

# **Minutes**

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

**Wednesday, 7 March 2018**

# Minutes

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**COUNCIL**

*At a meeting of the Council on Wednesday, 6 December 2017 in the Council Chamber, Runcorn Town Hall*

Present: Councillors A. Lowe, Abbott, S. Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Dennett, Edge, Fry, J. Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, J. Lowe, MacManus, McDermott, T. McInerney, Morley, Nelson, Nolan, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors C. Gerrard, A. McInerney and Osborne

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley, M. Reaney, M. Vasic, A. Scott and E. Dawson

Also in attendance: One member of the public

**MINUTE'S SILENCE***Action*

The Mayor reported on the sad passing of Councillor Arthur Cole.

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

**COU46 COUNCIL MINUTES**

The minutes of the meeting of Council held on 18 October 2017, having been circulated, were taken as read and signed as a correct record.

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

**COU47 LEADER'S REPORT**

The Leader made the following announcements:-

- He had recently circulated the Leader's Briefing to Members;
- Members had attended a seminar which briefed them on Boundary Review proposals;

and

- Each Member was in receipt of a commemorative coin to mark the opening of the new Mersey Gateway Bridge in October 2017.

COU48 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the meetings of Executive Board on 19 October 2017 and 16 November 2017.

RESOLVED: That the minutes be received.

COU49 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the meeting of the Health and Wellbeing Board on 4 October 2017.

RESOLVED: That the minutes be received.

COU50 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU51 EUROPEAN REGIONAL DEVELOPMENT FUNDING (ERDF) RENEWABLE ENERGY SCHEME (MINUTE EXB 54 REFERS)

The Council considered a report of the Chief Executive on an amendment to the Capital Programme to provide 50% match funding for the Renewable Energy Scheme by developing a solar farm on the former St Michael's Golf Course.

RESOLVED: That the Capital Programme be amended to provide 50% match funding for the project, as required by the European Regional Development Funding Renewable Energy Scheme.

Chief Executive

COU52 DETERMINATION OF COUNCIL TAX BASE 2018/19 - KEY DECISION (MINUTE EXB 69 REFERS)

The Council considered a report of the Operational Director, Finance, on the determination of the Council Tax Base for 2018/19.

In accordance with Standing Order 16 (3), a recorded vote was taken.

The following Members voted FOR the motion:

Councillors J. Abbott, S. Baker, J. Bradshaw, M. Bradshaw, D. Cargill, E. Cargill, Dennett, Edge, Fry, Gilligan, J. Gerrard, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J.Lowe, MacManus, McDermott, T. McInerney, Morley, Nelson, Nolan, Parker, Philbin, C. Plumpton Walsh, N. Plumpton Walsh, Polhill, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo.

*(N.B. Councillor Cassidy was not present in the Chamber when this recorded vote was taken)*

There were no votes against the motion.

There were no abstentions.

RESOLVED: That

- 1) The Council Tax Base for 2018/19 be set at 34,435 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner and the Environment Agency be so notified; and
- 2) Council set the Council Tax Base for each of the Parishes as follows:-

Operational  
Director - Finance

Parish	Tax Base
<b>Hale</b>	<b>665</b>
<b>Halebank</b>	<b>529</b>
<b>Daresbury</b>	<b>172</b>
<b>Moore</b>	<b>328</b>
<b>Preston Brook</b>	<b>338</b>
<b>Sandymoor</b>	<b>1,112</b>

*(N.B. Councillor Ron Hignett declared a Disclosable Other Interest in the following item of business as he was a member of the Daresbury Public Sector Joint Venture Board)*

COU53 INITIAL BUDGET PROPOSALS - KEY DECISION (MINUTE EXB 70 REFERS)

The Council considered a report of the Operational Director, Finance, on a set of initial revenue budget

proposals for 2018/19.

The Council wished to place on record their thanks to all Officers, Executive Board Members, Members of the Budget Working Group and the respective Trade Unions for their contribution to the budget process so far.

In accordance with Standing Order 16 (3), a recorded vote was taken.

The following Members voted FOR the motion:

Councillors J. Abbott, S. Baker, J. Bradshaw, M. Bradshaw, D. Cargill, E. Cargill, Dennett, Edge, Fry, Gilligan, J. Gerrard, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, MacManus, McDermott, T. McInerney, Morley, Nelson, Nolan, Parker, Philbin, C. Plumpton Walsh, N. Plumpton Walsh, Polhill, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo.

*(N.B. Councillor Cassidy was not present in the Chamber when this recorded vote was taken)*

There were no votes against the motion.

There were no abstentions.

RESOLVED: That the initial budget proposals for 2018/19, as set out in Appendix 1 attached to the report, be approved.

Operational  
Director - Finance

COU54 2017/18 REVISED CAPITAL PROGRAMME (MINUTE EXB 66 REFERS)

The Council considered a report of the Operational Director, Finance, which sought approval to a number of revisions to the Council's Capital Programme.

RESOLVED: That

- 1) the revisions to the Council's 2017/18 Capital Programme set out in paragraph 3.2 of the report, be approved; and
- 2) the urgent action taken by the Chief Executive, as outlined in paragraph 3.3 of the report, be

Operational  
Director - Finance

endorsed.

COU55 MINUTES OF THE POLICY AND PERFORMANCE  
BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports of the following  
Boards in the period since the meeting of Council on 18  
October 2017:-

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

COU56 COMMITTEE MINUTES

The Council considered the reports of the following  
Committees in the period since the meeting of Council on 18  
October 2017:-

- Development Control; and
- Regulatory.

In moving the minutes of the Development Control  
Committee, the Chair, Councillor Nolan, paid tribute to the  
positive and enthusiastic contribution which the late  
Councillor Cole had made to the work of the Committee  
during his membership.

COU57 NOTICE OF MOTION - ISS FACILITY MANAGEMENT

Council considered a Notice of Motion submitted in  
accordance with Standing Order No.6.

The following Motion was proposed by Councillor  
Wainwright and seconded by Councillor Abbott:-

**ISS FACILITY MANAGEMENT**

“Council notes that staff employed by ISS Facilities  
Management Limited (ISS) provide vital services at the  
Royal Liverpool and Broadgreen University Hospitals NHS  
Trust (RLBUHT), cleaning hospital wards, transporting  
patients around hospital departments and cooking for  
patients, visitors and staff.

Council notes the changes that ISS have made to the sick

pay scheme for facilities management workers at RLBUHT and only one other NHS Trust in the country, which has reduced sick pay to 12 days. Council notes that this means that staff who are the most seriously ill and most in need of time away from work, workers suffering from illnesses like cancer, heart problems or other physical injuries, are the people faced with the difficult decision of either working when medically unfit to do so or facing severe financial difficulties due to not being paid.

Council further notes the collective grievance containing over 270 names submitted by Unite the Union to ISS Management calling for the full sick pay scheme to be reinstated, which has so far been repeatedly ignored by ISS Management.

Council therefore calls on ISS to negotiate with Unite with a view to reinstating the full sick pay regime so that ISS Facilities Management staff at RLBUHT have access to a fair sick pay scheme on the same basis available to NHS workers and ISS workers at other NHS Trusts and also calls on RLBUHT Board and management to put pressure on ISS to make this happen”.

RESOLVED: That the Motion be agreed.

Chief Executive

*Meeting ended at 6.50 p.m.*



**COUNCIL**

*At a Special meeting of the Council on Wednesday, 6 December 2017 in the Council Chamber, Runcorn Town Hall*

Present: Councillors A. Lowe, Abbott, S. Baker, M. Bradshaw, J. Bradshaw, D. Cargill, E. Cargill, Cassidy, Dennett, Edge, Fry, J.Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, J. Lowe, MacManus, McDermott, T. McInerney, Morley, Nelson, Nolan, Parker, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors C. Gerrard, A. McInerney and Osborne

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley, M. Reaney, M. Vasic, A. Scott and E. Dawson

Also in attendance: None

	<i>Action</i>
COU58 APPOINTMENT OF HONORARY FREEMAN OF THE BOROUGH	
Moved by Councillor Ellen Cargill and seconded by Councillor Harry Howard and unanimously:-	
RESOLVED: That Councillor Arthur Cole be posthumously admitted as an Honorary Freeman of the Borough of Halton.	

*Meeting ended at 7.05 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 14 December 2017 in The Boardroom, Municipal Building*

Present: Councillors Polhill (Chair), D. Cargill, Harris, R. Hignett, S. Hill, Jones, T. McInerney, Nelson, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, D. Parr, I. Leivesley, M. Vasic, M. Reaney, E. Dawson, G. Cook and S. Wallace-Bonner

Also in attendance: Nick Atkin and Ingrid Fife (HHT) and Mark Heap and Georgia Jones, (Grant Thornton External Auditor)

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

*Action*

EXB74 MINUTES

The Minutes of the meeting held on 16 November 2017 were taken as read and signed as a correct record.

**PHYSICAL ENVIRONMENT PORTFOLIO**

EXB75 HALTON HOUSING TRUST (HHT) ANNUAL REPORT

The Board considered a report of the Strategic Director, People, which provided an update on the progress of Halton Housing Trust (HHT) for the past twelve months.

The Board received a verbal update from Nick Atkin, Chief Executive of HHT, and Ingrid Fife, Chair of HHT Board. They reported on progress to date in delivering some key achievements, partnerships and strategic priorities.

The Board noted some of the key organisational achievements which included the construction of 152 new homes; secured additional grant funding of £1.9m to deliver 62 new homes under the 2016-21 Shared Ownership and Affordable Homes Programme; continued the Implementation of the Digital First Programme which transformed the way services were accessed; re-housed Syrian families as part of a joint project with Halton Borough

Council and Refugee Action; and secured Disability Confident Employer status, amongst other achievements which were detailed in the report.

Members had the opportunity to ask questions and clarify information contained in the presentation before Mr Atkin and Ms Fife were thanked for attending.

RESOLVED: That the progress report be noted.

## **RESOURCES PORTFOLIO**

### **EXB76 ANNUAL EXTERNAL AUDIT LETTER 2016/17**

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which presented the Annual Audit Letter 2016/17.

The Board was advised that the Annual Audit Letter (the Letter) summarised the findings from the 2016/17 external audit completed by Grant Thornton, the Council's external auditor. The Letter included messages arising from the audit of the financial statements and the results of the work undertaken in assessing the Council's arrangements to secure value for money in the use of its resources.

Mark Heap, Audit Lead and Georgia Jones, Audit Manager for the external auditor, Grant Thornton UK LLP, attended the meeting and reported that an unqualified opinion had been issued on the Council's financial statements. The Letter also provided an unqualified conclusion that the Council had adequate arrangements to secure economy, efficiency and effectiveness in the use of its resources.

The Board wished to place on record their thanks to all Officers that had assisted in the preparation of the audit.

RESOLVED: That the Annual Audit Letter 2016/17 be approved.

### **EXB77 AGENCY WORKER CONTRACT PROCUREMENT - 2018 TO 2022**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, regarding a contract for the supply of Agency Workers.

The Board was advised that in 2014, the Council accessed a contract through a framework for the supply of

agency workers. It was reported that the framework contained a number of suppliers, referred to as “Neutral Vendors” which offered a service to source agency workers from individual employment agencies covering the wide range of disciplines used by public sector bodies.

It was noted that the contract was due to end in February 2018; Halton had been the Lead Authority for the review of Agency provision on behalf of the Liverpool City Region authorities. The report set out details of the options appraisal that was conducted.

RESOLVED: That, in accordance with Procurement Standing Order 2.10.1, the Strategic Director, Enterprise, Community and Resources, be authorised to enter into a contract with the preferred supplier assessed as being the most economically advantageous and effective organisation to supply agency workers within the Liverpool City Region. The contract will be awarded for a period of four years.

Strategic Director  
- Enterprise,  
Community and  
Resources

**CHILDREN YOUNG PEOPLE AND FAMILIES PORTFOLIO**

EXB78 COUNCIL PROVISION OF RESIDENTIAL CARE FOR CHILDREN

The Board considered a report of the Strategic Director, People, on the future delivery of Council Provision of Residential Care for Children.

Following the de-registration and review of Edinburgh Road Children’s Home it was reported that a significant financial investment would be required so as to meet the required standards of a skilled team of staff and management structure to support it. The Board was advised that it was likely that an external provider would have access to, and be able to supply experienced staff and the management structure to support the service. The service would be procured on the basis of the Council maintaining ownership of the building and leasing it to a provider as part of a contract.

The report set out details of the financial implications; it was envisaged that the first placements would be of young people returning from Out of Borough provision, with future placements reducing the need to spend on external provision.

RESOLVED: That the option to commission a third party provider be approved.

Strategic Director  
- People

EXB79 SUPPORTED ACCOMMODATION FOR CHILDREN IN CARE AND CARE LEAVERS

The Board considered a report of the Strategic Director, People, on a revised approach to supporting care leavers in their own accommodation.

The Board was advised that for many care leavers, there was a transition period between living in residential or foster care and taking up their own tenancy, often referred to as semi-independent or supported living. In recent times, the number of Halton care leavers had increased due to the increased number of older young people entering the care system. It was noted that some of these care leavers required significant support to make progress towards independent living.

The Care Leaver Service had tried to change the way it delivered its services to meet the challenge of efficiency while ensuring customer focus, value for money and demonstrating best practice. Members were advised that in order to develop the offer for Halton care leavers, it was proposed that support for young people be commissioned which ensured the delivery of a number of outcomes including financial support, personal safety and increasing self-esteem and resilience. A second phase would be to work with local housing providers to develop a small group setting for care leavers. The report provided further detail on both proposed phases for Members to consider.

RESOLVED: That the proposed approach be endorsed.

Strategic Director  
- People

EXB80 SERVICES TO ENCOURAGE PARTICIPATION IN EDUCATION AND TRAINING TENDER

The Board considered a report of the Strategic Director, People, on the award of a contract for the delivery of services to encourage participation in education and training.

The Board was reminded that in July 2017, it had granted authority for Halton to lead on a joint procurement process for the delivery of a service with Liverpool, Wirral and Knowsley Authorities. The tender opportunity was advertised in October 2017 and the evaluation process was completed on 23 November 2017. After the initial assessment stage, a provider was identified as meeting the

criteria to go forward to the next stage. This process was completed after the Board report was written and the successful contractor was named and confirmed at the meeting.

RESOLVED: That the Strategic Director, People, be authorised to enter into a contract with Career Connect to deliver services to encourage, enable and assist young people to participate in education and training. The contract will be awarded for a period of one year with the option of three additional one year contracts.

Strategic Director  
- People

EXB81 THE NATIONAL FUNDING FORMULA FOR SCHOOLS AND HIGH NEEDS UPDATE - KEY DECISION

The Board considered a report of the Strategic Director, People, which provided an update on the financial modelling undertaken and the national funding formula for schools and high needs.

The Board had previously received a report on the National Funding Formula (NFF) for schools. Extensive modelling had been undertaken to retain the lump sum value and minimise losses to Halton schools whilst keeping within the funding available. However, it was reported that there were a number of reasons why it had not been possible for Halton to introduce an interim funding formula, details of which were set out in the report. It was now recommended that the use of the transitional NFF model for 2018/19 and 2019/20 be agreed.

Reason(s) for Decision

To ensure that there was a fair distribution of resources across the schools in the Borough.

Alternative Options Considered and Rejected

Consideration was given to either retaining the existing funding formula with uplift for the increase, and retaining the 2017/18 lump sum level but retaining the principles of the NFF. However, this had not proved to be affordable or practically possible to introduce and would create some significant reductions to the budgets of some schools.

Implementation Date

1 April 2018.

RESOLVED: That the funding of schools based on

Strategic Director  
- People

the transitional National Funding Formula model be approved.

## **HEALTH AND WELLBEING PORTFOLIO**

### **EXB82 REDESIGN OF NIGHT TIME SUPPORT**

The Board considered a report of the Strategic Director, People, on the outcome of a pilot scheme to improve the night time care in the Council's Supported Housing Network for people with learning disabilities.

The Board was reminded that a pilot scheme had been in operation which replaced Waking Night Staff with Sleep-ins at Halton's Supported Housing Network. It was reported that the pilot scheme had three main intended outcomes of safety; an improvement in the quality of life for service users; and a reduction in costs for the night time support.

The report set out a conclusion and recommendations following the end of the evaluation. Once agreed, Officers would progress to implementation which included consultation with Trade Unions and Staff and further assessment of other accommodation utilising a similar method of night time support.

RESOLVED: That

- 1) the report be noted; and
- 2) the recommendations set out in paragraph 3.4 be approved.

Strategic Director  
- People

### **EXB83 ONE HALTON - DEVELOPMENT OF ACCOUNTABLE CARE SYSTEM**

The Board considered a report of the Chief Executive, which provided an update on One Halton and the development of an Accountable Care System (ACS).

The Board was advised that an ACS was one in which several social and health care organisations provided all health and social care for a given population. There were three core elements to the system and significantly, the ACS would centre on the involvement of general practitioners in the network of providers delivering care along with local authorities as providers and commissioners of services.

In 2014/15, the Council committed to the



development of an integrated model of health and social care, and agreed a shared vision – One Halton. The development of an ACS fits the original One Halton concept, delivering across the Halton Local Authority footprint. The revised Halton Accountable Care Strategic Vision, attached at Appendix 1, built on the initial commitment of partners to improve the delivery of health and social care provision. It was reported that to achieve the ACS, partners had established the One Halton Accountable Care System Board, with a Memorandum of Understanding and Terms of Reference, both of which were attached at Appendix 2 and 3 respectively. These documents underpinned the commitment to move towards a more integrated community based system, which reduced the demand on acute services and provided care closer to home.

