

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 19 September 2019 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Cook, D. Parr, I. Leivesley, M. Reaney, E. Dawson, S. Wallace-Bonner, G. Ferguson, A. McIntyre and C. Patino

Also in attendance: None

ITEMS DEALT WITH UNDER POWERS AND DUTIES EXERCISABLE BY THE BOARD

EXB20 MINUTES

The Minutes of the meeting held on 18 July 2019 were taken as read and signed as a correct record.

CHILDREN EDUCATION AND SOCIAL CARE PORTFOLIO

EXB21 BASIC NEED CAPITAL FUNDING

The Board considered a report of the Strategic Director, People, which sought approval for a classroom extension at Chesnut Lodge School, Widnes.

The Board was advised that Chesnut Lodge was a Community Special School which catered for pupils aged 2-16 years with complex physical and medical difficulties. It was reported that the School required a one classroom extension in order to create a more suitable learning environment to accommodate the growing numbers of pupils that required this type of education. The Board noted that it was proposed to fund the works from the Basic Needs Capital Fund, allowing the Council to continue to meet its

Action

requirements for enhanced learning environments through capital projects.

RESOLVED: That the use of Basic Need Capital Funding to build a classroom extension at Chesnut Lodge School, Widnes, be approved.

Strategic Director
- People

EXB22 POST DIAGNOSIS COMMUNITY DEMENTIA SUPPORT - KEY DECISION

The Board considered a report of the Strategic Director, People, which sought approval for the waiver of Procurement Standing Orders for the continued provision of post diagnosis community dementia support.

The Board was advised that The Alzheimer's Society was currently commissioned to deliver post diagnosis community support in Halton. They were the largest specialist dementia charity in the UK, with specialist advisors, information resources and services.

It was reported that NHS Halton Operational Operating Committee (OCC) had indicated that they wished to continue to invest in the post diagnosis community support service with some minor modifications to the service specification, which would result in a saving. The Board was therefore advised that as the current contract was due to expire on 30 September 2019, a waiver of Procurement Standing Orders was sought to award the contract from 1 October 2019 with a one year extension option, whilst the proposal for the dementia housing and community hub scheme, detailed in the report, progressed.

Reason(s) For Decision

To continue provision of post diagnosis community dementia support.

Alternative Options Considered and Rejected

Retendering of this contract may result in the Council awarding the contract to another provider which would result in a risk to continuity of care and support to a vulnerable client group. It was preferred to remain with the existing provider to continue to achieve positive outcomes for the existing client base and new clients, through well established relationships that they had with health, social care and the voluntary and community sector. The service staff had a sound knowledge of the population, geography and voluntary and community sectors in Halton and had

used this to help people achieve personalised outcomes. The service had worked with North West Boroughs to ensure continued referrals into the service and increase referrals through an 'opt out' approach. This had so far proven to be working well.

Implementation Date

1 October 2019.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) a waiver in compliance with Procurement Standing Order 1.14.4 (iv), part 2 and part 3, be approved.

Strategic Director
- People

EXB23 CHAIR OF THE SAFEGUARDING ADULTS BOARD

The Board considered a report of the Strategic Director, People, on the recent resignation of the independent Chair of the Safeguarding Adults Board (SAB).

The Board was advised that The Care Act 2014 required each local authority area to establish a SAB, the main objective of which was to assure itself that local safeguarding arrangements and partners acted to help protect adults in its area. The SAB provided an oversight on all health and social care services in its locality.

It was reported that the appointment of a Chair was made by the local authority in consultation with other statutory SAB members. The report set out the functions of the role, and that it was for the local authority to consider the appointment of an independent person, although it was noted that this was not a requirement of The Care Act.

RESOLVED: That Executive Board agree the preferred option as set out in paragraph 5.3 of the report.

Strategic Director
- People

EXB24 COMPLEX CARE POOLED BUDGET

The Board considered a report of the Strategic Director, People, which provided an update on the Complex Care Pooled Budget and options for the future delivery of complex care.

It was reported that Halton local authority had a pooled budget with Halton CCG since 2002. This was

expanded in 2013 to include other community care, nursing and continuing health care funding. The Social Work and Continuing Health Care Teams (CHC) worked as an integrated team with the focus on individual service users, providing safe and effective care.

