

Minutes

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

**Wednesday, 12 December
2018**

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COUNCIL

At a meeting of the Council on Wednesday, 17 October 2018 in the Council Chamber, Runcorn Town Hall

Present: Councillors J. Bradshaw, Baker, M. Bradshaw, D. Cargill, E. Cargill, Carlin, Dennett, Gerrard, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Jones, Leck, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, MacManus, McDermott, Nelson, Philbin, Polhill, N. Plumpton Walsh, June Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Teeling, Thompson, Wainwright, Wall, Wallace, Wharton, Whitley, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors Abbott, Cassidy, Dourley, Fry, Howard, A. McInerney, T. McInerney, Nolan and C. Plumpton Walsh

Absence declared on Council business: Councillor Morley and Councillor Joe Roberts

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

Also in attendance: One member of the press

Action

MINUTE'S SILENCE

Members stood for a minute's silence in remembrance of former Councillor David Boardman who had recently passed away.

COU30 COUNCIL MINUTES

The minutes of the meetings of Council held on 22 August 2018 and 5 September 2018, were taken as read and signed as a correct record.

COU31 LEADER'S REPORT

The Leader made the following announcements:-

- The Council continued to deal with budget reductions which may have an impact on the provision of some services in 2019/20;
- The response from the Boundary Commission on the Council's submission on the Ward Boundary Review proposals had been delayed, and was now expected around 4 December 2018; and

- Victoria Park in Widnes had been announced by Green Flag Award as one of the winners of the 2018 People's Choice vote, beating hundreds of others to be in the top five in the UK, making it one of the nation's favourite parks.

(N.B. Councillors Mark Dennett and Louise Whitley declared a Disclosable Other Interest in Minute EXB29, as they were Governors of Halton Lodge Primary School; Councillor Ron Hignett declared a Disclosable Other Interest in Minute EXB 26 as he was a member of the Sci-Tech Daresbury Joint Venture Board)

COU32 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 19 July 2018 and 20 September 2018.

RESOLVED: That the minutes be received.

COU33 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 4 July 2018.

RESOLVED: That the minutes be received.

COU34 QUESTIONS ASKED UNDER STANDING ORDER 8

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

(N.B. Councillor Ron Hignett declared a Disclosable Other Interest in the following item as far as it related to Sci-Tech Daresbury, as he was a member of the Sci-Tech Daresbury Joint Venture Board)

COU35 REVISED CAPITAL PROGRAMME (MINUTE EXB 34 REFERS)

The Council considered a report of the Operational Director, Finance, on the 2018/19 Revised Capital Programme.

RESOLVED: That Council approve the revisions to the Council's Capital Programme, as set out in paragraph 3.2 of the report.

Operational
Director - Finance

COU36 WIDNES LOOPS TO WEST BANK LINK ROAD (MINUTE

EXB 38 REFERS)

The Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the Widnes Loops to West Bank Link Road.

RESOLVED: That Council approve the increase in Capital Funding allocation to ensure the scheme progresses.

Strategic Director
- Enterprise,
Community and
Resources

COU37 STATEMENT OF GAMBLING POLICY (MINUTE REG 10 REFERS)

The Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the adoption of the Statement of Gambling Policy.

The report had been considered by the Regulatory Committee at its meeting on 3 October 2018, following a period of consultation.

RESOLVED: That Council

- 1) adopts the Statement of Gambling Policy attached to the report, to come into effect immediately following expiry of the current Policy; and
- 2) directs that the Operational Director, Legal and Democratic Services, publishes the Statement in accordance with Section 349 of the Gambling Act 2005 and the Gambling Act 2005 (Licensing Authority Policy Statement) (England and Wales) Regulations 2006.

Strategic Director
- Enterprise,
Community and
Resources

COU38 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 11 July 2018:-

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

In moving the minutes of the Children, Young People

and Families Policy and Performance Board, Councillor Dennett highlighted the very successful Ofsted Inspection, and congratulated all staff that had been involved.

COU39 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 11 July 2018:-

- Development Control; and
- Regulatory.

Meeting ended at 6.43 p.m.

EXECUTIVE BOARD

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

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

Apologies for Absence: Councillor T. McInerney

Absence declared on Council business: None

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

Also in attendance: One member of the public

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

EXB41 MINUTES

The Minutes of the meeting held on 20 September 2018 were taken as read and signed as a correct record.

**CHILDREN, EDUCATION AND SOCIAL CARE
PORTFOLIO**

EXB42 LAND ACQUISITION FOR A SPECIAL FREE SCHOOL BID FOR PUPILS WITH SOCIAL EMOTIONAL AND MENTAL HEALTH NEEDS - KEY DECISION

The Board considered a report of the Strategic Director, People, on the application process for a special free school for pupils with Social, Emotional and Mental Health Needs (SEMH).

It was reported that in July 2018, the Department for Education invited local authorities to make application to establish special or alternative provision for free schools in their borough. To give a regional footprint to specialist provision, guidance encouraged authorities to seek partners in neighbouring authorities as part of the bid.

Action

The Board was advised that local authorities were responsible for securing provision for children and young people with Education, Health and Care Plans (EHC), funded from their high needs budget. Halton and St Helens Councils had identified insufficient provision for pupils with SEMH issues and as a result, had placed pupils in expensive independent provision. This meant that many pupils were educated away from their local community, travelling long distances to school, which in turn impacted on their ability to develop friendships; it also reduced the opportunity for transition back into mainstream education.

It was therefore proposed that Halton and St Helens Councils submit a bid to open a co-educational, special free school which would offer a quality educational experience for fifty pupils with SEMH, as well as catering for a range of other issues including Attention-Deficit Hyperactivity Disorder (ADHD) and Autism Spectrum Disorder (ASD).

Reason(s) for Decision

To provide a more inclusive offer for pupils with SEMH, giving them the opportunity to be educated with support alongside their peers.

Alternative Options Considered and Rejected

Not submitting an application for a joint free school. However, lack of provision had an impact on the educational outcomes of pupils that need the support.

Implementation Date

Notification as to whether the bid had been successful would be announced by the DfE in Spring 2019.

RESOLVED: That the Board

- 1) approve an application to establish a new joint special free school in Halton shared with St Helens Borough Council; and
- 2) agree the location of the school within Halton.

Strategic Director
- People

RESOURCES PORTFOLIO**EXB43 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 from a registered charity for rate relief on premises used for storage facilities in Runcorn. The goods were then distributed to the Charity's shops and sold to raise funds for the work carried out by the Charity. The report set out details of the request for Members' consideration.

RESOLVED: That the request for discretionary rate relief of 15% from 1 July 2018, for Halton Haven Hospice be approved, for their premises at Canal Walk, Halton Road, Runcorn.

Strategic Director
- Enterprise,
Community and
Resources

EXB44 RE-TENDERING OF INSURANCE CONTRACTS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval to commence a procurement process to re-tender various insurance services.

The Board was advised that in April 2014, the Council entered into five year contracts for a range of insurance services. It was reported that these contracts were due to end on 31 March 2019 and that it was necessary to commence a procurement process to renew the policies.

It was noted that, as the public sector insurance market was a specialised area, the Council's insurance broker would manage the tender process with support from the Procurement Team

RESOLVED: That approval be given to undertake an open procurement process via the Council's electronic procurement system (The Chest), with the purpose of securing the following insurance services:-

Strategic Director
- Enterprise,
Community and
Resources

- Public and Employers' Liability cover;
- Officials' Indemnity cover;
- Professional Indemnity cover;
- Engineering Inspection cover; and
- Engineering Insurance cover.

EXB45 POLICY CHANGES RELATING TO TAXI LICENSING CONDITIONS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the adoption of policy changes to both Hackney Carriage and Private Hire conditions.

The Regulatory Committee considered a report on miscellaneous policy changes at its meeting on 4 July 2018. These changes had gone through a consultation process via the Taxi Consultative Group.

It was noted that the recommendations from the Regulatory Committee related to a number of changes in existing and additional policy elements of the Taxi Licensing Policy, Single Status Driver's, Hackney Carriage and Private Hire Vehicle and Private Hire Operator's conditions. The policy changes approved by the Regulatory Committee, as set out in Appendix 1 attached to the report, were required to be adopted by the Executive Board.

RESOLVED: That

- 1) the Policy changes, as recommended by the Regulatory Committee, Minute Number REG4, detailed in the Regulatory Committee Agenda of 4 July 2018, be adopted as Council Policy; and
- 2) the Operational Director, Legal and Democratic Services, be authorised to make all appropriate changes to the existing relevant policies and guidance to ensure that they are updated accordingly.

Operational Director, Legal and Democratic Services

EXB46 POLICY CHANGES RELATING TO HACKNEY CARRIAGE STANDS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the adoption of policy changes which related to the review of

Hackney Carriage Stands in Halton.

The Regulatory Committee had considered the outcomes of the Hackney Carriage Stands review at its meeting on 4 July 2018. These changes had gone through a consultation process via the Taxi Consultative Group and the Council's Highways section had been involved in various discussions associated with the consultation process.

The differences between the new Taxi Rank Order and the existing Order were summarised in Appendix B and C, attached to the report.

RESOLVED: That

- 1) a Taxi Rank Order entitled "The Halton Borough Council (Various Hackney Carriage Stands, Widnes and Runcorn) Order 2018" ("the 2018 Order") be made; and
- 2) the wording of the Schedule to the 2018 Order as set out in Appendix B of the Regulatory Committee report dated 4 July 2018, be approved except that in respect of stand number 8 (Appleton Village) in column 5 delete "any" and substitute

"The permitted times of use of the rank –

00.00 to 08.00
09.30 to 14.30
16.30 to 00.00"
- 3) the existing Taxi Rank Order be revoked;
- 4) the 2018 Order shall come into effect on 1 November 2018; and
- 5) the Operational Director, Legal and Democratic Services, be authorised to complete the drafting of the 2018 Order and to fulfil all procedural requirements in accordance with Section 63 of the Local Government (Miscellaneous Provisions) Act 1976.

Operational
Director, Legal
and Democratic
Services

MINUTES ISSUED: 23 October 2018

CALL-IN: 30 October 2018

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

Meeting ended at 2.07 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 15 November 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, M. Vasic, M. Reaney, E. Dawson, D. Nolan and W. Rourke

Also in attendance: One member of the public

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

EXB47 LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985 URGENT BUSINESS

Action

The Board was advised that a matter had arisen which required immediate attention by the Board (Minute EXB 61 refers), therefore, pursuant to Section 100 B (4) and 100 E and due to the timing of the funding being released to the Local Authority and the urgent requirement of additional beds, the Chair ruled that this item would be considered at this meeting.

EXB48 MINUTES

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

RESOURCES PORTFOLIO

EXB49 ANNUAL EXTERNAL AUDIT LETTER 2017/18

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which presented the Annual Audit Letter 2017/18.

The Board was advised that the Annual Audit Letter (the Letter) summarised the findings from the 2017/18 external audit, completed by Grant Thornton, the Council's external auditor. 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 its use of resources.

As this was the final visit by Georgia Jones to Halton due to her recent promotion, the Board wished to place on record their thanks to the external auditors. Ms Jones also wished her thanks to Officers and Board Members for their assistance in the preparation of previous audits, be recorded.

Strategic Director
- Enterprise,
Community and
Resources

RESOLVED: That the Annual Audit Letter 2017/18 be approved.

