

# **Minutes**

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

**Wednesday, 17 October  
2018**

# Minutes

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**COUNCIL**

*At a meeting of the Council on Wednesday, 22 August 2018 in the Council Chamber, Runcorn Town Hall*

Present: Councillors J. Bradshaw, Baker, M. Bradshaw, D. Cargill, E. Cargill, Carlin, Cassidy, Dennett, Fry, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Howard, Leck, Logan, MacManus, McDermott, Nelson, Nolan, Polhill, Joe Roberts, June Roberts, G. Stockton, J. Stockton, Teeling, Thompson, Wainwright, Wall, Wallace, Wharton, Whitley, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors Abbott, Horabin, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, A. Lowe, J. Lowe, A. McInerney, T. McInerney, Morley, Philbin, C. Plumpton Walsh, N. Plumpton Walsh, Rowe and Sinnott

Absence declared on Council business: None

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

Also in attendance: One member of the press

*Action***COU27 MINUTE'S SILENCE**

The Council stood for a minute's silence in memory of the late Honorary Alderman Reg Eastup.

The Mayor reported that the funeral had taken place earlier that day at Walton Lea Crematorium, Warrington.

**COU28 COUNCIL MINUTES**

The minutes of the meeting of Council held on 11 July 2018, having been circulated, were taken as read and signed as a correct record.

**COU29 WARD BOUNDARY REVIEW**

Council considered a report of the Strategic Director, Enterprise, Community and Resources, on the Council's proposals for the Ward Boundary Review.

An Electoral Review was being undertaken by the Local Government Boundary Commission for England (the Commission). The review had been triggered by a significant increase in the average electorate in the Farnworth Ward in

Widnes. The report set out the ward boundary review process, which would be undertaken in four stages.

The Council had already submitted its views on what it believed was an appropriate Council size for Halton at the preliminary stage in May 2018. The second stage was a consultation on ward patterns. The Council's proposals for those arrangements were attached to the report for consideration by Members.

An amendment, details of which were tabled at the meeting, was proposed by Councillor Gareth Stockton, but was not seconded.

Council then voted on the recommendation set out in the report and it was

RESOLVED: That

- 1) Council endorses the submission, attached to the report, and that it be submitted to the Local Government Boundary Commission for England; and
- 2) the Chief Executive, in consultation with the Leader, be authorised to make minor drafting arrangements to the submission, prior to forwarding it to the Commission.

Strategic Director  
- Enterprise,  
Community and  
Resources

*Meeting ended at 6.35 p.m.*

**COUNCIL**

*At an Extra Ordinary meeting of the Council on Wednesday, 5 September 2018 in the Council Chamber, Runcorn Town Hall*

Present: Councillors J. Bradshaw, Baker, M. Bradshaw, Carlin, Cassidy, Dennett, Fry, Gerrard, Gilligan, Harris, R. Hignett, S. Hill, V. Hill, Horabin, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, MacManus, Morley, Nelson, Nolan, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Joe Roberts, June Roberts, Sinnott, Teeling, Thompson, Wainwright, Wall, Wallace, Wharton, Whitley, Woolfall and Wright

Apologies for Absence: Councillors D. Cargill, E. Cargill, P. Hignett, Leck, McDermott, A. McInerney, T. McInerney, Rowe, G. Stockton and J. Stockton

Absence declared on Council business: None

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

Also in attendance: One member of the press

COU30 DECLARATION OF A VACANCY	<i>Action</i>
<p>Council considered a report of the Chief Executive regarding the declaration of a vacancy in the Ditton Ward.</p>	
<p>RESOLVED: That Council</p>	
<p>1) notes that Shaun Osborne has ceased to be a Member of this Authority;</p>	Chief Executive
<p>2) declares as vacant the office held by Shaun Osborne as a Councillor for Ditton Ward; and</p>	
<p>3) gives public notice that a by-election will be held to fill the vacancy.</p>	

*Meeting ended at 6.33 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 19 July 2018 in The Boardroom, Municipal Building*

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, D. Parr, I. Leivesley, M. Reaney, E. Dawson, G. Cook, T. Coffey and S. Wallace-Bonner

Also in attendance: None

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

EXB16 MINUTES

The Minutes of the meeting held on 14 June 2018 were taken as read and signed as a correct record.

**CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO**

EXB17 CARE HOME PROVISION - BELVEDERE DEVELOPMENT

The Board considered a report of the Strategic Director, People, which sought approval to develop Belvedere as a care home for older people.

The current availability of care homes in Halton was limited, and the recent closure of Cartref Care Home had placed additional pressure on the system. It was reported that the Local Authority were working closely with key stakeholders to secure the future sustainability of the sector. To prevent closure, two care homes in the Borough had recently been purchased but it was still necessary to increase available capacity within the market.

Members were advised that Belvedere, located in

*Action*

Runcorn and in Council ownership, had previously been used as accommodation for homeless people and had been empty for four years. Substantial refurbishment would be required to adapt it for such use and work was underway to establish the full extent of the renovation required.

It was further noted that other options to increase capacity were at an early stage and this included the former care home at Lilycross. The work would be undertaken in collaboration with partners in the social care and health sectors.

RESOLVED: That

- 1) the Director of Adult Social Services develop a costed proposal for the development of Belvedere; and
- 2) a further report be brought back to Executive Board, setting out other potential options to increase capacity within this sector and associated partnership agreements and models of delivery, for approval.

Strategic Director  
- People

#### EXB18 LOCAL SAFEGUARDING CHILDREN BOARD (LSCB) ARRANGEMENTS

The Board considered a report of the Strategic Director, People, which highlighted the key changes to Local Safeguarding Children's Boards (LSCB).

The Board was advised that legislative changes, introduced through the Children and Social Work Act 2017, made a number of recommendations that would enable a revised framework to be developed locally and sub-regionally. However, it was noted that it was no longer a statutory requirement for the LSCB to exist.

The report set out a proposal for future arrangements built on existing pan-Cheshire arrangements, which included Halton, Cheshire East and Warrington. In addition, the report also made recommendations for the scrutiny of safeguarding practice in Warrington to be strengthened.

RESOLVED: That

- 1) in principle, work continues across the four areas to develop a model which enhances the current

Strategic Director  
- People

Pan-Cheshire approach to safeguarding children;

- 2) these developments are considered within a framework of strategy, policy and practice;
- 3) each area uses these themes to ensure that robust arrangements remain in place to quality assure and scrutinise strategy, policy and practice at local level;
- 4) building on initial discussions, partners develop a clear operating model for monitoring future safeguarding arrangements, which includes governance, financial arrangements and sub-groups, including the Child Death Overview Panel, both local and Pan-Cheshire level;
- 5) existing funding arrangements remain in place for an agreed minimum period (2020/2021), whilst funding is reviewed, recognising that this would require the agreement of all existing funding partners across current LSCB arrangements; and
- 6) Executive Board receive an update report with firm recommendations in December 2018 following this period of consultation at local and sub-regional levels.

**CHILDREN, EDUCATION AND SOCIAL CARE  
PORTFOLIO AND HEALTH AND WELLBEING  
PORTFOLIO**

**EXB19 EVERYONE EARLY HELP STRATEGY 2018-2021**

The Board received a report of the Strategic Director, People, which presented the new Everyone Early Help Strategy (the Strategy) which combined services for children, adults and public health.

Members were advised that this transformation in thinking was about undertaking a whole system review of the approach to Early Help and Prevention, with a focus on increasing the resilience of communities and their potential to help themselves. This would be supported by a planned prioritisation of resources, integration, collaboration and understanding the benefits that Early Help could have on a

wide range of longer term outcomes for everyone involved.

The report detailed Halton's approach and long-standing commitment to Early Help and Prevention across all agencies and strategic partners. It was reported that within the Strategy were five key aims and three priorities, where all agencies would need to work towards helping embed Early Help principles. These principles were noted as being:-

- The right early help in the right place, at the right time;
- Ensuring a whole system approach to early help with strong partnership working; and
- Empowering local people and communities to build capacity and resilience, to enable people and communities to do more for themselves.

RESOLVED: That

- 1) the comments on the Strategy content be noted; and
- 2) the Board supports the implementation of the Strategy.

Strategic Director  
- People

## **RESOURCES PORTFOLIO**

### **EXB20 TREASURY MANAGEMENT ANNUAL REPORT 2017/18**

The Board considered a report of the Operational Director, Finance, which presented the Treasury Management Annual Report 2017/18.

The report updated the Board on activities undertaken on the money market as required by the Treasury Management Policy. It provided supporting information on the economic outlook, interest rate forecast, short term borrowing rates, long term borrowing rates, borrowing and investments, budget monitoring, new long term borrowing and treasury management indicators. It was noted that no debt rescheduling had been undertaken during 2017/18.

RESOLVED: That the report be noted.

### **EXB21 COUNCIL TAX SECTION 13A DISCOUNT POLICY**

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

amendments to the Council Tax Section 13A Discount Policy (the Policy).

The Board was advised that, at a meeting of the Corporate Policy and Performance Board on 5 June 2018, the Board had considered a report regarding two proposed changes to the Policy in respect of Care Leavers.

It was reported that since April 2018, Halton's Care Leavers received 100% council tax discount, which was introduced to support Care Leavers with their transition into adulthood and to help them avoid falling into financial hardship. However, following discussions with neighbouring authorities, two potential anomalies within Halton's Policy had been identified, and the report sought to rectify them.

The amendments to the Policy as proposed, would help to ensure that the Policy remained equitable and provided a consistent approach to that adopted by other North West Councils. The amended Policy was attached to the report at Appendix 1.

RESOLVED: That

- 1) the two amendments to the Council Tax Section 13A Discount Policy, outlined in paragraphs 3.4 and 3.6 of the report, be approved; and
- 2) the updated Council Tax Section 13A Discount Policy presented with Appendix 1 attached to the report, be approved.

Strategic Director  
- Enterprise,  
Community and  
Resources

## EXB22 BUSINESS RATES ACTION AREAS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on proposed Business Rates Action Areas.

The report set out details of the proposed scheme, which would apply in specific areas, and would encourage private sector investment in high quality commercial buildings and create jobs for local people. It was reported that the proposed geographically focused initiative would not alter or affect the previously agreed Borough-wide discretionary scheme, approved by Executive Board in 2015.

Businesses would be considered for eligibility against a set of criteria, as detailed in the report. A percentage of the

business rates from those businesses assisted, would be ring-fenced after three years to aid regeneration in the Key Impact Area. An annual review of the scheme would determine its effectiveness and impact on the sale of land, the quality of buildings constructed and the number of jobs created.

RESOLVED: That the Board

- 1) approve the scheme; and
- 2) receives a progress report once the scheme has been in operation for twelve months.

Strategic Director  
- Enterprise,  
Community and  
Resources

## **ECONOMIC DEVELOPMENT PORTFOLIO**

### **EXB23 EXTERNAL FUNDING TEAM - COST RECOVERY**

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

The Board was advised that through the External Funding Team, the Council offered a bid-writing and monitoring service to the private sector, the voluntary sector and other Council departments. It was reported that the service had helped to lever in investment into the Borough although it was a non-statutory function.

To make the service more self sufficient in future, the team would look to recover its costs either in full or, in the case of the voluntary sector, by applying a nominal charge. Details were set out in the report of the relevant scale of fees that would apply. It was noted that some neighbouring authorities already applied a charge for similar services and it was proposed that Halton charge a fee for a twelve month pilot period so as to determine the effectiveness and impact on the number and size of funding applications. A report would be brought to the Board on the outcome of the pilot.

RESOLVED: That Executive Board

- 1) approve the twelve month pilot; and
- 2) receives a further report on the outcomes, six month's after the commencement of the pilot.

Strategic Director  
- Enterprise,  
Community and  
Resources

**COMMUNITY SAFETY PORTFOLIO**

**EXB24 MODERN SLAVERY ACT TRANSPARENCY STATEMENT**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval to publish the Modern Slavery and Transparency Statement for 2017/18.

The Board was advised that the Modern Slavery Act 2015 (the Act) consolidated all offences relating to trafficking and slavery. Section 54 of the Act required employers of organisations with an annual turnover in excess of £36m to produce a modern slavery statement for each financial year. This requirement included the Borough Council.

The Board noted that, at its meeting of Council on 17 October 2017, a Motion was passed that supported the implementation of the Act and committed the Council to publishing its own Modern Slavery Transparency Statement. This was attached to the report at Appendix 1. It was noted that Section 54 of the Act encouraged businesses to be more transparent and to increase their accountability for any slavery or trafficking within their business or supply chain(s).

RESOLVED: That

- 1) the Modern Slavery Act Transparency Statement, attached to the report, be approved for publication; and
- 2) the oversight of the provision of Modern Slavery and Human Trafficking be formally identified within the Community Safety Portfolio.

Strategic Director  
- Enterprise,  
Community and  
Resources

**EXB25 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 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 paragraphs 3 and 5 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

*(N.B. Councillor Ron Hignett declared a Disclosable Other Interest in the following item of business as he was a member of the Daresbury Joint Venture Board)*

### EXB26 SCI-TECH DARESURY - PROJECT VIOLET FUNDING - KEY DECISION

The Board received a report of the Strategic Director, Enterprise, Community and Resources, on the next phase of developments at Sci-Tech Daresbury.

The report provided Members with details of the Project Violet and Skills Capital SIF Bid; the Project Violet funding package; the Enterprise Zone Tax Incremental Financing Mechanism; the borrowing potential and affordability; management of the TIF Borrowing Mechanism; a summary of all borrowing; and the procurement process.

#### Reason(s) for Decision

The decision was required to enable the Council to enter into the necessary legal and funding agreements for Project Violet, which included the use of the Enterprise Zone TIF

Borrowing Mechanism.

A decision was also required to enable the procurement exercise to commence. As the value of the proposed contract would exceed the EU threshold for services of this type, Board approval was sought.

Alternative Options Considered and Rejected

A number of alternative funding arrangements had been explored; however, there was currently no commercial market to fund a speculative development at Sci-Tech Daresbury at this stage.

Grant funding, including European Funding and SIF had been explored but were not appropriate funding mechanisms at this point for a variety of reasons, including timescales and eligibility.

Reflecting its status as a designated Enterprise Zone, it was envisaged that a TIF mechanism, based on Public Works Loan Board (PWLB) borrowing against future business rates growth, would play a critical role in addressing barriers to the delivery of the masterplan.

Implementation Date

Following approval, the funding arrangements and procurement process would commence immediately. The project was anticipated to be delivered during 2019.

RESOLVED: That

- 1) Members note the progress on the Skills Capital SIF bid and note that the agreed allocation of £1.1m from the TIF mechanism for Skills Capital match funding is targeted at both capital and revenue skills interventions at Sci-Tech Daresbury;
- 2) authority be given to the Operational Director, Finance, and the Operational Director, Legal and Democratic Services, in consultation with the Portfolio holder for Resources, to conclude the legal and funding arrangements to deliver Project Violet; and
- 3) authority be given to the Operational Director,

Strategic Director  
- Enterprise,  
Community and  
Resources

Economy, Enterprise and Property, to enter into a procurement process via The Chest, in support of the Joint Venture's procurement of the Project Violet contract.

**MINUTES ISSUED: 24 July 2018**

**CALL-IN: 31 July 2018**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 31 July 2018**

*Meeting ended at 2.22 p.m.*

**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 20 September 2018 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, M. Vasic, M. Reaney, E. Dawson and G. Ferguson

Also in attendance: One member of the press

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

EXB27 MINUTES

The Minutes of the meeting held on 19 July 2018 were taken as read and signed as a correct record.

**CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO**

EXB28 CARE HOME PROVISION - BELVEDERE - KEY DECISION

The Board considered a report of the Strategic Director, People, on the proposed development of Belvedere as a care home for older people.

At its meeting on 19 July 2018, the Board had approved the development of a costed proposal for care home provision at Belvedere. Details were set out in the report, although further work would be required to fully understand the full financial implications.

Reason(s) for Decision

To instigate the development of Belvedere as a care home.

*Action*

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

It was anticipated that the works would be completed within 12 months, potentially opening in October 2019.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the Board agree in principle to further work to finalise the overall capital and revenue costs.

Strategic Director  
- People

EXB29 FOUNDATION/KS1 SOCIAL, EMOTIONAL AND MENTAL HEALTH RESOURCE BASE PROVISION - KEY DECISION

The Board considered a report of the Strategic Director, People, which provided a summary of the responses received during the statutory consultation on the creation of a Resource Base at Beechwood Primary School and Halton Lodge Primary School.

Executive Board had previously agreed that a statutory consultation be undertaken on the proposal to create a Resource Base for Foundation/ Key Stage 1 Pupils with Social, Emotional and Mental Health Needs (SEMH). The report set out a summary of the consultation results for each of the schools proposed, as well as the options open to the Board as the decision maker.

Reason(s) for Decision

To provide a more inclusive offer for pupils with SEMH giving them the opportunity to be educated with support alongside their peers.

Alternative Options Considered and Rejected

Developing only one Foundation/Key Stage 1 SEMH Base and one Secondary Base was considered. No secondary schools expressed an interest in providing an SEMH base.

Implementation Date

September 2018.

RESOLVED: That

- 1) Foundation/Key Stage 1 Social, Emotional and Mental Health Resource Provision Base is developed at Beechwood Primary School;
- 2) Foundation Key Stage 1 Social, Emotional and Mental Health Resource Base is developed at Halton Lodge Primary School;
- 3) Specialist Provision Capital funding is used to provide the facilities required for the two bases; and
- 4) the revenue costs of the new provision will be met from the High Needs budget.

