

Minutes

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

Wednesday, 10 July 2019

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COUNCIL

At a meeting of the Council on Friday, 17 May 2019 in the Council Chamber, Runcorn Town Hall

Present: Councillors Horabin, Baker, Baker, J. Bradshaw, M. Bradshaw, D. Cargill, E. Cargill, Carlin, Dennett, Dourley, Fry, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, Leck, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Nolan, Philbin, Polhill, Ratcliffe, Joe Roberts, 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, C. Plumpton Walsh and N. Plumpton Walsh

Absence declared on Council business: None

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

Also in attendance: Twenty-eight invited guests and members of the public and one member of the press

	<i>Action</i>
COU1 ELECTION OF MAYOR AND DEPUTY MAYOR	
<p>Moved by Councillor June Roberts and seconded by Councillor Eddie Jones:-</p> <p>RESOLVED: That Councillor Margaret Horabin be elected Mayor of the Borough for the Municipal Year 2019/20.</p> <p>Moved by Councillor Gareth Stockton and seconded by Councillor Margaret Ratcliffe:-</p> <p>RESOLVED: That Councillor Christopher Rowe be elected Deputy Mayor of the Borough for the Municipal Year 2019/20.</p>	

THE MAYOR, COUNCILLOR MARGARET HORABIN IN THE CHAIR

COU2 COUNCIL MINUTES

The minutes of the meeting of Council held on 6 March 2019, having been circulated, were taken as read and signed as a correct record.

COU3 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- 1) That the Charities she would support during her term of office would be:-
 - Nightstop Communities North West; and
 - The Lets Go Stroke Club
- 2) The Mayor's Chaplain for 2019/20 would be Father Joe Bibby.

COU4 MUNICIPAL ELECTION RESULTS 2019/20

Details of the Borough Council elections held on 2 May 2019 were submitted for information.

RESOLVED: That the election results be noted.

COU5 EXECUTIVE BOARD (SELECTION COMMITTEE) 14 MAY 2019

The following results of the Executive Board (Selection Committee) were moved by the Mayor and seconded by the Deputy Mayor.

COU6 DEPUTY LEADER OF THE COUNCIL

RESOLVED: That Councillor Mike Wharton be appointed Deputy Leader of the Council for the Municipal Year 2019/20.

COU7 BOARDS, COMMITTEES AND PANELS

RESOLVED: That the Boards, Committees and Appeals Panel be constituted with the membership as shown for the Municipal Year 2019/20:-

Health & Wellbeing Board

Councillors Polhill, T. McInerney, Woolfall and Wright.

Corporate Policy and Performance Board (11)

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

Health Policy and Performance Board (11)

Councillors J. Lowe (Chair), Baker (Vice Chair), Cassidy, Dennett, Dourley, P. Hignett, C. Loftus, Ratcliffe, June Roberts, Sinnott and Zygadlo.

Environment and Urban Renewal Policy and Performance Board (11)

Councillors Woolfall (Chair), Fry (Vice Chair), Gilligan, Howard, A. Lowe, Morley, Nolan, Joe Roberts, Rowe, Sinnott, and Teeling.

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

Councillors MacManus (Chair), C. Plumpton Walsh (Vice Chair), J. Bradshaw, Cassidy, Leck, Logan, June Roberts, Rowe, Teeling, Wallace and Whitley.

Children, Young People and Families Policy and Performance Board (11)

Councillors Dennett (Chair), Logan (Vice Chair), M. Bradshaw, Carlin, Cassidy, P. Hignett, Leck, P. Lloyd Jones, J Stockton, Teeling and Whitley.

Safer Policy and Performance Board (11)

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

Development Control Committee (11)

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

Business Efficiency Board (11)

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

Standards Committee (9)

Councillors P. Lloyd Jones (Chair), M. Bradshaw, Howard, J. Lowe, McDermott, Sinnott, Wainwright, Wharton and Zygadlo.

Appeals Panel (20)

Councillors Wainwright (Chair), A. McInerney (Vice Chair), Abbott, J. Bradshaw, Carlin, Dourley, Fry, Gilligan, S.Hill, Jones, Leck, C. Loftus, McDermott, Morley, Philbin, Wallace, Whitley and Woolfall.

Regulatory Committee (11)

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

Mayoral Committee (5)

The incumbent Mayor (Councillor Horabin) and Councillors J. Bradshaw, Gilligan, Morley and Wright.

Appointments Committee (6)

Councillors Polhill and Wharton (plus relevant PPB Chairs x 2) and Opposition Group Leaders (Rowe and J. Bradshaw).

COU8 APPOINTMENT OF SCRUTINY CO-ORDINATOR

RESOLVED: That Councillor Tony McDermott be appointed Scrutiny Co-ordinator for the Municipal Year 2019/20.

COU9 APPOINTMENT OF CO-OPTEEES

RESOLVED: That

- 1) Mr David Wilson be re-appointed as the non-voting Healthwatch Halton Co-optee to the Health Policy and Performance Board for the Municipal Year 2019/20: and
- 2) Reverend David Felix be re-appointed as a non-voting Parish Council Co-optee to the Standards Committee for the Municipal Year 2019/20.

COU10 APPOINTMENT TO OUTSIDE BODIES

The Council considered a report of the Strategic Director, Enterprise, Community and Resources, regarding the appointment of Members to serve on various Outside Bodies. A document was tabled showing the recommendations put forward.

RESOLVED: That representatives be appointed to Outside Bodies in accordance with the tabled document.

COU11 EXECUTIVE BOARD PORTFOLIOS

The Leader confirmed that the Executive Board would consist of the following Portfolio holders for the Municipal Year 2019/20:-

Leader - Councillor Polhill
Resources – Councillor Wharton
Children, Education and Social Care – Councillor T. McInerney
Health and Wellbeing – Councillor Wright
Community and Sport – Councillor Harris
Community Safety – Councillor D. Cargill
Environmental Services – Councillor Nelson
Economic Development – Councillor Jones
Physical Environment – Councillor R. Hignett
Transportation – Councillor S. Hill

Member Without Portfolio – Councillor Wall

RESOLVED: That the Portfolios be noted.

COU12 CONSTITUTION UPDATE 2019/20 (MINUTE EXB 109 REFERS)

Executive Board had considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval of a number of changes to the Council's Constitution.

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

Strategic Director
- Enterprise,
Community and
Resources

COU13 PAY POLICY STATEMENT 2019/20

Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the Pay Policy Statement for 2019/20.

The Localism Act 2011 required every local authority to prepare a pay policy Statement each year, which detailed the Council's approach to a range of issues relating to the pay of its employees, principally its Chief Officers and the Authority's lowest paid employees.

The purpose of the Statement was to provide transparency with regards to the Council's approach to setting the pay of its employees by identifying the following:-

- The methods by which salaries of all employees were determined;
- The details and level of remuneration of its most senior staff (i.e. its Chief Officers); and
- The Committee responsible for ensuring the provisions set out in the Statement were applied consistently throughout the Council and recommending any amendments to the Full Council.

The report also detailed the requirement from April 2018 for employers with more than 250 employees to report on the Gender Pay Gap. The calculation was prescribed statutorily, based on a snapshot date of 31 March of the previous year. Detailed information was published on the Council's web site.

The following information was included in the report:

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

RESOLVED: That the Pay Policy Statement for 2019/20 be adopted.

COU14 CIVIC SUNDAY

The Mayor announced her intention to attend a Civic Service at St Bede's Church, Appleton Village, Widnes on Sunday 30 June 2019 starting at 11.15am.

Strategic Director
- Enterprise,
Community and
Resources

Meeting ended at 7.06 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 14 March 2019 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: One member of the press

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

Action

EXB102 MINUTES

The Minutes of the meeting held on 21 February 2019, were taken as read and signed as a correct record.

**CHILDREN, EDUCATION AND SOCIAL CARE
PORTFOLIO**

EXB103 HALTON BOROUGH COUNCIL AND NHS HALTON
CLINICAL COMMISSIONING GROUP : JOINT WORKING
AGREEMENT - KEY DECISION

The Board considered a report of the Director of Adult Social Services on an extension to the Joint Working Agreement (JWA) between Halton Borough Council and NHS Halton Clinical Commissioning Group.

The Board was advised that the current JWA was due to expire on 31 March 2019. Although work had taken place in preparation for the development of a new JWA, a number of issues, including pooled budget arrangements, needed to be resolved.

Reason(s) for Decision

As outlined in the report, the extension of six months would

allow HBC and NHS Halton CCG to undertake a full review of the current JWA and associated pooled budget arrangements.

Alternative Options Considered and Rejected

- 1) To allow the JWA to cease;
- 2) Enter into a new three year agreement, based on current arrangements.

Implementation Date

1 April 2019.

RESOLVED: That the Board

- 1) note the contents of the report; and
- 2) agree to a six month extension to the current Joint Working Agreement.

Director of Adult
Social Services

EXB104 LIVERPOOL CITY REGION FLEXIBLE PURCHASING SYSTEM (FPS) - KEY DECISION

The Board considered a report of the Strategic Director, People, which provided an update on the Vulnerable Adults Supported Accommodation contracts (the contracts).

The Board was advised that the contracts had been in place since June 2016, and were due to end on 30 June 2019. The report set out details of the options for the services from July 2019 onwards. These included an extension of existing contracts; joining the Liverpool City Region (LCR) Complex Care Flexible Purchasing System, (which would be managed by Liverpool City Council); and Independent Service Funds (an alternative to direct payments and commissioned services).

Reason(s) for Decision

The LCR FPS would allow the Council access to a range of services for vulnerable adults without the need to undertake a local procurement process but still retaining local control over quality and performance standards and funding levels.

Alternative Options Considered and Rejected

Local Procurement Process -

If Halton did not join the LCR FPS a local procurement process would need to be undertaken in 2019 prior to the contracts ending in 2020. The last tender undertaken in 2016 resulted in a change of support provider for the majority of services which destabilised a number of services due to organisational and staffing changes.

This would be a risk, as given the clients being supported, consistency of support was key.

Implementation Date

The expected go live date of the LCR FPS was May 2019 subject to completion of a procurement process.

RESOLVED: That Executive Board

- 1) agrees to Halton joining the Liverpool City Region Complex Care Flexible Purchasing System; and
- 2) delegates authority to the Strategic Director, People, to negotiate charges related to the Flexible Purchasing System.

Strategic Director
- People

EXB105 UPGRADE OF THE CARE MANAGEMENT SOFTWARE SYSTEM

The Board considered a report of the Strategic Director, People, on the upgrade of the current Care Management Software system.

The Board was advised that the Council had been using a software system called Care First, since 1998. The system allowed social care staff and key partner agencies to gather, retain and understand the needs of individuals and families.

It was reported that the system had become outdated and that its suppliers would no longer be able to support or update the product. It was noted that over recent months a review by Officers had been carried out of the available software on the market. A number of objectives were at the forefront of the process, as detailed in the report and noted as including operational requirements; organisational

capacity; value for money; and a procurement route compliant with the law and the Council's Standing Orders.

One option considered was to remain with the existing supplier and purchase and install their updated and upgraded version of their software, known as Eclipse. Following this route would mean that the cost of the upgrade would not exceed the current revenue costs in place for the existing software management solution.

RESOLVED: That the Board approves the upgrade and proposed developments associated with the continued use of the software management system supplied by OLM Systems Ltd for the Council's Care Management System, as outlined in the report.

Strategic Director
- People

COMMUNITY SAFETY PORTFOLIO

EXB106 JOINT COMMISSIONING OF DOMESTIC ABUSE SERVICES ACROSS PEOPLE'S DIRECTORATE

The Board considered a report of the Strategic Director, People, on the joint commissioning of an integrated Domestic Abuse service across the People Directorate. This would include the existing separate adult and children's services.

The Board was advised that Changing Lives were commissioned in 2014 to deliver Halton's Domestic Abuse Refuge Accommodation and Community Support Services. It was noted that Changing Lives had been awarded a two year contract with the option to extend for a further three years. The third extension had been awarded and a waiver approved, to further extend the contract from July to October 2019. This would align with the Children's contract and allow for a joint procurement process to be undertaken.

The report set out the proposed service model, which would include elements already provided, including short term supported accommodation to those at risk. An options appraisal had been undertaken on the property that would be used for refuge accommodation, with consideration given to existing refuge accommodation and use of alternative HBC accommodation and development of community based units.

RESOLVED: That the Board approve the commencement of a procurement exercise for an integrated Domestic Abuse service.

Strategic Director
- People

TRANSPORTATION PORTFOLIO

EXB107 PRELIMINARY ESTIMATES FOR LIQUID ROAD FUEL CONTRACTS - SUPPLY OF DIESEL, KEROSENE, GAS OIL AND AD BLUE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval to award contracts for the supply of Liquid Road Fuels to Council sites.

The Board was advised that the Council had contracts in place for the supply of diesel, Gas Oil A2 and Ad Blue fuels to its Council sites. The contracts, awarded under the national Framework Agreement, were procured by Crown Commercial Services (CCS), an executive agency sponsored by Cabinet Office. It was reported that the contracts were due to expire on 30 September 2019.

CCS would commence a new procurement exercise to award new contracts under the Framework for the provision of Liquid Road Fuels. By joining the procurement exercise, the Council would be able to renew contracts for its fuel requirements to March 2022. Members were advised that by using a national central purchasing body with increased purchasing powers, it would offer economies of scale for the Council.

RESOLVED: That the Board approves the use of Procurement Standing Order 1.4.1. to allow the Council to use a Framework Agreement procured by Central Purchasing (Crown Commercial Services) in compliance with the EU Public Contracts Regulations 2015.

Strategic Director
- Enterprise,
Community and
Resources

ECONOMIC DEVELOPMENT PORTFOLIO

EXB108 VOLUNTARY SECTOR FUNDING – GRANT ALLOCATION 2019/20 - KEY DECISION

The Board considered a report of the Strategic Director, People, on the Voluntary Sector Grant Awards for 2019/20.

The Board was advised that the Council had awarded grants to local voluntary and charitable organisations for a number of years. Applications were assessed against key criteria, such as impact on outcomes for local people, volunteering and training opportunities and the impact on reducing the need for statutory services.

It was reported that applications were assessed and recommendations agreed, by a Panel which consisted of the Portfolio holder for Economic Development and Officers from the People Directorate. The report set out the recommendations for an annual allocation for the financial year 2019/20, with the available budget of £232,500, for Members' consideration.

Reason(s) for Decision

Executive Board approval was required for grant funding.

Alternative Options Considered and Rejected

No alternative options were considered as this was continual grant funding.

Implementation Date

1 April 2019.

RESOLVED: That the Board approve the grant allocations as outlined in the report.

Strategic Director
- People

RESOURCES PORTFOLIO

EXB109 ANNUAL REVIEW OF CONSTITUTION 2019/20

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

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

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

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

Strategic Director
- Enterprise,
Community and
Resources

EXB110 ADOPTION OF THE REAL LIVING WAGE FOR COUNCIL EMPLOYEES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the adoption of the Real Living Wage for Council employees.

The Board was advised that the National Living Wage was introduced in 2016, and must be paid to all employees over the age of 25 years. The Council took a decision in 2016 to pay the National Living Wage rate to all employees, including those under the age of 25, and this remained the case.

It was reported that the UK Living Wage Foundation published a real living wage figure in November each year, which reflected the true cost of living. The Council had explored the option of adopting the Real Living Wage, but it was found to be unaffordable, although this remained an aspiration for the Council.

Within the Liverpool City Region, consultation was underway on a 'Fair Employment Charter' (the Charter), and it was expected that in the final version of the Charter there would be a commitment to pay the Real Living Wage. The Board noted that there was an expectation that public sector employers within the City Region would sign up to the Charter, to lead by example and encourage others to do so.

The UK Living Wage Foundation also encouraged employers to become accredited Living Wage Employers, which required that payment of the Real Living Wage was inherent in the organisational supply chain. The Council would be expected to ensure that all procured suppliers and service providers paid the appropriate wage rate, although it was reported that this would be difficult to achieve because a supplying organisation could only be asked to voluntarily pay the given rate, with the potential for contract costs during the procurement process being passed back to the Council. Given the difficulties outlined in the report, it was considered that accreditation would not be pursued by the Council as an option.