EXB50 DETERMINATION OF COUNCIL TAX BASE 2019/20 - KEY DECISION

The Board considered a report of the Operational Director, Finance, on the requirement for the Council to determine the Tax Base for its area and the Tax Base for each of the Parishes.

The Board was advised that the Tax Base was the measure used for calculating Council Tax and was used by both the billing authority (the Council) and the major precepting authorities (Cheshire Fire Authority and the Cheshire Police and Crime Commissioner), in the calculation of their Council Tax requirements. It was arrived at in accordance with a prescribed formula which represented the estimated full year number of chargeable dwellings in the Borough expressed in terms of the equivalent Band "D" dwellings. Taking account of all the relevant information and applying a 97% collection rate, the calculation for 2019/20 gave a base figure of 34,950 for the Borough as a whole.

It was noted that since 2013/14 the tax base calculation had included an element for the Council Tax Reduction Scheme (the replacement for Council Tax Benefit). In addition, the tax base calculation would include an element for Care Leavers Discretionary Discount, as approved by the Executive Board on 19 July 2018.

Reason(s) for Decision

To seek approval for the 2019/20 Council Tax Base for the Borough.

Alternative Options Considered and Rejected

There was no alternative option, as unless the Council Tax Base was approved, it would not be possible to set the level of Council Tax to be charged for 2019/20.

Implementation Date

The 2019/20 Council Tax Base would be implemented from 1 April 2019.

RESOLVED: That Council be recommended to approve

- 1) setting the 2019/20 Council Tax Base at 34,950 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner and the Environment Agency be so notified; and
- 2) the Council Tax Base for each of the Parishes be set as follows:

Parish	Tax Base
Hale	660
Halebank	526
Daresbury	173
Moore	329
Preston Brook	359
Sandymoor	1,216

Operational
Director - Finance

EXB51 MEDIUM TERM FINANCIAL STRATEGY 2019-2022 - KEY DECISION

The Board considered a report of the Operational Director, Finance, on the Medium Term Financial Strategy (MTFS) for the period 2019/20 to 2021/22.

The Board was advised that the MTFS set out a three

year projection of resources and spending based on information currently available.

The projections in the MTFS showed that there was a continued need to make a significant level of savings over the next three years. This was the effect of the projections of public spending through to 2020 resulting from the 2015 Comprehensive Spending Review and uncertainty from 2020 on Government plans for public spending and continuity of the austerity programme. The MTFS took into account the:

- Budget 2018 announced by the Chancellor of the Exchequer on 13 March 2018;
- Comprehensive Spending Review 2015 announced by the Chancellor of the Exchequer on 25 November 2015; and
- The Local Government Finance Settlement 2018/19 dated 6 February 2018.

The MTFS provided initial guidance to the Council on its financial position into the medium term. Revenue savings of approximately £9.8m, £8.2m, and £3.3m would be required over the next three years. It was noted that as a result, a total of £21.3m would need to be removed from the Council's budget, by reducing spending or increasing income. This represented 19.5% of the net budget and continued to be a significant challenge to find sufficient savings over the medium term in order to balance the budget.

The Board was advised that the MTFS had a number of objectives, as listed in the report. The report set out the Council's budget strategy, with budget savings proposals and areas identified for further savings. The report contained details of the Council's Capital Strategy for the management of assets such as land and buildings in Council ownership.

Reason(s) for Decision

To seek approval for the Council's Medium Term Financial Strategy for 2019/20 to 2021/22.

Alternative Options Considered and Rejected

The alternative option of not maintaining a MTFS had been considered. However, this would not follow good financial management practice, as the MTFS was a key element in informing the Council's financial planning and budget setting processes.

Implementation Date

The MTFS 2019/22 would be implemented from 1st April 2019.

RESOLVED: That

- 1) the Medium Term Financial Strategy be approved;
- 2) the 2019/20 base budget be prepared on the basis of the underlying assumptions set out in the Strategy;
- 3) the Budget Strategy and Capital Strategy be approved;
- 4) the Reserves and Balances Strategy be approved; and
- 5) the award of Council Tax Support for 2019/20 remains at the 2018/19 level of 21.55%.

Operational
Director - Finance

EXB52 INITIAL BUDGET PROPOSALS 2019/20 - KEY DECISION

The Board considered a report of the Operational Director, Finance, which presented the revenue budget proposals for 2019/20.

The Board was advised that the Medium Term Financial Strategy forecast potential revenue budget funding gaps of £21m over the next three years. This figure assumed that the Council would apply a general council tax increase of 2.9%.

Appendix 1 presented the first set of proposals totalling £4.7m and it was proposed to implement these immediately in order to achieve a part-year saving in 2018/19. This would assist in keeping the Council's overall spending in line with budget. In addition, a number of

proposals would take time to implement and therefore commencing this process as soon as possible would assist with ensuring they were fully implemented from 1 April 2019.

It was reported that a second set of budget saving proposals currently under consideration by the Budget Working Group, would be recommended to Council on 6 March 2019, in order to deliver a balanced budget for 2019/20.

Reason(s) for Decision

To seek approval for the initial set of revenue budget proposals for 2019/20.

Alternative Options Considered and Rejected

There was no alternative option, as failure to set a balanced budget would put the Council in breach of statutory requirements.

Implementation Date

The 2019/20 revenue budget would be implemented from 1 April 2019.

RESOLVED: That Council

- 1) be recommended to approve the initial budget proposals for 2019/20 as set out in Appendix 1, attached to the report; and
- 2) determine the position of the Council on a proposal to continue the 4 days unpaid leave arrangement.

Operational
Director - Finance

EXB53 2018/19 QUARTER 2 SPENDING

The Board considered a report of the Operational Director, Finance, which reported on the 2018/19 Quarter 2 spending as at 30 September 2018.

A summary of spending against the revenue budget up to 30 September 2018 was attached to the report at Appendix 1, along with individual statements for each department. The Board was advised that, in overall terms, revenue expenditure was £2.515m above the budget profile at this stage. It was reported that over the last quarter, the

rate of spending had continued at a faster pace than for the first three months of the financial year. If current spending patterns continued, projections showed that the Council would have a year-end outturn overspend position of approximately £5.3m, if no corrective action was taken.

It was further noted that within the overall budget position for the quarter, the key budget variances were in the Children and Families Department (Out of Borough Residential Places and Out of Borough Fostering); Community and Environment Department; Complex Care Pool; Education, Inclusion and Provision; and Corporate and Democracy.

The Capital Programme had been revised to reflect a number of changes in spending profiles and funding as schemes had developed and these were detailed in Appendix 2, attached to the report.

RESOLVED: That

- 1) all spending continues to be limited to only absolutely essential items;
- 2) Strategic Directors take appropriate action to ensure overall spending is contained as far as possible within their total operational budget by year-end; and
- 3) Council be recommended to approve the revised Capital Programme as set out in Appendix 2 attached to the report.

Operational
Director - Finance

EXB54 TREASURY MANAGEMENT HALF YEAR REPORT
2018/19

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

The report provided supporting information on the economic background, interest rate forecast, short term borrowing rates, longer term borrowing rates, borrowing/ investments, budget monitoring, new long term borrowing, policy guidelines and treasury management indicators. It was noted that no debt rescheduling had been undertaken

during the quarter.

One of the key Treasury Indicators set by the Council as part of the Treasury Management Strategy was the Operational Boundary (the limit beyond which external debt was normally expected to exceed) and the Authorised Limit (the limit beyond which external debt was prohibited). Due to the valuation of the Mersey Gateway Bridge being required to be included during the preparation of the 2017/18 Statement of Accounts, an additional £644m was added to the Council's Capital Financing Requirement. This represented the capital element of the future Unitary Payments the Council were due to make over the next thirty years, funded from toll income. It should be noted that this was a purely accounting adjustment and did not reflect any additional borrowing over and above what was already taken.

RESOLVED: That

- 1) Council be recommended to adopt the updated Operational Boundary and Authorised Limits as detailed in paragraph 3.18 of the report; and
- 2) the report be noted.

Operational
Director - Finance

EXB55 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 from a registered charity for rate relief on premises in Victoria Road, Widnes, for Members' consideration.

RESOLVED: That the request for 15% discretionary rate relief from Child Bereavement UK for the period 26 September 2018 to 31 March 2019, be refused on the

Strategic Director
- Enterprise,
Community and
Resources

grounds of being a charity which operates nationally.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB56 COMMUNITY SHOP

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update following the appraisal options for the introduction of a Community Shop.

At its meeting on 20 September 2018, the Board had considered a report which set out a number of options to progress the delivery of a Community Shop in Halton. It was noted that since the previous report, there had been key developments on two of the options, and details of these were set out in the report for Members' information.

It was reported that following consultation and close working with Community Shop, the most viable option to achieve a Community Shop in the Borough would be to progress the Onward Homes Priory House office site. The Board was advised that the level of capital funding to deliver the project was reduced compared to other options, and there was an increased opportunity for the project to be secured within the desired timescales.

RESOLVED: That

- 1) Executive Board approve that the Council progresses the option of working with Community Shop, and other partners, to deliver a Community Shop at Onward Homes Priory House Office (the Onward Homes Option);
- 2) Council be recommended to approve an amendment to the Capital Programme and a £50k capital allocation be approved to provide a contribution towards the costs involved in developing a Community Shop in Halton; and
- 3) the Strategic Director, Enterprise, Community and Resources, be authorised, in consultation with the Physical Environment Portfolio holder, to take all such actions and to make any decisions necessary in order to progress the Onward

Strategic Director
- Enterprise,
Community and
Resources

Homes Option.

EXB57 RUNCORN STATION QUARTER

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the Runcorn Station Quarter and Masterplan.

The Board was advised that the aim of the Masterplan and accompanying delivery strategy was to enable the regeneration of the Runcorn Station Quarter area. Recognising the importance of a rejuvenated Runcorn Station, the Masterplan also took account of the forthcoming HS2 and West Coast Mainline improvements. It was reported that in developing the Masterplan, key stakeholders had been advised of the emerging proposals and that responses to date had been extremely positive.

Members noted that there were some guiding principles around the redevelopment of the Station Quarter which had informed the production of the Masterplan document. These were detailed in the report. The Masterplan also presented options for the incremental and phased development of the area as well as some catalyst stages which would unlock further opportunities within the Station Quarter and beyond.

RESOLVED: That

- 1) the Runcorn Station Quarter Masterplan Guiding Principles methodology and approach, as outlined in sections 3.10 to 3.12 of the report, be approved and adopted;
- 2) the Board formally endorses the preferred road scheme for the Station Quarter as outlined in the recent planning application (October 2018), and as set out in paragraph 3.15 of the report; and
- 3) a further report be brought to the Board, following the completion of the exercise to identify a development partner.

Strategic Director
- Enterprise,
Community and
Resources

**CHILDREN, EDUCATION AND SOCIAL CARE
PORTFOLIO**

EXB58 THE FUNDING FORMULA FOR MAINSTREAM SCHOOLS
AND HIGH NEEDS FOR 2019-20 - KEY DECISION

The Board considered a report of the Strategic Director, People, on the funding formula for mainstream schools and high needs for 2019/20.

The Board was advised that in July 2017, the Secretary of State confirmed the introduction of the national funding formula, used by the Department for Education to calculate the Schools Block element of the Dedicated Schools Grant allocated to Halton. However, this arrangement had been deferred for a year until April 2021. As a result, each local authority area had to consider which formula to use to fund mainstream schools in 2019/20 and 2020/21.

It was noted that, after consultation with schools and Schools Forum, Halton mainstream schools and academies would move to the National Funding Formula with transitional protection for 2018/19.