Strategic Director  
- People

EXB30 VISION FOR EARLY HELP FOR CHILDREN AND YOUNG PEOPLE

The Board considered a report of the Strategic Director, People, which outlined the potential delivery model for Early Help Services.

The Board was advised that Halton had experienced an increase in demand within Children's Services across both Early Help and Social Care. Halton had revised its Early Help Strategy with some common principles to address how the authority worked across all ages.

It was reported that the ongoing financial pressures required a re-think on the design of Early Help Services and how the Council could improve joint working across internal services and with partners. Members were advised that a new model of provision which had been developed in other areas of the UK was that of Children's Communities. The report set out details of the three characteristics that defined the thinking and approach behind Children's Communities.

RESOLVED: That

- 1) the potential approach be agreed; and
- 2) the Board agree that a project team be established to further develop the model and

Strategic Director  
- People

options.

**ENVIRONMENTAL SERVICES PORTFOLIO**

**EXB31 VARIATION OF THE NON-STATUTORY FEES OF HALTON REGISTRATION SERVICE FOR 2020/21**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval to vary the non-statutory fees offered by Halton Registration Service for 2020/2021.

The Marriage Act 1995 and the Civil Partnership Act 2005 allowed local authorities to set fees for ceremonies in approved premises. In January 2011, the Executive Board Sub-Committee agreed to set the non-statutory fees outside of the usual timeframe for setting fees, due to ceremonies being planned up to two years in advance.

The proposed fee structure was set out in Appendix 1 for Members' consideration.

RESOLVED: That the variations to the non-statutory fees of Halton Registration Service, as set out in Appendix 1 attached to the report, be approved.

Strategic Director  
- Enterprise,  
Community and  
Resources

**EXB32 EUROPEAN REGIONAL DEVELOPMENT FUNDING (ERDF) RENEWABLE ENERGY SCHEME**

The Board considered a report of the Chief Executive, which sought authority to invite tenders for the development of a Solar Farm on the former St Michael's Golf Course.

In October 2017, the Board approved proposals to develop a Solar Farm on part of the former St Michael's Golf Course. The initial proposal was to connect the Solar Farm by private wire to Halton Stadium, thereby making use of a brownfield site and a Council asset.

The report set out two options for the use of the electricity generated from the Solar Farm, and these were noted as being either a Private Wire Arrangement whereby the Stadium would use 45% of the energy generated; or a Power Purchase Arrangement where the Council would be able to use all of the electricity generated.

RESOLVED: That

- 1) approval be granted to invite tenders for the Design, Build, Operation and Maintenance contract for the development of a Solar Farm on the former St Michael's Golf Course; and
- 2) the Strategic Director, Enterprise, Community and Resources, in consultation with the Environment Portfolio holder, be authorised to determine the most appropriate use for the electricity when the financial merits of the options highlighted in the report have been assessed and determine which is the most advantageous to the Council.

Chief Executive

### **RESOURCES PORTFOLIO**

#### **EXB33 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 1 2018 - 19**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on progress against key milestones/objectives and performance targets for the first quarter of 2018/19.

The Board was advised that the Directorate Performance Overview Report provided a strategic summary of key issues arising from performance in the relevant quarter for each Directorate, being aligned to Council priorities or functional areas. The Board noted that such information was key to the Council's management arrangements, with the Board having a key role in monitoring performance and strengthening accountability. Performance management would continue to be important in the demonstration of value for money and outward accountability.

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

#### **EXB34 2018/19 QUARTER 1 SPENDING**

The Board considered a report of the Operational Director, Finance, which summarised the overall revenue and capital spending position as at 30 June 2018.

In overall terms revenue expenditure was £1.109m above the budget profile. It was reported that based on current spend patterns, projections showed that Council would have a year-end outturn overspend position of

approximately £5.140m, if no corrective action were taken. There were a number departments where net spend for the quarter exceeded the budget profile. The main budget pressure continued to be within the Children and Families Department, despite an additional budget growth of £3m being allocated to the department at the start of the current financial year.

The Capital Programme had been revised to reflect a number of changes in spending profiles and funding, as schemes had developed; a list of those schemes that had been revised were set out in the report. Capital spending at 30 June 2018 totalled £3.8m which was 98% of the planned spending at this stage. It was noted that this represented 9.9% of the total Capital Programme of £38.2m.

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 were considered prudent and appropriate at this stage in the financial year and within the current financial climate.

RESOLVED: That

- 1) all spending continues to be limited to the absolutely essential;
- 2) Strategic Directors take appropriate action to contain overall spending within their total operational budget by year-end; and
- 3) Council be recommended to approve the revised Capital Programme, as set out in Appendix 2.

Operational  
Director - Finance

## **PHYSICAL ENVIRONMENT PORTFOLIO**

### **EXB35 PROHIBITION OF THE SALE OF FUR AT HALTON'S MARKETS**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which proposed the prohibition of the sale of fur at Halton Markets.

Members were advised that a proposed ban on the importation and sale of fur in the UK was debated in Parliament on 4 June 2018. It was noted that the motion received strong cross party support and that the probable

next stage would be for Members of Parliament to encourage the relevant Secretary of State to bring forward a Bill for consideration.

It was reported that the National Association of British Markets Authorities (NABMA) had not yet confirmed its position on the matter, and so the decision whether to ban or prohibit the sale of fur would be left to individual local authorities. Members were asked to consider the introduction of such a ban and details of the possible impact on Halton's markets were set out in the report for consideration.

RESOLVED: That Members agree to prohibit the sale of fur at Halton's Markets.

Strategic Director  
- Enterprise,  
Community and  
Resources

#### EXB36 PROCUREMENT OF FLOATING SUPPORT SERVICES

The Board considered a report of the Strategic Director, People, which sought approval for the invitation of tenders to provide a floating support service to deliver housing related support to people in their own homes.

In 2014, a procurement exercise was undertaken for floating support services to deliver housing related support to people in their own homes across all tenure, to maintain their accommodation and prevent homelessness. Two floating support services were procured at that time; one was for a generic housing support service and the other was for a service working with people with mental health problems. It was reported that the initial contracts were awarded for three years; an option to extend for a further year, which was taken up, will expire on 31 March 2019.

It was noted that both services were co-located within the Plus Dane Runcorn office. The report provided details of the numbers of people that had been helped through both services.

The Board was advised that in line with Procurement Standing Orders, approval was sought to commence a tender exercise for an integrated floating support service, which would offer a generic service across all client groups.

RESOLVED: That the Board approves the commencement of a procurement exercise for floating support services.

Strategic Director  
- People

EXB37 COMMUNITY SHOP

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

Members had considered the development of a Community Shop at the Board meeting on 15 March 2018. Since then, Members had visited a Community Shop premises in Barnsley in order to gain an insight into the operation of such a facility. It was noted that, with the opening of a Community Shop store in St Helens, the infrastructure was now in place to support similar facilities in the Liverpool City Region.

It was reported that Officers had progressed the identification of potential premises for a Community Shop in Halton. Appendix 1 attached to the report provided details of the options identified for Members' consideration.

RESOLVED: That

- 1) the options set out in the report be noted; and
- 2) a further report be presented to the Board in October to consider how best to proceed to deliver Community Shop in Halton, following the outcome of the options appraisal.

Strategic Director  
- Enterprise,  
Community and  
Resources

**TRANSPORTATION PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO**

EXB38 WIDNES LOOPS TO WEST BANK LINK ROAD

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on progress on the Widnes Loops Link Road and junction works.

The Board was reminded that, at its meeting on 22 February 2018, it had approved the outline development of a permanent road link between the Mersey Gateway Widnes Loops Roundabout and Victoria Road/ Waterloo Road/ Hutchinson Street junction. It was reported that during the summer, the Chief Executive in consultation with the Leader and Portfolio holders used his emergency powers to agree the land transfer to the Council.

The report advised that the SCAPE Framework contract would be utilised to procure construction works and with Board approval, also used to deliver the project. An amendment to the Capital Programme had been approved subject to further reporting at detailed design stage.

RESOLVED: That

- 1) the report be noted;
- 2) the Board notes the Chief Executive's use of his delegated powers, as outlined in paragraph 3 of the report;
- 3) Council be recommended to approve the increase of Capital Funding allocation to ensure the scheme progresses; and
- 4) the Board approves the use of the SCAPE contract to enable continued progress of the scheme.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB39 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 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 paragraphs 3 and 5 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.

**COMMUNITY AND SPORT PORTFOLIO, CHILDREN,  
EDUCATION AND SOCIAL CARE PORTFOLIO, HEALTH  
AND WELLBEING PORTFOLIO, PHYSICAL  
ENVIRONMENT PORTFOLIO AND RESOURCES  
PORTFOLIO**

**EXB40 SOUTHERN WIDNES KEY IMPACT AREA**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on proposals for the development of the Southern Widnes Key Impact Area.

The Board was reminded that in March 2017, it had approved the Mersey Gateway Regeneration Plan *Plus*, which focused on a cohesive package of development opportunities in eight Regeneration Impact Areas. It was reported that the Southern Widnes area had become a significant 'gateway' to Widnes and the wider Borough, with increased connectivity to and from the area following the opening of the Mersey Gateway.

The report set out details of proposals to provide an attractive, high quality and sustainable mixed use gateway providing an environment that supported business growth, promoted an improved health and wellbeing offer for local residents and encouraged visitors to the Borough.

RESOLVED: That the Board approve the recommendations as tabled at the meeting.

Strategic Director  
- Enterprise,  
Community and  
Resources

**MINUTES ISSUED: 25 September 2018**

**CALL-IN: 2 October 2018**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 2 October 2018**

*Meeting ended at 2.15 p.m.*

**HEALTH AND WELLBEING BOARD**

*At a meeting of the Health and Wellbeing Board on Wednesday, 4 July 2018 at Halton Suite, Halton Security Stadium*

Present: Councillors Polhill (Chair) and Wright and N. Atkin, P. Cooke, R. Cooper, G. Ferguson, L Gardner, E. O'Meara, L. Maloney, A. McIntyre, D. Nolan, B. Page, K. Parker, D. Parr, S. Semoff, R. Strachan, L. Thompson, C. Williams and S. Yeoman.

Apologies for Absence: Councillors T. McInerney and Woolfall and Dr D. Lyons, M. Pickup, S. Ellis, A. Fairclough, M. Larking, A. Williamson and T. Hemming.

Absence declared on Council business: None

Also in attendance: Councillor Wall and one member of the public.

**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 28<sup>th</sup> March 2018 having been circulated were signed as a correct record.</p>	
<p>HWB2 ONE HALTON PREVENTION FRAMEWORK AND MODEL</p> <p>The Board considered a report of the Director of Public Health, which provided Members with a final version of the One Halton Population Health Framework and Model. The Framework had been developed in conjunction with Cheshire and Merseyside Health and Care Partnership Prevention Board, Public Health England (PHE), Halton Borough Council, NHS Halton CCG, NHS providers, the voluntary sector and third sector and sought to support the delivery of the prevention challenge.</p> <p>Arising from the discussion, it was suggested that application and grant processes for all public funded community programmes should include a requirement for the organisation to adhere to basic safeguarding requirements for children and young people and vulnerable adults. This should include consideration of the inclusion of</p>	

the cost of safeguarding training in the funding requirement.

It was noted that Safeguarding Boards could provide basic self-audit tools and signpost organisations to appropriate Safeguarding Procedure and Policy guidance templates; as well as access to e-learning resources and local Safeguarding Boards training provision.

RESOLVED: That the One Halton Framework and Model be endorsed.

HWB3 ONE HALTON TRANSFORMATIONAL POPULATION HEALTH PROGRAMMES 2018

The Board considered a report which provided details of the six transformational population health programmes. The six programmes would support delivery of the One Halton Health and Wellbeing Strategy 2017-2022 and inform collaborative action for the Council, NHS, Social Care, Public Health and other key partners as appropriate.

It was noted that action plans for the six programmes would be developed and brought back to the Board.

Director of Public Health

RESOLVED: That the proposed transformational population health programmes be noted.

HWB4 EVERYONE EARLY HELP STRATEGY 2018-2021

The Board received a report from the Strategic Director – People, which presented the new *Everyone Early Help Strategy* that combined children, adults and public health. The draft document was appended to the report.

It was reported that services to support children, families and vulnerable adults were facing unprecedented challenges. It was clear that early help and prevention services should make up the cornerstone of any delivery model. If low-level needs could be prevented from developing into more serious or acute needs, then this was advantageous to both the provider and service user. It was noted that effective early help and prevention could not only increase independence, improve outcomes and the quality of life for individuals, but also provide a financial return to the Local Authority in the form of cost avoidance and a reduction in the use of more expensive, acute resources.

Members were advised that this transformation in thinking was about undertaking a whole system review of the approach to early help and prevention, with a focus on

increasing the resilience of communities and their potential to help themselves, supported by a planned prioritisation of resources, integration, collaboration and understanding the benefits that early help could have on a wide range of longer term outcomes for everyone involved.

The report advised of Halton's approach to early help and prevention where there had been a long standing commitment across all agencies and strategic partners. It was noted that the Council had restructured in 2016-17 to combine the adult and children directorates to create the People Directorate. Following this it was agreed to create a new joint early help strategy that would sit across the new People Directorate. The report continued discussing the five key aims of the Strategy, and then the three priorities within the Strategy that all agencies would work towards to help further embed early help principles.

Arising from the discussion it was agreed that the details of a clinician representative for the Early Intervention Partnership Board would be forwarded to the Council.

L. Thompson

RESOLVED: That the Board support the implementation of the Strategy.

#### HWB5 PERSONS/PEOPLE IN A POSITION OF TRUST (PIPOT)

The Board considered a report of the Director of Adult Social Services, which advised that The Care Act 2014 required that partner agencies and their commissioners of services should have clear recordings and information sharing guidance, set explicit time timescales for action and were aware of the need to preserve evidence. The North West Policy for managing concerns around people in positions of trust with adults who have care and support needs, had been previously circulated to Members of the Board and built upon existing relevant statutory provision. The document provided an overarching policy for the North West region and was ratified by the North West ADASS Regional Safeguarding Group.

RESOLVED: That the Policy be noted and adopted.

#### HWB6 WORK PLACE HEALTH & TIME TO CHANGE EMPLOYER PLEDGE

The Board considered a report of the Director of Public Health, which provided an update on work undertaken across the Borough to improve workplace health, and to encourage the Council to sign up to the "Time

to Change” Employer Pledge.

The Board was advised that over the past eighteen months, the Health Improvement Team had rolled out a comprehensive Workplace Health Programme (the Programme) to local businesses across Halton. Depending on the needs of individuals and businesses, a tailored package of support for businesses, including a review of health policies, health checks, smoking cessation and health awareness events, was established. It was reported that the next phase of the Programme would be to work with local businesses to further improve their mental health offer and support them to undertake the “Time to Change” Employer’s Pledge.

Time to Change was the leading national social movement aimed at improving public attitudes and behaviour towards people with mental health problems. Time to Change provided support to employers to develop an action plan to get employees to talk about mental health. An action plan for Halton Borough Council would provide support in a number of key areas, as detailed in the report. It was proposed that a small working group be established to develop and drive the Time to Change Employer Pledge action plan. It was noted that an example of some key actions were set out in Appendix 1, attached to the report.

RESOLVED: That

- 1) the report be noted; and
- 2) the Board approve participation in the Time to Change Employer Pledge.

**HWB7 ADULT SOCIAL CARE FUNDING – IMPROVED BETTER CARE FUND (IBCF) ALLOCATION 2018/19**

The Board considered a report of the Director of Adult Social Services regarding Adult Social Care Funding allocation 2018/19.

In the Spring 2017 budget, the Chancellor announced an additional £2 billion of new funding for Councils in England, over a three year period, to spend on adult social care services. This was recognised as an important step towards closing the gap in Government funding for adult social care ahead of the expected publication of the Green Paper on future sustainability of the sector.

The report set out details of the proposed allocations

for Board approval, many of which commenced in 2017/18 and were expected to continue into 2018/19. It was reported that due to the short term nature of this additional funding, the schemes would be kept under review in respect of the outcomes and financial impact achieved.

RESOLVED: That the Board notes the contents of the report and supports the allocations as outlined in the report.

HWB8 CARE QUALITY COMMISSION (CQC) - LOCAL SYSTEM REVIEW (LSR) OF HEALTH & SOCIAL CARE IN HALTON: ACTION PLAN FINAL UPDATE

The Board was advised that following the Care Quality Commission (CQC) – Local System Review (LSR) of Health and Social Care in Halton, an Action Plan had been developed. Members received an update on the Action Plan and noted that any ongoing actions were being managed through existing governance structures.

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

*Meeting ended at 2.45 pm*

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

*At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 10 September 2018 in the Civic Suite - Town Hall, Runcorn*

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

Apologies for Absence: Councillor Whitley

Absence declared on Council business: None

Officers present: A. McIntyre, A. Jones, T. Coffey and J. Farrell

Also in attendance: S. McHale – NHS Halton CCG

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

*Action*

**CYP12 MINUTES**

The Minutes of the meeting held on 11 June 2018 were taken as read and signed as a correct record.

**CYP13 PUBLIC QUESTION TIME**

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

**CYP14 EXECUTIVE BOARD MINUTES**

The minutes relating to the Children, Education and Social Care Portfolio that had been considered by the Executive Board since the last meeting of this Board, were attached at Appendix 1 for information.

EXB6 – concerns were raised over the High Needs budget deficit for 2018-19. It was noted that this situation was not unique to Halton as it was a national problem.

RESOLVED: That the minutes are noted.

**CYP15 SSP MINUTES**

The minutes of the Halton Children's Trust meeting held on 24 May 2018, were submitted to the Board for Information.

