

# **Minutes**

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

**Wednesday, 13 October  
2021**

# Minutes

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**COUNCIL**

*At a meeting of the Council on Wednesday, 14 July 2021 in the Bridge Suite - Halton Stadium, Widnes*

Present: Councillors Abbott, Ball, Baker, Begg, Bevan, J. Bradshaw, M. Bradshaw, Bramwell, D. Cargill, E. Cargill, Carlin, Dennett, Dourley, Fry, Gilligan, Goodall, Harris, S. Hill, V. Hill, Howard, Hutchinson, Jones, Leck, M. Lloyd Jones, P. Lloyd Jones, Loftus, Logan, A. Lowe, J. Lowe, McDermott, A. McInerney, T. McInerney, Nelson, Nolan, Polhill, Rowe, G. Stockton, J. Stockton, Stretch, A. Teeling, Aimee. Teeling, Thompson, Wall, Wallace, Wharton, Whitley, Woolfall and Wright

Apologies for Absence: Councillors Dyer, Philbin, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe and Wainwright

Absence declared on Council business: None

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

Also in attendance: One member of the press

	<i>Action</i>
<p>COU1 COUNCIL MINUTES</p> <p>The minutes of the meeting of Council held on 21 May 2021 were taken as read and signed as a correct record.</p>	
<p>COU2 THE MAYOR'S ANNOUNCEMENTS</p> <p>The Mayor made the following announcements:</p> <ul style="list-style-type: none"> <li>• he advised on the recent engagement he had attended at Runcorn Linnets; and</li> <li>• he presented ILM certificates to the following Councillors and congratulated them on their achievement: <ul style="list-style-type: none"> <li>- Councillors Leck, Angela Teeling and Whitley.</li> </ul> </li> </ul>	
<p>COU3 LEADER'S REPORT</p> <p>The Leader made the following announcements:</p> <ul style="list-style-type: none"> <li>• this was his first full Council since becoming leader and he thanked staff for the work they have done</li> </ul>	

over the last eighteen months since the pandemic struck;

- he remembered those who have lost loved ones during the pandemic and advised Members on the memorial gardens put in place in both Widnes and Runcorn;
- a leader's briefing would be issued to all members on a monthly basis;
- the Council faced significant challenges ahead not least emerging from Covid and the Governments lifting of restrictions. The Council also faced a difficult budget setting for 2022-23 with the finance team forecasting a budget gap of circa £20m over the next three years and changes in the way health services were commissioned and managed; and
- Council had received a presentation from the Chief Executive about some of the exciting developments that were happening and planned in the Borough that showed that businesses were still confident that Halton has a bright future.

#### COU4 URGENT DECISIONS

The Council considered a report of the Chief Executive, on the urgent decisions taken since the last meeting of the Council.

RESOLVED: That Council note the report.

#### COU5 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 30 July 2020, 17 September 2020 and 15 October 2020.

RESOLVED: That the minutes be received.

#### COU6 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 24 March 2021.

RESOLVED: That the minutes be received.

#### COU7 QUESTIONS ASKED UNDER STANDING ORDER 8

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

#### COU8 PUBLIC SECTOR DECARBONISATION FUND

The Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the Public Sector Decarbonisation Fund.

RESOLVED: That Council approve

- 1) the award of £1,295,846m from the Public Sector Decarbonisation Fund be noted; and
- 2) the inclusion of the Decarbonisation Scheme at a gross cost of £1,677,673 within the 2021/22 capital programme, to be funded as set out within paragraph 3.4.

Strategic Director,  
Enterprise,  
Community and  
Resources

#### COU9 MEMBERS CODE OF CONDUCT

The Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the Members Code of Conduct.

RESOLVED: That Council approve

- 1) the new Code of Conduct for Members; and
- 2) the revised arrangements for dealing with standards allegations under the Localism Act 2011.

Strategic Director,  
Enterprise,  
Community and  
Resources

#### COU10 REVISIONS TO COMMITTEE STRUCTURES

The Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the Revisions to Committee Structures.

RESOLVED: That Council approve

- 1) the Audit and Governance Board assume responsibility for the work of the former Standards Committee and that its terms of reference be amended as set out in Appendix 1;
- 2) the composition of the Appeals Panel be amended as set out in paragraph 3.4 of this report;
- 3) a Taxi Sub-Committee be set up with terms of reference as contained in Appendix 2; and
- 4) appropriate amendments to the Constitution are made in due course.

Strategic Director,  
Enterprise,  
Community and  
Resources

COU11 MINUTES OF THE POLICY AND PERFORMANCE  
BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports of the following  
Boards in the period since the meeting of Council on 3  
March 2021:-

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

COU12 COMMITTEE MINUTES

The Council considered the reports of the following  
Committees in the period since the meeting of Council on 3  
March 2021:-

- Development Control;
- Regulatory; and
- Development Management Committee.

*Meeting ended at 7.00 p.m.*

**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 15 July 2021 in The Council Chamber, Runcorn Town Hall*

Present: Councillors Wharton (Chair), Dennett, Harris, M. Lloyd Jones, J. Lowe, T. McInerney, Nelson, Nolan, Thompson and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley, M. Reaney, E. Dawson, S. Wallace-Bonner, A. Jones, M. Osborne and E. O'Meara

Also in attendance: One member of the press

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

EXB13 MINUTES

*Action*

The Minutes of the meeting held on 17 June 2021 were taken as read and signed as a correct record.

**CORPORATE SERVICES PORTFOLIO**

EXB14 TAXI LICENSING - POLICY CHANGES RELATING TO TAXI DRIVERS MEDICALS

The Board received a report of the Strategic Director – Enterprise, Community and Resources, which presented amendments to the medical element of the Taxi Licensing Policy for Hackney Carriage and Private Hire Drivers, submitted by the Regulatory Committee.

Members were advised that on 30 June 2021, the Regulatory Committee considered an amendment to the medical element of the Taxi Licensing Policy for Hackney Carriage and Private Hire Drivers, as presented in Appendix 1 of the report. Over the past 3 years, licensed drivers and new applicants had encountered problems in obtaining the medical assessments, as explained in paragraph 3.3. This was exacerbated since the pandemic as some medical

centres had withdrawn the service altogether and NW Boroughs Healthcare NHS FT had yet to restart assessing drivers, which has led to a backlog.

It was reported that the Regulatory Committee had agreed the amendments at its meeting on 30 June, and recommended their approval at Executive Board.

RESOLVED: That the Executive Board:

- 1) agree a minimum standard for 3<sup>rd</sup> party medical assessments;
- 2) delegate the authority of approving who can undertake medical assessments in accordance with current policy to the Licensing Manager; and
- 3) allow a technical exemption for certain licence holders from having to undertake the same medical assessment twice.

Strategic Director  
- Enterprise,  
Community and  
Resources

#### EXB15 2021/22 - 2023/24 CAPITAL PROGRAMME

The Board considered a report from the Operational Director – Finance, which presented the Council's total planned capital programme expenditure and associated funding over the next three years and requested that Council be recommended to approve the updated capital programme for 2021-24.

It was reported that Council had approved the capital programme for 2021/22 at its meeting on 4 March 2021. Since then new capital grant allocations have been received and slippage to capital projects for 2020/21 had been rolled forward to 2021/22. The report presented the planned capital programme expenditure for 2021/22 to 2023/24 in Table 1 for both Directorates; Table 2 summarised how the capital programme would be funded.

It was noted that the capital programme was subject to regular review and monitoring reports were presented to the Board on a quarterly basis. These included the actual spend incurred to date and how this compared to the capital allocation for the year; a forecast was also provided to indicate if the capital programme would be utilised in full during the year, or if there was any expected slippage to capital schemes.



RESOLVED: That

Operational  
Director - Finance

- 1) Council be recommended to approve the updated capital programme for 2021/24, including forecast spend and funding, as set out in Tables 1 and 2;
- 2) the Strategic Director – Enterprise, Community and Resources, in liaison with the Portfolio Holder for Environment and Urban Renewal, finalise the detailed implementation programme of Highways and Transportation schemes to be delivered in 2021/22.

EXB16 DIRECTORATE PERFORMANCE OVERVIEW REPORTS - QUARTER 4 OF 2020/21

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, on progress against key objectives/milestones and performance targets for the fourth quarter period to 31 March 2021, for the People Directorate (Children and Young People and Adult Social Care and Health; and Enterprise, Community and Resources.

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 and was aligned to Council priorities or functional areas. 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 strengthening accountability.

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

Strategic Director  
- Enterprise,  
Community and  
Resources

**ENVIRONMENT AND URBAN RENEWAL PORTFOLIO**

EXB17 ATI UK LTD CREMATOR ISSUE AT WIDNES CREMATORIUM

The Board received a report of the Strategic Director – Enterprise, Community and Resources, which proposed a solution to the current situation that existed at Widnes Crematorium with the two cremators.

Members were advised that Widnes Crematorium currently had two ATI UK Ltd cremators for which a service

and maintenance contract was entered into with them, at the time they were installed. Unfortunately on 18 March 2020, the Council received confirmation that ATI UK Ltd had ceased to trade, which had left the Council with no service and maintenance contract.

The report discussed the importance of regular servicing of the equipment and the steps taken to find a solution. The proposal presented would see the replacement of one of the ATI UK cremators and the parts of the one removed would be kept for replacement parts for the other. The current temporary cremator supplied would be removed, saving the cost of hire.

The Board considered the financial implications of the proposal, taking into consideration the income generated from the Crematorium per annum.

Strategic Director  
- Enterprise,  
Community and  
Resources

RESOLVED: That

- 1) delegated authority be granted to the Strategic Director – Enterprise, Community and Resources, in consultation with the Portfolio Holder for Environment and Urban Renewal, to procure a replacement cremator and associated service and maintenance contract; and
- 2) Council be recommended to include £200,000 in the 2020/22 Capital Programme for the scheme, as outlined in Section 5.0 of the report.

EXB18 MASTERPLAN FOR IMPROVEMENTS AT ARLEY DRIVE PLAYING FIELDS AND LAND ON THE NORTH OF BANKFIELD ROAD, WIDNES

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which sought approval on the proposed Arley Woodland and Bankfield Green Park Masterplan.

The proposals would see a comprehensive set of improvements to the existing playing fields and open space at Arley Drive and land north of Bankfield Road. Approval was also sought to deliver the project in line with the Masterplan, including making any suitable grant applications that may be required.

The report outlined the history of the site; current facilities and usage; access problems and its poor infrastructure. The five key elements to the Masterplan

proposals and budget requirements were also discussed. Members were referred to appendices 1, 2 and 3 which showed the existing site plan, Arley Drive Playing Fields Site photographs and the Masterplan.

RESOLVED: That the Board:

- 1) approves the Masterplan; and
- 2) gives delegated authority to the Strategic Director – Enterprise, Community and Resources, in consultation with the Portfolio Holder for Environment and Urban Renewal, to progress the Arley Woodland Park project and prepare all necessary information for suitable grant applications.

Strategic Director  
- Enterprise,  
Community and  
Resources

#### EXB19 PAVEMENT LICENCE POLICY

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which presented the Pavement Licence Policy and recommended its adoption as a formal policy of the Council.

Members were advised that in order to support economic recovery and encourage vibrant town centres, a policy was proposed to support Pavement Cafes. The policy would guide those wishing to offer pavement café seating and table service. It was important however, that a balance is struck to maintain the needs of other street users and ensure travel was unobstructed. Therefore, the policy would require a minimum of 1500mm free space between the furniture and the edge of the footpath.

The report outlined details of the pavement licence and how it would be used by the authority and a business that had applies for one. The Environment and Urban Renewal Policy and Performance Board considered the pavement licence proposal at its meeting on 23 June 2021 and recommended the approval and adoption of the policy (appended to the report) by the Executive Board.

Strategic Director  
- Enterprise,  
Community and  
Resources

RESOLVED: That the policy set out in Appendix A be adopted as a formal policy of the Borough Council.

#### EXB20 HALTON LOCAL DEVELOPMENT SCHEME

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which requested approval to update the Local Development Scheme (LDS), attached at Appendix 1.

Members were advised that under statute, a council must prepare and keep updated a Local Development Scheme (LDS) that provides a timetable for the production of their statutory development plan (or 'Local Plan'). The LDS describes the planning policy documents that a council intends to prepare, and gives target dates for key stages in their production. The updated LDS covers the remaining stages in the preparation of the Delivery and Allocations Local Plan that had recently gone through examination by an independent government inspector.

It was noted that the Environment and Urban Renewal Policy and Performance Board considered the updated LDS at its meeting held on 23 June 2021 and recommended its approval and adoption by the Executive Board.

RESOLVED: That the Local Development Scheme 2021 be adopted as a formal part of Halton Borough Council's planning framework.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB21 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

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

### **ADULT SOCIAL CARE PORTFOLIO**

#### **EXB22 DIGITAL SWITCHOVER AND TELEHEALTHCARE INVESTMENT**

The Board considered a report of the Strategic Director – People, which provided a briefing on the issues arising from the planned national telecommunications digital switchover in 2025.

The Board considered the three options presented and it was agreed that the Council would support Option 3 – the investment of capital expenditure to upgrade the Telehealthcare Service. This would enable the service to operate with health, housing and other key services providing additional data to support working preventatively in the community, whilst minimising risk and allowing people to live an independent life as possible in their own homes.

**RESOLVED:** That the Executive Board supports an investment of capital expenditure to upgrade the Telehealthcare Service.

Strategic Director  
- People

**MINUTES ISSUED: 20 July 2021**

**CALL-IN: 27 July 2021 at 5.00 pm**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 27 July 2021.**

*Meeting ended at 2.20 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 16 September 2021 in Council Chamber - Town Hall, Runcorn*

Present: Councillors Wharton (Chair), Dennett, Harris, M. Lloyd Jones, J. Lowe, T. McInerney, Nelson, Nolan, Thompson and Wright

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: One member of the press

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

*Action*

*The Board observed a minute's silence in honour of Councillor Howard, who sadly passed away last week.*

**EXB23 MINUTES**

The Minutes of the meeting held on 15 July were taken as read and signed as a correct record.

**CORPORATE SERVICES PORTFOLIO**

**EXB24 TAXI LICENSING - POLICY UPDATES RELATING TO THE ASSESSMENT OF PREVIOUS CONDITIONS**

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which requested approval of amendments to the Hackney Carriage and Private Hire Drivers Assessment of Previous Conviction Policy and the Hackney Carriage and Private Hire Drivers Condition (Driver Conditions).

It was reported that the Regulatory Committee had considered and approved the above amendments at its meeting on 30 June 2021. The reasons why these amendments were necessary were described in detail in Appendix 1 of the report.

RESOLVED: That

- 1) the amendments to the 'Previous Convictions Policy' be approved and adopted; and
- 2) the amendment to the Hackney Carriage and Private Hire Driver's conditions relating to the requirement to report matters relating to their behaviour be approved and adopted.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB25 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which presented an application for discretionary non-domestic rate relief, under Section 47 of the Local Government Finance Act 1988, for consideration.

