

**List of changes identified & agreed 2026/27**

<b>Item ref</b>	<b>Topic</b>	<b>Working Group Lead Officer</b>	<b>Changes required/location in document</b>	<b>Action</b>
1	Senior Management Structure page 233  Duties of Proper Officers Page 283	Andrew Plant	<ul style="list-style-type: none"> <li>• on Page 233 can Director of Policy, Planning and Transportation be changed to Director Planning and Transport</li> <li>• On standing orders in the list DPPT - Director of Policy, Planning and Transportation be changed to DPT - Director Planning and Transport</li> <li>• All D-PPT references to D-PT</li> <li>• Power 151 add D-PT and delete "(2)" from 151</li> <li>• Add power for D-PT for Anti-social Behaviour, Crime and Policing Act 2014 ('ABCPA 2014') Community Protection Warnings and Notice (CPW) &amp; (CPN)</li> <li>• Add D-PT to power 163</li> <li>• Add power for D-PT to take action Obstructing the highway under 149 and s143 of the Highways Act 1980 ('HA 1980'). Unless this is caught by power 133</li> </ul>	
2	Duties of Proper Officers Page 283	Tim Gibbs	Amend delegation 123 (page 306) to read as follows:  123. To exercise the powers and duties of the Council under Part I (permanent traffic regulation orders), Part II (temporary prohibition or restriction of traffic on roads, including prohibition or restriction in connection with certain special events), and Part VI (speed limits) of the Road Traffic Regulation Act	

			<p>1984 and Section 21 of the Town Police Clauses Act 1847 (power to make orders for preventing obstructions in the streets during public processions, etc.).</p> <p>Also, extend delegation 139 to include new Acts:</p> <p>139 To exercise all the Council's powers and functions under Part IIA of the Environmental Protection Act 1990, and to appoint authorised officers under Section 108 of the Environment Act 1995 to enter premises and to exercise the powers contained in Part IIA of the Environmental Protection Act 1990 relating to contaminated land. To exercise all the Council's powers and functions under the Planning and Infrastructure Act 2025, the Levelling-up and Regeneration Act 2023, the Environment Act 2021, the Housing and Planning Act 2016.</p>	
3	Regulatory Committee Table 1	Stephen Burrows	<ul style="list-style-type: none"> <li>Page 281 and 282 A number of licenses within table 1 are now granted by officers under delegated powers (see page 327) and not the regulatory committee.</li> </ul> <p>These licenses include</p> <ul style="list-style-type: none"> <li>Animal Boarding Establishments</li> <li>Animal Welfare</li> <li>Dangerous Wild Animals</li> <li>Dog Breeding</li> <li>Dog Boarding</li> <li>Pet Shops</li> <li>Performing animals</li> <li>Riding Establishments</li> <li>Zoos</li> </ul>	