RESOLVED: That the minutes are noted.

#### CYP16 OFSTED FOCUSED VISIT JULY 2018

The Board received the findings of the recent Ofsted focused visit to the Integrated Contact and Referral Team (iCART) and its recommendations.

It was reported that Ofsted had implemented a new inspection framework for children's social care. As Halton currently had a 'requiring improvement' judgement from its single inspection in 2014, it would receive two focussed visits and a standard two week inspection over a 3 year period. It was noted that with regards to timing and type of inspection, Ofsted made judgements on these based on their intelligence, published data and their analysis of risk in how a local authority was performing.

Appended to the report was the Inspector's letter containing the findings of the focussed visit to iCART in July 2018. Members were advised that overall the letter outlined a strong service that served families well and safeguarded children appropriately. There were no areas for immediate action and only three recommendations were made, which had already been responded to.

In response to one Member's query about the comment made regarding partners '*not always effectively capturing the voice of the child*' and what could be done about this, it was noted that partnership working was still improving and 'iCART workshops' were planned specifically for partners in the near future.

On behalf of the Board the Chair passed on thanks to the staff concerned with the inspection. He also reminded the Board that Climbie visits could be carried out by Members at any time and were valuable, as they provided an insight into the work being carried out by social workers.

RESOLVED: That the Board notes the Ofsted letter and the significant improvement in the service since the single inspection in 2014.

#### CYP17 EXCLUSIONS

The Board received a report which outlined the level of exclusions nationally and those in Halton over the last four years.

It was reported that the Department for Education

(DfE) provided National Statistics on permanent and fixed period exclusions in England, with the most recent being for 2016-17 which were published on 19 July 2018 and updated on 6 August 2018. The information in Table 1 showed the significant increase in both permanent and fixed term exclusions over the last three years from 2014-15. This trend had been confirmed in a recent press article which noted the national rise of pupils being excluded and sent to pupil referral units and suggested that this was a result of the pressures placed on schools to show good results.

Members were advised that in Halton the information available was up to the end of the academic year 2017-18 and showed that although permanent exclusions had increased from 15 to 32, as there were 53 exclusions in 2016-17, the total number of permanent exclusions reduced in 2017-18. This trend continued in the case of fixed term exclusions.

The report also presented information on the primary sector in Halton which saw an increase in exclusions; comparisons over the years were displayed in charts 3 and 4. The report provided information on the reasons for permanent and fixed term exclusions in Halton.

It was reported that following a review of exclusions, the House of Commons Education Committee published a report '*Forgotten Children: alternative provision and the scandal of ever increasing exclusions*' in July 2018. A summary of its conclusions was provided in the Officer's report.

The Board discussed the rates of exclusions in Halton in both the primary and secondary sectors and the steps that were required to be taken to promote a more positive approach to behaviour management and to encourage greater inclusion within schools. Paragraph 6.1 outlined these steps.

During presentation of the report the following points were discussed:

- The low rate of exclusions in Halton's special schools and what could be learnt from them;
- Although there was a reduction in secondary exclusions the rise in primary exclusions was a concern particularly at Year 4, where there was a spike in permanent and fixed term exclusions;
- The most common reason provided by schools for exclusions was persistent disruptive behaviour. The

Board discussed the possible reasons why disruptive behaviour was on the increase and why schools appeared to be less tolerant than previously and discussed whether the new curriculum, performance measures and funding were key factors;

- The Council had a new 'In Year Fair Access Protocol' and tracked and shared details of all in year secondary admissions which may have contributed to the recent dip in secondary exclusions;
- Members discussed the steps taken by schools leading up to an exclusion and the process for asking the LA for assistance once a child had been identified as a possible exclusion;
- It was suggested that advocacy was needed for the excluded pupil and their parents;
- It was noticed that nationally the academy sector had a culture of excluding pupils;
- Parents did not challenge exclusions and were not aware of their rights, eg. appealing the decision;
- The skills and knowledge and confidence of school staff in dealing with pupils with challenging behaviour was discussed; and
- Members agreed that the subject needed to be raised with School Governors.

Overall the Board was pleased to receive the report outlining the positive steps taken to bring down the exclusion rate in Halton and supported the work, the focus on schools and the drive to reduce exclusions across the Borough. The following was asked:

What was the gender split in exclusions?

Historically this was predominantly male, however this had changed. The exact split was not to hand so this information would be sent to the Board following the meeting.

Was the rise in primary schools exclusions reflective of parents' inability to cope?

This could be the case but there had also been a new curriculum and accountability framework introduced. Schools did report increasing concerns with parents' ability to manage particularly since the introduction of universal credit.

How effective was home schooling?

For some families it was successful however for others this was not the case, as parents did not have the required skills. Data was not available to compare the performance of those who had been home educated. It was noted that Halton's Education Welfare Department had a protocol on Elective

Home Education and could make home visits to check the children but had limited powers to intervene.

RESOLVED: That the Board supports the drive to reducing exclusions and the promotion of a more inclusive practice.

Operational  
Director -  
Education,  
Inclusion and  
Provision

*The Chair advised Members that the current Topic Group around Mental Health provision for Children and Young People had been cancelled, due to a request from the Leader of the Council for the Board to identify savings within their remit as the Scrutiny Board of the Children, Education and Social Care Portfolio.*

#### CYP18 TRANSFORMING CHILDREN AND YOUNG PEOPLE'S MENTAL HEALTH PROVISION

The Board received a report on the progress made in transforming children and young people's mental health provision and the future actions planned.

It was reported that the Department of Health and NHS England established a Children and Young People's Mental Health and Wellbeing Taskforce which reported in March 2015 (*Future in Mind*) and set out the ambitions for improving children's and young people's mental health provision by 2020, including making better links between schools and specialist services. It was noted that the key objectives included:

1. Tackling stigma and improving attitudes to mental illness;
2. Introducing more access and waiting time standards for services;
3. Establishing 'one stop shop' support services in the community; and
4. Improving access for children and young people who were particularly vulnerable.

It was noted that the Green Paper '*Transforming children and young people's mental health provision*' published in December 2017, detailed world leading ambitions through proposals to create a network of support for children and young people and their educational settings. This new approach would be tested and evaluated for future roll-out, as gathering evidence would be a crucial step in delivering on the aims set out in the Green Paper and aligned with the priorities set out for mental health as part of the long-term plan. Members noted there were three core proposals:

1. To incentivise and support all schools and colleges to

- identify and train a Designated Senior Lead for mental health;
2. To fund new mental health support teams, this would be supervised by NHS children and young people's mental health staff; and
  3. To pilot a four week waiting time for access to specialist NHS children and young people's mental health services.

It was reported that locally, improving the emotional health and wellbeing outcomes for children and young people was a shared priority for Halton Borough Council and NHS Halton CCG. The *One Halton* programme was a joint initiative that included all stakeholders working to support adults, children and young people in Halton. The report outlined to the Board the work that had been undertaken already (paragraph 4) and explained the main areas that would be progressed in the coming year.

The following queries were raised by Members:

How is it proposed to 'incentivise and support all schools and colleges to identify and train a Designated Senior Lead for mental health?'

This was not clear at this point in time as it would be dependent upon the level of funding provided. The designated person could be an existing staff member or a new recruit.

Was the funding for the transformation agenda secure?

CAMHS was funded by the CCG and this would be recurrent until 2020, if the services in place proved to be a success. The new programmes and services being introduced were explained.

Can a progress report be brought to the Board in 12 months' time?

The transformation was driving up the quality of services to young people and we would be happy to report on progress in 12 months' time.

RESOLVED: That the Board notes the significant transformation of provision.

## CYP19 SUMMARY OF 2018 PROVISIONAL UN-VALIDATED ATTAINMENT OUTCOMES

The Board received a presentation on the provisional unvalidated 2018 educational attainment for Halton's children and young people at Early Years Foundation Stage

(EYFS); phonics performance and Key Stages 1, 2, 4 and 5.

Members were advised that the data was based on statutory assessments of the EYFS and statutory assessments of all key stages. This was unvalidated data before publication of the validated data by the Department for Education (DfE) in December 2018. It was noted that more detailed group data and national data on Key Stage 4 progress would be available and provided to the Board once it was released and validated.

RESOLVED: That the presentation be received.

CYP20 PERFORMANCE MANAGEMENT REPORTS - QUARTER 4 OF 2017-18

The Board received the Performance Management reports for quarter 4 of 2017-18 (1 January to 31 March 2018). It was noted that these had been sent to Members for their consideration in advance of this agenda on 19 June 2018, after they were finalised (*minute CYP11 of 11 June 2018 refers*).

Officers advised that there was a typo on page 56 under *Improve the offer for children and young people with SEND (PE04)*. The last box under 'current' should read 37,536 against a target of 40,000.

RESOLVED: That the reports be noted.

CYP21 PERFORMANCE MANAGEMENT REPORTS - QUARTER 1 OF 2018-19

The Board received the Performance Management reports for quarter 1 of 2018-19 (1 April 2018 to 30 June 2018) 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 or improvement in 2018-19 were agreed by Members and included in the Local Authority's Business Plan, for the various functional areas reported to the Board as follows:

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

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

RESOLVED: That the performance management reports for quarter 1 of 2018-19 be received.

*Meeting ended at 8.53 p.m.*

**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, 24 September 2018 in the Civic Suite - Town Hall, Runcorn*

Present: Councillors MacManus (Chair), C. Plumpton Walsh (Vice-Chair), Logan, June Roberts, Teeling, Wallace and Whitley

Apologies for Absence: Councillors Cassidy, Gerrard, Leck and Rowe

Absence declared on Council business: None

Officers present: W. Rourke, A. Jones, P. Corner, L. Carr, C. Dinsdale, N. Goodwin, T. Leather, M. Patino and S. Saunders

Also in attendance: Councillor Jones, in accordance with Standing Order 33

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

	<i>Action</i>
<p>ELS9 MINUTES</p> <p>The Minutes from the meeting held on 25 June 2018, were taken as read and signed as a correct record.</p> <p>ELS6 – Website links would be sent to Members regarding next year’s International Business Festival (IBF).</p> <p>ELS8 – The Household into Work Programme was targeted Boroughwide; a briefing was available and would be sent to the Board Members.</p>	<p>Operational Director - Economy, Enterprise &amp; Property</p>
<p>ELS10 PUBLIC QUESTION TIME</p> <p>The Board was advised that no public questions had been received.</p>	
<p>ELS11 COMMUNITY DEVELOPMENT SERVICE ANNUAL REPORT FOR 2017/18</p> <p>The Board received a report informing them of the operational delivery for the Community Development (CD) Service for the period 1 April 2017 to 31 March 2018.</p>	

It was reported that Community Development activity helped support the creation, development and sustainability of independent local community groups. This generated the capacity for effective and inclusive community engagement with Council departments and services, thus enabling the delivery of a wide range of community initiatives to help tackle strategic objectives and community needs. It was noted that Officers had a strategic and neighbourhood role in co-ordinating support to respond to community concerns and aspirations and create cohesive neighbourhoods which were participative and vibrant.

The report outlined the role of the Community Development and Project Officers' work in the community and referred to the performance framework in place for community development activity. This was shown in the table in paragraph 4.3 for 2017-18 and showed a comparison to the previous year. Members were pleased to note that for every £1 it costs to provide the CD service a further £1.19 was levered into the Borough to support community groups and initiatives.

The report then provided some examples of projects and groups that CD were working with and alongside across the Borough, for each of the 7 Area Forums. Members noted the starter and development grants awarded and the summary of spend for each Area Forum.

RESOLVED: That the Annual Report be received and comments made noted.

#### ELS12 COMMUNITY CENTRES ANNUAL REPORT FOR 2017/18

The Board received the Community Centres Annual Report for 1 April 2017 to 31 March 2018.

The report advised that the Community Centres Service provided the management and delivery of services from five buildings: Castlefields, Ditton, Grangeway, Murdishaw and Upton. The Centres delivered programmes of community activity; varying models of community cafes; and service outlets such as children's centres, youth centres and day services. It was stated that these Centres provided a community hub; a central point at the heart of the communities within which they were located for residents to enjoy activities and receive services in their neighbourhoods. They were based in deprived wards in the Borough and were well utilised.

The report provided detailed performance information

for each Centre, as set out in section 4 of the report, which included results of customer satisfaction surveys as described by Officers. It was noted that overall community centre usage continued to increase annually, up by 3,535 visits for 2017-18 with an increased income of £21k.

One Member queried the public website link to the community centres; this can be found at <http://haltoncommunitycentres.co.uk/>

RESOLVED: That the report be received and comments made be noted.

#### ELS13 DWP WORK PROGRAMME CONTRACT UPDATE

The Board received a report from the Strategic Director – Enterprise, Community and Resources, that provided an overview of the Department for Work and Pensions (DWP) Work Programme contract currently being delivered by Halton People into Jobs.

Members were reminded that in June 2011, Halton Borough Council entered into a subcontracting arrangement with two prime contractors (*Ingeus Deloitte* and *A4E now PeoplePlus*). They were tasked with delivering the DWP Work Programme over the next 7 years. The contract was now in its final year of delivery, due to end on 31 March 2019.

The report provided the Board with an overview of the achievements to date, income and expenditure and future exit plans.

Further to Members' queries the following was noted:

- Over the 8 years a total of 3905 customers had started on the Work Programme with 1745 customers being supported into employment;
- Employers were encouraged to employ ex-prisoners via the ILM Programme (Intermediate Labour Market Placements), which payed the customer's salary for the first 6 months of employment, this way the customer was given a chance to gain some experience;
- Education and support staff were available to offer advice to customers with learning difficulties or disabilities;
- It was hoped that Halton Council would soon reach Level 3 in Disability Confident status;
- As the Programme would soon come to an end, it

was hoped that the staff employed here would be re-employed in another area of the Council, as per the staff at risk protocol;

- Those customers who were successfully employed at the end of the Programme did a variety of jobs, depending upon their abilities and skills; and
- The whole process of getting people into work had a knock on effect for the local economy.

REESOLVED: That the report be noted.

#### ELS14 DWP WORK AND HEALTH PROGRAMME CONTRACT UPDATE

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which provided an overview of the Department for Work and Pensions (DWP) Work and Health Programme (WHP) contract currently being delivered by Halton People into Jobs.

It was noted that the WHP was the new contracted employment provision that would help people with a disability, the long term unemployed (LTU) and specified disadvantaged groups to find sustained work. The WHP would target those who were most likely to benefit from the additional support of the Programme. It was reported that in 2017 the WHP contract was awarded to *Ingeus* for the North West Contract Package Area. Halton Borough Council / Halton People into Jobs were successful in being awarded a sub-contract agreement by *Ingeus* to 100% of the WHP in Halton.

Members were advised that the service went live in November 2017 and would run for 7 years. Officers outlined what the WHP hoped to achieve; its performance indicators; and progress to date.

The following was noted following Members' questions:

- Customers had to be aged 18+ with a referral from the DWP;
- Extra staff would be employed by the WHP as the demand for the service increased; and
- There were no direct financial implications to the Council as the Programme was funded by the DWP.

As an example, one customer's scenario was provided where they had a temporary mental health issue

and had since been successful in gaining employment.

RESOLVED: That the progress of the delivery of the Work and Health Programme be noted.

ELS15 ESF WAYS TO WORK PROGRAMME UPDATE

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which gave an overview of the European Social Fund (ESF) Ways to Work Programme currently being delivered by Halton People into Jobs.

The Board was advised that in January 2016 Halton Borough Council, as part of the Liverpool City Region (LCR) Combined Authority submission, successfully secured a grant for the ESF. The total cost of the Programme was over £40 million. The Programme would run until December 2018 and Halton's contract was up to a maximum of £3.3 million. It was reported that the ESF Ways to Work Programme provided funding to reduce the barriers to employment to those residents furthest away from the job market. Participants on the Programme were able to access a personal budget for items such as training, interview clothes and travel costs. The funding also supported 6 – 12 month work placements known as Intermediate Labour Market Placements (ILMs). It was noted that the project had placed 142 people from Halton into ILM placements.

The report discussed the Programme's achievements to date, income and expenditure; and future strategy for delivery. Officers advised that funding to extend the 16-29 year old element of the contract had been approved by DWP and was extended to the end of March 2020. Confirmation of the request to extend funding for the 30+ year old element of the contract was still awaited.

It was agreed that an update report be submitted to the Board in 6 months' time.

RESOLVED: That the report be noted.

ELS16 ECONOMIC ASSESSMENT & HALTON 2030

The Board received a report from the Strategic Director – Enterprise, Community and Resources, updating them on the Halton 2030 document and advised on the proposed recommendations arising from the research undertaken. A presentation was given to Members to accompany the report and appendices.

Operational  
Director -  
Economy,  
Enterprise &  
Property

Members were informed that Halton 2030 set out an economic vision for how Halton's economy would look in the future. It also considered how we might respond through a 'whole community' approach to the economic and social challenges the Council and its partners faced over the next few years.

It was reported that the proposed vision would be that *"by 2030 Halton's residents would have access to good quality housing, excellent education and suitable jobs in a safe, strong and sustainable local economy. Halton's businesses would have the skills, investment environment and infrastructure to achieve their goals. Further, Halton would be a place healthy people enjoyed, with excellent access to vibrant local town, shopping and entertainment centres"*.

Members were referred to Appendix 1 – the full Economic Assessment and Halton 2030 analysis and Appendix 2 – a table of indicators and measurements, within which the basis of the conclusions were explained and how success would be gauged.

