

# Public Document Pack



## Executive Board

Tuesday, 16 May 2023 2.00 p.m.  
Boardroom - Municipal Building, Widnes

S. Young

Chief Executive

### ITEMS TO BE DEALT WITH IN THE PRESENCE OF THE PRESS AND PUBLIC

#### PART 1

| Item  | Page No      |
|---|--------------|
| <b>1. MINUTES</b>   | <b>1 - 7</b> |
| <b>2. DECLARATION OF INTEREST</b><br><br>Members are reminded of their responsibility to declare any Disclosable Pecuniary Interest or Other Disclosable Interest which they have in any item of business on the agenda, no later than when that item is reached or as soon as the interest becomes apparent and, with Disclosable Pecuniary interests, to leave the meeting during any discussion or voting on the item. |              |
| <b>3. APPOINTMENT OF THE LEADER AND DEPUTY LEADER OF THE COUNCIL</b>  | <b>8</b>     |

*Please contact Gill Ferguson 0151 511 8059 or  
gill.ferguson@halton.gov.uk for further information.  
The next meeting of the Committee is on Thursday, 15 June 2023*

Item

Page No

4. APPOINTMENT OF BOARDS, COMMITTEES AND  
SCRUTINY CO-ORDINATOR AND APPOINTMENT OF  
HEALTH PPB CO-OPTEE

9 - 11

*In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.*

## EXECUTIVE BOARD

*At a meeting of the Executive Board on Thursday, 20 April 2023 in Boardroom -  
Municipal Building, Widnes*

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Cook, S. Young, M. Reaney, E. Dawson, G. Ferguson and  
A. Lewis

Also in attendance: One member of the press

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

*Action*

#### EXB104 MINUTES

The Minutes of the meeting held on 16 March 2023,  
were taken as read and signed as a correct record.

#### LEADER'S PORTFOLIO

*N.B. Councillor M. Lloyd Jones declared a Disclosable Other Interest  
in the following item of business as her husband Councillor P. Lloyd  
Jones is a trustee of Citizens Advice Bureau.*

#### EXB105 HOUSEHOLD SUPPORT FUND NO.4 2023/24

The Board considered a report of the Operational  
Director – Finance, which sought approval for a proposed  
Scheme and Spending Plan, regarding how the Councils  
grant allocation of £2.6m from the Government for the  
2023/24 Household Support Fund might be utilised. The  
grant allocation would provide continuation of the Household  
Support Fund for a further twelve months from 1 April 2023  
to 31 March 2024.

A Spending Plan had been prepared, as set out in the  
Appendix, regarding how the grant funding might be utilised  
via a combination of Council departments and the voluntary  
sector, to deliver help and assistance to vulnerable

households over the twelve month period. The plan would also provide a basis for monitoring spending against the grant, as required by the DWP and ensure that it was fully utilised in accordance with the grant guidance by 31 March 2024.

The Spending Plan must be submitted to the DWP by 17 May 2023. It was proposed that any subsequent revisions to the Plan would be approved by the Operational Director, Finance in consultation with the Leader. Regular monitoring reports would be presented to the Corporate Policy and Performance Board.

RESOLVED: That

- 1) the Scheme and Spending Plan for the 2023/24 Housing Support Fund, as outlined in the report and appendix, be approved;
- 2) regular progress reports be presented to the Corporate Policy and Performance Board; and
- 3) any subsequent revisions to the Spending Plan be approved by the Operational Director, Finance in consultation with the Leader.

Operational  
Director - Finance

#### EXB106 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Board considered a report from the Operational Director – Finance, which presented an application for discretionary non-domestic rate relief, under Section 47 of the Local Government Finance Act 1988.

The report outlined details of the application from SHAP Limited in respect of their premises and the potential annual cost to the Council of granting discretionary rate relief to the organisation.

RESOLVED: That the application for discretionary rate relief for SHAP Limited be approved at 15% with effect from 11 January 2023.

Operational  
Director - Finance

#### EXB107 ANNUAL REVIEW OF CONSTITUTION 2023

The Board received a report of the Operational Director – Legal and Democratic Services, which sought the approval of Council to a small number of changes to the Constitution.

The revised version of the Constitution picked up the

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

Members were referred to Appendix one where the proposed amendments were listed; these had been considered by the Chief Executive and the Leader, in accordance with Article 16.02.

RESOLVED: That Executive Board recommends Council to approve the changes to the Constitution including the matters set out in Appendix one.