RESOLVED: That

- 1) the report be noted;
- 2) the Board approves the paying of the prevailing Living Wage Rate from April 2019, and each April thereafter; and

Strategic Director
- Enterprise,
Community and
Resources

- 3) the Council does not seek accreditation from the UK Living Wage Foundation.

EXB111 REVIEW OF COUNCIL WIDE FEES AND CHARGES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the review of the Council wide fees and charges.

The Board was advised that, as part of the budget preparations for 2019/20, a review of fees and charges had been carried out. The aim in setting fees and charges was to ensure that the Council fully recovered the cost incurred in providing the service, although this was dependent on a number of factors outside of the agreed charge. These were detailed in the report and noted as including demand, which could change year on year and be affected by the weather; regional factors or demographics; competition, where there may be a strong competitive market; and a statutory element, where some charges were outside the control of the Council and there was no discretion to what could be charged.

Attached at Appendix A was a schedule of statutory fees which may increase during the financial year. Chargeable rates for The Brindley Theatre and the Registrar's Service were attached at Appendix B and C respectively.

RESOLVED: That the proposed fees and charges for 2019/20 as set out in Appendix A attached to the report and for 2020/21 as set out in Appendices B and C attached to the report, be approved.

Strategic Director
- Enterprise,
Community and
Resources

CALL IN

MINUTES ISSUED: 19 March 2019

CALL-IN: 26 March 2019

Any matter decided by the Executive Board may be called in no later than 5.00pm on 26 March 2019.

Meeting ended at 2.25 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Friday, 22 March 2019 in Boardroom - Municipal Building, Widnes

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: G. Cook, I. Leivesley, M. Reaney, T. Gibbs and G. Ferguson

Also in attendance: One member of the press

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

PHYSICAL ENVIRONMENT PORTFOLIO

EXB112 DELIVERY AND ALLOCATIONS LOCAL PLAN; APPROVAL FOR A FORMAL PERIOD OF PUBLIC CONSULTATION PURSUANT TO REGULATION 19 OF THE TOWN AND COUNTRY PLANNING (LOCAL PLANNING) (ENGLAND) REGULATIONS 2012 - KEY DECISION

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval to publish the Delivery and Allocations Local Plan (DALP) Submission Document.

The Board was advised that it was a statutory requirement for local authorities to produce a development plan for their area. Halton's development plan consisted of 'saved' policies from the Unitary Development Plan, the Core Strategy and the Joint Halton and Merseyside Waste Plan. It was reported that the DALP would replace the 'saved' policies previously listed.

It was proposed that the DALP Submission Documents would be published for a six week period of

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consultation, with a variety of supporting documents, as set out in the report. Following this, the DALP would be submitted to full Council prior to its submission to the Ministry for Housing, Communities and Local Government.

It was further noted that the DALP document was a key policy document for the future development of the Borough and the Council's investment, regeneration and economic prosperity strategies.

Reason(s) For Decision

The DALP would form part of the statutory development plan for the Borough. Legislation allowed a Council's Executive Board to approve draft plans for public consultation. Later stages would need the approval of Full Council.

Alternative Options Considered and Rejected

The Council had a statutory duty to prepare and keep up to date a Local Plan for its area. Should the Council choose not to prepare a Local Plan, it risks being directed to do so by the secretary of State or the secretary of State may prepare a Plan on behalf of the Borough.

Implementation Date

Officers would endeavour to publish and advertise the documentation for consultation as soon as practicable after the date of the Board.

RESOLVED: That

- 1) the Delivery and Allocations Local Plan (DALP) Submission Documents be approved (subject to recommendation 2) for the purposes of a six-week period of public consultation;
- 2) minor amendments to the DALP Submission Documents, as deemed appropriate prior to publication for consultation, be agreed by the Strategic Director, Enterprise, Community and Resources in consultation with the executive Board Member for Physical Environment;
- 3) following consultation, the DALP Submission Documents, together with the results of the public consultation exercise, be reported to full Council

Strategic Director
- Enterprise,
Community and
Resources

prior to submission to the Ministry for Housing, Communities and Local Government (MHCLG) for formal Examination;

- 4) a review of the assumptions behind school place forecasts be undertaken; and
- 5) a further report be brought to the Board on the practicalities of the Council introducing a Community Infrastructure Levy.

MINUTES ISSUED: 26th March 2019

CALL-IN: 2nd April 2019

Any matter decided by the Executive Board may be called in no later than 5.00pm on 2nd April 2019.

Meeting ended at 10.05 a.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 11 April 2019 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: One member of the press and four members of the public

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

EXB113 MINUTES

The Minutes of the meetings held on 14 March 2019 and 22 March 2019, were taken as read and signed as a correct record.

**CHILDREN, EDUCATION AND SOCIAL CARE
PORTFOLIO**

EXB114 CARE PROVIDER CONTRACT UPLIFT 2019/20 - KEY DECISION

The Board considered a report of the Strategic Director, People, on the proposed annual uplift for domiciliary and care home providers within Halton for 2019/20.

It was reported that the Care Act 2014 required local authorities to ensure that the care provider market remained viable and sustainable and that when commissioning services, local authorities must have regard for the cost effectiveness and value for money that the services offered for public funds.

The Board was advised that one of the main

Action

challenges for the care sector was the introduction of the mandatory National Living Wage for workers aged 25 and above, effective from 1 April 2016, with an increase year on year, as detailed in the report. All care home, supported housing and domiciliary care providers that worked with the Council, had been consulted in respect of inflationary increases. It was noted that, based on the feedback from the care providers in the Borough, the average inflationary uplift required would be in excess of 3.2%. The increase in fee rates, as set out in the report, had been calculated based on the key risk areas, rather than an overall set increase.

Reason(s) for Decision

The recommendation to uplift the fees for our care providers above inflation was referenced throughout the report and was based on the identified risks to provision of care to vulnerable adults in the Borough.

Alternative Options Considered and Rejected

The social care market had been recognised nationally as being extremely fragile and the Council had a statutory duty to maintain market stability and sufficiency under the Care Act 2014. Not providing an inflationary uplift at a time when providers must pay the National Living Wage would destabilise the market. In addition, people were living longer with very complex health care needs and Halton needed a robust and skilled workforce to continue to provide high quality care for some of the most vulnerable people in our community.

The recommended increase was based on an analysis of the cost pressures on providers and included an element of flexibility to ensure that market sustainability and quality was maintained whilst being affordable to Halton.

An increase less than the recommendations could undermine market stability as providers would not be able to meet their mandatory responsibility to pay staff the National Living Wage, resulting in services becoming financially unviable. This would impact negatively on the local health and social care system, with a potential knock on effect for supporting timely discharge from hospital.

An increase of more than the recommendations would impact negatively on the Council's finances and would be unaffordable. The Council would have less money available to meet its statutory duties to continue to support vulnerable adults.

Implementation Date

1 April 2019.

RESOLVED: That the Board

- 1) notes the contents of the report;
- 2) notes the options and the risks; and
- 3) gives approval to actively enter into discussions with Care Providers, with a view to offer the recommended uplift for 2019/20.

Strategic Director
- People

(N.B. Councillors Polhill and Wharton declared a Disclosable Other interest in the following item of business as they both Non-Executive Directors of the Mersey Gateway Crossings Board)

TRANSPORTATION PORTFOLIO

EXB115 MERSEY GATEWAY PROJECT UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the Mersey Gateway Project.

The Mersey Gateway Bridge opened on 14 October 2017, with the day to day operation managed on behalf of the Council by the Mersey Gateway Crossings Board (the Crossings Board). As well as receiving regular progress reports, the Crossings Board monitored the Operator's (Merseylink) performance against the contract and the activities of the toll operator, Emovis.

The report provided Members with the up to date position in respect of the Operation and Maintenance; Economic Impact and Handback Land; Finances including Project Funding, Financial Performance, the Local User Discount Scheme and the Extended Discount Scheme; and Tolls, Charges and Enforcement.

It was reported that the first fifteen months of operation of the Mersey Gateway had been very positive in operational and financial terms. The remaining elements of the construction phase were anticipated to be complete by June 2019, when the Project would then be solely in the operation and maintenance phase.

RESOLVED: That the report be noted.

ECONOMIC DEVELOPMENT PORTFOLIO

EXB116 EXTERNAL FUNDING UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on external funding secured by Halton during the past year, and an update on the Charging Policy Pilot.

The Board was advised that the primary role of the External Funding Team was to maximise external funding into the Borough. The Team focused on Government, European, National Lottery, Landfill Funding, Trusts and Foundations, as sources for external funding opportunities for Halton. Details of the type of support offered by the Team over the previous financial year were set out in the report.

At its meeting on 19 July 2018, the Board had agreed to the implementation of a pilot Charging Policy for bid-writing support for external sectors. The pilot commenced in September 2018 and charging was operated on a sliding scale but did not apply to organisations with less than £10,000 in unrestricted funding. It was reported that to date, two contracts were in place with two further contracts in the pipeline. Experience through the pilot had identified the need for a lower fee scale for smaller bids, and a suggested revised fee scale was set out in the report for Members' consideration.

RESOLVED: That the Board

- 1) note the level of funding secured to date; and
- 2) agree the revised fee charges for bid services up to £50,000 as set out in section 5 of the report.

Strategic Director
- Enterprise,
Community and
Resources

RESOURCES PORTFOLIO

EXB117 DISCRETIONARY NON DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on two applications 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 two applications from two registered charities, for Members' consideration.

RESOLVED: That

- 1) the application for discretionary rate relief from Vision Enhancement Services/Deafness Support Centre in respect of 126 Widnes Road, Widnes, be refused on the grounds that the organisation also operates in Cheshire West and Chester, Flintshire, Denbighshire, Cheshire East, Wrexham and Conwy, and the Deafness Support Centre operates nationally; and
- 2) the application for discretionary rate relief from the Cathie Stankevitch Foundation in respect of Unit 20, Albert Square, Widnes, be approved.

Strategic Director
- Enterprise,
Community and
Resources

EXB118 PENSIONS DISCRETIONS STATEMENT

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the annual publication of the Pensions Discretion Statement (the Statement).

The Board was advised that the 2019/20 Statement was based on the previous Statement (2018/19) and it was reported that no new discretions had been either added or removed. In addition, there had been no material changes to the Local Government Pension Scheme Regulations 2013, that would result in a change in the Statement.

RESOLVED: That the Pensions Discretion Statement for 2019/20 be approved.

Strategic Director
- Enterprise,
Community and
Resources

EXB119 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 3 2018 - 19

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on progress against key objectives/milestones and performance targets for the third quarter to 31 December 2018.

The Board was advised that the Directorate Performance Overview Report provided a strategic summary of key issues arising from the relevant quarter for each Directorate. The Board noted that such information was key

to the Council's performance management arrangements and Executive Board had a key role in monitoring performance and strengthening accountability. Performance Management would continue to be important in the demonstration of value for money and outward accountability.

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

EXB120 BUSINESS PLAN 2019 - 2020

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the adoption of the Council Business Plan (the Plan) 2019/20, as a basis for action and performance monitoring.

The Board was advised that the Council developed its business plan in parallel with the determination of its annual budget and the review and refresh of Corporate and Directorate Risk Registers. The Plan was formulated as a series of extracts representing each of the Council's six strategic priority areas. Each of the Business Plan extracts provided details of the specific objectives and performance measures which would provide a focus for the ongoing monitoring of progress throughout the coming financial year.

It was noted that Elected Members were engaged in the development of Directorate Plans, primarily through the autumn cycle of individual Policy and Performance Board meetings. This allowed Members to consider key themes for each strategic priority area and develop specific improvement activities and targets for the coming year.

RESOLVED: That

- 1) the draft Business Plans extracts be received; and
- 2) the Chief Executive, in consultation with the Leader, be authorised to make any final amendments and adjustments that may be required.

Strategic Director
- Enterprise,
Community and
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB121 WIDNES MARKET - PROTOCOL AND CHARGING POLICY UPDATE REPORT

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which

sought approval of an amended Market Charging Policy and Protocol documents.

The Board was advised that a revised management structure was adopted for the markets in October 2018. An initial task of the new management regime was to review the charging policy and protocols to ensure they remained fit for purpose and in line with any legislative changes.

It was reported that a recent Internal Audit report on control measures in place had made a number of recommendations to help strengthen existing arrangements. These recommendations had been included in the revised documents and were detailed in the report.

The report also provided details on the proposed main changes to the charging policy document for Members' consideration.

RESOLVED: That the proposed amendments to the Market Charging Policy and Protocols be approved with immediate effect.

Strategic Director
- Enterprise,
Community and
Resources

EXB122 ADOPTION OF STATEMENT OF COMMUNITY INVOLVEMENT (SCI)

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval of an updated Statement of Community Involvement (SCI), as part of Halton's Local Plan.

The SCI document set out how councils engaged with local communities and other interested parties in the production of their Local Plan and determination of planning applications. The Board had considered and approved the draft SCI document for a period of public consultation at its meeting on 13 December 2018.

It was noted that the results of the public consultation were set out in Appendix A, attached to the report. Once adopted, the procedures contained in an adopted SCI must be followed for consultation on all Local Plan documents and planning applications within Halton.

RESOLVED: That

- 1) the Statement of Community Involvement (attached to the report at Appendix A), be adopted as a Local Plan Document as required by the Town and Country Planning (Local Development)

Strategic Director
- Enterprise,
Community and
Resources

2004 Regulations;

- 2) the results of the public consultation, as set out in the Statement of Consultation (attached to the report at Appendix B) are noted; and
- 3) further editorial and technical changes that do not materially affect the content or intended purpose of the SCI be agreed by the Operational Director, Policy, Planning and Transportation, in consultation with the Portfolio holder for the Physical Environment before the document is published.

EXB123 HALTON HOMELESSNESS STRATEGY 2019-2024 - KEY DECISION

The Board considered a report of the Strategic Director, People, on a revised draft Homelessness Strategy and action plan.

The Board was advised that under the Homelessness Act 2002, it was a statutory requirement for each local authority area to produce a five year strategy and to review it annually. The draft Homelessness Strategy highlighted developments in the legislative and policy framework since the previous strategy was implemented.

It was reported that the draft local strategy followed the national approach of 'protect, prevent, resolve and avoid' repeat homelessness, as detailed in the report.

Reason(s) for Decision

It was a statutory requirement that all areas should develop and publish a Homelessness Strategy to cover five year period. This draft Strategy met that requirement.

Alternative Options Considered and Rejected

There were no alternative options considered. The draft Strategy had been developed following consultation with key stakeholders and people who used the services, and met the requirements of national and local strategic priorities.

Implementation Date

The draft Strategy would be implemented as from the date of final approval by Executive Board.

RESOLVED: That Executive Board

Strategic Director
- People

- 1) notes the contents of the report; and
- 2) approves the Strategy Review and action plan in accordance with statutory requirement.

EXB124 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 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 paragraph 3 of Schedule 12A of the Local Government Act 1972.

CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO

EXB125 HALTON CARE HOMES - TO CONSIDER OPTIONS TO MAINTAIN SERVICE DELIVERY FOR OLDER PEOPLE IN HALTON - KEY DECISION

The Board considered a report of the Strategic

Director, People, on options to maintain service delivery at two care homes for older people in Halton.

Reason(s) for Decision

To ensure the sustainability of the care home sector in Halton at its current level of provision, ensuring there was minimal impact on the care home residents.

Alternative Options Considered and Rejected

These were set out in Appendix 1 attached to the report and in section 6.2 of the report on financial summary. The preferred option was Option 3, for the reasons stated in the report.

Implementation Date

The proposal will occur if the market conditions determine the relevant action.

RESOLVED: That the Board agreed the recommendations in the report.

Strategic Director
- People

MINUTES ISSUED: 16 April 2019

CALL-IN: 25 April 2019

Any matter decided by the Executive Board may be called in no later than 5.00pm on 25 April 2019.

Meeting ended at 2.35 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Tuesday, 14 May 2019 in Box 9 - Halton Stadium, Widnes

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: None

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

EXB126 MINUTES

The Minutes of the meeting held on 11 April 2019 were taken as read and signed as a correct record.

Action

EXB127 APPOINTMENT OF DEPUTY LEADER OF THE COUNCIL

RESOLVED: That Council be recommended to appoint Councillor Mike Wharton as the Deputy Leader of the Council for 2019/20 Municipal Year.