RESOLVED: That

- 1) the One Halton Accountable Care System Vision be endorsed;
- 2) the Memorandum of Understanding for the One Halton Accountable Care System Board be agreed; and
- 3) the Terms of Reference for the One Halton Accountable Care System Board be agreed.

Chief Executive

#### **PHYSICAL ENVIRONMENT PORTFOLIO AND TRANSPORTATION PORTFOLIO**

##### **EXB84 RUNCORN DE-LINKING OF THE SILVER JUBILEE BRIDGE - KEY DECISION**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on options for the delivery of the de-linking of the Silver Jubilee Bridge (SJB) in Runcorn and the allocation of associated financial resources.

The opening of the new Mersey Gateway Bridge and temporary closure of the SJB provided a unique opportunity to redefine the existing road infrastructure in the area of the Town close to Runcorn main-line station. It was reported that changes to the road layout and removal of certain structures would improve the visibility of the Town Centre and its connectivity to and from Runcorn Station. It would also make it easier to create and release sites for future development.

Members noted that the Council had commissioned a de-linking report setting out two key options for promoting positive access and movement to the SJB, the Expressway and the Station Quarter. After consideration of the de-linking report, a preferred option had been identified, based on the assessment of costs, technical feasibility and future proofing of the development.

Reason(s) for Decision

To unlock sites for development in and around the Runcorn Station Quarter.

Alternative Options Considered and Rejected

The options considered and rejected were outlined in section 5 of the report.

Implementation Date

March 2018.

RESOLVED: That

- 1) the development of the option as outlined in Section 5.2 of the report be agreed;
- 2) Full Council be recommended to approve a variation to the Capital Programme to cover the costs as outlined in Section 5.3 of the report; and
- 3) the Strategic Director, Enterprise, Community and Resources be authorised, in conjunction with the Portfolio holders for Physical Environment and Transportation, to take the necessary steps to ensure value for money through the appropriate procurement processes.

Strategic Director  
- Enterprise,  
Community and  
Resources

**PHYSICAL ENVIRONMENT PORTFOLIO**

EXB85 RESPONSE TO WARRINGTON LOCAL PLAN CONSULTATION

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought endorsement of a response on Warrington's Local Plan Consultation.

Warrington Borough Council had published a 'Preferred Development Options' document for a period of

public consultation. The document contained summary information about the level of housing and employment development Warrington would plan for, together with diagrammatic representations and conceptual masterplans for the key development areas.

Details of the proposals and the proposed development areas were set out in the report and appendices. It was reported that Halton's principal concerns were the 'Port Warrington' element and the South West Urban Extension, which would see Warrington extend across the Green Belt to join Halton's boundary. It was noted that two further consultations were planned for 2018 before submission of a document to the Secretary of State for Communities and Local Government for examination.

RESOLVED: That the response (at Appendix A) to the Warrington Local Plan Preferred Development Options Consultation (at Appendix B) be endorsed.

Strategic Director  
- Enterprise,  
Community and  
Resources

**MINUTES ISSUED: 19 December 2017**

**CALL-IN: 3 January 2018**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 3 January 2018**

*Meeting ended at 12.15 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 18 January 2018 in The Boardroom, Municipal Building*

Present: Councillors Polhill (Chair), D. Cargill, Harris, R. Hignett, S. Hill, Jones, T. McInerney, Nelson, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Parr, I. Leivesley, M. Vasic, M. Reaney, E. Dawson and S. Wallace-Bonner

Also in attendance: None

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

*Action*

EXB86 MINUTES

The Minutes of the meeting held on 14 December 2017 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES  
PORTFOLIO**

EXB87 CONTRACTED SERVICES FOR MISSING FROM HOME AND CARE CHILD SEXUAL EXPLOITATION SERVICES ACROSS CHESHIRE

The Board considered a report of the Strategic Director, People, which sought approval to commence a procurement process for the provision of Missing from Home, Care and Exploitation Services for young people across Cheshire.

The Board was advised that in 2012, the four Cheshire Local Authorities (Halton, Warrington, Cheshire East and Cheshire West and Chester) agreed to jointly commission a pan Cheshire Missing from Home Service. It had clear links with Cheshire Constabulary's missing from home co-ordinators to support young people notified as

missing from home or care. It was reported that in April 2014, the Service was expanded to include the emerging links around Child Sexual Exploitation (CSE).

Members were advised that Halton would lead on the procurement process, in collaboration with the three Cheshire authorities, and seek delivery of a high quality service which was effective in improving outcomes delivered by skilled practitioners. It was expected that the Service would combine a balance of advice and guidance with direct, evidenced based interventions for those that required additional support.

RESOLVED: That the Board approves Halton Borough Council to lead a joint procurement exercise of Missing from Home and Care and Exploitation services for young people across Cheshire with Cheshire East, Cheshire West and Chester and Warrington Councils.

Strategic Director  
- People

EXB88 SCHOOL ADMISSION ARRANGEMENTS 2019 - KEY DECISION

The Board considered a report of the Strategic Director, People, on the school admission arrangements for 2019.

The Board was advised that in October 2017, Halton Local Authority issued a statutorily required paper on the proposed admission arrangements and co-ordinated admission schemes for the September 2019 intake. It was noted that the consultation ran until 17 November 2017, with no changes proposed to the current oversubscription criteria for Local Authority schools. It was reported that no responses to the consultation had been received.

Reason(s) for Decision

The decision was statutorily required and any revision to the proposed arrangements may adversely affect school place planning, as detailed in the report.

Alternative Options Considered and Rejected

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

Implementation Date

The Policy will apply for the September 2019 academic

intake.

RESOLVED: That the Board approves the School Admissions Policy, Admission Arrangements and Co-ordinated Schemes, attached to the report, for admission to primary and secondary schools for the 2019/20 academic year.

Strategic Director  
- People

EXB89 CAPITAL PROGRAMME 2018-19 - KEY DECISION

The Board considered a report of the Strategic Director, People, which provided a summary of the Capital Programmes for 2018/19 for the People Directorate.

The Board was advised that in October 2017, the Department for Education (DfE) announced the schools capital allocations grant for 2018/19 and had confirmed that there would be no change in the methodology used in 2017/18. It was reported that Halton would also receive Healthy Pupils Capital Funding in 2018/19, for one financial year only, which was intended to improve access to facilities such as kitchens, dining facilities, playgrounds, changing rooms and sports facilities.

The DfE had announced Special Provision Capital Funding for local authorities to invest in provision for children and young people with Special Educational Needs and Disabilities, aged 0-25, with funding for a range of provision types where this would benefit children and young people with health and care (EHC) plans. The latter funding was due to commence in 2018/19, with Halton's allocation over a three year period being £500,000.

Reason(s) for Decision

To deliver and implement the Capital Programmes.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

Capital Programmes would be implemented from 1 April 2018.

RESOLVED: That

- 1) the Capital Funding available for 2018/19 be

Strategic Director  
- People

noted;

- 2) the proposals to be funded from School Condition Capital Allocation be approved: and
- 3) Council be recommended to approve the Capital Allocations for inclusion in the Budget report.

EXB90 CONTRACT FOR PARENT TO PARENT VOLUNTEER SUPPORT: REQUEST TO WAIVE PROCUREMENT STANDING ORDERS

The Board considered a report of the Strategic Director, People, on the contract for Parent to Parent Volunteer Support.

The Board was advised that the existing Parent-to-Parent Volunteer Support contract had been identified as being exceptionally well placed to deliver additional provision to work with families that met the Troubled Families criteria. The Volunteer Support service was staffed by individuals that were qualified, skilled and experienced in delivering inter-parental relationships provision and had been highly effective within the Borough in supporting the key aspect of early intervention. It was noted that funding for this support service had been allowed for within the existing Troubled Families budget.

RESOLVED: That the waiver of Procurement Standing Orders 1.14.3 and 1.14.4 to the value of £150,000 be approved, for the period 9 April 2018 to 8 April 2020, to facilitate the rapid implementation of inter-parental relationships provision, as part of the existing parent to parent support contract delivered within the Troubled Families initiative.

Strategic Director  
- People

**HEALTH AND WELLBEING PORTFOLIO**

EXB91 PROPOSED NEW HALTON HEALTHY EATING AND EXERCISE SERVICE - KEY DECISION

The Board considered a report of the Director of Public Health, on a proposed Halton Healthy Eating and Exercise Service.

The Board was advised that following a review of the Weight Management Services in Halton, the current service provision did not need the identified needs of the local population. A new Service was proposed, which would be an



integrated Service where patients would be offered a choice based upon an holistic assessment of their weight management needs. Members were advised that the proposed new Service would be developed by enhancing the current well performing in-house provision provided by the Health Improvement Team.

Reason(s) for Decision

To provide a more targeted and cost effective model for healthy eating and exercise services in Halton, aimed at meeting the needs of the local population and improving health outcomes.

Alternative Options Considered and Rejected

Consideration was given to going out to tender for a separate Tier 3 Weight Management Service. However, this did not offer the opportunities presented by having an Integrated Tier 2 and Tier 3 service, i.e. the potential for improved outcomes and efficiency savings.

Implementation Date

1 April 2018.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the proposals outlined be approved.

Director of Public Health

EXB92 DIRECT AWARD OF A SUPPORT CONTRACT FOR BARKLA FIELDS AND NAUGHTON FIELDS EXTRA CARE SCHEMES

The Board considered a report of the Strategic Director, People, which sought approval to grant a Direct Award of a contract to deliver support services at Barkla Fields and Naughton Fields Extra Care Schemes.

The Board was advised that Extra Care Services had been delivered in Halton since 2013. Halton Borough Council provided the support service at Naughton Fields, although it was reported that the level of support for those that moved there was not required. Halton Housing Trust (HHT) had secured funding for another extra care scheme in Widnes. It was considered that a support service that linked into HHT's Amethyst Living Service and HHT's Housing Management provision would provide a more efficient and

integrated service.

It was proposed that a direct award of a support service to HHT to provide both housing and support at Barkla Fields and Naughton Fields, was considered the most effective option which allowed flexibility and ensured continuity for individuals.

RESOLVED: That

- 1) under Procurement Standing Order 1.14.3 (d) the Board agrees to waive Procurement Standing Orders 3.0 and 3.1; and
- 2) to ensure the stability and continuity of the service, a Direct Award be granted to Halton Housing Trust for the delivery of support services at Barkla Fields and Naughton Fields Extra Care Schemes, from 1 April 2018 to 31 March 2023.

Strategic Director  
- People

EXB93 CARERS TRUST

The Board considered a report of the Strategic Director, People, which sought approval to award a contract to the Carers Trust for a home based respite care service.

The Board was advised that the Authority currently had a jointly funded contract in place with the Carers Trust, which was due to expire on 31 March 2018. It was reported that an NHS Halton CCG scoping paper looking at the provision of end of life care, recommended that further work was undertaken to support the development of a different commissioning process to enable a new delivery model for end of care life. The service provided by the Carers Trust would fall within the remit of this end of life review, and this necessitated an extension to their current contract for a further year. It was confirmed that the Quality Assurance Team would continue to monitor the service to ensure the Council and Halton residents received value for money.

RESOLVED: That the use of Procurement Standing Order 1.14.3 (f) be agreed to award a contract to the Carers Trust for a one year period from 1 April 2018 to 31 March 2019.

Strategic Director  
- People

EXB94 PUBLIC HEALTH ANNUAL REPORT - WOMEN AND GIRLS' HEALTH - KEY DECISION

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

Annual Report (PHAR) 2016/17 for Halton.

The Board was advised that the PHAR was the Director of Public Health's independent expert assessment on the health of the local population. It was reported that for 2016/17 the PHAR would focus on the health of women and girls in Halton, and would highlight key topics pertinent to female health and issues local women and girls believed to be the most significant areas for their health. It was noted that the report used a life-course approach through a number of sections including Start Well – Maternity; Start Well – Girls; Live Well; and Age Well.

Reason(s) for Decision

The Public Health Annual Report was a statutory document.

Alternative Options Considered and Rejected

No alternative options were considered.

Implementation Date

With immediate effect following approval by Executive Board.

RESOLVED: That the theme and development of the Public Health Annual Report 2016/17 be noted.

**ECONOMIC DEVELOPMENT PORTFOLIO**

EXB95 INDUSTRIAL STRATEGY WHITE PAPER

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the publication of the Government's Industrial Strategy White Paper (the Strategy), the potential implications and opportunities for Halton and the impact on the Liverpool City Region.

The Board was advised that the Government's Industrial Strategy White Paper, "Building a Britain Fit for the Future", was published in November 2017 and considered the role of Government in boosting the UK economy, embracing technology and the use of public procurement initiatives and the regulatory environment to support business. It was reported that the White Paper was a significant document because it set the agenda for economic policy over the period of the current Parliament and beyond.

The White Paper also confirmed that the Government would be pressing ahead with a series of Sector Deals, with construction, life sciences, automotive and artificial intelligence the first to benefit from a strategic, long-term partnership with Government.

In the Strategy, the Government had identified four “Grand Challenges”, which were global trends that would shape the rapidly changing future. The report considered the impact of the Strategy for Halton, how businesses could benefit and the role of devolved authorities and partners in the delivery of elements of the economic strategy. Members noted that Liverpool City Region (LCR) Combined Authority could be in the first wave of areas to be invited to complete a Local Industrial Strategy which would identify the allocation of resources and funding. It was noted that work had already been undertaken in the LCR in preparation and that it was intended that local organisations, businesses, education establishments and local government would determine local growth priorities.

RESOLVED: That

- 1) the Industrial Strategy be used to inform Halton’s future regeneration activities; and
- 2) Members agree to the Council working with the Combined Authority to ensure that a future Liverpool City Region Local Industrial Strategy reflects the Borough’s regeneration priorities and opportunities.

Strategic Director  
- Enterprise,  
Community and  
Resources

**RESOURCES PORTFOLIO**

EXB96 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 2 2017 - 18

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on progress against key milestones/objectives and performance targets for the second quarter 2017/18.

The Board was advised that the Directorate Performance Overview Report provided a strategic summary of key issues arising from performance in the relevant quarter for each Directorate, being aligned to Council priorities or functional areas. The Board noted that such information was key to the Council’s management arrangements, with the Board having a key role in monitoring performance and strengthening accountability.

Performance management would continue to be important in the demonstration of value for money and outward accountability.

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

**EXB97 DISCRETIONARY NON-DOMESTIC RATE RELIEF**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on an application for discretionary non-domestic rate relief.

The Board was advised that, under the amended provisions of the Local Government Finance Act 1988, the Council was able to grant discretionary rate relief to any business rate payer. Since 1 April 2017, the Council had been responsible for meeting the full cost of all mandatory and discretionary rate relief granted, as part of the Liverpool City Region 100% Business Rates Retention Pilot Scheme.

The report set out details of an application received from a registered charity for rate relief. Members considered that, given the nature of the charity and the very short period of occupation of the premises, in this instance they would grant the full 20% rate relief on an exceptional basis.

RESOLVED: That the request for 20% discretionary business rate relief for Halton Christmas Toy Appeal for the period 15 November 2017 to 24 December 2017 be approved.

Strategic Director  
- Enterprise,  
Community and  
Resources

**TRANSPORTATION PORTFOLIO**

**EXB98 HIGHWAYS CAPITAL IMPROVEMENT TERM CONTRACT TENDER**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which notified the Board of the approval given to proceed with a procurement process for the provision of a capital projects delivery contract for highway improvement works across the Borough.

The Board was advised that capital funded schemes had been delivered through the existing Highway Maintenance and Improvement Term Contract. It was proposed that the new arrangements would be set up for a three year period, with the option to award a one year extension. It was noted that this would be in line with current

capital funding arrangements for Sustainable Transport Enhancement Package (STEP) schemes, which were funded via the Liverpool City Region. It was anticipated that the annual value of the contract in total would be in the region of £800k, making the value of a three year contract approximately £2.4m. As this figure was above the OJEU threshold, the contract would be tendered using 'The Chest' procurement portal.

RESOLVED: That Members note a procurement process will be entered into via The Chest, with the purpose of securing a capital projects delivery contract for the implementation of projects to deliver sustainable highway improvement works across the Borough.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB99 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 1) Whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following items of business in accordance with 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 paragraphs 3 and 5 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, members of the press and public be excluded from the meeting during consideration of the following items 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 defined in Section 100 (1) and paragraphs 3 and 5 of Schedule 12A of the Local Government Act 1972.

**RESOURCES PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO**

**EXB100 LAND DISPOSAL OF EMPLOYMENT LAND AT JOHNSON'S LANE, WIDNES**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the disposal of employment land at Johnson's Lane, Widnes.

The Board was advised that, following negotiations, heads of terms had been provisionally agreed for the sale of land at Johnsons Way, Widnes. It was noted that the disposal was subject to planning permission being forthcoming. The proposal would result in a capital receipt from the sale of land and generate future rates income from the occupation of the site.

RESOLVED: That

- 1) the disposal of land shown edged red on the plan attached to the report, to the company and for the value named in the recommendation, both subject to planning permission and subject to contract, be approved; and
- 2) the Operational Director, Economy, Enterprise and Property, be authorised to arrange all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director  
- Enterprise,  
Community and  
Resources

**EXB101 LAKESIDE PHASE 3 CASTLEFIELDS LAND DISPOSAL**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the disposal of land known as Lakeside Phase 3, Castlefields, Runcorn.