A report highlighting key changes to the funding of mainstream schools was presented to the meeting of the Schools Forum on 10 October 2018.

Reason(s) for Decision

To ensure that there was a fair distribution of resources across the schools in the Borough and that the needs of the children and young people with special educational needs could be met.

Alternative Options Considered and Rejected

Consideration was given to either the transfer of 0.5% from the Schools Budget to the High Needs Budget or no transfer. Both of these options were rejected as they would not provide sufficient funding to address the high needs funding gap.

Implementation Date

1 April 2019.

RESOLVED: That the Board

- 1) approve the continuation of the National Funding Formula for 2019/20 with transitional protection; and
- 2) note the decision to transfer 1% from the Schools Budget to High Needs Block and the requirement to submit a disapplication request to the Secretary of State for Education.

Strategic Director
- People

EXB59 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.

HEALTH AND WELLBEING PORTFOLIO

EXB60 ACQUISITION OF ORCHARD HOUSE

The Board considered a report of the Strategic Director, People, on the acquisition of Orchard House, to allow for its remodelling into supported accommodation for young adults with learning disability and autism.

The Board was advised that the Council and Halton CCG had considered a number of property options suitable for supported accommodation, following the availability of capital funding from NHS England. The proposal was to acquire Orchard House and to convert it into two separate self-contained apartments each with a secure garden. It was reported that the facility would accommodate and support young adults with autism and/or learning disabilities, who may have challenging behaviours.

RESOLVED: That the Board

- 1) notes the content of the report;
- 2) recommends that Council include an amount as stated in the report, in the Capital Programme, which will be fully funded by NHS England, to meet the cost of the Orchard House scheme;
- 3) approves the waiver of Procurement Standing Order 1.14.4(v), to allow the Council's requirements to be delivered by a particular supplier; and
- 4) authorises the Operational Director, Economy, Enterprise and Property, to arrange for all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- People

CHILDREN EDUCATION AND SOCIAL CARE PORTFOLIO

EXB61 OAKMEADOW REFURBISHMENT

The Board considered a report of the Strategic Director, People, on the refurbishment of Oakmeadow Intermediate Care Unit.

The Board was advised that NHS England had agreed to allocate capital funding for additional beds at Oakmeadow for the winter period. Following discussions with Halton's Director of Adult Social Services and the Chief Executive of St Helens and Knowsley Hospital Trust, it had been agreed to use a proportion of the funding to open additional beds in Oakmeadow, which in turn would help to alleviate the pressure on the hospital for beds over the winter period. Details of costs for the refurbishment were contained in the report.

RESOLVED: That the Board agrees to progress with the refurbishment of Oakmeadow, with immediate effect.

Strategic Director
- People

MINUTES ISSUED: 20 November 2018

CALL-IN: 27 November 2018

Any matter decided by the Executive Board may be called in no later than 5.00pm on 27 November 2018

Meeting ended at 2.39 p.m.

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 3 October 2018 at Halton Suite - Halton Stadium, Widnes

Present: Councillors Polhill (Chair) and T. McInerney, Woolfall and Wright and N. Atkin, G. Clark, G. Ferguson, T. Hemming, A. Higgins, L. Maloney, D. O'Connor, E. O'Meara, K. Parker, D. Parr, J. Rosser, S. Semoff, R. Strachan, L. Taylor, L. Thompson, M. Vasic, S. Wallace Bonner, A. Williamson and S. Yeoman.

Apologies for Absence: A. Fairclough and M. Larkin

Absence declared on Council business: None

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

HWB9 MINUTES OF LAST MEETING

The Minutes of the meeting held on 4th July 2018 having been circulated were signed as a correct record.

Arising from the discussion regarding the future arrangements for the child death review panel, it was agreed that a report would be brought to the next meeting of the Board.

HWB10 LIVERPOOL CITY REGION WEALTH AND WELLBEING PROGRAMME - PRESENTATION

The Board received a presentation from Alan Higgins, Public Health England, which outlined the work currently taking place within the Liverpool City Region (LCR) to develop a Wealth and Wellbeing Programme through the Combined Authority (CA).

The focus of the work was on addressing the health reasons behind worklessness, rapid movement into and out of work and how the health and care sector could link with inclusive economic growth. It was essential for the success of the programme that the LCR work fitted closely with work in each of the boroughs on work and health. The

Action

presentation set out the scope of the LCR programme, aligned it with work in Halton and requested the Board to identify further opportunities in which it could continue to work together with the CA on this agenda.

RESOLVED: That

1. the report be noted; and
2. the Board identifies further opportunities to work together on the Wealth and Wellbeing Programme with the Combined Authority.

HWB11 TRANSITIONS IN CARE – TRANSITION TEAM

The Board considered a report of the Director of Adult Social Services, which outlined the background to the creation of the Transition Team, a small project group that was established in 2017 to work with a cross section of families. The aim of the team was to have a joined up approach to transition from education, health and social care with increased and targeted co-ordination and communication from all agencies from a younger age. The age range was to work with young people aged 14-25 years, depending on complexity and how much support they required to go through the transition process. A Transition Action plan was developed based on the experiences of a young man and his family, which identified all the key areas that required improvement before changes could be seen.

In September 2017, The Transition Team, was awarded £92,827 from the Department of Health, following a bid to be involved with the Named Social Worker (NSW), national project, which ran until April 2018. The Named Social Worker programme supported sites to make changes to social work practice and wider system conditions that would improve outcomes and experiences for individuals with learning disabilities, and for the people around them. Full details including an evaluation of the pilot were outlined in Appendix 3 of the report.

In addition, as part of the review process, the Board noted a copy of the accessible review document which had been developed by the Transition Team, and had proved successful, when coming to the review stage on how the young person felt about the support they had received from their social worker. (See appendix4)

Following an evaluation of the NSW pilot a cost-

benefit analysis completed by York Consultancy had identified a financial return on investment of 5.14.

It was noted that for the Transition Team to continue to work within the existing staff structure and continue with the approach of the NSW pilot, additional funding of £92,000 a year was required.

On behalf of the Board the Chair thanked the Transition Team for their work on this pilot.

RESOLVED: That the Board agree recommendations designed to continually improve the Transition process and its outcomes for young people and their families.

HWB12 NHS HALTON CCG 2018-19 OPERATIONAL PLAN UPDATE

The Board was advised that the CCG 2018-2019 two year Operational Plan had been updated and submitted to NHS England (NHSE) in April 2018. Following a review by NHSE, a number of areas were highlighted where it was felt that the CCG could provide more evidence. Subsequently, a number of updates had been included into a refreshed 2018/19 Operational Plan narrative and these were submitted to the Board for consideration.

RESOLVED: That the Board ratify and accept the changes to the NHS Halton CCG Operational Plan refresh 2018/2019.

HWB13 INTEGRATED WELLNESS SERVICE ANNUAL REPORT

The Board considered a report of the Director of Public Health, which provided Members with an outline of Halton's Integrated Wellness Service Annual Report for the period April 2017 to March 2018.

Halton's Integrated Wellness Service comprised Halton Health Improvement Team and Sure Start to Later Life Service. The Service played a critical part in delivering improved health and wellbeing for all ages across the Borough through a range of statutory services. The current functions of the Service could be summarised as follows:

- Start Well – Working within the community and schools to give every child in Halton the best possible start in life;
- Live Well – Helping adults and families lead healthier

- and more active lifestyles; and
- Age Well – Supporting healthy and active ageing for all people in the Borough.

It was noted that the Service used evidence based approaches with value for money to deliver a range of preventative services aimed at improving outcomes in the key priority areas of the Halton Health and Wellbeing Strategy.

RESOLVED: That the report be noted.

HWB14 URGENT CARE CENTRES

The Board received a report which provided an update on the review of the two Urgent Care Centres (UCC's) and subsequent actions taken by NHS Halton CCG to transform these centres into Urgent Treatment Centres (UTCs), as part of the One Halton transformation of health provision in Halton.

It was reported that Urgent and Emergency Care (UEC) was one of the national service improvement priorities. In addition it was also one element of the UEC section of the NHS Five Year Forward View (FYFV) which included the roll out of standardised new 'Urgent Treatment Centre Specification.' The two UCCs in Halton were commissioned in 2015 and both providers had been delivering services based on an agreed service delivery model. It was agreed by the CCG to re-specify the services required to meet the national requirements of the proposed UTC Guidance and undertake a number of actions.

The report presented the case for change from the current UCC model and the proposed UTC specification. Members were also provided with details of the interim arrangements in place from 1 October 2018 to 1 March 2019 in respect of the GP element of the Service.

RESOLVED: That

1. the initial findings of the review be noted;
2. the progress and timeline associated with the procurement process towards UTC's be noted; and
3. the proposal to improve the consistency of GP cover at both sites rationalising the medical cover to a specified number of hours during the times where we see peak demand, be noted.

HWB15 HEALTH AND WELLBEING BOARD AUDIT OF SELF-HARM

The Board considered a report of the Director of Public Health which provided information on the responses received from Health and Wellbeing Board members and primary and secondary schools following a self-harm audit. The audit was conducted to establish if the children's workforce knew what to do and the appropriate response when a young person disclosed self-harm. The audit also aimed to determine if partners had practices in place to help to prevent self-harm, through encouraging positive emotional health and wellbeing.

It was noted that the audit had identified that the majority of agencies were aware of self-harm, had a pathway in place or common practices for staff when self-harm was disclosed and staff were accessing self-harm training.

RESOLVED: That the Board scrutinise the contents of the report and note the suggestions for future work, which included:

- Prevention of self-harm is critical. Encourage all partners to support emotional health and wellbeing and resilience in their services and to promote good practice in staff and the public. This should also include recognition of the role of Adverse Childhood Experience on long term health and wellbeing;
- For the appropriate agencies to consistently have a clear self-harm pathway for staff to follow that can be evidenced, and to internally audit compliance against the pathway;
- Joint consideration of which agencies support individuals who self-harm and if the current provision is adequate. Self-harm is a behaviour and not mental illness and therefore not all individuals who self-harm will receive an intervention. Currently, universal services, such as GPs/teachers are the main support available. Further consideration is needed of how we support children and young people who self-harm and how to support young people in emotional crisis but who do not have a mental health diagnosis;
- Support partners to provide consistent, high quality information and resources to children, young people and their families about self-harm;
- To receive evidence of NHS organisations

compliance against the NICE guidelines for self-harm;
and

- For agencies to (continue to) utilise available self-harm training and to monitor ongoing access to self-harm training.

HWB16 SEASONAL FLU PLAN 2018/19

The Board considered a copy of a report which presented an Annual Flu Plan with an overview of changes to and requirements of the annual seasonal influenza vaccination campaign for the 2018-19 flu season and implications for the Local Authority and health and social care partner agencies.

RESOLVED: That

1. the Board note the content of the Annual Flu Plan and note the changes to the national flu vaccination programme for 2018/19; and
2. each individual agency note their requirements in relation to the programme and promote flu prevention as widely as possible.