Chief Executive

EXB128 APPOINTMENT TO BOARDS, COMMITTEES, APPEALS PANEL AND SCRUTINY CO-ORDINATOR AND THE APPOINTMENT OF CO-OPTEEES TO VARIOUS BOARDS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, regarding appointments to the Council's Boards, Committees, Appeals Panel and Scrutiny Co-ordinator and the re-appointment of a non-voting Co-optee to the Health Policy and Performance Board and the re-appointment of a non-voting Parish Council Co-optee to the Standards Committee. A list of Committee memberships was tabled at the meeting.

RESOLVED: That Council be recommended to make

the following appointments:-

- 1) To the Council's Boards, Committees, Appeals Panel and Scrutiny Co-ordinator post for the 2019/20 Municipal Year;
- 2) Mr David Wilson be re-appointed as the Healthwatch Halton non-voting Co-optee on the Health Policy and Performance Board for the 2019/20 Municipal Year; and
- 3) Reverend David Felix be re-appointed as a non-voting Parish Council Co-optee on the Standards Committee for the 2019/20 Municipal Year.

Strategic Director
- Enterprise,
Community and
Resources

Meeting ended at 2.05 p.m.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 13 June 2019 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, E. Dawson and S. Wallace-Bonner

Also in attendance: Councillor J. Lowe (Minute EXB 2 refers)

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

EXB1 MINUTES

The Minutes of the meeting held on 14 May 2019 were taken as read and signed as a correct record.

CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO

EXB2 SCRUTINY TOPIC GROUP – CARE HOMES – FUTURE SUSTAINABILITY

The Board received a report of the Strategic Director, People, on the final Scrutiny Topic Group report on *Care Homes – Future Sustainability*, from the Health Policy and Performance Board. Councillor Joan Lowe, Chair of the Health Policy and Performance Board (PPB), presented the item.

It was noted that the Halton Care Home model vision was one of outstanding care for all individuals living in the Borough's care homes. The Scrutiny Topic Group identified seven recommendations as part of the review and these were detailed in the main Topic Group report that was considered by the Health Policy and Performance Board on 26 February 2019.

Action

Councillor Joan Lowe was thanked for her attendance, and the Board placed on record their thanks to the members of the PPB for their input to the review.

RESOLVED: That the report be approved.

EXB3 CARE PROVIDER CONTRACT UPLIFT 2019/20

The Board considered a report of the Strategic Director, People, on the outcome of consultation for the Care Provider Contract Uplift 2019/20.

It was reported that the Care Act 2014 required local authorities to ensure that the care provider market remained viable and sustainable and that when commissioning services, local authorities must have regard for the cost effectiveness and value for money that the services offered, for public funds.

Since the meeting of Executive Board on 11 April 2019, consultation had taken place in respect of proposed fee increases with all care homes, supported living and domiciliary providers, working within the Borough in 2019/20.

The report detailed the responses from five providers along with some key issues raised, for Executive Board to consider. Based on the feedback, it was noted that an amendment to the proposed hourly sleep-in rates be made, but that the proposed fee increases for all other care provision remain as previously reported to the Board.

A minor amendment was noted in tables 3.8 and 5.1 which should read as follows:-

'Care Providers - Care homes Year 1 £438 - £546'

RESOLVED: That

- 1) the contents of the be noted;
- 2) the recommendations and risks be noted; and
- 3) approval be given to offer the recommended uplift to care providers for 2019/20 and 2020/21.

Strategic Director
- People

HEALTH AND WELLBEING PORTFOLIO

EXB4 THE PROCUREMENT OF A NEW INTEGRATED SEXUAL HEALTH SERVICE FOR HALTON AND WARRINGTON

The Board considered a report of the Director of Public Health, on the procurement of a new Integrated Sexual Health Service.

In April 2018, the Board had approved a joint commissioning arrangement with Warrington Borough Council. It was reported that the Public Health Team had sought the provision of a high quality service, providing a balance of advice, guidance and promotional/prevention activity. The new service would be delivered in a 'hub and spoke' system, to encourage locality based teams to meet the needs of the population of the area they served.

The Board was advised that a further joint procurement exercise was conducted which concluded on 30 April 2019. One provider was identified as being the most economically advantageous, scoring the highest in terms of quality.

RESOLVED: That the Board notes the outcome of the recent procurement exercise and supports the previously agreed awarding of a joint contract for the provision of an Integrated Sexual Health Service for Halton and Warrington.

Director of Public Health

TRANSPORTATION PORTFOLIO

EXB5 TRANSPORT INFRASTRUCTURE UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on improvements to the Borough's Transport Infrastructure and sought approval for the next set of key transport projects in Halton.

It was reported that Halton's adopted Local Transport Plan 3 (LTP3) set out the statutory context for investment in infrastructure to 2025/26. In association with the 22 'Primary Transport Strategies' contained in LTP3, there were a number of major schemes and improvement projects that covered road, rail, bus, cycling and walking. The report provided Members with details for each of these projects.

It was noted that, since the adoption of LTP3, there had been a number of changes to the way transport strategy

and funding were administered. The Liverpool City Region Combined Authority (LCR CA) had been created and new priorities such as Transport for the North, Northern Powerhouse Rail and High Speed 2 had emerged. Department for Transport funding was now directed to the LCR CA and redistributed to local councils. It was reported that funding that was previously dedicated to Halton, now formed part of a City Region Investment Strategy.

The Board was advised that at the present time, there were four major projects on site in Halton Borough; these were noted as being:-

- Silver Jubilee Bridge Maintenance;
- Runcorn Station Quarter and De-linking;
- Widnes Loops to West Bank; and
- Sustainable transport corridor upgrades for walking and cycling.

RESOLVED: That

- 1) the list of schemes in Appendix 1, attached to the report be approved, and be developed into deliverable schemes (including feasibility works, business case preparation, funding bids and, where appropriate, entry into the Council's Capital Programme);
- 2) the Strategic Director, Enterprise, Community and Resources, be authorised, in consultation with the Portfolio holder for Transportation, to take the necessary actions to ensure value for money through the appropriate procurement processes; and
- 3) the Strategic Director, Enterprise, Community and Resources, be authorised, in consultation with the Portfolio holder for Transportation, to take any other actions necessary to enable timely delivery of this infrastructure.

Strategic Director
- Enterprise,
Community and
Resources

RESOURCES PORTFOLIO

EXB6 VICTORIA PARK GREENHOUSE PROJECT - WAIVER OF STANDING ORDERS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval of a waiver of Procurement Standing Orders, for the provision of a greenhouse structure at Victoria Park, Widnes.

The Board was advised that the current Victorian style greenhouse was a central part of the visitor offer in the Park, although it was in need of repair. Following a feasibility study, a soft market testing exercise was undertaken to establish a manufacturer of a new greenhouse. The report set out details of the breakdown of the various elements of the project together with costs for Members' consideration. It was reported that the waiver of the relevant Procurement Standing Orders would allow the Council to make a further saving against the quoted costs of the original scheme.

RESOLVED: That the waiver of Procurement Standing Order 1.5.2 Open Tendering Procedure under Procurement Standing Orders 1.14.4 (iv and v) be approved, to allow a direct award to Hartley Botanical in the amount of £159,348, for the provision of the greenhouse structure on the Victoria Park Greenhouse project.

Strategic Director
- Enterprise,
Community and
Resources

EXB7 2018/19 FINANCIAL OUTTURN

The Board considered a report of the Operational Director, Finance, on the final revenue and capital spending position for 2018/19.

The Board was advised that the final accounts for 2018/19 were near completion; the revenue spending for each department, which would be subject to external audit, was attached to the report at Appendix 1.

The report provided details on the key budget variances within the following services:-

- Children and Families;
- Adult Social Care;
- Community and Environment;

- Education, Inclusion and Provision;
- Planning and Transportation; and
- Corporate and Democracy.

Members were advised that the Council's Reserves and Balances had been reviewed in accordance with the Reserves and Balances Strategy. Total revenue spending for the year was £2.4m above budget, and as a result, this would have had the impact of reducing the Council's General Reserve to £2.6m. At this level, it was considered the General Reserve would be insufficient given the level of increased service pressures and uncertainty regarding future funding cuts and fluctuations in the business rates retained on an annual basis. However, it was reported that a number of earmarked reserves had been reviewed and reductions made where possible, to enable funds to be moved into the General Reserve to increase the balance to a more prudent level.

A breakdown of School's Balances and spending for 2018/19 was provided, indicating a total of £4.6m at 31 March 2019. Capital spending at 31 March 2019 totalled £21.890m, being 64.6% of the total Capital Programme.

RESOLVED: That

- 1) the report be noted; and
- 2) the information within the report be taken into account when reviewing the 2019/20 budget monitoring position, medium term forecast and saving proposals for future years.

Operational
Director - Finance

EXB8 CAPITAL PROGRAMME 2019/20 TO 2021/22

The Board considered a report of the Operational Director, Finance, which presented the Council's total forecast Capital Programme expenditure and associated funding for 2019/20 to 2021/22.

The report updated Members on the latest position on the Council's Capital Programme, including planned Capital Programme expenditure 2019/20 to 2021/22, a summary of how this would be financed and details of Capital Receipts. The report also outlined the proposed use of the ICT rolling Capital Programme, as set out in Appendix A attached to the report.

RESOLVED: That

Operational
Director - Finance

- 1) Council be recommended to approve the updated Capital Programme for 2019/22, including forecast spend and funding, as set out in Table 1 and Table 2, attached to the report;
- 2) the Strategic Director, Enterprise, Community and Resources, in consultation with the Portfolio holder for Transportation, be authorised to finalise the detailed implementation programme of Highways and Transportation Schemes to be delivered in 2019/20; and
- 3) the proposed use of the ICT rolling Capital Programme for 2019/20, as set out in Appendix A attached to the report, be approved.

EXB9 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Board considered a report of the Operational Director, Finance 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. The Council currently met the full cost of all mandatory and discretionary relief granted, as part of the Liverpool City Region 100% Business Rates Retention Pilot Scheme.

An application had been received for discretionary rate relief, as outlined in the report. It was noted that the organisation was not a registered charity or considered to be a charity by HMRC for tax purposes, so the 80% mandatory relief was not applicable.

RESOLVED: That the application for 90% discretionary rate relief from Power in Partnership Ltd in relation to its premises at 5 Alcock Street, Runcorn, and Unit 1a Halton Lodge Local Centre, Whitchurch Way, Halton Lodge, Runcorn, be approved from 1 April 2019 to 31 March 2022.

Operational
Director - Finance

EXB10 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 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 paragraph 3 of Schedule 12A of the Local Government Act 1972.

CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO

EXB11 HALTON CARE HOMES - TO CONSIDER OPTIONS TO MAINTAIN SERVICE DELIVERY FOR OLDER PEOPLE IN HALTON

The Board considered a report of the Strategic Director, People, which provided an update on the options to maintain service delivery for older people in Halton.

RESOLVED: That the Board agree the recommendation as set out in the report.

Strategic Director
- People

CALL-IN

MINUTES ISSUED: 18 June 2019

CALL-IN: 25 June 2019

Any matter decided by the Executive Board may be called in no later than 5.00pm on 25 June 2019.

Meeting ended at 2.29 p.m.

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HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 27 March 2019 at Halton Suite - Halton Stadium, Widnes

Present: Councillors Polhill (Chair) and T. McInerney, Woolfall and Wright and S. Bartsch, M. Charman, G. Ferguson, T. Hemming, T. Hill, N. Kershaw, R. Macdonald, L. Marler, A. McHale, D. Moore, E. O'Meara, K. Parker, D. Parr, S. Semoff, L. Thompson, M. Vasic, S. Wallace Bonner, A. Williamson and S. Yeoman.

Apologies: M. Larking, M. Pickup and R. Strachan.

Action

HWB17 MINUTES OF LAST MEETING

The Minutes of the meeting held on 3rd October 2018, having been circulated were signed as a correct record.

HWB18 EXECUTIVE PARTNERSHIP BOARD - UPDATE

The Board considered a report of the Director of Adult Social Services, which provided an update on the key issues that the Executive Partnership Board (EPB) and the associated Operational Commissioning Committee (OCC) had been focused on progressing and monitoring over the past few months. It was noted that the EPB had met on a quarterly basis and:

- Work had taken place across both the Council and Halton Clinical Commissioning Group to reduce the level of projected overspend. Financial recovery action plans were in place to achieve a balanced budget by the end of the year;
- Work had continued with all partners to help to minimise delayed transfers of care (DTOC);
- Work had been presented to the OCC on the development of an Inter-Agency Disputes Process;
- The current Joint Working Agreement (JWA) between the Council and Halton CCG expired on 31st March 2019. Work was taking place on the development of a new JWA. In the meantime the current JWA would be extended for 6 months;
- The OCC had agreed how the extra funding provided to the Council this Winter would be spent; and
- As a result of an internal audit report of Halton Integrated Community Equipment Service, five recommendations were made and a Task and Finish Group had been set up to undertake a review with

options for the future delivery of the service.

RESOLVED: That the contents of the report be noted.

HWB19 ONE HALTON - PRESENTATION

The Board received a presentation from David Parr outlining the work that had taken place to date to develop the One Halton Prevention Model and Framework.

The Board was advised that the aim of *One Halton* was to deliver a place based health, integrated, user friendly, prevention model. It would make the most of local talents and assets, services and providers and enable people to stay well and within reason manage their own health. It aimed to improve health outcomes so that people live longer, healthier and happier lives.

The presentation outlined the benefits of the One Halton Model, revised governance arrangements, the One Halton population health achievements and its future aims.

It was noted that the next stage in the development of the model and framework would be to:

- Develop a Provider Alliance Board;
- Commissioners would determine the total Halton spend on health and social care and how this would be spent under a One Halton Provider Alliance model;
- Commissioners to be clear about their joint commissioning intentions at a strategic One Halton level and “what good looks like” for Halton residents; and
- resource the capacity to deliver a One Halton Provider Alliance model and support the GP Federations to drive forward the model.

RESOLVED: That

1. the revised governance arrangements for One Halton be approved; and
2. the Board receive regular update reports on the development of One Halton.

HWB20 DEVELOPMENT DAY FOLLOW UP

The Board received an update on the follow up actions that came out of the Development Day which took place in January 2019. The development session focussed

on:-

- Describing factors in the current context that have an impact on what the Board was trying to do;
- Assessed how it's performing and identified areas for improvement;
- Agreed priority areas of change that would improve performance;
- Agreed specific changes that members of the Board would make; and
- Identified actions needed to take to implement them.

During the Development Day, the Board agreed to introduce induction for new Board Members and that a Membership and contacts list should be developed for Board Members to share. In addition, as a result of feedback from the day, the following documents had been developed and were circulated to Members for approval:

- A revised terms of reference;
- Updated roles and responsibilities for Board Members; and
- A performance dashboard.

RESOLVED: That the following be approved:

1. Revised terms of reference;
2. The performance dashboard; and
3. Updated roles and responsibilities for Board Members

HWB21 REFRESHED TRANSFORMATIONAL PLAN FOR CAMHS

The Board received a presentation on the actions to date to support the Transformation of the local CAMHS offer, to identify the key drivers for the change and next steps.

Following the publication of Future in Mind (February 2015) each Borough was required to submit a Plan to transform the local current CAMHS offer to deliver on the aspirations contained within the Future in Mind document. An initial Plan was submitted to NHS England and had been subject to regular refresh.

For 2018/19 the Plan had been refreshed jointly with Warrington CCG as many of the aims and objectives and redesign initiatives were shared. However, the plan did

provide each Borough with specific detail.

It was noted that the Plan had been approved by the local multi agency stakeholder group – the Emotional Health and Wellbeing for Young Peoples Partnership Group, chaired by the CCG Clinical Lead for children Denise Roberts, Deputy Chief Nurse for the Halton CCG.

RESOLVED: That

1. the presentation be noted; and
2. the Board approve the refreshed Transformational Plan for CAMHS.

HWB22 HALTON SAFER ADULTS BOARD ANNUAL REPORT

The Board considered a presentation by the Independent Chair of the Halton Safeguarding Adults Board (SAB), which outlined the Annual Report 2017/18. The Board was advised on the role of the SAB, a summary analysis of the data gathered and how this information was used to inform the work priorities for 2018-19.