The report outlined details of the application from Mersey Weaver District Scouts, in respect of their premises at Unit 3, Ringway Road, Runcorn. Appended to the report was the potential annual cost to the Council of granting discretionary rate relief.

RESOLVED: That the request for 15% discretionary rate relief from Mersey Weaver District Scouts in respect of their premises at Unit 3, Ringway Road, Runcorn, from 1 April 2021 be approved.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB26 2021/22 BUDGET MONITORING AS AT 30 JUNE 2021

The Board received a report from the Operational Director – Finance, which reported the Council's overall revenue net spending position as at 30 June 2021, together with an initial forecast outturn position. The report also included the financial impact of Covid-19 with a summary of Government funding made available to the Council to date.

A summary of spending against the operational revenue budget up to 30 June 2021 was presented in Appendix 1 and Appendix 2 and these provided detailed figures for each individual Department. In overall terms the outturn forecast for the year showed that net spend would be over the approved budget by £4.661m. It was noted that this figure was based on current service demand and forecast of future costs and income levels. Appendix 3 presented the Capital Programme as at 30 June 2021.

The implications to the Council of the recently announced 1.25% increase in National Insurance



contributions was discussed.

RESOLVED: That

- 1) all spending continues to be limited to only absolutely essential items;
- 2) Strategic Directors take urgent action to identify areas where spending could be reduced or suspended for the remainder of the current financial year; and
- 3) Council be requested to approve the revisions to the Capital Programme as set out in paragraph 3.14.

Operational  
Director - Finance

### **ADULT SOCIAL CARE PORTFOLIO**

#### **EXB27 FULL COST DOMICILIARY CARE CLIENTS RECEIVING SUPPORT FROM TWO CARERS - OUTCOME OF CONSULTATION - KEY DECISION**

The Board considered a report of the Strategic Director – People, which presented the outcome of the consultation on the full cost domiciliary care clients receiving support from two carers and being charged for both carers, thus removing the subsidy provided by the Council.

The proposals made at the June meeting of the Board were agreed and this report presented Members with the outcome / feedback from the consultation process and an outline of the next steps to be taken. A summary of 78 responses was attached as Appendix 1 and discussed in paragraphs 3.9 and 3.10 of the report.

#### Reason(s) for Decision

Executive Board approval is required to enable the Council to begin charging full cost domiciliary care clients with two carers for both carers (rather than just one as is currently the case), in line with the Care Act.

#### Alternative Options Considered and Rejected

Continuing to subsidise the cost of domiciliary care provision for those with two carers who are deemed able to afford the cost of their own care was neither fair nor cost effective. It is simply not equitable that full cost domiciliary care clients with two carers were only paying for one carer, which represented half the cost of the actual package of care.

Implementation Date

New clients to be charged for both carers with effect from 11 October 2021; existing clients to have charges increased on an incremental basis of 15% per month from October 2021 to March 2022; and with effect from 1 April 2022, all full cost domiciliary care clients receiving support from two carers will be charged for both carers.

RESOLVED: That Executive Board

- 1) note the contents of the report, particularly the outcome of the consultation process (paragraphs 3.9 and 3.10); and
- 2) approve the implementation of charging full cost domiciliary care clients for both carers on the basis outlined at paragraph 3.16.

Strategic Director  
- People

**HEALTH AND WELLBEING PORTFOLIO**

EXB28 SUBSTANCE MISUSE SERVICE WAIVER REQUEST

The Board received a report from the Director of Public Health, advising them of the Chief Executive's use of emergency powers, in compliance with Procurement Standing Order 1.14.2, to make a direct award for the Substance Misuse Service contract, to cover the period 1 October 2021 to 31 March 2022.

It was noted that due to the impacts of the Covid-19 pandemic, a waiver was granted in December 2020 to allow continued provision of the service by the incumbent provision for the period up to 30 September 2021, in anticipation that the procurement exercise would be completed by this time. The Board was advised that unfortunately, although the exercise was now underway, it would not be completed within this timeframe. The Chief Executive's use of emergency powers had allowed the continued delivery of the specialist service whilst the procurement process is completed.

RESOLVED: That the Board notes the report.

Director of Public  
Health

**COMMUNITY SAFETY PORTFOLIO**

EXB29 MODERN SLAVERY AND HUMAN TRAFFICKING - GOVERNANCE AND SUPPORT ARRANGEMENTS IN HALTON

The Board considered a report of the Chief Executive, which informed of the current arrangements in Halton to meet the requirements under the Modern Day Slavery Act 2015 and its review and changes in 2019/20.

The report also advised of the current arrangements in Halton to support victims of Modern Slavery (MS) and Human Trafficking (HT) and presented Halton's Transparency Statement, which had been refreshed for 2021-2023 and required the Board's agreement, so it could be published on the Council's website.

It was reported that following the review of the Modern Day Slavery Act in 2019 and a period of consultation in 2020, Government had brought in some changes and made 80 recommendations – the report provided Members with links to these changes under paragraph 9 of the report. Also presented in the report were the different strands of activity across Halton and Cheshire, which showed how the Council was meeting its responsibilities within the Act; this included the Transparency Statement, which was attached at Appendix one.

It was noted that a seminar for all Members on the subject of modern slavery and human trafficking, and the refreshed Transparency Statement would be arranged as soon as possible.

RESOLVED: That the Executive Board notes the contents of the report and agrees the Council's refreshed Transparency Statement.

Chief Executive

## **ENVIRONMENT AND URBAN RENEWAL PORTFOLIO**

### **EXB30 DEVELOPMENT OF PRIORY MEADOW, RUNCORN FOR HOUSING**

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which requested approval to market Priory Meadow for housing on a gifted homes bases.

The report outlined some background and historical information in respect of the site and gave details of the tender opportunity that presented itself. It was noted that the site was one of the last pieces of the Castlefields Masterplan and would make an important contribution to meeting the housing needs of the Borough.

RESOLVED: That Executive Board

- 1) approves the marketing of Priory Meadow;
- 2) agrees to Officers testing the market for gifted homes and entering into legal agreements on this basis; and
- 3) authorises the Operational Director for Economy, Enterprise and Property, and the Operational Director for Legal and Democratic Services to ensure full legal compliance in relation to the project.

Strategic Director  
- Enterprise,  
Community and  
Resources

**EMPLOYMENT, LEARNING AND SKILLS, AND  
COMMUNITY & ENVIRONMENT AND URBAN RENEWAL  
PORTFOLIOS**

EXB31 PLAYING PITCH STRATEGY

The Board received a report of the Strategic Director – Enterprise, Community and Resources, which sought approval of Halton’s Playing Pitch Strategy (PPS) 2021 – 2037.

Halton’s Playing Pitch Strategy set out the Council’s strategy for identifying and meeting the playing pitch and associated facility needs of the Borough from now, through to 2037. It considered how well the existing playing pitch provision and associated facilities met the needs of communities in terms of supply and demand throughout this time period.

It was noted that the Strategy had been produced in accordance with national planning guidance using the Sport England Playing Pitch Strategy Guidance, which was very rigid in its approach and provided robust and objective justification for future playing pitch provision throughout Halton.

Appended to the report was the *Halton Borough Council Strategy and Action Plan* (appendix 1) which set out a series of initial recommendations for further consideration; and the *Halton Borough Council Playing Pitch Strategy Draft Assessment Report* (appendix 2) which set out the latest background information for each sport.

RESOLVED: That

- 1) the Assessment Report and the accompanying Strategy and Action Plan be approved;

Strategic Director  
- Enterprise,  
Community and  
Resources

- 2) the Assessment Report and the accompanying Strategy and Action Plan be published on the Council's website; and
- 3) the Halton Playing Pitch Strategy 2021 – 2037 be the basis for making strategic decisions on future playing pitch provision and associated facilities across the Borough.

EXB32 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

**ENVIRONMENT AND URBAN RENEWAL PORTFOLIO**

EXB33 FOUNDRY LANE RESIDENTIAL

The Board considered a report of the Strategic

Director – Enterprise, Community and Resources, which provided an update on proposals for residential development at Foundry Lane, Widnes and sought approval to enter into a contractual Development Agreement with an appointed partner.

RESOLVED: That the list of recommendations from 2.1 to 2.5 in the report be approved.

Strategic Director  
- Enterprise,  
Community and  
Resources

**MINUTES ISSUED: 21 September 2021**

**CALL-IN: 28 September 2021 at 5.00 pm**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 28 September 2021.**

*Meeting ended at 2.40 p.m.*

**HEALTH AND WELLBEING BOARD**

*At a meeting of the Health and Wellbeing Board on Wednesday, 7 July 2021 at Bridge Suite, DCBL Stadium, Widnes*

Present: Councillors Wright (Chair) J. Lowe, T. McInerney and S. Bartsch, P. Cook, G. Ferguson, L. Gardner, J. Heritage, P. Jones, D. Merrill, D. Nolan, I. Onyia, E. O'Meara, D. Parr, J. Rigby, M. Roberts, S. Semoff, L. Thompson.

Apologies for Absence: M. Larking and B. Woolfall

Absence declared on Council business: None

Also In Attendance: Councillor P. Lloyd Jones

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

	<i>Action</i>
<p>HWB1 MINUTES OF LAST MEETING</p> <p>The Minutes of the meeting held on 24 March 2021 having been circulated were signed as a correct record. It was noted that D. Merrill was also in attendance.</p>	
<p>HWB2 PRESENTATION PUBLIC CONSULTATION OUTCOMES AROUND THE CREATION OF A 'HEALTH HUB' DELIVERING SOME OUTPATIENT HOSPITAL SERVICES FROM RUNCORN SHOPPING CITY - CARL MACKIE</p> <p>The Board received a presentation from Lucy Gardner, Director of Strategy and Partnerships at Warrington and Halton Teaching Hospitals, which provided an update on the outcomes of the consultation exercise on the plan to utilise unused retail space in Runcorn Shopping City to deliver a number of clinical services. The plan had been developed by Warrington and Halton Teaching Hospitals NHS Foundation Trust in partnership with the Council and Liverpool City Region. It was noted that to date 254 survey responses had been received and 51% of those had used one of the services that it was proposed could be provided within the retail space.</p> <p>It was anticipated that following the period of consultation, the services could begin to be provided in the</p>	

retail space from October/November.

In addition the Board received an update on the breast service reconfiguration proposal to the Sir Captain Tom Moore site at Halton Hospital. The consultation process would be completed on 8 July and the results would be shared with Board members.

On behalf of the Board the Chair thanked Lucy Gardner for her presentation.

RESOLVED: That the presentation be noted.

HWB3 AMENDMENT TO THE ONE HALTON HEALTH AND WELLBEING STRATEGY 2017-2022 IN THE CONTEXT OF THE GLOBAL COVID-19 PANDEMIC

The Board considered a report which provided an update on the amendment to the One Halton Health and Wellbeing Strategy 2017-2022, considering the impact of Covid-19 across the six priority areas and the health inequalities in the Borough. Key data and statistics had also been updated. A copy of the amended Strategy document had been previously circulated to the Board.

It was noted that the North West had seen higher rates of Covid-19 than England overall and had experienced restrictions over and above national measures as a result. People in more deprived groups were also most affected by control measures and restrictions and would bear the brunt of the economic impact of Covid-19 unless measures were in place to protect them. There had been a fall in income for younger workers and lower earners, with a rise in applications for Universal Credit and Jobseekers Allowance. Any economic downturn would lead to poorer health outcomes across the priority areas.

RESOLVED: That

1. the amended strategy be approved for publication and use; and
2. the Board considers the impact of the Covid-19 pandemic in preparing the next Health and Wellbeing Board Strategy.

HWB4 LILYCROSS CARE CENTRE

The Board considered a report on the continued use of Lilycross Care Centre which was opened to patient



admissions on 11 May 2020 as a response to the regional request for 300 extra community beds to support the anticipated surge of Covid patients at the beginning of the pandemic. The unit was opened to residents in all the boroughs of Cheshire and Merseyside but would primarily focus on the discharges from St Helens and Knowsley Hospitals and Warrington and Halton Hospital. Initially CQC registered it as a residential home and subsequently increased its offer to allow patients requiring nursing support.

The report outlined the designate use of the Centre, the demand for the surge beds and the Covid designated beds, and the level of activity within the Centre during 2020/21.

The Board was advised that the termination point for the 2020/21 contract with the provider was January with the minimum extension for 6 months which would cover the anticipated summer wave. However the CCG felt that the potential need for the continued additional bed base across the Mid Mersey region justified the potential financial risk and had committed to maintain the facility until March 2022. It was noted that given the current fall in the demand for Covid designated beds there was an opportunity to reconsider the ring fencing of the Covid 16 beds and these were now available for non Covid patients.

RESOLVED: That

1. the Board note that the CCG has continued the contract with Lilycross Care Centre for 2021/22; and
2. the additional community beds available at Lilycross Care Centre support the hospital discharge programmes and provide the designated Covid beds for the borough.

HWB5 BUILDING BACK BETTER - ENSURING PEOPLE GET THE RIGHT INTERVENTION, IN THE RIGHT PLACE, AT THE RIGHT TIME'

The Board received a report which presented the new models of support, care, rehabilitation and treatment through the Better Care Fund following the Intermediate Care Reviews. In Halton the review had progressed, incorporating the work and learning from the pandemic and work undertaken from the frailty service.

The report outlined the proposed reconfiguration

2021/22 and beyond. The substantial work had been completed across partners to develop a new model of care and Appendix 1 set out the agreed pathway and background information. It was noted that:

- The main body of the Reablement Service remained unchanged;
- Oakmeadow remained at 19 Intermediate Care Beds in the new model and further work was required on transitional capacity in 2021/22 and beyond; and
- The block purchase of 500 hours per week of domiciliary care to continue to assist system flow would remain for 2021/22 with a review in the autumn to determine 2022/23 and beyond.

RESOLVED: That the contents of the report and associated appendix.

#### HWB6 DOMICILIARY CARE IN HALTON: PROGRESS-PRESENTATION

The Board received a presentation from Damian Nolan, Divisional Manager – Urgent Care and John Regan - Director, Premier Care Limited regarding Domiciliary Care provision in Halton. The Board noted the background to the new contract arrangements, an overview of the Transforming Domiciliary Care Programme, details of the Pandemic Response and how Premier Care and the Council were continuing to work together to maintain the delivery of high quality services to the local population.

The Board thanked all Care Workers who had continued to provide an excellent service for care users throughout the pandemic.

Arising from the discussion, Lucy Gardener, on behalf of Warrington and Hospital Teaching Hospitals, offered to work with Premier Care to help develop a shared post approach.

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

#### HWB7 ONE HALTON ICP RECOMMENDATIONS

The Board considered a report which provided an update in relation to the proposed arrangements for the One Halton Integrated Care Partnership (ICP) and sought approval to progress the next phase in the development of the place based approach to integrated health and care in

Halton.