The Board was advised that the Lakeside area in Castlefields had been identified for residential development within the Castlefields Masterplan since 2003. It was reported that the Authority had been approached with a proposal to acquire the final phase 3 site. It was noted that the proposal also supported, and was consistent with, Council policy to build more new homes in Halton and dispose of land assets in an economically effective way.

RESOLVED: That

- 1) disposal of the site to the company and for the value named in the recommendation, subject to contract, be approved; and
- 2) the Strategic Director, Enterprise, Community and Resources, be authorised to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director  
- Enterprise,  
Community and  
Resources

*(N.B. Councillor Harris left the room prior to consideration of the following item of business and took no part in the decision)*

## **RESOURCES PORTFOLIO**

### **EXB102 PARKLANDS CLUB, CHAPEL LANE, WIDNES**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on The Parklands Club, Chapel Lane, Widnes.

The report referred to discussions with the existing tenants of the Club.

RESOLVED: That

- 1) the proposals and approach set out in the report be agreed;
- 2) authority be delegated to the Operational Director, Economy, Enterprise and Property and the Operational Director, Legal and Democratic Services, to present these proposals to the tenants of the Club; and
- 3) subject to the agreement of both parties, the actions outlined in the report be approved.

Strategic Director  
- Enterprise,  
Community and  
Resources



**TRANSPORTATION PORTFOLIO**

**EXB103 JOINT INTELLIGENT TRANSPORT SYSTEMS  
CONTRACT FOR THE LIVERPOOL CITY REGION**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the procurement of a Joint Intelligent Transport Systems Control for the Liverpool City Region (LCR).

The Board was advised that, in order to achieve savings and efficiencies in the operation of highways and traffic functions within the LCR, investigations had taken place to identify opportunities for joint working. One of the first opportunities identified had been a joint contract for the supply, installation and maintenance of Intelligent Transport Systems (ITS). The report set out details of the procurement process and the benefits of a joint contract.

**RESOLVED:** That the Board approves Halton joining the Joint ITS Contract for the Liverpool City Region and awarding the contract to the Contractor detailed in paragraph 1.3.

Strategic Director  
- Enterprise,  
Community and  
Resources

**MINUTES ISSUED: 23 January 2018**

**CALL-IN: 30 January 2018**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 30 January 2018**

*Meeting ended at 2.24 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 22 February 2018 in The Boardroom, Municipal Building*

Present: Councillors Polhill (Chair), D. Cargill, Harris, R. Hignett, S. Hill, Jones, T. McInerney, Nelson, Wharton and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Parr, I. Leivesley, M. Vasic, M. Reaney, E. Dawson and S. Wallace-Bonner

Also in attendance: Audrey Williamson, Chair Halton Safeguarding Adults Board (Minute 106), Councillor Pamela Wallace (Minute 110)

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

*Action*

**EXB104 MINUTES**

The Minutes of the meeting held on 18 January 2018 were taken as read and signed as a correct record.

**CHILDREN YOUNG PEOPLE AND FAMILIES  
PORTFOLIO**

**EXB105 INSPECTION FRAMEWORK (PRESENTATION)**

The Board considered a report of the Strategic Director, People, regarding the framework for the Ofsted Inspection of Local Authority Children Services (ILACS).

The Board was advised that the last Ofsted Inspection of Children Services in Halton took place in 2014, under the Single Inspection Framework (SIF). It was noted that the overall judgement was "Requires Improvement", as detailed in the report. Since that inspection, a plan had been developed to address the recommendations, with continual monitoring, review and evaluation of performance undertaken.

It was reported that the SIF cycle had ended, and

local authorities would now be inspected under the ILACS framework, which was essentially built around answering three questions, as stated in the report. In addition, the presentation provided information on what the authority could expect in terms of inspection visits, although it was noted that the 'Annual Conversation' visit and shared self-evaluation took place on 26 January 2018.

RESOLVED: That the presentation be noted.

## **HEALTH AND WELLBEING PORTFOLIO**

### **EXB106 HSAB ANNUAL REPORT 2016-2017**

The Board received the verbal report of the Halton Safeguarding Adults Board (HSAB) Annual Report for 1 April 2016 to 31 March 2017. The report was presented by Audrey Williamson, Chair of the HSAB.

It was noted that the Annual Report fulfilled one of the Safeguarding Adults Board's three core statutory duties which were to:

- Develop and publish a strategic plan setting out how they would meet their objectives and how their member and partner agencies would contribute;
- Publish an Annual Report detailing how effective their work had been; and
- Commission safeguarding adults reviews (SARs) for any cases which met the criteria for these.

It was reported that all members of HSAB, HSAB sub-group chairs and the Safeguarding Adults Partnership Forum members were invited to submit an annual summary of their work activity. The focus of work activity addressed HSAB's priorities as identified from the 2015-16 Annual Report, Performance Framework and Strategic Plan (2016-2018), in addition to acknowledging local and national safeguarding adults emerging issues, trends and policies throughout the year.

The report provided a summary analysis of the data gathered from both NHS Halton Clinical Commissioning Group and Halton Borough Council's Safeguarding Adults Collection and highlighted what this information meant for informing the work priorities for 2017-18.

RESOLVED: That the report be noted.

EXB107 HALTON SPEAK OUT CONTRACT

The Board considered a report of the Strategic Director, People, which sought approval to extend the current contract for the Halton Speak Out service.

The Board was advised that Halton Speak Out was commissioned in 2015 to provide support services to adults with learning disabilities. The contract had two elements, which although not statutory, did contribute to the Council's prevention agenda which ensured the delivery of outcomes linked to the Care Act.

It was reported that a review of learning disability services, which included those services delivered by Halton Speak Out, was being undertaken. An extension to the contract would allow completion of the review and consideration of other options, and would inform future service delivery.

RESOLVED: That the Board approve the waiver of Procurement Standing Orders 3.0, to award a contract to Halton Speak Out for Person Centred Planning Co-ordination/Facilitation, Self-Advocacy and Halton People's Cabinet for the period 1 April 2018 to 31 March 2019.

Strategic Director  
- People

EXB108 HALTON HEALTHWATCH & ADVOCACY TENDER

The Board considered a report of the Strategic Director, People, on the Halton Healthwatch and Advocacy Hub contract.

The Board was advised that Halton Healthwatch was first commissioned in 2013/14 and had been extended twice by Executive Board. It was reported that a provider bidder event was held in October 2017, when an outline of Halton's vision for a new combined Healthwatch and Advocacy Service was presented to prospective bidders. The contract was advertised on The Chest on 20 October 2017 with evaluation subsequently taking place. It was noted that the contract would be for an initial period of three years, with the option to extend for a further two years, and would commence on 1 April 2018.

RESOLVED: That the Board note the award of the Healthwatch and Advocacy Hub contract to Engaging Communities Staffordshire CIC.

EXB109 STAIR LIFTS – PROPOSED NEW MODEL OF PROVISION

The Board considered a report of the Director of Adult Social Services, on a proposed new model for the installation and maintenance of stair lifts.

The Board was advised that, given the increasing costs of maintaining stair lifts, a new model of provision was proposed which incorporated two key changes compared to the current practice. These were outlined in the report as being the introduction of a means testing element so that those who were able to fund/contribute to the cost were identified; and the provision of an extended warranty funded by the Council at the point of installation, after which the stair lift would become the responsibility of the individual for ongoing maintenance.

It was noted that the new model would only apply to owner-occupiers and those in private rental accommodation; the current joint funding agreement for adaptations between the Council and seven of the major Housing Associations which operate in Halton, would continue.

RESOLVED: That

- 1) the report be noted; and
- 2) the proposed new model for stair lift installation and maintenance outlined in the report at paragraph 3.6, be approved.

Director of Adult  
Social Services

**TRANSPORTATION PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO**

EXB110 WIDNES LOOPS TO WEST BANK LINK ROAD - KEY DECISION

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which presented design options for a new link road between the Mersey Gateway Bridge and West Bank.

The Board was advised that the Mersey Gateway Regeneration Plan *Plus*, approved by the Board in March 2017, identified a new link road between the Mersey Gateway Bridge and West Bank Impact Area as a priority 'connectivity' infrastructure project. It was reported that construction of this new link road would contribute to regeneration and economic development objectives and

provide a more resilient and connected transport network.

A feasibility study was commissioned in August 2017 to undertake initial design, traffic modelling and costing work of the potential scheme. A series of options had been considered for the configuration of the new link road and associated junction, and were summarised in Appendix B, attached to the report. A further technical review process lead to some of the options being rejected, as detailed in the report. Therefore, it was noted that three options remained. The timetable for the delivery of the programme was set out in the report, with the next step to formally engage with the Mersey Gateway Crossings Board and Merseylink to agree the acceptability of Option 5b, in principle.

#### Reason(s) for Decision

Delivery of the Widnes Loops to West Bank Link Road would help maximise the regeneration, economic and transport benefits of the Mersey Gateway Project.

#### Alternative Options Considered and Rejected

These were outlined at paragraph 3.5 to 3.7 of the report.

#### Implementation Date

April 2018.

RESOLVED: That

- 1) the development of recommended Option 5b, as outlined in the report, be agreed;
- 2) the formal engagement of the Mersey Gateway Crossings Board and Merseylink to enable delivery of the Widnes Loops to West Bank Link Road, be approved;
- 3) Council be recommended to approve a variation to the capital programme to cover the costs, as outlined in paragraph 5.1 of the report;
- 4) the Strategic Director, Enterprise, Community and Resources be authorised, in conjunction with the Portfolio holders for Physical Environment and for Transportation, to take the necessary actions to ensure value for money through the appropriate

Strategic Director  
- Enterprise,  
Community and  
Resources

procurement processes; and

- 5) the Strategic Director, Enterprise, Community and Resources, be authorised, in consultation with the portfolio holders for Physical Environment and for Transportation, to take any other actions necessary to enable timely delivery of the new link road.

## **RESOURCES PORTFOLIO**

### **EXB111 BUDGET 2018/19 - KEY DECISION**

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 2018/19.

It was noted that at the time of writing, the Cheshire Police and Crime Commissioner and the Cheshire Fire Authority had not set their budgets and Council Tax Precepts. However, final figures would be reported to Council when the information was available.

The Government announced the Final Local Government Finance Settlement figure for 2018/19, which was in line with the Provisional Settlement figure announced on 19 December 2017. The main change was the announcement of a one-off Adult Social Care Support Grant for 2018/19 to the value of £0.399m. As part of the Liverpool City Region (LCR), the Council would continue to participate in the pilot Business Rates Retention Scheme. Government had confirmed that the pilot scheme would operate under a “no detriment” policy in that no Council operating as part of the pilot would see a reduction in their funding, in comparison to what would have been received previously.

The Board was advised that the Medium Term Financial Strategy, approved on 16 November 2017, had identified a funding gap of around £5.6m in 2018/19, £13.2m in 2019/20 and £3.3m in 2020/21. 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;



- Protect essential front line services; and
- Deliver improved procurement.

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. Individual consultations had taken place in respect of specific budget proposals and equality impact assessments would be completed where necessary.

On 6 December 2017, the Council approved initial budget savings totalling £2.2m and further proposed savings were shown at Appendix B. The departmental analysis of the budget was shown at 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 £109.227m.

The Board was advised that the proposed budget incorporated grant figures announced in the Provisional Grant Settlement and included £2.152m for the New Homes Bonus and £3.045m for Improved Better Care Funding, paid to councils for the second year.

Further information was provided on the budget outlook. As part of the Local Government Finance Settlement for 2016/17, the Government had published indicative Settlement Funding Allocations for the three years up to 2019/20. Local Authorities had been asked to produce and publish an efficiency plan setting out their forecast budget position through to 2019/20, along with their proposed efficiency measures to achieve annual balanced budget positions. The Council's efficiency plan was published on 14 October 2016. The Medium Term Financial Strategy had been updated to take account of the 2018/19 finance settlement, multi-year allocations and saving measures already agreed or proposed.

Further information was provided in respect of Halton's Council Tax, Parish Precepts, 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.

Reason(s) for Decision

To seek approval for the Council's revenue budget, capital programme and council tax for 2018/19.

Alternative Options Considered and Rejected

In arriving at the budget savings proposals set out in Appendix B, numerous proposals had been considered, some of which had been deferred pending further information or rejected.

Implementation Date

7 March 2018.

RESOLVED: That Council be recommended to adopt the resolution set out in Appendix A attached to the report, which includes setting the budget at £109.227m, the Council Tax requirement of £47.447m (before Parish, Police and Fire precepts) and the Band D Council Tax for Halton of £1,377.88.

Operational  
Director - Finance

EXB112 TREASURY MANAGEMENT STRATEGY STATEMENT  
2018/19

The Board considered a report of the Operational Director, Finance, proposing the Treasury Management Strategy Statement (TMSS) which incorporated the Annual Investment Strategy (AIS) and the Minimum Revenue Provision (MRP) Strategy for 2018/19.

The TMSS was attached to the report and detailed the expected activities of the treasury function in the forthcoming financial year (2018/19).

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.

It was noted that on 10 November 2017, the Ministry

of Housing Communities and Local Government had issued a consultation on "Proposed Changes to the Prudential Framework of Capital Finance", which suggested future changes to the Prudential Code. However, nothing further had been issued and therefore the Treasury management Statement had been written in line with the previous year's Prudential Code.

Members noted that the provision of a Minimum Revenue Provision Policy Statement was required and a formal statement for approval was contained within the report at paragraph 2.3, with Appendix A detailing the full policy.

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

Operational  
Director - Finance

#### EXB113 2017/18 QUARTER 3 SPENDING

The Board considered a report of the Operational Director, Finance, which reported on the 2017/18 Quarter 3 Spending as at 31 December 2017.

A summary of spending against revenue budget up to 31 December 2017 was attached to the report at Appendix 1. This provided individual statements for each department. The Board was advised that, in overall terms, revenue expenditure was £1.990m above the budget profile. It was noted that the position for the past three months in certain departments had slowed measurably, in other departments, increased pressures had developed.

The report contained details of the main budget pressure within the Children and Families Department, with Out-of-Borough Residential Placements and Fostering dominating the overspend position. However, the 2018/19 budget to be presented to Council on 7 March 2018, will include an additional £3.0m of budget provision for the Department, to help alleviate the overspend position and to bring about ongoing reductions in costs.

The report also provided details of other services which had experienced overspent budget profiles, including Complex Care Pooled Budget; Residential and Nursing Care; Domiciliary Services and Supported Living; Community and Environment; and Education, Inclusion and Provision. Also, details of an underspend in Corporate and Democracy; spending on employees; staff turnover targets; expenditure on general supplies and services; and the

Council Tax collection rate for the third quarter of 2017/18.

The Capital Programme had been revised to reflect a number of changes in spending profiles as schemes had developed, and these were detailed in the report.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential;
- 2) Strategic Directors continue to take appropriate action to contain overall spending within their operational budget by year-end;
- 3) for those Services experiencing net overspends, Strategic Directors take action to bring net spend back in line with budget as soon as possible during the next financial year; and
- 4) Council be recommended to approve the revised Capital Programme as set out in Appendix 3, attached to the report.

Operational  
Director - Finance

#### EXB114 CALENDAR OF MEETINGS 2018/19

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which set out the proposed Calendar of Meetings for the 2018/19 Municipal Year, which was appended to the report for information.

RESOLVED: That Council be recommended to approve the Calendar of Meetings for the 2018/19 Municipal Year, as appended to the report.

Strategic Director  
- Enterprise,  
Community and  
Resources

*(N.B. Councillor Wharton declared a Disclosable Other Interest in the following item of business as he was Treasurer of Hale Youth Club)*

#### EXB115 DISCRETIONARY NON-DOMESTIC RATE RELIEF - RENEWALS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which detailed renewal requests for discretionary business rate relief for organisations that continued to satisfy the appropriate criteria.

The Board was advised that the Council had previously granted discretionary business rate relief to a number of organisations which were Registered Charities or

Community Amateur Sports Clubs (CASC). It was noted that the organisations currently received a mandatory 80% business rate relief and the Council funded the full cost of such relief as part of the 100% Business Rates Retention Pilot Scheme. Not for profit organisations were not entitled to mandatory rate relief and therefore, the full cost of any discretionary rate relief granted was funded by the Council.

Details of the organisations currently in receipt of discretionary rate relief and the costs were listed in the appendix attached to the report. The Board noted that regulations required that twelve months' notice of any changes to provision must be given and therefore organisations must be so notified by 31 March 2018.

RESOLVED: That

- 1) Discretionary Business Rate Relief of 15% be granted for those registered charities and CASC organisations currently in receipt of such relief, for the period of three years commencing 1 April 2019; and
- 2) Discretionary Business Rate Relief of 90% be granted for the not-for-profit organisations currently in receipt of such relief (with lower amounts as indicated in the Appendix attached to the report), for the period of three years commencing 1 April 2019.

Strategic Director  
- Enterprise,  
Community and  
Resources

*(N.B. Councillor Ron Hignett declared a Disclosable Other Interest in the following item of business as he was a member of the Public Sector Joint Venture Board)*

EXB116 SCI-TECH DARESBURY IMPLEMENTATION  
PROGRAMME - PHASE 2

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the developments at Sci-Tech Daresbury.

The report provided an update on the next phase of developments and proposed funding arrangements. The Implementation Programme, attached to the report, outlined how the Joint Venture would deliver the masterplan vision to provide world class science and technology, innovation and business enterprise. The next development phases agreed were Enabling Works; Project Violet; and Skillspace, as

detailed in the report.

The Funding Strategy outlined the funding options available to facilitate future development of the campus; it reflected the designation of Sci-Tech Daresbury as an Enterprise Zone.