Meeting ended at 3.30 pm

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, 12 November 2018 in the Civic Suite - Town Hall, Runcorn

Present: Councillors Dennett (Chair), Logan (Vice-Chair), Carlin, Cassidy, Horabin, Leck, P. Lloyd Jones, Rowe, J. Stockton and Whitley

Apologies for Absence: Councillor P. Hignett

Absence declared on Council business: None

Officers present: A. McIntyre, T. Coffey, J. Farrell, C. Johnson and D. Roberts

Also in attendance: One member of the public

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

	<i>Action</i>
CYP22 MINUTES	
<p>The Minutes of the meeting held on 10 September 2018 were taken as read and signed as a correct record.</p>	
CYP23 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CYP24 EXECUTIVE BOARD MINUTES	
<p>The minutes relating to the Children, Education and Social Care Portfolio that had been considered by the Executive Board since the last meeting of this Board, were attached at Appendix 1 for information.</p> <p>RESOLVED: That the minutes are noted.</p>	
CYP25 BUSINESS PLANNING 2019 - 20	
<p>The Board received a report from the Strategic Director – People, which informed of the timescales for the development of the Council’s Business Plan for the coming financial year, 2019/20. Members were invited to contribute at this developmental stage of the planning process, by</p>	

identifying key themes and developing specific activities for the coming financial year.

It was noted that since 2016 and the annual preparation and production of a unified Council Business Plan was endorsed, which was structured as a series of extracts themed around the six strategic priorities of the Council. These extracts contained details of objectives and milestones and key measures/targets which were most relevant to that particular priority. This approach was consistent with the scrutiny arrangements of the Council and the responsibilities of each of the Policy and Performance Boards; and provided an effective monitoring means for Officers and Elected Members.

Members were referred to the timeframe adopted for plan preparation, development, and managerial and political endorsement (paragraph 3.7 of the report, and to Appendix A: *Progress against the Business Plan Objectives for 2018-19*), and Officers provided additional commentary to the service objectives listed from PED01 to PED07.

Following the presentation of Appendix A, the following responses were given to queries made by the Board:

- How many CAF's were initiated by schools?
It was not possible to answer this at the meeting however the number of CAF's currently being led by schools would be sent to Members following the meeting.
- It was commented that as the demand on social care had increased, so had the need for early intervention services as well.
- Further to PED02, it was clarified that the numbers of new admissions to care had reduced but there had been an increase in children remaining in care for longer. This was due to lower adoption rates and the difficulty in recruiting foster carers; it was noted that there was presently a recruitment drive for foster carers which had seen an increase in enquiries recently.
- What was the strain on budgets considering the demand for children's services was increasing?
There were considerable cost pressures resulting from the increasing costs of looked after children placements and support services for children in care and the overall increase in demand for these services.

- What was the length of time looked after children were in care for?

There was no fixed length of time as such but children were in care for longer for the reasons mentioned above. Looked after children would only come out of the care system when they were returning to their parents; they were allowed back home to live with the parents but remained the responsibility of the Council; via an adoption; via a Special Guardianship Order (SGO); and to live with foster carers under an SGO.

- It was noted that consistency of care was important for LAC and revised guidance had been issued by Government regarding assessing a person's suitability to be a guardian.

- What was the uptake from schools of a recent seminar to discuss the Social, Emotional and Mental Health (SEMH) needs of children and young people in Halton?

This was very well attended by all schools with the exception of two, who were being inspected by Ofsted at the time.

- How can investing in a Free School work with the Local Authority (LA)?

A joint bid with St Helens was being prepared to secure funding for a Free School for children with SEMH needs. Under the Government regulations, any new schools built had to be Free Schools so would not be run by the LA.

- Despite the good news regarding gains made in all Early Learning Goals, it was noted that there was still a lot of work to do in this area.
- NEET (Not in Employment, Education or Training) related to 16-17 year olds only, which was a national Government Policy. It was commented that 18+ year olds also found themselves in the NEET situation but were not included in the data.

Overall Members agreed with the Business Plan objectives for 2018-19 as presented. The Chair invited Members to contribute further to these by emailing him by the end of November, with any suggestions they may have after giving the subject further thought. In the meantime Officers would prepare the Key Performance Indicators (KPIs).

RESOLVED: That the Board accepts the report as

Operational
Director -

the mechanism by which Elected Members could contribute to and monitor the development of the Children and Young Peoples' Services Business Plan.

Education,
Inclusion and
Provision

CYP26 ANNUAL REPORT - COMMENTS, COMPLAINTS AND COMPLIMENTS RELATING TO CHILDREN'S SOCIAL CARE SERVICES 1ST APRIL 2017 - 31ST MARCH 2018

The Board received an analysis on complaints processed under the Children Act 1989 Representations Procedure, and evidence on how feedback from service users had been used to improve service delivery.

It was reported that the aim of the Children Act 1989 Representations Procedure was for children and young people to have their concerns resolved swiftly and wherever possible, by the people who provide the service locally. It was noted that a complaint may generally be defined as an expression of dissatisfaction or disquiet in relation to an individual child or young person, which required a response.

The four categories to the representation process and the four stages to the formal complaints procedure were outlined. The report continued, providing detailed information and data relating to the numbers of complaints received between 1 April 2017 and 31 March 2018, which saw a 30% increase on the previous year.

RESOLVED: That the report be accepted as the mechanism by which Senior Management and Elected Members could monitor and scrutinise Children's Social Care complaints and compliments.

CYP27 COMPLIMENTS (SERVICE USER FEEDBACK) RELATING TO PEOPLE DIRECTORATE, CHILDREN'S SERVICES 1ST APRIL 2017 TO 31ST MARCH 2018

The Board received a report on the compliments made by clients and positive feedback from workers and professionals relating to Children's Services in the People Directorate for the period 1 April 2017 to 31 March 2018.

Overall there had been a 22% increase recorded this year and the report provided a breakdown of compliments and positive feedback from those departments within the Children and Families Department; and those departments within the Education, Inclusion and Provision Department.

Members welcomed the report and enjoyed reading the comments and feedback provided by service users and

other agencies. On behalf of the Board the Chair passed on his congratulations to all staff involved in Children's Services and commended the good work that they do which clearly made a difference to people's lives.

RESOLVED: That the Children Young People and Families Policy and Performance Board note the contents of the report.

Meeting ended at 7.45 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 November 2018 in the Halton Suite - Halton Stadium, Widnes

Present: Councillors MacManus (Chair), C. Plumpton Walsh (Vice-Chair), Gerrard, Leck, Logan, June Roberts, Teeling, Wallace and Whitley

Apologies for Absence: Councillors Cassidy and Rowe

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, D. Follett, S. Lowrie, C. Patino and D. Unsworth

Also in attendance: Councillor Jones in accordance with Standing Order number 30

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

	<i>Action</i>
<p>ELS19 MINUTES</p> <p>The Minutes from the meeting held on 24 September 2018, were taken as read and signed as a correct record.</p> <p>ELS9 – with reference to ELS8, the Household into Work Programme briefing would be sent following the meeting.</p>	<p>Operational Director - Economy, Enterprise & Property</p>
<p>ELS20 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p>	
<p>ELS21 POLICY UPDATE - EMPLOYMENT, LEARNING AND SKILLS</p> <p>The Board received a report informing them of recent national policy announcements relevant to the Employment, Learning and Skills, and Community Policy and Performance Board (PPB), for the period from the last PPB in September to 31 October 2018.</p>	

It was reported that a number of policy, legislation, consultation and guidance documents were issued by Government departments and agencies that had varying degrees of relevance to issues on the employment and learning and skills agenda. The following announcements within the report were highlighted for Members: *New funding for cutting edge quantum technologies; Up to £50 million to develop world leading Artificial Intelligence (AI) talent in the UK; and Call for new green innovations to tackle climate change.* The Board was advised that there was a concentration of businesses of this nature situated within the Daresbury Sci-Tech and Manor Park sites; some examples of these were provided. Officers would circulate more information to the Board on these types of businesses in Halton. It was hoped that companies in Halton would benefit from some of the announcements mentioned. Further to one Member's query regarding planned cuts to business rates, it was suggested that some businesses situated in the Town Centre could benefit, if they met the criteria.

It was noted that the information provided was not intended to be in-depth but provided a brief summary of key announcements along with observations of local relevance, where appropriate. The Board was invited to consider whether to initiate more detailed scrutiny and/or report to a future meeting.

RESOLVED: That the report be noted.

ELS22 ADULT EDUCATION BUDGET DEVOLUTION

The Board received a report from the Strategic Director – Enterprise, Community and Resources, updating them on the plans for the devolution of the Adult Education Budget (AEB), which currently funded the majority of the Adult Learning Team Service in Halton Borough Council.

The report explained that the AEB was funding provided for Liverpool City Region (LCR) residents outside of Apprenticeships, Traineeships, Advance Learner Loans and Higher Education. The report outlined the four statutory legal entitlements the funding supported and gave details of the other categories the funding was used to support.

Members were advised that the Liverpool City Region Devolution Deal in 2015 set out how the AEB would be fully devolved to local areas, which would commence from 2019-20. A Memorandum of Understanding had been agreed with the Department for Education to ensure that the devolved budget of approximately £52m per annum would follow. It

Operational
Director -
Economy,
Enterprise &
Property

was noted that once the Combined Authority took on this role, it would be responsible for commissioning AEB funded provision in the LCR, and therefore, would have the freedom to set local priorities and funding rates, whilst still being subject to the statutory duties of the Secretary of State. This would allow it to focus on meeting local area need, deliver local economic objectives and develop a sustainable local provider base.

The Board was advised of the devolution progress made so far and the challenges faced. It was noted by them that the Combined Authority was keen to involve SMEs, third sector and small providers when issuing tenders. Members discussed the latest full year information based on 2016-17 ILR data and requested the data for 2017-18. Officers would contact Riverside College and the LCR who provide the data, so Members would be sent this when it was available.

RESOLVED: That the Board notes the progress to ensure that Halton received a fair and proportionate share of the funding.

Operational
Director -
Economy,
Enterprise &
Property

ELS23 BUSINESS GROWTH PROGRAMME IN HALTON:
UPDATE

The Board received a report from the Strategic Director – Enterprise, Community and Resources, informing them of the current performance of the Halton Business Growth Programme.

It was noted that the Business Growth Programme within Halton was part of City Region initiative designed to assist Small to Medium Enterprises (SMEs) to grow and create employment. The Programme started in January 2016 and was due to finish in December 2018. The Programme provided assistance by commissioning external suppliers to undertake a two stage intervention with eligible Halton businesses, as described in the report.

Information was provided to Members on performance against company assists and performance against jobs created, both since the start of the Programme up to November 2018.

It was reported that following discussions with City Region partners, it was anticipated that the Programme would be extended to cover the period 2019 – 2021. If secured it would have a target of assisting a further 95 businesses and creating an additional 95 jobs.

In response to Members queries, the following additional information was provided:

- The process of how a company was helped from the initial enquiry to a 6 month follow up was outlined;
- There was a variety of ways in which the service was promoted: via Halton Chamber of Commerce; word of mouth; newsletters; mailing lists; referrals from Elected Members and exhibitions;
- the diagram on page 26 referred to Q4 data; it was noted that this would change as it would include data up to 31 December 2018; and
- One Member advised the Board of a Runcorn Company winning a competition on an American TV Programme called *Shark Tank*. The name of the company would be investigated by Officers.

RESOLVED: That the Board

- 1) notes the activities and performance of the Business Growth Programme and the support available to Small to Medium Enterprises within Halton; and
- 2) notes the proposed extension of the Business Growth Programme from 2019 – 2021, and supports the provision of additional business assistance within Halton.

ELS24 SPORT AND RECREATION TEAM

The Board received the annual report for the Council's Sport and Recreation Service for the period 2017-18, and accompanying presentation given by Sue Lowrie, Sport and Recreation Manager.