During the past two years considerable pressures had been placed on the pooled budget, mainly in relation to an overspend position on CHC. The report set out in detail the impact of increased numbers of people needing support from local authority budgets and the financial pressures on CHC nationally and locally. Table 1 also illustrated the developing picture over the last three years of CHC eligibility determinations.

The Board noted that changes to local working arrangements, national direction and increased demand in CHC meant that the local authority should review and consider the options for the future operation of the complex care pooled budget. Three options were set out in the report, although it was reported that none would resolve the financial pressures, some did provide the opportunity to define and clarify roles for CHC, without compromising other aspects of the pooled budget.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the Board agree the recommended option.

Strategic Director
- People

HEALTH AND WELLBEING PORTFOLIO

EXB25 NHS HALTON & NHS WARRINGTON CCG FUTURE COMMISSIONING/GOVERNANCE ARRANGEMENTS

The Board received information on the Halton CCG proposal for the future commissioning and governance arrangements for NHS Halton and NHS Warrington CCGs.

The Board was advised that

- a Members seminar had been held with the Accountable Officer for Halton CCG on 4th September 2019; and
- the Health Policy and Performance Board (PPB) had also met with the Accountable Officer for Halton CCG on 17th September 2019.

Members of the Health PPB had reiterated the

concerns previously expressed by Members at the Seminar which were around:

- the appropriateness of merging Halton and Warrington CCGs;
- dilution of the Halton Place agenda;
- the timescales involved and the very short period of consultation;
- the lack of inclusivity in the process with the Council and other stakeholders;
- bias towards the merger model;
- failure to properly consider and evaluate all options;
- the implications the merge would have on the medium and long term financial funding for health in Halton;
- the dilution of the Halton GP voice as Warrington had more GP's than Halton and the wider implications of Halton GPs representation on the new Board; and
- the lack of financial information provided.

Members also expressed concern that although Dr Andrew Davies offered a number of guarantees he could not provide absolute guarantees to the Local Authority around future funding or governance arrangements.

A letter which had been shared with all Halton Members and reflected their comments was circulated to the Board, which outlined Halton's grave concerns and opposition to the proposal for the future reconfiguration of Halton and Warrington CCGs. It was proposed this letter be sent to Dr Andrew Davies at NHS Halton CCG.

It was agreed that a copy of the letter and the Board's recommendations from this meeting would also be forwarded to all Halton Elected Members, the MPs for Halton and Weaver Vale, the Halton GP Federations and the NHS Regional Director Mr McCarthy.

RESOLVED: That

1. Halton Council had **grave concerns** about the proposal for the future reconfiguration of Halton and Warrington CCGs, as recommended by the Halton CCG Accountable Officer, Dr Andrew Davies, to the Governing Body of Halton CCG and takes the view that the proposal was not in the best interests of the residents of Halton;
2. Halton Council **opposes** the proposal for the future reconfiguration of Halton and Warrington CCGs;

3. Halton Council **calls for**
 - a. the process to be paused as further work was required before any option could be agreed;
 - b. a Task Group is established representing the interests of Halton Council, the CCG, Halton GPs and other relevant partners and stake holders to provide a solution that :-
 - delivered the requisite savings for Halton CCG,
 - ensured the continued focus on the Halton Place,
 - supported the continuation and improvement of services through the integrated and collaborative work already undertaken by the whole system through One Halton; and
 - protected funding levels and service delivery for Halton residents.

4. the Chief Executive writes to Dr Andrew Davies in the terms, as set out in the letter circulated to Members setting out the position of the Council, and request that he share the letter with the Governing Body of Halton CCG;

5. the Leader of the Council and the Chair of the Health and Wellbeing Board writes to the Halton GP Federations in the terms as set out in the letter circulated to Members at the meeting setting out the position of the Council and requests they share the Council's letter with the GP practices in Halton.

6. the Leader of the Council writes to the Regional Director for the NHS in the Cheshire and Merseyside Region, Bill McCarthy, in the terms as set out in the letter circulated to members setting out the position of the Council.

Chief Executive

Leader

Leader

COMMUNITY SAFETY PORTFOLIO

EXB26 BREXIT PREPARATIONS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources on the resilience planning work undertaken by the Authority relating to the UK leaving the European Union on 31 October 2019.