RESOLVED: That

- 1) the proposals outlined in the Sci-Tech Daresbury Implementation Programme which comprises Project Violet and Skillspace be approved;
- 2) the Council enters into the necessary legal and funding agreements to deliver 'Skillspace' and associated enabling works; and
- 3) authority be given to the Operational Director, Finance, and the Operational Director, Legal and Democratic Services, in consultation with the Portfolio holder for Resources, to conclude the legal and funding arrangements.

Strategic Director  
- Enterprise,  
Community and  
Resources

#### EXB117 FEES AND CHARGES 2018/19 – TRAVELLER SITES

The Board considered a report of the Strategic Director, People, regarding fees and charges for Traveller Sites for 2018/19.

The Board was advised that the Council was required to give 28 days' notice of a change in rent, under the Mobile Homes Act 2013. In order for any increase in rent to apply from 1 April 2018, details of proposed increases in pitch and water fee charges were attached to the report at Appendix A, for Members' consideration. It was noted that the effects of the proposed charges had been incorporated into budgets for 2018/19.

RESOLVED: That the 2018/19 proposed fees and charges for Traveller Sites, as set out in Appendix A attached to the report, be approved.

Strategic Director  
- People

**MINUTES ISSUED: 27 February 2018**

**CALL-IN: 6 March 2018**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 6 March 2018**

|

*Meeting ended at 2.40 p.m.*

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**HEALTH AND WELLBEING BOARD**

*At a meeting of the Health and Wellbeing Board on Wednesday, 17 January 2018 at The Halton Suite - Select Security Stadium, Widnes*

Present: Councillors Polhill (Chair), T. McInerney, Woolfall and Wright and N. Atkin, C. Carlin, P. Cook, S. Ellis, A. Fairclough, G. Ferguson, T. Hemming, T. Hill, A. McGee, E. O'Meara, I. Onyia, D. Parr, M. Pearson, C. Samosa, R. Strachan, D. Sweeney, I. Thompson, S Wallace-Bonner and S Yeoman.

Apologies for Absence: M. Larking, D. Parr, H. Patel

Absence declared on Council business: None

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

*Action*

**HWB19 MINUTES OF LAST MEETING**

The Minutes of the meeting held on 4<sup>th</sup> October 2017 having been circulated were signed as a correct record.

**HWB20 WELL NORTH UPDATE - CHRIS CARLIN**

The Board received a presentation from Chris Carlin, a representative of Halton CCG, who provided an outline of the work as part of the Well North funding programme. Well North was a partnership between Public Health England (PHE), The University of Manchester and Manchester Academic Health Science Centre; local authorities, NHS organisations, business (both big and small), community, voluntary and enterprise organisations.

The Well North principles were to:

- Address inequalities by improving the health of the poorest, fastest;
- Increase resilience at individual, household and community levels; and
- Reduce levels of worklessness.

The Board was advised that Well Halton was one of

ten regional “pathfinder” sites across the North and a place based approach had been adopted that built upon the unique nature of the Borough and capitalised on Halton’s many assets. Details of the unique projects which were being developed in various neighbourhoods, each being co-produced with the community, VCSE providers, agencies and private sector partners, were outlined in the report.

During the first year of the Well North Halton programme, the following five strategic goals had been set:-

- To create a Community Hub at Windmill Hill;
- Harness the reach of the Widnes Vikings Generate Positive Change;
- Identify and develop worldwide initiatives;
- Unit Halton Brook’s assets in a campus approach; and
- Create a social business hub in Runcorn Shopping City.

It was noted that as part of the second year of the funding programme it was agreed to continue with the five strategic goals and to expand the stem/science partnerships with Sci-Tech Daresbury and Catalyst Museum. The presentation also provided Members with an outline of how the budget had been allocated during the first year of funding.

Members were also invited to contact Chris Carlin in order to visit any of the sites which were included in the presentation.

RESOLVED: That the contents of the presentation and the review of the draft plan be noted.

#### HWB21 UPDATE ON DEVELOPMENTS IN HALTON ADULT MENTAL HEALTH SERVICES

The Board considered a report of the Director of Adult Social Services, which provided an update on some of the changes to service delivery that had been taking place in Halton in the past two years with regard to Halton Adult Mental Services. In 2015 a whole-scale review of the way in which mental health services were delivered across the footprint of the 5Boroughs Partnership NHS Trust was commissioned by the combined Clinical Commissioning Groups (CCG’s) covering Halton, St. Helens, Knowsley, Warrington and Wigan.

The Board was advised that the review produced a

set of recommendations covering five key areas and these themes and recommendations that came from them were largely accepted by the CCGs and their partner agencies. Consequently, work streams were set up to put the recommendations into place. In Halton it was reported that the following developments had taken place in mental health services during the past two years:-

- work had taken place locally to implement recommendations of the report in a way which created positive change for the people of Halton. The NHS Halton CCG, supported strongly by the Council, had led Task and Finish Groups with all key partners to establish clear, care pathways through the mental health system;
- within the North West Boroughs NHS Trust, there had been considerable local redesign;
- there had been some changes to the delivery of Social Care Services for people with mental health problems in the Borough; and
- the use of the Mental Health Resource Centre in Vine Street, Widnes had been redesigned;
- the Mental Health Outreach Team had been redesigned and positive results were being reported.

RESOLVED: That the report be noted.

#### HWB22 CQC LOCAL SYSTEM REVIEW OF HEALTH AND SOCIAL CARE IN HALTON

The Board considered a report of the Director of Adult Social Services, which provided an update on the Care and Quality Commission (CQC), Local System Review (LSR) of Health and Social Care in Halton. The review took place in August 2017 and examined how people moved between health and social care, including delayed transfers of care, with a particular focus on people of 65 years old in Halton. The review included an assessment of commissioning across the interface of health and social care and of the governance systems and processes in place in respect of management resources. Although the review did not include mental health services or specialist commissioning specifically, they did look at the experiences of people living with dementia.

Members noted that the final report from the CQC

was published on 12<sup>th</sup> October following a Quality Summit which took place at the Stadium on the 11<sup>th</sup> October, which was attended by representatives from across partner agencies. The summary of the findings of the CGC review were set out in the report, together with the areas identified by CQC where they felt improvements could be made. As a system, Halton was required to submit a system-wide action plan to CQC by 9<sup>th</sup> November. Consequently, working collaboratively across our statutory partners and with support from Social Care Institute for Excellence, an associated Action Plan was developed in response to the issues highlighted within the report.

It was reported that progress against the actions outlined in the Action Plan would be monitored over the next few months by the Health and Wellbeing Board and Halton Borough Council's Management Team.

RESOLVED: That the report and associated appendices be noted.

HWB23 CARE QUALITY COMMISSION- LOCAL SYSTEM REVIEW ACTION PLAN (HEALTH AND WELLBEING BOARD ACTIONS)

The Board considered a report of the Director of Public Health, which provided an update on progress against actions from the CQC Action Plan relating to the Health and Wellbeing Board. During the summer 2017, CQC were commissioned by the Secretaries of State for Health and Communities and Local Government, to undertake a programme of target system reviews in 12 local authority areas; Halton was selected as the first area for one of these reviews. Following the publication of the review on 12<sup>th</sup> October 2017, an action plan, with a number of themes, was developed in response to issues highlighted in the report. Under the theme of Strategic Vision and Governance the following action was developed for the Health and Wellbeing Board:

Review role of Halton's Health and Wellbeing Board to ensure that there was enhanced challenge across the Health and Social Care system.

In order to respond to this action, a number of areas for development were identified to be presented to the Board. These were as follows:

- revised Membership (to include GP Federations). A copy of the revised membership list was included in

- the report;
- review Terms of Reference;
  - format of Future Meetings to include Board development;
  - performance Dashboard which would focus on the local system performance (to include Delayed Transfers of Care and the performance against the national standard for A and E) and highlight system risks.

RESOLVED: That

- (1) the contents of the report and associated documents be noted;
- (2) the proposed approach and revised Terms of Reference be agreed; and
- (3) update reports be brought to future meetings of the Board.

Director of Public Health

#### HWB24 PHARMACEUTICAL NEEDS ASSESSMENT

The Board considered a report of the Director of Public Health, which provided Members with the final version of the Pharmaceutical Needs Assessment (PNA) and a briefing on the results of the statutory 60-day consultation. Following the period of consultation, the Steering Group met on the 17<sup>th</sup> October 2017 and agreed that the PNA should be submitted to the Health and Wellbeing Board as the final version. The following next steps were proposed:-

- the PNA must be published no later than 1<sup>st</sup> April 2018;
- the attached version of the PNA was approved as the publication version;
- the PNA should be uploaded onto the Council's website;
- key stakeholders and the public would be advised accordingly; and
- the Steering Group would meet periodically to produce supplementary statements during the lifetime of the PNA.

RESOLVED: That

- (1) the PNA be approved for publication;
- (2) the Steering Group be delegated to deal with a

Director of Public Health

production of supplementary statements needed throughout the lifetime of the PNA;

- (3) the continuation of Healthy Living Pharmacies be supported;
- (4) the use of New Medicine Reviews and Medicine Management Reviews by pharmacists in Halton be supported; and
- (5) Pharmacists in their stewardship role on prescribing of antibiotics be supported.

#### HWB25 SAFEGUARDING ADULTS BOARD ANNUAL REPORT

The Board considered a report by the Independent Chair of the Halton Safeguarding Adults Board (SAB), which outlined the Annual Report 2016/17. The focus of work activity addressed SAB's priorities as identified from the 2015-2016 Annual Report, Performance Framework and Strategic Plan (2016-2018). In addition to acknowledging local and national safeguarding adults emerging issues/trends/policies throughout the year.

The report provided a summary analysis of the data gathered from both CCG and the Council Safeguarding Adults Collection and highlighted how this information informed the work priorities for 2017 – 2018. It was noted that the Halton Safeguarding Adults Board had agreed the three priority areas of work for the forthcoming year:-

- creating a safer place to live for all adults living in Halton (Safeguarding Prevention);
- providing the skills and knowledge to enable genuine care and understanding for adults at risk of harm (awareness raising and training);
- gaining a greater understanding of how mental health can impact adults at risk being protected and cared for in the best possible way (mental health).

These priorities would help shape the activity of SAB and SAB sub groups and key partners for 2017/2018 to enable the Board to continue to meet its strategic aims.

**RESOLVED:** That the report and associated Appendix be noted.

HWB26 ONE HALTON AND THE DEVELOPMENT OF AN ACCOUNTABLE CARE SYSTEM

The Board considered a report of the Chief Executive, which provided an update on One Halton and the Development of an Accountable Care System (ACS).

The Board was advised that an ACS was one in which several social and health care organisations provided all health and social care for a given population. There were three core elements to the system and significantly, the ACS would centre on the involvement of general practitioners in the network of providers delivering care along with local authorities and providers and commissioners of services.

In 2014/15 the Council committed to the development of an integrated model of health and social care, and agreed a shared vision – One Halton. The development of an ACS fits the original One Halton concept, delivering across the Halton Local Authority footprint. The revised Halton Accountable Care Strategic Vision, attached at Appendix 1, built on an initial commitment of partners to improve the delivery of health and social care provision. It was reported that to achieve the ACS, partners had established the One Halton Accountable Care system, with a memorandum of understanding and terms of reference, both of which were attached at Appendix 2 and 3 respectively. These documents underpinned the commitment to move towards the more integrated community based system, which reduced the demand on acute services and provided care closer to home.

At its meeting on 14<sup>th</sup> December 2017, the Executive Board endorsed the revised One Halton strategic vision and governance structure as described and approved the recommendations as highlighted in the report.

RESOLVED: That

- (1) the One Halton (ACS) Vision, be endorsed;
- (2) the memorandum of understanding for the One Halton Accountable Care System Board be agreed; and
- (3) the Terms of Reference for the One Halton Accountable Care System Board be agreed.

HWB27 DATES OF FUTURE MEETINGS

The following dates of future Health and Wellbeing Board Minutes were circulated to the Board:

The Board was provided with dates of future Board Meetings to 31<sup>st</sup> March 2019. All meetings were at 2pm in the Halton Stadium, Widnes.

RESOLVED: That the dates of future meetings be noted.

*Meeting ended at 3.20 p.m.*



**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, 29 January 2018 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Dennett (Chair), Logan (Vice-Chair), Cassidy, P. Hignett, Horabin, P. Lloyd Jones and Rowe

Apologies for Absence: Councillors Edge, Parker and J. Stockton

Absence declared on Council business: None

Officers present: A. McIntyre, A. Jones and T. Coffey

Also in attendance: None

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

*Action*

**CYP27 MINUTES**

The Minutes of the meeting held on 13 November 2017 were taken as read and signed as a correct record.

**CYP28 PUBLIC QUESTION TIME**

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

**CYP29 EXECUTIVE BOARD MINUTES**

The minutes relating to the Children, Young People and Families Portfolio that have been considered by the Executive Board since the last meeting of this Board, were attached at Appendix 1 for information.

Clarity on the following was made:

EXB63 – the Schools Forum was the decision making body in respect of the transfer of 0.5% from the Schools Block to the High Needs Block.

EXB78 – Edinburgh Road Children’s Home had been de-registered by Halton Borough Council, not Ofsted.

EXB 81 – a small number of schools would see a reduction in funding in 2018/19. Most of these reductions were due to falling pupil numbers. Other funding factors that have had an impact in school funding had been the increase in funding for low prior attainment and change to funding for deprivation.

RESOLVED: That the minutes are noted.

#### CYP30 SSP MINUTES

The minutes of the Halton Children's Trust meeting held on 23 November 2017 were submitted to the Board for information.

RESOLVED: That the minutes are noted.

*Councillor Horabin declared a Disclosable Other Interest in the following item of business.*

#### CYP31 CHILDREN'S SOCIAL CARE PERFORMANCE (PRESENTATION)

The Board received a presentation from the Operational Director for Children and Families which provided Members with an overview of the key service developments.

Information on the following was included:

- Caseload breakdown;
- I-CART activity;
- Contacts;
- North West Profile;
- Assessment Timescales;
- Children in Need;
- Children in Care;
- Placement Stability; and
- Current activity and developments within the service.

Following the presentation Members raised the following queries:

Why were children sometimes moved around?

This could be for a number of reasons but generally: the child goes missing; the foster carer gives notice; or it could be a social worker decision following a review.

Have there been any serious case reviews lately?

Not since the one two years ago following a teenager having an acute life-threatening event.

Would it be possible to have the child protection figures by Ward?

Yes this and other relative data would be arranged into Ward profiles and sent to Members.

How many children do foster carers usually have?

This depends on their accommodation i.e. number of bedrooms. It also depends on the carer themselves as to how many they wanted. Children over the age of 10 also have to have their own bedroom, so this was taken into consideration as well.

Members welcomed the information provided and agreed it was very helpful, to the extent that they would like even more detail in future.

RESOLVED: That the Board notes the contents of the report and presentation.

Director of  
Children's Services

## CYP32 NEGLECT STRATEGY

The Board was presented with Halton's Neglect Strategy 2017-18, a copy of which was appended to the report.

The Neglect Strategy (the Strategy) had been developed under Halton Safeguarding Children Board (HSCB) and was a multi-agency document which outlined the definitions and responses to neglect and the background and prevalence to neglect in Halton. The Strategy was accompanied by a multi-agency action plan which detailed how agencies and partners should identify and respond to neglect and how HSCB would scrutinise and monitor the impact and effectiveness of the Strategy.

The six classifications of neglect that had been identified were discussed: medical neglect, nutritional neglect, emotional neglect, educational neglect, physical neglect and lack of supervision and guidance. It was highlighted that neglect affected children of all ages, not just small children and that there was usually a contributing factor to neglect, as discussed in the Strategy.

The following queries were made during consideration of the paper:

Was there a definition of 'good enough care' or an 'eccentric family'?

There is clear evidence about what constitutes good enough care; in assessing a family who may be 'eccentric' the issue was what the impact was on the child and if their basic needs were being met.

Taking cultural values into consideration could be difficult?

Yes, however social workers used tools to assist them when dealing with cultural differences, plus they received equality and diversity training. It was important though that a social worker was able to challenge a family with a different cultural background, if they felt a child's basic needs were not being met.

What was being done in schools to recognise neglect?

The HCSB ran courses for Governors of schools and i-cart offered support to them as well. Recently some funding was made available to recruit two experienced staff whose job it was to assist schools and offer support and guidance in cases of suspected neglect. A document had been produced around recognising neglect and this would be sent to Members.

RESOLVED: That the Board receives and endorses the Strategy.

Director of  
Children's Services

#### CYP33 BUSINESS PLANNING 2018 -19

The Board received the proposed priorities for the Children, Young People and Families elements of the Council's Single Business Plan for approval.

It was reported that since 2015 a Single Business Plan had been developed for the Local Authority (LA) as a whole. This plan had focussed on the key medium term issues rather than providing extensive narrative of every area of work of the LA. To ensure that the LA was producing a Business Plan that enabled it to meet the priorities identified within the Corporate Plan, the information from each Directorate would be set out under the Council's priority headings:

- Children and Young People;

- Employment, Learning & Skills;
- Safer Halton;
- Healthy Halton;
- Environment and Regeneration; and
- Corporate Effectiveness and Efficiency.

It was noted that each directorate was compiling their contribution to the Council's Single Business Plan and would seek approval for their priorities from their respective PPBs. The information would then be compiled into a single Business Plan which would be presented to Executive Board in March 2018.