It was noted that there were two distinct areas within the Team:

- Sports Development Team – who developed programmes and activities to support the local infrastructure and encourage residents to start and stay active; and
- Management of the Council's three Leisure Centres: Kingsway Leisure Centre; Brookvale Recreation Centre and Runcorn Swimming Pool.

Members were advised that overall the report demonstrated a year where the Sport and Recreation Team had worked in partnership with a range of stakeholders and had made considerable progress, impact and achievements

across the Borough. The Team was structured to direct resources on tackling inactivity, as this was where the gains for the individual were greatest. The activities were used as an essential component in supporting and developing the infrastructure of the community and to improve the quality of life for residents, both physically and mentally.

The Board was advised that the Service worked closely with partner organisations to share resources which, in turn, helped achieve success. Officers highlighted the importance of the contributions from partners which had a positive impact to the success of the service.

The report provided detailed commentary on the delivery of the Sports Strategy 2017-18 under 6 themes as follows:

- Increase Participation and Widen Access;
- Club Development;
- Coach Education and Volunteering;
- Sporting Excellence;
- Finance and Funding for Sport; and
- Sports facilities.

Members welcomed the presentation and were pleased to hear about the activities being carried out across the Borough. They noted that there were now less people in Halton who were considered to be inactive as they had taken advantage of the opportunities available such as: Couch to 5k; Couch to 2k; Health Walks; Junior Parkruns; and GP Practices Health Walks. The presentation also outlined the work being carried out around summer holiday activities; mental health matters; and workshops and grants.

Officers provided responses to Members' concerns regarding staff shortages in the leisure centres' swimming pools, i.e. lifeguards and swimming coaches and the fact that services were being cancelled due to this. Members were reassured that recruitment was ongoing for both roles and some staff would be in place for January 2019. It was also commented that there was a national shortage of swimming instructors which together with the pay rates had had an impact on recruitment.

RESOLVED: That the Board

- 1) notes the report and comments made; and
- 2) welcomes the progress being made in encouraging and supporting residents to be active.

ELS25 PERFORMANCE MANAGEMENT REPORTS - QUARTER 2 OF 2018/19

The Board received the performance management reports for Quarter 2 (1 July 2018 to 30 September 2018) of 2018-19 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 of 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 queried the income levels for Murdishaw and Upton Community Centres as the income to date was low. The reason for this was not known, but as stated in the report, it was noted that these amounts may rise slightly as some outstanding income was yet to be credited to the accounts.

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

Meeting ended at 7.55 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 27 November 2018 at Council Chamber - Town Hall, Runcorn

Present: Councillors J. Lowe (Chair), Baker (Vice-Chair), Cassidy, Dennett, Dourley, Gerrard, Horabin, C. Loftus, June Roberts, Sinnott and D. Wilson – Co-optee Healthwatch Halton

Apologies for Absence: None

Absence declared on Council business: Councillor M. Bradshaw

Officers present: E. Bragger, M. Vasic, A. Jones, D. Nolan and H. Moir

Also in attendance: C. Nicholson, S. Pimblett and S. Sweeney from Fortunatus and L. Thompson from NHS Halton CCG

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

	<i>Action</i>
HEA21 MINUTES	
<p>The Minutes of the meeting held on 18 September 2018 were signed as a correct record.</p>	
HEA22 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA23 HEALTH AND WELLBEING MINUTES	
<p>The minutes of the Health and Wellbeing Board from its meeting on 4 July 2018 were presented to the Board for information.</p>	
<p><u>HWB3</u> – One Member requested an update be brought to the Board on the progression of the One Halton Programme.</p>	
<p>RESOLVED: That the minutes and comments made be noted.</p>	
	Director of Adult Social Services

HEA24 DEMENTIA - ALZHEIMER'S SOCIETY

The Board received a report from the Strategic Director – People, and accompanying presentation, which provided an awareness of dementia and its impact on people's lives and the provision provided by the Alzheimer's Society in Halton.

It was reported that people in Halton with a diagnosis of dementia were supported by the *Post Diagnosis Dementia Community Pathway*; the key features of the pathway were discussed in the report.

The Board was advised that the Alzheimer's Society was the UK's leading support and research charity for people with dementia, their families and carers. In Halton, the Alzheimer's Society provided a comprehensive dementia support service for patients who were referred into the service by Memory Assessment Centres and other referral routes. The costs associated with dementia care were outlined in the presentation together with the Society's new strategy, *the New Deal on Dementia*.

As the representatives from the Alzheimer's Society were unfortunately unable to attend the Board meeting, Officers would investigate queries made by Members in relation to: the difficulties people diagnosed with Alzheimer's experienced in getting medication for the illness; details requested on the numbers of paid staff and volunteers involved in the delivery of the Halton post diagnostic community pathway; and the times from referral to diagnosis of dementia.

RESOLVED: That the report and presentation be noted.

Director of Adult Social Services

HEA25 FORTUNATUS HOUSING

The Board welcomed Catherine Nicholson, Sara Pimblett and Stephen Sweeney from Fortunatus Housing Solutions, who gave a presentation to the Board on the Company's work in Halton.

They introduced Fortunatus Housing Solutions as a North West based registered charity providing supported accommodation for vulnerable adults with mental health problems and/or learning disabilities who were unable to access social housing. Fortunatus currently accommodated and supported 41 people in tenancies in Halton, and had a further 6 people on their waiting list.

The Board was advised that Fortunatus had a robust referral assessment process, with all referrals coming from health and social care services. As part of their assessment, a number of factors were taken into consideration, as outlined in the report. It was noted that all tenants received person centred support and received weekly visits from their designated support worker. They also benefitted from good quality accommodation; designated maintenance officers; the services of a professional property and lettings manager; and an out of hours service.

Outlined in the presentation were details of how the Charity was funded and the work carried out with 8 local authorities in the North West. Details were also provided on the potential for savings to be made by local authorities who used the service. Further to the Board's request, further information on this would be sent to them following the meeting.

In response to Members' queries, it was noted that the Charity did not own the properties on their books, they were leased from private owners; and that clients were housed in their local authority areas.

RESOLVED: That the Board notes the report and presentation.

Director of Adult
Social Services

HEA26 THE STROKE SERVICE

The Board received a report from the Strategic Director – People, which provided an update on the status of the realignment of Stroke Services across the Mid-Mersey health economy.

It was reported that Phase 1 of the reconfiguration had been implemented and all patients who were still within the window of opportunity for thrombolysis, within 4 hours of onset, were conveyed to St Helens and Knowsley Hospital for treatment. Patients who were post 4 hours from onset and not suitable for thrombolysis, would be conveyed to their local hospital.

It was noted that the clinical teams had agreed four elements of the clinical pathways and these were described in the report.

Members were advised that the Phase 2 element of the service had been delayed, as the requirements for additional capacity was confirmed for both units and the

ambulance service. The Mid Mersey CCG Joint Committee would present a case for investment in capacity.

RESOLVED: That the Board notes that

- 1) Phase 1 of the service reconfiguration had been implemented successfully; and
- 2) Phase 2, to transfer all stroke cases to St Helens and Knowsley Hospital had been delayed, until capacity had been confirmed to ensure patients could be managed effectively.

HEA27 IAPT UPDATE

The Board received an update from the Chief Commissioner, NHS Halton CCG, on the status of the delivery and performance of NHS Halton IAPT Service/Think Wellbeing Service.

It was reported that there was considerable evidence for the use of psychological therapies as an effective treatment for many mental health problems. Improving Access to Psychological Therapies (IAPT) was a national NHS Programme, being rolled out across England. Members were advised that the aim of the Programme was to develop local talking therapy services that offered treatments for depression and anxiety disorders, as per the guidance from the National Institute for Health and Clinical Excellence (NICE). It was noted that nationally there was a requirement to increase the numbers of people accessing IAPT compliant therapies year on year, to reach an eventual target of 25% of the eligible population in 2021; so one in four.

The Main targets of the service were outlined in the report and Members were provided with an update on the status of the service delivery and its performance so far.

Members discussed the reasons for the possibility of the stretched target failing due to clients missing appointments, particularly at this time of year. The Healthwatch co-optee requested the figures for self-referrals; these were not immediately at hand so would be sent following the meeting. It was commented that Healthwatch Halton would be happy to promote the IAPT service in the community.

RESOLVED: That the Board notes the report and comments made.

Director of Adult
Social Services

HEA28 SAFEGUARDING

The Board received a report from the Strategic Director – People, which provided an update on the key issues with regards to safeguarding and the work of Halton’s Safeguarding Adults Board (HSAB).

Highlighted within the report and discussed was:

- The Integrated Anti-Stalking Unit (IASU);
- HSAB provision of a free multi agency training programme to all partners across Halton working or caring for adults;
- The Cheshire Anti-Slavery Network (CASN);
- Making Safeguarding Personal (MSP); and
- The Mental Capacity (Amendment) Bill.

Further to Members’ queries the following was noted:

- The number of safeguarding referrals for the 85+ age group was considered high in comparison with the populations within the younger groups. The Safeguarding Adults Board (SAB) had agreed for the free training for staff on the vulnerabilities of the elderly; and were working with key stakeholders including Age UK to raise awareness of this via the new marketing campaign ‘Ever Wondered Why?’;
- There was no additional funding expected for the running of the DoLS: and
- That the proposed new Liberty Protection Safeguards (LPS) recommended that a registered manager of a care home would undertake assessments for the LPS. Members were advised that there had been a challenge in respect of this and the House of Lords had rejected the latest Bill for further amendments.

RESOLVED: That the report be noted.

The Chair, Councillor J. Lowe declared a Disclosable Other Interest in the following item, as her daughter-in-law worked for the domiciliary care provider. She did not take part in any discussion and handed the Chair to Councillor Baker for the duration of the item.

HEA29 CARE HOME AND DOMICILIARY CARE UPDATE

A report was presented from the Strategic Director – People, which highlighted the key issues with respect to quality in local Care Homes and Domiciliary Care Services.

The report provided commentary with regards to the

Council's priority to ensure the provision of a range of good quality services to support adults requiring commissioned care in the Borough; in line with the Care Act 2014. It was noted that Halton had 25 registered care homes with a total of 757 beds, operated by 14 providers. With regards to domiciliary care, this was commissioned by one lead provider who worked closely with the Council to transform provision using a Re-ablement First model.

The responsibilities of the Care Quality Commission (CQC) and its assessment processes for all registered providers were described in the report. Further, the work of the Council's Quality Assurance Team was outlined. The quarter 2 ratings given to care homes by the CQC and the Quality Assurance Team were presented in the report. It was noted that the rating for the domiciliary care provider was not available for quarter 2, as the development of a range of performance metrics by the Quality Assurance Team was still in progress and the CQC had not yet rated the provider.

Members were referred to the North West ADASS Monthly CQC Data Update (October 2018 Edition), which was appended to the report. With reference to this, Members highlighted that the 'safe' and 'well-led' elements of the care home ratings were poor in many cases. It was suggested that this could be due to underfunding. Officers advised that Halton had developed a care home working group which would include the monitoring of these ratings as part of their role. It was also commented that registered managers were crucial to the success of a care home; the Council was planning to do some work around this to professionalise the role, so it was more recognised within the care home field.

RESOLVED: That the Board notes the report.

HEA30 PERFORMANCE MANAGEMENT REPORTS, QUARTER 2 2018/19

The Board received the Performance Management Reports for quarter 2 of 2018/19.

