further updates and assessments relating to the above were provided in *italics* in the report. These included the revised schedule regarding lighting; the alteration of the kerb at the entrance to the site; and the S106 Agreement being entered into in relation to the prevention of the pharmacy being used as a needle exchange.

Mr Jon Moorehouse, the agent for the applicant addressed the Committee in support of the amended application.

Mrs Patel then addressed the Committee opposing the application on behalf of neighbouring businesses and residents.

Councillor Philbin (Ward Councillor) then addressed the Committee stating that he welcomed the changes being made in relation to the repositioning of the buildings. Due to the concerns of local residents, he objected to the proposed opening hours of the pharmacy.

The case officer clarified the amount of gross retail floor space being applied for as 172.395 square metres and that an amended plan showing this had been issued and consulted upon, and that the amount would be controlled by condition.

Members debated the viability of the business; the opening hours; proximity of the public house and the potential for anti-social behaviour. They also took the amendments into consideration. The majority were satisfied after officers' responses and a motion was made to approve the application, subject to the entering into of a Section 106 Agreement as mentioned below. This was supported and the application was approved.

RESOLVED: That the application be approved

subject to:

- a) the applicant entering into a Section 106 Agreement to agree to: restricted use of the site to prevent its use as a needle exchange; and a timetable for securing the buildings on the site and fencing off the remainder of the site in the applicant's ownership.
- b) and the following Conditions:
 1. Amended plans (BE1);
 2. Statutory three year period for implementation (BE1);
 3. Materials (BE2);
 4. Hours of opening (BE1);
 5. Amended plans to show provision of access and car parking and defined gross retail area (BE1, TP6, TC6 and CS5);
 6. Provision of plans showing a lighting scheme (BE1);
 7. Lighting details shall be installed to comply with the recommendations of the Institute of Lighting Engineers (BE1);
 8. Details of emergency access on to alleyway to ensure it does not open outwards (BE1);
 9. Details if improvements to vehicle access to be approved (BE1);
 10. Restriction of retail area to 110 square metres with a gross area no greater than 190 square metres (BE1, H8, TC6 and CS5);
 11. Boundary treatment details to include colour coating (BE212);
 12. Installation of boundary to rear of the site within an agreed timescale (BE1);
 13. Details of provision of cycle parking (TP7);
 14. Details of refuse storage (BE1);
 15. Details of security shutters to be approved (BE22);
 16. No deliveries to the site shall take place outside the permitted opening hours of 0700 to 2300 hours Mon to Fri; 0800 to 2200 hours Sat; 1000 to 1600 hours Sun (BE1);
 17. Details of alarm and CCTV system to be submitted (BE1 and BE2); and
 18. All external lighting shall be compliant with the Institute of Lighting Engineers Guidance Notes for the Reduction of Obtrusive Light (BE1 and PR4).

DEV72 - 12/00458/FULEIA - PROPOSED DEVELOPMENT AND ERECTION OF A WOOD FUELLED BIOMASS COMBINED HEAT AND POWER PLANT AND ANCILLARY

INFRASTRUCTURE DEVELOPMENT

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

It was reported that the Environmental Health officers raised no objection to the application having considered the submitted air quality assessments and expected emissions contributions. The applicant had agreed to the provision of a financial contribution towards air quality monitoring by way of unilateral undertaking so recommendations (a) and (b) described in the report would not be required. Additional conditions relating to boundary treatments, hard and soft landscaping, sheeting of HGV's and the use of sealed containers for the transportation of biomass fuel and waste ashes, as required when transported to or from the site, would be added.

The Committee was addressed by Mr Albrow who represented the applicant. He stated that the plant would create a total of 90 jobs which would be filled by local residents. He reassured the Committee that only waste and virgin wood would be used in the biomass process which would be checked and tested prior to processing to ensure there was no unacceptable contamination and emissions met levels set by the Environment Agency permit.

Following Members' comments it was noted that a grid connection would be required to link the plant to the National Grid, most likely via the cable network to the sub-station on Desoto Road. This would be implemented by the relevant electricity company.

Members moved to approve the scheme which was supported. Councillor C Loftus voted against the resolution to approve the application and asked that his vote be recorded in the minutes.