The Board were presented with the following six proposed priorities for the Children and Young People's element of the plan as follows:

1. Keeping children and young people safe by improving practice;
2. Improve outcomes for children and young people through effective multi-agency early intervention;
3. Improve progress and attainment across all key stages and diminish the difference between vulnerable groups and their peers;
4. Raise achievement in early years;
5. Improve the offer for children and young people with Special Educational Needs and Disabilities (SEND); and
6. Improve participation and skills for young people to drive Halton's future.

Members discussed the priorities presented before them and it was noted that if agreed, more details of the priorities would emerge and more detail could be provided over time with careful monitoring. It was also agreed that all six were as important as each other and that to prioritise the priorities would not be appropriate.

RESOLVED: That the Board

- 1) notes the contents of the report; and
- 2) approves the priorities for the Children, Young People and Families elements of the Council's Single Business Plan.

CYP34 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 2 OF 2017/18

The Board received the Performance Management reports for quarter 2 of 2017-18 (1 July to 30 September 2017) and were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2016-17 were agreed by Members and included in the Local Authority's Business Plan, for the various functional areas reported to the Board as follows:

- Education, Inclusion and Provision Services; and
- Children and Families Services.

The reports detailed progress made against objectives and milestones and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

The following were highlighted:

- A children and young people's speech and language therapy service had started on 1 September 2017, jointly commissioned between HBC and the CCG;
- The schools categorisation letters were sent to headteachers and chairs of governors in Halton in September 2017; the purpose of these was explained to Members;
- Halton had been awarded capital funding to invest in the provision for children and young people with SEND, an amount of £500,000 would be provided over 3 years;
- Consultation had begun on the relevant sections of the Children and Social Work Act 2017; and
- The number of permanent exclusions in Halton rose to 53 for 2016-17.

Members discussed the new protocol in place for schools when dealing with a pupil who had been identified as having challenging behaviour. Schools were expected to use the protocol which was aimed at helping them support pupils with challenging behaviour, encourage consistency across schools and avoid exclusion. There was a discussion about the more academic curriculum and greater emphasis on progress and the impact this may be having on pupil behaviour and increased exclusions.

RESOLVED: That the performance management reports for quarter 2 of 2017-18 be received.

*Meeting ended at 8.45 p.m.*

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

*At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 19 February 2018 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors MacManus (Chair), S. Baker, Cassidy, Logan, J. Lowe, C. Plumpton Walsh, June Roberts, Wallace and Rowe

Apologies for Absence: Councillor Edge

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, P. Corner and J. Griffiths

Also in attendance: None

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

	<i>Action</i>
<p>ELS24 MINUTES</p> <p>The Minutes from the meeting held on 20 November 2017, were taken as read and signed as a correct record.</p>	
<p>ELS25 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p>	
<p>ELS26 BUSINESS PLANNING 2018-19</p> <p>The Board received an update on Business Planning for the period 2018-19 for the Employment, Learning and Skills, and Community Policy and Performance Board.</p> <p>It was reported that the Council developed a medium-term business plan in parallel with the budget that was subject to annual review and refresh. The input of the Policy and Performance Boards (PPBs) into the business planning process and the setting of priorities for the Directorate was an important part of this process. It was noted that the key proprieties for development or improvement for the various functional areas reporting to this PPB were outlined in a three year Business Plan presented to the Board in 2017.</p>	

The draft Corporate Business Plan was being developed and the relevant extract from the Plan was available for consideration by the Board (this was featured at the end of the report). The Board was advised that the plans could only be finalised once budget decisions had been confirmed in March 2018, and that some target information may need to be reviewed as a result of final outturn data becoming available post March 2018.

The Board were happy to receive the advance draft of the relevant extract of the Corporate Business Plan and in relation to this discussed:

- Brexit – the impact of this was still not known; approximately 5% of companies in Halton were foreign owned and out of these 51% were from the EU. It was noted that there had been interest in the Borough from other EU companies since the referendum;
- The ending of the DWP contract – it was hoped that this would be replaced with another programme and that the staff would be kept on;
- Higher education for adults – funding for this was being devolved to the LCR.

RESOLVED: That the Board receives the advance draft of the relevant extract of the Corporate Business Plan, prior to its consideration by the Executive Board.

#### ELS27 SCRUTINY TOPIC GROUP INTERIM REPORT - CULTURE

The Board received an update on the Culture Scrutiny Topic Group review which was established to '*Review Halton's Cultural Offer within a City Region context*'.

The aim of the review was to determine:

- If the Halton cultural offer was being captured within a wider city region cultural narrative; and
- If there was synergy between a local and city-region wide cultural offer and where added value could be obtained.

It was noted that as part of the review it had become evident that the development of a Cultural Strategy for the City Region, the governance arrangements and prioritisation of activities in the Region were still emerging. Added to this was the fact that the cultural landscape in the City was complex. It was reported therefore that no decision had been made yet on how to streamline the current

arrangements, which had somewhat hindered the progress of the topic group.

Given the uncertainty, it was decided that the group should focus on developing an understanding of what was meant by '*Halton's Cultural Offer*'. The Board was informed of the findings of the group and activities carried out by them as described in the report. A Visitor Economy summary Report had presented 12 recommendations and actions, five of which had been prioritised as set out in point 3.13 of the report.

It was noted that the views of 'the customer' were extremely important when determining the Borough's priorities for investment in cultural and visitor attractions so in light of this the Council launched a survey to find out what local people knew about culture and leisure in Halton. The survey and responses were appended to the report.

Members discussed the findings and commented that the survey had been carried out using online methods and social media; so perhaps there was another way so that a wider section of residents could respond. Also, that marketing of the Borough should be concentrated on using visuals, for example the billboards visible from the train platforms in Runcorn.

The Chair referred Members to the prioritised recommendations in the report listed on page 28 which covered these suggestions. It was also reported that future publications of '*Halton in Touch*' would contain advertising and reports on things to do in Halton.

RESOLVED: That the Board

- 1) notes progress to date; and
- 2) endorses the prioritised recommendations as set out in the report.

#### ELS28 SCRUTINY TOPIC GROUP ITEMS 2018-19

The Board received the proposed topic group suggestions for 2018-19 as follows:

- Creating Better Jobs;
- The impact of a Soft or Hard Brexit on Halton; and
- Promoting employment and opportunity in the Healthy New Town.

It was noted that a scrutiny topic was identified by the Policy and Performance Board each year which had the potential to inform and change service delivery and may result in an amendment or improvement of a Council policy. It was stressed that the above topics were suggestions only and that Members were invited to consider other topics not discussed in the report.

Following debate on the proposals it was agreed that *Creating Better Jobs* would be the subject of the topic group for 2018/19, although another title for the subject was suggested. All Members of the Board were invited to participate in the group and further details of future meetings would follow.

RESOLVED: That the Board agrees

- 1) on the establishment of a topic group *Creating Better Jobs* (title subject to revision); and
- 2) all Members of the Board be invited to participate.

#### ELS29 POLICY UPDATE FEBRUARY 2018

The Board was informed of the recent national policy announcements relevant to the Employment, Learning and Skills, and Community Policy and Performance Board.

The policy announcements covered the period from October 2017 to January 2018 and included the following:

- Social Mobility through Education Action Plan (Unlocking Talent Fulfilling Potential);
- Improving Lives: The Future of Health and Work, Health and Disability;
- Brexit; and
- The Autumn Budget, which included:
  - Business Rates Retention;
  - Other Business Rates Measures;
  - A skills partnership with the Trade Union Congress and the Confederation of British Industry;
  - Universal Credit;
  - Cultural Development Fund; and
  - Centenary Fund

RESOLVED: That the report and information be noted.

ELS30 INDUSTRIAL STRATEGY WHITE PAPER

Members received an update on the publication of the Government's Industrial Strategy White Paper, which included the impact on the Liverpool City Region (LCR) and beyond.

The White Paper, titled '*Building a Britain fit for the future*' was published on 27 November 2017 and examined the UK's strengths and weaknesses, and considered the role of Government in boosting the UK economy, improving productivity, embracing technology and using public procurement initiatives and the regulatory environment to support business.

The 256 page document was available online but the report outlined a summary of this which included some potential implications and opportunities for Halton, as discussed from paragraphs 3.16 to 3.25.

The report discussed the development of the Paper since the Green Paper was launched at Sci-Tech Daresbury in January 2017. It also discussed the four *Grand Challenges* identified by the Government which were global trends that would shape the rapidly changing future and which the UK must embrace, to ensure all opportunities they brought were taken.

RESOLVED: That the Board notes:

- 1) the Industrial Strategy would be used to inform Halton's future regeneration activities; and
- 2) the Council would work with the Combined Authority to ensure that a future Liverpool City Region Local Industrial Strategy reflects the Borough's regeneration priorities and opportunities.

ELS31 LIBRARY SERVICE

Members welcomed the Library Strategy and Development Manager who provided the Board with an overview of the activities undertaken by the Library Service over the past 12 months.

This included an update on the e-books service and Libraries Events, a booklet titled *Events from January to April 2018* was tabled for Members information. She also discussed the external funding activities and the modernisation of Widnes Library. It was noted that the

Libraries in Halton offered the following services:

- Child and adult learning – code clubs, IT clinics, work clubs and Lego club;
- Events – summer reading challenge activities, author visits;
- Book lending – including free reservations from all 4 Halton Libraries, large print and audio books on CD;
- Online library service – free books and e-audio to download book sets for reading groups
- Local history collections and research facilities;
- Newspapers and magazines – both physical and online;
- Home library service and community library service;
- Free public computer facilities and free Wi-Fi;
- Staff help and support – getting online; book recommendations etc;
- Digital skills development – code club, microbit and codebug lending, IT clinics, 1-2-1 digital support.

The proposed Library Service Strategy which was appended to the report was discussed by Members. The remodelling of the Widnes Library was welcomed and considered to have made a huge improvement to the service. Members also highlighted particular elements of the service, such as the reading groups for adults, the health and wellbeing element and the *Books on Prescription*; and the events for children which were varied and interesting.

Overall the Board agreed that the library services contributed enormously to the communities of Halton and they supported the Library Strategy going forward.

RESOLVED: That the Board:

- 1) notes the report; and
- 2) approves the Library Strategy.

## ELS32 ECONOMIC ASSESSMENT & HALTON TOMORROW

The Board received an update on *Halton Tomorrow* in line with future trends and economic forecast models. Halton Tomorrow was described as a vision for how Halton's economy would look in the future, setting out future challenges and how the Borough might respond to these challenges.

It was reported that a more in-depth assessment to provide an evidence base for Halton Tomorrow was being

produced. The assessment was based on information specific to Halton and Members were advised that new data had been analysed that had not been analysed previously.

The following was highlighted in the presentation:

- The economic overview;
- Enterprise and jobs;
- The resident population;
- Skills;
- Lane, infrastructure and transport;
- Future prospects, Halton Tomorrow.

Following on from the presentation, the following points were made / queried:

- A workless household was where no one in the household worked. The data was broken down into Wards and the information was also contained on the economic profile document sent each month to Members;
- There was a dip in the population of Halton between 1991 and 2016 for reasons mainly due to natural migration, so people moving for jobs. The trend was reversing now and it was hoped that the population would increase in the future;
- Members had identified that some of their constituents had a desire to improve on their education and qualifications, however they were unable to act on this due to time constraints and commitments personally and at work, so did not have the opportunity to attend courses in their spare time;
- It was noted that some businesses were not aware of the training opportunities available to their employees;
- The relevance of NVQ's to employers was discussed in relation to the skills gap that existed in Halton; information on employers' requirements were fed back;
- The Liverpool City Region (LCR) was producing a skills survey to assist with the production of a work programme. The Skills Strategy document would come to this Board in the future.

RESOLVED: That the Board receives the presentation and update.

Operational  
Director - Economy,  
Enterprise &  
Property

ELS33 PERFORMANCE MANAGEMENT REPORTS - QUARTER 2 OF 2017/18

The Board received the performance management reports for Quarter 2 of 2017-18 and were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2017-18 were agreed by Members and included in Directorate Plans, for the various function areas reported to the Board as follows:

- Enterprise, Employment and Skills; and
- Community and Environment

The report detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

Members noted that a 'u' (uncertain) indicator in the progress column meant that the performance indicator was reported on a yearly basis, so the information would only be available at quarter 4. The indicators therefore that fell into that category could be looked at in more detail at this time.

RESOLVED: That the Quarter 2 performance management reports be received.

*The Chair conveyed the get well wishes of the Board to Chris Patino, Operational Director – Community and Environment, who was absent due to ill health.*

*On behalf of the Board and other colleagues he also thanked Councillor Sue Edge for her service to the Council and this Board as Chair and Vice Chair over the years, as she would shortly be stepping down from her role.*

*Meeting ended at 8.30 p.m.*



**HEALTH POLICY AND PERFORMANCE BOARD**

*At a meeting of the Health Policy and Performance Board held on Tuesday, 28 November 2017 at Council Chamber, Runcorn Town Hall*

Present: Councillors J. Lowe (Chair), Osborne (Vice-Chair), S. Baker, E. Cargill, Dennett, Horabin, M. Lloyd Jones and Parker

Apologies for Absence: Councillor Sinnott

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, A. Jones, D. Nolan, L Wilson, H. Moir, L. Willis and E. O'Meara

Also in attendance: A. Williamson – Halton Safeguarding Adults Board; R. Ashworth and C. Lightfoot – OPEN

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

*Action*

HEA23 MINUTES

The Minutes of the meeting held on 19 September 2017 having been circulated were signed as a correct record.

HEA24 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

HEA25 HEALTH AND WELLBEING MINUTES

The draft minutes of the Health and Wellbeing Board from its meeting on 4 October 2017 were presented to the Board for information.

RESOLVED: That the minutes be noted.

HEA26 PRESENTATION: HALTON OLDER PEOPLE'S EMPOWERMENT NETWORK (OPEN)

The Board received a presentation from Richard Ashworth, Chair of Halton Older Peoples Empowerment Network (OPEN), and Clare Lightfoot, Forum Development

Officer, on the work undertaken by the Forum in the Borough.

Members were advised that Halton OPEN was established in 2001 and had become the collective voice of people aged 50 plus who lived and worked in Halton. Presently the membership was over 1,100 members. Their aim was to influence and encourage the development of services which could help to improve the quality of life and wellbeing of all older people in Halton. Halton OPEN worked with other agencies in the Borough including Halton Borough Council; Age UK Mid Mersey; Halton Clinical Commissioning Group (CCG) and Halton Partners in Prevention.

The presentation discussed the main issues affecting older people in Halton such as access to public transport; financial issues such as pensions, fuel bills and benefits; isolation/loneliness and health and wellbeing.

Members were advised that an annual telephone survey was carried out for the first time this year relating to isolation and loneliness and it was explained how this was conducted by the staff. Examples of responses of those people contacted were provided to the Board. It was reported that between 30% and 40% of respondents felt lonely and/or isolated.

Mr Ashworth advised the Board of the key successes for 2017 and how Halton OPEN was raising awareness of the forum in the Borough. He ended by outlining the future plans for Halton OPEN which included the improvement of the flow of information via the website, newsletters and information booklets.

Further to Members queries the following was noted:

- The leaflets referred to would be made available to Members for distribution to their constituents;
- Halton OPEN did not host social events as this was not its purpose and they did not have funding for this;
- Halton OPEN did attend other people's events when invited to do so, for example they recently attended an event at the Heath Business Park, to raise awareness of the organisation;
- The forum encouraged older people to do things for themselves and provided them with information to be able to do so, such as who to contact and directing them to an organisation that can help them and so on. However, if a member requested it they would

accompany an individual to an appointment.

RESOLVED: That the Board welcomes the presentation and notes the contents of the report.

Director of Adult  
Social Services

*Mr Tom Baker, Co-Optee to the Health Policy and Performance Board, declared a Disclosable Other Interest in the following item as he was a Board Member of the Halton Safeguarding Adults Board.*

#### HEA27 HALTON SAFEGUARDING ADULTS BOARD ANNUAL REPORT 2016-2017

The Board received the Halton Safeguarding Adults Board (HSAB) Annual Report for 1 April 2016 to 31 March 2017, which was attached at Appendix A. The report was presented by Audrey Williamson, Chair of the HSAB.

It was noted that the Annual Report fulfilled one of the Safeguarding Adults Board's three core statutory duties which were to:

1. Develop and publish a strategic plan setting out how they would meet their objectives and how their member and partner agencies would contribute;
2. Publish an Annual Report detailing how effective their work had been; and
3. Commission safeguarding adults reviews (SARs) for any cases which met the criteria for these.

It was reported that all members of HSAB, HSAB sub-group chairs and the Safeguarding Adults Partnership Forum members were invited to submit an annual summary of their work activity. The focus of work activity addressed HSAB's priorities as identified from the 2015-16 Annual Report, Performance Framework and Strategic Plan (2016-2018), in addition to acknowledging local and national safeguarding adults emerging issues / trends / policies throughout the year.

The report provided a summary analysis of the data gathered from both NHS Halton Clinical Commissioning Group and Halton Borough Council's Safeguarding Adults Collection and highlighted what this information meant, for informing the work priorities for 2017-18. The work priorities for 2017-18 were agreed as follows:

1. Creating a safer place to live for all adults living in Halton (Safeguarding Prevention);
2. Providing the skills and knowledge to enable genuine

- care and understanding for adults at risk of harm (Awareness Raising and Training); and
3. Gaining a greater understanding of how mental health can impact adults at risk being protected and cared for in the best way possible (Mental Health).