Members debated the topics raised by the presentation relating to recruitment of staff for higher level jobs, skills shortages amongst local people; quality housing provision in the Borough, quality leisure facilities; and the Widnes and Runcorn Town Centres. The Board agreed that Halton 2030 be recommended to the Executive Board for use as a reference tool for setting the priorities of the Council and for the development of the Corporate Plan.

RESOLVED: That the Board

- 1) receives the report and notes the comments made; and
- 2) recommends that Halton 2030 be used as a reference tool by the Executive Board for setting the priorities of the Council and for the development of the Corporate Plan.

ELS17 BUSINESS IMPROVEMENT AND GROWTH TEAM UPDATE ON WORK PRIORITIES

Members received a report from the Strategic Director – Enterprise, Community and Resources, informing them about the current performance and future work priorities of the Business Improvement and Growth Team (BIG). The last update was provided in June 2017 and this

update was presented to the Board at the request of the Chair.

The main functions of the Business Improvement and Growth Team were outlined in the report in section 3. It was reported however, that the BIG Team were currently undertaking a broad range of activities and driving a diverse range of projects, beyond the scope of those objectives described. It was important to note that the delivery of business support across the wider Liverpool City Region was also in a period of transition.

Members were presented with a modified delivery model of the Team which ensured that they were focussed on those activities which would have the greatest impact upon the economic regeneration of Halton.

It was agreed that the Officer's presentation would be sent to Members of the Board after the meeting, so that they could revisit the information provided.

RESOLVED: That the Board

- 1) notes the activities and performance of the Business Improvement and Growth Team; and
- 2) supports the emerging delivery model which would better reflect the priorities of the Council, seeking to align local delivery with emerging City Region business support delivery.

ELS18 PERFORMANCE MANAGEMENT REPORTS - QUARTER 1 OF 2018-19

The Board received the performance management reports for Quarter 1 of 2018-19 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 2017-18 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.

Members raised queries relating to the following:

- The status of Runcorn Swimming Pool;
- Training courses for people to become swimming instructors, in light of the shortage;
- Which schools were involved in the Summer Reading Challenge and numbers involved; and
- How were the income targets for the Community Centres calculated?

It was noted that responses to these queries would be sent to Members after the meeting as they were not to hand.

RESOLVED: That Quarter 1 performance management reports be received.

Operational  
Director -  
Community &  
Environment

*Meeting ended at 8.55 p.m.*

**HEALTH POLICY AND PERFORMANCE BOARD**

*At a meeting of the Health Policy and Performance Board held on Tuesday, 18 September 2018 at Council Chamber - Town Hall, Runcorn*

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, S. Shepherd, A. Jones, L Wilson and M. Lynch

Also in attendance: Dr Andrew Davies & L. Thompson – NHS Halton CCG and C. Scales & L. Carter – Bridgewater community Healthcare NHS Foundation Trust

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

	<i>Action</i>
HEA12 MINUTES	
<p>The Minutes of the meeting held on 19 June 2018 having been circulated were signed as a correct record.</p>	
HEA13 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA14 HEALTH AND WELLBEING MINUTES	
<p>The minutes of the Health and Wellbeing Board from its meeting on 28 March 2018 were presented to the Board for information.</p> <p>RESOLVED: That the minutes be noted.</p>	
HEA15 STRENGTHS BASED APPROACHES	
<p>The Board received an introduction to 'strengths based approaches' which was referred to at a presentation that was given at the last PPB meeting, '<i>Everyone Early Help Strategy 2018-2021</i>'. Members requested additional information on this approach so a report and presentation</p>	

had been prepared to explain this.

It was reported that the Care Act 2014, statutory guidance for Adult Social Care, required local authorities to '*consider the person's own strengths and capabilities, and what support might be available from their wider support network or within the community to help*', in considering '*what else other than the provision of care and support might assist the person in meeting the outcomes they wanted to achieve.*' It was said that in order to do this the assessor should lead to an approach that looked at a person's life holistically, considering their needs in the context of their skills, ambitions and priorities.

Local authorities should therefore identify the individual's strengths – personal, community and social networks – and maximise those strengths to enable them to achieve their desired outcomes, thereby meeting their needs and improving or maintaining their wellbeing.

The presentation further outlined the strengths based approach to care which was received well by Members. The consensus of the Board was that the concept was good and people would be seen for who they were and what they were about, as opposed to just being service users. It was also noted that if the approach led to strengthening communities and prevention of ill health then this would form an important element of the Early Help Strategy.

RESOLVED: That the presentation be received.

*Councillor Gerrard declared a Disclosable Other Interest in agenda items 5 (a), 5 (b) and 5 (e) as she was employed as a Social Worker for Cheshire West and Chester Council.*

#### HEA16 NAMED SOCIAL WORKER PILOT

The Board received a report from the Strategic Director – People, which advised them that Halton was awarded £92,827 from the Department of Health (DoH), as one of six sites taking part in Phase 2 of the Named Social Worker Pilot (NSWP), which had been delivered within the Transition Team, between September 2017 and April 2018.

Members were advised that the Named Social Worker Pilot had been initiated by the DoH in response to the 2015 consultation 'No voice unheard, no right ignored', which sought views on strengthening the rights of people with learning disabilities, autism and mental health conditions to enable them to live more independently. It was

noted that the DoH funded the Innovation Unit (a social enterprise) and the Social Care Institute for Excellence (SCIE) to support local areas, co-ordinate the pilot and evaluate the scheme.

Officers advised that the project had built up an understanding on how having a named social worker could contribute to individuals with learning disabilities achieving better outcomes; specifically that they and their family were in control of decisions about their own future; and were supported to live with dignity and independence. The Pilot had been about trying something different, piloting new ideas and generating early and indicative evidence as to their impact.

Phases one and two of the Pilot were discussed in detail and the adoption of the Halton model. It also explained the impact of the programme had had on young people and provided case studies in appendices 1 and 2 of the report. A presentation was made to the Board which told the story of 'Peter', one of the clients of the Pilot, showing the positive effect it had made on his life. Members were advised that a review document had been developed which was attached at appendix 3.

Following Members' questions the following points were noted:

- The programme currently catered for 17 people who were distributed between 5 staff. It was noted that the social workers were not dedicated to this programme alone; it was just a part of their jobs;
- As the benefits of the NSWP were proven, one of the next steps would be to gain support for it so that it could continue. The NSWP report would be shared with the Health and Wellbeing and One Halton Boards;
- Adult Social Care was part of a housing forum that met once a month so that priority cases could be discussed;
- A named social worker would stay with and guide the young person through the process until they reached adulthood.

The Chair thanked the Officer for presenting the item and requested that an update be provided to the Board in the future.

**RESOLVED:** That the Board notes the report and comments made on a future Named Social Worker Pilot

approach with complex cases.

#### HEA17 URGENT CARE CENTRES

The Board received a report which provided an update on the review of the two Urgent Care Centres (UCC's) and subsequent actions taken by NHS Halton CCG to transform these centres into Urgent Treatment Centres (UTCs), as part of the One Halton transformation of health provision in Halton. The meeting was attended by Dr Andrew Davies and Leigh Thompson from NHS Halton CCG, who presented the item.

It was reported that Urgent and Emergency Care (UEC) was one of the national service improvement priorities. In addition it was also one element of the UEC section of the NHS Five Year Forward View (FYFV) which includes the roll out of standardised new 'Urgent Treatment Centre specification.' The two UCCs in Halton were commissioned in 2015 and both providers had been delivering services based on an agreed service delivery model. It was agreed by the CCG to re-specify the services required to meet the national requirements of the proposed UTC Guidance and undertake a number of actions. These actions were explained in paragraph 3.1.1 of the report.

The report presented the case for change from the current UCC model and the proposed UTC specification. It also provided details of the interim arrangements in place from 1 October 2018 to 1 March 2019 in respect to the GP element of the Service.

Members discussed the proposals and agreed, in principle, to the changes proposed subject to the final specification being shared with the Board when it was available. It was confirmed by the NHS Halton CCG Officers that in the interim both current UCC's would have a GP service available between the hours of 12 noon and 6pm, 7 days a week.

It was agreed that another paper would come to the Board in February with an update.

RESOLVED: That the Board

- 1) notes the initial findings of the review;
- 2) notes the progress and timeline associated with the procurement process towards UTCs; and
- 3) notes and agrees the proposal in principle, to improve the consistency of GP cover at both sites,

rationalising the medical cover to a specified number of hours during the times of peak demand.

HEA18 BRIDGEWATER COMMUNITY HEALTHCARE  
FOUNDATION TRUST: UPDATE

The Board received an update in relation to Quality Surveillance occurring at Bridgewater Community Healthcare NHS Foundation Trust (FT), as requested following the previous presentation in June 2018. The meeting was attended by Colin Scales and Lynne Cater, from Bridgewater Community Health Care NHS FT Trust, who presented the item.

It was noted that the Board received assurance in June 2018 concerning the Quality Surveillance timeline from January 2018 through to June 2018, and were aware that NHS Halton CCG undertook both a monthly contract review meeting and a clinical quality performance meeting as part of NHS Standard Contractual requirements, alongside system surveillance.

Members were provided with a specific update in relation to the Paediatric Services at Woodview Child Development Centre, which had been taking place as part of the Quality Surveillance work.

The following additional information was noted by Members:

- There was a long wait for services; this was explained;
- Communication with parents had been difficult leading to a problem in keeping them up to date;
- A total of 143 families had now been consulted with;
- All families now had a care co-ordinator; and
- A new administration co-ordinator was now in place;

Mr Scales advised the Board that he would be happy to return with a further report in the future, to present the outcome of the CQC review.

RESOLVED: That the Board receive and note the contents of the report.

HEA19 ADULT SOCIAL CARE PERFORMANCE 2017/18

The Board received a report that presented

information on the Adult Social Care performance data for 2017-18.

It was reported that the Adult Social Care Outcomes Framework measures were developed by the Department of Health and Social Care (DHSC), the Association of Directors of Adult Social Services (ADASS), and the Local Government Association (LGA).

It was noted that the Adult Social Care Outcomes Framework (ASCOF) was used both locally and nationally to set priorities for care and support, measure progress and strengthen transparency and accountability. The key roles of the ASCOF were outlined in the report and Members were referred to the ASCOF measures in Appendix 1.

It was reported that the 2017-18 data had yet to be published, however benchmarking data was collated on a quarterly basis and utilised by NWADASS sector lead improvement board to benchmark North West authorities, Appendix 3 showed the Q4 comparison for Halton for 2017-18. Appendix 2 provided the estimated benchmark information for 2017-18 and how Halton performed in comparison with other North West Authorities.

RESOLVED: That the Board notes the report and appendices.

#### HEA20 PERFORMANCE MANAGEMENT REPORTS, QUARTER 1 2018/19

The Board received the Performance Management Reports for Quarter 1 of 2018-19.

Members were advised that the report introduced, through the submission of a structured thematic performance report, the progress of key performance indicators, milestones and targets relating to health in Quarter 1, which included a description of factors which were affecting the service.

The Board considered the progress and performance information provided and was happy to receive this, noting that the projected overspend in the Complex Care Pool budget was £1m. Members received assurances, particularly from NHS Halton CCG, that there would be a balanced budget on the pooled budget by the end of the financial year.

RESOLVED: That the Quarter 1 priority based performance management reports be received.

*Meeting ended at 8.15 p.m.*

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**SAFER POLICY AND PERFORMANCE BOARD**

*At a meeting of the Safer Policy and Performance Board on Tuesday, 11 September 2018 at the Council Chamber - Town Hall, Runcorn*

Present: Councillors Thompson (Chair), Baker, E. Cargill, V. Hill, P. Lloyd Jones, K. Loftus, Logan, G. Stockton and Zygadlo

Apologies for Absence: Councillor N. Plumpton Walsh

Absence declared on Council business: None

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

Also in attendance: Councillors D. Cargill and Morley and J. Mckibbin (Home Office), S. Seddon and A. Smith (Manchester Port Health Authority)

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

	<i>Action</i>
SAF9 CHAIR'S ANNOUNCEMENTS	
<p>The Chair announced that a working party meeting was needed to finalise the Council's White Ribbon submission. It was agreed that this would be held on 10<sup>th</sup> October 2018.</p> <p>Members received an update on a recent fatal stabbing in Runcorn. It was noted that two persons had been charged with murder and remanded into custody. Councillor D. Cargill, David Parr and other Council Officers would be attending a joint agency meeting tomorrow.</p>	
SAF10 MINUTES	
<p>The Minutes of the meeting held on 12<sup>th</sup> June 2018 were taken as read and signed as a correct record.</p>	
SAF11 PUBLIC QUESTION TIME	
<p>It was reported that no questions had been received.</p>	
SAF12 SSP MINUTES	
<p>The minutes from the previous Safer Halton</p>	

Partnership (SHP) meeting held on 2<sup>nd</sup> May 2018 were presented to the Board for information.

SAF13 NORTH WEST AMBULANCE SERVICE ANNUAL REPORT

The report was deferred until a future meeting date.

SAF14 HOME OFFICE BORDER AGENCY

The Board received a presentation from Mr J. Mckibbin who outlined to Members the work of the North West Border Agency carried out in Halton. The Border Force was a law enforcement command within the Home Office. Border Force secured the border and promoted national prosperity by facilitating the legitimate movement of individuals and goods, whilst preventing those that would cause harm from entering the UK. This was achieved through the immigration and customs checks carried out at ports and airports. Border Force officers worked at 140 sea and air ports across the UK and overseas and their responsibilities included:

- checking the immigration status of people arriving in and departing the UK;
- searching baggage, vehicles and cargo for illicit goods or illegal immigrants;
- patrolling the UK coastline and searching vessels;
- gathering intelligence; and
- alerting the police and security services to people of interest

Members noted that the priorities for the Border Force were to:

- deter and prevent individuals and goods that would harm the national interests from entering the UK;
- facilitate the legitimate movement of individuals and trade to and from the UK;
- protect and collect customs revenues for trade crossing the border;
- provide excellent service to customers; and
- provide demonstrable effectiveness, efficiency and value for money

On behalf of the Board, the Chair agreed to write to both local MP's to highlight the cuts to Home Office services in Halton and the potential further reductions in service.

RESOLVED: That the presentation be noted and the Chair thanked Mr Mckibbin for his informative presentation.

SAF15 TRANSFER OF CHANNEL COORDINATION FROM POLICE TO LOCAL AUTHORITIES

The Board considered a report by the Director Enterprise, Community and Resources, which outlined the transfer of Channel and Prevent responsibilities from the Police to local authorities' responsibility. The Prevent Strategy had been reviewed and revised in line with the Counter-Terrorism and Security Act 2015. The Act placed a duty on specified authorities requiring them to have due regard to preventing people from being drawn into terrorism. It also established a statutory responsibility for every local authority to ensure they had an identified panel to assess the vulnerability of identified individuals and put in place support plans, known as 'Channel Panels'.

Since the establishment of the Channel Programme the responsibility for assessment and case management had been held by the Police. However, in line with a broader aim to position all Prevent activity closer to local communities and forging a stronger link with local authority safeguarding activities, the Home Office had indicated their desire to transfer many responsibilities from the Police to local authorities.

In 2016, the Home Office initiated the 'Dovetail' pilot to assess the feasibility of transferring the resources and responsibility for administering the process and case management aspects of Channel from the police to local authorities, trialled initially in nine areas. The evaluation of the pilot was broadly positive and the decision of the Home Office was to extend the transfer of functions from the police to local authorities in more areas on a regional basis, commencing in the North West. The intention was to implement a regional model with funding being provided by the Home Office to resource the assessment of referrals and management of cases by Local Authority Channel Coordinators.

An initial consultation meeting was held in October 2017 with Channel Panel Chairs and other local authority representatives on the options on the allocation of Coordinators in the region, based on current referral and case activity, and the expectations on local authorities to manage and recruit to these nationally defined roles. For the Merseyside and Cheshire part of the region a preferred option of a 'Three-Hub Model' was identified on the day by the local authority representatives in attendance. Consequently, discussion was held on possible

management arrangements and the expectation of hosting by one local authority in the area. It was considered that, due to the level of existing resource and understanding already in place on Prevent and Channel, Liverpool City Council was best positioned to host these new roles, subject to clarity of hosting requirements, funding provision and service level arrangements across the wider area.

It was noted that work was currently being progressed to draw up job descriptions, finalise funding and for the Office for Security and Counter Terrorism to confirm the preferred model.

RESOLVED: That the report be noted.

#### SAF16 MANCHESTER PORT HEALTH AUTHORITY

On behalf of Manchester Port Health Authority (MPHA), Andrea Smith, Steve Seddon and Councillor Morley attended the meeting and provided the Board with an overview of the role of the Authority. MPHA was the local authority for the Manchester Ship Canal and River Weaver including the ports of Eastham, Ellesmere, Manisty, Standlow, Ince, Weston, Runcorn, Partington, Irlam and Salford. The Authority was responsible for a wide range of public health controls including:

- Ship sanitation inspections and certificates;
- Food standards, food safety and water quality (ships and land);
- Infectious disease control;
- Environmental protection;
- Pest control;
- Smoke free legislation;
- Emergency planning; and
- Import controls for high risk products of non-animal origin.

On behalf of the Board, the Chair thanked the MPHA for their informative presentation and invited those Board Members who wished to attend a Boarding Inspection of shipping at Runcorn Docks to contact him and he would arrange this with the Authority.

RESOLVED: That the presentation be noted.