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

1. Standard time limit condition requiring that the permission be implemented within 3 years;
2. Specifying amended plans;
3. Materials condition, requiring the submission and approval of the materials to be used (BE2);
4. Construction Environmental Management Plan including wheel cleansing facilities to be submitted and approved in writing (BE1);

5. Submission and agreement of foundation/ piling design and risk assessment (GE18);
6. Construction and delivery hours to be adhered to throughout the course of the development. (BE1);
7. Vehicle access, parking and servicing to be constructed prior to commencement of use (BE1);
8. Requiring finished floor and site levels be carried out as approved (BE1);
9. Site investigation, including mitigation to be submitted and approved in writing (PR14);
10. Restriction of external lighting (PR4);
11. Submission and agreement of a programme of archaeological work (BE6);
12. Securing maintenance of site entrance sight lines (BE1);
13. Securing cycle parking in accordance with a scheme submitted to and agreed in writing (TP6);
14. Submission and agreement of scheme to manage surface water run-off (PR5/16);
15. Submission and agreement of scheme to risk of flooding from overland flow (PR16);
16. Submission and agreement of remediation verification report (PR14);
17. Submission and agreement of scheme to remove suspended solids from surface water run-off (PR5);
18. Submission and agreement of scheme of groundwater monitoring (PR15);
19. Submission and agreement of ground gas risk assessment ((PR14); and
20. Restricting external storage (E5).

DEV73 - 12/00478/ELD - APPLICATION FOR A LAWFUL DEVELOPMENT CERTIFICATE FOR USE OF THE APPLICATION SITE FOR THE PROVISION OF EDUCATION TO VULNERABLE PEOPLE BELOW THE AGE OF 20 YEARS WHO SUFFER FROM AUTISM, ASPERGERS SYNDROME, OR OTHER MENTAL OR PHYSICAL IMPAIRMENT LIABLE TO CAUSE THEM TO BE EXCLUDED FROM NORMAL EDUCATION AT HOPE COMMUNITY CHURCH, CLIFTON ROAD, RUNCORN

This application had been appealed; therefore the Committee was not in a position to determine the application.

DEV74 - 12/00479/S73 - APPLICATION UNDER S73 OF THE TOWN AND COUNTRY PLANNING ACT 1990 FOR THE USE OF THE SITE AS A COMMUNITY CENTRE AND CHURCH WITHOUT COMPLYING WITH CONDITION (12) SUBJECT TO WHICH PLANNING PERMISSION REF.

09/00492/FUL WAS GRANTED, TO ENABLE THE CONTINUED USE OF THE SITE FOR THE PROVISION OF EDUCATION TO VULNERABLE PEOPLE BELOW THE AGE OF 20 YEARS WHO SUFFER FROM AUTISM, ASPERGERS SYNDROME OR OTHER MENTAL OR PHYSICAL IMPAIRMENT LIABLE TO CAUSE THEM TO BE EXCLUDED FROM NORMAL EDUCATION, AT HOPE COMMUNITY CHURCH, 70 CLIFTON ROAD, RUNCORN

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

It was reported that since the agenda was published the applicant's agent had sent in a letter dated 4 March 2013 stating that Hope Corner Community Church would not object to the rewording of the proposed condition 12 as mentioned on the agenda. The letter stated that the reason for the amended condition should be to comply with National Planning Policy and the Department of Communities and Local Government statement on planning for schools development.

The revised condition as proposed would still retain some control over the further expansion of the educational use by limiting the provision of up to 20 learners per day of the specified categories.

It was noted that one further representation had been received objecting to the application, on the same grounds already summarised in the report. The status of the school was confirmed by the Department of Education as an independent school responsible for its own funding. Members were reminded that the National Planning Policy Framework was not biased towards any particular type of funded school, so its source of funding was irrelevant to the application.

It was noted that the applicant's agent had incorrectly commented on the use of 'breach of condition enforcement notices' on page 77 of the committee report. He had stated that there was no right to appeal against this type of notice, which was wrong. A 'breach of condition enforcement notice' could be appealed against. He had confused this type of notice with a 'breach of conditions notice' which you cannot appeal against.

RESOLVED: That the amendment of Condition 12 be approved as follows:

The premises shall be used for the purposes of a community centre and a church and for no other purpose (including any other purpose in Class D1 of Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification EXCEPT THAT, this Condition shall not apply to the provision of education (limited to 20 learners per day) for vulnerable people below the age of 20 years who suffered from autism, Asperger's syndrome, or other mental or physical impairment liable to cause them to be excluded from normal education).

A further condition was required for the submission of a new travel plan that included parking management details.