Operational  
Director, Legal  
and Democratic  
Services

### **CHILDREN AND YOUNG PEOPLE PORTFOLIO**

*N.B. Councillor M. Lloyd Jones declared a Disclosable Other Interest in the following item of business as her husband Councillor P. Lloyd Jones is a trustee of Citizens Advice Bureau.*

#### **EXB108 SERVICES FOR EARLY HELP, EMPLOYMENT, DEBT AND BENEFITS ADVICE SERVICE: REQUEST FOR WAIVER OF STANDING ORDERS**

The Board considered a report of the Executive Director, Children's Services, that requested a waiver in compliance with Procurement Standing Order 1.14.4 (iv) of part 3 of Procurement Standing Orders was sought for the direct award to support the introduction of a contract with Halton Citizen Advice Bureau to deliver, on behalf of the Council, the provision of Early Help, Employment, Debt and Benefits Advice Service for a period of two years from 1 June 2023 to 31 May 2025.

The value of the contract would be £200,000 for two years and would be supported by the Supporting Families and Family Hub programmes. It was noted that undertaking a tender process would delay the introduction of the specialist service provision and would reduce the impact on the most vulnerable children, young people and families. In addition, Citizen Advice Bureau was a well-established partner in Halton and had the skills and knowledge to provide this service.

RESOLVED: That the Board

- 1) note the contents of the report; and
- 2) in compliance with Procurement Standing Order 1.14.4 (iv), Executive Board approve a Waiver of Part

Executive Director  
Children's  
Services

3 of Procurement Standing Orders, for a direct award of a Contract for Early Help, Employment, Debt and Benefits Advice Service to be delivered by Halton Citizen Advice Bureau for a period of two years from 1 June 2023 to 31 May 2025.

EXB109 HIGH NEEDS PROVISION CAPITAL ALLOCATION - PROPOSED EXPANSION OF SPECIAL EDUCATIONAL NEEDS & DISABILITY PROVISION - KEY DECISION

The Board considered a report of the Executive Director, Children's Services, which advised that in March 2022, the Council had received notification from the Department of Education that it would be allocated £3.3m in capital funding over a two year period to support the provision of new places and/or to expand existing provision for pupils and students with high needs. The report set out the progress to date and sought approval for the proposals made with regard to expanding the special educational needs and disability provision in Halton.

Reason(s) for Decision

The Council is required to demonstrate appropriate identification of need against spend from the High Needs Capital Allocation Grant. To deliver and implement the capital programmes.

Alternative Options Considered and Rejected

None.

Implementation Date

It is intended that the first phase of additional provision could be offered from September 2023, the next phase from January 2024, and the remainder from September 2024.

RESOLVED: That

- 1) the report be noted; and
- 2) the Board approves in principle the proposals for the additional Special Educational Needs and Disability (SEND) provision and the issuing of statutory notices for those schools where applicable – detailed in Appendix A.

Executive Director  
Children's  
Services

**EMPLOYMENT, LEARNING, SKILLS AND COMMUNITY PORTFOLIO**

EXB110 CULTURAL STRATEGIC VISION

The Board considered a report of the Operational Director – Community & Greenspace, which sought approval for the adoption of the Cultural Strategic Vision, a copy of which was attached to the report as an appendix.

It was noted that Art Reach had been commissioned to write a Cultural Strategy in 2022. Consultation with various organisations and workshops took place prior to a draft strategy being submitted to the Council. Following the document being shared with the Cultivate Partnership, a Cultural Report and a Cultural Strategic Vision had been prepared, to which all Partners had signed up to. The Action Plan contained within the Cultural Report would be developed further in consultation with Cultural partners across Halton.

The Board was advised that a temporary externally funded Culture Officer post had been created, utilising UK Share Prosperity Funding. The Officer would be responsible for developing the Action Plan and would facilitate Culture in the borough over the next two years.

RESOLVED: That the Board

- 1) gives delegated authority to the Chief Executive, in consultation with the Leader and Portfolio for Employment, Learning, Skills and Community, to finalise of the Cultural Strategic Vision ready for adoption; and
- 2) approves the adoption of the Cultural Strategic Vision 'The Crucible of Culture – The Cultural Vision for Halton Borough'.

Operational Director -  
Community &  
Green Space

EXB111 BRINDLEY THEATRE EXTENSION

The Board considered a report of the Operational Director – Community and Greenspace, which provided an update on the progress of the Brindley Theatre Extension project. The Runcorn Old Town Investment Plan was previously reported to the Board on 14 April 2022. (EXB91).

Since that time, the Council had secured Town Deal Funding of £23.6m. The Brindley was one of 7 projects to improve Runcorn Old Town and had received £6,606,232.

The project was split into two phases, the Brindley Theatre Extension £5,608,613 and the development of the Brindley Green £997,618. The report highlighted the following:

- the Council intends to procure a contractor via The Chest Procurement Portal. The current estimate remained within budget;
- the planning application for the project was submitted in August 2022. Following feedback from consultees, amended plans had been submitted in March 2023;
- in order to avoid the Brindley's peak period, construction work would commence on 8 January 2024 with a view to completing the works early December 2024;
- the plans to replace the existing Education room at the Brindley; and
- discussions were ongoing with Peel to make temporary alterations to the tow path to allow safe access to all customers during the works.