*Meeting ended at 7.45 p.m.*

**ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD**

*At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 27 June 2018 at the Council Chamber, Runcorn Town Hall*

Present: Councillors Woolfall (Chair), Fry (Vice-Chair), M. Bradshaw, Howard, Joe Roberts, Sinnott and Teeling

Apologies for Absence: Councillor Gilligan, A. Lowe, Morley and Nolan

Absence declared on Council business: None

Officers present: G. Ferguson, T. Gibbs, J. Gill, S. Rimmer and J. Unsworth

Also in attendance: Councillor R. Hignett in accordance with Standing Order 33. In addition, four members of the public and one member of the press.

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

EUR1 MINUTES

The Minutes of the meeting held on 28<sup>th</sup> February 2018 having been circulated were signed as a correct record. The Chair thanked the previous Members of the Board for their contributions and welcomed the new Members of the Board. It was agreed that Councillor Teeling would be appointed to the Regeneration Working Party.

EUR2 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR3 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.

RESOLVED: That the Minutes be received.

*Action*

EUR4 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 AND 4 OF 2016/17

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 3 and 4 of 2016/17.

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.

Arising from the discussion, Councillor Howard requested a cost benefit analysis of the investment made by the Council at Sci-Tech Daresbury. It was agreed that this would be circulated to all Members of the Board.

Strategic Director,  
Enterprise,  
Community and  
Resources

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

EUR5 ANNUAL REPORT

The Board considered a copy of the Annual Report from the Chair of the Environment and Urban Renewal Policy and Performance Board 2017/18.

The full Board met on five occasions during the year and the report set out the work carried out and recommendations made throughout the Municipal Year April 2017 to March 2018.

RESOLVED: That the Annual Report be accepted.

EUR6 PUBLIC SPACES PROTECTION ORDER - DOG CONTROL

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which detailed a proposal to introduce a new Public Spaces Protection Order (PSPO) to provide enhanced powers to tackle dog fouling and other forms of irresponsible dog

ownership. Members were requested to endorse the control measures that would be contained within the proposed PSPO. It was noted that in addition to the existing four controls which were included within the current PSPO, the following two would be added:

- Restriction on the number of dogs walked at a time; and
- Evidence of the means to pick up dog faeces.

In addition, Members were asked to endorse a public consultation exercise that would be carried out as part of its introduction. The consultation would take place over a 12 week period and a report outlining the results of the exercise would be presented to Members at a future meeting.

RESOLVED: That

1. the control measure proposed to be included in a new Dog Control Public Spaces Protection Order as set out in the report be endorsed;
2. the proposed approach to public consultation as set out in the questionnaire be endorsed; and
3. a further report be presented to Members of the Board providing details of the results of the public consultation exercise.

Strategic Director,  
Enterprise,  
Community and  
Resources

EUR7 LIVERPOOL CITY REGION HIGHWAY SAFETY INSPECTION FRAMEWORK

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which sought endorsement of a proposal for the Council to adopt the Liverpool City Region Highway Safety Inspection Framework (LCR Framework). This was based on a revised UK code of practice for highways authorities, Well Managed Highway Infrastructure published by the UK Roads Liaison Group (UKRLG). Local authorities had until October 2018 to adopt the risk-based approach.

RESOLVED: That

1. the Board endorse the adoption of the principles set out in Liverpool City Region Highway Safety Inspection Framework which has been written to reflect the Well-Managed Highway Infrastructure Code of Practice; and

Strategic Director,  
Enterprise,  
Community and  
Resources

2. the Board recommend the Executive Board adopt a revised Council Highways Safety Inspection Policy based on the LCR Framework.

#### EUR8 FIXED PENALTY NOTICES

The Board was advised that the following two new Regulations came into force on 1<sup>st</sup> April 2018:

- The Environmental Offences (Fixed Penalties) (England) Regulations 2017
- The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018

These Regulations provided local authorities with the ability to increase the Fixed Penalty Notice amounts for a range of environmental offences and also gave local authorities increased powers to tackle littering from a vehicle.

The Council's current Fixed Penalty Notice (FPN) level for the offences relating to littering, graffiti, fly posting and the distribution of printed matter was £80. Under the new regulations the Council could set a level of £150. However, it was recommended that the Council continued with the default level of £100 set by the new legislation. In addition, the Council had the discretion to offer a discount for early payment of a FPN. The Council had previously approved the time period for early payment discount as being within ten days. The amount payable for early payment in Halton was £75 and it was proposed that the Council continued with this amount and the discount period of ten days from the point of the FPN being issued.

With regard to the FPN amount that should be set for littering offences, Members' attention was drawn to the current FPN levels for dog fouling offences; which was £100, the maximum amount allowable under legislation. Therefore, it was proposed that maintaining FPN levels for a range of environmental offences at the default level of £100 would ensure that a consistent level of penalty charge was applied to both littering and dog fouling offences.

RESOLVED: That

- 1) A report be brought to a future meeting on the impact of those measures currently being undertaken to tackle littering in the Borough;
- 2) Members endorse the proposed Fixed Penalty

Strategic Director,  
Enterprise,  
Community and  
Resources

Notice amounts and discounts for early payment as set out in the report; and,

- 3) A report be presented to the Executive Board recommending that;
  - a. The Fixed Penalty Notice amount for offences relating to littering, graffiti, fly-posting and distribution of printed matter be retained at the default amount of £100;
  - b. The Fixed Penalty Notice amount discounted for early payment be retained at the current amount of £75; and,
  - c. The time period for early payment discount is approved as being within ten days.

EUR9 PROPOSED WAITING RESTRICTION ORDER -  
HOLLOWAY, RUNCORN

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided details of a public consultation exercise on the introduction of waiting restrictions along Holloway in Runcorn. Local residents and their Ward Councillors originally raised the proposal in order to address rail commuter parking issues around Runcorn Station.

It was noted that the following options to overcome the parking issues had been considered:

- Double yellow line parking restrictions - would restrict parking for everyone at all times and this was not desirable;
- Residents permit scheme - Residents parking schemes were considered by the Board in September 2009 and were discounted as an option (a summary of the current situation was included in Appendix B). There were currently no plans to introduce Residents Only Parking schemes within Halton; and
- Waiting Restriction Order – was considered to be the most appropriate option.

Therefore the proposal to prohibit parking for an hour on each side of Holloway during the working week (Monday – Friday) (Appendix A) was advertised on 22<sup>nd</sup> February 2018, with a four week consultation period ending on 23<sup>rd</sup> March 2018.

During the consultation period 17 objections were

received from residents. The objections were summarised in the report but the general view was that the proposal of prohibiting parking for an hour on each side of Holloway during the working week (Monday – Friday) was not workable due to the necessity for residents to move their own vehicles during the day to avoid the waiting restrictions.

In view of the objections received, the conclusion was that the restrictions should not be implemented, as although they would prevent commuter parking in the area, they would also have a disproportionate impact on local residents.

RESOLVED: That the proposal to introduce waiting restrictions on Holloway, Runcorn was not supported on the grounds of the public objections received.

Strategic Director,  
Enterprise,  
Community and  
Resources

*Meeting ended at 7.20 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, 19 September 2018 at the Council Chamber - Town Hall, Runcorn*

Present: Councillors Woolfall (Chair), Fry (Vice-Chair), Howard, A. Lowe, Morley, Nolan, Joe Roberts, Sinnott, Teeling, Horabin and June Roberts

Apologies for Absence: Councillor Gilligan

Absence declared on Council business: None

Officers present: G. Ferguson, T. Gibbs and J. Unsworth

Also in attendance: Councillors Horabin and June Roberts

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

*Action*

EUR10 MINUTES

The Minutes of the meeting held on 27<sup>th</sup> June 2018 having been circulated were signed as a correct record.

EUR11 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR12 EXECUTIVE BOARD MINUTES

The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.

RESOLVED: That the Minutes be received.

EUR13 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 OF 2018/19

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 1 of 2018/19.

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

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

Arising from the discussion under comment 3.3, the Board enquired if Officers viewed the feedback from the Combined Authority seeking an increase in programme outputs, typically more businesses assisted, as a realistic target. It was agreed that Members would receive a written response.

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

#### EUR14 ENVIRONMENTAL IMPROVEMENT INITIATIVES

The Board received a presentation from the Divisional Manager - Waste & Environmental Improvement, who outlined to Members the measures being taken to help tackle incidents of environmental crime; such as littering and fly-tipping. Members noted the structure of the Environmental Improvement Team, their role and enforcement activity undertaken, environmental crime prevention methods and the varying levels of enforcement.

In addition the presentation provided the Board with examples of education awareness work carried out by the Team, the number of reported litter, dog fouling and fly tipping incidents and the enforcement action taken and the future use of Community Protection Notices by the Team.

On behalf of the Board the Chair thanked Mr Unsworth for his informative presentation.

RESOLVED: That the presentation be received.

#### EUR15 LIVERPOOL CITY REGION SINGLE INVESTMENT FUND (SIF)

The Board considered a report of the Strategic

Director, Enterprise, Community and Resources, which provided details on the publication of a Strategic Investment Fund Strategy for the Liverpool City Region Combined Authority (CA) and provided an update on the proposed relaunch of Single Investment Fund (SIF).

A recent review of the existing SIF process had identified a number of areas for improvement, ranging from limited capacity within the CA's Programme Management Team, to projects failing to provide enough information to satisfy the assessment process. The review had also concluded that existing projects within the project pipeline should be revisited to determine whether they could actually be delivered and/or could meet the appraisal criteria.

The CA had now appointed a specialist development team to oversee the SIF process. The team had produced a SIF strategy document and the report highlighted details of the changes in approach within the new document.

It was noted that SIF would now be regarded as a recyclable fund, therefore projects may be funded by a loan only, a combination of loan and grant and in certain instances, grant.

Officers from Halton had met with the CA Investment Team to outline Halton's priorities and the Investment Team had visited Halton to share further specific details and information on potential projects. As a result Officers had been working to update the list of prioritised schemes which were based on the priorities identified in the Mersey Gateway Regeneration Plan Plus document, as well as schemes that accord with Halton's sustainable transport priorities.

Apart from SIF and Transformation Funding, the Government would be announcing Challenge Funds as part of the delivery of the Government's Industrial Strategy, these would be relevant to some of Halton's project pipeline.

RESOLVED: That

1. the approach being taken to access SIF, and other City Region and national funding be endorsed;
2. the Board note that a list of short, medium and long-term project priorities is being developed that were based upon the Mersey Gateway Regeneration Strategy; and
3. the submission of projects for SIF as outlined in 3.8 – 3.11 of the report be supported.

EUR16 REVISED NATIONAL PLANNING POLICY FRAMEWORK

The Board considered a report of the Strategic Director Enterprise, Community and Resources, which provided a brief overview of the main changes included within the revised National Planning Policy Framework (NPPF) which was published by the Government in July 2018.

The report advised that a key part of the new NPPF was the presumption in favour of sustainable development and in particular the titled balance in Para 11 (d) (previously Para 14). Whilst no longer a 'golden thread' for plan-making and decision making, this would remain the key battleground where planning permission was sought on unallocated sites or for which the development plan supported a refusal of planning permission. Full details of the changes within the revised Policy in respect of the following areas, were outlined in the report:

- Greenbelt;
- Viability;
- Appropriate assessment – protection of habitats;
- Standard methodology;
- Small and medium sites;
- Affordable housing;
- Design;
- Heritage
- Town centres;
- Land assembly;
- Strategic and non strategic policies; and
- Transition.

RESOLVED: That

1. the content of the report be noted; and
2. the importance of the revised NPPF in the Local Plan process and local planning decisions is recognised.

*Meeting ended at 7.45 p.m.*

**CORPORATE POLICY AND PERFORMANCE BOARD**

*At a meeting of the Corporate Policy and Performance Board on Tuesday, 4 September 2018 in the Civic Suite - Town Hall, Runcorn*

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

Apologies for Absence: Councillors Howard, A. McInerney and Wainwright

Absence declared on Council business: None

Officers present: M. Reaney, I. Leivesley, E. Dawson, G. Ferguson and P. Garnett and G. Tootle

Also in attendance: None

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

	<i>Action</i>
CS13 MINUTES	
<p>The Minutes from the meeting held on 5<sup>th</sup> June 2018 were taken as read and signed as a correct record.</p>	
CS14 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CS15 EXECUTIVE BOARD MINUTES	
<p>The Board was presented with the Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board since the last meeting of the Board.</p> <p>Following a discussion on Minute EXB22 it was agreed that an update report on the work of property services should be brought to a future meeting.</p> <p>RESOLVED: That the minutes be noted.</p>	

CS16 PROGRESS UPDATES REGARDING THE DISCRETIONARY SUPPORT SCHEME, DISCRETIONARY HOUSING PAYMENTS AND UNIVERSAL CREDIT

The Board considered a report which provided updates on the Discretionary Support Scheme (DSS), Discretionary Housing Payments (DHP) and Universal Credit (UC).

With regard to the DSS, it was in its sixth year of operation. During 2017/18, 863 awards were made totalling £175,317. Full details of funding and expenditure for 2017/18 were outlined in the report.

In respect of DHP, Members were advised that in 2017/18 grant funding of £406,692 was received and actual expenditure totalled £412,767 representing 1,403 awards. This was an over spend of £6,075. This compared with 2016/17 where 1,201 in 2016/17 and a total expenditure of £379,974. It was reported that the increase in the number of awards and total expenditure in 2017/18 compared to the previous year had been caused by the increasing numbers of residents becoming eligible for Universal Credit.

In addition, Members noted that Halton Job Centres had commenced the roll out of UC on 27<sup>th</sup> July 2016. The report provided details on the UC caseload in Halton since April 2015 and the changes introduced by the Government since its introduction.

Arising from the discussion, it was agreed that:

- Members be provided with the number of Halton residents who had reached the benefits cap;
- a copy of the report be circulated to both MP's for the Halton area;
- the Board's appreciation be forwarded to staff for the work they do to administer these schemes; and
- information be forwarded to Members on the Council Tax position for Castle View House.

RESOLVED: That the latest position regarding the Discretionary Support Scheme, Discretionary Housing Payments and Universal Credit, be noted.

*(N.B. Councillor M. Lloyd Jones declared a disclosable other interest in the following item of business as she was a governor at Beechwood Primary School)*

CS17 PERFORMANCE MANAGEMENT REPORTS - QUARTER 1 - 2018/19

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 1 of 2018/19.

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

- Finance;
- Human Resources and Organisational Development;
- ICT and Administrative Support;
- Legal and Democracy;
- Policy and Performance;
- Property Services; and
- Catering, Stadium and Registration Services.

Members sought clarification on the overspend at Quarter 1 of the Community and Environment Department budget. Members were advised as to the reasons of this position.

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

*Meeting ended at 7.45 p.m.*

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**BUSINESS EFFICIENCY BOARD**

*At a meeting of the Business Efficiency Board held on Wednesday, 25 July 2018 at the Civic Suite, Town Hall, Runcorn*

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

Apologies for Absence: Councillor N. Plumpton Walsh

Absence declared on Council business: None

Officers present: E. Dawson, M. Murphy, A. Scott and S. Baker

Also in attendance: Georgia Jones and Mark Heap, Grant Thornton (External Auditors)

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

	<i>Action</i>
BEB1 CHAIR'S ANNOUNCEMENTS	
<p>The Chair welcomed Georgia Jones and Mark Heap from the External Auditors (Grant Thornton) to the meeting.</p> <p>The Chair also welcomed Councillor Andrea Wall as the newly appointed Vice Chair for 2018/19; thanked Councillor Joe Roberts for his previous service as Vice Chair of the Board; welcomed Councillor Alan Lowe back to the Board following his Mayoral Year; and welcomed newly appointed Members Councillors Ellen Cargill and Marjorie Bradshaw.</p>	
BEB2 MINUTES	
<p>The Minutes of the meeting held on 7 February 2018 were taken as read and signed as a correct record.</p>	
BEB3 EXTERNAL AUDIT FEE – 2018/19	
<p>The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided Members with details of the scale of fees for the external audit work for 2018/19.</p>	

The Board was advised that the Local Audit Accountability Act 2014 provided a new framework for local public audit following the closure of the Audit Commission. As a result, the Council opted-in to a procurement arrangement undertaken by Public Sector Audit Appointments Limited (PSAA), from which Grant Thornton were appointed as the Council's external auditors for five years commencing 1 April 2018. It was noted that the PSAA would now oversee the audit contracts and their responsibilities included the setting of fees and the monitoring of the quality of the auditors' work.

The letter attached to the report set out the details of the audit fee proposed by the PSAA, along with the scope and timing of external audit work and the team from Grant Thornton that would be working on the audit. It was confirmed at the meeting that the certification fee for the Housing Benefit Subsidy claim for 2018/19 would be £8,500.

RESOLVED: That the 2018/19 audit fee and the scope and timing of the planned external audit work be noted.

Strategic Director  
- Enterprise,  
Community and  
Resources

BEB4 2017/18 STATEMENT OF ACCOUNTS, AUDIT FINDINGS REPORT AND LETTER OF REPRESENTATION

The Board considered a report of the Operational Director, Finance, which sought confirmation of the Council's 2017/18 Statement of Accounts (the latest version of which was enclosed with the agenda) and the report of the Audit Findings of the External Auditor (Grant Thornton) on the 2017/18 financial statements. The report also sought approval of the Council's Letter of Representation.

It was reported that the Statement of Accounts set out the Council's financial performance for the year in terms of revenue and capital spending and also presented the year-end financial position as reflected in the balance sheet. The key elements were detailed in the report.

It was noted that in overall net terms, the Council reported an overspend of £1.026m on the 2017/18 revenue budget. Capital expenditure was £114.7m, which was 99.4% of the total capital programme allocation. It was further noted that School Balances at 31 March 2018 totalled £3.8m, with £0.4m of unspent schools related funding held centrally to be carried forward into 2018/19.