	<p>Duties of Proper Officers Page 283</p>		<ul style="list-style-type: none"> <li>• Page 299 Paragraph 76 - Part VI and IX of the Housing Act 1985 – these powers have largely been superseded by Housing Act 2004. So this can be deleted.</li> <li>• Page 299 onwards - A new provision relating to Renters Rights Act 2025 needs to be added to the matters related to Housing section (could replace para 83 if 79 and 83 are consolidated see below)</li> </ul> <p>Suggested wording.</p> <p>To Authorise officers to exercise the Enforcement and Investigatory powers provided by the Renters Rights Act 2025. D of PH</p> <ul style="list-style-type: none"> <li>• Page 300 – Para 77 – think should be removed and consolidated with 82 (see below)</li> <li>• Page 300 – Para 79 is restrictive as drafted – and I think could be consolidated with 83 to read To exercise the councils powers under Part 1 of the Housing Act 2004 in relation to Housing Conditions D of PH</li> </ul> <p>(suggest removal of “in-conjunction with D-LD” because we don’t routinely consult legal on notices and would hinder emergency action)</p> <ul style="list-style-type: none"> <li>• Page 300 Suggest para 82 is expanded to accommodate selective licensing – and reads To exercise the powers of the council under Part 2 and Part 3 of the Housing Act 2004 in relation to Licensing of HMO’s and Selective Licensing of</li> </ul>	
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			<p>other residential property.</p> <ul style="list-style-type: none"> <li>• There are currently no provisions within the “Matters relating to Housing” section to deal with empty homes.</li> </ul> <p>Suggest a new para is added</p> <p>To exercise the powers of the council in relation to Part 4 of the Housing Act 2004 in relation to additional control provisions for residential property.</p> <p>(It is yet to be determined where this function sits – there is a proposal within housing strategy to use developer contributions (section 106) to fund – suggest power delegated to DPPT, D-LD and DoPH)</p> <ul style="list-style-type: none"> <li>• Page 325 onwards The Renters Rights Act 2025 should be also be added to Part 1 and Part 2 of Appendix A</li> <li>• Page 325 onwards the Smoke and Carbon Monoxide (England) Regulations should be added to Part 2 of Appendix a</li> <li>• Page 325 onwards the The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 should be added to Part 1 and Part 2 of appendix a</li> <li>• Page 325 onwards – the Environmental Protection (Single Use Vapes) (England) Regulations 2024 needs to be added to Part 1 of</li> </ul>	
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			<p>Appendix A</p> <ul style="list-style-type: none"> <li>Page 325 - the reference to “Competition and Consumer Act 2024” needs correcting to the Digital Markets, Competition and Consumer Act 2024</li> </ul>	
<b>4</b>	Duties of Proper Officers Page 283	Liz Wilson Lagan	<p>Add definition HoLS Head of Leisure Services</p> <p>Page 285 - Schedule 29 para. 41 Exercise of functions under Section 9 (1) and (2), 13 (2) (h) and 3 (b) and 20 (b) of the Registration Services Act 1953. – amend the Proper Officer from ED-ER to D-CG/ HoLS</p> <p>Delete the following:-</p> <p>Section 13 Registration Service Act 1953 Discharging the functions of the proper officer with regards to the local organisation of the registrars’ service. D-CG</p> <p>And insert:-</p> <p>Registration Service Act 1953 Discharging the powers and duties of the Proper Officer for the purposes of the Registration Service Act 1953, the Marriage Act 1949 and the Marriages and Civil Partnership (Approved Premises) Regulations 2005. D-CG/HoLS</p>	

			<p>Page 292 Add wording in bold below:-</p> <p>19. To authorise, institute, defend, conduct and appear in on behalf of the Council any legal proceedings (whether criminal or civil), <b>or authorise others to do so</b>, and to take all other action necessary to protect and/or further the Council's interests. D-LD</p> <p>Page 295 Add the wording in bold below:-</p> <p>37. To take all necessary steps relating to the demand, collection and recovery of business rates, <b>the business improvement district levy</b> and Council Tax and to issue all necessary notices and statements and to sign any documents and to institute, <b>conduct and appear in civil and criminal proceedings in the Magistrates' Court</b> on behalf of the council as the business rates and Council Tax billing authority. D-F</p> <p>Insert a new delegation (after the above delegation 37)</p> <p>38. To authorise officers under section 223 of the Local Government Act 1972 to conduct proceedings (whether criminal and civil) and appear in the Magistrates' Court on behalf of the council as business rates and Council Tax billing authority. D-F</p>	
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			<p>New delegation (suggest this is added to the section headed "Matters related to Council Policy"):-</p> <p>To appoint one or more Deputy Electoral Registration Officers and to revoke or vary such appointments as necessary – ERO</p> <p>Add new definition on page 283 ERO – Electoral Registration Officer</p>	
<b>5</b>		Wesley Rourke	<ol style="list-style-type: none"> <li>1. Page 27 refers to a Director of Housing – we don't have one.</li> <li>2. Page 134 should read Standing Orders not Anding Orders.</li> <li>3. Page 137 this has been under the Resources Portfolio, but in practice the Deputy Leader is consulted, too. I suggest this is added.</li> <li>4. Page 200 (g) this will need to be amended if a new scrutiny policy is implemented.</li> <li>5. Page 233 will need changing e.g. Nicki Goodwin needs adding (replacing Paul Wright).</li> <li>6. Page 246 appendix 2 – could we consider occasions when confidential data is provided by government departments e.g. Home Office information to officers as not for wider circulation but may require an input from the portfolio holder. How do we deal with this in our protocols?</li> </ol>	
<b>6</b>	Senior Management Structure	Debbie O'Connor	<p>Pg 234 – Exec Director ASC – Zoe Fearon Interim DASS – Debbie O'Connor</p> <p>Director of Commissioning – Sarah Foy</p>	