In March 2021 the Board delegated responsibility to the local authority Chief Executive to develop the One Halton Integrated Care Partnership (ICP) by engaging with One Halton Partners and Cheshire & Merseyside Health and Care Partnership (also referred to as ICS).

In May 2021 an informal One Halton ICP Meeting was established on an interim basis to steer One Halton and its partners through a period of change until a formal Halton ICP Board could be established. Through the One Halton ICP meetings, a revised governance structure, Terms of Reference and Memorandum of Understanding had also been developed and copies of these were included in the report.

The Board noted that whilst the foundations were already in place to progress One Halton to an ICP, work would continue to develop this further over the next 18 months and a summary of the next steps was outlined.

On behalf of the Board, David Parr congratulated Sophie Bartsch on her new appointment and thanked her for her contribution to One Halton.

RESOLVED: That

1. the report be noted;
2. the progress made by the Council, NHS Halton Clinical Commissioning Group and provider partners in establishing a One Halton ICP is noted;
3. the new governance structure for One Halton is approved (Appendix 1);
4. the proposed Terms of Reference for the One Halton ICP Board were supported (Appendix 2);
5. the draft collaboration agreement/Memorandum of Understanding is supported (Appendix 3);
6. responsibility for the development and implementation of a Halton Integrated Care Partnership is delegated to the One Halton ICP Board and the One Halton SRO; and
7. the One Halton Stakeholder Briefing is noted.

HWB8 PHARMACEUTICAL NEEDS ASSESSMENT

The Board considered a report of the Director of Public Health, which provided a briefing on the Pharmaceutical Needs Assessment (PNA), including risks associated with it and proposed local governance. It was noted that the current 2018-21 PNA remained live and the next PNA must be published by 1 October 2022.

The report detailed the proposed arrangements for producing Halton's next PNA. It was proposed to use the current framework developed across Merseyside to produce the next Halton PNA, with some minor amends. This would ensure that although each local authority PNA would be developed locally and differ according to the local area and population, it would be in the same format which would make it easier to use and review.

The Board was requested to nominate a board-level sponsor with responsibility for the PNA, with the management of the PNA being passed to the local steering group led by public health. The steering group would oversee the operational development and consultation for the PNA, reporting back to the Board for approval at strategic stages of the process, in line with regulations.

Once the draft PNA was completed this would be submitted to the Board for approval to publish it for the statutory 60-day consultation period. Following the consultation period, a response to each point that was fed back through the consultation process would be provided and any necessary amendments to the document would be made.

RESOLVED: That

1. the Director of Public Health be nominated as the Board level sponsor for the PNA;
2. the financial risks associated with the PNA be logged through the Council's risk assessment and register process; and
3. the establishment of a local steering group to oversee the PNA development process in line with national regulations. This group will report back to the Board on the draft before the statutory consultation begins and make amends to the final version of the PNA following the 60-day statutory consultation.

HWB9 PUBLIC HEALTH RESPONSE TO COVID-19

The Board was provided with an update on the Public Health response to Covid-19 Coronavirus.

The presentation included the most recent Covid-19 figures and data for Halton; how the Halton Outbreak Support Team were working to successfully identify and manage local outbreaks; and gave details of the most recent information on testing and vaccination for people in Halton.

In summary:

- Number of cases had increased in Halton over the last 2 weeks;
- Hospital admissions had also increased slightly but were not as high as the peak in January and February;
- Overall testing numbers had remained stable as we were delivering a more targeted pop-up offer;
- Over 90% of those aged 60 and over living in Halton have had both doses of the COVID-19 vaccine;
- There have been a total of 306 COVID-19 deaths in Halton residents since the start of the pandemic; and
- An update on the work of the Halton's Outbreak Support Team was provided.

RESOLVED: That the presentation be noted.

HWB10 PUBLIC HEALTH ANNUAL REPORT 2020/21  
PRESENTATION - EILEEN O'MEARA

The Board received a presentation from the Director of Public Health, on the Public Health Annual Report (PHAR) 2020/21. Each year a theme was chosen for the PHAR and for 2020/21 the Report focussed upon coronavirus. The report took a look back over the last year and reflected on the challenges the whole community faced highlighting the strength and resilience of people in Halton during these very difficult times. The report highlighted the joint working with NHS colleagues in Halton CC, Bridgewater Community Healthcare Trust, Warrington and Halton Hospital Trust, St Helen's and Knowsley Hospital Trust and in the community through Halton Voluntary Action and local pharmacies. It also acknowledged the work of Haltons' staff, the support of elected members and made recommendations for the remainder of 2021.

*At the conclusion of the meeting the David Parr advised the Board that this was Eileen O'Meara, Halton*

*Director of Public Health, last meeting as she was retiring shortly. On behalf of the Board he thanked her for her work and support and wished her well for the future.*

RESOLVED: That the presentation be report.

*Meeting ended at 3.55 p.m.*

**CHILDREN YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE BOARD**

*At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 14 June 2021 in The Bridge Suite, Halton Stadium,, Widnes*

Present: Councillors Logan (Chair), Abbott, Bramwell, Goodall, V. Hill, Jones, Loftus and Teeling

Apologies for Absence: Councillors C. Plumpton Walsh, Carlin and Ratcliffe

Absence declared on Council business: None

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

Also in attendance: One member of the press

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

	<i>Action</i>
CYP1 MINUTES	
<p>The Minutes of the meeting held on 25 January 2021 were taken as read and signed as a correct record.</p>	
CYP2 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CYP3 EXECUTIVE BOARD MINUTES	
<p>The minutes relating to the Children, Education and Social Care Portfolio, that had been considered by the Executive Board since the last meeting of this Board, were attached at Appendix 1 for information.</p> <p>RESOLVED: That the minutes be noted.</p>	
CYP4 ANNUAL REPORT 2020/2021	
<p>On behalf of his predecessor Councillor Dennett, the Chair presented the Children, Young People and Families Policy and Performance Board's Annual Report for 2020 - 21. He wished to place on record his thanks to Members</p>	

and Officers for their commitment, support and hard work carried out throughout the year.

RESOLVED: That the 2020-21 Annual Report be received.

#### CYP5 NEW MEMBERS BRIEFING

The Board received a presentation, which outlined the structure of the People Directorate and provided a summary of the key areas of responsibility for the Children and Families and the Education, Inclusion and Provision Departments.

Following the presentation Members raised the following queries.

Have there been any increases in referrals during the Covid-19 pandemic?

No, in fact they had dropped and were still not at pre Covid levels today. There had been a slight increase in Children in Care (CIC) referrals – this was attributed to 11 asylum seekers accommodated at the Daresbury Hotel claiming to be under 18, so had to be taken into care.

There had also been a slight increase in non-accidental injuries to children below 4 years of age. Due to the impacts of Covid restrictions, such as family and friends support being cut off, some parents had struggled to cope with being isolated with small children during lockdowns.

Despite the pandemic there had been a significant amount of prevention work carried out remotely. Also the Council's day care centres had remained open throughout all lockdowns, providing crucial support for parents.

What was the current status with the 'troubled families' programme?

This was now known as the 'supporting families' programme and was continuing throughout the pandemic to support families to help them meet the required outcomes as was integrated into our early intervention locality teams.

Are our social workers working from home?

There were small numbers in the office but they have been visiting and supporting families all through the pandemic and kept track of all children. Each child known to the service had an individual covid risk assessment to inform the type of frequency of visits. This included physically attending children's homes where necessary. Staff have been



supported as well with additional training, provision of Covid risk assessments and provision of PPE. Also staff had been working in bubbles so the level of infections had been low.

RESOLVED: That the presentation be received.

CYP6 PEOPLE DIRECTORATE BUSINESS PLAN 2021-22

The Board considered a report of the Strategic Director – People, which provided Members with an overview of the People Directorate's element of the Council's Business Plan for 2021-22.

It was reported that following a review by the Council's Management Team, the continuation of the approach to the development of a single Business Plan for the 2021-22 financial year was endorsed. Attached as Appendix 1 was the People Directorate's element of that Business Plan for the Board's information. It was noted that Members of the Board were required to review the Directorate's Plan at future meetings on a quarterly basis.

The report set out how the Plan was structured and it was explained that it would form the foundation of the quarterly monitoring reports that were provided to the Council's Management Team, Executive Board and each of the Policy and Performance Boards.

Officers highlighted some emerging issues that would be taking place over the coming months –

- Ofsted inspections returning to normal, these would be focussed visits that could happen at any time, with 10 days notice being given;
- Changes to the Domestic Abuse Act 2021 in relation to harm to children and those who witness abuse;
- Changes to the rules around the age assessment of unaccompanied asylum seekers (below 18 years old);
- a review into support for children with SEND; and
- changes to the high needs funding formula.

RESOLVED: That the report is received and the Board notes the requirement to receive quarterly updates on progress against the action plan.

*Councillor Aimee Teeling declared a Disclosable Other Interest in the following item as she worked in a SEND school in Liverpool, where some pupils from Halton attended.*

CYP7 HALTON LOCAL AREA SEND STRATEGY 2021-25

The Board received a report of the Strategic Director – People, advising on the outcomes of the consultation on the proposed local area SEND Strategy for 2021-2024, and how it would be implemented.

It was noted that following the SEND Partnership Board's approval of the draft SEND Strategy for 2021-25, consultation took place during March and April 2021. This was hosted on the Halton Local Offer and was widely publicised both prior to and during the consultation phase. The draft SEND Strategy, SEND Strategy Governance and consultation responses were attached to the report as appendices one, two and three.

The report provided the Board with detailed information on the involvement of stakeholder events and the consultation responses, providing some examples of feedback received.

The Board was advised that the Strategy would be ratified tomorrow at the Strategic Partnership meeting.

The following queries were raised:

What support did children get when transferring into mainstream schools?

Placement decisions were made through a panel process. Provision and Placement Panel would make their recommendations, taking into consideration any preference made by the parents. A decision to transfer a child with SEND to a mainstream schools is taken by the Local Authority (LA) in accordance with the Code of Practice. Halton Borough Council's scheme of delegation makes the Divisional Manager 0-25 Inclusion ultimately responsible for placement decisions.

Not all children would go into mainstream schools as some would always remain where they were due to their requirements and the Council would support a child to be as inclusive as they wanted to be.

Will they get one to one support in a mainstream school?

Decisions about one to one support were based on the needs of the child or young person, not the type of school they attended. There was no reason why not if this was required.

What part does a mainstream school play in accepting a child to their school?

The SEND Code of Practice sets out the requirements on local authorities to consult with schools before making placement decisions. It also sets out the importance of parental or young person preference. In Halton schools were consulted with prior to any decision being taken by Provision and Placement Panel.

There was an annual review process in place to ensure that the provision and setting remained appropriate for the child or young person. This review could be brought forward at any point where there was a significant change of circumstance or concern. Where there was a strong family preference for a particular school and this school was not named in an EHCP, the LA must clearly demonstrate why not. Parents have the right of appeal to the SENIST tribunal (an arm of the family courts) if they disagreed with a decision taken by the LA.

RESOLVED: That the report and comments made be noted.

CYP8 PERFORMANCE MANAGEMENT REPORT FOR QUARTER 4 OF 2020/21

The Board received the Performance Management reports for quarter 4 of 2020-21 (1 January 2021 to 31 March 2021).

It was noted that the key priorities for development or improvement in 2020-21 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. Members were requested to consider and raise any questions or points of clarification in respect of these.

Due to the absence of one officer due to self-isolation, it was agreed that any questions relating to the performance monitoring for both services would be emailed to the relevant officer or Clerk for a response.

Operational Director Education, Inclusion and Provision - and

RESOLVED: That the Quarter 4 Performance Management reports be received. | Director of Children's Services

*Meeting ended at 8.30 p.m.*

**CHILDREN YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE BOARD**

*At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 13 September 2021 in the Council Chamber - Town Hall, Runcorn*

Present: Councillors Logan (Chair), Abbott, Bramwell, Carlin, Goodall, V. Hill, Jones, Loftus, Ratcliffe and Teeling

Apologies for Absence: Councillor C. Plumpton Walsh

Absence declared on Council business: None

Officers present: M. Vasic, A. Jones, J. Farrell, L. Davenport, B. Holmes and C. Hunt

Also in attendance: One member of the press

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

*Action*

CYP9 MINUTES

The Minutes of the meeting held on 14 June 2021 were taken as read and signed as a correct record.

CYP10 PUBLIC QUESTION TIME

The Board was advised that there were no public questions submitted.

CYP11 HALTON'S RESPONSE TO SEXUAL VIOLENCE AND SEXUAL HARASSMENT BETWEEN CHILDREN IN SCHOOLS AND COLLEGES

The Board received a presentation on Halton's response to Ofsted's review into Sexual Violence and Sexual Harassment (SVSH) in schools and the DfE's subsequent updated guidance.

The presentation outlined some background in respect of the review, its key findings and recommendations. Halton's response following the review was discussed and details of the training that had taken place for headteachers, governors, all school staff and safeguarding leads was

highlighted. It was noted that the model safeguarding policy had been updated to reflect the statutory guidance.

The following responses were provided to Members' questions:

- The introduction of trousers to the female uniform – this was a decision for Governing bodies, the Council could only provide guidance on this;
- Some schools did not follow their own guidance concerning incidents of SVSH – this must be enforced in schools and it must be understood that a zero tolerance approach is needed;
- Action needed to be taken against the perpetrators as it seems that the victims are the ones who are expected to change their behaviour – yes support was needed for them as well as the victim and this was included in the guidance;
- Clarity over the involvement of the Police – Police officers were available offering support to schools and this advice would be included as part of the action plan moving forward. Guidance was already in place to advise schools at what point the Police should become involved;
- Prevention measures – the curriculum has been expanded upon to include this as a priority; and
- The Lead Officer for Safeguarding Children in Education was available to offer support to Governors in the safeguarding role within their school, as well as headteachers.

Further to the above, it was noted that parents were able to report incidents of SVSH in an official capacity according to a school's complaints policy. Also, from 1 September Ofsted would be compiling statistics relating to incidents on a national level.

It was commented that locally, moving forward would involve data gathering from Halton's schools on a monthly basis, to identify trends that the Authority could respond to. It was recognised that the normalisation of this kind of behaviour was completely unacceptable and the Board welcomed the response to this so far and the updated guidance in respect of this.

**RESOLVED:** That the presentation and comments made be noted.

CYP12 CHILDREN IN CARE, CARE LEAVERS, FOSTERING AND ADOPTION

The Board considered a report of the Strategic Director – People, which provided an overview on the current issues and progress for Children in Care (CIC), Care Leavers (CL) and developments in the service to address the needs and demand.

This included a summary on the fostering service, the arrangements for the use of Ashley House and the recently launched Supported Lodgings Service, both for care leavers.

Further to Members questions, it was noted that the adoption process could take between 11 to 16 weeks, however this is often dependant on court proceedings as these were often delayed, particularly at the moment with the impacts of the pandemic.