RESOLVED: That the report be noted.

HWB23 CARE QUALITY COMMISSION (CQC) LOCAL SYSTEM REVIEW - PROGRESS REPORT

The Board considered a copy of the CQC Local System Review Progress Monitoring Report, which was presented for information. The CQC undertook a local system review in Halton in August 2017 and the system produced an action plan in response to the CQC's findings. Following a programme of 20 local system reviews, the Department of Health and Social Care had requested the CQC to produce progress updates for these. For Halton the progress report drew on:

- Halton's self reported progress against their action plan (31/10/18);
- CQC's trend analysis of performance against the England average for six indicators; and
- Telephone interviews with four system leaders involved in the delivery and oversight of the action plan.

With regard to the progress made against the six indicators, the CQC had stated that there had been no

significant changes in A&E attendances and emergency admissions since the review. In terms of Emergency admissions from care homes these had increased a little during 2017/18. Lengths of stay remained similar to the England average, whereas Delayed Transfers of Care and Emergency readmissions both increased and were higher than the England average.

In response to CQC's progress report, the local system responded to CQC with regard to some improvements:

- Emergency Admissions in quarter 3 and 4 of 2017/18 was actually below our long-term average; and
- Emergency admissions from care homes the gap between Halton and England was now half what it was two years ago, and Halton had been below their long-term average for 4 of the last 5 quarters.

The Board noted that CQC's review of progress on the action plan concluded that there had been good progress made in all of the areas, with a few actions highlighted as on-going or requiring further development.

RESOLVED: That the report be noted.

HWB24 CHILD DEATH OVERVIEW PROCESS & GOVERNANCE ARRANGEMENTS - PAN CHESHIRE WIDE

The Board considered a report of the Director of Public Health which proposed a number of recommendations regarding the implementation of the Children and Social Work Act 2017 revised statutory guidance in relation to the Child Death Overview Panel (CDOP).

As a result of the Children and Social Work Act 2017, Local Authorities, Clinical Commissioning Groups and Police forces have had to revise their current Local Safeguarding Children Board (LSCB) arrangements. As part of these changes they have also been required to establish Child Death Overview Panels (CDOP) as a distinct set of arrangements rather than a subgroup of the LSCBs.

Under the revised guidance the new Child Death Review (CDR) partners, the Local Authority (LA) and the Clinical Commissioning Groups (CCG) had statutory responsibilities to:

- Make arrangements to review all deaths of

children normally resident in the local area and, if they considered it appropriate, for any non-resident child who has died in their area;

- Make arrangements for the analysis of information from all deaths reviewed; and
- Prepare and publish reports on what they have done and effectiveness of arrangements.

The Board was advised that the current Pan Cheshire CDOP model which represented, Halton, Warrington and Cheshire West and East was working effectively and was in line with statutory guidance in relation to reviewing deaths and identifying local lessons. Guidance required 60 cases to be reviewed each year to be viable and CDOP reviews between 55-60 cases each year making a reasonable argument to maintain this footprint. Therefore, partners proposed that as part of the revised guidance for CDOP, the Pan-Cheshire model should be maintained.

In order to ensure that the CDOP continued to operate within Statutory guidance and met the needs of the CDR partners and the model supported the most effective response to Child deaths in the area, Partners would monitor its effectiveness over the next 12 months.

RESOLVED: That

1. Each area agrees to continue with a Pan-Cheshire CDOP approach and review effectiveness in January 2020 – this includes a commitment to the current funding and business support model;
2. The governance for CDOP develops a more effective relationship between the Local Safeguarding Children's Boards (LSCB) and Health and Wellbeing Boards (H&WBB) in line with local agreements;
3. CDOP Members for each area will take responsibility for reporting into the most appropriate local forum for their area to ensure necessary activity is undertaken; and
4. A workshop of CDOP members will review any required operational changes to be in line with statutory guidance such as the undertaking of thematic reviews, policy, and practice guidance amendments.

HWB25 CHAMPS PUBLIC HEALTH COLLABORATIVE STRATEGIC DELIVERY PLAN

The Board considered a report of the Director of Public Health which provided an overview on the achievements and progress of the Champs Collaborative from April 2017 to April 2018. The Board also considered a copy of the Champs Collaborative Strategic Delivery Plan 2018/20. The Plan summarised key achievements and outlined the Programme objectives for 2018-20.

RESOLVED: That the Board

1. The Champs Collaborative progress update and the Strategic Delivery Plan 2018/20 (Appendix A) be noted; and
2. The implementation of the new innovative British Heart Foundation programme focusing on blood pressure and workplace health (Appendix B) be supported.

HWB26 FUTURE MEETING DATES

The following dates of future Health and Wellbeing Board meetings were circulated to the Board. All meetings would be held at 2pm in the Halton Stadium, Widnes:

10th July 2019
2nd October 2019
15th January 2020
25th March 2020

RESOLVED: That the dates of future meetings be noted.

Meeting ended at 4.00 pm

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CHILDREN YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE BOARD

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 10 June 2019 in the Civic Suite - Town Hall, Runcorn

Present: Councillors Dennett (Chair), Logan (Vice-Chair), M. Bradshaw, Carlin, Cassidy, P. Hignett, Leck, P. Lloyd Jones, J. Stockton, Teeling and Whitley

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. McIntyre, A. Jones, T. Coffey and G. Vaughan-Hodkinson

Also in attendance: None

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

Action

The Chair welcomed new Board Members Councillors M. Bradshaw and Teeling to the Children, Young People and Families Policy and Performance Board. He also thanked Councillor Horabin for her years of support and dedication to the Board as she had stepped down for her Mayoral year.

CYP1 MINUTES

The Minutes of the meeting held on 28 January 2019 were taken as read and signed as a correct record.

CYP2 PUBLIC QUESTION TIME

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

CYP3 EXECUTIVE BOARD MINUTES

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.

RESOLVED: That the minutes are noted.

CYP4 SSP MINUTES

The minutes relating to the Halton Children's Trust meeting held on 14 March 2019 were presented to the Board for information.

RESOLVED: That the minutes be noted.

CYP5 CHILDREN, YOUNG PEOPLE AND FAMILIES PPB ANNUAL REPORT

The Chair presented the Children, Young People and Families Policy and Performance Board's Annual Report for 2018-19.

He wished to place on record his thanks to Members and Officers for their commitment, support and hard work carried out throughout the year.

RESOLVED: That the 2018-19 Annual Report be received and noted.

CYP6 HIGH NEEDS REVIEW

The Board received a presentation from the Operational Director – Education, Inclusion and Provision, which summarised the High Needs Strategic Planning Review which was undertaken by *Peopletoo*, and funded using a revenue funding grant provided by the DfE.

The first phase of this work took place between May and October 2018, so had now been completed. Participants included children and young people, parents and carers, Resource Bases, Special Schools, the PRU, primary and secondary headteachers, key inclusion officers, colleagues from health and strategic managers, who all helped inform the review.

The presentation provided: a summary of the aims of the review; understanding the SEND population; findings relating to Special Schools, Resource Bases, the pupil referral unit (PRU), Out of Borough placements, exclusions; and contributions from health practitioners. It also outlined the key findings and recommendations of the review.

Members were presented with the next steps to be taken to improve the offer and the outcomes for children and young people with SEND in Halton to ensure good, quality sustainable support, that allowed pupils to be educated within their own community alongside their peer groups.

It was noted that Executive Board had since approved the recommendations and *Peopletoo* had been commissioned to undertake the next phase of the project.

Members discussed:

- The links between Resource Bases and mainstream schools and how pupils moved between the two;
- The transition of pupils from the PRU to mainstream education and the fact that some found this difficult to do;
- For some pupils with Autistic Spectrum Disorders (ASD's) it was more appropriate that they accessed mainstream education rather than be placed in special schools;
- The medical needs of some children applied a great deal of pressure on schools and this should be recognised and supported by health colleagues; it was noted that the CCG had been a participant of the review;
- 82% of excluded pupils were found to have special educational needs. It was queried how many of these had ASD's;
- The importance of educating more of our pupils with SEND in the Borough where possible.

One Member suggested that a sub group of the Board was needed so that the Board could devote more time to this important issue. It was suggested this was considered as a Scrutiny Topic.

RESOLVED: That the presentation and update on the first phase of the review be received and an update on the progress of the review be provided at the next meeting.

Operational
Director -
Education,
Inclusion and
Provision

CYP7 NEGLECT STRATEGY 2017-19

The Board received a report and accompanying presentation from the Operational Director – Children and Families, informing of the impact of the Neglect Strategy 2017-19 and the next steps in responding to the impact of neglect on children and families.

The presentation outlined to Members the definition of neglect and the six classifications of types of neglect (i.e. medical neglect, nutritional neglect, emotional neglect, educational neglect, physical neglect and lack of supervision and guidance).

The impacts of neglect were discussed and the vulnerability factors such as disabilities, sexual or criminal exploitation, cultural differences, parental mental health, domestic abuse, substance misuse and living in poverty. Following a Members query, cycle or generational neglect had been found, after interviewing parents with a history of neglect themselves.

The Board heard the current priorities and discussed the next steps, which included the review of the strategy by multi agency partners and the involvement of children, young people and families in the review. The new Strategy would be launched in 2020 with focus on how context and risks external to the family could be better mitigated.

Members queried:

How prevalent was neglect in Halton in comparison with other neighbouring boroughs?

It was on par with them presently, although Halton had seen some reduction.

Was neglect confined to any particular Wards?

No, neglect was found in all Wards in the Borough, not just in our deprived areas.

Registered Social Landlords and other agencies could do more to identify neglect?

Officers advised that there were training courses already in progress for partner agencies in this respect.

The Chair requested the new Strategy be presented to the Board once it was ready.

RESOLVED: That the presentation be received and noted.

Director of
Children's
Services

CYP8 EARLY OUTCOMES FUND

The Board received a report from the Strategic Director – People, which outlined the Early Outcomes Fund (EOF) and Halton's successful bid in receiving a part share of this fund.

It was reported that in July 2017, the Secretary of State for Education set an ambition to halve the proportion of children who did not achieve at least expected levels across all goals in the 'communication and language' and 'literacy' areas of learning at the end of reception year by 2028. This ambition built on the work announced in the

Paper: *Unlocking Talent, Fulfilling Potential: A plan for improving social mobility through Education*, published in December 2017, which set out plans to close the word gap in the early years.

The report summarised the context of the bid, the evidence of local self-assessment which underpinned the bid and the proposed content of the bid.

It was noted that Halton had been awarded a total amount of £582,750.77, which would be paid over the lifetime of the Programme – from 1 April 2019 to 31 March 2020.

Details on the 'TALK Halton' Project; the task and finish group; and the strategic board, all set up as part of the overall strategy, were discussed in the report.

Members queried:

How would children be identified for this project?

Practitioners would pick them up; key people who have received speech and language training to do this particular job. It was hoped that 100% of all 4 year olds, 75% of all 3 year olds and 50% of all two year olds would be screened by the end of the project, so that each child's need was identified.

Was the voluntary sector involved?

Yes they are most definitely involved with the project.

If the Project was successful, does the Council have the capacity to continue to deliver it, as the funding was just for one year?

All partners made a commitment to continue the principles which underpin the project once the funding had finished. The DfE were keen for us to introduce 'strategic change' which would also ensure that long-term change was effected.

Investment would be made into training and upskilling staff; including training in the use of the *Wellkomm Toolkit* which was key, and its use would be continued. More effective support at universal level would result in more capacity at targeted level.

There are areas in Halton that were more in need than others, will they be targeted and how will you ensure parents will engage?

This project was aimed at upskilling early year practitioners and in the development of a 'total communication approach'

in early years settings. It was not primarily aimed at parents. It was important however that parents did engage and they would be encouraged to do so, through the work going on in our Children's Centres and the Adult and Family Learning Team.

Members agreed that a progress report be submitted to the Board in January and the Chair suggested that it include some sustainability data for Members to see.

RESOLVED: That the Board

- 1) welcomes the award of the Early Outcomes Funding for Halton; and
- 2) requests a progress update report on the Project for the January meeting of the Policy and Performance Board.

Operational
Director -
Education,
Inclusion and
Provision

CYP9 PERFORMANCE MANAGEMENT REPORTS - QUARTER 3 OF 2018-19

The Board received the Performance Management reports for quarter 3 of 2018-19 (1 October 2018 to 31 December 2018). Members were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development or improvement in 2018-19 were agreed by Members and included in the Local Authority's Business Plan, for the various functional areas reported to the Board as follows:

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

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

Due to the fact that these reports related to quarter 3 Officers provided Members with highlights of quarter 4, in particular relating to: Halton's new Behaviour Support Service; the Centralised Placement Team; Ofsted's new framework; Children in Care data; foster carers recruitment update; and the client recording system update. Explanations were also provided on queries relating to the revenue budget as at 31 December 2018.

It was noted that the Performance Management reports for quarter 4 would be sent to Members following the meeting.

RESOLVED: That the quarter 3 Performance Management reports for 2018/19 be received.

Meeting ended at 8.55 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 26 February 2019 at Council Chamber - Town Hall, Runcorn

Present: Councillors J. Lowe (Chair), Baker (Vice-Chair), M. Bradshaw, Cassidy, Dennett, Dourley, Horabin, C. Loftus, June Roberts and D. Wilson (Co-optee)

Apologies for Absence: Councillors Gerrard and Sinnott

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, A. Jones, L Wilson, H. Moir and P. Preston

Also in attendance: A. Williamson – HASB, C. Scales – BCHFT, Dr A. Davies and N. Ambrose-Miney – NHS Halton CCG, Councillor P. Lloyd Jones, one member of the press and one member of the public

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

	<i>Action</i>
HEA31 MINUTES	
<p>The Minutes of the meeting held on 27 November 2018 having been printed and circulated were signed as a correct record.</p>	
HEA32 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
HEA33 HEALTH AND WELLBEING MINUTES	
<p>The minutes from the Health and Wellbeing Board's meeting of 3 October 2018 were presented to the Board for information.</p>	
<p><u>HWB11 – Transitions in Care – Transition Team</u> – it was hoped that the Named Social Worker (NSW) project would be continued in Halton and support was being gathered for this. It was however subject to additional funding being available so a decision would be made in June 2019.</p>	
<p>RESOLVED: That the minutes be noted.</p>	

HEA34 HSAB ANNUAL REPORT 2017 - 2018

The Board received the Halton Safeguarding Adults Board (HSAB) Annual Report for 2017-18 (1 April 2017 to 31 March 2018) and welcomed Audrey Williamson – the Independent Chair, who presented the report.

It was reported that the Annual Report fulfilled one of the HSAB's three core statutory duties; detailing how effective their work had been.

The Board was advised that all safeguarding partners had submitted their annual summary of work activity, the focus of which addressed HSAB's priorities as identified from the 2016-2017 Annual Report Performance Framework and Strategic Plan (2016-2018), in addition to acknowledging local and national safeguarding adults emerging issues / trends / policies throughout the year.

Further, the report also provided a summary analysis of the data gathered from HBC Safeguarding Adults Collection and highlighted that what this information revealed informed the work priorities for 2018-2019; this could be found at paragraph 3.4 of the report. The addition of two case studies within this year's report was highlighted and it was agreed they provided a valuable insight into the diversity of support needed to help safeguard an adult at risk.

The Board was advised that following analysis of the previous year's data and work activity and consultation with Members, HSAB partners, sub groups and service user groups, the following 3 priorities were agreed for 2018-2019:

- Priority 1 – Quality Assurance;
- Priority 2 – Learning and Professional Development; and
- Priority 3 – Co-production and Engagement.

In response to one Member's query, it was commented that the increase in Acts of Omission was mainly due to medication not being given or not being given on time. The Board requested feedback from the one GP practice that acted as the pilot for NHSE's (National Health Service England) online virtual college; this would be sought.

RESOLVED: That the report be noted.

HEA35 QUALITY SURVEILLANCE AND CARE QUALITY COMMISSION UPDATE (BRIDGEWATER COMMUNITY HEALTHCARE NHS TRUST)

The Board welcomed Colin Scales, Chief Executive Officer from Bridgewater Community Healthcare NHS Foundation Trust (BCHFT), who provided an update on the position of the Trust in relation to Quality Surveillance by National Health Service England (NHSE). They also provided the results of the Care Quality Commission (CQC) inspection September 2018.