The Board was advised that planning for such a scenario was unprecedented and therefore, reliance would be placed on the Council's usual business continuity arrangements. It was reported that every local authority in

the country would face the same issues and therefore, working collectively and in partnership with all Category 1 and 2 responders (as defined in the Civil Contingencies Act 2004), was seen as a sensible and balanced approach.

Members noted that the Authority had a number of statutory duties and already planned for emergency scenarios which may have an impact on the Halton community. The Ministry of Housing, Communities and Local Government were working closely with Local Resilience Forums (LRFs) to consider potential impacts, mitigations and barriers in a range of 'Brexit' scenarios. The report set out details of the Cheshire Resilience Forum coordination of the Cheshire wide response and internal resilience planning.

RESOLVED: That the report be noted and the actions proposed therein be supported.

ECONOMIC DEVELOPMENT PORTFOLIO

EXB27 EXTERNAL FUNDING TEAM - COST RECOVERY

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the twelve month pilot charging policy for bid-writing and monitoring services.

In July 2018, Executive Board had approved the roll out of a pilot charging policy for a twelve month period for bid-writing and grant monitoring support. The report provided a summary of activity between September 2018 and August 2019, and it was noted that £12,000 had been secured in fee charges from three contracts, with a further £3,000 worth of fees currently committed.

RESOLVED: That

- 1) the twelve month pilot be considered successful; and
- 2) the Board agree that the policy be rolled out on a permanent basis.

Strategic Director
- Enterprise,
Community and
Resources

RESOURCES PORTFOLIO

EXB28 TERM MAINTENANCE CONTRACTS

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

provision of term maintenance contracts across the Borough.

The Board was advised that the existing maintenance and minor works term contracts for mechanical, electrical and building elements would end on 31 May 2020. Members were asked to approve the use of The Chest to proceed with the procurement process. Details of the evaluation process were set out in the report; Members noted that the cost of works would be met from a variety of existing budgets. The contracts would ensure that the authority delivered the maintenance and servicing of plant and equipment in a cost effective manner.

RESOLVED: That Members approve the entering into of a procurement process via The Chest to secure the maintenance and minor works contract for mechanical, electrical and building elements for use across corporate and school buildings Borough-wide.

Strategic Director
- Enterprise,
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EXB29 2019/20 QUARTER 1 SPENDING

The Board considered a report of the Operational Director, Finance, which summarised the overall revenue and capital spending position at 30 June 2019.

In overall terms, the revenue expenditure was £1.247m above the budget profile. It was reported that based on current spend patterns, projections showed that the Council would have a year-end outturn overspend position of £6.772m if no corrective action were taken. There were a number of departments where net overspend for the quarter exceeded the budget profile. The main budget pressure continued to be within the Children and Families Department, with a forecast outturn overspend in the region of £4.7m.

Council approved budget savings proposals at its meeting in March 2019, for the current year's budget. It was reported that the value of permanent savings was £4.432m, of which a number of savings proposals totalling £1.754m remained unallocated to specific budgets. The delay in implementation impacted detrimentally on the forecast position as set out in Appendix 1; Table A in the report listed the savings proposals still to be implemented.

The Capital Programme had been revised to reflect a number of changes in spending profiles as schemes had developed; a list of those schemes that had been revised were set out in the report. Capital spending at 30 June 2019

totalled £6.4m which was 98% of the planned spending at this stage. It was noted that this represented 17.3% of the total Capital Programme of £36.8m.

The Council's balance sheet was monitored regularly in accordance with the Reserves and Balances Strategy, which formed part of the Medium Term Financial Strategy. The key reserves and balances had been reviewed and considered prudent and appropriate at this stage in the financial year.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential items;
- 2) departments seek to implement as soon as possible the 2019/20 budget savings proposals listed in Table A, which were approved by Council in March 2019;
- 3) Strategic Directors take appropriate action to ensure overall spending is contained as far as possible within their total operational budget by year-end; and
- 4) Council be recommended to approve the revised Capital Programme, as set out in Appendix 2, attached to the report.