RESOLVED: That the report is noted.

CYP13 EDUCATIONAL POSITION AND UPDATES 2021

The Board received a report of the Strategic Director – People, which provided an annual report regarding the educational position in Halton along with key updates.

It was noted that due to the cancellation of Early Years and Primary Assessments and the changes due to Covid-19 for Secondary and Post 16 Assessments, performance data was not available this year. Further, due to the subsequent Department for Education's response, there had been many changes to educational provision, assessment and examination during 2020. The validated national results would not be published this year for the second consecutive year.

The report provided Members' with updates in the following areas:

- Statutory assessment and key issues;
- Educational challenges for September 2021 onwards and strategies to support;
- The National Tutoring Programme;
- Catch Up Premium; and
- The return to school / Education in September 2021.

Members were reassured that when the statistics did become available they would be shared with them.

RESOLVED: That the report and comments made be noted.

#### CYP14 SUPPORTING FAMILIES UPDATE

The Board considered a report of the Strategic Director – People, which provided an update of the Supporting Families Programme and its current performance levels.

It was noted that the Troubled Families Programme was due to end in March 2020, however the ongoing evaluation evidence demonstrated the benefits of the Programme, so it had continued into 2020-22. Government had committed £165m for local authorities through the Troubled Families Programme, which would provide intensive support to families facing multiple problems. Members were advised that the Programme would still utilise the Troubled Families Outcome Plan, which provided a partnership wide framework that states the significant and sustainable outcome measures applicable to families identified for support.

It was reported that following an announcement made by the Ministry for Housing, Communities and Local Government (MHCLG) in March this year, the Programme would now enter a new phase – details of this were outlined in the report. Members were also provided with an update specific to Halton and performance data since the Programme began in 2013. The 100% ‘payment by results’ achievement for Halton was welcomed, especially as only 19% of areas had achieved this.

RESOLVED: That the report be noted.

#### CYP15 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 OF 2021/22

The Board received the Performance Management reports for quarter one of 2021-22 (1 April 2021 to 30 June 2021).

It was noted that the key priorities for development or improvement in 2020-21 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, milestones and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

RESOLVED: That the quarter one Performance Management reports be received.

*Meeting ended at 7.55 p.m.*

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

*At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 28 June 2021 in The Bridge Suite, Halton Stadium*

Present: Councillors Jones (Chair), E. Cargill (Vice-Chair), Begg, M. Bradshaw, Dourley, S. Hill and Teeling

Apologies for Absence: Councillors Logan, C. Plumpton Walsh, Stretch and Whitley

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, C. Patino, S. McDonald, L. Carr and J. Griffiths

Also in attendance: None

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

	<i>Action</i>
<p>ELS1 MINUTES</p> <p>The Minutes from the meeting held on 8 February 2021, were taken as read and signed as a correct record.</p>	
<p>ELS2 PUBLIC QUESTION TIME</p> <p>The Board was advised there were no public questions.</p>	
<p>ELS3 EMPLOYMENT, LEARNING, SKILLS AND COMMUNITY PPB ANNUAL REPORT 2020/21</p> <p>The Board received the Employment, Learning and Skills and Community Policy and Performance Board's Annual Report for 2020/21.</p> <p>On behalf of his predecessor the Chair wished to convey his thanks to all Members of the Board and Officers for their support throughout the year.</p> <p>RESOLVED: That the Annual Report for 2020-21 be received.</p>	

ELS4 PRESENTATION CITIZENS ADVICE BUREAU

The Board received a presentation from Mr Hitash Patel, from the Citizens Advice Bureau (CAB), regarding activities that the Organisation was delivering in Halton.

He introduced CAB as an independent organisation set up as a Charity in 1949. They specialised in providing information and advice to assist people with legal matters, benefits, debt, consumer matters, immigration, housing and homelessness, employment and employment training, budgeting and child protection. He tabled a leaflet for Members information that gave a summary of the services and provided some key statistics in relation to their clients.

It was noted that the CAB was a free, confidential and impartial service that was delivered primarily by highly trained volunteers, many of who went on to paid work either with CAB or in the wider community.

Mr Patel discussed the most requested services and gave examples of how a person often presents with one problem that might lead to another. He also discussed the excellent partnerships CAB had with Halton Borough Council, Halton People into Jobs, the CCG and the Food and Hygiene Banks. Mr Patel had also highlighted that the CAB was fortunate to have received European Social Funding in the past, and more recently Covid winter grants from the Council, which had helped enormously.

Further to Members questions, the following information was also noted:

- The service was always oversubscribed which led to a wait time for staff to reply to clients;
- The phone line was a Freephone Service;
- CAB had identified office space in Runcorn so that this office could reopen in the future; and
- Approximately 40 staff in total currently worked at the Bureau.

On behalf of the Board the Chair commended the work of the Citizens Advice Bureau in the Borough.

RESOLVED: That the Board notes the presentation and action points.

ELS5 WORK PROGRAMME FOR THE ELSC PPB

The Board received a report of the Strategic Director

– Enterprise, Community and Resources, which proposed a work programme for the Board for the 2021-22 Municipal Year.

The report also discussed the intention to invite external partners to present to the Board on their topics and also gave examples of locations for study visits that could be made by Members between Board meetings, subject to Covid restrictions. One Member requested to add the Runcorn Station Quarter and Astmoor Industrial Estate to the list of locations.

Two suggestions were made for a work topic: *Business Support* and *Health and Wellbeing and Employability*. Officers provided further details of each topic and after debate Members made a preference towards the latter.

It was noted that during study visits, officers would endeavour to include some element/s of the *Business Support* topic within these.

RESOLVED: That the Board agrees the preferred option for a work topic is Health and Wellbeing and Employability and that all Board Members be invited to participate.

Operational  
Director -  
Economy,  
Enterprise &  
Property

ELS6 DWP RESTART PROGRAMME

The Board considered a report which provided information regarding the introduction of the Government's Restart Programme.

It was reported that the new £2.9 billion Restart scheme was announced at the Spending Review on 25 November 2020, as part of the *Commercial Agreement for Employment and Health Related Services (CAEHRS)* Framework and Restart Programme. The Restart Programme would provide intensive and tailored support to unemployed people.

Members were advised that the Council's Employment, Learning and Skills (ELS) Division would deliver the Programme on a sub-contractor basis and that in April 2021, G4S were awarded the Restart Programme prime contract for CPA3 (North West).

The report discussed the details of the contract including income and expenditure costs. It was noted that the Programme offered 'Payment by Results' which were

received upon the achievement of sustained job outcomes. So providers would be incentivised to help as many people as possible into sustained employment – the more people helped to sustain employment the more outcome payments received.

Further to Members comments on the Programme, it was noted that this Programme was using a different approach than ones used previously with similar Programmes by the DWP, in that participation would be encouraged on a voluntary basis initially for the client.

Members welcomed the fact that the Council was delivering the Restart Programme on behalf of the DWP rather than a private company.

RESOLVED: That the Board notes the report and that the Restart Programme would be delivered by the Council's ELS Division on a sub-contractor basis.

ELS7 UPDATE BUSINESS IMPROVEMENTS AND GROWTH TEAM

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which provided an update on key activities being undertaken and / or overseen by the Council's Business Improvement and Growth Team during the Covid-19 pandemic.

It was noted that since March 2020, most of the Team had been working on supporting local businesses during the pandemic and activities had been changed to reflect this. Some generic business support had continued and the report included an update on:

- the Liverpool City Region Hospitality and Leisure Grants (HLG);
- the Growth Platform; and
- One Front Door.

It was reported that 1,671 grants totalling £3,934,764.97 had been awarded to date and a breakdown of the applications approved and total funds paid to each group was presented to Members.

Members welcomed the activities carried out to help Halton's business during this unprecedented time and examples of positive feedback from clients were heard at the meeting. Concerning queries on the potential for fraudulent claims being made, Halton was able to confirm that none

had been fraudulent so far. It was recognised that nationally, millions of pounds of fraud had been identified in this area, but due to the rigorous checks that were made by the Team in Halton, this was not the case here.

The Chair commented that these grants had clearly helped businesses and the local economy, and gave thanks on behalf of the Board to the whole Team for their work in managing the process.

RESOLVED: That Members note the activities and performance of the Business Improvement and Growth Team and how this aligned with wider national and city region strategies.

#### ELS8 BUSINESS GROWTH PROGRAMME

Members considered a report of the Strategic Director – Enterprise, Community and Resources, which provided an update on the Business Growth Programme (BGP), which was being undertaken by the Council's Business Improvement Growth Team.

Most of the Team had been working on supporting local businesses during the pandemic and activities had been changed to reflect this. However, the BGP was one of the service areas that had been protected and continued in its current form.

It was reported that the BGP had been supporting Small and Medium Enterprises (SME's) that delivered Business to Business, across the Halton Region since January 2013. As part of the Liverpool City Region's (LCR) Growth Hub Programme, it supported businesses by offering fully funded specialist support through ERDF and Council funding.

It was noted that phase 2 of the BGP ends on 31 December 2021 and the Council has been informed by the combined Authority that Halton will not be included in the bid for a phase 3 extension, as there was no ERDF funding available.

The report outlined the type of support offered, targets and performance to date. An internal evaluation of the BGP had also been undertaken and the key findings were presented to Members.

The Board agreed the importance of the need to continue with the Business Growth Programme, as it was a

valuable service for the businesses within Halton and agreed to lobby for a continuation of this.

Operational  
Director -  
Economy,  
Enterprise &  
Property

RESOLVED: That the Board note the performance of the Business Growth Programme and agree to lobby for a continuation of the Programme.

ELS9 BOROUGH OF CULTURE

The Board considered a report that provided an update on the Borough of Culture project.

It was reported that the award of Liverpool City Region Borough of Culture was inspired by the UK City of Culture programme that followed Liverpool's European Capital of Culture in 2008. The new initiative launched in 2018 as Liverpool celebrated its 10 Anniversary as the UK's only European Capital of Culture.

The Borough of culture was a non-competitive process that rotated around the City Region with the aim of encouraging each Borough to collaboratively develop its local talent and potential, whilst reflecting the ambitions and aims of the Regional Culture and Creativity strategy, which looked to build sustainable capacity across the City Region.

The report outlined the aims of the programme and the five key elements being weaved into the creativity programme. It also highlighted the aims of Halton's Borough of Culture year. The operational side of the programme, the Celebrate Halton Programme (appended to the report) and aspects relating to funding and marketing were also presented in the report.

Members discussed the programme of events that were planned and hoped to be taking place, Covid restrictions permitting. It was with great sadness that the Bridge Event, scheduled for 26 June 2021, had to be postponed due to rising numbers of infections in the Borough. The Board remained positive that the remainder of the schedule of events will be able to proceed and they looked forward to attending them.

RESOLVED: That the report and comments made be noted.

ELS10 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 OF 2020/21

The Board received the performance management



reports for Quarter 4 of 2020-21 (1 January 2021 to 31 March 2021) and were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development of improvement in 2019-20 were agreed by Members and included in Directorate Plans for the various function areas reported to the Board as follows:

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

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

It was recognised by the Board that due to the unprecedented circumstances we have found ourselves in for the past 18 months, the performance data is understandably not what it could be.

One Member queried the permitted work hours by the DWP; this would be sent following the meeting as the information was not at hand.

Members commented on the importance of the Stadium as a venue for the vaccination programme for the NHS and furthermore it has enabled the Council to conduct its business over the past couple of months, since the change in meeting legislation for local authorities. It was also noted that the waste and recycling collection services and catering services had continued throughout the pandemic.

Members offered their thanks to the staff at the Stadium and within the whole Directorate who have worked to ensure the success of these activities.

RESOLVED: That the Quarter 4 Performance Management reports be received.

*On behalf of the Board the Chair passed on thanks to Chris Patino, Operational Director for Community and Environment, for his loyalty and dedication in his role to the benefit of the Borough of Halton. He has a record to be proud of and we wish him a very happy healthy retirement.*

Operational  
Director -  
Economy,  
Enterprise &  
Property

*Meeting ended at 8.30 p.m.*

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

*At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 20 September 2021 in the Council Chamber - Town Hall, Runcorn*

Present: Councillors Jones (Chair), E. Cargill (Vice-Chair), Begg, M. Bradshaw, S. Hill, Logan, Stretch, Teeling and Whitley

Apologies for Absence: Councillors Dourley and C. Plumpton Walsh

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, C. Hart and P. Corner

Also in attendance: M. Murphy – Riverside College and one member of the press

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

*Action*

*The Board observed a minute's silence in honour of Councillor Howard, who sadly passed away last week.*

ELS11 MINUTES

The Minutes from the meeting held on 28 June 2021, were taken as read and signed as a correct record.

ELS12 PUBLIC QUESTION TIME

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

ELS13 PRESENTATION - RIVERSIDE COLLEGE

The Board welcomed the Principal from Riverside College, Mary Murphy, who presented an update on the College's strategic priorities; this included the quality of teaching and learning; enrolments; funding; and key developments.

The presentation outlined the type of students and areas where they were being educated – 16-18 year olds, those with special educational needs, adults, higher education, apprenticeships and fee paying courses. In total

there were 6,686 students currently on roll over the 3 campuses – Riverside College, Cronton Sixth Forum College and CRMZ.

The college was proud to say it worked with 700 employers locally and 45 high schools in Halton, the Liverpool City Region and Warrington. It was noted that 90% of students of all ages who enrolled stayed at College and achieved their qualifications. In March 2020, the College was inspected by Ofsted and was awarded an outstanding rating; extracts from the inspection report were provided for Members. The report also gave details of investments made in teaching and learning facilities totalling £28m over the past 8 years.

To conclude Members were presented with some case studies of students achievements at the College and how they had progressed on to further education or secured careers.

The Board welcomed the information presented and some Members commented that they had in fact attended the College themselves, at some point in their life.

In response to Members’ questions, it was commented that there would always be challenges ahead – aside from the impacts of Covid, there was a new Secretary of State for Education and an impending spending review, which could affect funding and apprenticeships.

Mary invited all Board Members to tour the Colleges at a future date; this would be arranged as part of a future study visit.

RESOLVED: That the presentation be received and action points noted.

Operational  
Director -  
Economy,  
Enterprise &  
Property

ELS14 ECONOMIC PROGRESS AND ASSESSMENT

The Board received a report of the Strategic Director – Enterprise, Community and Resources, which provided an update on developments in the economy in recent years. Members also received a presentation in support of this.

It was reported that an in depth assessment was made based on information specific to Halton and analyses of local economic information, in order to understand progress with *Halton 2030* and the economic issues raised. Members were updated on the progress over the last two years, which used the following categories as a measure:

- The Economic Overview;
- Enterprise and Jobs;
- The Resident Population;
- Skills; and
- Land, Infrastructure and Transport.

The report outlined the key findings of progress in the economy within the following areas:

- Economic Value (GVA) and Growth;
- Employment and Economic Activity;
- Skills;
- Economic Inactivity and Unemployment;
- Housing; and
- Land and Property Markets.