The Board was advised that due to concerns raised by CCGs and NHSE, BCHCF received a three month Enhanced Surveillance Notice and commenced a comprehensive programme of work to improve safety and quality of care using a Quality Risk Plan (QRP). A review of this took place on 7 September 2018, where the Trust provided significant evidence of improvement which was subjected to further scrutiny by commissioners. Following a further review on 24 October 2018, it was agreed to remove the enhanced surveillance and further scrutiny of the outstanding actions would be carried out via the Collaborative Commissioning Forum (CCF) rather than directly by NHSE.

It was explained that the actions within the QRP relating to Woodview Child Development Centre were removed and included in a separate plan for Woodview. The scrutiny of the remaining actions of the Woodview plan were now undertaken by the CCG. It was announced that there had been significant improvements, which included staff engagement in developing services and greater involvement with families.

The report provided further detailed information and the following was clarified following Members' queries:

- The Woodview plan was still ongoing and parents were encouraged to share their concerns with the Trust directly;
- CQC feedback was still awaited regarding the Quality Risk Plan;
- the Royal College of Paediatrics and Child Health had been commissioned to carry out an external review on Woodview. Their findings would be shared with the Board once finalised; and
- Healthwatch Halton would be hosting a feedback event on the improvements made at Woodview on 26 March 2019.

Members were asked to note the position in relation to quality surveillance and the CQC, and acknowledge the improvements made by the Trust.

RESOLVED: That the updates are noted.

Director of Adult
Social Services

HEA36 HALTON'S HOMELESSNESS STRATEGY 2019-2024

The Board was presented with the *Halton's Draft Homelessness Strategy 2019-2024* and the *Homelessness Strategy Delivery Plan 2019-2024*. Both were appended to the report.

Members were advised that in accordance with the Homelessness Act 2002, it was a statutory requirement for each Local Authority area to produce a five year strategy. This Strategy superseded Halton's Homelessness Strategy 2013-2018. The action plan would be reviewed annually, to ensure it remained current and reflected economic and legislative changes. Since the previous Strategy was implemented it was noted that the Homelessness Reduction Act 2017 had come into force, so this had been incorporated and complied with into the new Strategy.

The following additional information was provided following Members' queries:

- Housing Solutions worked with *Nightstop* at the moment around training and accommodation referrals. However, Housing Solutions had not been notified of the new model and how it would be delivered. It would be necessary to look at their model in detail to determine how a partnership could develop further. This would be addressed by the Local Authority's service commissioner;
- Concerns were raised over the level of support for ex-Armed Services personnel who found themselves homeless and with mental health issues such as Post Traumatic Stress Disorder (PTSD); Halton had signed up to the *Cheshire, Halton and Warrington Community Covenant* which encouraged support for the ex-Armed Forces Community working and residing in these areas; the Board would be provided with details of the Cheshire Armed Forces Covenant and the progress to date;
- The Housing Solutions Team employed a Landlord Accreditation Officer and a Prevention Officer to ensure that privately rented properties in the Borough were maintained to an acceptable standard;
- The Chair suggested that 'zero hour contracts' and

'tenants leaving properties due to refurbishment' be added to the causes for homelessness; and

- Member training was taking place on 11 March 2019, at 5.30 pm in the Council Chamber to cover the *Housing First* Programme which would be facilitated by a Combined Authority Officer.

RESOLVED: That the report be noted and comments made be considered before the Homelessness Strategy 2019-2024 is finalised.

HEA37 DEVELOPMENT OF URGENT TREATMENT CENTRES & STANDARDISATION OF GP HOURS

The Board received an update from Dr Andrew Davies – NHS Halton CCG and Nicky Ambrose-Miney – Senior Commissioning Manger Urgent Care, NHS Halton CCG, on the development of the Borough's two Urgent Care Centres (UCC) into Urgent Treatment Centres (UTC).

Members were advised that Urgent and Emergency Care (UEC) was one of the national service improvement priorities. It was noted that the clinical review of the current UCC model stated that neither UCC was fully compliant with NHSE expectations for UTC's for the reasons stated.

The report outlined the core standards for UTC's and how this would apply to Halton residents. Officers advised that to ensure the two local centres met the needs of the population, NHS Halton CCG were conducting a consultation on the model, including the CCG's proposal to reduce the opening hours by two hours a day.

The Board was advised that a pre-consultation engagement was held from 24 October to 12 December 2018. Its purpose and the main themes that came out of the consultation were discussed in the report. Following this a formal eight week public consultation commenced on 7 January 2019 and would run until 3 March 2019. The consultation process was discussed in detail which included how the public would be engaged in the process.

Members were also advised that from 1 October 2018, GP led cover at Widnes and Runcorn UCCs for 6 hours per day (12 noon – 6 pm, 7 days per week) had been implemented. The impacts of this were described in the report.

The following points were added in response to Members' queries:

- The procurement process for the UTC's was a formal process prescribed by national guidance;
- Although there was interest initially with private providers, these had not continued with the process in Halton;
- Once the UTC's had been implemented, the onsite GP's service would be negotiated with the new provider but the requirement would be for more than 6 hours per day;
- The pre-consultation document questions were available and would be shared with the Board;
- Patient online appointment bookings were still being encouraged;
- Members' comments regarding the improvements needed at 'front of house' in dealing with patients in the UCC's were noted; and
- Once the UTC's were implemented; patients attending the Centre would have access to free parking.

The Chair requested that the Officers return in September with an update.

RESOLVED: That the Board

- 1) notes the outcomes of the pre-consultation engagement;
- 2) notes the procurement timetable; and
- 3) notes the impact of standardised GP cover in the Urgent Care Centres.

Director of Adult
Social Services

HEA38 SCRUTINY TOPIC GROUP – CARE HOMES – FUTURE SUSTAINABILITY

The Board was presented with the final Scrutiny Topic Group report on *Care Homes – Future Sustainability*, and its accompanying appendices.

It was noted that the Scrutiny Topic Group identified seven recommendations as part of the review which were detailed throughout the main report, as well as at the end of the report in a table for easy reference (appendix 4).

Members agreed that the topic group had proved to be enlightening and enjoyable to be a part of. On behalf of the Board the Chair thanked the staff involved with the Topic Group and the Members of the Board for their input. She also paid recognition to those Elected Members who visited care homes on a regular basis as part of their constituency work.

It was also confirmed that as part of Member involvement in the current business planning process, a range of topic areas had been identified for consideration for scrutiny during the municipal year 2019-20. The priorities for Adult Social Care for 2019-20 were agreed by Members in December 2018; these were confirmed as:

- Reablement pathway, including review of recruitment issues in community services;
- Safeguarding Unit;
- Deprivation of Liberty Safeguards (DoLS); and
- Finance.

The Board discussed these priorities and agreed that the topic for the Scrutiny Review for 2019-20 would be Deprivation of Liberty Safeguards (DoLS).

RESOLVED: That the Board agrees that

- 1) the report be approved; and
- 2) the topic for the Scrutiny Review for 2019-20 be Deprivation of Liberty Safeguards (DoLS).

HEA39 HEALTH POLICY & PERFORMANCE BOARD PRIORITY BASED REPORT

The Board received the Performance Management Reports for quarter 3 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 3 of 2018-19. This included a description of factors which were affecting the services.

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.

The following highlights from the report were noted:

- Additional funding had now been provided to refurbish the upstairs floor at Oak Meadow Care Home which would increase beds by 11;
- The Complex Care pool budget was forecast to balance as advised by CCG;
- A task and finish group would be established with Children's Services to review the issues related to

direct payments; and

- With regards to the delivery of equipment and adaptations to patients homes and the returning of equipment by patients; a revised service specification for the Community Integrated Equipment Service would be developed during 2019-20.

RESOLVED: That the quarter 3 2018-19 priority based report be received.

Meeting ended at 8.00 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 18 June 2019 at Council Chamber - Town Hall, Runcorn

Present: Councillors J. Lowe (Chair), Baker (Vice-Chair), Cassidy, Dennett, Dourley, P. Hignett, C. Loftus, Ratcliffe and Sinnott

Apologies for Absence: Councillors June Roberts and Zygadllo

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, A. Jones, L Wilson, H. Moir and S. Semoff

Also in attendance: D. Johnson – Chief Executive NHS Knowsley CCG; Dr E. Marshall – Clatterbridge Oncology; L. Thompson, M. Stanley & M. Austine – NHS Halton CCG; J. English – HBC Care Homes and Councillor R. Hignett

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

		<i>Action</i>
HEA1	MINUTES The Minutes of the meeting held on 26 February 2019 having been circulated were signed as a correct record.	
HEA2	PUBLIC QUESTION TIME It was confirmed that no public questions had been received.	
HEA3	HEALTH POLICY AND PERFORMANCE BOARD ANNUAL REPORT : 2018/19 The Board received the Health Policy and Performance Board's Annual Report for April 2018 to March 2019. The Chair conveyed her thanks to all Members of the Board and Officers, for their commitment and support throughout the year. RESOLVED: That the Annual Report for April 2018 to March 2019 be noted.	

The Chair made a statement addressing the Senior Responsible Officer (Transforming Cancer Care) on behalf of the Board, on their disappointment on the lack of participation and inclusion of Elected Members of the Board and the lack of contact and liaison with Council officers, in respect of the public consultation for the Transformation of Cancer Care. It was noted that the presentation being made today would not be considered part of the consultation process.

HEA4 TRANSFORMING CANCER CARE

The Board received a report and accompanying presentation from the Chief Executive, Knowsley CCG, on the current state of the programme to redesign the provision of non-surgical oncology across the Eastern Sector, Mid Mersey, to be more efficient and effective within a specialist hub, with the potential for future radiotherapy development.

It was noted that presently the programme was in the pre-consultation engagement phase, and that formal consultation would start in July 2019 for 3 months.

The following was discussed / noted in response to Members' queries:

- Early stage cancer screening was outside the scope of this project. However, it was commented that screening rates for cervical, breast, bowel and lung cancer had improved;
- Public Health promotions were taking place to encourage cancer screening so it was hoped that these rates would be increased in the future;
- An obstacle to screening was a fear of diagnosis;
- Support groups were encouraging people to go for screening when invited, even if they had no symptoms;
- The pre-consultation exercise was being completed to identify areas to be included in the formal public consultation; such as equality and diversity issues and travel / transport issues;
- A space was being identified for a radiotherapy machine in the area – so a review was taking place on this. Nationally, reviews were constantly being carried out to determine the best locations for them.

RESOLVED: That the Board

- 1) recognises the problems being experienced in the current provision of non-surgical oncology services and the requirement to make changes to ensure

patients receive appropriate care in a timely manner;
and

- 2) notes the current position of the programme and the intention to undertake public consultation from July to September 2019.

HEA5 DELAYED TRANSFERS OF CARE

The Board received a report and accompanying presentation which provided background information in respect to *Delayed Transfers of Care* (DTC's) and gave details of Halton's latest position with regards to these.

Members were advised that a DTC occurred when a patient was ready to leave a hospital or similar care provider but was still occupying a bed. Delays could occur when patients were being discharged home or to a supported care facility, such as a residential or nursing home, or were awaiting transfer to a community hospital or hospice.

The report outlined how delayed transfers of care were measured and how they occurred; Halton's performance for the months of January 2019 and February 2019 were used as an example to explain this in paragraph 3.5.

Appended to the report was Appendix 1: *Halton's DTC's since January 2018* and Appendix 2: the *Monthly Delayed Transfers of Care Update from the North West Association of Directors of Adult Social Services (ADASS)*; this outlined how Halton benchmarked against other local authorities in the North West.

In response to Members' queries the following was noted:

- The retention of staff in the care sector was a national as well as a local concern – the Council was continuing to work with care providers on this issue;
- Premier Care (the Council's Lead Care Provider) would visit the Board at the next meeting;
- Delays in people leaving hospital after discharge occurred due to problems with care packages being arranged for afterwards;
- Delays in people leaving hospital after discharge occurred for a variety of reasons, for example where the family choose a care home where there are no vacancies and they join a waiting list; this then results

in the relative staying in hospital until a bed is available.

RESOLVED: That the Board notes the report contents and associated appendices.

HEA6 UPDATE ON ASYLUM SEEKERS AND REFUGEES - HEALTH IMPACTS

The Board received an update on Halton's involvement with asylum seeker and refugee dispersal and resettlement programme; highlighting health and wellbeing issues.

By way of background, Members were reminded that following a request in late 2015 from Central government, the Council's Executive Board agreed to support the national dispersal programmes for asylum seekers, Syrian refugees, Vulnerable Children Resettlement Scheme (VCRS) and unaccompanied asylum seeker children (National Transfer Scheme).

It was noted that 42 out of 44 local authorities in the North West were participating in the dispersal programmes, including all 6 in the Liverpool City Region (LCR) and all four Cheshire Authorities. Halton's initial commitment to the Syrian Resettlement Programme (SRP) and VCRS was 100 individuals, with a further 60 agreed in 2018. Currently, 112 individuals had resettled in Halton; it was not clear how many asylum seekers were placed in Halton but it was estimated to be between 10 – 20.

The report discussed local issues around asylum seekers and refugees; health considerations; impacts on social care; and the '*Safe Surgeries*' initiative, the investigation of which was supported by Members.

RESOLVED: That the Board

- 1) notes the report; and
- 2) supports investigating whether the Safe Surgeries initiative is suitable for promotion in Halton.

HEA7 CRITERIA BASED CLINICAL TREATMENTS

The Board received a report from the Chief Commissioner, NHS Halton CCG, that informed on the current state of the programme to review the existing clinical policies maintained by the Clinical Commissioning Group; a paper was attached to the report explaining this.

It was noted that the next phase of the review was Phase 3, the policies to be included were outlined in the appendix. The public engagement would take place between 25 February and 7 July 2019 and a report would come back to the Board with the outcome of this.

RESOLVED: That the Board

- 1) recognise the Phase 3 policies that were currently being reviewed; and
- 2) notes the public engagement process was during the period of Purdah for the local elections and no decisions could be made during this period.

HEA8 RESPITE PROVISION

The Board received a report from the Strategic Director, People, on respite provision, with a particular focus on Shared Care Vouchers.

The report advised Members of a recent incident that had occurred involving a carer who had a Shared Care Voucher for 28 days residential respite and the difficulties she encountered when trying to use it.

The report set out to explain the Shared Care Voucher process and investigated whether issues such as these were a common occurrence. The aim was to help to identify where improvements could be made going forward in order to help avoid carers experiencing issues such as the one described in the report.

Following the presentation of the item Members commented:

- That they agreed there were flaws in the system if people were being let down last minute, as in the example presented;
- It was very important that carers had respite from their caring responsibilities for many reasons;
- Families taking respite needed to meet the person

going in their place, so they could feel confident leaving them in the care of that person; and

- The Council should look to offer respite care in their care homes.

RESOLVED: That the Board notes the possible improvements highlighted at 3.16 and 3.18 and agrees that these be reviewed with a further update be submitted at a future meeting.

HEA9 SCRUTINY TOPIC – 2019/20

The Board received the draft Topic Brief for the Scrutiny Review – Deprivation of Liberty Safeguards; this was attached to the report as Appendix 1.

RESOLVED: That the Board

- 1) approves the draft Topic Brief as being reflective of the lines of enquiry the Board wishes to pursue; and
- 2) agrees that all Members of the Board be included in the Scrutiny Group.

HEA10 ADULT SOCIAL CARE PERFORMANCE IN THE NORTH WEST

The Board received an overview of the North West Annual Performance Report for Adult Social Care (attached at appendix 1) which highlighted comparisons and key areas for focus for Halton.

Director of Adult Social Services

In summary, the report provided an overview of key performance areas for adult social care, pulled together into a single dashboard; this data was also reported on a quarterly basis to the NWADASS sector led improvement board. Members were advised that the use of the dashboard had been developed over the last two years, and provided the sector led improvement board with data and intelligence to challenge performance of individual authorities and enabled resources to be targeted, to support improvement according to what the data was saying.

Members noted that the Report was the year end benchmarking dashboard, and used only publically available data; but did include some locally developed indicators. Also, it was noted that it was important that Halton not only monitored its own performance, but benchmarked against other North West local authorities, to ensure continued improvement in all service areas.