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 were pleased to note that the proportion of adults with learning disabilities who were in employment had already exceeded the yearly target at quarter 2; and that the proportion of adults with learning disabilities who lived in their own home or with their family had met the yearly target at quarter 2. One member requested more details on the use of 'Bed and Breakfast' accommodation for people classed as homeless recently; this would be shared with the Board after the meeting.

RESOLVED: That the quarter 2 performance management reports for 2018/19 be received.

Director of Adult
Social Services

Meeting ended at 8.00 p.m.

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SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 20 November 2018 at the Council Chamber - Town Hall, Runcorn

Present: Councillors Thompson (Chair), N. Plumpton Walsh (Vice-Chair), Baker, E. Cargill, E. Dourley, V. Hill, P. Lloyd Jones, K. Loftus, Logan, G. Stockton and Zygadlo

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Andrews, C. Patino and G. Ferguson

Also in attendance: Councillor D. Cargill under Standing Order 33. Councillor C. Loftus and 2 representatives from North West Ambulance Service, 3 representatives from Cheshire Police and one member of the public.

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

SAF17 CHAIR'S ANNOUNCEMENTS

The Chair announced that following on from the last meeting, Mike Amesbury, Weaver Vale MP, had submitted two questions to Parliament regarding proposed reductions within the Border Agency service in Halton.

In addition, on behalf of the Board, the Chair welcomed Councillor Dourley as a new Board Member.

SAF18 MINUTES

The Minutes of the meeting held on 11th September 2018 were taken as read and signed as a correct record.

SAF19 PUBLIC QUESTION TIME

It was reported that no questions had been received.

SAF20 NORTH WEST AMBULANCE SERVICE ANNUAL REPORT

The Board received a presentation from two

Action

representatives from North West Ambulance Service (NWAS), who outlined the NWAS Annual report for Halton 2017/18. Members noted:

- The Clinician's role in respect of speaking to patients who contact the Ambulance Service and the positive impact this has received;
- An outline of the Ambulance Response Programme Pilot;
- Response standards;
- The impact of the Performance Improvement Plan 2018; and
- Turnaround times for ambulances at Halton and Warrington Hospitals.

On behalf of the Board the Chair thanked Mr Quinn and Ms Mallett for their informative presentation.

RESOLVED: That the presentation be noted.

SAF21 CHESHIRE POLICE INTEGRATED ANTI STALKING UNIT (IASU)

The Board considered an update report from Cheshire Police Integrated Anti-Stalking Unit regarding the work carried out in Halton. The specialist Unit aimed at protecting victims of stalking and managing perpetrators had recently been launched in Cheshire until 2020. Only the second in the country and the first of its kind in the North West the Integrated Anti-Stalking Unit was being run by Cheshire Police in partnership with North West Boroughs Healthcare NHS Foundation Trust and the Suzy Lamplugh Trust. All agencies were working together to help stalking victims and the risk caused to them by perpetrators through a range of interventions.

The team would be able to discuss the best course of action and provide expert advice on whether psychological interventions, social support or legal sanctions were needed. The Unit would offer victims one-to-one support whilst working closely with the perpetrator to ultimately manage the risk of further harm to the victim and the wider community.

In addition, the Unit would identify perpetrators who could be suitable for therapeutic interventions, if clinically indicated or be referred to mental health, alcohol and drug support services. The team would also decide whether the case should be automatically put into the criminal justice system.

Two representatives from the Unit were in attendance and discussed with Members:

- training offered by the Unit to agencies to identify perpetrators early and to put interventions in place;
- the types and number of referrals received to date by the Unit. Since 1st September the Unit had received 50 referrals across Halton and Warrington;
- the support the Unit provided to the Crown Prosecution Service; and
- the future evaluation of the work of the Unit by the Gill Dando Institute for Crime.

RESOLVED: That the report be noted.

SAF22 MULTI AGENCY INITIATIVES TO TACKLE KNIFE CRIME

The Board received an update report on the multi-agency response to knife crime and violence against the person by young people across the Borough and Nationally. Representatives from Cheshire Police were in attendance and outlined the work they carried out with Halton Primary and Secondary Schools. It was noted that in particular the Police worked with young people to address their perception of knife crime in Halton.

Arising from the discussion, the Board were advised that a multi-agency initiative had recently been carried out in the Murdishaw area.

RESOLVED: That the report be noted.

SAF23 UPDATE ON MULTI AGENCY WORK TO TACKLE OFF-ROAD MOTORBIKES

The Board considered an update report from Cheshire Police regarding the multi-agency response to the illegal and anti-social use of off road motorcycles. Initiatives recently undertaken included:

- Operation Scrambler had been launched for the summer period to deal with illegal and anti-social use of off road motorcycles, mini motos and quad bikes. As part of this a new DNA spray was used which was funded by the Council, Halton Housing Trust and the Halton Community Safety team;
- A UK week of action ran from Monday 27 August to Sunday 2 September aimed at reducing the number of serious and fatal collisions involving motorcyclists;

- Officers were stopping and engaging with motorcyclists who committed moving traffic offences such as speeding and dangerous riding as well as anti-social offences such as excessive noise. They would also be encouraging motorcyclists to enhance their skills, knowledge and check their personal protective equipment; and
- In addition to motorcyclists, Officers would be targeting all road users who endangered the lives of themselves and others.

Arising from the discussion, Members noted that Sergeant Watson would be meeting with Beechwood Ward Councillors to discuss recent motorcycle incidents in the Beechwood area.

RESOLVED: That the report be noted.

SAF24 WHITE RIBBON CAMPAIGN

The Board received an update on the progress by the Council to achieve White Ribbon status. It was noted an action plan had been developed which outlined the activities that had been planned for the next two years, the date these activities would be completed by and planned outcomes. A copy of the up to date action plan had been circulated to Board Members for information.

RESOLVED: That the report and action plan be noted.

Meeting ended at 8.20 p.m.

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 14 November 2018 at the Council Chamber - Town Hall, Runcorn

Present: Councillors Woolfall (Chair), Fry (Vice-Chair), M. Bradshaw, Gilligan, Howard, A. Lowe, Joe Roberts, Sinnott and Teeling

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Ferguson, T. Gibbs and A. Moyers

Also in attendance: None

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

Action

EUR17 MINUTES

The Minutes of the meeting held on 19th September 2018 having been circulated were signed as a correct record.

EUR18 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR19 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the Minutes be received.

EUR20 BUSINESS PLANNING

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the Business Plan for 2019/20.

The Council developed its business plan in parallel with the determination of its annual budget and the refresh of the Corporate Risk Registers.

It was noted that Members now had the opportunity to identify a small number of priorities that they would like to see reflected in the Business Plan. Members were informed that plans could only be finalised once budget decisions had been confirmed in March 2019 and annual targets would be confirmed once the year-end outturn figures for 2018-19 were known.

A draft Plan would be developed and presented to the Board for consideration in the New Year.

The following areas were discussed:

- Waste Management and Open Spaces;
- Economic Regeneration.

The Board agreed that a working group would be set up to discuss the Business Plan with the following membership: Councillors Howard, A. Lowe, Sinnott, Teeling and Woolfall.

RESOLVED: That the Board receive the information provided and consider the priorities to be covered in the Business Plan 2019-2020 (Appendix 1).

EUR21 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 2 OF 2018/19

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 2 of 2018/19.

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:

- Development and Investment Services;
- Highways and Transportation, Logistics and Development Services;
- Waste and Environmental Improvement and Open Space Services; and
- Housing Strategy.

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

EUR22 RUNCORN REGENERATION UPDATE: DELINKING AND STATION ACCESS

The Board considered a report of the Strategic Director Enterprise, Community and Resources, which provided an update on the planned programmes that see the completion of the Silver Jubilee Bridge (SJB) maintenance works, deconstruction of SJB access road infrastructure in Runcorn ('delinking') and the delivery of enhanced access to enable the Runcorn Station area vision. Work at 'Widnes Loops' would be undertaken consecutively with the delinking works in Runcorn.

The Board received a presentation which provided a detailed outline of the works to be undertaken, together with a timetable for completion.

It was noted that the Board had previously set up a Regeneration Working Party. It was agreed that the Working Party should continue to meet with the following membership:

Councillors Morley, Nolan, Sinnott, Teeling and Woolfall.

RESOLVED: That the current position with these programmes is noted.

EUR23 STATEMENT OF COMMUNITY INVOLVEMENT (SCI) S018 LOCAL DEVELOPMENT DOCUMENT

The Board considered a report of the Strategic Director Enterprise, Community and Resources, which provided an update on the review of the Statement of Community Involvement (SCI), a town planning process document. The SCI set out how Councils would engage local communities and other interested parties in producing their Local Plan and determining planning applications.

As with other Local Development Documents, Government required that SCI's should be reviewed, at least every 5 years and the last SCI was adopted in 2013. The SCI would also be updated to include a number of legislative changes to the way that planning documents were prepared.

The Board discussed and received clarification on how Neighbourhood Plans were prepared by a qualifying body and submitted for approval.

RESOLVED: That the Board approve submission of the SCI to Executive Board for adoption.

EUR24 GOVERNMENT CONSULTATION ON SHALE GAS

The Board considered a report which advised on the Council's response to the Government's consultations on changes to the regulation of Shale Gas exploitation. Two consultations had been undertaken by two separate Government Departments. Members noted that permitted development rights (Parliament had already granted an England wide consent for this activity) for mining and minerals exploration and this covers boreholes, seismic surveys and excavations for minerals exploration.

Members were advised that the regulation of shale gas was complex; ultimately environmental matters were for the Environment Agency, through their environmental permits for industrial processes. Gas well integrity / safety was a matter for the Health and Safety Executive (HSE). The Government's Oil and Gas Authority would monitor compliance with the conditions of the terms in the PEDL (Petroleum Exploration and Development Licence). Finally a Hydraulic Fracturing Consent licence was needed from BEIS. Despite these overlapping regulatory regimes, the only one that involved public consultation was on planning applications, at which point there was an expectation that all aspects would be considered. However, the Government was clear that separate regulatory regimes should not duplicate each other.

As the consultation closed on 25th October 2018, it was not possible to report the responses to the Board prior to the consultation closing. Therefore. Members considered a copy of the respective responses submitted. It was noted that the Council had submitted objections to both consultations.

Arising from the discussion the Board requested that consideration should be given to arrange a seminar for all Members to discuss the implications around Shale Gas exploitation.

RESOLVED: That the report be noted.

Meeting ended at 7.35 p.m.

CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 6 November 2018 in the Civic Suite - Town Hall, Runcorn

Present: Councillors Gilligan (Chair), Philbin (Vice-Chair), Abbott, Howard, M. Lloyd Jones, C. Loftus, A. Lowe, A. McInerney, N. Plumpton Walsh, Joe Roberts and Wainwright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, E. Dawson, G. Ferguson, C. Dinsdale and N. Goodwin

Also in attendance: None

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

	<i>Action</i>
CS18 MINUTES	
The Minutes from the meeting held on 4 th September 2018 were taken as read and signed as a correct record.	
CS19 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
CS20 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.	
CS21 ICT & SUPPORT SERVICES - SERVICE UPDATE	
This item was deferred until the next meeting.	

CS22 COUNCIL TAX SECTION 13A DISCOUNT POLICY

The Board considered a report of the Strategic Director Enterprise, Community and Resources, which proposed an amendment to the Council Tax Section 13A Discount Policy, in relation to the provision of discretionary council tax discount for Halton Foster Carers who were resident within the Borough. Work was currently being carried out to increase the availability of foster carer placements within the Borough, both for the benefit of children and also to utilise more cost effective placements.