Members raised concerns over the growing numbers of homeless people who may have mental health issues and substance abuse issues and how they would be represented by the HSAB. In response it was agreed that this was a growing problem and would be highlighted to the Board. The Board was advised that multi agency risk assessments were being carried out with regards to mental health services and the importance of partnership working was stressed. It was noted that recognising problems at an early stage was important to prevent an illness from developing. Members noted that Halton's Citizen Advice Bureau had trained staff in suicide awareness.

RESOLVED: That the Board receives the Halton Safeguarding Adults Board Annual Report for 2016-17.

#### HEA28 GYPSY & TRAVELLER SERVICE : POLICY REVIEW

The Board received a report from the Strategic Director, People, which informed them of the annual review of Halton Gypsy Travellers Allocations Policy 2017-18. The *Gypsy and Traveller Sites – Pitch Allocation Policy (July 2017)* was appended to the report.

It was noted that the Policy was reviewed annually to ensure it was current and fully compliant with legislation and outlined the pitch allocation and illegal encampment procedure.

Information was provided in the report regarding the accommodation sites within Halton that were owned and managed by the Council and the private sites available. Unauthorised encampments since January 2017 had totalled 16, which were mainly in Runcorn, and the report discussed the protocol devised jointly between the Council and the Police, to deal with these.

The report further discussed issues at a local level with regards to managing the sites and the work of the Gypsy and Traveller Liaison Officer (GTLO).

Members discussed the procedure for applying for a vacant pitch, once it was advertised by the Council. One Member requested to know the total numbers of children on

the sites; this information would be provided to the Board following the meeting as it was not readily available. The Vice-Chair requested on behalf of the Board, that a visit of the traveller sites be made in the near future.

RESOLVED: That the Board noted the report and associated appendix and comments made with regards to this.

Director of Adult  
Social Services

#### HEA29 HALTON SUICIDE PREVENTION STRATEGY : UPDATE

The Board received a report from the Strategic Director People, which presented an update on progress in implementing the Halton Suicide Prevention Strategy (2015-2020). This was attached to the report at Appendix 1.

It was reported that suicide was a major public health issue and each suicide in Halton was an individual tragedy and a terrible loss to local families and communities. The numbers of people who took their own life in Halton each year were low, however those ending their own life should be viewed as the tip of the iceberg, and locally levels of distress and suicide attempts would be much higher. So although deaths by suicide in Halton were low, there was still a need for continuing vigilance and action around suicide prevention.

The report discussed the Strategy and its vision; areas for action; and outcomes and key achievements. It also provided information on the *Halton Suicide Prevention Partnership* multi agency group.

Members discussed the data relating to suicides in Halton and it was commented that some incidents may go unreported as the data could only include those deaths given a suicide verdict by the Coroner.

It was noted that the report and Strategy was based on data available in 2013; as the figures of suicide were low in Halton, it was necessary to do analysis's every 3 years.

RESOLVED: That the Board

- 1) notes the report and Strategy; and
- 2) supports the continued implementation of the Strategy, recommendations and actions.

HEA30 TELECARE CHARGING POLICY, PROCEDURE AND PRACTICE 2017

The Board received a report from the Strategic Director, People, which provided details of the Telecare Charging Policy, Procedure and Practice 2017, which was appended to the report at Appendix 1.

Members were advised that Halton Telecare Service (formally Lifeline) has been established for over 27 years. During this time, the services had grown from a static onsite warden service to a fully operational, assessment, installation and response service. Telecare has the potential to benefit people who may need care and support by increasing their confidence and helping them to remain in their own homes. The service was for anyone who felt at risk or vulnerable in their own homes and people chose to use the service for a variety of reasons as discussed in the report.

The report outlined the three service levels and the charges for these per week. It also provided information of the review of the charging methods for Telecare and the development of the Telecare Charging Policy, which was carried out by a task and finish group formed in January 2017. Appendix 2 contained information of the methods of payment and Appendix 3 gave the Telecare charges from April 2017.

Members welcomed the Policy, Procedure and Practice for Charging and agreed it presented a fairer system for the public.

RESOLVED: That the Board note the contents of the report and associated appendices.

HEA31 PERFORMANCE MANAGEMENT REPORT: QUARTER 2 2017/18

The Board received the Performance Management Reports for Quarter 2 of 2017/18. The Health Policy and Performance Board played a key role in monitoring and scrutinising the performance of the Council in delivering outcomes against its key health priorities.

Members were advised that the report introduced, through the submission of a structured thematic performance report, the progress of key performance indicators, milestones and targets relating to health in quarter 2, which included a description of factors which were

affecting the service.

The Board was requested to consider the progress and performance information and raise any questions or points for clarification and highlight any areas of interest or concern for reporting at future meetings of the Board. Members received and noted the Performance Management reports for Quarter 2 of 2017/18.

RESOLVED: That the Quarter 2 priority based reports be received.

*Meeting ended at 8.08 p.m.*

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**CORPORATE POLICY AND PERFORMANCE BOARD**

*At a meeting of the Corporate Policy and Performance Board on Tuesday, 30 January 2018 in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Gilligan (Chair), Howard, C. Loftus, A. McInerney, N. Plumpton Walsh, Joe Roberts and G. Stockton

Apologies for Absence: Councillors Philbin, Abbott, E. Cargill and Wainwright

Absence declared on Council business: None.

Officers present: M. Reaney, I. Leivesley, E. Dawson, G. Ferguson, T. Dean, C. Dinsdale, P. Garnett, N. Goodwin, D. Gray and J. Yates

Also in attendance: Councillor Thompson and one member of the public.

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

	<i>Action</i>
CS20 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
CS21 EXECUTIVE BOARD MINUTES	
The Board was presented with the Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board since the last meeting of the Board.	
RESOLVED: That the minutes be noted.	
CS22 MEMBERS DEVELOPMENT GROUP NOTES	
The Board considered the minutes of the Member Development Group meeting held on 22 <sup>nd</sup> June 2017.	
RESOLVED: That the Board note the minutes.	
CS23 ENERGY UPDATE	
The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which	

provided an update on related activities at reducing CO2 emissions within the Council. Overall, the Council's CO2 emissions had significantly reduced from a baseline in 2006/7 of 26,338 tonnes of CO2, to 19,874 tonnes for 2015/16 which equated to a 24.5% reduction over the 9 year period. The reduction was partly due to:

- Carbon reduction measures implemented by the Council;
- Rationalisation of buildings with the Council now occupying fewer buildings;
- The Council was part way through a four year programme to switch high sodium pressure street lighting used in residential areas and the main routes throughout the Borough to LEDs;
- Solar PV on Council buildings; and
- Biomass boilers installed at Brookvale Leisure Centre and Norton Priory Museum.

In addition, the Board noted that a successful bid had been submitted to the Department for Local Government and Communities to develop a Solar Farm on the former St Michael's Golf Course. The Solar Farm would be connected to the Halton Stadium and the system would produce between 850,000 and 950,000wh per annum. The energy generated by the Solar Farm would reduce CO2 emissions by 380 tonnes per annum.

RESOLVED: That the report and ongoing work be noted.

#### CS24 INTERIM CORPORATE ACCIDENT/INCIDENT REPORT

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which outlined the Corporate Health, Safety and Welfare Policy and the Corporate Accident/Incident report from 1 April to 1 September 2017. The interim health and safety report on the performance of health and safety management in relation to Key Performance Indicators for the current financial year was appended.

The report highlighted that:

- there had been a decrease in the number of days lost, with 55 this year and 70 for the same period last year;
- there had been a decrease in significant incidents mainly around handling and use of equipment;
- there had been a slight increase in the number of

violent incidents mainly involving open space services and Children's Social Care staff;

- a staff Wellbeing Survey would be distributed shortly; and
- as a result of the fire at the Grenfell Tower Block, a fire audit of Council buildings had been undertaken and a Corporate Fire Management Policy developed.

RESOLVED: That the report be noted.

CS25 THE ROLE OF THE WELFARE RIGHTS SERVICE - UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources which provided an update on the role of the Welfare Rights Team, including information on:

- individual posts and roles;
- background to the establishment of the Service;
- progress to date on the delivery of the Service;
- areas of activity by the team including the number of claimants assisted at tribunal hearings and success rates; and the amount of benefits gained for Halton residents; and
- future challenges for the Team.

Arising from the discussion it was suggested that an article be included in Inside Halton on the work of the Welfare Rights Service.

RESOLVED: That the update provided in the report regarding the Welfare Rights Service be noted.

CS26 PERFORMANCE MANAGEMENT REPORTS - QUARTER 2 - 2017/18

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 2 of 2017/18.

The reports related to the following functional areas which reported to the Board and detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and emerging issues that had arisen during the period:

- Finance;

- Human Resources and Organisational Development;
- ICT and Administrative Support;
- Legal and Democracy;
- Policy and Performance;
- Property Services; and
- Catering, Stadium and Registration Services.

That, as part of future reports, Officers explore the possibility of providing a breakdown of the number of employees within each department.

RESOLVED: That the second quarter performance monitoring reports be received and noted.

CS27 AREA FORUM ANNUAL REPORT FOR 2016/17

The Board considered a report of the Strategic Director Enterprise, Community and Resources, which informed Members of the project delivery for Area Forums for the period 1<sup>st</sup> of April 2016 to 31<sup>st</sup> March 2017. The seven Local Area Forums in Halton provided a mechanism for Councillors to respond to community needs and aspirations. Community initiatives and projects were generated and delivered collaboratively with other partner organisations to help secure funding from a variety of sources. Each year funding was allocated to support the projects programme. In 2016/17 the budget was £400,000 and it was split on a per capita basis across the Forums. A full breakdown of projects for each individual Forum was outlined in the report, together with case study information and resident feedback.

RESOLVED: That the report be noted.

*Meeting ended at 7.52 p.m.*

**BUSINESS EFFICIENCY BOARD**

*At a meeting of the Business Efficiency Board held on Wednesday, 7 February 2018 at the Civic Suite, Town Hall, Runcorn*

Present: Councillors M. Lloyd Jones (Chair), Joe Roberts (Vice-Chair), J. Bradshaw, C. Loftus, MacManus, McDermott and J. Stockton

Apologies for Absence: Councillors Philbin, N. Plumpton Walsh and Wall

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, M. Murphy and A. Scott

Also in attendance: G.Jones and M.Heap, Grant Thornton, External Auditors

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

	<i>Action</i>
<p>BEB25 MINUTES</p> <p>The Minutes of the meeting held on 22 November 2017 were taken as read and signed as a correct record.</p>	
<p>BEB26 EXTERNAL AUDIT UPDATE REPORT</p> <p>The Board received a report of the Strategic Director, Enterprise, Community and Resources, which provided an update from Grant Thornton (External Auditors) regarding:</p> <ul style="list-style-type: none"> <li>• Progress made in delivering their responsibilities as the Council's External Auditors; and</li> <li>• A summary of emerging national issues and developments that could be relevant to the work of the Board.</li> </ul> <p>Georgia Jones, Audit Manager and Mark Heap, Engagement Lead from Grant Thornton, attended the meeting to present the report and then dealt with Members' questions.</p> <p>The requirements and preparation associated with implementation of the new General Data Protection Regulation were considered. It was agreed that a briefing note would be prepared for all Members which explained</p>	

what the legislation was for, how the Council was preparing for its introduction in May 2018 and the Council's ability to demonstrate compliance and governance.

Strategic Director  
– Enterprise,  
Community and  
Resources

RESOLVED: That the report be noted.

**BEB27 EXTERNAL AUDIT PLAN - 2017/18 YEAR-END**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval of the Audit Plan proposed by Grant Thornton.

The Board was advised that the report set out details of Grant Thornton's strategy and plan to deliver the 2017/18 audit of the Council's financial statements. It also provided details of their approach to the value for money conclusion.

RESOLVED: That the contents of the External Audit Plan for 2017/18 be noted.

**BEB28 APPOINTMENT OF THE EXTERNAL AUDITOR**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which confirmed the appointment of the Council's External Auditor.

The Board was advised that, following the procurement process undertaken by Public Sector Audit Appointments Limited (PSAA), Grant Thornton had been awarded the contract for the Council's external audit. This was subject to a consultation period as previously reported to the Board.

It was reported that the consultation period had ended and that on 14 December 2017 the PSAA Board confirmed the appointment for a period of five years commencing 1 April 2018.

RESOLVED: That the appointment of Grant Thornton (UK) LLP as the Council's external auditors, for five years commencing 1 April 2018, be noted.

**BEB29 INTERNAL AUDIT PEER REVIEW**

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which informed Members of the outcome of the recent Peer Review.

The Board was advised that it was a requirement of the Public Sector Internal Audit Standards (PSIAS) that an external assessment of the Council's internal audit arrangements be carried out every five years. To fulfil this requirement, an independent peer review was conducted in September 2017 by senior Internal Audit representatives from other North West authorities.

The approach taken, findings and agreed actions from the peer review were set out in the report, and it was noted that the conclusion was that the Council's internal audit arrangements did conform to the PSIAS. A small number of actions were agreed to further develop conformance with the PSIAS, detailed at Appendix 3. It was reported that, during the peer review, four additional recommendations were agreed, which were considered contributory to the overall effectiveness and efficiency of the internal audit service. These were detailed at Appendix 4.

RESOLVED: That the contents of the attached peer review report, which confirms that the Council conforms to the Public Sector Internal Audit Standards, be noted.

#### BEB30 INTERNAL AUDIT PLAN 2018-19

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which sought approval for the planned programme of internal audit work for 2018/19.

A risk based Audit Plan had been prepared, designed to enable internal audit to deliver an overall opinion on the Council's risk management and control and governance arrangements.

A copy of the draft Audit Plan for 2018/19 was attached as an appendix to the report and provided information on the role of internal audit and the factors taken into account in developing the plan. It was noted that the plan also incorporated a number of reviews originally included in the 2017/18 Audit Plan that had not been completed during the year, due to capacity issues.

It was reported that the Public Sector Internal Audit Standards required that the internal audit service was delivered and developed in accordance with the internal audit charter. The Council had formally agreed that section 6.2 of Finance Standing Orders constituted the Council's internal audit charter. However, it was further noted that the recent peer review recommended that the charter should be

updated, as detailed in the report. The updated version was attached to the report and would be included as part of the current review of the Council's Constitution.

RESOLVED: That

- 1) the Board approves the proposed Internal Audit Plan for 2018/19; and
- 2) the updated Internal Audit Charter be approved.

Divisional  
Manager, Audit,  
Procurement and  
Operational  
Finance

BEB31 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, members 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 defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

*(N.B. Councillor John Stockton declared a Disclosable Other Interest in the following item of business as he was a Governor of Murdishaw West Primary School)*



BEB32 INTERNAL AUDIT PROGRESS REPORT

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which provided Members with a summary of internal audit work completed since the last progress report in November 2017. The report also provided details of progress against the 2017/18 Internal Audit Plan.

It was noted that a total of ten Internal Audit reports had been finalised since the last progress report. An overall assurance opinion was provided for each audit engagement. It was reported that at the end of the third quarter, 62.4% of the total planned audit days for the year had been completed. The full number of audit days would not be delivered by year end, with the remaining planned work for the year being prioritised so as to support a robust annual internal audit opinion on the Council's governance, risk management and control framework.

The Board was advised that some of the lower priority reviews from the current Audit Plan would be proposed for inclusion in the draft 2018/19 Audit Plan. It was noted that the restructure of the Finance Department in July 2017 had an impact on the planned audit work for the current year.

**RESOLVED:** That the update on progress against the 2017/18 Internal Audit Plan be received.

*Meeting ended at 7.05 p.m.*

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**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Tuesday, 5 December 2017 at The Board Room - Municipal Building, Widnes*

Present: Councillors Nolan (Chair), Morley (Vice-Chair), Gilligan, R. Hignett, C. Plumpton Walsh, June Roberts, Woolfall and Zygadlo

Apologies for Absence: Councillors J. Bradshaw and Thompson

Absence declared on Council business: None

Officers present: J. Tully, T. Gibbs, A. Plant, G. Henry, A. Scott and P. Peak

Also in attendance: Two members of the public

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

*Action*

**MINUTE'S SILENCE**

The Chair reported on the sad passing of Councillor Cole, who had been a member of the Development Control Committee and had made a valuable contribution to the work of the Committee for many years.

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

**DEV18 MINUTES**

The Minutes of the meeting held on 2 October 2017, having been circulated, were taken as read and signed as a correct record.

**DEV19 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.

**DEV20 - 17/00351/FUL - PROPOSED DEMOLITION OF EXISTING BUILDINGS AND DEVELOPMENT COMPRISING 16 APARTMENTS WITH ANCILLARY DEVELOPMENT AT**

THE NEW INN, 294 HALE ROAD, WIDNES

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

The case officer presented the item to Members advising that although the original application as submitted raised a number of issues, these had been adequately addressed by amendment to the scheme.

The Highways and Parking section of the report identified a reduction in parking spaces from 19 to 18, to allow provision for disabled parking.