The report discussed the North West's key performance areas, and Halton's performance. Members were pleased to see some improvements. One Member requested to know the outcome of the task and finish group on direct payments; this would be forwarded.

RESOLVED: That the Board notes the contents of the report and associated Appendix.

HEA11 PERFORMANCE MANAGEMENT REPORTS, QUARTER 4 2018/19

The Board received the Performance Management Reports for quarter 4 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 4 of 2018-19. This included a description of factors which were affecting the services.

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.

RESOLVED: That the Performance Management Reports for quarter 4 be received.

Meeting ended at 8.15 p.m.

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SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 11 June 2019 at the Council Chamber, Runcorn Town Hall

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: One member of the press and PC Tetlow, Cheshire Police

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

		<i>Action</i>
SAF1	CHAIR'S ANNOUNCEMENTS	
	At the start of the meeting, the Chair welcomed Cllr Ratcliffe as a new Board Member.	
	In addition, the Chair provided an update on the proposals the Police and Crime Commissioner had brought forward for community safety funding arrangements. The Chair indicated that the Chief Executive had written to the Commissioner expressing the concerns of the Halton Community Safety Partnership.	
SAF2	MINUTES	
	The Minutes of the meeting held on 19 th February 2019 were taken as read and signed as a correct record.	
SAF3	PUBLIC QUESTION TIME	
	It was reported that no questions had been received.	
SAF4	SSP MINUTES	
	The minutes from the previous Safer Halton	

Partnership (SHP) meeting held on 17th October 2018 and 19th February 2019 were presented to the Board for information

SAF5 PETITION CONCERNING ANTI SOCIAL BEHAVIOUR AT UPTON ROCKS PARK

The Board considered a report which advised on a petition that was submitted by a resident of Ascot Gardens, Widnes in April 2019. The petition requested that action to be taken around the anti-social behaviour that residents were experiencing in Upton Rocks Park and was signed by 67 residents of Ascot Gardens.

It was noted that the petitioners made reference to a recent meeting that had taken place between representatives of the Council, the Police and local residents. Discussions had taken place at that meeting about efforts that were being made to deter and prevent the anti-social behaviour in the area and the petition presented details of the type of experiences local residents had witnessed.

Members were advised on action that had or would be undertaken by the Council and its partners in order to ensure that such incidents were avoided in the future. The Ward Members were aware of the issues involved and had been working with the residents and police to address the issue identified by the petitioners.

The Board discussed incidents of Anti-Social Behaviour (ASB) in other areas and were advised that in order for appropriate action to be taken residents needed to report such behaviour and keep a record of such incidents.

RESOLVED: The petition be noted.

SAF6 COMMUNITY SAFETY VICTIM AND WITNESS SUPPORT SERVICE

The Board received a presentation on the Anti-Social Behaviour (ASB) Victim and Witness Service from Andrew Bailey, ASB Victim and Witness Support Officer/NRP Coordinator. The Service was part of the work of the Safer Halton Partnership Community Safety Team and was designed to deliver independent and confidential support to residents aged over 10 years who were experiencing nuisance and/or anti-social behaviour in Halton.

The presentation provided an outline of the Service milestones achieved, types of nuisance behaviour and the level of support to those who were experiencing it, support plans and the future scope of the service and its continued development.

Members noted that the Service had provided support to a thousand victims and their families and in 2009 had received acclaim for best practice in Parliament.

RESOLVED: That the presentation be noted.

SAF7 CRUCIAL CREW PROJECT UPDATE

The Board considered a report from the Strategic Director, Enterprise, Community and Resources, on the Crucial Crew programme available to all year 5 pupils from Halton schools. On average 1600 students attended the programme and learned safety messages delivered by various department's from Halton Borough Council, Cheshire Police and Cheshire Fire and Rescue. The programme took place over a two week period in February/March each year.

During the programme the children were involved in seven scenarios provided by partners from Halton Borough Council's Road Safety Team, experts in travel / personal safety, Health Improvement Team, Fire Service, Police, School Health Nursing Team and Safeguarding Children's Board. The safety scenes taught young people about the recovery position, online safety, arson and stop drop and roll, road safety, hidden sugars in foods and mindfulness, amongst other important issues.

Funding initially came from Halton Safeguarding Board, Safer Halton Partnership, Halton Unison and Crimebeat, which enabled the event to take place and was organised by Halton Borough Council's Road Safety Team. However, because of reducing resources, it was becoming increasingly difficult to keep this valuable work going. The cost of transport to the Stadium for all the schools who wished to take part was funded by Crucial Crew.

Members were advised that a new facility was now available in Lymm called Safety Central. Safety Central is a state-of-the-art safety and life skills education centre. It was the first centre of its kind in the country, blending an operational fire station and training facility with a unique visitor experience. As part of this centre, Safety Quest was a

one-day experience where all Halton pupils would learn so many different safety messages.

Cheshire Fire Authority, the elected body which was accountable, was funding the running costs of Safety Central, enabling Cheshire East, Cheshire West and Chester, Halton and Warrington schools to visit for free. Schools would need to arrange transport to and from the centre. Members of the Board were invited to contact PC Tetlow to arrange a visit to the Centre.

The Board discussed the opportunities the Partnership could explore to identify funding for the transport cost so that all year 5 children could attend over a 5 week period during the year.

RESOLVED: That Officers investigate the funding possibilities to cover the cost of transport for Halton Primary Schools to attend Safety Central and a further report be brought back to the Board.

SAF8 ANNUAL REPORT

The Board considered a copy of the Annual Report from the Chair of the Safer Policy and Performance Board, 2018/19. The Board met four times during the year and the report set out the work carried out and the recommendations throughout the Municipal Year April 2018 to March 2019.

RESOLVED: That the Annual Report be noted.

Meeting ended at 8.45 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, 27 February 2019 at the Council Chamber - Town Hall, Runcorn

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

Apologies for Absence: Councillor Fry

Absence declared on Council business: None

Officers present: G. Ferguson, T. Gibbs, S. Rimmer, J. Unsworth, P. Wright and J. Farmer

Also in attendance: One member of the press

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

Action

MINUTE SILENCE

The Board stood for a minute's silence in memory of Adrian Bratby, who had recently passed away.

EUR25 MINUTES

The Minutes of the meeting held on 14th November 2018 having been circulated were signed as a correct record.

EUR26 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR27 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.

EUR28 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 OF 2018/19

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 3 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.

Councillor Howard submitted the following questions and responses were provided as follows:

- Chrysalis Fund – page 23 -2.2 - Funding for Project Violet
Where will Chrysalis get future funding from after we leave the EU

In response the Board was advised that EU funds were guaranteed until 2020/21

- Ditton Station – Page 24 -2.6 (Rail Consultants appointed); Page 30 – EEP 0SF (Feasibility Study); Page 37 – EMG (Planning Application)
All the above all related to the possibility of Ditton Station reopening. Particularly significant in light of the reopening of the Halton Curve.
Is there an update describing the current position?

In response, Members noted that the Feasibility Study was expected shortly. In the meantime the Council continued to work with Mersey Travel on a short term rail strategy for the region.

- Equality Objectives – the link to the annual progress report does not work.

In response, the Board was advised this had now been resolved.

- Full Time Equivalent Employees were not reported in the expenditure.

The Board noted that Employee budgets were based on full time equivalent staffing numbers of 122.

- Charging rates – Competition from Approved Inspectors charging rates that the Council cannot. What actions could be taken to redress the position described?

In response, the Board was advised that a Member of the Building Control Team would attend the next meeting to give a presentation on the Hacket Review, the collaborative work with Knowsley Council, and the initiatives being taken to redress the competition from Approved Inspectors.

In addition, the Board also discussed responsibility for funding the refilling grit bins and if Area Forum funding could be used to do so. It was noted that Area Forum funding was within the revenue budget and could be used as a 'one off' to refill grit bins.

It was agreed that a written response would be provided to Councillor Sinnott regarding an update on the contract for the provision of Guardian Services that was due to expire in May 2019.

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

EUR29 BUSINESS PLANNING

The Board considered a report from the Strategic Director Enterprise, Community and Resources, which provided an update on the work of the Business Planning Working Party. The Working Party was established to select a small number of priority topics to be fed into department business plans for 2019-20. It was noted that the following topics/areas of focus had been selected by the Working Party:

- Opportunities to co-ordinate maintenance activity with partners;
- Improved recycling of food waste;
- Tackling fly tipping;
- Awareness of environmental fund benefits; and
- City Region regeneration fund.

RESOLVED: That the Board endorse the topics to be fed into the Business Plan 2019-2020.

EUR30 RUNCORN TOWN PARK MASTERPLAN -
PRESENTATION

The Board received a presentation from Mr Wright, Divisional Manager Open Space Services, outlining the masterplan to improve Runcorn's Town Park. In a series of planned improvements to the park, three different hubs for the park would be created; one in the North, one in the Centre and onto the South. The presentation outlined the improvements to each individual hub which included improvements to entrances, car parks and paths and general maintenance and cleaning. Members noted images of the improvements at Town Park and details on the Environmental Fund that had been used to develop the park improvements.

RESOLVED: That the presentation be noted.

EUR31 HOUSEHOLD WASTE DUTY OF CARE

The Board considered a report which set out details on householders legal "duty of care" to ensure they only give their waste to a licensed waste carrier and considered a proposed level of Fixed Penalty Notices (FPN) for any failure by a householder to comply with their legal obligations.

Under the Waste (Household Waste) Duty of Care (England and Wales) Regulations 2005, householders were required to take reasonable measures to ensure that household waste produced on their property was passed onto an authorised person. An authorised person was defined in legislation but was usually a local authority or a registered waste carrier. It was noted that a householders legal duty was set out in the Waste Duty of Care Code of Practice issued by DEFRA. Failure to comply with the legal obligations was a criminal offence and the primary circumstances where a householder would be deemed to have done so:

- Where an individual passed waste to an unauthorised waste carrier; and
- Where fly-tipped waste was traced back to an individual who was found to have failed to take reasonable steps to ensure that they had transferred the waste to an authorised waste carrier.

The Board was advised that under new regulations introduced in November 2018, an FPN could be issued as an alternative to prosecution. The FPN allowed a more proportionate approach to prosecution for a duty of care offence. Members were requested to consider if the default penalty of £200 should be retained or whether an alternative level should be set within the limits set by legislation.

With regard to the level of discount for early payment of an FPN issued for a duty of care offence. Whilst considering the discount, the Board was advised that the FPNs for littering offences applied a 25% discount if the full amount was paid within 10 days.

It was also noted that information would be provided to advise householders of their duty of care obligations in a number of ways; including information leaflets, social media, Inside Halton and by placing information on the Council's website. In addition, information would be provided to householders who were looking to use a private contractor or any other person to remove waste from their property to ensure they met their legal obligations by carrying out checks beforehand to establish that they were a genuine and reputable company or individual.

RESOLVED: That a report be presented to Executive Board recommending that the Fixed Penalty Notice for household waste 'duty of care' offences should be set at £200 with a 25% discount for early payment within 10 days of issue.

EUR32 LEAD LOCAL FLOOD AUTHORITY SECTION 19 FLOOD INVESTIGATION AND FLOOD HUB

The Board received a report which reminded Members of the Council's responsibilities as Lead Local Flood Authority (LLFA) under the Flood and Water Management Act 2010. The report also highlighted the recent flood event at A557 Watkinson Way, Widnes and the Flood Hub website resource.

RESOLVED: That the Board note

1. the Council's responsibilities as LLFA;
2. the content of the Section 19 report for Watkinson Way; and
3. the Flood Hub resource.

EUR33 ANNUAL ROAD SAFETY STATISTICS REPORT

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which gave details of road traffic collision and casualty numbers within the Borough in the year 2017.

The Board was advised that Appendix A to the report set out full details of the numbers of traffic collisions and casualties in the year 2017, and compared these figures with those from previous years. These results were very encouraging, with a decrease in casualty numbers of people slightly injured and of those killed/seriously (KSI) injured, compared to those figures for 2016. Overall Halton was one of the best performing local authorities both regionally and nationally in terms of casualty reduction in 2017.

In addition, the report highlighted the work of the Road Safety Team would continue to undertake during the year with an extensive programme of education, training and publicity.

RESOLVED: That

- 1) the overall progress made on casualty reduction in Halton over the past decade be noted and welcomed; and
- 2) the 2019 programme of road safety education, training and publicity be endorsed.

Meeting ended at 7.55 p.m.

CORPORATE POLICY AND PERFORMANCE BOARD

*At a meeting of the Corporate Policy and Performance Board on Tuesday, 4 June 2019
in the Council Chamber - Town Hall, Runcorn*

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

Apologies for Absence: Councillors A. McInerney

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, G. Ferguson and R. Rout

Also in attendance: One member of the press

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

		<i>Action</i>
CS1	MINUTES The Minutes from the meeting held on 29 th January 2019 were taken as read and signed as a correct record.	
CS2	PUBLIC QUESTION TIME The Board was advised that no public questions had been received.	
CS3	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.	
CS4	MEMBER DEVELOPMENT GROUP NOTES The Board considered the minutes of the Member Development Group meeting held on 6 th December 2018. RESOLVED: That the minutes be noted.	

CS5 CORPORATE ACCIDENT/INCIDENT REPORT 1 APRIL 18
- 31 MARCH 19

The Board was provided with a report from the Strategic Director, Enterprise, Community and Resources, which presented details of health and safety management in relation to key performance indicators for the current financial year, 1 April 2018 to 31st March 2019.

The report highlighted

- There had been a rise in burn injuries within school catering and office areas, slips/trips/falls, manual handling accidents in the care teams and Waste Management plus injuries linked to staff being hit or caught by stationary and moving/flying objects. There had also been a total of 12 near misses;
- Violent incidents were showing a fall in the number of verbal incidents and physical incidents had dropped from 11 to 10. However there had been a rise in both verbal and physical incidents within Halton schools;
- Lone working monitoring system usage data showed a very slight increase in registered users of the system but a decrease in use of the system;
- Display Screen Equipment assessments had risen to 23 throughout 2018 with staff reporting health issues surrounding Musculoskeletal Disorders; and
- Risk Assessments completed on the corporate risk assessment system had risen from 1142 in 2017/18 to 1432 in 2018/19.

Arising from the discussion the Board requested that definitions of the specified injury, >7 day and significant be provided in future reports. In addition, further information on the reported physical incidents in schools would be circulated to Members.

RESOLVED: That the report be noted.

CS6 GENDER PAY GAP

The Board considered a report which presented information and calculations for the Council in relation to the Gender Pay Gap. From April 2017, Gender pay reporting legislation required all organisations that employed over 250 employees to publish statutory calculations every year showing how large the pay gap was between their male and female employees. The gender pay gap was defined as the difference in the average earnings of men and women over

a specified period, regardless of their role or seniority.

Halton Borough Council's information was published on 30th March 2019, in line with the statutory requirement and full details were outlined in the report.

RESOLVED: That the content of the report be noted.

CS7 HALTON BOROUGH COUNCIL UPDATE ON APPRENTICESHIP POLICY/APPRENTICESHIP LEVY AND PUBLIC SECTOR TARGET

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on apprenticeships in the Council, together with a regional and national picture. The apprenticeship programme was the outcome of The Richard Review of Apprenticeships, published in 2012. The Governments key changes were around Standards replacing Frameworks and the introduction of the Apprenticeships Levy from April 2017. The Levy required employers with a wage bill of £3million or more to pay 0.5% of their pay bill to invest in apprenticeship training. For Halton Council this equated to £259,696 per year (2018/19).

It was noted that the development of apprenticeships had been successful with the current number of apprentices at 16 (12 male and 4 female). Since the Levy regime began in April 2017 the number of apprenticeships was 67. Whilst the number of new apprentices who had acquired a permanent position with the Council during the last 2 years was 15. The Council had been innovative in its approach in order to provide the best opportunities to recruit apprentices in areas where it had previously experienced difficulties filling vacant positions.

In addition, within the scope of the Apprenticeship Policy, the Council also planned future development of its existing workforce via the Apprenticeship Levy, again across a diverse range of roles and service areas to meet the growing service demand and to maintain a professional and qualified workforce.