In order to encourage new Foster Carers and to help retain Halton's existing Foster Carers within the Borough, it was proposed to amend the Council Tax Section, 13A Discount Policy to provide 100% discretionary council tax discount for all Foster Carers resident within the Borough who foster Halton children directly on behalf of the Council. The discount would not apply to Foster Carers associated with Independent Fostering Agencies.

Arising from the discussion it was agreed that the following suggestions would be considered prior to the final report being submitted to Executive Board:

- Individuals appointed under a Special Guardianship Order should have the same rights as Foster Carers;
- A Foster Carer who had been fostering for at least three months should be given the discretionary council tax discount for the full financial year; and
- Any appeals should be heard by the Council's Appeals Panel.

RESOLVED: That the amendment to the Council Tax Section 13A Discount Policy proposed in the report regarding Foster Carers and the updated Policy document presented in the Appendix, be recommended to Executive Board for approval.

Strategic Director
Enterprise,
Community and
Resources

CS23 INTERIM CORPORATE ACCIDENT/INCIDENT REPORT
1.4.2018 - 1.9.2018

The Board was provided with a report from the Strategic Director, Enterprise, Community and Resources, which presented details of corporate accident statistics with associated trends, from 1 April 2017 to 31 March 2018.

Officers commented that the report highlighted the national and local health and safety information, and together with performance and incident trends, these formed

the basis for the recommended actions for 2018/19. In order to be proactive in health and safety management the report also indicated the number of completed risk assessments and training delivered to staff.

The report highlighted:

- an increase in complex display screen equipment assessments due to staff suffering upper body injuries and musculoskeletal disorders;
- The Fire Precautions Log Book had now been implemented in Halton schools;
- The number of defibrillators had increased in Council buildings with the most recent unit installed in Lowerhouse Lane Depot; and
- A recent incident at Fairfield Primary School.

Members discussed the possibility of defibrillator training for Councillors and it was agreed that this would be raised with Councillor J Stockton as part of his Member training role.

RESOLVED: That the report be noted.

(N.B. Councillor Wainwright declared a disclosable other interest in the following item of business as he was an employee of Ineos)

CS24 AREA FORUMS ANNUAL REPORT FOR 2017/18

A report was presented to the Board by the Strategic Director, Enterprise, Community and Resources, which informed Members of the project delivery of the Local Area Forums for the financial period 1 April 2017 to 31 March 2018.

Members were advised that Local Area Forums (LAF) provided a mechanism for Councillors to respond to community needs and aspirations. Community initiatives and projects were generated which were delivered collaboratively with other partner organisations to help secure funding from a variety of sources.

It was reported that in 2017/18, £300,000 was allocated to the Area Forums which was allocated on a per capita basis across the seven LAF's that covered the Borough. Details of each area's funding, case study information and resident feedback was provided in the report to demonstrate the impact the LAF projects had for Halton's communities. Projects funded through the LAF's were

categorised into the following key areas:-

- Children and Youth Facilities;
- Community Events;
- Community Initiatives;
- Community Resources and Equipment;
- Improved parks;
- Landscapes;
- Pedestrian and Highway Improvements; and
- Community safety.

It was highlighted that the Area Forum budget had enabled the leverage of other grants and had secured access to funds from other bodies. Overall, an additional amount of £60,427.11 was levered in to support area forum projects providing a total spend of £275,822.59. It was noted that for a significant part of the reporting period the Community Development Team was operating with a reduced capacity.

The Board discussed the Section 106 agreement which was part of the previously approved incinerator planning application. It was noted that as part of the Section 106 agreement the Council received a sum of money annually to be spent on environmental schemes. Information on how the Section 106 funds were allocated was submitted to Development Control Committee (DCC). It was agreed that the last report submitted to the DCC on the Section 106 funds would be circulated to the Board for information.

RESOLVED: That the report be received.

CS25 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 2 OF 2018/19

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 2 of 2018/19.

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.

Arising from the discussion the Board commented on the following:

- The excellent progress made by the Council regarding the new apprenticeships;
- The progress on the transfer of staff based at Kingsway House to their new base at Halton Stadium;
- Ongoing financial discussions with Widnes Vikings;
- An update on the Leisure Centres since they had transferred back to the Council;
- Delays in recruitment of staff and the actions being taken to improve this; and
- Widnes Market – a further report would be submitted to a future meeting regarding arrears and the cost of maintenance work on the roof, heating and air conditioning.

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

Meeting ended at 8.30 p.m.

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BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 21 November 2018 at the Civic Suite, Town Hall, Runcorn

Present: Councillors M. Lloyd Jones (Chair), Wall (Vice-Chair), M. Bradshaw, E. Cargill, A. Lowe, MacManus, McDermott, Philbin, N. Plumpton Walsh, Joe Roberts and J. Stockton

Apologies for Absence: None

Absence declared on Council business: None

Officers present: E. Dawson, M. Murphy, A. Scott and P. Richmond

Also in attendance: Helen Stevenson and Mark Heap, Grant Thornton (External Auditors)

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

	<i>Action</i>
<p>BEB13 MINUTES</p> <p>The Minutes of the meeting held on 26 September 2018 were taken as read and signed as a correct record.</p>	
<p>BEB14 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"> • Progress made in delivering their responsibilities as the Council's External Auditors; and • A summary of emerging national issues and developments that could be relevant to the work of the Board. <p>It was reported that the planning processes for the 2018/19 financial year audit had begun and the detailed work and audit visits would begin later in the year. Regular discussions would be held with management which would inform the risk assessment for the 2018/19 financial statements and value for money audits.</p>	

Helen Stevenson, Audit Manager and Mark Heap, Engagement Lead, from Grant Thornton, attended the meeting to present the report and then dealt with Members' questions.

RESOLVED: That the report be noted.

BEB15 GENERAL DATA PROTECTION REGULATION

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the implementation of the General Data Protection Regulation (GDPR) legislation and an overall update on the Council's position regarding information governance.

The Board was advised that Information Governance meant the effective management of information in all forms and locations; it included electronic and paper based information, how it was held, used and shared. It was also concerned with keeping information safe and secure, ensuring it was shared appropriately when necessary to do so.

It was reported that the introduction of the GDPR strengthened and unified data protection for individuals. It heightened the standards required and imposed new obligations. Details and examples of such requirements and how they had been applied were set out in the report.

It was noted that a mandatory training requirement had been extended to include GDPR and all Officers were required to undertake the training. Members further noted and considered the view of the Monitoring Officer that consideration should be given to Members being required to complete the training, which was available as an online, interactive course via the Council's Intranet.

The report also detailed the ongoing work requirements in connection with the full review of the Council's Information Governance practices for Members' information.

RESOLVED: That the contents of the report be noted.

BEB16 CORPORATE RISK REGISTER BIENNIAL UPDATE 2018/19

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the Corporate Risk Register for

2018/19.

The report contained a progress commentary on the management and mitigation of the corporate risk register for the year.

The Board reviewed the robustness of the Corporate Risk Register and the adequacy of the associated risk management arrangements. It was reported that at Directorate level, arrangements were in place for the high-risk mitigation measures on the Directorate Risk Registers to be reviewed and updated at mid-year. Progress on these was reported to Management Team and to relevant Policy and Performance Boards.

RESOLVED: That the report be noted.

BEB17 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 Wall declared a Disclosable Other Interest in the following item of business as she was a Governor of St Bede's Catholic Infant School and her son also attended the St Bedes Catholic Junior School)

BEB18 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 July 2018. The report also highlighted matters relevant to the Board's responsibilities as the Council's Audit Committee.

It was noted that a total of 18 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 Quarter 2, 44.8% of the total planned audit work had been completed, and that whilst the situation was being managed, progress against the audit plan would be closely monitored for the remainder of the financial year.

It was reported that the Public Sector Internal Audit Standards required the establishment of a follow up process, to monitor and ensure that management actions had been effectively implemented or that the risk of not taking action had been accepted by senior management. Details of the follow-up work were detailed in the report and relevant appendix. However, it was noted that management had responded positively to all the issues identified in the audits and there were no outstanding matters that had implications for the annual internal audit opinion.

RESOLVED: That the update on progress against the 2018/19 Internal Audit Progress Report be received.

FUTURE TRAINING SESSIONS PRIOR TO BOARD MEETINGS

The Chair confirmed that training on Risk Factors would take place prior to the next meeting of the Board, starting at 5.30pm in the Civic Suite, Runcorn Town Hall.

Meeting ended at 7.40 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 5 November 2018 at Civic Suite - Town Hall, Runcorn

Present: Councillors Nolan (Chair), Morley (Vice-Chair), Carlin, R. Hignett, V. Hill, J. Lowe, C. Plumpton Walsh, June Roberts, Woolfall and Zygadlo

Apologies for Absence: Councillor Thompson

Absence declared on Council business: None

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

Also in attendance: 17 Members of the public and Councillors J. and M. Bradshaw

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

	<i>Action</i>
DEV14 MINUTES	
<p>The Minutes of the meeting held on 3 September 2018 were taken as read and signed as a correct record.</p>	
DEV15 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE	
<p>The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.</p>	
DEV16 - 18/00289/FUL - PROPOSED ERECTION OF DWELLING WITH ACCESS FROM MOSS LANE WITHIN REAR GARDEN AREA AT IVY COTTAGE, 106 RUNCORN ROAD, MOORE	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	
<p>The Case Officer advised Members that since the publication of the agenda the requested changes to the house design listed on page 17 of the report, to amend some of the windows, remove timber cladding and a hoist bracket, and replace UPVC windows and fascias with</p>	

timber, had been agreed by the applicant and amended plans received. These plans were also considered to address all outstanding concerns of the Council's retained Heritage Adviser.

The Committee was addressed by Mrs Barbara Brown, who represented Moore residents objecting to the application. She argued *inter alia* that the Officer's report did not address the Greenbelt status of the land and that the Council should support residents with the protection of the Greenbelt. She also stated that the hedges would disappear and therefore have an impact on the historical status of the Village. Mrs Brown spoke about existing traffic hazards on Moore Lane and Moss Lane and the fact that the nursery and pre-school used these for access. She also raised construction impacts and that the development was not limited infilling. She concluded by saying that a large number of people would be affected by this proposal and urged the Committee to reject it.

Mr Craig Foster, a Moore Parish Councillor and resident, then addressed the Committee objecting to the application. He argued *inter alia* that the plans were contrary to the NPPF with regards to the type of development allowed in Greenbelt areas; that the development was not classed as infilling; and that Moore Village was a conservation area and any development should only be allowed if it made a positive contribution by enhancing the conservation status. He said that the impact on the heritage assets had not been properly addressed. He also highlighted that the access from Moss Lane was dangerous and unsuitable for the scheme and the application did not amount to affordable housing but was a speculative market proposal to make profit. He also raised issues over the use of modern building materials and the impacts on trees. He urged the Committee to refuse the application, as the Parish Council had done so.

Councillor John Bradshaw, HBC Daresbury Ward Councillor, then addressed the Committee also objecting to the proposal. He stated *inter alia* that the proposal should not be deemed to be 'infill' and there was no definition of this in the planning policies, as stated in the report. He stated that there was no demonstration of local need in Policy CS6. He also referred to the current unlawful existing access from Moss Lane and questioned why the highway standards had been relaxed in this case.