It was noted that Halton was in a good position generally with just a couple of areas that needed attention. The following was discussed in response to Members' questions:

- The HGV driver situation – there were some issues with the shortage of HGV drivers in Halton that were affecting businesses who were part of a supply chain for example and receiving late deliveries. It was a difficult profession to recruit to for the reasons discussed, so it was important to work towards future training and recruitment and support business to do this.
- Those economically inactive – this was higher than the national average but information regarding the actual demographics of these residents was not available. It was suggested that the topic group on *Health and Employment* (see minute below) could investigate this with help from colleagues in Public Health, who have more detailed data in this area.
- The definition of having no formal qualifications meant those with no qualifications from the standard examination boards. People may have qualifications from jobs they have held previously but are not recognised by other employers as there is no certificate.
- Apprenticeships were important as they offered young people the qualification and experience which are easily transferrable.

- Halton People into Jobs (HPIJ) ran a number of schemes for the Council which were bid for on a competitive basis against commercial organisations. They had continually strived to bid for these contracts to retain the ability to help local residents and had been successful in doing so. As well as helping residents they worked with a number of employers who contact them asking for advice and suitable staff.

RESOLVED: That the presentation and comments made be noted.

ELS15 TOPIC GROUP ITEMS FOR THE MUNICIPAL YEAR 2021/22

The Board received the proposed scrutiny topic group titles for the Employment, Learning and Skills, and Community PPB, for the municipal year 2021/22.

Further to the PPB meeting in June, Members confirmed that they would like to progress two topics – *Health and Employment* and *The Provision of Business Support in the Borough*. Taking into consideration resource constraints, it was agreed that the priority would be the *Health and Employment* topic and the second item would be progressed later in the year and would link to future study visits.

Members received the two templates appended to the report which outlined the purpose and objectives of each topic and set out the format for the meetings and identified possible expert witnesses and areas for discussion.

It was agreed that all Members would be invited to join one or both Topic Groups and the dates of the first meetings would be sent out as soon as possible.

RESOLVED: That Members note the report and consider the scope of the topic groups as set out.

Operational Director - Economy, Enterprise & Property

ELS16 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 OF 2021/22

The Board received the Performance Management reports for Quarter 1 of 2021-22 (1 April 2021 to 30 June 2021) and were requested to consider and raise any questions or points of clarification in respect of these.

It was noted that the key priorities for development of

improvement in 2021-22 were agreed by Members and included in Directorate Plans for the various function areas reported to the Board as follows:

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

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

RESOLVED: That the first quarter Performance Management reports be received.

*Meeting ended at 8.00 p.m.*

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## HEALTH POLICY AND PERFORMANCE BOARD

*At a meeting of the Health Policy and Performance Board held on Tuesday, 29 June 2021 at The Council Chamber, Runcorn Town Hall*

Present: Councillors P. Lloyd Jones (Chair), Baker (Vice-Chair), Ball, Bevan, D. Cargill, Dyer and Leck

Apologies for Absence: Councillors Dourley, Goodall, Ratcliffe and J. Stockton

Absence declared on Council business: None

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

Also in attendance: Lucy Gardner – Warrington & Halton Hospitals NHS Foundation Trust, Leigh Thompson – NHS Halton Clinical Commissioning Group and Dr Rhian Thomas – Grove House Practice

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

	<i>Action</i>
HEA1 MINUTES	
The Minutes of the meetings held on 23 February and 9 March were taken as read and signed as a correct record.	
HEA2 PUBLIC QUESTION TIME	
It was confirmed that no public questions had been received.	
HEA3 HEALTH AND WELLBEING BOARD MINUTES	
The minutes from the Health and Wellbeing Board meeting held on 20 January 2021, were provided for the information of the Board.	
HEA4 HEALTH POLICY AND PERFORMANCE BOARD ANNUAL REPORT : 2020/21	
Councillor Baker presented the Health Policy and Performance Board's Annual Report for April 2020 to March 2021.	

On behalf of the Chair during this period, Councillor Joan Lowe, she conveyed her thanks to all Members of the Health Policy and Performance Board and supporting Officers, for their commitment and hard work throughout what had been a very challenging year. Councillor Baker also thanked Councillor Lowe for her services to the Board as Chair over the past 5 years.

RESOLVED: That the annual report be received.

HEA5 RECONFIGURATION OF BREAST SCREENING, ASSESSMENT AND SYMPTOMATIC SERVICES - WARRINGTON & HALTON

The Board welcomed Lucy Gardner, of Warrington and Halton Teaching Hospitals NHS Foundation Trust (WHH), who provided the Board with an overview and presentation of the planned changes in respect to the Reconfiguration of Breast Screening, the Assessment and Symptomatic Services, outcomes from the pre-consultation engagement exercise undertaken and details of the next steps in the reconfiguration process.

It was reported that WHH, in partnership with St Helens and Knowsley Teaching Hospital NHS Foundation Trust (STHK), currently provided Breast Screening Services (mammography) and Breast Assessment and Symptomatic Breast Services across Warrington, Halton, St Helens and Knowsley.

Members were advised that WHH had recently completed a period of pre-consultation engagement with the general public, specifically focussing on users of the 3 elements of the current service across the catchment area, as outlined in the presentation (also appended to the report). This was due to part of the engagement being undertaken during the pre-election period. They sought the public's view on some service changes that were proposed and which they believed would help improve the quality of the service offered and future proof the service for future years.

In response to Members questions, the following was noted:

- The reconfiguration of breast screening, assessment and symptomatic services was a national strategy aimed at consolidating the services to create a centre of excellence;
- there was a national shortage of mammographers;

- As well as assessments, treatment would also be carried out in the same building;
- Access to clinical trials was not available for this at the moment but could be looked at in the future; and
- No issues had been raised during the consultation from employees with regards to relocation of their place of work.

Overall Members welcomed the reconfiguration of these services and supported them going forward.

RESOLVED: That the Board notes the report and presentation.

#### HEA6 PUBLIC HEALTH RESPONSE TO COVID-19

The Director of Public Health and Protection provided the Board with an update on the Public Health response to Covid-19 Coronavirus.

The presentation included the most recent Covid-19 figures and data for Halton; how the Halton Outbreak Support Team were working to successfully identify and manage local outbreaks; and gave details of the most recent information on testing and vaccination for people in Halton.

The following was discussed in response to Members questions:

- There was some vaccine hesitancy amongst the people in Halton but much less than in most areas of the country;
- the Delta variant was more transmissible than the Alpha and seemed to cause additional symptoms;
- Despite the infection rates rising, hospital admissions due to Covid remained low;
- The national booking system and the local GP's system of vaccination was clarified;
- It was the consensus that the infection rates in schools may get worse before they get better;
- Asylum seekers and traveller communities were being included in the vaccination programme – the Council had been commended in this area as good practice; and
- Walk in appointments in St Helens were currently being arranged.

RESOLVED: That the presentation be noted.

HEA7 WHITE PAPER – INTEGRATION AND INNOVATION:  
WORKING TOGETHER TO IMPROVE HEALTH AND  
SOCIAL CARE FOR ALL

The Board received a report from the Strategic Director - People, which provided an update on the key elements outlined in the Government White Paper *Integration and Innovation: working together to improve health and social care for all*, February 2021.

Members noted that the Department of Health and Social Care (DHSC) had published the White Paper that sets out legislative proposals for a Health and Care Bill. The Paper detailed proposals for NHS and social care reform, with a focus on integrated care and services adding value for end users.

The White Paper recognised that the response to Covid-19 was the current priority, however, as the system emerges from the pandemic the legislative measures aimed to assist with the recovery by bringing organisations together, removing barriers and enabling change and innovations.

The legislative proposals were due to be implemented in 2022 and the proposals were themed under following headings:

- a) Working together and supporting integration;
- b) Reducing bureaucracy;
- c) Improving accountability and enhancing public confidence; and
- d) Additional proposals grouped as Social Care, Public Health and Safety and Quality.

The report discussed each of the above themes in detail. Also a summary of the Paper from the NHS was provided as well as information on the impact this would have on *One Halton*.

Further to Members queries the following additional information was provided:

- With regards to data sharing, it would be information of a non-personal nature;
- New IT systems were being devised for integration purposes and work was going on behind the scenes;
- Adult Social Care funding would remain as it is, from the Council;

- The financial implications of this were still unknown but would become clearer as the process moves along; and
- The *Discharge to Access* model was brought in as a response to Covid-19 to support hospitals with the smooth discharge of patients. This would replace the existing legal requirement for all assessments to take place prior to discharge and this had already been implemented in the area.

RESOLVED: That the contents of the report be noted.

#### HEA8 PALLIATIVE AND END OF LIFE REVIEW

The Board received a report from the Chief Commissioner, NHS Halton CCG and Dr Rhian Thomas, from Grove House Practice, which provided an update on the Palliative and End of Life project in Halton.

Members were advised that the project was established in November 2020 after a funding bid was secured from Macmillan Cancer Support, which funded the role of Macmillan Project Manager and the extension of the Programme Manager. A storyboard was communicated with stakeholders and the public to share insight and a monthly stakeholder steering group was established to support and drive the project forward. Appended to the report were the Project Milestones and activities tracker.

It was noted that the project would support the requirements of *Ambitions for Palliative and End of Life Care – a national framework for local action 2015-2020*.

The report discussed the CCG's requirement to deliver against the national requirements for Palliative and End of Life Care and the NHS Right Care data strategic priorities.

The following responses were given to Members questions:

- It was hoped that the outcomes felt by people following the consultation would be – a single point of access; a better model of care all round; gold standard framework in place; and improved service delivery;
- The approach to the ways of broaching end of life care was crucial for patients, carers and families;
- A reduction in the numbers of deaths in hospitals

would be expected with this new system although it was difficult to put a figure on it, as some patients chose to die in hospital;

- Healthwatch data stated that 70% of people would prefer to die out of hospital and it was about having those difficult conversations with people nearing end of life; and
- 51% of deaths in Halton occurred in hospital and there were only comparisons made with other demographically similar CCGs in the country – none was currently available to compare nationally.

RESOLVED: That the Board

- 1) note the experience based design engagement and co-design approach and feedback as per of the project; and
- 2) acknowledges that the Palliative and End of Life Care project should provide Halton with a more integrated and co-ordinated provision of care for palliative patients and their families.

HEA9 PERFORMANCE MANAGEMENT REPORTS, QUARTER 4 2020/21

The Board received the Performance Management Reports for quarter 4 of 2020/21.

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 2020-21. This included a description of factors, which were affecting the service.

The Board was requested to consider the progress and performance information and raise any questions or points for clarification and highlight any areas of interest or concern for reporting at future meetings of the Board.

It was reported that some data was unreported or to be confirmed due to the current situation with the pandemic however, a range of work had still continued. With regards to a query on ASC20, it was noted that this return was a nationally mandated return and the resulting information used to compile the data.

RESOLVED: That the Quarter 4 performance management reports be received.

*Meeting ended at 8.00 p.m.*

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**SAFER POLICY AND PERFORMANCE BOARD**

*At a meeting of the Safer Policy and Performance Board on Tuesday, 15 June 2021 at The Bridge Suite, Halton Stadium, Widnes*

Present: Councillors V. Hill (Vice-Chair in the Chair), Begg, Bevan, Bramwell, Carlin, Loftus, A. McInerney, Ratcliffe and Wall

Apologies for Absence: Councillor N. Plumpton Walsh and Baker

Absence declared on Council business: None

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

Also in attendance: N. Denny (Anthony Walker Foundation)

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

	<i>Action</i>
SAF1 MINUTES	
<p>The Minutes of the meeting held on 9 February 2021 were taken as read and signed as a correct record.</p>	
SAF2 PUBLIC QUESTION TIME	
<p>It was reported that no questions had been received</p>	
SAF3 PRESENTATION FROM ANTHONY WALKER FOUNDATION STOP HATE, SPEAK OUT	
<p>The Board received a presentation from Natalie Denny, on behalf of the Anthony Walker Foundation. The presentation outlined the Stop Hate, Speak Out Campaign which was a new initiative to tackle and prevent racially and religiously discriminatory behaviour and those acting against others because of their race or faith. The campaign consisted of:</p> <ul style="list-style-type: none"> <li>• A new hate crime reporting tool;</li> <li>• A young people led digital marketing campaign; and</li> <li>• The delivery of a host of education and training opportunities.</li> </ul>	

The Board was advised on the training and education provided to date by the Foundation, for professionals and young people to support communities to report hate crime whilst providing improved awareness/understanding of consequences/impact of hate crime from participants and to support the transformation of prejudicial view, ignorance and faulty perceptions and beliefs. In addition, the Board noted the work of the Foundation in their support for 12 young people with the aim to securing employment for them.

Arising from the discussion, the Board enquired if training was available for Local Councillors. In response, the Board was advised that this was something that could be explored.

RESOLVED: That the Board note the contents of the presentation and agree Halton's participation in the project.

SAF4 MODERN SLAVERY & HUMAN TRAFFICKING - GOVERNANCE & SUPPORT ARRANGEMENTS IN HALTON

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which provided information on the current arrangements within the Council to meet its requirements under the Modern Slavery Act 2015 and its review/changes in 2019/20. The report also provided information on:

- The current arrangements in Halton to support victims of Modern Slavery and Human Trafficking;
- Activity taking place on a Pan-Cheshire footprint; and
- The Council's Transparency Statement which had been refreshed for 2021-2022.

The Board agreed that the Police and Crime Commissioner would be invited to attend a future meeting.

RESOLVED: That the contents of the report be noted.

SAF5 HEARTSTONE ODYSSEY BOOK FESTIVAL

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided information on the Heartstone Odyssey Book Festival and sought approval for Halton's participation in the project. Heartstone were currently engaging with all the local authorities in the Liverpool City Region and the report provided a detailed briefing about the project including a financial breakdown.

It was noted that the requested match was £2,200 and it had been agreed by the Safer Halton Partnership to use monies from years 2-5 of the Home Office sponsored resettled refugee pot and the Board were asked to support this decision.

RESOLVED: That the contents of the report be noted and Halton's participation in the project be agreed.

SAF6 DOMESTIC ABUSE AND SEXUAL VIOLENCE

The Board received a report Strategic Director, Enterprise, Community and Resources, in relation to the activities being supported across the Borough in response to domestic abuse and sexual violence.

It was noted that the Domestic Abuse Bill had received Royal Assent on 29 April 2021. As a result, councils across England had a legal duty to provide support such as therapy, advocacy and counselling in safe accommodation for victims of domestic abuse and their children. The Act also provided for those who were homeless because of domestic abuse and would become a priority need for accommodation secured by the Council. Full details of the provision of the Act, which it was expected would come into force during 2021/22, were outlined in the report.