DEV75 - 12/00511/FUL - PROPOSED DEVELOPMENT OF A CLASS A1 NEIGHBOURHOOD FOODSTORE (1556 GIA) WITH 74 ASSOCIATED CAR PARKING SPACES (AMENDMENT TO PROPOSAL PERMITTED UNDER APPLICATION REF: 11/00240/FUL AT SITE OF FORMER VESTRIC HOUSE

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

Mr Chris Hawley from Lidl UK addressed the Committee supporting the application, stating that they would be ready to start onsite in 4-6 weeks' time if planning permission was granted. He added that jobs would be created onsite and offsite following the completion of the scheme.

It was reported that the scheme had been slightly amended since the originally approved scheme and alterations had been made to its size, car parking and elevation treatments. It was noted, following Members' queries, that the landowners Opus were actively looking at options for the public house site.

Resolved: That the application be approved subject to the following Conditions:

1. Statutory 3 year period for implementation (BE1);
2. Amended plans (BE1 + BE2);
3. Materials submission prior to development beginning (BE2);
4. Boundary treatment details submission prior to development beginning (BE22);

5. Details of a surface water drainage scheme, based on sustainable drainage principles to be submitted and agreed prior to development beginning (BE1);
6. Site levels submitted prior to development beginning (BE1);
7. Details of the position of gulleys between the car park and West Lane prior to development beginning (BE1);
8. Details of lighting to be submitted prior to development beginning (BE1) and BE2);
9. Entering into the Council's proposed parking partnership group prior to the first occupation of the any of the premises (T12);
10. Submission of details of cycle parking prior to development beginning (TP6);
11. Submission of details of disabled access to the south of the site prior to development beginning (TP12);
12. Submission of structural calculations to prove the capability of the retaining wall on West Lane prior to development beginning (BE1);
13. Submission of a Travel Plan prior to development beginning (TP16);
14. Submission of a Construction Management Plan, including a phasing strategy, prior to development beginning (BE1);
15. Submission of details of wheel cleansing facilities, including a method statement and site plan identify the facility location, prior to development beginning (BE1);
16. Hours of construction (BE1); and
17. Submission of details of on-site parking for during construction, prior to development beginning (BE1).

DEV76 - 12/00516/FUL - PROPOSED ERECTION OF PORTAL FRAMED BUILDING FOR USE AS RAW MATERIALS RECEPTION ALONG WITH NEW TALLOW FARM TO REPLACE EXISTING TALLOW FARM AND NEW VEHICLE WASH FACILITY TO REPLACE EXISTING VEHICLE WASH FACILITY AT PDM GRANOX, DESOTO ROAD, WIDNES

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

Committee Members were provided with two pictures of the proposed raw materials reception building in the update list. It was agreed that this together with the new tallow farm and a new raw material reception building, would improve the health and safety aspects associated with raw material delivery and reception as well as significantly

improving the odour release issues associated with the current process. Members were advised that the plans formed part of the overall site development plan which aimed to update the existing processes, improve the general aesthetics of the site and would reduce the environmental impact of its operations.

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

1. Specifying amended plans;
2. Materials condition, requiring the submission and approval of the materials to be used (BE2);
3. Construction Management Plan including wheel cleansing facilities to be submitted and approved in writing (BE1);
4. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
5. Vehicle access, parking and servicing to be constructed prior to commencement of use (BE1);
6. Requiring finished floor and site levels be carried out as approved. (BE1);
7. Site investigation, including mitigation to be submitted and approved in writing (PR14);
8. Restriction of external lighting (PR4);
9. Securing provision of high speed access doors and interlocked raw materials hopper lids (PR3); and
10. Requiring submission and agreement of noise mitigation during construction/ demolition activities (GE18).

DEV77 - TPO 118 - CONFIRMATION OF TREE PRESERVATION ORDER, VICARAGE GARDEN, PIT LANE, WIDNES

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

The Committee was advised that one objection had been received from the neighbouring resident adjacent to the boundary. Planning Officers had spoken to the objector advising her that she would be able to cut back and maintain the trees that encroached on her property despite the Tree Preservation Order.

RESOLVED: that the Tree Preservation Order be approved and confirmed.

Meeting ended at 8.35 p.m.

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STANDARDS COMMITTEE

At a meeting of the Standards Committee Wednesday, 13 February 2013 The Boardroom - Municipal Building, Widnes

Present: Councillors P. Lloyd Jones (Chairman), M. Bradshaw, Cole, J. Lowe, Parker, Woolfall, Mr A. Luxton (Co-optee) and Mrs A. Morris (Co-optee)

Apologies for Absence: Councillors Gerrard, McDermott and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney and A. Scott

Also in attendance: Professor D Norman, Mrs D Howard, Mr R Radley

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

Action

STC10 MINUTES

The minutes of the meeting held on 7 November 2012, having been printed and circulated, were signed as a correct record.