RESOLVED: That the Board

- 1) approves the utilisation of £5,608,613 of the Town Deal funding for the Brindley Theatre Extension;
- 2) approves the tendering of project and gives delegated authority to the Chief Executive, in consultation with the Leader and the Portfolio Holder for Employment, Learning, Skills and Community to take all reasonable steps to award the contract to the successful contractor; and
- 3) authorises the submission of external funding bids to support the delivery of the project, where necessary.

Operational  
Director -  
Community &  
Green Space

## **ENVIRONMENT AND URBAN RENEWAL PORTFOLIO**

### **EXB112 CREATION OF CAFÉ FACILITY AT PICKERINGS PASTURE**

The Board considered a report of the Operational Director – Community and Greenspace that sought approval to provide a café facility at Pickerings Pasture Local Nature Reserve (LNR) which would be operated as a franchise.

The cost of the café facility was estimated to be £520,000 and it was proposed that an application would be submitted to the INEOS Environment Fund for £87,500 for a period of seven years to cover the capital financing costs.



The franchise would be on a Full Repair and Insuring (FRI) lease to avoid the Council having any ongoing revenue liabilities in respect of the building. Once completed and opened the café would generate income for the Council from the franchise rental, which could be used to offset the running costs of Pickings Pasture.

RESOLVED: That

- 1) the proposal to open a café facility at Pickering's Pasture Local Nature Reserve which would be operated as a franchise opportunity, as outlined within the report, be approved; and
- 2) Council be asked to include £520,000 within the Council's Capital Programme to fund the construction of the café facility.

Operational  
Director -  
Community &  
Green Space

**MINUTES ISSUED: 26 April 2023**

**CALL-IN: 4 May 2023 at 5.00 pm.**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 4 May 2023.**

*Meeting ended at 2.20 p.m.*

**REPORT:** Executive Board (Selection Committee)

**DATE:** 16 May 2023

**REPORTING OFFICER:** Chief Executive

**SUBJECT:** Appointment of Leader and Deputy Leader of the Council

**WARDS:** Borough-wide

**PURPOSE OF REPORT**

In accordance with the Council Constitution, to make a recommendation to the Council on the appointment of the Leader and the Deputy Leader for the 2023/24 Municipal year.

**REPORT:** Executive Board (Selection Committee)

**DATE:** 16 May 2023

**REPORTING OFFICER:** Chief Executive

**SUBJECT:** Appointment to Boards, Committees and Scrutiny Co-ordinator and the appointment of Health PPB Co-optee

**WARDS:** Borough-wide

### 1. PURPOSE OF REPORT

To constitute and make appointments for the Council's Boards, Committees and Scrutiny Co-ordinator post.

### 2. RECOMMENDED: That the Executive Board recommends to the Council the following appointments:

- 1) To the Council's Boards, Committees and Scrutiny Co-ordinator post for the 2023/24 Municipal Year; and
- 2) Mr David Wilson be re-appointed as Healthwatch Halton non-voting co-optee to the Health Policy and Performance Board, for the 2023/24 Municipal Year.

### 3. SUPPORTING INFORMATION

#### 3.1 The Executive Board is asked to make appointments to serve on the following Boards and Committees:

|  |      |
|--|------|
| Executive Board  | (10) |
| Health and Wellbeing Board   | (4)  |
| Children, Young People and Families Policy and Performance Board           | (11) |
| Corporate Policy and Performance Board                                     | (11) |
| Employment, Learning and Skills and Community Policy and Performance Board | (11) |
| Environment and Urban Renewal Policy and                                   |      |

|                                     |      |
|-------------------------------------|------|
| Performance Board                   | (11) |
| Health Policy and Performance Board | (11) |
| Safer Policy and Performance Board  | (11) |
| Regulatory Committee                | (11) |
| Development Management Committee    | (11) |
| Audit and Governance Board          | (11) |
| Mayoral Committee                   | (5)  |
| Appointments Committee              | (6)  |

3.2 The Executive Board is asked to confirm the appointment of a Scrutiny Co-ordinator for the 2023/24 Municipal Year and to confirm the re-appointment of Mr David Wilson to the Health Policy and Performance Board as a non-voting co-optee for the Municipal Year 2023/24.

#### **4. POLICY IMPLICATIONS**

None.

#### **5. OTHER IMPLICATIONS**

None.

#### **6. IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children and Young People in Halton** – none.

6.2 **Employment, Learning and Skills in Halton** – none.

6.3 **A Healthy Halton** – none.

6.4 **A Safer Halton** – none.

6.5 **Halton's Urban Renewal** – none.

#### **7. RISK ANALYSIS**

None.

**8. EQUALITY AND DIVERSITY ISSUES**

None.

**9. LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

There are no background papers under the meaning of the Act.