Members were advised that Halton had received a share of the £125m national pot to fund the new duty, including commissioning additional vital support services for victims and improving links between existing local services. It was noted that Halton had been identified as a tier one Local Authority and had been awarded £326,878 to support the local delivery of safe accommodation for victims of domestic abuse. As a tier one Local Authority Halton was also required to appoint a multi agency Local Partnership Board that would provide support in performing certain specified functions.

In addition, the Board noted that the Council's bid to the Office of the Police and Crime Commissioner for additional Independent Domestic Violence Advocates across Cheshire had been approved.

RESOLVED: That the report be noted.

SAF7 COMMUNITY TRIGGER UPDATE

The Board considered a report of the Strategic

Director, Enterprise, Community and Resources, which provided an update on the current Community Trigger scheme. The Community Trigger element of the Home Office's Reform of anti-social behaviour powers was launched on 1 October 2014. Updated guidance in respect of Community Trigger was subsequently published in January 2021.

In Halton, the process was managed within the Safer Halton Partnership (SHP) and was under regular review through Managers of each of the Safer Partnerships across the Cheshire Sub Region. The report outlined how the SHP would deal with requests/applications for the Community Trigger within Halton, including details on timescales and the appeal process.

Members suggested that the document should also include complaints submitted on behalf of residents from Elected Representatives or Member of Parliament. It was agreed that it would be amended to include this suggestion.

RESOLVED: The report and action plan be noted.

*At the conclusion of the meeting the Vice Chair advised the Board that this was Chris Patino's last meeting as he was retiring shortly. On behalf of the Board she thanked him for his work and support and wished him well for the future.*

*Meeting ended at 7.50 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, 23 June 2021 at the Council Chamber - Town Hall, Runcorn*

Present: Councillors Woolfall (Chair), Fry (Vice-Chair), Ball, Dyer, Gilligan, S. Hill, Howard, Logan, McDermott and Stretch

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Ferguson, T. Gibbs, A. Plant, S. Rimmer and R. Taylor

Also in attendance: None

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

	<i>Action</i>
EUR1 MINUTES	
<p>The Minutes of the meeting held on 24 February 2021 having been circulated were signed as a correct record.</p>	
EUR2 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
EUR3 EXECUTIVE BOARD MINUTES	
<p>The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.</p> <p>RESOLVED: That the Minutes be received.</p>	
EUR4 ALTERNATIVE FUELLED VEHICLES AND INFRASTRUCTURE	
<p>The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on two projects relating to electric vehicles and the installation of electric vehicle charging</p>	

points.

The Board was advised that in Autumn 2019, The Office of Zero Emission Vehicles (OZEV) invited applications for the Residential On-Street Charging Point Fund. The focus of this particular fund was to reduce the barriers to electric vehicle ownership due to the lack of personal parking spaces. Officers identified a number of areas where car ownership was high, access to driveways was low and Halton submitted a successful application and received £74,250.00 from the OZEV. The funding supported 29 on-street residential Electric Charging Points (ECP).

The Board noted a proposal to expand the existing residential on-street electric vehicle charging network by adding up to 120 additional charging points across Halton. Details of the proposed location of these was outlined in the report. The next stage of the proposal was to consult with the communities identified and if community support for the proposal was obtained, an application would be prepared and submitted to OZEV.

Arising from the discussion it was requested:

- that Manor Road be added to the list of proposed locations to be assessed; and
- information be made available to residents that they can apply for a personal grant towards the cost of an ECP.

Members also considered information on a proposal to pilot a 4 year project regarding electric powered taxis. The target was to get 30 fully electric powered vehicles fully operating over the 4 year project timeline.

RESOLVED: That the projects be endorsed and the Board recognises their contribution to the climate change agenda, in particular reducing air pollution.

#### EUR5 PAVEMENT LICENCE POLICY

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided information on the Halton Pavement Licence (Outdoor Seating) Policy and Procedure July 2021, a copy of the document was attached as Appendix A to the report.

The purpose of the Policy was to support the legislative changes brought about by the Business and Planning Act 2020. The Policy would be temporary until 30

September 2022 or such other date defined in legislation. Members were advised that the Policy document introduced a streamlined route for businesses such as cafes, restaurants and bars to secure a licence to place furniture on the highway until 30 September 2022. This would support them to operate safely whilst social distancing measures remained in place and would improve the viability of hospitality businesses and protect as many hospitality jobs as possible.

Arising from the discussion it was requested that the outdoor furniture outside a café in Hale Village be looked at.

RESOLVED: That the Board endorses the draft policy in Appendix A for presentation to the Executive Board.

EUR6 PROBLEM PAVEMENT PARKING WORKING PARTY UPDATE

The Board considered an update on the progress of the Problem Pavement Parking Working Party. The Working Party had agreed an action plan, of which one specific action was to draft a letter to the Police and Crime Commissioner requesting their continued support in taking targeted enforcement action where pavement parking presented an ongoing problem. A copy of the letter, which had been sent was attached as Appendix 1 to the report.

RESOLVED: That the update be noted.

EUR7 UPDATE BY LCR WALKING & CYCLING COMMISSIONER

This report was deferred to the next meeting.

EUR8 HALTON LOCAL DEVELOPMENT SCHEME

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, that sought approval from the Board of the proposed update to the Local Development Scheme (LDS) (Appendix 1). Councils' were required to prepare and keep up to date Local Development Schemes that set out the timetable for production of their Local Plan(s). They identified and described the Planning Policy documents that the Council intends to prepare and gave target dates for key stages in their production. This update covered the remaining stages in the preparation of the Delivery and Allocations Local Plan.

RESOLVED: That the Halton Borough Council Local Development Scheme 2021 Revision (Appendix 1) be

endorsed and presented to Executive Board for approval.

EUR9 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 OF 2020/21

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 4 of 2020/21.

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

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

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

*Meeting ended at 7.40 p.m.*



**CORPORATE POLICY AND PERFORMANCE BOARD**

*At a meeting of the Corporate Policy and Performance Board on Tuesday, 8 June 2021  
in the Bridge Suite, DCBL Stadium*

Present: Councillors Gilligan (Chair), Philbin (Vice-Chair), Howard, Hutchinson, P. Lloyd Jones, A. Lowe, G. Stockton, Teeling and Wall

Apologies for Absence: Councillor N. Plumpton Walsh and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, C. Hill, E. Dawson, G. Ferguson, S. Davies and L Pennington-Ramsden

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 26 January 2021 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 this Board.	
	RESOLVED: That the Minutes be noted.	
CS4	BREATHING SPACE	
	The Board considered a report of the Strategic Director Enterprise, Community and Resources, which provided information on the Breathing Space process which came into effect on 4 May 2021. It provides Council debtors with legal protections to ensure that creditors pause	

recovery and enforcement action for a period of up to 60 days.

There were two types of breathing space: a standard breathing space and a mental health crisis breathing space.

A standard breathing space is available to anyone with problem debt. It provided legal protections from creditor action for up to 60 days. The protections included pausing most enforcement action and contact from creditors and freezing most interest and charges on their debts.

A mental health crisis breathing space was only available to someone who received mental health crisis treatment and it had some stronger protections. It lasts as long as the person's mental health crisis treatment, plus 30 days (no matter how long the crisis treatment lasts).

Members noted information on:

- Debt-advice providers;
- The insolvency service;
- Applying for a standard breathing space and eligibility;
- Applying for a mental health crisis breathing space and eligibility;
- Qualifying and excluded debts; and
- The Council's role throughout the process and the next steps when a breathing space end.

RESOLVED: That the report be noted.

CS5 ANNUAL REPORT 2020/21

The Board considered a copy of the Annual Report from the Chair of the Corporate Services Board, 2020/21. 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 2020 to March 2021.

RESOLVED: That the Annual Report be noted.

CS6 EXTERNAL FUNDING UPDATE

The Board considered an update report from the Strategic Director Enterprise, Community and Resources, on the work of the External Funding Team in securing external funding resources into Halton. The Team focussed on the following funding resources: Government, European, National Lottery, Landfill Funding, Trusts and Foundations.

The report covered the following issues:

- An update on the team's key activities and priorities;
- Covid response;
- Emerging issues in external funding; and
- Funding statistics for the period 2020-21.

A Member queried the protocols put in place to replace European Funding streams from 2023. In response the Board was advised on the Government Priority Fund.

RESOLVED: That the report be noted.

CS7 CORPORATE ACCIDENT / INCIDENT REPORT 1.4.20 TO 31.3.21

The Board was provided with a report from the Strategic Director, Enterprise, Community and Resources, which presented details of health and safety management within the Authority from 1 April 2020 to 31 March 2021.

The report highlighted health and safety incidents that had taken place over the past twelve months and as a result of those incidents proposed actions for the future. In addition the report included information around the number of actual near misses, accidents that had resulted over 7 day absences, together with significant accidents. It also included Covid employee figures.

Arising from the discussion, the Board were provided with further information on the Lone Working Scheme for employees. The Scheme had been developed in conjunction with staff and its mandatory use had the support of Trade Unions and Senior Management. The Board agreed that its primary concern was for the Scheme to protect those employees.

RESOLVED: That the contents of the report be noted including the recommendations and actions for 2021/22.

CS8 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 OF 2020/21

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Report for Quarter 4 of 2020/21.

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.

It was agreed that the Board would be provided with further information on the criteria applied by other local authorities in respect the Covid Self-Isolation Payments.

RESOLVED: That the Quarter 4 Performance Monitoring reports be received and noted.

*Meeting ended at 7.39 p.m.*

**CORPORATE POLICY AND PERFORMANCE BOARD**

*At a meeting of the Corporate Policy and Performance Board on Tuesday, 7 September 2021 in the Council Chamber - Town Hall, Runcorn*

Present: Councillors Gilligan (Chair), Hutchinson, P. Lloyd Jones, G. Stockton, Teeling, Wainwright and Wall

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

Absence declared on Council business: Councillor A. Lowe

Officers present: M. Reaney, G. Ferguson, C. Haworth and J. Hughes

Also in attendance: None

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

		<i>Action</i>
CS9	MINUTES  The Minutes from the meeting held on 8 June 2021 were taken as read and signed as a correct record.	
CS10	PUBLIC QUESTION TIME  The Board was advised that no public questions had been received.	
CS11	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 this Board.  Under Minute No EXB2, a Member requested information on the number of businesses that had previously received discretionary non domestic rate relief that were still trading.  RESOLVED: That the Minutes be noted.	M. Reaney
CS12	MEMBER DEVELOPMENT GROUP NOTES  The Board considered the minutes of the Member Development Group meeting held on 30 January 2021.	

On behalf of the Board, the Chair thanked the Member Development Team for their work during the previous months.

RESOLVED: That the minutes be noted.

#### CS13 APPEAL PANEL ARRANGEMENTS

The Board was advised that following a recommendation of the Audit and Governance Board on 7 July, the Council at its meeting on 14 July had agreed that three members this Board would be asked to attend each individual hearing of the Appeal Panel. The Council did not feel that there was a need to make any changes to the terms of reference of the Appeals Panel at this stage, but that would be kept under review.

The Board were requested to consider the Chairing arrangements for future Appeal Panel hearings. It was also proposed that appropriate training could be put in place for members prior to being involved in hearings.

M. Reaney

RESOLVED: That

1. three members of the Board be invited to attend meetings of the Appeals Panel. This would include the Vice Chair of the Board who would sit as Chair of the Appeals Panel. If the Vice Chair was unavailable to attend, a member of the Board would be appointed as Chair of that particular meeting; and
2. appropriate training be put in place for members prior to being involved in hearings.

#### CS14 WIDNES MARKET UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on Widnes Market, highlighting the investment which had gone into the Market recently and outlined other initiatives which were contributing to the Market's current performance. The report provided detailed information on:

- The new management arrangements in place from October 2018;
- The Internal Audit carried out in February 2019 and the follow up report carried out in February 2021;
- Current occupancy rates;
- Arrears;

- Investment in the Market since 2018 and new services and facilities which had been added;
- Sunday and Wednesday Markets and new food and drink traders;
- The impact of Covid 19 and the support provided to traders; and
- Advertising and social media coverage.

Members were advised that following on from suggestions by traders, the Council was in the process of arranging the traders to nominate trader representatives who would attend regular meetings with the market management team to put ideas forward, ask questions and cascade information back to traders.

Arising from the discussion the Board was provided with information on rent arrears that had been written off, the market management team open door policy and the traders' quarterly newsletter.

RESOLVED: That the report be noted.

CS15 PERFORMANCE MANAGEMENT REPORTS FOR Q1 OF 2021/22

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Report for Quarter 1 of 2021/22.

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.

RESOLVED: That the Quarter 1 Performance Monitoring reports be received and noted.

*Meeting ended at 7.20 p.m.*

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**AUDIT AND GOVERNANCE BOARD**

*At a meeting of the Audit and Governance Board held on Wednesday, 7 July 2021 at the Council Chamber - Town Hall, Runcorn*

Present: Councillors Polhill, A. Lowe (Vice-Chair), J. Bradshaw, E. Cargill, Jones, McDermott, Philbin, J. Stockton, Wallace and Whitley

Apologies for Absence: Councillor Wall

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, M. Murphy, A. Dalecki, A. Jones and M. Reaney

Also in attendance: Michael Green – Grant Thornton

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

	<i>Action</i>
<p>AGB1 MINUTES</p> <p>The Minutes of the meeting held on 24 March 2021 were taken as read and signed as a correct record.</p>	
<p>AGB2 INTERNAL AUDIT ANNUAL REPORT</p> <p>The Board considered a report of the Divisional Manger – Audit, Procurement and Operational Finance, which summarised the work completed by Internal Audit during 2020/21, which included an opinion on the effectiveness of the Council's overall risk management, control and governance processes.</p> <p>The Public Sector Internal Audit Standards (PSIAS) required the Head of Internal Audit to deliver an annual audit opinion and report that could be used to inform the Annual Governance Statement (the <i>Internal Audit Annual Report 2020/21</i> was appended to the report).</p> <p>It was noted that despite the obvious challenges faced during this year and the resulting changes to planned work, it was the view of the Head of Internal Audit that sufficient audit work was completed during the year to be able to form an overall opinion. It was reported that the</p>	

Council's risk management, control and governance processes that were in place during 2020/21 were considered to be adequate and had operated effectively during the year.

RESOLVED: That the Board approves the Internal Audit Annual Report.

#### AGB3 ANTI FRAUD AND CORRUPTION UPDATE

The Board received a report of the Operational Director – Finance, which provided an update on developments in regard to the Council's anti-fraud and corruption activity.

The report provided Members with:

- A commentary on the fraud risk landscape;
- A summary of the fraud investigations from 2020/21;
- A summary of the HR related investigations from 2020/21;
- A summary of the whistleblowing complaints received and action taken;
- An update on the National Fraud Initiative;
- Details of fraud investigation related information reported under the Transparency code;
- Details of ongoing and planned anti-fraud work; and
- Details of the review of the Council's suite of anti-fraud related plans and policies.