			Director of Care Management – Debbie O'Connor	
7	Health and Wellbeing Board – Powers and Duties	Ifeoma Onyia	<p>Principle Responsibilities</p> <p>Halton Health and Wellbeing board acts as a forum in which key leaders from the local health and care system can work together to improve the health and wellbeing of the local population living and working in Halton.</p> <ol style="list-style-type: none"> <li>1. The main duties include:</li> <li>2. Set the strategic direction to improve health and wellbeing and reduce health inequalities</li> <li>3. Provide a strong focus on establishing a sense of place.</li> <li>4. Promoting and encouraging partnership working through joint commissioning and integrated provision between health, children's services, public health and social care</li> <li>5. Assessing the health and wellbeing needs in Halton</li> <li>6. Publishing a joint strategic needs assessment (JSNA)</li> <li>7. Publishing a joint local health and wellbeing strategy (JLHWS)</li> <li>8. Publish a pharmaceutical needs assessment (PNA)</li> </ol> <p>Other responsibilities:</p> <ul style="list-style-type: none"> <li>• To be responsible for guiding and overseeing the implementation of the ambitions outlined in relevant health and care strategies, guidance and policies that will have an impact on the health and wellbeing of the people living and working in Halton. These include but are not limited to health strategies for England and national operational plans and</li> </ul>	

			<p>local or regional health and wellbeing strategies and action plans.</p> <ul style="list-style-type: none"> <li>• To promote robust joint commissioning, partnership arrangements and integrated, collaborative provision between health, public health, social care, children’s services, the voluntary and third sector.</li> <li>• To support the collaborative delivery and provision of health and social care for people in Halton.</li> <li>• To assess the needs of the local population and support the statutory Joint Strategic Needs Assessment (JSNA).</li> <li>• To identify and monitor the reduction of health inequalities.</li> <li>• To develop and monitor relevant activity and performance.</li> <li>• To ensure effective relationships between the HWBB and other strategic boards operating in Halton.</li> <li>• Halton Health and Wellbeing Board will have oversight of local Combatting Drugs Partnership as well as receive report from other relevant groups.</li> <li>• To contribute to the development of health, care and wellbeing services in Halton which may arise as a result of changes in government policy and relevant legislation.</li> <li>• To provide a voice for Halton residents on all matters relating to the commissioning, and provision of health and social care in Halton.</li> </ul>	
8		Mark Reaney	Throughout – in all delegations to Executive Directors, add ‘and Director of Public Health’.	

	<p>Duties of Proper Officers Page 285</p>		<p>Similarly, in references to Directors, add 'and Consultants in Public Health'</p> <p>Officer Employment Procedure Rules – paragraph 3(b) relating to the constitution of the Appointments Committee – replace 'Leader of the Liberal Democrat Group' and 'Leader of the Conservative Group' with 'Leaders of the two largest Opposition Groups, with tenure to be shared pro-rata in the event of parity'.</p> <p>Statutory Scrutiny Officer – Hayley Hamlett - Director of HR &amp; Corporate Affairs (Interim)</p>	
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