Operational
Director - Finance

EXB30 WAIVER OF PROCUREMENT STANDING ORDERS - ENFORCEMENT OF AGENT SERVICES - COUNCIL TAX AN BUSINESS RATES

The Board considered a report of the Operational Director, Finance, which sought approval of a waiver of Procurement Standing Orders for the provision of Enforcement Agents Services.

It was reported that the current contracts for bailiff services expired on 4 September 2019. The service encompassed the collection of all council tax and business rates income where the Council could not directly collect it from the debtors.

To ensure continuity, it was proposed that the services of the current providers be retained. The success rate in terms of collections, were detailed in the report. It was noted that there were no costs incurred by the Council, as fees were charged to the debtor(s).

RESOLVED: That a waiver of Procurement Standing Orders to the value of £300,000 to cover a period of two years from 5 September 2019 to 4 September 2021 be approved, for the provision of Enforcement Agents Services, under the existing arrangements with Jacobs Ltd and Rossendales Ltd.

Operational
Director - Finance

EXB31 DISCRETIONARY NON-DOMESTIC RATE RELIEF APPLICATIONS

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

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

The report set out details of four applications for discretionary non-domestic rate relief for Members to consider.

RESOLVED: That

- 1) the application from Halton Citizens Advice Bureau for 15% discretionary rate relief for Store E within Grosvenor House, Runcorn, from 1 April 2018 to 31 March 2022, be approved;
- 2) the application from Trade Training UK for 15% discretionary rate relief for their premises at 122 Bancroft Road, Widnes from 8 January 2019 to 31 March 2022, be approved;
- 3) the application from Halton Credit Union Ltd for 90% discretionary rate relief for their premises at 110 Widnes Road, Widnes from 24 June 2019 to 31 March 2022, be approved; and
- 4) the application from United Living Ltd for 90% discretionary rate relief for their premises at 28A Albert Square, Widnes from 13 April 2019 to 31 March 2022, be approved.

Strategic Director
- Enterprise,
Community and
Resources

EXB32 DISPOSAL, ACQUISITION, RETENTION STRATEGY

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval of the Disposal, Acquisition, Retention Strategy (the Strategy), attached to the report at Appendix A.

The Board was advised that the previous disposal programmes had been considered by the Board in 2010 and updated in 2013. The revised Strategy outlined the Council's approach to the disposal and/or purchase of assets, and would form part of the Council's overall Asset Management Plan.

RESOLVED: That Executive Board

- 1) approves the process as outlined in the Disposal, Acquisition, Retention Strategy attached to the report at Appendix A; and
- 2) authorises the Operational Director, Economy, Enterprise and Property, to prepare a disposal programme on the basis of the Disposal, Acquisition, Retention Strategy, attached to the report at Appendix A.

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PHYSICAL ENVIRONMENT PORTFOLIO

EXB33 PROCUREMENT OF SINGLE HOMELESS ACCOMMODATION SERVICES

The Board considered a report of the Strategic Director, People, on the procurement of single homelessness short term supported accommodation.

It was reported that there were two single homelessness supported accommodation services in Halton. Creative Support currently provided support at both premises – Brennan Lodge and Halton Lodge – and the current contracts expire at differing times, albeit with options to extend in place. It was noted that there was now an opportunity to align the contracts to include both services, as currently both are managed by one service manager, with staff able to work flexibly across both services to provide consistency and flexibility.

Permission was sought to commence a tender exercise for a single homelessness short-term accommodation service. Details of the current contract

values were set out in the report.

RESOLVED: That the commencement of a procurement exercise for single homelessness short-term supported accommodation be approved.

Strategic Director
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Resources

COMMUNITY AND SPORT PORTFOLIO

EXB34 INDOOR AND BUILT SPORT FACILITIES STRATEGY

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which presented the draft Indoor and Built Sport Facilities Strategy.

The Board was advised that the Council had commissioned a specialist sport and leisure consultancy to produce an Indoor Sports Facilities Strategy (the Strategy). The Football Association commissioned Knight Kavanagh and Page Ltd (KKP) to manage the process of local engagement, consultation and production of the football plan.