The External Auditor presented the Audit Findings report which summarised the findings from the 2017/18

external audit. Section 3 of the report also presented the external Auditor's findings on the Value for Money (VFM) conclusion. It was noted that the Council had proper arrangements in all significant respects to ensure it delivered value for money in its use of resources.

RESOLVED: That

- 1) the draft Letter of Representation in Appendix 1 be approved and any subsequent additions or amendments be approved by the Operational Director, Finance, in liaison with the Chair of the Business Efficiency Board;
- 2) the External Auditor's draft 2017/18 Audit Findings Report in Appendix 2 be received and any subsequent additions or amendments be approved by the Operational Director, Finance, in liaison with the Chair of the Business Efficiency Board; and
- 3) the Council's draft 2017/18 Statement of Accounts in Appendix 3, be approved and any subsequent additions or amendments be approved by the Operational Director, Finance, in liaison with the Chair of the Business Efficiency Board.

Operational  
Director - Finance

**BEB5 DRAFT ANNUAL GOVERNANCE STATEMENT 2017/18**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval of the draft Annual Governance Statement (AGS) for 2017/18.

It was noted that the AGS, attached at Appendix 1, provided an overview of the governance framework in place for 2017/18. A key aspect of the AGS was the identification of areas where the Council's governance arrangements would need to be developed.

The report detailed the process followed in producing the AGS; this was noted as being the same as in the previous year, being led by a group of Officers that had key roles in the maintenance and development of the Council's governance framework. Once approved, the AGS would be signed off by the Council Leader and Chief Executive.

RESOLVED: That the revised version of the Annual Governance Statement 2017/18 be approved.

Strategic Director  
- Enterprise,  
Community and  
Resources

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

BEB6 INTERNAL AUDIT ANNUAL REPORT - 2017/18

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which summarised the work of Internal Audit during 2017/18 and presented an opinion on the effectiveness of the Council's overall risk management, control and governance processes.

It was noted that the Public Sector Internal Audit Standards (PSIAS) required the Head of Internal Audit to deliver an annual audit opinion and report which could be used to inform the Annual Governance Statement. There was a requirement for the Internal Audit Annual Report to provide details of the internal audit Quality Assurance and Improvement Programme (QAIP). The purpose of QAIP was to enable an evaluation of the internal audit activity's conformance with professional standards and an evaluation of whether internal auditors applied the Code of Ethics. It was reported that the results of the QAIP provided assurance that internal audit activity had been undertaken in 2017/18, in accordance with the relevant professional standards.

RESOLVED: That the Board notes and approves the Internal Audit Annual Report 2017/18.

BEB7 CORPORATE RISK REGISTER 2018/19

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the updated Corporate Risk Register for 2017/18.

The Board was advised that the Council recognised its responsibility to manage both internal and external risks as a key component of good corporate governance. At Directorate level, arrangements were in place for the high risk mitigation measures on the Directorate Risk Registers to be viewed and updated mid-year, in line with Directorate Business Plans. Progress was then reported to Management Team and Policy and Performance Boards.

It was reported that the Risk Control Measures had been reviewed and updated in line with current changes within the Authority and as proposed by managers and internal stakeholders. The risks had been grouped in order of priority, as set out in the report. It was noted that the risks had been reprioritised so that people (community and staff) took priority.

RESOLVED: That

- 1) the progress of actions and comments raised be noted; and
- 2) the robustness of the Corporate Risk Register and the adequacy of the associated risk management arrangements be noted.

Strategic Director  
- Enterprise,  
Community and  
Resources

BEB8 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

Schedule 12A of the Local Government Act 1972.

BEB9 INTERNAL AUDIT PROGRESS REPORT

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which provided Members with a summary of internal audit work completed since the last progress report in February 2018. The report also highlighted matters relevant to the Board's responsibilities as the Council's Audit Committee.

It was noted that a total of 22 Internal Audit reports had been finalised since the last progress report, and this figure included audits from both the 2017/18 and 2018/19 Audit Plans. An overall assurance opinion was provided for each audit engagement. It was reported that work was well underway on the 2018/19 Audit Plan, with approximately 24% of the total planned days for the year being completed.

There had been two changes to the work planned for the year and details of these and the reasons were set out in the report for Members' information.

Work completed in Quarter 1 also included the annual audit undertaken for the Manchester Port Health Authority, which was reported directly to the Port Health Authority Board.

RESOLVED: That the update on progress against the 2018/19 Internal Audit Plan be received.

*Meeting ended at 8.00 p.m.*

**BUSINESS EFFICIENCY BOARD**

*At a meeting of the Business Efficiency Board held on Wednesday, 26 September 2018 at the Civic Suite, Town Hall, Runcorn*

Present: Councillors M. Lloyd Jones (Chair), E. Cargill, A. Lowe, MacManus, McDermott, Philbin, N. Plumpton Walsh and Joe Roberts

Apologies for Absence: Councillors Wall and John Stockton

Absence declared on Council business: None

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

Also in attendance: None

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

*Action*

**MINUTE'S SILENCE**

The Board stood for a minute's silence in memory of John Whittaker, who was the Mayoral attendant, and who had recently passed away.

**BEB10 MINUTES**

The Minutes of the meeting held on 25 July 2018 were taken as read and signed as a correct record.

**BEB11 FRAUD AND CORRUPTION - UPDATE REPORT**

The Board considered a report of the Operational Director, Finance, which provided an update on the Council's anti-fraud and anti-corruption arrangements.

It was reported that the Board was responsible for the monitoring and review of the Council's anti-fraud and anti-corruption arrangements. The Board was advised that the level of identified fraud in Halton remained relatively low compared to other authorities of a similar size and profile. The main areas of the Council's business thought to be susceptible to fraud and corruption were detailed in the report and included insurance claims; cash handing and

accounts; Council Tax discount/reduction schemes; blue badges; business rates; and adult social care financial assessments. Members were informed that details of frauds/attempted frauds detected, had been reported to CIPFA in their annual Fraud and Corruption Tracker.

It was further noted that the Council's Whistleblowing Policy allowed for employees, agency workers and contractors to raise concerns confidentially through a variety of channels. Five such complaints had been received during 2017/18 and these were detailed in the report with the outcomes alongside. In addition to this, the Council operated a confidential reporting system through which members of the public could submit concerns relating to fraud, misconduct or other issues. There had been an increase in the number of referrals in 2017/18, with a summary of details set out in the report.

It was reported that the Council was in the process of submitting datasets for the 2018/19 National Fraud Initiative (NFI) exercise. Outcomes from the previous exercise undertaken in 2016/17 were reported to the Board in November 2017. Data for the Business Rates pilot had been submitted to the Cabinet Office with results on matches expected by the end of September 2018.

Following a restructure of the Finance Department in July 2017, two Fraud Officers were now located within the Audit and Investigations Team. It was reported that the arrangement had worked well and that the team had developed an ongoing plan of work. The Council's Fraud Sanction and Prosecution Policy, approved by the Board in November 2017, allowed the Council to impose a financial penalty where a person had supplied incorrect information. To date, nine penalties had been issued totalling £840.

RESOLVED: That the report be noted.

## BEB12 PROCUREMENT STRATEGY - UPDATE REPORT

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on progress with the delivery of the Council's Procurement Strategy 2016/19 (the Strategy).

The Strategy, approved in June 2016, followed the format commended by the Local Government Association, and was based around four key themes. These were noted as being:-

- Making Savings
- Supporting Local Economies
- Leadership
- Modernising Procurement

An update on progress against the Strategy was attached to the report at Appendix 1. It was reported that a number of the areas contained within the Strategy were ongoing activities and would develop over time. The Procurement Team continued to work with partners, in particular across the Liverpool City Region, to make best use of the combined procurement resource so as to improve efficiency, innovations and achieve better outcomes from procurement.

It was noted that the Council's Procurement Strategy would need to be updated to take account of the Local Government Association's recently published document entitled 'Delivering Ambition'. This built upon the previous national strategy with three key themes of Achieving Community Benefits; Showing Leadership; and Behaving Commercially. It was planned that an update version of the Strategy would be presented to the Board in 2019.

The report outlined the wider impact of procurement activity and the benefit to the local economy, with opportunities for a wide range of local suppliers by creating jobs and generating income. Appendix 2 attached to the report, provided details of the current social value gains delivered as a result of procurement activity in the local community.

RESOLVED: That the progress achieved to date in delivering the Council's Procurement Strategy 2016/19, be noted.

#### TRAINING FOR BOARD MEMBERS

The Chair reminded Board Members that there would be two planned training sessions and encouraged everyone to attend.

The training would take place prior to the next two meetings of the Business Efficiency Board and would cover the topics of Fraud Awareness and Procurement.

*Meeting ended at 6.55 p.m.*

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**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Monday, 2 July 2018 at Civic Suite, Town Hall, Runcorn*

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

Apologies for Absence: Councillor Woolfall

Absence declared on Council business: None

Officers present: A. Jones, J. Tully, T. Gibbs, A. Plant, J. Eaton, G. Henry, P. Peak and M. Pagan

Also in attendance: 5 Members of the public

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

	<i>Action</i>
DEV1 MINUTES	
<p>The Minutes of the meeting held on 9 April 2018, having been circulated, were taken as read and signed as a correct record.</p>	
DEV2 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>	
DEV3 - 17/00389/FUL - PROPOSED DEMOLITION OF THE EXISTING OUTBUILDINGS AND CONSTRUCTION OF RESIDENTIAL DEVELOPMENT COMPRISING 12 NO. ONE BEDROOM APARTMENTS AND 12 NO. TWO BEDROOM APARTMENTS WITH ASSOCIATED PARKING AND RECONFIGURED PARKING PROVISION FOR APPLETON VILLAGE PHARMACY ON LAND TO THE REAR OF APPLETON VILLAGE PHARMACY, APPLETON VILLAGE, WIDNES	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	

Since the publication of the agenda Members were advised of the following updates:

- As per paragraph 6.9, if the recommendation was agreed, a condition securing affordable housing would be attached; and
- An upfront payment in lieu of on-site open space provision had now been made, so the recommendation on the application was to grant planning permission subject to 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 conditions:

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. Breeding birds protection (GE21);
8. Reasonable avoidance measures and mitigation – bats (GE21);
9. Protection of reptiles (GE21);
10. Japanese knotweed method statement;
11. Japanese knotweed validation report;
12. Hours of construction (BE1);
13. Construction management plan (Highways) (BE1);
14. Electric vehicle charging points scheme (CS19);
15. Provision and retention of parking for residential development (BE1);
16. Provision and retention of 10 no. car parking spaces for Appleton Village Pharmacy (BE1);
17. Off-site highway works (BE1);
18. Implementation of noise mitigation measures (PR2);
19. Affordable housing scheme (PR14);
20. Ground contamination (PR14);
21. Drainage strategy (PR16);
22. Foul and surface water on a separate system (PR16);  
and
23. Waste audit.

DEV4 - 18/00174/FUL - PROPOSED RESIDENTIAL DEVELOPMENT COMPRISING 24 NO. DWELLINGS WITH FULL DETAILS FOR ACCESS, LANDSCAPING, SCALE, LAYOUT AND APPEARANCE AT FORMER RIVERSIDE COLLEGE, PERCIVAL LANE, RUNCORN AND

18/00176/REM - RESERVED MATTERS APPLICATION RELATING TO OUTLINE APPLICATION 16/00131/OUT FOR DETAILS RELATING TO APPEARANCE, SCALE, LANDSCAPING AND LAYOUT ON FORMER RIVERSIDE COLLEGE, PERCIVAL LANE, RUNCORN

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

Members were advised that since the publication of the Committee agenda one further objection had been received questioning the suitability of the access from Old Coach Road and the additional traffic causing noise pollution. These matters were both addressed in the Transport Assessment and as detailed in the report.

Further it was reported that discussions had been ongoing with the developer and a number of the substantive issues were considered to have been addressed, as outlined in the Officer's presentation and accompanying amended plan of the scheme which was presented to Members. It was noted that a number of key issues still had to be addressed such as drainage details, minor highway amendments, queries relating to invasive species and biodiversity features; Officers were working with the developer to resolve these. The Council's retained adviser had confirmed that further information was required on measures to mitigate construction impacts on the Mersey which should enable the holding objection from Natural England to be overcome. In addition a consultation undertaken on the amended plans did not expire until 6 July 2018.

Following the Officer's presentation one Member requested that the heritage value of the site be recognised by the developer as it interfaced with the locks and Bridgewater House, both of which have historical significance in Runcorn. Suggestions such as a plaque, sculpture and street naming were made, which he felt would complement the scheme and go towards keeping the heritage of the area alive. Officers would speak to the applicant regarding this.

After taking into consideration the report, updates and comments made, the Committee agreed that authority be delegated to determine the applications subject to the conditions below.

RESOLVED:

That authority be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair, to determine the applications subject to any consultation responses, resolution of the outstanding issues and subject to the following conditions which may be amended as required:

- a) The entering into a Legal Agreement or other agreement for the maintenance of specified land in accordance with the landscaping requirement of the permission and the transfer of that land to the Council upon written notice for the purposes associated with the reinstatement of the former Bridgewater Canal and that the College expend all of the net land receipts of the sale of the site to discharge debt in respect of improvements on land and property belonging to it.
- b) For application 18/00174/FUL, conditions relating to the following:
  1. Specifying approved plans (BE1);
  2. Requiring development be carried out in accordance with the approved Construction Environmental Management Plan, including measures for wheel cleansing facilities, construction vehicle access routes, construction parking and management plan, noise and dust minimisation measures (BE1 and GE21);
  3. Materials condition, requiring the development be carried out as approved (BE2);
  4. Landscaping condition, requiring submission and approval both hard and soft landscaping, including native planting and replacement tree planting (BE2);
  5. Boundary treatment condition requiring the development be carried out as approved (BE2);
  6. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
  7. Vehicle access, parking, servicing etc, to be constructed prior to occupation of properties / commencement of use (BE1);
  8. Requiring submission and agreement of a scheme of works for environmental inspection relating to further detailed site investigation / mitigation / verification (PR14);
  9. Requiring submission and agreement of gas protection measures (PR14);

10. Requiring submission of verification reporting post-completion of the proposed remediation works including details of the cover system and gas protection measures installation (PR14);
11. Condition relating to unidentified contamination (PR14);
12. Condition relating to on-site biodiversity requiring measures to be incorporated in the scheme to encourage wildlife including bird/bat boxes to be carried out as approved (GE21);
13. Drainage condition requiring development to be carried out as approved (BE1 / PR5);
14. Condition relating to site and finished floor levels to be carried out as approved (BE1);
15. Condition requiring Site Waste Management Plan to be implemented through the course of the development (WM8);
16. Submission and agreement of a sustainable Waste Management Plan (WM9);
17. Condition relating to external lighting to be carried out as approved (PR4 / GE21);
18. Condition requiring implementation of noise mitigation measures in accordance with the Noise Impact Assessment (PR7); and
19. Condition requiring submission and agreement of details of interim landscaping and management for retained canal corridor (BE1).

And,

For application 18/00176/REM conditions relating to the following:

1. Specifying approved plans (BE1);
  2. Condition requiring implementation of noise mitigation measures in accordance with the Noise Impact Assessment (PR7);
  3. Condition requiring implementation of the archaeological scheme of investigation throughout the course of the development (BE6);
  4. Condition requiring submission and agreement of validation report in relation to archaeological scheme of investigation (BE6); and
  5. Conditions relating to tree protection (BE1).
- 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.

*Meeting ended at 6.50 p.m.*

**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Monday, 6 August 2018 at The Board Room - Municipal Building, Widnes*

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

Apologies for Absence: Councillor June Roberts

Absence declared on Council business: None

Officers present: A. Jones, T. Gibbs, P. Shearer, L. Wilson-Lagan and P. Peak

Also in attendance: 14 Members of the public

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

*Action*

DEV5 MINUTES

The Minutes of the meeting held on 2 July 2018, having been circulated, were taken as read and signed as a correct record.

DEV6 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.

*The Chair advised that all three applications would be considered together as both applicants were working in partnership to deliver the three schemes and they were all for the same site.*

DEV7 - 18/00083/FUL - FULL APPLICATION FOR DEMOLITION OF EXISTING BUILDINGS AND ERECTION OF 71 DWELLINGS WITH ASSOCIATED ACCESS, LANDSCAPING AND ANCILLARY WORKS AT FORMER WAREHOUSE, HALTON COURT, RUNCORN, WA7 5XS

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

agenda, a revised National Planning Policy Framework (NPPF) had been published on 24 July 2018, which replaced the existing one. It was noted that there were no significant changes that were applicable to the applications before the Committee, however a small number of specific references within the reports required updates; these were explained in the published supplementary information; AB update list.

Further, Members were provided updates in relation to:

- Comments received from a local resident from Halton Road and two residents from Halton Court, objecting to the amount of traffic that would be using Halton Court and the impact this would have on the junction with Halton Road; they requested a third access point from Halton Road;
- Further comments received from the Council's Ecological Consultants in relation to bats, breeding birds, recreational pressure on designated sites and waste (further information was awaited for the latter two);
- The initial observations of the Traffic Assessment. This was still being considered by the Local Authority; and
- An additional condition was required for the submission of a Construction Management Plan, to be submitted before commencement and to include any demolition works.

The Committee was advised that the applicant had agreed to a condition to provide electric vehicle charging points and had confirmed that Natural England's comments had been addressed in the latest Preliminary Ecological Appraisal (PEA) report and further assessment of this would be provided by Merseyside Environmental Advisory Service (MEAS). Members were also advised of a letter of complaint regarding previous and ongoing poor management of the Windmill Hill Estate by *Onward Homes* (joint applicant for 18/00142/FUL and 18/00143/FUL).