In response to the speakers comments Officers were able to clarify the following:

- The relationship between the Development Plan and national policy – specifically that the development plan should apply unless material considerations indicated otherwise and that national policy as such was a material consideration;
- The application had been assessed and considered against all relevant planning policies;
- The Council's retained Heritage Adviser had raised no objections and that the impact on the heritage assets had been properly assessed;
- The proposed materials were considered to be acceptable and would be subject to a condition;
- The impact of the proposed development of trees and hedgerows was considered to be acceptable;
- The proposed development was considered to constitute limited infill by Officers;
- The duty of the Members of the Development Control Committee was clarified as being to determine applications in accordance with planning policies;
- The profits being made by any developer was not a material consideration;
- The Council's Highways Officer had raised no objections to the application, following the completion of a traffic speed assessment of the proposed access from Moss Lane. The Highways Officer explained the standards that were used in making an assessment.

After hearing the speakers' comments and Officers' updates and responses, the Committee agreed that the application be approved, subject to the conditions listed in the report.

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

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; wheel cleansing facilities / strategy; construction and delivery hours (BE1);
4. Condition(s) requiring the submission and approval of the materials to be used (BE2);
5. Landscaping condition, requiring submission and agreement of hard and soft landscaping (BE2);
6. Condition(s) requiring submission and agreement of drainage details (PR16);

7. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
8. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties / commencement of use (BE1);
9. Requiring submission and agreement of site and finished floor (BE1);
10. Condition relating to discovery of previously unidentified contamination (PR14);
11. Condition(s) requiring replacement tree planting (BE1);
12. Condition(s) requiring submission and agreement of drainage details (PR16); and
13. Submission and agreement of Site Waste Management Plan (WM8).

DEV17 - 18/00364/FUL - PROPOSED DEMOLITION OF EXISTING 3 STOREY FLATS AND PUBLIC HOUSE AND CONSTRUCTION OF 16 NO. TWO BED HOUSES ON THE SITE AT TANHOUSE, RUNCORN

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

Officers advised that they were now able to confirm that there were 38 parking spaces on the plan. Also, it was noted that Condition number 9 of the report was added in error and should be removed from the list.

The Committee agreed that the application be approved, subject to the amendment mentioned above, and the conditions listed below.

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

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; wheel cleansing facilities / strategy; construction and delivery hours (BE1);
4. Condition(s) requiring the submission and approval of the materials to be used (BE2);
5. Landscaping condition, requiring submission and agreement of hard and soft landscaping (BE2);

6. Boundary treatments including retaining walls to be submitted and approved in writing (BE2);
7. Requiring development be carried out in accordance with the approved site and finished floor levels;
8. Vehicle access, parking, servicing etc, to be constructed prior to occupation of properties / commencement of use (BE1);
9. Condition relating to discovery of previously unidentified contamination (PR14);
10. Conditions relating to tree protection during construction (BE1);
11. Condition(s) requiring replacement tree planting (BE1);
12. Condition(s) requiring submission and agreement of drainage details (PR16);
13. Submission and agreement of Site Waste Management Plan (WM8);
14. Submission and agreement of a method statement for dealing with Cotoneaster and Rhododendron;
15. Submission and agreement of a Small Mammal Reasonable Avoidance Measures Statement (GE21);
16. Submission and agreement of biodiversity enhancement features including bird and bat boxes, insect and hedgehog houses (BE1 and GE21);
17. Site investigation, including mitigation to be submitted and approved in writing (PR14); and
18. Condition requiring submission and agreement of a scheme of bollards or other measures to protect footways from parked vehicles (TP17).

DEV18 - 18/00368/FUL - PROPOSED DEVELOPMENT OF THREE STOREY APARTMENT BLOCK COMPRISING 13 NO. APARTMENTS WITH ANCILLARY DEVELOPMENT AT FORMER ALBERT HOTEL, 160 ALBERT ROAD, WIDNES

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

The Committee was advised that amended plans had been received. The cycle and car parking details were now agreed. Officers described amendments made to the elevations of the proposals. Members noted that a condition relating to the archaeological recording of the building prior to demolition had been missed from the report. Further, an additional condition was recommended requiring submission and agreement of a mechanism to limit the opening of windows at ground floor level over the highway.

The Committee was addressed by Mr Richard

Scragg, a neighbouring resident. He had no objection to the proposal but was concerned that the party wall award had not been given to him and he requested that this be received before the commencement of work on site.

In response, the Council's Legal Advisor stated that the Party Wall Act 1996 was not a material consideration for planning permission so unfortunately it could not be added as a condition.

The Committee agreed to approve the application subject to the above additional conditions being added to the conditions listed.

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

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; wheel cleansing facilities / strategy; construction and delivery hours (BE1);
4. Condition(s) requiring the submission and approval of the materials to be used (BE2);
5. Vehicle access, parking servicing etc, to be constructed prior to occupation of properties / commencement of use (BE1);
6. Requiring submission and agreement of site and finished floor (BE1);
7. Securing implementation of cycle parking and bin storage (TP6 / BE1);
8. Condition relating to discovery of previously unidentified contamination (PR14);
9. Condition(s) requiring submission and agreement of drainage details (PR16);
10. Submission and agreement of Site Waste Management Plan (WM8);
11. Submission of archaeological recording of the building; and
12. Submission and agreement of the mechanism/other measures, to limit the opening of windows at ground level over the highway.

DEV19 - 18/00405/FUL - PROPOSED EXTENSION AND REFURBISHMENT OF EXISTING INDUSTRIAL UNIT WITHIN USE CLASSES B2/B8 TOGETHER WITH A NEW TWO STOREY OFFICE FACILITY AND ASSOCIATED EXTERNAL WORKS ON LAND TO EAST OF EVERITE RAOD, WIDNES

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

Members were referred to the supplementary information published in the AB Update List, explaining that the highways issues had now been resolved with the submission of an amended site plan and that a preliminary Roost Assessment had been submitted. The recommendation was amended to delete condition number 8 and add it as an informative to any permission, as the condition did not meet the relevant tests.

The Committee agreed that the application be approved subject to the Conditions outlined in the report.

RESOLVED: That the application be approved subject to:

- a) authority being delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of the Committee, to determine the application following receipt of an amended plan dealing with the highway issues outlined and the consideration of the likelihood of bats being present on the site along with necessary surveys / mitigation; and
- b) following this approval it would be subject to the following conditions, as well as additional conditions being added in relation to outstanding matters:
 1. Time limit – full permission;
 2. Approved plans;
 3. Implementation of proposed site levels (BE1);
 4. Implementation of external facing materials (BE1 and BE2);
 5. Soft landscaping scheme (BE1);
 6. Boundary treatments scheme and details (BE1 and BE2);
 7. Tree root protection measures (GE27);
 8. Ground contamination (PR14);
 9. Hours of construction (BE1);

10. Drainage strategy (PR16);
11. Foul and surface water of a separate system (PR16);
12. Construction management plan (Highways) (BE1);
13. Electric vehicle charging points scheme and implementation (CS19);
14. Cycle storage details and implementation (BE1);
15. Provision and retention of parking revised junction / access and pedestrian access constructed in accordance with approved plans (BE1);
16. Pedestrian access, steps, handrail and tactile paving details and implementation; and
17. Waste audit / site waste management plan.

DEV20 - 18/00434/FUL - PROPOSED CONSTRUCTION OF 9019 M2 INDUSTRIAL UNIT FOR USE CLASSES B1, B2 AND B8 ON LAND BETWEEN ASTON FIELDS ROAD AND NORTHWICH ROAD, RUNCORN

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

Officers advised that since the publication of the report an updated Sustainability Report had been received and outstanding queries relating to drainage were awaited; the applicant had agreed to submit these in accordance with Condition number 12.

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

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

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 to include wheel wash and construction hours;
4. Materials condition(s) requiring external finishing materials be carried out as approved (BE2);
5. Landscaping condition, requiring submission and approval both hard and soft landscaping (BE1/2);
6. Boundary treatment condition(s) requiring fencing etc be carried out as approved (BE2);
7. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties / commencement of use (BE1);

8. Requiring submission and agreement of cycle parking details (TP6);
9. Requiring submission and agreement of electric vehicle parking and charging point(s) details (NPPF);
10. Requiring retention of the approved overflow car park for the life of the use (TP12);
11. Conditions relating to further detailed site investigation / mitigation / verification (PR14/15);
12. Conditions relating to / requiring submission and agreement of detailed foul surface water / highway drainage scheme, including attenuation (BE1/PR5);
13. Requiring submission and agreement of a green travel plan (TP16);
14. Requiring submission and agreement of site and finished floor levels (BE1);
15. Submission and agreement of site waste management plan (WM8);
16. Submission and agreement of an Operational Waste Management Plan (WM9); and
17. Requiring submission and agreement of a car park management plan (TP12).

Meeting ended at 6.35 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 3 October 2018 in the Council Chamber - Town Hall, Runcorn

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

Apologies for Absence: Councillor Wainwright

Absence declared on Council business: None

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

Also in attendance: Two Members of the public

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

REG7 MINUTES

The Minutes of the meeting held on 4th July 2018 having been circulated were signed as a correct record.

REG8 THE INCLUSIVE TRANSPORT STRATEGY

The Committee considered a report from the Under Secretary of State for the Department for Transport.

The Committee were advised that on 30 July 2018 the Under Secretary of State for Transport wrote to Local Authorities informing them of the Inclusive Transport Strategy (the Strategy) that was published on 25 July.

A small section of the Strategy dealt with taxi and private hire licensing and issues arising from the report were set out in the agenda item. Members were informed that further reports to the Committee may arise depending on what the Department for Transport does in the future.

RESOLVED: That the report be noted.

Action

REG9 GAMBLING ACT 2005 STATEMENT OF GAMBLING POLICY

The Committee considered a request to approve a Draft Statement of Gambling Policy for recommendation to the Council for adoption.

The Committee was advised that only one response was received to the consultation process and that was from the Gambling Commission and consideration was given to the points raised by them. Consequently, minor changes to the original draft were made to the section on bingo premises.

RESOLVED: That having undertaken a consultation exercise the draft Statement of Gambling Policy as amended be approved by the Committee and be recommended to Council for adoption. An appropriate form of wording for the Council resolution would be: "The Council:

Operational
Director Legal
and Democratic
Services

1. adopts the Statement of Gambling Policy attached to the report to come into effect immediately following the expiry of the current Policy; and
2. directs that the Operational Director Legal and Democratic Services to publish the Statement in accordance with section 349 Gambling Act 2005 and the Gambling Act 2005 (Licensing Authority Policy Statement) (England and Wales) Regulations 2006."

REG10 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

- (1) whether Members of the press and public should be excluded from the meeting of the 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 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.

REG11 TAXI MATTER

Case No 716

RESOLVED: That a Single Status Drivers Licence be issued and a written reprimand given for the failure to disclose convictions. The written reprimand to remain on the applicants file.

Operational
Director Legal
and Democratic
Services

REG12 TAXI MATTER

Case: No 717

RESOLVED: That as the applicant failed to attend the meeting the Committee could not be satisfied that the applicant was a fit and proper person to be granted a licence. Consequently the applicant would be given one more chance to attend the next meeting of the Committee on 28 November 2018. If the applicant failed to attend on that date the Operational Director Legal and Democratic Services, be given authority to refuse the application.

REG13 TAXI MATTER

Case No 718

RESOLVED: That a restricted Single Status Drivers Licence be issued and a written reprimand be given for the failure to disclose convictions. The written reprimand to remain on the applicants file.

Meeting ended at 7.55 p.m.

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