Members were advised that with regards to the last item, these plans and policies were previously presented to the Business Efficiency Board for review and approval in July 2020. Following a further review they were still considered fit for purpose, with two changes to note – the renaming of the Board to *Audit and Governance* and a minor update to Section 8 of the Whistleblowing Policy. Copies of all documents were attached at Appendices A, B, C, D, and E.

RESOLVED: That the Board notes and approved the minor changes made to the suite of anti-fraud related plans and policies.

#### AGB4 DRAFT ANNUAL GOVERNANCE STATEMENT 2020/21

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

sought approval of the draft Annual Governance Statement (AGS) for 2019/20.

It was noted that the AGS, attached to the report at Appendix 1, provided an overview of the governance framework in place for 2020/21. Further, a key aspect of the Annual Governance Statement was the identification of any areas where the Council's governance arrangements needed to be developed further and to provide a commitment to addressing those issues.

The draft Annual Governance Statement had been reviewed and agreed by Management Team and the document was also shared with the Chair of the Audit and Governance Board for input and comment. The responsibility to review and approve the AGS was for this Board and once any feedback had been taken into account, the document would be signed by the Council Leader and Chief Executive and published on the Council's website.

RESOLVED: That the Board

- 1) approves the 2020/21 Annual Governance Statement, subject to any changes or additions that Members feel appropriate; and
- 2) delegates authority to the Strategic Director – Enterprise, Community and Resources, to make any further minor amendments to the Annual Governance Statement prior to the inclusion of the final version in the Statement of Accounts.

#### AGB5 MEMBERS CODE OF CONDUCT

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, on the new Member Code of Conduct (the model code).

It was reported that the Local Government Association (LGA) had published a new model Code of Conduct for Members, following a detailed and lengthy consultation exercise. This followed a recommendation from the Committee for Standards in Public Life to the LGA and Government.

The model code was attached at Appendix A for Members consideration and contained a number of points of difference to the current code; these were outlined in the report. Further to the Council meeting in May, Members were aware of the transfer of duties from the previous

Standards Committee to this Board, which has responsibility for consideration of the Council's arrangements for corporate governance and agreement of necessary actions to ensure best practice.

RESOLVED: That the Board

- 1) recommends that the new Code of Conduct for Members be adopted at full Council; and
- 2) recommends that Council approves the revised arrangement for dealing with standards allegations under the Localism Act 2011.

#### AGB6 REVISIONS TO COMMITTEE STRUCTURES

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which brought recommendations for revisions to Committee structures, following consideration by a group of senior Members, and sought appropriate recommendations to Council.

The revisions were described in the report and the amended terms of references were set out in Appendices 1 and 2. It was noted that these amendments would be made to the Constitution in due course.

Members discussed the chairing arrangements for the new committees / panels and acknowledged that it was an issue for the Members on the parent boards to determine.

RESOLVED: That it be recommended to Council that:

- 1) the Audit and Governance Board assume responsibility for the work of the former Standards Committee and that its terms of reference be amended as set out in Appendix 1;
- 2) the composition of the Appeals Panel be amended as set out in paragraph 3.4 of the report;
- 3) a taxi sub-committee be set up with terms of reference as contained in Appendix 2; and
- 4) that appropriate amendments to the Constitution are made in due course.

AGB7 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

AGB8 INTERNAL AUDIT PROGRESS REPORT

The Board received a report from the Divisional Manager – Audit, Procurement and Operational Finance, updating them on the internal audit activity since the last progress report to the Board on 24 March 2021. It also highlighted any matters that were relevant to the Board's responsibilities as the Council's Audit Committee.

Members were referred to appendix one, which listed all the planned work for the year and the anticipated dates that each audit would be reported to the Board. It was noted that the planning and completion of work was subject to change, but this represented the best estimates at the

current time.

Further to the approval of the Audit Plan on 24 March 2021, Members were advised that good progress had been made against the Plan so far, with most outstanding work relating to the 2020/21 Audit Plan now complete or nearing completion. The remaining work from 2020/21 would be reported to the next meeting of the Board.

Appended to the report were the executive summaries of the reports issued numbering 2 to 22, as listed in paragraph 4.2.

RESOLVED: That the Internal Audit Progress Report and comments made be noted.

*Meeting ended at 7.20 p.m.*

**DEVELOPMENT MANAGEMENT COMMITTEE**

*At a meeting of the Development Management Committee on Monday, 9 August 2021 at Council Chamber - Town Hall, Runcorn*

Present: Councillors S. Hill (Chair), Leck (Vice-Chair), J. Bradshaw, Carlin, A. Lowe, Polhill, J. Stockton and Thompson

Apologies for Absence: Councillors Abbott, Hutchinson and Philbin

Absence declared on Council business: None

Officers present: T. Gibbs, J. Eaton, G. Henry, P. Peak, L. Wilson-Lagan, R. Cooper and G. Ferguson

Also in attendance: 3 Members of the public and one member of the press

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

	<i>Action</i>
DEV7 MINUTES	
<p>The Minutes of the meeting held on 7 June 2021, having been circulated, were taken as read and signed as a correct record.</p>	
DEV8 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>	
DEV9 20/00479/FUL - PROPOSED EXTENSION TO EXISTING WAREHOUSE, SMALL TWO STOREY OFFICE EXTENSION FOR WAREHOUSE AND CANOPY EXTENSION ABOVE LOADING DOORS AT BRENNTAG UK LIMITED, PICKERINGS ROAD, WIDNES, WA8 8XW	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	
<p>The Committee was advised that a response from Natural England (NE) on the Habitats Regulations Assessment was still outstanding, so the Council was not in</p>	

a position to adopt the Assessment until NE had confirmed their acceptance of this.

The Committee agreed that the decision on the application be delegated as described in the condition below.

RESOLVED: That

- a) delegation be given to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of the Development Management Committee, to make a decision once the Habitats Regulations Assessment has been adopted by the Council, as the competent authority, to show how the Council has engaged with the requirements of the Habitats Directive and the attachment of any additional conditions necessary, following further observations from Natural England; and
- b) subject to the following conditions:
  1. Time limit – full permission;
  2. Approved plans;
  3. Implementation of external facing materials (BE1 and BE2);
  4. Parking and servicing (BE1);
  5. Electric Vehicle charging point scheme (CS19);
  6. Cycle parking (BE1 and TP6);
  7. Breeding birds protection (GE21 and CS20);
  8. Evidence of infiltration testing (PR16 and CS23);
  9. Verification report for sustainable urban drainage system PR16 and CS23);
  10. Foul and surface water on a separate system (PR16 and CS23); and
  11. Waste water infrastructure protection scheme (PR5 and CS23).

DEV10 20/00573/FUL - PROPOSED ERECTION OF 48 DWELLINGS TOGETHER WITH CAR PARKING, LANDSCAPING, ROADS, FOOTWAYS, DRAINAGE INFRASTRUCTURE (INCLUDING ATTENUATION POND) AND ASSOCIATED WORKS ON LAND OPPOSITE STALBRIDGE DRIVE, RUNCORN, WA7 1LY

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



It was reported that since the publication of the report the applicant had made some minor amendments to the proposal layout, to address reservations made by the Highways Authority. These were described in the published AB Update List, together with details of the 'Be Lean – Energy Efficient Design Measures' that were being used by the applicant.

Officers also recommended an additional condition to those listed, shown at number 22 below.

The Committee was addressed by Bernadette Tarry, Clerk to the Sandymoor Parish Council, who on behalf of local residents, outlined three main areas of concern:

- The application address was land opposite Stalbridge Drive. Could it be confirmed that, although the development of the site was opposite Stalbridge Drive, there would be no vehicular access from Stalbridge Drive;
- Access for emergency vehicles from Keckwick Lane. This lane had poor visibility and was a narrow lane used by cyclists and pedestrians. Could a flashing signal be installed when the lane was being used by emergency vehicles;
- It appeared on the plans that the existing natural screening/hedgerow near to the bridal path was to be removed. As part of the development there needed to be a scheme to reinstall the existing plantation/hedgerow in this area.

In response, Officers confirmed that the site address had now been updated. There would be no vehicular access from Stalbridge Drive and, with regards to emergency link onto Keckwick Lane, access would be for blue light services and potential temporary use by residential traffic if highway maintenance works on site deemed its use necessary. If that is to be the case, control measures, such as Temporary Traffic Management, would be put in place to prevent the access point being used as a rat run and materials are to be agreed and of a type so that it did resemble an access point per se. In respect of the concern regarding landscaping, existing boundary treatments would be retained. Officers would report to Members and the Parish Council regarding boundary treatment conditions.

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

RESOLVED: That the application be approved

subject to the following:

- a) entering into a legal or other agreement relating to securing financial contribution towards the deliver costs of local infrastructure.
- b) conditions relating to the following:
  1. Standard time limits condition (BE1);
  2. Approved plans condition (BE1 and TP17);
  3. To be carried out in accordance with acoustic report and mitigation measures;
  4. To be carried out in accordance with Flood Risk Assessment, associated mitigation measures and drainage strategy (PR16 and CS23);
  5. Detailed design and management details of drainage system (PR16 and CS23);
  6. Submission and agreement of a submission of a construction traffic management plan which will include wheel cleansing details, hours of construction and deliveries (BE1);
  7. Submission and agreement of a Construction Environmental Management Plan (BE1, GE21 and CS20);
  8. Existing and proposed site levels (BE1 and BE2);
  9. External facing materials (BE1 and BE2);
  10. Conditions for landscaping, pond details, planting, management and maintenance, replacement planting (BE1);
  11. Breeding bird season protection (GE21 and CS20);
  12. Submission, agreement and implementation bird and bat boxes scheme (GE21 and CS20);
  13. Submission, agreement and implementation of Electric Vehicle Charging Points Scheme (CS19);
  14. Parking, access and servicing provision (BE1);
  15. Ground investigation report, mitigation measures and validation (PR14 and CS23);
  16. Foul and surface water on a separate system (PR16 and CS23);
  17. Submission, agreement and implementation of a waste audit/site waste management plan (WM8);
  18. Shall be carried out in accordance with Arboricultural Impact Assessment and tree protection measures (BE1, GE2, and CS20);
  19. Submission, agreement and implementation of external lighting scheme (BE1, GE21 and CS20);
  20. Submission, agreement and implementation of Reasonable Avoidance Measures (RAMs) for badger and hedgehogs (BE1, GE21 and CS20);

21. Submission, agreement and implementation of invasive species method statement (BE1, GE21 and CS20); and
22. Approval of construction details for the proposed roads, footways, emergency access on Keckwick Lane and the proposed bridleway, and securing their implementation.

And,

- c) that if the S106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of the Committee to refuse the application.

DEV11 20/00594/FUL - PROPOSED DEMOLITION OF EXISTING PHARMACY AND CONSTRUCTION OF RESIDENTIAL DEVELOPMENT COMPRISING 12 NO TWO BEDROOM APARTMENTS; CYCLE AND BIN STORAGE AT GROUND FLOOR AND COMMERCIAL UNIT (USE CLASS E) AT GROUND FLOOR, WITH ASSOCIATED PARKING, LANDSCAPING AND ANCILLARY WORKS AT APPLETON VILLAGE PHARMACY, APPLETON VILLAGE, WIDNES

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

Officers advised that since the publication of the report the applicant had provided a statement that outlined the design approach to mitigating the effects of the development on climate change. The full details were presented in the published AB update list.

It was reported that the bat survey had now been received and reviewed by Merseyside Environment Advisory Service (MEAS) who advised that the Council did not need to consider the proposals against the three Habitats Regulations tests. The two additional recommended conditions relating to the requirement for ecological supervision and installation of bat boxes were noted.

The Committee was addressed by Mr Moorhouse who spoke in support of the application. Mr Moorhouse provided a background to the application (a previous application was refused by the Committee on the basis of parking/highway safety concerns in July 2020, however the

decision was appealed and an Inspector had set out highways considerations for the development). He reiterated the findings of the Inspector, and he explained that, as part of the development, the new pharmacy could offer improved vaccination facilities. In addition, Councillor Philbin had requested additional electric vehicle charging points and this could be considered and the applicant had signed a Section 106 agreement regarding affordable housing.

RESOLVED: That the application be approved subject to:

- a) entering into a legal or other agreement relating to securing a commuted sum in lieu of onsite open space provision and affordable housing.
- b) conditions relating to the following:
  1. Time limit – full permission;
  2. Approved plans;
  3. Existing and proposed site levels (BE1);
  4. External facing materials (BE1 and BE2);
  5. Soft landscaping scheme (BE1);
  6. Boundary treatments scheme (BE1);
  7. Hours of construction (BE1);
  8. Electric vehicle charging points scheme (CS19);
  9. Provision and retention of parking (BE1);
  10. Provision and retention of cycle parking;
  11. Implementation of noise mitigation measures (PR2);
  12. Ground contamination (PR14);
  13. Drainage strategy / conditions (PR16);
  14. Bat mitigation;
  15. Provision of a leaflet in relation to European sites;
  16. Waste audit;
  17. Restricting use of commercial unit to pharmacy use and retail floor space;
  18. Submission and agreement of mechanical plant;
  19. Restricting external shutters;
  20. Ecological supervision is required during removal of roost features; and
  21. Details of bat boxes for installation on the proposed building.

And,

- c) that if the satisfactory amended plans and / or S106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the Operational Director – Policy,

Planning and Transportation, in consultation with the Chair or Vice Chair of the Committee to refuse the application.

DEV12 21/00235/FUL - PROPOSED ERECTION OF A THREE STOREY 35 NO. OVER 65 RETIREMENT LIVING APARTMENTS, TOGETHER WITH EXTERNAL AMENITY SPACE AND PARKING FACILITIES AT 33-37 IRWELL LANE, RUNCORN, WA7 1RX

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 report comments had been received from Merseyside Environmental Advisory Service (MEAS); these were presented in the published AB update list. Further, updates from the Council's Ecological Advisor, the applicant (in relation to lower energy usage and carbon reduction) and the Highway's Officer were included in the list.

The Committee agreed that the application be approved subject to the addition of conditions resulting from the updates mentioned and subject to the conditions below.

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

- a) entering into a legal or other agreement relating to securing a commuted sum in lieu of onsite open space provision and affordable housing where required.
- b) conditions relating to the following:
  - 1. Time limit – full permission;
  - 2. Approved plans;
  - 3. Site levels;
  - 4. Materials;
  - 5. Contaminated land – site investigation;
  - 6. Drainage – SuDS;
  - 7. Boundary details to be agreed / implemented;
  - 8. Waste audit / management plan;
  - 9. Highway works
  - 10. Hours of construction;
  - 11. Breeding birds protection;
  - 12. Hedgehogs;
  - 13. Ecologically sensitive lighting scheme;
  - 14. Cycle storage to be agreed / implemented;

15. Landscaping to be implemented;
16. Replacement tree planting;
17. Affordable housing scheme (where required);
18. Drainage verification report;
19. Access implementation;
20. Electric vehicle charging to be agreed / installed;
21. Bat boxes to be agreed / installed;
22. Bird boxes to be agreed / installed; and
23. Use restriction.