The Committee was addressed by Mr Taylor, who was a Windmill Hill resident with experience of dealing with the developer *Onward Homes*. He did not object to house building but advised that Windmill Hill had been and was subjected to negligence by them. He complained of rubbish and broken furniture being left around the Estate for months; dangerously loose pathway stones; and anti-social behaviour issues. He also advised that the open spaces

were not taken care of, for example minimal grass cutting, badly fitted gutters that were always blocked and chopped down trees and turf just left littering the area.

Mrs Hutchinson then addressed the Committee on behalf of local residents, objecting to the applications. She stated that house numbers 114 – 121 on the plan would lead to parking problems and congestion in Stonehills Lane and that numbers 38 – 46 would not be able to access their driveways as the road was very narrow. Further, there would be limited on street parking because of this. She suggested that property numbers 114 – 121 be turned around to face the other way to alleviate this and suggested it be for pedestrian access only. She also referred to a previous application on this site which had different conditions. Mrs Hutchinson outlined the residents' objections to the applications as follows:

- There would be environmental consequences of the development in an area where there was an abundance of wildlife;
- There would be a loss of trees;
- Properties adjacent to the site were purchased with a green outlook which would be lost;
- The number of properties being proposed would have a detrimental effect on the whole area and there would be a big increase in the volume of traffic, which had already increased since the opening of the Mersey Gateway Bridge;
- The construction phase would also cause traffic congestion and pollution; and
- The residents felt they were not being heard as there had been no changes to the plans since their feedback was provided; she requested that the developers mediate with the residents.

Finally the Committee was addressed by Mr Griffiths, who represented the applicants. He advised that the development site was a derelict overgrown area that had previously been marketed by the Council for commercial use; however there had been no interest. The developers were proposing good quality affordable family accommodation which would result in an investment in the Borough of £13-£14m. Additionally the scheme would employ local construction companies so Halton would benefit from locally sourced labour and materials.

In response to the comments made by Mr Taylor about *Onward Homes*, it was noted that the regulation of Registered Social Landlords was carried out by the Homes

and Communities Agency and that a response to Mr Taylor had been provided that outlined the process of complaint about the social housing provider. The following information was provided in response to Mrs Hutchinson's comments:

- All construction vehicles would access via Halton Court;
- MEAS had advised that there was no evidence of habitat but advised a precautionary condition should any habitat be found;
- The Local Planning Authority (LPA) had dealt with the layout as submitted and had worked with the application from the original submitted scheme which had a through-route. Given the layout as it stood, the LPA had no planning reason to require amendments to 'turn around' the houses facing onto Stonehills Lane. The Local Highway Authority had raised no objection to this; and
- The ecological habitat surveys submitted were found acceptable by MEAS but a lighting condition was included in relation to the open space adjacent.

The Highways Officer responded to residents' concerns regarding vehicle access and advised of the initial observations of the revised Traffic Assessment. He made the comparison with the levels of use that could come forward from the existing site. The following was clarified following Members' queries:

- It was confirmed that the manoeuvring measurements for parking onto the driveways on Stonehills Lane were sufficient;
- The Trip Rate Information Computer System (TRICS) database was used to calculate the number of vehicle movements. This was a nationally set formula and standard;
- The site already had outline approval for residential development;
- These schemes did not cover the whole of the development site available and although this may have been preferable, there were no policies relevant that could have prevented these sites coming forward in isolation; and
- The Council's Land Contamination Officer was satisfied that the land could be remediated satisfactorily and that this would be incorporated into the Section 106 Agreement, so that it would be delivered comprehensively.

After considering the application before them,

including the updated information provided at the meeting, and after hearing the speakers' comments, the Committee agreed to approve the application subject to the conditions listed below.

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

- a) The applicant entering into a legal agreement in relation to the payment of a commuted sum for offsite open space; the provision of internal highway linkages; demolition and land decontamination.
- b) Conditions relating to the following:
  1. Standard 3 year condition (BE1);
  2. Plans condition listing relevant drawings eg. site location / red edge (BE1, BE2 and TP17);
  3. Prior to commencement the submission of a full drainage strategy for the site (BE1, PR5 and PR16);
  4. Prior to commencement full details of ground contamination risk and scheme of decontamination where necessary (PR14);
  5. Prior to commencement submission of levels (BE1 and TP17);
  6. Prior to commencement submission of materials (BE2 and CS11);
  7. Prior to commencement details of surface water drainage (BE1 and TP17);
  8. Conditions(s) for submission of materials (BE1 and BE2);
  9. Prior to commencement scheme of off-site highway works to be agreed and implementation before development begins (BE1 and TP17);
  10. Prior to commencement submission of a scheme for the treatment of the north site boundary with particular regard to the north facing impact (BE2 and BE22);
  11. Prior to commencement submission of a construction / traffic management plan which will include wheel cleansing details (TP17);
  12. Avoidance of actively nesting birds (BE1 and GE21);
  13. Prior to commencement details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife (BE1 and GE21);
  14. Prior to commencement details of a landscape proposal and an associated plant to be submitted

- and approved (BE1 AND GE21);
15. Prior to commencement details of boundary treatments, including emergency access details (BE22);
  16. Prior to commencement details of surfaces within dwelling curtilages (BE1 and TP17);
  17. Prior to commencement details of a lighting scheme (GE21);
  18. Provision of a Site Waste Management Plan (WM8);
  19. Provision of separate foul and waste water system (PR5);
  20. Provision of bins (WM9);
  21. Construction hours (BE1);
  22. Class A and E permitted development removed on plots 1-10 (BE1);
  23. Windows permitted development removed on plots 1-10 (BE1); and
  24. Provision of electric vehicle charging points.

- c) That if the legal agreement was not executed within a reasonable period of time, authority is delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair to refuse the application on the grounds that it failed to comply with UDP Policy S25 Planning Obligations.

DEV8 - 18/00142/FUL - FULL APPLICATION FOR DEMOLITION OF EXISTING BUILDINGS AND ERECTION OF 39 DWELLINGS WITH ASSOCIATED ACCESS, LANDSCAPING AND ANCILLARY WORKS AT FORMER WAREHOUSE, HALTON COURT, RUNCORN, WA7 5XS

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 agenda, a revised National Planning Policy Framework (NPPF) had been published on 24 July 2018, which replaced the existing one. It was noted that there were no significant changes that were applicable to the applications before the Committee, however a small number of specific references within the reports required updates; these were explained in the published supplementary information; AB update list.

Further, Members were provided updates in relation to:

- Comments received from a local resident from Halton Road and two residents from Halton Court, objecting to the amount of traffic that would be using Halton Court and the impact this would have on the junction with Halton Road; they requested a third access point from Halton Road;
- Further comments received from the Council's Ecological Consultants in relation to bats, breeding birds, recreational pressure on designated sites and waste (further information was awaited for the latter two);
- Initial observations of the Traffic Assessment. This was still being considered by the Local Authority; and
- An additional condition was required for the submission of a Construction Management Plan, to be submitted before commencement and to include any demolition works.

The Committee was advised that the applicant had agreed to a condition to provide electric vehicle charging points and had confirmed that Natural England's comments had been addressed in the latest Preliminary Ecological Appraisal (PEA) report and further assessment of this would be provided by Merseyside Environmental Advisory Service (MEAS). Members were also advised of a letter of complaint regarding previous and ongoing poor management of the Windmill Hill Estate by *Onward Homes*. Cheshire Constabulary had no objections to the revised scheme but recommended a lighting scheme condition and additional comments received from the re-consultation on the amended plans were summarised in the AB update list.

The Committee was addressed by Mr Taylor, who was a Windmill Hill resident with experience of dealing with the developer *Onward Homes*. He did not object to house building but advised that Windmill Hill had been and was subjected to negligence by them. He complained of rubbish and broken furniture being left around the Estate for months; dangerously loose pathway stones; and anti-social behaviour issues. He also advised that the open spaces were not taken care of, for example minimal grass cutting, badly fitted gutters that were always blocked and chopped down trees and turf just left littering the area.

Mrs Hutchinson then addressed the Committee on behalf of local residents, objecting to the applications. She stated that house numbers 114 – 121 on the plan would lead to parking problems and congestion in Stonehills Lane and that numbers 38 – 46 would not be able to access their driveways as the road was very narrow. Further, there

would be limited on street parking because of this. She suggested that property numbers 114 – 121 be turned around to face the other way to alleviate this and suggested it be for pedestrian access only. She also referred to a previous application on this site which had different conditions. Mrs Hutchinson outlined the residents' objections to the applications as follows:

- There would be environmental consequences of the development in an area where there is an abundance of wildlife;
- There would be a loss of trees;
- Properties adjacent to the site were purchased with a green outlook which would be lost;
- The number of properties being proposed would have a detrimental effect on the whole area and there would be a big increase in the volume of traffic, which had already increased since the opening of the Mersey Gateway Bridge;
- The construction phase would also cause traffic congestion and pollution; and
- The residents felt they were not being heard as there had been no changes to the plans since their feedback was provided; she requested that the developers mediate with the residents.

Finally the Committee was addressed by Mr Griffiths, who represented the applicants. He advised that the development site was a derelict overgrown area that had previously been marketed by the Council for commercial use; however there had been no interest. The developers were proposing good quality affordable family accommodation which would result in an investment in the Borough of £13-£14m. Additionally the scheme would employ local construction companies so Halton would benefit from locally sourced labour and materials.

In response to the comments made by Mr Taylor about *Onward Homes*, it was noted that the regulation of Registered Social Landlords was carried out by the Homes and Communities Agency and that a response to Mr Taylor had been provided that outlined the process of complaint about the social housing provider. The following information was provided in response to Mrs Hutchinson's comments:

- All construction vehicles would access via Halton Court;
- MEAS had advised that there was no evidence of habitat but advised a precautionary condition should any habitat be found;

- The Local Planning Authority (LPA) had dealt with the layout as submitted and had worked with the application from the original submitted scheme which had a through-route. Given the layout as it stood, the LPA had no planning reason to require amendments to 'turn around' the houses facing onto Stonehills Lane. The Local Highway Authority had raised no objection to this; and
- The ecological habitat surveys submitted were found acceptable by MEAS but a lighting condition was included in relation to the open space adjacent.

The Highways Officer responded to residents' concerns regarding vehicle access and advised of the initial observations of the revised Traffic Assessment. He made the comparison with the levels of use that could come forward from the existing site. The following was noted following Members' queries:

- It was confirmed that the manoeuvring measurements for parking onto the driveways on Stonehills Lane were sufficient;
- The Trip Rate Information Computer System (TRICS) database was used to calculate the number of vehicle movements. This was a nationally set formula and standard;
- The site already had outline approval for residential development;
- These schemes did not cover the whole of the development site available; and although this may have been preferable, there were no policies relevant that could have prevented these sites coming forward in isolation; and
- The Council's Land Contamination Officer was satisfied that the land could be remediated satisfactorily and that this would be incorporated into the Section 106 Agreement, so that it would be delivered comprehensively.

After considering the application before them, including the updated information provided at the meeting, and after hearing the speakers' comments, the Committee agreed to approve the application subject to the conditions listed below.

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

- a) The applicant entering into a legal agreement in relation to the payment of a commuted sum for offsite

open space; the provision of internal highway linkages; demolition and land contamination.

b) Conditions relating to the following:

1. Standard 3 year condition (BE1);
2. Plans condition listing relevant drawings e.g. site location / red edge (BE1, BE2 and TP17);
3. Prior to commencement the submission of a full drainage strategy for the site (BE1, PR5 and PR16);
4. Prior to commencement full details of ground contamination risk and scheme of decontamination where necessary (PR14);
5. Prior to commencement submission of levels (BE1 and TP17);
6. Prior to commencement details of surface water drainage details (BE1 and TP17);
7. Prior to commencement submission of materials (BE1 and CS11);
8. Prior to commencement scheme of off-site highway works to be agreed and implemented before development begins (BE1 and TP17);
9. Condition(s) for submission of hard and soft landscaping (BE1 and BE2);
10. Prior to commencement submission of a scheme for the treatment of the north site boundary with particular regard to the north facing impact (BE2 and BE22);
11. Prior to commencement submission of a construction / traffic management plan which will include wheel cleansing details (TP17);
12. Avoidance of actively nesting birds (BE1 and GE21);
13. Prior to commencement details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife (BE1 and GE21);
14. Prior to commencement details of a landscape proposal and an associated plan to be submitted and approved (BE1 and GE21);
15. Prior to commencement details of boundary treatments, including emergency access details (BE22);
16. Prior to commencement details of surfaces within dwelling curtilages (BE1 and TP17);
17. Prior to commencement details of a lighting scheme (GE21);
18. Provision of a Site Waste Management Plan (WM8);

19. Provision of separate foul and waste water system (PR5);
20. Provision of bins (WM9);
21. Construction hours (BE1);
22. Windows permitted development removed on plots 114-121 (BE1);
23. Class C removed on plots 114-121 (BE1); and
24. Provision of electric vehicle charging points.

- c) That if the legal agreement was not executed within a reasonable period of time, authority is delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair to refuse the application on the grounds that it failed to comply with UDP Policy S25 Planning Obligations.

DEV9 - 18/001143/FUL - FULL APPLICATION FOR DEMOLITION OF EXISTING BUILDINGS AND ERECTION OF 11 DWELLINGS WITH ASSOCIATED ACCESS, LANDSCAPING AND ANCILLARY WORKS AT FORMER DEPOT, STONEHILLS LANE, RUNCORN, WA7 5XS

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 agenda, a revised National Planning Policy Framework (NPPF) had been published on 24 July 2018, which replaced the existing one. It was noted that there were no significant changes that were applicable to the applications before the Committee, however a small number of specific references within the reports required updates; these were explained in the published supplementary information AB update list.

Further, Members were provided with updates in relation to:

- Comments received from a local resident from Halton Road and two residents from Halton Court, objecting to the amount of traffic that would be using Halton Court and the impact this would have on the junction with Halton Road; they requested a third access point from Halton Road;
- Further comments received from the Council's Ecological Consultants in relation to bats, breeding birds, recreational pressure on designated sites and waste (further information was awaited for the latter

two);

- Initial observations of the Traffic Assessment. This was still under consideration by the Local Authority; and
- An additional condition was required for the submission of a Construction Management Plan, to be submitted before commencement and to include any demolition works.

The Committee was advised that the applicant had agreed to a condition to provide electric vehicle charging points and had confirmed that Natural England's comments had been addressed in the latest Preliminary Ecological Appraisal (PEA) report and further assessment of this would be provided by Merseyside Environmental Advisory Service (MEAS). Members were also advised of a letter of complaint regarding the previous and ongoing poor management of the Windmill Hill Estate by *Onward Homes*. Cheshire Constabulary had no objections to the revised scheme but recommended a lighting scheme condition.

The Committee was addressed by Mr Taylor, who was a Windmill Hill resident with experience of dealing with the developer *Onward Homes*. He did not object to house building but advised that Windmill Hill had been and was subjected to negligence by them. He complained of rubbish and broken furniture being left around the Estate for months; dangerously loose pathway stones; and anti-social behaviour issues. He also advised that the open spaces were not taken care of, for example minimal grass cutting, badly fitted gutters that were always blocked and chopped down trees and turf just left littering the area.

Mrs Hutchinson then addressed the Committee on behalf of local residents, objecting to the applications. She stated that house numbers 114 – 121 on the plan would lead to parking problems and congestion in Stonehills Lane and that numbers 38 – 46 would not be able to access their driveways as the road was very narrow. Further, there would be limited on street parking because of this. She suggested that property numbers 114 – 121 be turned around to face the other way to alleviate this and suggested it be for pedestrian access only. She also referred to a previous application on this site which had different conditions. Mrs Hutchinson outlined the residents' objections to the applications as follows:

- There would be environmental consequences of the development in an area where there is an abundance of wildlife;

- There would be a loss of trees;
- Properties adjacent to the site were purchased with a green outlook which would be lost;
- The number of properties being proposed would have a detrimental effect on the whole area and there would be a big increase in the volume of traffic, which had already increased since the opening of the Mersey Gateway Bridge;
- The construction phase would also cause traffic congestion and pollution; and
- The residents felt they were not being heard as there had been no changes to the plans since their feedback was provided; she requested that the developers mediate with the residents.

Finally the Committee was addressed by Mr Griffiths, who represented the applicants. He advised that the development site was a derelict overgrown area that had previously been marketed by the Council for commercial use; however there had been no interest. The developers were proposing good quality affordable family accommodation which would result in an investment in the Borough of £13-£14m. Additionally the scheme would employ local construction companies so Halton would benefit from locally sourced labour and materials.

In response to the comments made by Mr Taylor about *Onward Homes*, it was noted that the regulation of Registered Social Landlords was carried out by the Homes and Communities Agency and that a response to Mr Taylor had been provided that outlined the process of complaint about the social housing provider. The following information was provided in response to Mrs Hutchinson's comments:

- All construction vehicles would access via Halton Court;
- MEAS had advised that there was no evidence of habitat but advised a precautionary condition should any habitat be found;
- The Local Planning Authority (LPA) had dealt with the layout as submitted and had worked with the application from the original submitted scheme which had a through-route. Given the layout as it stood, the LPA had no planning reason to require amendments to 'turn around' the houses facing onto Stonehills Lane. The Local Highway Authority had raised no objection to this; and
- The ecological habitat surveys submitted were found acceptable by MEAS but a lighting condition was included in relation to the open space adjacent.