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

- a) A Planning Obligation or other appropriate arrangement relating to securing financial contributions to Open Spaces;
- b) conditions relating to the following:
  1. Standard 3 year permission to commence development (BE1);
  2. Condition specifying approved and amended plans (BE1);
  3. Requiring submission and agreement of a Construction Management Plan including vehicle access routes and construction car parking (BE1);
  4. Materials condition requiring the submission and approval of the materials to be used (BE2);
  5. Landscaping condition, requiring hard and soft landscaping be carried out as approved (BE2);
  6. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
  7. Wheel cleansing facilities / strategy to be submitted and approved in writing (BE1);
  8. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
  9. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties / commencement of use (BE1);
  10. Condition relating to the implementation of bin store provision (BE1);
  11. Requiring site and finished floor and site levels be carried out as approved (BE1 / PR16);
  12. Site investigation, including mitigation to be submitted and approved in writing (PR14);

13. Conditions relating to tree protection during construction including special working methods within Root Protection Areas (BE1);
14. Condition relating to the implementation of cycle store provision in accordance with details to be submitted and approved (TP6);
15. Submission and agreement of biodiversity enhancement features including bird and bat boxes, insect and hedgehog houses (BE1 and GE21);
16. Condition requiring development be carried out in accordance with the approved PRA, drainage assessment and mitigation measures contained therein (PR16);
17. Submission and agreement of Site Waste Management Plan (WM8).

c) that if the Planning Obligation or other appropriate arrangement was not implemented within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of the Committee to refuse the application.

DEV21 - 17/00441/FUL - PROPOSED DEVELOPMENT OF UNIT FOR GENERAL INDUSTRIAL (B2 USE CLASS) WAREHOUSING (B8 USE CLASS) WITH ANCILLARY OFFICES (B1A USE CLASS) EXTENSION TO ACCESS ROAD, PARKING PROVISION AND ANCILLARY DEVELOPMENT AT FRESENIUS KABI, CESTRAIN COURT, EASTGATE WAY, RUNCORN

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

The Committee was advised that the site was designated as open countryside and the application had therefore been advertised as a departure from the development plan. Since the report was drafted, additional information and calculations had been submitted to demonstrate the proposed 3m acoustic barrier would provide sufficient mitigation. It was reported that Environmental Health had no objection to the scheme on noise grounds.

There had also been a minor modification to the highway access and ditch alignment to satisfy the Council's Highways Engineer.

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

- a) A Planning Obligation or other appropriate arrangement relating to securing future highway / transport corridor;
- b) Conditions relating to the following:
  1. Standard 3 year timescale for commencement of development;
  2. Specifying approved and amended plans;
  3. Requiring submission and agreement of a Construction Environmental Management Plan;
  4. Materials condition(s) requiring the submission and approval of the materials to be used (BE2);
  5. Landscaping condition, requiring submission and approval both hard and soft landscaping (BE1/2);
  6. Submission and agreement of boundary treatment including gates / landscape maintenance access gates (BE2);
  7. Requiring implementation and maintenance of acoustic barrier in accordance with details submitted to and agreed by the local planning authority (PR2);
  8. Submission and agreement of detailed culvert and highway design for the culvert crossing and its approaches;
  9. Condition requiring development be carried out in accordance with the approved PRA and mitigation measures contained therein (PR16);
  10. Submission and agreement of scheme of biodiversity features including bat and bird boxes;
  11. Condition requiring development be carried out in accordance with the approved Ecological Appraisal, associated species survey reports and recommendation, mitigation and avoidance measures contained therein (GE21);
  12. Submission and agreement of programme of archaeological work;
  13. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
  14. Submission and agreement of detailed lighting scheme (PR4/GE1);
  15. Submission and agreement of a detailed scheme of ditch network habitat improvement and long term management plan;
  16. Vehicle access, parking, servicing etc, to be constructed prior to occupation of properties / commencement of use (BE1);

17. Requiring submission and agreement of cycle parking details (TP6);
  18. Requiring submission and agreement of electric vehicle parking and charging point(s) details (NPPF);
  19. Condition relating to discovery of unidentified contamination (PR14);
  20. Conditions relating to / requiring submission and agreement of detailed foul surface water / highway drainage scheme including attenuation (BE1/PR5);
  21. Requiring submission and agreement of a green travel plan (TP16);
  22. Requiring submission and agreement of site and finished floor levels with finished floor levels to be a minimum of 300mm above estimated flood levels (BE1);
  23. Submission and agreement of Site Waste Management Plan (WM8);
  24. Submission and agreement of a sustainable waste management plan (WM9);
  25. Requiring submission and agreement of onsite waste storage (WM9);
  26. Conditions restricting external storage and working (E5); and
  27. Submission and agreement of details of measures to prevent unlawful access through the site to the wider open countryside and Six Acre Lane.
- c) That if the Planning Obligation or other S106 Agreement or alternative appropriate arrangement was not implemented within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation in consultation with the Chair or Vice Chair of the Committee to refuse the application.

## DEV22 MISCELLANEOUS ITEMS

### **The following applications had been withdrawn:**

- 17/00374/S73**      Application under Section 73 of the Town and Country Planning Act to vary Condition 1 of permission 17/00061/FUL to facilitate the repositioning of the approved two storey office building on Land To East Of Stewards Brook, Viking Park, West Bank Dock Estate, Widnes, Cheshire.

- 15/00449/FUL** Proposed Industrial Building for the storage and maintenance of heavy goods vehicles and ancillary buildings and hard surfacing for storage and maintenance of Plant and Machinery on Land off Aston Fields Road, Runcorn, Cheshire.
- 17/00433/FUL** Proposed portable building for use as a taxi booking office at The Royal British Legion, Castle Road, Runcorn, Cheshire, WA7 2BE.
- 17/00465/FUL** Proposed two storey side extension and single storey rear extension at 316 Upton Lane, Widnes, Cheshire, WA8 9AG.
- 17/00510/FUL** Proposed single storey side and rear extension at 32 Heralds Close, Widnes, Cheshire, WA8 8AS.
- 17/00408/FUL** Proposed enclosure of existing courtyard to form new kitchen with pitched roof and skylight window at 17 Vicarage Close, Hale, Liverpool, L24 4BH.

DEV23 DRAFT BROWNFIELD LAND REGISTER

The Committee considered the draft Brownfield Land Register. In order to comply with the Government Directive, the Council must publish a draft Brownfield Register by 31 December 2017.

So that the views of interested parties on any sites that had not been included or any additional information that should be included about a particular site, or any errors that may need to be corrected, could be considered, the draft register will be published for public consultation during December 2017.

RESOLVED: That the draft Brownfield Register be endorsed for publication and a period of consultation.

*Meeting ended at 5.38 p.m.*



**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Monday, 8 January 2018 at Civic Suite, Town Hall, Runcorn*

Present: Councillors Nolan (Chair), J. Bradshaw, R. Hignett, C. Plumpton Walsh, June Roberts, Thompson and Woolfall

Apologies for Absence: Councillors Morley, Zygadlo and Gilligan

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, A. Plant and P. Peak

Also in attendance: Two members of the public

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

*Action*

DEV24 MINUTES

The Minutes of the meeting held on 5 December 2017 having been circulated, were taken as read and signed as a correct record, subject to noting that Councillor J. Bradshaw's apologies were due to Council business.

DEV25 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

The Committee considered the following application for planning permission and, in accordance with its powers and duties, made the decision described below.

DEV26 - 17/00504/FUL - PROPOSED DEVELOPMENT OF 118 DWELLINGS (INCLUDING AFFORDABLE HOUSING) TOGETHER WITH ASSOCIATED WORKS INCLUDING ACCESS AND LANDSCAPING ON FORMER BPI SITE OFF WARRINGTON ROAD, WIDNES, CHESHIRE

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

Officers advised the Committee that since the report was published the applicant had submitted a number of

small amendments and provided additional information that may discharge a number of the conditions recommended in the report. They requested that delegated authority be granted to the Operational Director – Planning, Policy and Transportation to attach the appropriate conditions in light of the amendments, in consultation with the Chair or Vice Chair of the Committee.

The Committee agreed with the request for delegated powers as discussed above.

RESOLVED: that delegated authority is given to the Operational Director – Planning, Policy and Transportation, to approve the application and to attach appropriate conditions, in consultation with the Chair or Vice Chair of the Committee.

DEV27 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

**17/00456/FUL**

Proposed alterations and extension to existing property and erection of new dwelling in adjacent garden area at 4 Chapel Lane, Widnes, Cheshire, WA8 4NX.

**17/00542/FUL**

Proposed single storey rear extension at 3 King Oswald Crescent, Widnes, Cheshire, WA8 5AB.

*Meeting ended at 6.10 p.m.*

**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Monday, 5 February 2018 at The Board Room - Municipal Building, Widnes*

Present: Councillors Nolan (Chair), Morley (Vice-Chair), J. Bradshaw, Gilligan, R. Hignett, June Roberts, Thompson, Woolfall and Zygadlo

Apologies for Absence: Councillor C. Plumpton Walsh

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, A. Plant, Evans, P. Shearer and J. Farmer

Also in attendance: 13 Members of the public

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

*Action*

DEV28 MINUTES

The Minutes of the meeting held on 8 January 2018, having been circulated, were taken as read and signed as a correct record.

DEV29 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.

*In order to avoid any allegation of bias, Councillor R. Hignett did not take part in the debate or vote in the following item as he sits on the JV Board at Daresbury Sci-Tech.*

*In order to avoid any allegation of bias, Councillor Morley did not take part in the debate or vote on the following item as he is a member of the Bridgewater Canal Trust.*

DEV30 - 16/00495/OUTEIA - RESUBMISSION OF OUTLINE PLANNING APPLICATION 15/00266/OUTEIA BY APPLICATION FOR OUTLINE PLANNING PERMISSION (WITH ALL MATTERS OTHER THAN ACCESS RESERVED) FOR MIXED USE DEVELOPMENT COMPRISING: UP TO 550 RESIDENTIAL DWELLINGS;

UP TO 15,000SQM OF EMPLOYMENT FLOORSPACE (USE CLASS B1); NEW LOCAL CENTRE OF UP TO 3,000 SQM (USE CLASSES A1 - A5 AND D1 - DUAL USE); PROVISION OF INFRASTRUCTURE INCLUDING A NEW JUNCTION ONTO A558 DARESBURY EXPRESSWAY AND DETAILS OF ACCESS ON LAND AT DELPH LANE, DARESBURY;

- 17/00406/FULEIA - RESUBMISSION OF APPLICATION 14/00539/FULEIA FOR THE ERECTION OF 295 RESIDENTIAL DWELLINGS WITH ASSOCIATED LANDSCAPING AND SITE INFRASTRUCTURE, CONSTRUCTION OF A NEW ROAD JUNCTION ONTO DARESBURY EXPRESSWAY (A558), INSTALLATION OF A SIGNALISED JUNCTION TO DELPH LANE, PROVISION OF OPEN SPACE AND PLAY FACILITIES AND ASSOCIATED WORKS; AND

- 17/00407/OUTEIA - RESUBMISSION OF APPLICATION 13/00206/OUTEIA HYBRID PLANNING APPLICATION FOR UP TO 300 RESIDENTIAL DWELLINGS COMPRISING: FULL PLANNING APPLICATION FOR 122 RESIDENTIAL DWELLINGS (MIX OF 2, 3 AND 4 BEDROOM HOUSES), NEW SPINE ROAD, TURNING HEAD TO THE EAST OF DELPH LANE CANAL BRIDGE, NEW JUNCTION BETWEEN THE PROPOSED SPINE ROAD AND THE A56, PEDESTRAIN / CYCLE ROUTES AND ASSOCIATED WORKS (PHASE A); AND OUTLINE PLANNING APPLICATION FOR UP TO 178 RESIDENTIAL DWELLINGS (ALL MATTERS RESERVED) (PHASE B)

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

The Committee was advised that since the publication of the agenda, correspondence had been received from Peel Holdings focussing on the need for a marina and improvements to the Bridgewater Canal, as stated in the published supplementary information update list. It was noted that this correspondence added details in relation to the improvements to the Canal that were covered in the original objection, as detailed in the report.

In addition it was reported that Network Rail had provided a number of recommendations, which would be attached to the relevant planning permissions; one was concerning boundary treatment details along the development boundary of the West Coast Mainline. A further condition was recommended to application

17/00407/OUTEIA for the treatment and eradication of Japanese Knotweed.

The Committee was addressed by Mr Thompson who was a representative from the Bridgewater Canal Company. He stated that the proposals did not pay enough attention to what was a 250 year old leisure, tourist and wildlife facility and had played a role in shaping the region. He argued that the fact that there was no mention of a marina or linear country park alongside the Canal was contrary to the Core Strategy. He felt the Canal had not been embraced and criticised the lack of consideration given to enhancing it in the proposed development. He did not object in principle to the development but urged that the Canal be integrated more into the proposals and that funding be made available for this.

Mr Page, a representative of the applicant, then addressed the Committee. He stated that this site was of strategic importance to the Borough and the Core Strategy showed the whole site was allocated for primarily residential and employment development, reflecting the uses suggested by the planning applications. He outlined the social benefits to the scheme and employment benefits considering the neighbouring site Sci-Tech Daresbury. He also stated that the proposals would bring an improvement in local services and open spaces. In response to the comments made regarding the inclusion of a marina in the proposals, he referred to paragraphs 9.9 to 9.15 of the Officer's report and stated the applicant shared the concerns in relation to this.

Councillor J. Bradshaw raised concerns over the narrow access to the site through Delph Lane and the fact that Keckwick underbridge would be closed to the public thus impacting on local residents accessing Moore Village. In response it was confirmed that the underbridge would be closed to motor vehicles and only a small number of them used the underbridge each day as more of a 'cut through', so it was an on balance decision made to include a high quality path instead. Regarding the narrowness of Delph Lane, Officers advised that this would be widened to construct a proper carriageway.

Discussions around the viability and planning obligations from the development pursued and what funding was / could be used for improvements to the Bridgewater Canal, a new canal crossing and affordable housing.

**RESOLVED:** That all applications be approved

subject to the following:

- a) a planning obligation and/or other appropriate agreement relating to securing matters as set out in Section 10 of this report;
- b) that if the Section 106 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 Chair or Vice Chair of the Committee to refuse the application.
- c) delegated authority be given to the Operational Director – Policy, Planning and Transportation, to determine and agree the terms of all matters to be included in the planning obligation and/or other appropriate agreement and the conditions mentioned below; and
- d) conditions relating to the following:

**16/00495/OUTEIA Conditions**

1. Reason for decision;
2. Approved plans;
3. Standard materials;
4. Minimum employment density condition;
5. Vertical and horizontal alignment (all applications);
6. Restriction on motor vehicles Keckwick Lane underbridge;
7. Emergency access condition;
8. Construction Phase management plan;
9. CEMP recommendations;
10. Site access condition – no development until final access arrangements have been constructed to satisfaction of the Local Highway Authority;
11. Final surface water drainage details condition;
12. Greenway routing;
13. Standard outline applications;
14. Open Space – Delivery of the amount;
15. Open Space – formal play provision and standard;
16. Boundary treatments;
17. Site levels;
18. Ground investigation;
19. Retained tree and hedgerow protection measures;
20. Ground nesting birds;
21. Remove Permitted Development;
22. Standard foul and surface water drainage;
23. Grampian style condition for the employment access

- northern parcel from Keckwick Lane over the Cheshire Line concerning improvements to (16/00495/OUTEIA);
24. Noise condition;
  25. Archaeological / heritage watching brief;
  26. Keckwick Lane Railway Overbridge accessibility improvements approval of vertical and horizontal alignment of new highway;
  27. Works to create greenway at Poplar Farm underpass and route to / from highway;
  28. Development levels / retaining wall details and necessary changes to layout final;
  29. Construction Environment Management Plan including low bridges;
  30. Location / provision of bus stops / infrastructure;
  31. Diversion / stopping up of highways and Public Rights of Way;
  32. Traffic restrictions and walk / cycle improvement details at Keckwick Lane rail underbridge including appropriate turning provision;
  33. Traffic restrictions and walk / cycle improvement details at Delph Lane canal overbridge including appropriate turning provision;
  34. Final vehicle tracking plots;
  35. A558 access and bridge details approval including design departures (S278);
  36. Emergency access additional details were not shown in applications;
  37. Electric vehicle charging provision;
  38. Details and programme of implementation for signalised two way traffic improvement scheme at Delph Lane rail underbridge;
  39. Section 38/278 Agreements – including visibility splays to be within proposed highway;
  40. Greenway provision;
  41. Management remit plan;
  42. Boundary treatment / deed clause adjacent to cycleways;
  43. Priority habitat hedgerow and ponds;
  44. Bat mitigation measures proposed in Section 6 of Appendix 5D (TEP, Bat Activity Appendix 2017 Appendix 5d, 6343.011, version 4 September 2017);
  45. Site waste management plan (WM8);
  46. Household waste storage and collection (WM9);
  47. Bat mitigation measures proposed in Chapter 5 (paragraph 5.103 to 5.107) and Section 6 of Appendix 5D (TEP, Bat Activity Appendix 2017 Appendix 5d, 6343.011, version 4 September 2017);
  48. Standard outline conditions; and
  49. Network Rail suggested conditions.