In considering the minutes, it was noted that the Chairman would discuss Councillor Gerrards' future membership of the Committee with the Labour Group Chief Whip, as it had proved impossible for him to be able to attend due to a clash of work commitments.

STC11 ROLE OF THE PARISH COUNCIL CLERK

The Committee considered a report of the Monitoring Officer on the role of the Parish Council Clerk.

Members were advised that the purpose of the Parish Clerk was to ensure that the Parish Council as a whole conducted its business properly, and to provide independent, objective and professional advice and support. A summary of duties was provided in the report for information. In addition, there was a legal requirement for a Parish Council to appoint such officers as it believed were necessary for the proper discharge of its functions. It was noted that this included the appointment of an officer responsible for the proper administration of financial affairs.

It was reported that the National Association of Local Councils and the Society of Local Council Clerks had negotiated a national agreement on salaries and conditions of service for local council clerks in England and Wales. In addition, they negotiated annually on a salary award and had also agreed a comprehensive model contract of employment and job description.

In discussion, the following points were raised:

- whether there was a model code of conduct under which Parish Clerks should operate;
- the requirement for Parish Clerks, as employees of the Parish Council, to register, record and declare interests; and
- the potential conflict of interests that existed for a Parish Chairman and his/her ability to express a personal opinion.

RESOLVED: That

- 1) the report be noted; and
- 2) the Committee place on record their concern about the Parish Council Register of Interest forms which remained outstanding and that they be requested to return these by 31 March 2013.

STC12 REPORT FROM THE COMMITTEE ON STANDARDS IN PUBLIC LIFE

The Committee considered a report of the Monitoring Officer on the recently published report of the Committee on Standards in Public Life (the report).

The Committee on Standards in Public Life (the Committee) had published its report on 13 January 2013, which provided an overview of where the Committee felt standards lay in light of its previous reports and Government actions. The Committee was of the view that standards of behaviour had improved significantly in many areas of public life since it first reported in 1995, and believed that the considerable effort and expense devoted to the objective had not been wasted.

A copy of the report was attached at Appendix A. In brief, the Committee had highlighted the following areas:

- significant concerns about large political donations;
- instances of unacceptable behaviour;

- improvements in arrangements for making public appointments; and
- recent significant public scandals, which continued to occur.

It was noted that the Committee was of the opinion that the way forward was for individuals to take personal responsibility and for active management and constant vigilance.

In discussions, members of the Standards Committee considered an invitation could be extended to the Leader of Halton Borough Council and to the Chief Executive, to attend a future meeting of the Standards Committee to discuss their roles and responsibilities relating to leadership in public office.

RESOLVED: That the report be noted.

STC13 DISPENSATIONS IN BUDGET DECISIONS

The Committee considered a report of the Monitoring Officer on recent developments with regard to the requirement of dispensations for Members taking part in budget decisions.

Under the previous Standards regime, an exemption was specifically granted in legislation to enable Members to take part in budget decisions, without declaring interests. It was noted that the Localism Act did not contain such provision with the legislation as drawn, leading to the conclusion that all Councillors residing in the Borough would have a disclosable pecuniary interest in budget decisions involving Council Tax setting.

In April 2012, full Council granted power to the Monitoring Officer to grant dispensations in cases where the number of declarations of interest would affect the quorum at meetings. This arrangement would allow Members to seek dispensations quickly and simply and avoid difficulties at the full Council meeting.

Members were advised that the Local Government Minister, Brandon Lewis M.P. had written a letter, a copy of which was attached at Appendix 1 to the report, expressing the view that dispensations were not required in budget and precept settings. The Association of Council Secretaries and Solicitors had published an open letter in response (attached at Appendix 2), setting out the Association's position that the

legislation, as enacted, required declarations to be made and therefore dispensations needed to be sought.

The Committee was advised that many local authorities in the region had accepted this view and would provide dispensations to Members, and that to date, approximately 40 Members of Halton Borough Council had requested and been granted dispensations prior to the Council meeting on 6 February 2013.

RESOLVED: That the report be noted.

STC14 STANDARDS UPDATE

The Monitoring Officer provided the Committee with an update on recent decisions taken in other parts of the country, which provided an insight into the kind of issues faced and the manner in which they had proceeded.

Details on recent cases were given from the following authorities:

- Norfolk;
- Cheshire West and Chester;
- Cornwall;
- Greenwich;
- Wigan; and
- Camberley.