The production of both documents provided the evidence base in respect of Council facilities so that there was a clear strategic approach, a framework for improvement and a clear investment strategy identified in action plans. The documents, which complied with Sport England guidance and would support funding bids, could also be used to inform any modifications or updates to other local authority strategic documents. The draft Strategy, attached to the report, had some indicative figures against some of the actions. However, it was reported that further feasibility work would be required to determine the likely design, scale, scope and cost of each action contained in the plans.

RESOLVED: That

- 1) the Strategy be taken forward for adoption by the Council;
- 2) the Football Plan be accepted as the document to go to for football facility investment in Halton;
- 3) the action plan/priority lists be taken in order of importance;
- 4) Officers are delegated to explore potential funding sources to enable investment in facilities to be accurately targeted; and

Strategic Director
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Community and
Resources

- 5) the plans be updated periodically to ensure they remain up to date and reflective of local needs.

PHYSICAL ENVIRONMENT PORTFOLIO AND COMMUNITY AND SPORT PORTFOLIO

EXB35 LEISURE CENTRE AT MOOR LANE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the development of a leisure centre at Moor Lane, Widnes.

Members were reminded that in September 2018, the Board had given Officers authority to explore funding sources to finance a replacement leisure centre for the current facility located at Kingsway, Widnes. Further feasibility work was undertaken by Wates, under the Scape Major Works UK framework, which ensured it was OJEU compliant.

The report set out details of three options for Members to consider. These were set out as routes which the Council could take to commission the construction of the facilities. It was noted that further information on the proposed design and use of a future leisure centre were contained in Appendix 1, attached to the report.

RESOLVED: That

- 1) Council be recommended to make a change to the Capital Programme in order to finance the development of a leisure centre at Moor Lane, Widnes;
- 2) Executive Board delegates the delivery of the project to the Operational Director, Economy, Enterprise and Property and the Operational Director, Communities, in consultation with the Portfolio Holders for Physical Environment and Community and Sport; and
- 3) the Board be provided with a further progress report in six months' time.

Strategic Director
- Enterprise,
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EXB36 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

RESOURCES PORTFOLIO

EXB37 LAND AT DAVY ROAD, ASTMOOR, RUNCORN

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the acquisition of the freehold interest in land at Davy Road, Runcorn.

Members were advised that the site referred to, edged red on the plan attached to the report, housed a derelict single storey building. The site provided an opportunity to improve access into adjacent handback land from the Mersey Gateway so as to create a larger quality redevelopment opportunity.

The report set out a number of options for Members' consideration. It was noted that the proposal supported the Borough's regeneration objectives; Astmoor had been identified as one of eight locations where the new Mersey

Gateway Bridge and the reconfigured road network had the potential to open up land and stimulate new development and an area for growth.

RESOLVED: That

- 1) the acquisition of the freehold interest in land at Davy Road, Astmoor for the amount reported in paragraph 3.11 be approved;
- 2) the Board approves the land in Davy Road as surplus to requirements and to be sold for redevelopment included in the Astmoor Masterplan; and
- 3) the Operational Director, Economy, Enterprise and Property be authorised to arrange for all required documentation for the transactions to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

Strategic Director
- Enterprise,
Community and
Resources

EXB38 DISPOSAL OF EMPLOYMENT LAND AT JOHNSON'S LANE, WIDNES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval to the disposal of a plot of land at Johnson's Lane, Widnes.

The report set out details of the proposals for Members' consideration.

RESOLVED: That Executive Board

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

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(N.B. Councillor R. Hignett declared a disclosable other interest in the following item of business, as he was on the board of the Sci-Tech Daresbury private sector joint venture board)

EXB39 SCI-TECH DARESBURY: PROJECT VIOLET FUNDING UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the next phase of the Sci-Tech Daresbury Enterprise Zone Masterplan – Project Violet.

RESOLVED: That

- 1) Council be recommended to include the scheme in the 2019/20 Capital Programme, to be funded as set out in paragraph 3.2 to 3.4 of the report; and
- 2) Members note the procurement process undertaken by the Sci-Tech Daresbury Joint Venture.

Strategic Director
- Enterprise,
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CALL-IN

MINUTES ISSUED: 24 September 2019

CALL-IN: 1 October 2019 at 5.00 pm.

With the exception of Minute EXB 25, which was resolved to be exempt from call-in due to the need for the Council to submit a response by 20 September 2019.

Meeting ended at 2.55 p.m.