**17/00406/FULEIA Conditions**

1. Reason for decision;
2. Approved plans;
3. Vertical and horizontal alignment
4. Restriction on motor vehicles Keckwick Lane underbridge;
5. TRO condition on Delph Lane Bridge;
6. Emergency access condition;
7. Construction Phase Management Plan;
8. CEMP recommendations, compliance thereof;
9. Site access condition – no development until final access arrangements have been constructed to satisfaction of the Local Highway Authority;
10. Final surface water drainage details condition;
11. Open space – standard landscaping scheme;
12. Boundary treatments;
13. Site levels;
14. Ground investigation;
15. Retained tree and hedgerow protection measures;
16. Ground nesting birds;
17. Remove Permitted Development;
18. Noise condition;
19. Standard of foul and surface water drainage;
20. Approval of vertical and horizontal alignment of new highway;
21. Works to create greenway at Poplar Farm underpass and route to / from highway;
22. Development levels / retaining wall details and necessary changes to layout;
23. Final Construction Environment Management Plan including low bridges;
24. Location / provision of bus stops / infrastructure;
25. Diversion / stopping up of highways and Public Rights of Way;
26. Traffic restrictions and walk / cycle improvement details at Keckwick Lane rail underbridge including appropriate turning provision;
27. Traffic restrictions and walk / cycle improvement details at Delph Lane canal overbridge including appropriate turning provision;
28. Final vehicle tracking plots;
29. A558 access and bridge details approval including design departures (S278);
30. Electric vehicle charging provision;
31. Details and programme of implementation for signalised two way traffic improvement scheme at Delph Lane rail underbridge;
32. Section 38/278 Agreements – including visibility splays to be within proposed highway;



33. Greenway provision;
34. Management remit plan;
35. Boundary treatment / deed clause adjacent to cycleways;
36. Archaeological / heritage watching brief;
37. Bat mitigation measures proposed in Chapter 5 (paragraph 5.103 to 5107) and Section 6 of Appendix 5D (TEP, Bat Activity Appendix 2017 Appendix 5d, 6343.011, Version 4, September 2017) Attenuation pond design and planting scheme;
38. Waste audit (WM8);
39. Household waste provision (WM9); and
40. Network Rail suggested conditions.

### **17/00407/OUTEIA Conditions**

1. Reason for decision;
2. Approved plans;
3. Standard materials;
4. Vertical and horizontal alignment;
5. TRO condition on Delph Lane Bridge;
6. Emergency access condition;
7. Construction Phase management plan;
8. CEMP recommendations, compliance thereof;
9. Site access condition – no development until final access arrangements have been constructed to satisfaction of the Local Highway Authority;
10. Final design of T shaped cul-de-sac;
11. Final surface water drainage details condition;
12. Greenway routing to JF to populate;
13. Standard outline applications;
14. Open space – delivery of the amount;
15. Open space – formal play provision and standard;
16. Standard landscaping scheme;
17. Boundary treatments;
18. Site levels;
19. Noise condition;
20. Ground investigation;
21. Retained tree and hedgerow protection measures;
22. Ground nesting birds;
23. Remove PD;
24. UU standard foul and surface water drainage;
25. Archaeological / heritage watching brief;
26. Keckwick Lane Railway Overbridge accessibility improvements;
27. Approval of vertical and horizontal alignment of new highway;
28. Works to create greenway at Popular Farm underpass and route to / from highway;
29. Development levels / retaining wall details and

- necessary changes to layout;
- 30. Final Construction Environment Management Plan including low bridges;
- 31. Location / provision of bus stops / infrastructure;
- 32. Diversion / stopping up of highways and Public Rights of Way;
- 33. Traffic restrictions and walk / cycle improvement details at Delph Lane canal overbridge including appropriate turning provision;
- 34. Final vehicle tracking plots;
- 35. A56 Access, Spine Road and existing Delph Lane connection / turning head details and timing, including extent of reconstruction on A56 (S278/38);
- 36. Emergency access additional details were not shown in applications;
- 37. Electric vehicle charging provision;
- 38. Details and programme of implementation for signalised two way traffic improvement scheme at Delph Lane rail underbridge;
- 39. Section 38/278 Agreements – including visibility splays to be within proposed highway;
- 40. Greenway provision;
- 41. Management remit plan;
- 42. Boundary treatment / deed clause adjacent to cycleways;
- 43. Bat mitigation measures proposed in Chapter 5 (paragraph 5.103 to 5.107) and section 6 of Appendix 5D (TEP, Bat Activity Appendix 2017 Appendix 5d, 6343.011, version 4 September 2017) Attenuation pond design and planting scheme;
- 44. Waste Audit (WM8);
- 45. Household waste provision (WM9);
- 46. Standard outline conditions; and
- 47. Network Rail suggested conditions.

*In order to avoid any allegation of bias, Councillor R. Hignett did not take part in the debate or vote on the following item as he sits on the JV Board at Sci-Tech Daresbury.*

DEV31 - 17/00556/FUL - PROPOSED ERECTION OF 3 NO. OFFICE BUILDINGS EACH WITH 3 FLOORS PLUS PLANT LEVEL WITH ASSOCIATED PARKING, ACCESS, LANDSCAPING, SUBSTATION AND ANCILLARY DEVELOPMENTS AT DARESBUY SCIENCE PARK, KECKWICK LANE, DARESBUY, WA4 4FS

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

It was reported that since the report was published there were conditions recommended to be re-worded from requiring 'submission' to requiring 'approval' as stated in the update list. Additionally, the applicant had responded to the technical highway issues resulting from the gradient of Keckwick Lane and had amended the scheme in accordance with the advice from the Local Highway Authority. It was noted that a further amendment was required to ensure appropriate planting was undertaken adjacent to the adopted highway and that conditions were recommended in relation to this.

The Committee agreed that the application be approved subject to the addition of the conditions discussed above and the conditions listed in the report.

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

1. Standard 3 year implementation period (BE1);
2. Amended plans and DAS (BE1 and TP17);
3. Prior to commencement submission of levels (BE1);
4. Prior to commencement submission of a highway signage scheme to be approved and implemented prior to occupation (TP17);
5. Prior to commencement submission of additional cross sections through the north of the site along the access road and car park (TP17);
6. Prior to commencement submission of an updated tracking scheme in relation to vehicle movements within the scheme and on Keckwick Lane, for approval and implementation prior to occupation (TP17);
7. Prior to commencement details of the access tie-ins onto Keckwick Lane shall be provided. Any required improvements shall be undertaken prior to occupation (TP17);
8. Prior to commencement an amended layout to show prevention methods for inappropriate parking along the access into the site from Keckwick Lane. Such details as approved to be implemented prior to occupation (TP17);
9. Prior to commencement a scheme of Electric Vehicle charging points to be approved and implemented prior to occupation (NPPF);
10. Prior to commencement a Travel Plan to be submitted and approved and implemented on occupation and updated on an agreed timetable with the LPA (TP16);
11. Prior to commencement submission of surface and

- other drainage (BE1);
12. Prior to commencement submission of materials (BE1 and CS11);
  13. Prior to commencement submission of hard and soft landscaping including use of native species for replacement tree and new shrub planting phase; planting of a native hedgerow along the proposed southern access road, creation of a pond and/or linear features using locally native planting; in accordance with the submitted Landscaping Masterplan and to mitigate for this loss of habitat on the site (BE1);
  14. Prior to commencement submission of construction management plan (TP17);
  15. Prior to commencement submission of wheel cleansing details (TP17);
  16. The 3m cycle and footway on Keckwick Lane shall be provided prior to the occupation of the buildings (TP17 & TP6);
  17. The development shall be carried out in accordance with report includes mitigation, section 4.4 – Extended Phase 1 Habitat Survey, Sci-Tech Daresbury (West) – Extended Phase 1 Habitat Survey, Sci-Tech Daresbury (East) – which set out proposals to avoid and mitigate impacts on the local bat population (GE21);
  18. Precautions to be taken to protect badgers prior to the construction phase (GE21);
  19. Avoidance of actively nesting birds, no tree felling, scrub clearance, hedgerow removal or vegetation management is to take place during the period 1 March to 31 August inclusive. If it is necessary to undertake works during the bird breeding season then all trees, scrub and hedgerows are to be checked first by an appropriately experienced ecologist to ensure no breeding birds are present (BE1);
  20. Precautions to protect hedgehogs during the construction phase and throughout the development in accordance with paragraph 4.4 of the submitted Extended Phase 1 Habitat Surveys (West and East) (GE21);
  21. Precautions shall be taken to protect amphibians during the construction phase and throughout the development in accordance with paragraph 4.4 of the submitted Extended Phase 1 Habitat Surveys (West and East) (GE21);
  22. Prior to the commencement of development details of bird nesting boxes (eg. number, type and location, on an appropriately scaled plan) that will be erected on

the site shall be provided for agreement with the Council (GE23);

23. Prior to the commencement of development as waste audit or similar mechanism shall be submitted to and approved in writing by the LPA, demonstrating the minimisation of waste production and implementation of measures to achieve efficient use of resources, including designing out waste and minimisation of off-site disposal (WM8);
24. Prior to the commencement of development a lighting scheme shall be submitted to and approved in writing by the LPA and implemented in accordance throughout the development lifetime (BE1 and GE1);
25. Prior to commencement details of bin store and service areas (BE1 and BE2);
26. Prior to commencement details of secured cycle storage (TP6); and
27. Prior to commencement details of boundary treatment (BE22).

DEV32 - 17/00565/FUL - PROPOSED CONSTRUCTION OF EXTENSION TO THE EXISTING PRODUCTION FACILITY AND WAREHOUSE AT TEVA PHARMACEUTICALS, ASTON LANE NORTH, RUNCORN

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

Since the publication of the agenda it was reported that detailed section drawings had now been supplied by the applicant to demonstrate that the existing mound would not be significantly impacted on by the proposed development and this would be retained as a barrier between adjoining residential properties. It was confirmed that the height of the bund would remain the same and Officers provided a drawing for Members to see, which explained this. It was noted that following receipt of a Flood Risk Assessment, a condition requiring the development be carried out in accordance with the assessment was recommended, in lieu of condition 8 within the recommendation.

The Committee agreed that the application be approved subject to the conditions listed.

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

1. Standard 3 year timescale for commencement of development;

2. Specifying approved/amended plans;
3. Requiring submission and agreement of a Construction Environmental Management Plan;
4. Materials condition, requiring materials to match existing/accord with submitted details (BE2);
5. Landscaping condition, requiring submission and approval of both hard and soft landscaping including replacement/enhanced landscaping of the mound (BE1/2);
6. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
7. Submission and agreement of detailed lighting scheme (PR4/GE1);
8. Submission and agreement of detailed drainage scheme / to be carried out as approved (PR16);
9. Vehicle access, parking, servicing etc, to be constructed prior to occupation of properties / commencement of use (BE1);
10. Requiring submission and agreement of an updated green travel plan (TP16);
11. Requiring submission and agreement of finished site levels / to be carried out as approved (BE1);
12. Submission and agreement of Site Waste Management Plan (WM8);
13. Submission and agreement of a sustainable waste management plan (WM9); and
14. Requiring submission and agreement of onsite waste storage (WM9).

DEV33 - 17/00571/CAAD - APPLICATION FOR CERTIFICATE OF APPROPRIATE ALTERNATIVE DEVELOPMENT FOR RESIDENTIAL AT THE FORMER DRAY, MULLION CLOSE, BROOKVALE, RUNCORN

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

Members approved the request for a Certificate of Appropriate Alternative Development for Residential Development.

RESOLVED: That a certificate be issued, pursuant to Section 17 of the Land Compensation Act 1961, that permission would have been granted for residential development on the land shown on the plan received on 16 November 2017, subject to the following:

1. Compliance with the Council new Residential Design Guidance;

2. Submission of surveys in relation to contaminated land and trees; and
3. Compliance with the Council's Affordable Housing Policy.

DEV34 MISCELLANEOUS ITEMS

The following application had been withdrawn:

17/00558/LBC

Application for Listed Building Consent for the installation of 6 non-illuminated advertising displays at Widnes Railway Station, Victoria Avenue, Widnes, Cheshire, WA8 7TJ.

The following application had gone to appeal:

17/00199/FUL

Proposed erection of 1 single storey detached dwelling with new vehicular access at 149 Main Street, Runcorn, Cheshire, WA7 2PP.

*Meeting ended at 7.15 p.m.*

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**REGULATORY COMMITTEE**

*At a meeting of the Regulatory Committee on Wednesday, 29 November 2017 in the Council Chamber, Runcorn Town Hall*

Present: Councillors K. Loftus (Chair), Wallace (Vice-Chair), Fry, P. Hignett, A. McInerney, Nelson, Parker, G. Stockton and Wainwright

Apologies for Absence: Councillor Wall

Absence declared on Council business: None

Officers present: N. Wheeler, K. Cleary and J. Tully

Also in attendance: 2 Members of the public

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

REG12 MINUTES

*Action*

The Minutes of the meeting held on 4<sup>th</sup> October 2017, having been circulated were signed as a correct record.

REG13 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 Board during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and
- (2) Whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the

public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the following items of the Committee Agenda, 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.

REG14 TAXI LICENSING MATTER

Case no. 701

RESOLVED: That

1. the application be granted; and
2. the applicant to meet with the Taxi Enforcement Officer to ensure that the applicant is fully aware of all taxi licensing conditions.

*(N.B. Councillor Nelson declared an interest in the following item of business to avoid any allegation of bias. He left the room during consideration of the item and took no part in the discussion)*

REG15 TAXI LICENSING MATTER

Case no 702

The Committee considered the information received from the applicant.

RESOLVED: That

1. the request be approved in principle, subject to a range of conditions; and
2. the Council's Licensing Manager be given delegated authority to determine applications which may be made by the applicant reflecting the above decision of principle and to determine all consequential matters relating to such applications.

|

*Meeting ended at 7.30 p.m.*

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**REGULATORY COMMITTEE**

*At a meeting of the Regulatory Committee on Wednesday, 17 January 2018 in the Council Chamber, Runcorn Town Hall*

Present: Councillors Wallace (Vice-Chair in the Chair), Fry, P. Hignett, McDermott, A. McInerney, Nelson, Parker, G. Stockton, Wainwright and Wall

Apologies for Absence: Councillors K. Loftus

Absence declared on Council business: None

Officers present: K. Cleary and J. Tully

Also in attendance: Four members of the public

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

*Action*

REG16 MINUTES

The Minutes of the meeting held on 29<sup>th</sup> November 2017 having been circulated were signed as a correct record.

REG17 CREAMFIELDS EVENT 17

The Committee considered an information report from the responsible authorities on issues arising from the carrying out of the Creamfields Event in August 2017.

Members were advised that the purpose of the report was to present the facts from the viewpoint of the responsible authorities who have now dealt with several events.

It was noted that reports on the event had been received from Cheshire Police and Halton Borough Council's Environmental Health.

It was agreed by the Chair of the Committee that neither the Police nor Environmental Health would need to attend the meeting.

RESOLVED: That the reports from the responsible

authorities be noted and that further reports be brought back to the Committee for information only.

REG18 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 Board during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and
- (2) Whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the following item only of the Committee Agenda, 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.

REG19 TAXI MATTER

Case no. 703

RESOLVED: That the Single Status Drivers Licence be suspended for a period of 1 month.

Case no. 704

RESOLVED: That the Single Status Drivers Licence

be suspended for a period of 1 month.

Case no. 705

RESOLVED: That the Single Status Drivers Licence  
be suspended for a period of 3 months.

*Meeting ended at 9.22 p.m.*

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**STANDARDS COMMITTEE**

*At a meeting of the Standards Committee Wednesday, 7 February 2018 The Board Room - Municipal Building, Widnes*

Present: Councillors P. Lloyd Jones (Chair), M. Bradshaw, C. Loftus, J. Lowe, McDermott, Wainwright, Wharton and Mr A. Luxton (Co-optee), Professor D Norman (Independent Person), Mr R Radley (Independent Person)

Apologies for Absence: Mrs A. Morris (Co-optee) and Mrs D.Howard (Independent Person)

Absence declared on Council business: None

Officers present: M. Reaney and A. Scott

Also in attendance: None

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

STC1 MINUTES

The minutes of the meeting held on 1 February 2017, having been circulated, were signed as a correct record.

STC2 STANDARDS COMMITTEE ANNUAL REPORT

The Committee considered a report of the Operational Director, Legal and Democratic Services/Monitoring Officer, which summarised the work of the Committee in the last Municipal Year.

At the meeting in February 2017, Members had considered the Annual Report, which summarised the work of the Committee. There had been an update on issues that had arisen in other parts of the country, which provided an insight into the nature of matters raised and how they were dealt with elsewhere.

A verbal update was given on local matters which had been considered since the previous meeting.

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

*Action*

Operational  
Director, Legal and  
Democratic  
Services/Monitoring  
Officer

### STC3 STANDARDS COMMITTEE UPDATE REPORT

The Operational Director, Legal and Democratic Services/Monitoring Officer provided the Committee with an update on issues which had arisen 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 locations:-

- Sandwell (Birmingham);
- Honiton (Devon);
- Derby City;
- Conwy;
- Bath and North East Somerset;
- East Riding of Yorkshire;
- Cumbria;
- Bolton; and
- St Helens

A verbal update was given on two local matters that had been considered since the last meeting.

In discussion during the meeting, Members considered the use of social media by Parish Councillors and Elected Members, as well as the distribution of election and campaign material to households that displayed the 'No Canvassers' (or similar) signs. It was considered that training in the use of social media could be offered, and in any event, it was recommended that such advice should form a part of the Induction Training for new Members.

RESOLVED: That the report be noted.

### STC4 ADVICE SOUGHT ON DISCLOSURE OF INTERESTS

Professor David Norman (Independent Person), sought the advice of the Committee regarding the circumstances of a declaration by a Council-appointed Trustee.

The Operational Director, Legal and Democratic Services/ Monitoring Officer responded to the request, and offered appropriate advice.

Following some general debate on the matter, it was agreed that refresher training on the Council's Code of Conduct for Members could be arranged, and further, that

such a training session could also incorporate advice on the use of Social Media, Data Protection and Freedom of Information guidance.

RESOLVED: That the guidance provided be noted and the Operational Director, Legal and Democratic Services/ Monitoring Officer be asked to organise refresher training on the Members Code of Conduct, as appropriate.

Operational  
Director, Legal and  
Democratic  
Services/Monitoring  
Officer

*Meeting ended at 2.54 p.m.*

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