The Board also noted the collaborative work that took place to promote the concept of apprenticeships between the Council and the Liverpool City Region (LCR). The work had proven successful and a proposal was currently being considered for the LCR Chief Executives to extend this additional support until the end of 2019.

RESOLVED: That the report be noted.

CS8 ANNUAL REPORT

The Board considered a copy of the Annual Report from the Chair of the Corporate Services Board, 2018/19. The Board met four times during the year and the report set out the work carried out and the recommendations throughout the Municipal Year April 2018 to March 2019.

RESOLVED: That the Annual Report be noted.

CS9 TOPIC GROUPS 2019-20

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which sought to develop a work programme of topics for the Board to examine in 2019/20. It was noted that the Board had previously arranged a Topic Group to consider the Discretionary Support Scheme and this had provided significant guidance to Officers and the Executive Board in relation to the delivery of that extremely important service. It was proposed that this Topic Group would continue to meet and consideration would be given to setting up a second Topic Group if required.

RESOLVED: That

1. the Discretionary Support Scheme Topic Group continue to meet; and
2. consideration would be given to setting up a second Topic Group if required.

CS10 PERFORMANCE MANAGEMENT REPORTS QTR 4 - 2018-19

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 4 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 following questions were raised and the responses given:

- How many empty homes are there in the Borough, and how many were paying the empty homes premium? In response it was noted that there were currently 605 long term empty properties in the Borough (empty for 6 months or more) and 150 of the 605 were currently subject to the empty homes premium (having been empty for over 2 years);
- Have the outstanding business rates owed by Castlevue House been paid, and if not what was being done to collect them? It was noted that the company that previously owned Castlevue House (Rally Century Ltd) were registered in the British Virgin Islands. Business rates totalling £550k remain outstanding from November 2015 to April 2017 when it was in their ownership. This debt was subject to liability orders, but as they were registered offshore it was outside the UK Court's jurisdiction and so we cannot enforce the liability orders.
- How many dwellings in Castlevue House were now paying Council tax, and how many were paying the empty homes premium? Members were advised that all 241 properties at Castlevue House were now included in the council tax register and liable for council tax. None were paying the empty homes premium as they must be empty for two years before the premium was levied. As the properties were registered from various dates from April 2018 onwards, the first ones (if any) to incur the premium would be in April 2020.
- Clarification was provided on the figure recovered by the Direct Payments team.

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

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

CS12 PERFORMANCE MANAGEMENT REPORTS QTR 4 - 2018-19

The Board requested further information on a particular outstanding debt.

RESOLVED: That

1. Members be kept informed of developments; and
2. Copies of the agreement be circulated to the Board.

Meeting ended at 8.35 p.m.

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 27 March 2019 at the Civic Suite, Town Hall, Runcorn

Present: Councillors M. Lloyd Jones (Chair), M. Bradshaw, E. Cargill, A. Lowe, MacManus, McDermott, Joe Roberts and J. Stockton

Apologies for Absence: Councillors Wall and Philbin

Absence declared on Council business: None

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

Also in attendance: Helen Stevenson and Mark Heap (External Auditors – Grant Thornton), and one member of the press

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

	<i>Action</i>
BEB19 MINUTES	
<p>The Minutes of the meeting held on 21 November 2018 were taken as read and signed as a correct record.</p>	
BEB20 EXTERNAL AUDIT PLAN 2018/19 YEAR END	
<p>The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which set out the 2018/19 year-end Audit Plan, presented by Grant Thornton.</p> <p>The Board was advised that the External Audit Plan was attached to the report and set out details of Grant Thornton's strategy and plan to deliver the 2018/19 audit of the Council's financial statements. It also provided details of their approach to the value for money conclusion.</p> <p>RESOLVED: That the contents of the External Audit Plan for 2018/19 year-end be noted.</p>	
BEB21 EXTERNAL AUDIT UPDATE REPORT	
<p>The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update from Grant Thornton (External Auditors)</p>	

regarding:

- 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.

Helen Stevenson, Engagement 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.

BEB22 INTERNAL AUDIT PLAN – 2019/20

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which sought approval for the planned programme of audit work for 2019/20.

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

A copy of the draft Audit Plan for 2019/20 was attached as an appendix to the report and provided information on the role of internal audit and the factors taken into account in developing the plan. It was noted that performance against the Audit Plan would be kept under review throughout the year and quarterly progress reports provided to this Board.

It was reported that internal audit work was one of the key sources of assurance to the Chief Executive and the Leader of the Council, who were jointly required to sign the Annual Governance Statement.

RESOLVED: That the Board approves the proposed Internal Audit Plan for 2019/20.

Divisional
Manager, Audit,
Procurement and
Operational
Finance

BEB23 2017/18 HOUSING BENEFIT SUBSIDY CLAIM CERTIFICATION

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the 2017/18 housing benefit subsidy claim by the Council's External Auditor, Grant Thornton.

The Board was advised that the Council's External Auditor had completed their audit and certification for the 2017/18 housing benefit subsidy claim and that their findings were set out in the appendix, attached to the report.

It was noted that the appendix also contained details of the external audit fees charged for the work.

RESOLVED: That the audit and certification of the 2017/18 housing benefit subsidy claim, as outlined in the Appendix attached to the report, be noted.

BEB24 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

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

BEB25 INTERNAL AUDIT PROGRESS REPORT

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which provided Members with a summary of internal audit work completed since the last progress report in November 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 16 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 there had been no follow-up audit reviews completed since the last progress report, with the main focus of activity being on completing as many reviews as possible from the 2018/19 Internal Audit Plan.

It was reported that the Public Sector Internal Audit Standards required that the Chief Executive deliver an annual internal audit opinion and report to inform the Council's governance statement. It was noted that Management had responded positively to all of the issues identified in the audits and that there were no outstanding matters from those audits that would have implications for the internal audit opinion.

RESOLVED: That the report be noted.

FUTURE TRAINING SESSIONS PRIOR TO BOARD MEETINGS

The Chair confirmed that training on Final Accounts would take place prior to the next Board meeting on 24 July 2019, starting at 5.30pm in the Civic Suite, Runcorn Town Hall.

Meeting ended at 7.21 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Tuesday, 5 March 2019 at Civic Suite - Town Hall, Runcorn

Present: Councillors Nolan (Chair), Carlin, R. Hignett, V. Hill, J. Lowe, June Roberts, Thompson, Woolfall and Zygadlo

Apologies for Absence: Councillor C. Plumpton Walsh

Absence declared on Council business: Councillor Morley

Officers present: A. Jones, J. Tully, T. Gibbs, A. Plant, G. Henry and I. Dignall

Also in attendance: Councillor Howard, 3 members of the public and one member of the press

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

	<i>Action</i>
DEV30 MINUTES	
<p>The Minutes of the meeting held on 4 February 2019, having been circulated, were taken as read and signed as a correct record.</p>	
DEV31 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. The Committee was advised that all of the matters under consideration referred to National Planning Policy Framework (NPPF) 2018. Since the reports were compiled NPPF 2019 had been issued. There were no material differences which would affect the applications before the Committee and the Committee was requested to assume that reference to NPPF 2018 were references to NPPF 2019.</p>	
DEV32 - 17/00497/FUL - PROPOSED ERECTION OF TWO STOREY BLOCK CONTAINING 4 NO. ONE BEDROOM APARTMENTS AT REAR GARDEN OF 67 MAIN STREET, RUNCORN	

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

Since the publication of the agenda Officers provided updates with regards to: further letters of objection received including one from a Ward Councillor; that the development was considered to comply with Section 16 of the National Planning and Policy Framework (NPPF) in relation to conserving and enhancing the historic environment; improvements made to certain design issues which would be secured by condition; and issues relating to site levels and accessibility in accordance with the Equality Act.

The Committee was addressed by Mr Campbell who represented a community group called *Friends of Halton Village* objecting to the scheme. He presented several pictures of the existing 10 bedroomed HMO (House of Multiple Occupation) development built by the applicant, highlighting the poor condition bin storage area and difference in brick colour. He argued that the development would be in the heart of a conservation area and therefore would add no character to the Village; that the 'flats'(rather than apartments) which were one bedroomed, would be rented on a week by week basis; and that the exit from the site was impaired. He also stated that if this backland application was approved it would set a dangerous precedent for the Council.

Councillor Howard then addressed Members of the Committee, who spoke in objection to the proposal on behalf of himself and Ward Councillor E. Cargill. It was noted that the third Halton Castle Ward Member was a Member of the Development Control Committee and therefore was unable to make (and had not made) any representation regarding the application.

Councillor Howard spoke in support of the objectors and made reference to several policies and clauses within the Halton Borough Council Unitary Development Plan (UDP), where he considered the application did not comply. In particular, he stated that this was a 'backland' development and the building would be completely out of character with the other properties of Halton Village, which was within a conservation area. He also argued that there would be increased traffic congestion; insufficient parking; and an obscured exit from the site. He disputed the Highways Department's opinions and recommendations as they differed from those made on a previous application in 2009 for the same site. Councillor Howard also made

reference to two other previous backland applications submitted to the Council, one of which was in Main Street, and both were refused by the Committee and dismissed on appeal.

In response to the comments made by speakers Officers advised Members:

- that there was no difference in planning terms with regard to whether the word 'flat' or 'apartment' was used;
- the introduction of four one bedroomed flats into the Village would have very little impact on the traffic;
- the bin storage area would be extended;
- the type of bricks and other materials to be used would be conditioned;
- the previous backland applications referred to could not be compared to this one as there were no similarities;
- the Highways guidance used for a previous application made on the site in 2009 was a different document; this had now been superseded by the one referred to for this application; and
- how the building related to the area was a consideration but the type of potential tenants was irrelevant.

The Committee discussed the application in detail and received clarity from Officers on the term 'backlanding'. They had sympathy for the speakers' argument that the development would be out of character for Halton Village, especially considering that this was a conservation area. One Member moved that the application be deferred, so that further clarification could be provided on the impacts of this development to the conservation area and, in particular, whether the proposal would be out of character in the conservation area. The motion was seconded and the Committee agreed that the motion be carried so the application was deferred to the next meeting of the Committee.

RESOLVED: That the application be deferred, so that further information and clarification could be provided on the impacts of the development in the Halton Village conservation area and, in particular, whether the proposal would be out of character in the conservation area.

WITH ASSOCIATED LANDSCAPING, ACCESS IMPROVEMENTS AND ENGINEERING OPERATIONS AT INOVYN CHLOR VINYLS LTD

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

Officers advised of the following updates since the publication of the agenda:

- The level of parking was confirmed as sufficient for the numbers of staff that would be at the building at any one time and the Council's Highways Officer raised no objections;
- A revised Transport Statement has been supplied by the applicant;
- A cycle and footway would be provided across their land connecting to Castner Avenue as requested by the Highways Officer, but this would not be given over for adoption;
- The unused piece of adopted highway on the site would either be stopped up or incorporated within the car park plans;
- Discussion were ongoing with regards to outstanding drainage issues; and
- The applicant had agreed to amend the landscape and lighting scheme.

In order for the application to progress it was requested that the recommendation be amended to request that authority be delegated to the Operational Director – Policy, Planning and Transportation, to approve the application subject to the outstanding issues being resolved and conditions amended accordingly.

The Committee agreed that the application be delegated to the Operational Director for approval, as requested above.

RESOLVED: That

- a) delegated powers be given to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of the Development Control Committee, to approve the application once the outstanding issues have been resolved and conditions amended where required; and

b) that the application be subject to conditions relating to the following (to be amended as required):

1. Specifying approved plans;
2. Materials condition, requiring submission and agreement of external materials (BE2);
3. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
4. Vehicle access, parking, servicing etc to be constructed prior to commencement of use (BE1);
5. Requiring finished floor and site levels be carried out as approved (BE1);
6. Site investigation, including mitigation to be submitted and approved in writing (PR14);
7. Restriction of external lighting (PR4);
8. Submission and agreement of Site Waste Management Plan (WM8);
9. Submission and agreement of a Construction Management Plan (BE1);
10. Submission and agreement of a Green Travel Plan (TP16);
11. Submission and agreement of boundary treatments (BE2);
12. Submission and agreement of hard surfacing materials (BE2);
13. Submission and agreement of cycle storage details (TP6);
14. Conditions securing off site highway, cycle and footway works;
15. Requiring submission and agreement of EV charge points;
16. Condition as requested by Health and Safety Executive;
17. Conditions relating to site investigation, remediation and validation (PR14); and
18. Conditions relating to methodology and validation of Japanese Knotweed removal (PR14).

DEV34 - 18/00616/FUL - PROPOSED EXTENSION TO THE EXISTING STORAGE FACILITY COMPRISING AN ADDITIONAL 171 CONTAINERS, ACCESS ARRANGEMENTS, 2.6 METRE HIGH PALISADE FENCING AND GATES AND CCTV CAMERAS MOUNTED ON 5 NO. 8 METRE HIGH TOWERS AT FORMER NATIONAL GRID DEPOT, HALTON ROAD, RUNCORN

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

The Committee was advised that since the publication of the agenda the Lead Local Flood Authority had advised that additional information was required, as detailed in the published AB Update List. Following this advice the applicant had advised that he wished to provide the drainage scheme prior to the determination of the application. Therefore, there would be one additional condition to those listed at section 9 of the report.

Officers requested that delegated powers be given to the Operational Director – Policy, Planning and Transportation, to make a decision once a suitable drainage scheme was submitted by the applicant.

The Committee agreed that the Operational Director be granted delegated authority to approve the application as discussed above and subject to the conditions listed.

RESOLVED: That

- a) delegated powers be given to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of the Development Control Committee, to approve the application once a suitable drainage scheme was submitted; and
- b) the application would be subject to the conditions outlined below:
 - 1. Approved plans;
 - 2. External Facing Materials – Containers dark green in colour (BE1 and BE2);
 - 3. Hedgerow planting along North Western boundary of the site (BE1);
 - 4. Implementation of parking and servicing (BE1); and
 - 5. Condition relating to external lighting.

DEV35 - 19/00008/FUL - PROPOSED EXTENSION TO THE RAW MATERIAL RECEPTION BUILDING TO ACCOMMODATE NEW PROCESSING MACHINERY AND SEPARATE ELECTRICAL SWITCH ROOM AT SECAMIN, DESOTO ROAD, WIDNES

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

The Committee considered the application as presented and agreed that it be approved, subject to the

conditions listed below.

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

1. Specifying approved plans;
2. Materials condition, requiring materials to match the adjoining Raw Materials Reception and Handling Building (BE2);
3. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
4. Vehicle access, parking servicing etc to be constructed prior to commencement of use (BE1);
5. Requiring finished floor and site levels be carried out as approved (BE1);
6. Conditions relating to site investigation, mitigation and validation to be submitted and approved in writing (PR14); and
7. Restriction of external lighting (PR14).

Meeting ended at 7.30 p.m.

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DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 8 April 2019 in the Boardroom - Municipal Building, Widnes

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

Apologies for Absence: Councillor C. Plumpton Walsh

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, A. Plant and G. Henry

Also in attendance: Councillors Howard and E. Cargill and 4 members of the public

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

Action

DEV36 MINUTES

The Minutes of the meeting held on 5 March 2019, having been circulated, were taken as read and signed as a correct record.

DEV37 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

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

DEV38 - 17/00497/FUL - PROPOSED ERECTION OF TWO STOREY BLOCK CONTAINING 4 NO. ONE BEDROOM APARTMENTS IN REAR GARDEN OF 67 MAIN STREET, RUNCORN

It was noted that this application was deferred by the Development Control Committee on 5 March 2019, so that further clarification could be provided on the impacts of this development to the conservation area, and in particular, whether the proposal would be out of character in the conservation area. Consideration of the item was being treated as a new hearing and not a resumed hearing. This meant that representations by speakers could be repeated and the applicant could also speak. Additionally, any

Member not present at the last meeting of the Committee could take part in determining the matter.

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

Officers referred Members to the additional paragraphs to the existing report, highlighted in bold at the beginning of the report. Additionally, the site plans for two previous refusals of planning permission referred to in the last meeting by objectors, were included within the plans pack. It was noted that Members had received a full copy of the retained Conservation Advisor's advice; copies of which were available for members of the public in the public gallery.