The Committee commented that they found these reports to be very useful and helpful in terms of Members' learning and development, and that there was potential to share best practice.

RESOLVED: That the report be noted.

Meeting ended at 3.45 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Monday, 18 March 2013 in the Council Chamber, Runcorn Town Hall

Present: Councillors K. Loftus (Chairman), Wallace (Vice-Chairman), Fraser, Fry, P. Hignett, Howard, Lea, A. Lowe, Nelson and G. Stockton

Apologies for Absence: Councillor McDermott

Absence declared on Council business: None

Officers present: G. Ferguson, K. Cleary and J. Findlow

Also in attendance: 3 Members of the public.

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

REG12 MINUTES

The minutes of the meeting held on 14th January 2013 were taken as read and signed as a correct record.

REG13 HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLE CONDITIONS POLICY REVIEW

At a previous meeting held on 10th April 2012 the Committee decided that a review of the Hackney Carriage and Private Hire Vehicle conditions be undertaken in the Borough.

Subsequently on 11 April 2012 members of the Taxi Consultative Group were advised of the review and asked for their comments and reasons for their comments in writing. As a result one response was received from one member of the trade, which together with other relevant information and proposals for the Licenced Vehicle Conditions were reported back to the meeting of the Taxi Consultative Group on 26 July 2012. The matters considered at this meeting included:

- retain rules on maximum age of all vehicles;
- introduce a minimum age condition;
- prohibit roof pods on Hackney Carriage Vehicles;
- clarify rules on renewal of expired Hackney Carriage

Action

- Licences; and
- clarify rules on duration of vehicle licences.

At this meeting, members of the group made comments on the proposals and were requested to make recommendations/comments in writing to the Licensing Section. The deadline for responses was 18th January 2013 and no responses were received by the deadline. However an email was received after the deadline and details of this were reported at the meeting.

It was noted that the current moratorium relating to the age of vehicles (adopted by the Committee on 10th April 2012) was not affected by this review.

RESOLVED: That the Policy Revisions to the Councils Hackney Carriage and Private Hire Vehicle conditions as outlined at Appendix B of the agenda item together with the provisions related to Effective Date and Grandfather Rights as set out at Appendix C of the agenda item (with the exception of Topic Number 4 - Luggage Space which following consideration will not be amended at present and will be revisited at a later date) be adopted as Council policy.

Strategic Director
Policy and
Resources

NB: To avoid any allegation of bias, Councillor Fraser declared a Disclosable Pecuniary Interest in the following item of business as he knew the applicant and he left the room.

REG14 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

REG15 TAXI LICENSING MATTER

The Committee considered a request for an exemption from age restrictions on licensed Hackney Carriage and Private Hire Vehicles as set out in Halton Borough Council conditions 2.1.2 (conditions adopted 19 March 2007).

RESOLVED: That the application be refused. The applicant may, subject to the usual application and tests apply to renew the licence until its expiry in July 2014 if an exemption to age restrictions is still required he will be entitled to apply again to the Committee for an extension prior to July 2014.

Strategic Director
Policy and
Resources

Meeting ended at 8.10 p.m.

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MAYORAL COMMITTEE

At a meeting of the Mayoral Committee on Wednesday, 20 March 2013 in the Bridgewater Room - Municipal Building, Widnes

Present: Councillors T. McInerney (Chairman) M Bradshaw, Gilligan and Wright

Apologies for Absence: Councillor Morley

Absence declared on Council business: None

Officers in Attendance: I Leivesley, A Scott and C Lawley

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

Action

MYR1 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

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

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

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

MYR2 ARRANGEMENTS FOR THE APPOINTMENT OF MAYOR AND DEPUTY MAYOR FOR 2013/14

The Committee received a report of the Strategic Director – Policy and Resources, which requested the Committee to make a recommendation to the Full Council with regard to the appointment of the Mayor and Deputy Mayor for the 2013/14 municipal year.

As per the Council's Mayoral Selection Guidelines it was recommended that Councillor M Ratcliffe be appointed as Mayor and Councillor S Osborne be appointed as the Deputy Mayor for the 2013/14 municipal year.

RESOLVED: That it be recommended to Council:

- 1) that Councillor M Ratcliffe be appointed as the Mayor for the 2013/14 municipal year; and
- 2) that Councillor S Osborne be appointed as the Deputy Mayor for the 2013/14 municipal year.

Strategic Director
- Policy &
Resources

Meeting ended at 10.05 a.m.