And,

- c) that if the updated Habitats Regulation Assessment / S106 Agreement or alternative arrangement was not executed within a reasonable period of time, authority be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair of the Committee to refuse the application.

DEV13 21/00278/FUL - PROPOSED DEMOLITION OF EXISTING STORE AND REPLACEMENT BY NEW FOOD STORE WITH ASSOCIATED CAR PARKING, ACCESS, EXTERNAL PLANT AND LANDSCAPING AT ALDI FOODSTORE LTD, GREEN OAKS WAY, WIDNES, WA8 6UF

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

It was confirmed that since the publication of the report the applicant had submitted the requested documents, as listed in the AB update list, which prevent the need for pre-commencement conditions. These were accepted by MEAS.

The Committee was addressed by Ms Gabrilatsou on behalf of the applicant Aldi Foodstore Ltd, who spoke on behalf of the application. The application was for a commitment to invest £4.1m on the development a new fit for purpose Aldi store on the existing site and Ms Gabrilatsou outlined to the Committee the improvements the new store would bring.

Arising from the discussion the Committee queried if there would be a limited stay parking provision on the car park. Officers agreed to clarify this and report back to the Committee.

RESOLVED: That the application is approved subject to:

- a) satisfactory land ownership notification and resolution of the outstanding flood risk issues; and
- b) conditions relating to the following:
  1. Time limits;
  2. Approved plans
  3. Construction management plan (BE1);
  4. Existing and proposed site levels (BE1);
  5. External facing materials (BE1 and BE2);
  6. Landscaping and boundary treatments scheme (BE1 and BE22);
  7. Tree protection measures (GE27);
  8. Breeding birds protection (GE21 and CS20);
  9. Bird and bat boxes scheme (GE21 and CS20);
  10. Electric vehicle charging points scheme (CS19);
  11. Offsite highway works (BE1, TP6, TP7, TP12, TP15 and TP17);
  12. Parking, access and servicing provision (BE1, TP12 and TP15);
  13. Ground contamination (PR14 and CS23);
  14. Flood risk and drainage strategy (PR16 and CS23);
  15. Foul and surface water on a separate system (PR16 and CS23);
  16. Cycle parking (TP6);
  17. Reasonable avoidance measures (RAMs) for hedgehogs (BE1, GE21 and CS20);
  18. External lighting scheme (BE1, GE21 and CS20);
  19. Invasive species method statement (BE1, GE21 and CS20);
  20. Use restriction (BE1); and
  21. The development to be carried out in accordance with the documents listed on page 6 of the supplementary information.

DEV14 TPO126 - CONFIRMATION OF TREE PRESERVATION ORDER AT WIDNES GOLF COURSE, LIVERPOOL ROAD, WIDNES

The Committee was advised that the Tree Preservation Order (TPO) concerned individual, group and woodland protection of a selection of existing trees at Widnes Golf Course.

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

of the site.

RESOLVED: That the TPO be approved and confirmed.

*Meeting ended at 7.25 p.m.*



**DEVELOPMENT MANAGEMENT COMMITTEE**

*At a meeting of the Development Management Committee on Monday, 6 September 2021 in the Council Chamber - Town Hall, Runcorn*

Present: Councillors S. Hill (Chair), Leck (Vice-Chair), Carlin, Hutchinson, A. Lowe, Polhill, J. Stockton and Thompson

Apologies for Absence: Councillors Abbott, J. Bradshaw and Philbin

Absence declared on Council business: None

Officers present: A. Jones, T. Gibbs, A. Plant, J. Eaton, G. Henry, P. Peak and L. Wilson-Lagan

Also in attendance: One member of the press

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

*Action*

DEV15 MINUTES

The Minutes of the meeting held on 9 August 2021, having been circulated, were taken as read and signed as a correct record.

DEV16 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

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

*To avoid any allegation of bias, Councillor Polhill declared that he had expressed concerns over parking in the area, when the application was first submitted. He confirmed that he would be determining this application on the basis of the report and the information provided to the Committee. He was advised that this would not affect his voting rights on the item.*

DEV17 21/00001/FUL - PROPOSED ERECTION OF THREE STOREY 20 BED SPECIALIST UNIT AND 2 NO. TWO STOREY 4 BED STEP DOWN HOUSES WITH ASSOCIATED PARKING AND SITE IMPROVEMENTS AT FORMER GREENOAKS FARM INDUSTRIAL ESTATE,

WARRINGTON ROAD, WIDNES, WA8 0SY

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 Committee Report, one additional representation had been received which queried the location of the development. Further, an email had been received from a person who has not previously made a representation, stating that they wished to voice their opinion at the Committee but did not elaborate on their position with the proposal and did not respond further.

The Committee was addressed by Mr Challinor, who spoke on behalf of the applicant. He provided some background information on the Applicant's 30 years experience in working with local authorities and supporting people with special needs, in particular autism and learning disabilities. He advised that the development would provide independent living opportunities in the form of self-contained flats for people with a high dependency for specialist services, who were transferring from children's to adult services. He described the services that would be available to residents throughout the day in a safe environment that were compliant with the National Autistic Society, who also assessed the services on a regular basis. He also praised the location of the site as it was close to local services, which would be important for future residents.

In response to Members' questions over parking standards for the site, it was confirmed that the Unitary Development Plan (UDP) sets out the maximum standards and in this case it was 3 below that. On balance, this was considered to be acceptable for the development and that parking had been maximised taking into account all other provisions.

The application was approved by the Committee subject to the conditions stated.

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

1. Time limit – full permission;
2. Approved plans;
3. Restriction on use;
4. Submission of proposed site levels (BE1);
5. Submission of facing materials(BE1 and BE2);

6. Submission of soft landscaping scheme and subsequent maintenance (BE1);
7. Implementation of submitted boundary treatments scheme and subsequent maintenance (BE1);
8. Submission of tree protection measures (BE1 and GE27);
9. Breeding birds protection (GE21 and CS20);
10. Submission of bird boxes scheme (GE21 and CS20);
11. Reasonable avoidance measures – amphibians (GE21 and CS20);
12. Reasonable avoidance measures – terrestrial mammals (GE21 and CS20);
13. Lighting scheme to protect ecology (GE21 CS20);
14. Submission of method statement – invasive species (GE21 and CS20);
15. Submission of validation – invasive species (GE21 and CS20);
16. Hours of construction (BE21);
17. Electric vehicle charging point scheme (CS19);
18. Submission of an acoustic assessment (PR8);
19. Implementation of remediation strategy and submission of validation report (PR14 and CS23);
20. Submission of off-site highway works (BE1);
21. Provision and retention of parking and servicing (BE1 and TP12);
22. Submission of a cycle parking scheme (BE1 and TP6);
23. Implementation of framework travel plan (TP16);
24. Submission of a drainage strategy (PR16 and CS23);
25. Foul and surface water on a separate system (PR16 and CS23); and
26. Waste audit (WM8).

DEV18 21/00356/FUL - PROPOSED INDUSTRIAL DEVELOPMENT COMPRISING TWO WAREHOUSE BUILDINGS WITH B2 AND B8 USE CLASSES AND ANCILLARY E(G)(I) OFFICE SPACE, INCLUDING SERVICE YARDS, CAR PARKING, LANDSCAPING AND ASSOCIATED ACCESS INFRASTRUCTURE AT SHELL GREEN, BENNETTS LANE, WIDNES, WA8 0GW

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

Since publication of the report, officers advised the Committee that parking had been increased to 51 spaces to satisfy concerns raised by the Highway Authority; the cycle store for unit two would be relocated; a new footway was proposed across the frontage of the site; and each of the

units would be provided with two Electric Vehicle (EV) charging points.

The Committee agreed with the request for delegation to the Operational Director following completion of the consultation period and that if approved, it be subject to the conditions listed.

RESOLVED: That

- a) delegated powers be given to the Operational Director – Policy, Planning and Transportation, to determine the application in consultation with the Chair or Vice Chair of the Development Management Committee; and
- b) if approved, the application would be subject to the following conditions:
  1. Standard time limits condition (BE1);
  2. Plans condition listing approved drawings (BE1);
  3. Submission and agreement of a construction management plan (BE1);
  4. External facing materials (BE1 and BE2);
  5. Conditions for the submission and agreement of ground investigation report, and remediation strategy and validation (PR14 and CS23);
  6. Flood risk assessment and mitigation (PR16 and CS23);
  7. Conditions for the submission and agreement of an updated drainage scheme and validation (PR16 and CS23);
  8. Foul and surface water on a separate system (PR16 and CS23);
  9. Submission, agreement and implementation of access and footway details off *Shell Green* (BE1);
  10. Lighting details in relation to wildlife protection (GE21 and CS20);
  11. Protection of nesting birds (GE21 and CS20);
  12. Provision of bird nesting boxes (GE21 and CS20);
  13. Reasonable Avoidance Measures (RAMs) for amphibians/reptiles and hedgehogs (GE21 and CS20);
  14. Parking, access and servicing provision (BE1);
  15. Electric vehicle charging points scheme (CS19);
  16. Cycle parking (TP6);
  17. Site waste management (WM8);
  18. Conditions to secure hard and soft landscaping schemes (BE1);
  19. Condition to secure tree protection measures

(BE1); and  
20. Existing and proposed site and finished floor  
levels (BE1).

*Meeting ended at 7.00 p.m.*

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**REGULATORY COMMITTEE**

*At a meeting of the Regulatory Committee on Wednesday, 30 June 2021 in the Council Chamber - Town Hall, Runcorn*

Present: Councillors Wallace (Chair), Abbott (Vice-Chair), D. Cargill, Fry, A. McInerney, G. Stockton and Teeling

Apologies for Absence: Councillors Dourley, Loftus, Wainwright and Woolfall

Absence declared on Council business: None

Officers present: K. Thompson, K. Cleary, N. Wheeler and L. Wilson-Lagan

Also in attendance: None

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

*Action*

*Prior to the commencement of the meeting the Chair welcomed the new Members to the Committee and also expressed the thanks of the Committee to the previous members, Councillors McDermott and Nelson, for their contribution to the Committee over many years.*

REG1 MINUTES

The Minutes of the meeting held on 10 March 2021 having been circulated will be signed as a correct record.

REG2 GAMBLING ACT 2005 STATEMENT OF GAMBLING POLICY

The Committee considered a request to authorise a review of the Council's Statement of Gambling Policy.

The Policy must be reviewed by the Council for successive three year periods and the current policy was due to expire at midnight on 30 January 2022. Members were advised on the consultation process to be followed and a copy of the updated Policy had been circulated to Members.

Following the consultation process a report would be brought back to Committee for consideration and recommendation to full Council.

RESOLVED: That

1. the Operational Director, Legal and Democratic Services (OD-LD), be authorised to undertake a consultation exercise in respect of the Council's Statement of Gambling Policy in accordance with section 349 Gambling Act 2005;
2. the OD-LD to determine all matters relating to the consultation process; and
3. the matter be reported back to the Regulatory Committee following completion of the consultation process.

### REG3 TAXI LICENSING MATTER

The Committee met to consider a request to amend the medical element of the Taxi Licensing policy for hackney carriage and private hire drivers.

The Committee heard that as part of the 'fit and proper person' test new applicants and existing drivers must undertake a DVLA Group 2 Medical assessment.

Currently the DVLA Group 2 medical must be undertaken by:

1. The applicants own registered medical practitioner (or another registered medical practitioner from the same practice or group practice) who has access to their medical history; or
2. The Council's preferred Occupational Health facility, North West Boroughs Healthcare NHS Foundation Trust, which is based at Hollins Park House, Hollins Lane, Winwick, Warrington.

During the past three years, licensed drivers and new applicants had advised the licensing section of problems they have encountered with medical assessment. These mostly related to:

- Their own medical centre not undertaking the required medical assessment;
- Appointment dates considerably far into the future; and
- Exceptionally high costs charged for the assessment.

Further checks had found that following the pandemic local medical centres had taken the decision not to



undertake the assessment any more. The issue was exacerbated by the fact that North West Boroughs Healthcare NHS Foundation Trust (Hollins Park) had yet to restart assessing drivers.

Members fully considered the responses received to the consultation process:

RESOLVED: The Committee agreed to make the following recommendations to the Executive Board

- Agree a minimum standard for 3<sup>rd</sup> party medical assessments;
- Delegate the authority of approving who can undertake medical assessments in accordance with current policy to the Licensing Manager; and
- Allow a technical exemption for certain licence holders from having to undertake the same medical assessment twice.

*Councillor Teeling in attendance for the following item.*

#### REG4 TAXI LICENSING MATTER

The Committee were updated on the Statutory Taxi and Private Hire Vehicle Standards on the Assessment of Previous Convictions.

On 2 September 2020 the Regulatory Committee recommended the adoption of the Department for Transport's (DfT) 'Assessment of Previous Convictions' document as part of the hackney carriage and private hire drivers licensing policy.

The recommendation was subsequently adopted by the Executive Board.

Following the introduction of the current policy it had been noted by Officers that there were gaps in the policy which provided little or no guidance as to what action (if any) was to be taken by Officers or Members in certain circumstances.

The proposed additions to the policy not only gave guidance on convictions but other matters which may be taken into account when considering if a person could be deemed to be a fit and proper person, within the meaning of the Local Government (Miscellaneous Provisions) Act 1976.

To accompany any potential changes to the policy the

second proposal was to amend the existing hackney carriage / private hire driver licensing condition partly at the request for the Department for Transport as well as ensuring the condition was fit for purpose. The condition related to the 'duty to disclose convictions, cautions, reprimands, warning and fixed penalty notices'.

Members fully considered the response received to the consultation process:

RESOLVED: The Committee agreed to make the following recommendations to the Executive Board

- The amendments to the 'Previous Convictions Policy' put forward in the report be considered and adopted; and
- An amendment to be made to the hackney carriage and private hire drivers conditions relating to the requirement to report matters relating to their behaviour.

*Meeting ended at 7.28 p.m.*

**APPOINTMENTS COMMITTEE**

*At a meeting of the Appointments Committee held on Wednesday, 18 August 2021 at the Karalius Suite - Halton Stadium, Widnes*

Present: Councillors Wharton (Chair), Dennett, McDermott, Nelson, Nolan and Ratcliffe

Apologies for Absence: None

Absence declared on Council business: None

Officers present: I. Leivesley and R. Rout

Also in Attendance: Councillor Thompson (observer)

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

APC1 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

*Action*

The Board considered:

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

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

APC2 SELECTION INTERVIEWS FOR THE POST OF OPERATIONAL DIRECTOR - COMMUNITY & ENVIRONMENT

Following a long-listing recruitment process and the drawing up of a shortlist, the Committee considered candidates for the post of Operational Director, Community & Environment.

RESOLVED: That Mr Paul Wright be appointed to the post of Operational Director, Community & Environment.

*Meeting ended at 12.05 p.m.*