Since the publication of the agenda, Officers advised that the concerns they had over certain design features had been addressed, so the amendments would be secured by conditions. They also confirmed that the applicant would retain control over the site to allow the development to be carried out. The reasons for site level and accessibility work not being justified on the site were noted.

The Committee was addressed by Mr Campbell, who represented a community group called *Friends of Halton Village*, objecting to the scheme. He had returned to the Committee to advise that *Friends of Halton Village* had read the updated statement from the Conservation Adviser and the group was still of the opinion that residents of Halton Village should be heard, as they were best placed to know if the development was in keeping with the Village. He insisted that the development would not add character to and was not in keeping with the Conservation Area status of Halton Village. In addition he argued that the plans were poor and questioned the need for this type of dwelling on the property market, in a village setting.

The Committee was then addressed by Mr Groves, who spoke on behalf of the applicant. He stated that the site was set back from the main road and would have no harmful impact on the Conservation Area. He argued that the issues raised were not material planning considerations; the plans were sound with all technical requirements met; and made reference to alterations already made to surrounding properties, despite them all being in the Conservation Area.

Councillor Howard then addressed the Committee, speaking in objection to the proposal on behalf of Halton

Castle Ward colleague, Councillor E. Cargill and local residents. It was noted that the third Halton Castle Ward Member was a Member of the Development Control Committee, and therefore was unable to make (and had not made) any representation regarding the application.

He stated that the fundamental objection to this application was that it would have an adverse effect on the Conservation Area of Halton Village. He complained that although the Conservation Advisor had provided further advice, there was no opportunity for the Committee to question her. He also argued that:

- There were documents to support the concerns of the residents;
- The outbuildings from 71 – 97 Main Street offered no evidence that they were used for habitation in the past;
- These properties were built in an era when large gardens and outbuildings were characteristic;
- Some properties had been modified in the past thus compromising the character of the Village; and
- The residents strongly disagreed with the opinion of the Council's retained Conservation Advisor.

Councillor Howard urged the Committee to refuse the application; stating that the character and heritage of Halton Village Conservation Area should be conserved for future generations.

The Committee discussed the application and referred to the *Halton Village Conservation Area Appraisal* that was produced in 2008. That document was not formally adopted by the Council but it was confirmed that it was a material consideration. In the document number 67 Main Street was considered to be a category B status, where a category A was the highest. The National Planning Policy and Framework (NPPF) document was also quoted in relation to heritage assets; harm to conservation areas and public benefits.

A proposed motion to refuse the application was put forward by Councillor Thompson, but he was advised that proper reasons should be included within a motion. In view of this the Committee agreed to a 10 minute adjournment, to enable a detailed proposed motion to be formulated.

The public left the room during the adjournment during which Councillor Thompson prepared his proposal. No debate between the other Members took place during

the adjournment. After the adjournment the public returned to the room and the meeting was formally re-convened.

Councillor Thompson put forward his proposal which was seconded and agreed by the Committee by majority. Councillor J. Lowe did not speak or vote on this item because she had left the room for a short time during the debate.

RESOLVED: That the application is refused because the Committee considered that the proposed development would cause harm to the character and appearance of the Conservation Area because of:

1. Impact on the vista from Castle Hill and the visual relationship between the scheduled monument and its surroundings;
2. Impact on visual amenity and visual unity;
3. The proposal is not in keeping with the setting and physical connection of the surroundings;
4. The proposal did not result in public benefits such as to override any harm;
5. The proposal is not in keeping with outbuildings and the historical purpose and uses of outbuildings within the Conservation Area; and
6. In the context of the importance of the Conservation Area the proposal would set a precedent.

Therefore the proposal was contrary to Part 16 of NPPF and BE1, BE2 and BE12 of the Halton Unitary Development Plan and CS20 of the Halton Core Strategy.

Meeting ended at 7.45 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 13 May 2019 at the Civic Suite - Town Hall, Runcorn

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

Apologies for Absence: Councillor Zygadllo

Absence declared on Council business: Councillor Morley

Officers present: A. Jones, J. Tully, T. Gibbs, A. Plant, G. Henry, P. Shearer and I. Dignall

Also in attendance: 5 members of the public and one member of the press

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

	<i>Action</i>
DEV39 MINUTES	
<p>The Minutes of the meeting held on 8 April 2019, having been circulated, were taken as read and signed as a correct record.</p>	
DEV40 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>	
<p><i>To avoid any allegation of bias, Councillor Val Hill did not take part in the debate or vote on this item, as her husband Councillor Stan Hill, had made representations on the application relating to imposing certain conditions.</i></p>	
DEV41 - 18/00567/FULEIA - PROPOSED DEMOLITION OF EXISTING WORKSHOP, LEAN-TO-SHED AND PICKING LINE ENCLOSURE, AND THE ERECTION OF 2 NO. BUILDINGS TO PROVIDE FOR THE STORAGE AND SORTING OF WASTE TOGETHER WITH EXTERNAL STORAGE BAYS AND ANCILLARY INFRASTRUCTURE INCLUDING SUBSTATION, WATER TANKS AND	

WEIGHBRIDGE TO PROVIDE OPERATIONAL IMPROVEMENTS, ENVIRONMENTAL CONTROL AND AN INCREASE IN WASTE ACCEPTED FROM AN EXISTING 300,000 TONNES TO 450,000 TONNES PER ANNUM AT WSR RECYLING LTD, DITTON 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 since the report had been published a further objection had been received objecting to the application and raised concerns about odour being carried by wind; the site attracting flies and seagulls; lorries being backed up on Ditton Road; air quality; the site's proximity to residential area and cafes; and that the site should be shut down. Michael Gove MP had been sent a copy of the objection.

The Committee was addressed by Mr Glynn, a local resident who objected to the application. He argued that the local population had no control over this site and were subjected to many nuisances – air pollution; traffic density from HGV's from this site and other surrounding companies; smells being emitted; flies and seagulls were attracted by the thousands; local companies including food outlets were in close proximity to the site; Moor Lane housing estate was close to the site where the residents already suffered plagues of flies and have to use fly traps in their homes.

He concluded by suggesting that there would be a further increase in traffic when the Silver Jubilee Bridge reopened and advised the Committee that three fires had occurred in the past at similar sites. Mr Glynn objected to the location of the site for the reasons stated above, rather than the company operating it.

Members were then addressed by Mr Lawman, who spoke on behalf of the applicant. He advised that the proposed new buildings would better manage emissions from the site due to the improvements made to doors, odour controls and the use of an airtight exchange system. He also advised that boundary treatments were proposed to the front and rear of the site which would help with screening it from view and minimising noise levels.

Members queried how the site would be monitored, should the application be approved, and was there any recourse should the odour situation not be improved, as assured by the applicant with the development of the two

new buildings. In response it was reported that that monitoring of the site would be the responsibility of the Environment Agency who had the power to deal with this if the Environmental Permit conditions were breached. Members requested an additional condition in relation to the operation of the Building (TFS4).

Members agreed that the application be approved, subject to the conditions listed below.

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

1. Standard 3 year timescale for commencement of development;
2. Specifying approved and amended plans;
3. Grampian style condition relating to off-site highway works to facilitate parking provision and curb re-alignment (TP12);
4. Condition requiring a construction phasing plan – with works to be enabled to be carried out in any order (BE1);
5. Condition requiring submission and agreement of a Construction Environmental Management Plan as outlined in the submitted ES (BE1 and MW1);
6. Materials condition(s), requiring submission and agreement of building external finishing materials (BE2);
7. Condition requiring landscaping scheme (BE1, BE3 and MW1);
8. Condition requiring boundary treatments for north and south of the site (BE22);
9. Condition requiring treatment of the ground level enclosure to stack, fan; and carbon absorber; to the south of building TFS4, as shown on drawing 183131/WTS/OI/004 A (BE2);
10. Condition requiring vehicle access, parking, servicing etc, to be constructed prior to occupation of properties/commencement of use (BE1);
11. Condition requiring submission and agreement of cycle parking details (TP6);
12. Condition restricting waste throughput to 450,000 tonnes per annum (BE1 and MW1);
13. Condition restricting surface water run-off onto the adopted highway (TP17);
14. A condition requiring a site investigation scheme, remediation and verification plan (PR14);
15. No piling or other foundation design using penetrative methods unless demonstrated that there is no resultant unacceptable risk to groundwater (PR14);

16. Condition(s) restricting external storage locations, height, processing (BE1, PR16 and MW1);
17. Condition relating to/requiring submission and agreement of a sustainable drainage scheme (BE1 and PR5);
18. Submission and agreement of Site Waste Management Plan (WM8);
19. Submission of a Bird Hazard Management Plan (MW1);
20. Submission and agreement of a lighting scheme (BE1);
21. Submission and agreement of site and finished floor levels (BE1);
22. There shall be no external storage other than that as approved on drawing 183131/WTS/PL/004 A;
23. The materials stored in the external storage bays and area as shown on drawing 183131/WTS/PL/004 A, shall be stacked no higher than 4m (BE1 and MW1);
24. No materials, waste or otherwise shall be burnt on site (BE1 and MW1); and
25. Conditions relating to the operation of the building (TFS4).

DEV42 - 19/00080/FUL - PROPOSED ERECTION OF STORAGE WAREHOUSE (USE CLASS B8) ADJACENT TO EXISTING UNIT ON LAND AT EDISON ROAD, ASTMOOR INDUSTRIAL ESTATE, RUNCORN, CHESHIRE, WA7 1PT

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

Since the publication of the agenda, Officers advised Members that the response from the Lead Local Flood Agency had been received and they raised no objections. Conditions requested were covered by those included within the existing recommendation.

RESOLVED: That the application be approved subject to conditions outlined below:

1. Time limit – full permission;
2. Approved plans;
3. Proposed site levels (BE1);
4. External facing materials (BE1 and BE2);
5. Portakabin office / toilet scheme (BE1);
6. Boundary treatments scheme (BE1);
7. Breeding birds protection (GE21);
8. Hours of construction (BE1);
9. Visibility splays (BE1);

10. Construction Management Plan (Highways) (BE1);
11. Provision and retention of parking and servicing (BE1);
12. Cycle parking scheme (BE1);
13. Ground contamination (remediation and validation) (PR16);
14. Drainage strategy (PR16);
15. Foul and surface water on a separate system (PR16);
and
16. Waste audit.

DEV43 - 19/00190/P3JPA - PROPOSED CHANGE OF USE FROM OFFICE BUILDING TO 26 NO. RESIDENTIAL UNITS AT AXIS HOUSE, TUDOR ROAD, MANOR PARK, RUNCORN, WA7 1BD

The Committee was advised that this application was not a full planning application but a change of use application. A change of use from Class B1(a) offices to Class C3 (dwellinghouses) was permitted development under Part 3, Class O, of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as Amended).

Members were advised that there were a number of instances where a change of use was not permitted development by Class O; these were outlined in the report.

None of these instances applied to this proposal so it was considered permitted development by Class O, subject to the condition that before beginning the development, the developer shall apply to the Local Planning Authority for a determination as to whether the prior approval of the Authority would be required as to:-

- a) transport and highways impacts of the development;
- b) contamination risks on the site;
- c) flooding risks on the site; and
- d) impacts of noise from commercial premises on the intended occupiers of the development, and the provisions of paragraph W shall apply in relation to any such application.

The report provided commentary on the four considerations listed above.

The Committee was addressed by the Clerk to Sandymoor Parish Council, Ms Tarry, who raised concerns that a development of this type was not suitable for the area. It was next to industrial businesses and warehouses and

there were no local amenities for the people who would be living in the apartments. She also stated that parking on Tudor Road was already a problem and that future residents would be disturbed by noise from lorries leaving the surrounding businesses premises. The Committee thanked Ms Tarry for her representation but stated that at this stage the application must be determined with regards to the prior approval considerations (a) to (d), listed earlier.

Officers advised that the noise survey had now been provided, so the proposal was acceptable and prior approval would not be required (this was subject to the automatic condition that the development must be completed within a period of 3 years from the prior approval application date).

Members were advised that Natural England had provided an objection in regard to additional recreational pressure resulting on the Mersey Estuary. Officers advised that the comments did not take into account that the application was in relation to prior approval and the reasons why refusal could not be sustained on these grounds.

RESOLVED: That prior approval for the change of use from Class B1(a) offices to Class C3 (dwellinghouses) was not required.

DEV44 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

19/00005/FUL

Proposed single storey side/rear extension together with first floor rear extension and alterations at 55 High Street, Hale, L24 4AE.

19/00006/LBC

Application for Listed Building Consent for proposed single storey side/rear extension together with first floor rear extension and alterations at 55 High Street, Hale, L24 4AE.

17/00513/FUL

Proposed development of new build warehouse with ancillary works at Hard Standing / Car Parking, Tudor Road, Runcorn, Cheshire, WA7 1TA.

19/00049/ADV

Application for proposed corporate advertising scheme for store under consideration within application 19/00020/FUL, comprising 1 no. externally illuminated projector sign; 1 no. non-illuminated fascia sign; 3 no. internally illuminated 'Co-op' logos; 1 no. non-illuminated wall panel and 3 no. non-illuminated banner frames at proposed Co-op Store at land bounded by Pitts Heath Lane and Otterburn Street, Sandymoor, Runcorn, Cheshire, WA7 1XU.

19/00071/PDE

Proposed single storey rear extension projecting from the rear wall by 8 metres. The extension has a maximum height of 4 metres and an eaves height of 2.9 metres at Lenox Farm, Ramsbrook Lane, Hale, Liverpool, L24 5RP.

18/00585/COU

Proposed change of use from B1 (Business) to C2 (Residential Care Home) at Axis House, Tudor Road, Runcorn, Cheshire, WA7 1BD.

The following appeals had been received / were in progress:

Enforcement Notice

Without planning permission, the change of use of an incidental residential annex to 256 Birchfield Road, Widnes, to a separate dwelling.

18/00363/OUT

Application for outline planning permission with appearance, landscaping and scale reserved for single two storey dwelling in side garden area at 3 Nickleford Hall Drive, Widnes.

18/00526/COU

Proposed change of use from pharmacy to hot food takeaway at Croft Pharmacy, 4 Danescroft, Widnes, Cheshire, WA8 4NS.

18/00218/FUL

Proposed erection of 1 no. dwelling attached to the side of the existing property at 20 Maple Avenue, Runcorn, Cheshire, WA7 5LB.

19/00010/COU

Proposed change of use from former sandwich shop to hot food takeaway (use class A5) at 39 Bechers, Widnes, Cheshire, WA8 4TE.

18/00117/FUL

Proposed removal of the existing equine and WC building and erection of 1 no. residential static park home at 'Ponderosa' land to South West of junction between Newton Lane and Chester Road, Daresbury, Cheshire.

Meeting ended at 7.08 p.m.

REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 13 March 2019 in the Council Chamber - Town Hall, Runcorn

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

Apologies for Absence: Councillor Wall

Absence declared on Council business: None

Officers present: K. Cleary, J. Tully, Wheeler and S.Thornett

Also in attendance: Three members of the public

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

REG22 MINUTES

The Minutes of the meeting held on 28 November 2018 and 16 January 2019, having been circulated were signed as a correct record.

REG23 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

Action

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

REG24 TAXI MATTER

Case No: 721

RESOLVED: That the Single Status Drivers Licence application be refused.

REG25 TAXI MATTER

Case No: 722

RESOLVED: That the Single Status Drivers Licence application be granted.

Meeting ended at 8.05 p.m.

APPEALS PANEL

*At a meeting of the Appeals Panel held on 25 June 2019 at
Municipal Building, Widnes.*

Present: Councillors Wainwright (Chair), A McInerney and Woolfall

Apologies for absence: None

Absence declared on Council business: None

Officers present: A Scott, D Forster, S Riley

Others in attendance: Appellant and Trade Union representative

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

Action

AP1 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT
1985

The Panel considered:

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

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed the public interest in disclosing the information, members of the press and public be excluded from the meeting during consideration of

the following item of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraphs 1, 2 and 3 of Schedule 12A of the Local Government Act 1972.

AP2 EMPLOYMENT APPEAL HEARING

The Panel considered information submitted in respect of the above appeal and heard representations from the appellant, the Trade Union representative and the presenting officer.

RESOLVED: That the decision of the Local Authority dated 11 April 2019, be upheld.

Meeting ended at 11.00am