The Highways Officer responded to residents' concerns regarding vehicle access and advised of the initial observations of the revised Traffic Assessment. He made the comparison with the levels of use that could come forward from the existing site. The following was noted following Members' queries:

- It was confirmed that the manoeuvring measurements for parking onto the driveways on Stonehills Lane were sufficient;
- The Trip Rate Information Computer System (TRICS) database was used to calculate the number of vehicle movements. This was a nationally set formula and standard;
- The site already had outline approval for residential development;
- These schemes did not cover the whole of the development site available; and although this may have been preferable, there were no policies relevant that could have prevented these sites coming forward in isolation; and
- The Council's Land Contamination Officer was satisfied that the land could be remediated satisfactorily and that this would be incorporated into the Section 106 Agreement, so that it would be delivered comprehensively.

After considering the application before them, including the updated information provided at the meeting, and after hearing the speakers' comments, the Committee agreed to approve the application subject to the conditions listed below.

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

- a) The applicant entering into a legal agreement in relation to the payment of a commuted sum for off-site open space; the provision of internal highway linkages; demolition and land decontamination.
- b) Conditions relating to the following:
  1. Standard 3 year condition (BE1);
  2. Plans condition listing relevant drawings e.g. site location / red edge (BE1, BE2 and TP17);
  3. Prior to commencement the submission of a full drainage strategy for the site (BE1, PR5 and PR16);
  4. Prior to commencement full details of ground

- contamination risk and scheme of decontamination where necessary (PR14);
5. Prior to commencement submission of levels (BE1 and TP17);
  6. Prior to commencement submission of surface water drainage details (BE1 and TP17);
  7. Prior to commencement a noise report shall be submitted indicating that the internal noise levels of the properties closest to the Puritan Buildings (plots 88-93) can comply with the standards in BS8233:2014 (PR2);
  8. Prior to commencement scheme of off-site highway works to be agreed and implemented before development begins (BE1 and TP17);
  9. Prior to commencement submission of materials (BE1 and CS11);
  10. Condition(s) for submission of hard and soft landscaping (BE1 and BE2);
  11. Prior to commencement submission of a scheme for the treatment of the north site boundary with particular regard to the north facing impact (BE2 and BE22);
  12. Prior to commencement submission of a construction / traffic management plan which will include wheel cleansing details (TP17);
  13. Avoidance of actively nesting birds (BE1 and GE21);
  14. Prior to commencement details of on-site biodiversity action plan for measures to be incorporated in the scheme to encourage wildlife (GE21);
  15. Prior to commencement details of a landscape proposal and an associated plan to be submitted and approved (BE1 and GE21);
  16. Prior to commencement details of boundary treatments, including emergency access details (BE22);
  17. Prior to commencement details of surfaces within dwelling curtilages (BE1 and TP17);
  18. Prior to commencement details of a lighting scheme (GE21);
  19. Provision of a Site Waste Management Plan (WM8);
  20. Provision of separate foul and waste water system (PR5);
  21. Provision of bins (WM9);
  22. Construction hours (BE1); and
  23. Provision of electric vehicle charging points.

- c) That if the legal agreement was not executed within a reasonable period of time, authority is delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair to refuse the application on the grounds that it failed to comply with UDP Policy S25 Planning Obligations.

*Meeting ended at 7.05 p.m.*

**DEVELOPMENT CONTROL COMMITTEE**

*At a meeting of the Development Control Committee on Monday, 3 September 2018 at Civic Suite - Town Hall, Runcorn*

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: 1 member of the public

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

*Action*

DEV10 MINUTES

The Minutes of the meeting held on 6 August 2018, having been circulated, were taken as read and signed as a correct record.

DEV11 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.

DEV12 - 18/00215/FUL - PROPOSED B2 / B8 STORAGE / DISTRIBUTION UNIT WITH ANCILLARY B1 OFFICE SPACE AND STAFF FACILITIES, COMPRISING A MAXIMUM FLOORSPACE OF 9960 SQM WITH ASSOCIATED LOADING BAYS, HGV / CAR PARKING, LANDSCAPING, PEDESTRIAN / CYCLE CONNECTIONS AND ASSOCIATED INFRASTRUCTURE ON LAND AT SOUTH OF NEWSTEAD ROAD BOUNDED BY THE LONDON AND WESTERN RAILWAY (WEST COAST MAINLINE)

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

Members were advised of the following updates since the publication of the agenda:

- Knowsley Borough Council had confirmed that they have withdrawn their holding objection;
- The Lead Local Flood Authority had confirmed that queries originally raised had been sufficiently addressed; however further details were required to demonstrate appropriate discharge rates and acceptable or no flooding under tidal conditions; this could be secured by planning condition;
- The ecology adviser had confirmed that a Reasonable Avoidance Measures method statement was suitable to minimise impact on the adjoining Ditton Brook during construction; this would be secured by condition;
- Natural England had been consulted on the results of the Appropriate Assessment and their response was awaited;
- It was confirmed that the Sustainability Report was acceptable and that the updated submission was sufficient to comply with waste policy;
- Discussions were ongoing regarding the extent of works needed to the pedestrian and cycle link to Ditton Bridge and whether this could be upgraded to allow disabled access.

Officers requested that authority be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair, to approve the application, once a decision had been made on the footpath and cycle link and the response from Natural England was received. It was also requested that delegated authority be extended, to allow conditions to be added or amended as required to reflect the outcome of discussions.

Concerns were raised over the reopening of Ditton Station and the impact the application may have on this. It was suggested that further information was needed to understand how this would impact on the reopening of the station. Officers explained that a deferral would not be justified on the grounds stated.

**RESOLVED:** That the determination of the application be delegated to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair subject to conditions relating to the following to be amended as required:

1. Standard 3 year timescale for commencement of

- development;
2. Specifying approved / amended plans;
  3. Conditions requiring submission and agreement of / development be carried out in accordance with the approved Flood Risk Assessment and specifying finished floor levels, Site Wide Waste Management Plan, Construction Environmental Management Plan;
  4. Materials condition, requiring submission and agreement of materials (BE2);
  5. Landscaping condition, requiring hard and soft landscaping be carried out as approved (BE1/2);
  6. Condition requiring the agreed biodiversity enhancement features be implemented as approved (GE21);
  7. Construction and delivery hours to be adhered to throughout the course of the development (BE1);
  8. Submission and agreement of detailed lighting scheme (PR4 / GE21);
  9. Submission and agreement of detailed drainage scheme / to be carried out as approved (PR16);
  10. Vehicle access, parking, servicing etc to be constructed prior to occupation of properties / commencement of use (BE1);
  11. Requiring submission and agreement of a green travel plan (TP16);
  12. Requiring submission and agreement of finished site levels / to be carried out as approved (BE1);
  13. Requiring fencing / boundary treatments to be carried out as approved (BE2);
  14. Wheel cleansing facilities / details to be submitted and approved in writing (BE1);
  15. Submission and agreement of remediation verification report including cover system and membrane installation (PR14);
  16. Condition relating to identification of contamination previously not identified (PR14);
  17. Condition requiring submission and agreement of detailed piling design and piling risk assessment (PR15);
  18. Requiring cycle parking to be implemented as approved (TP6);
  19. Restricting external storage (E5);
  20. Requiring implementation of a scheme of pedestrian / cycle linkages through the site to Hale Road (TP6/7);
  21. Submission and agreement of detailed plan to minimise unlawful use of the new cycle / footway to Hale Road;
  22. Restricting vehicle access during construction and

- use to Newstead Road;
23. Requiring submission and agreement details of ancillary buildings / structures including substation, gas kiosk, sprinkler tank and pump housing, bin store, condenser compound etc;
  24. Conditions relating to submission and agreement of detailed measures / fencing to protect Ditton Brook during construction and Reasonable Avoidance Measures for any work required within that area;
  25. Submission and agreement of electric vehicle charging provision; and
  26. Securing offsite compensation for loss of habitat.

DEV13 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

- |                      |   |
|----------------------|---|
| <b>17/00383/FUL</b>  | Proposed development of 1 no. detached property on Land Adjacent to No. 2 Highlands Road, Runcorn, Cheshire, WA7 4UH.   |
| <b>18/00080/PLD</b>  | Application for a Certificate of Proposed Lawful Development for conversion of garage to habitable accommodation at 5 Falkirk Avenue, Widnes, Cheshire, WA8 9DX.  |
| <b>18/00042/COU</b>  | Proposed change of use of the ground floor from A4 (Drinking Establishment) to 1 no. A1 unit (Retail) and 1 no. A5 (Hot Food Takeaway) together with 54 sq metre extension to side and changes to external elevations at 19 - 23 Church Street, Runcorn, Cheshire, WA7 1LX. |
| <b>18/00184/PLD</b>  | Application for a certificate of Proposed Lawful Development for conversion of garage to habitable accommodation at 133 Malpas Road, Runcorn, Cheshire, WA7 4AP.  |
| <b>18/00135/COND</b> | Application to discharge Condition No(s) 5, (Phasing) 9, (Boundary Treatment) 10, (Wheel Cleaning) 11, (Landscaping) 12, (Levels) 15, (Landscaping) 16, (CEMP) 17, (Screening / fencing) 18, (SWWMP and MMP) 19, (Contamination) of Planning Permission                     |

11/00266/OUTEIA at Stobart Park/3MG, Formerly West Bank Dock, Comprising Land To The East Of Desoto Road East, And To The West Of Foundry Lane.

**18/00189/ELD** Application for a Certificate of Lawfulness for single storey rear extension, presently under construction, at 33 Gleneagles Drive, Widnes, Cheshire, WA8 9JJ.

**18/00152/FUL** Proposed erection of wind turbine on 15 metre tower for generation of electricity at Brenntag UK Limited, Pickerings Road, Widnes, Cheshire, WA8 8XW.

**12/00139/LBC** Proposed renewal of Listed Building Consent 04/01065/LBC for proposed part demolition, restoration and conversion of hall and outbuildings into 22 no. residential units and erection of 9 no. houses (31 no. residential units in total) at Daresbury Hall, Daresbury Lane, Daresbury, Warrington, Cheshire, WA4 4AG.

**12/00140/FUL** Proposed renewal of planning permission 04/01064/FUL for proposed part demolition, restoration and conversion of hall and outbuildings into 22 no. residential units and erection of 9 no. houses (31 no. residential units in total) at Daresbury Hall, Daresbury Lane, Daresbury, Warrington, Cheshire, WA4 4AG.

**18/00339/PLD** Application for a Certificate of Proposed Lawful Development for a single storey rear extension at 9 Hinton Road, Runcorn, Cheshire, WA7 5PH.

The following applications had gone to appeal:

**17/00578/COU** Proposed change of use to hot food takeaway and cafe with car parking to side at 391- 393 Hale Road, Halebank, Widnes, WA8 8TY.

**17/00148/FUL** Proposed first floor rear and side

extensions (addition of first floor to existing single storey elements) at 2 Heyes Road, Widnes, Cheshire, WA8 8QU.

**17/00548/FUL** Proposed demolition of existing stables building and construction of 1 no. single storey detached dwelling with access from Chester Road at Land to the North of Junction between Keckwick Lane and Chester Road, Daresbury, Warrington, Cheshire.

**18/00001/FUL** Proposed single storey rear extension with rear / side facing balcony over at 6 Walsingham Drive, Runcorn, Cheshire, WA7 1XJ.

**18/00139/FUL** Proposed erection of concrete and wooden panel fence with gate to maximum height of 1.9 metres at 36 Parklands, Widnes, Cheshire, WA8 4NQ.

**18/00051/FUL** Proposed creation of two areas of permeable hardstanding in the front garden at 104 Lingwell Park, Widnes, Cheshire, WA8 9YS.

**18/00123/FUL** Proposed extension to existing detached single storey annexe at 256 Birchfield Road, Widnes, Cheshire, WA8 9EH.

**18/00178/FUL** Retrospective application for single storey timber outbuilding at 12 Crossgates, Widnes, Cheshire, WA8 3GA.

The following Appeal Decisions had been made:

**DISMISSED**

**17/00578/COU** Proposed change of use to hot food takeaway and cafe with car parking to side at 391- 393 Hale Road, Halebank, Widnes, WA8 8TY.

**17/00148/FUL** Proposed first floor rear and side extensions (addition of first floor to

existing single storey elements) at 2 Heyes Road, Widnes, Cheshire, WA8 8QU.

**18/00139/FUL**

Proposed erection of concrete and wooden panel fence with gate to maximum height of 1.9 metres at 36 Parklands, Widnes, Cheshire, WA8 4NQ.

*Meeting ended at 6.47 p.m.*

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**REGULATORY COMMITTEE**

*At a meeting of the Regulatory Committee on Wednesday, 4 July 2018 in the Council Chamber, Runcorn Town Hall*

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

Apologies for Absence: Councillor A. McInerney

Absence declared on Council business: None

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

Also in attendance: One member of the public

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

*Before the start of the meeting the Chair welcomed Cllr Abbott as a new member and expressed her thanks to Cllr Loftus for her work as Chair of the Committee over the past years. The Committee also endorsed the Chair's proposal to write to former Councillor S. Parker to thank him for his work on the Committee prior to his retirement.*

*Action*

REG1 MINUTES

The Minutes of the meeting held on 14<sup>th</sup> March 2018 having been circulated were 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 2019. Members were advised on the consultation process to be followed and a copy of the updated Policy had been circulated to Members. The reference to the Gambling Commission's statutory guidance in the agenda was updated and corrected.

Following the consultation process a report would be

brought back to Committee for consideration and recommendation to 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 HACKNEY CARRIAGE STAND REVIEW

The Committee considered the outcome of the Hackney Carriage Stands review which had gone through a consultation process via the Taxi Consultative Group. The policy changes sought by the Committee were required to be adopted by the Council's Executive Board. Typographical errors on page 39 of the Agenda relating to Market Street were highlighted and corrected.

The Committee was in general agreement with the proposals in the agenda but considered that certain improvements might be made in particular with regard to the Appleton Village Taxi Stand.

RESOLVED: That

1. the Operational Director, Legal and Democratic Services (OD-LD), in consultation with the Chair be delegated to determine the next steps to be taken with a view to try to achieve the improvements discussed at the meeting; and
2. the proposals determined by the OD-LD in consultation with the Chair be referred to the Executive Board, be requested to authorise the OD-LD to fulfil all procedural requirements relating to the proposals in accordance with Section 63 Local

Government (Miscellaneous Provisions ) Act 1976.

REG4 TAXI POLICY CONDITIONS AMENDMENT

The Committee considered a report on miscellaneous policy changes which had gone through a consultation process via the Taxi Consultative Group. These involved changes in existing and additional policy to elements of the Taxi Licensing Policy, Single Status Driver's, Hackney Carriage and Private Hire Vehicle and Private Hire Operator's conditions as set out in the agenda. The policy changes approved by the Committee were required to be adopted by the Executive Board.

RESOLVED: That

1. the Committee endorses all of the proposals set out in Section 4 of the agenda;
2. the Executive Board be recommended formally to adopt the above proposals and that the adoption will take place on a date to be determined by the Executive Board; and
3. pending the decision of the Executive Board the Operational Director Legal and Democratic Services, be authorised to take decisions in respect of individual applications as if the policy changes recommended by the Committee were already in force.

REG5 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

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

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 following item only of the Committee Agenda, the public interest in maintaining the exemption outweighs the public interest 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 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.

REG6 TAXI MATTER

Case: No 715

RESOLVED: At the request of the individual concerned the application be adjourned to the next meeting of the Regulatory Committee.

*Meeting ended at 7.12 p.m.*

**REGULATORY COMMITTEE**

*At a meeting of the Regulatory Committee on Wednesday, 3 October 2018 in the Council Chamber - Town Hall, Runcorn*

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

Apologies for Absence: Councillor Wainwright

Absence declared on Council business: None

Officers present: K. Cleary, J. Tully and N. Wheeler

Also in attendance: Two Members of the public

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

REG7 MINUTES

The Minutes of the meeting held on 4<sup>th</sup> July 2018 having been circulated were signed as a correct record.

REG8 THE INCLUSIVE TRANSPORT STRATEGY

The Committee considered a report from the Under Secretary of State for the Department for Transport.

The Committee were advised that on 30 July 2018 the Under Secretary of State for Transport wrote to Local Authorities informing them of the Inclusive Transport Strategy (the Strategy) that was published on 25 July.

A small section of the Strategy deals with taxi and private hire licensing and issues arising from the report were set out in the agenda item. Members were informed that further reports to the Committee may arise depending on what the Department for Transport does in the future.

RESOLVED: That the report be noted.

*Action*

REG9 GAMBLING ACT 2005 STATEMENT OF GAMBLING POLICY

The Committee considered a request to approve a Draft Statement of Gambling Policy for recommendation to the Council for adoption.

The Committee was advised that only one response was received to the consultation process and that was from the Gambling Commission and consideration was given to the points raised by them. Consequently, minor changes to the original draft were made to the section on bingo premises.

RESOLVED: That having undertaken a consultation exercise the draft Statement of Gambling Policy as amended be approved by the Committee and be recommended to Council for adoption. An appropriate form of wording for the Council resolution would be: "The Council:

Operational  
Director Legal  
and Democratic  
Services

1. adopts the Statement of Gambling Policy attached to the report to come into effect immediately following the expiry of the current Policy; and
2. directs that the Operational Director Legal and Democratic Services to publish the Statement in accordance with section 349 Gambling Act 2005 and the Gambling Act 2005 (Licensing Authority Policy Statement) (England and Wales) Regulations 2006."

REG10 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

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

REG11 TAXI MATTER

Case No

A Single Status Drivers Licence be issued and a written reprimand given for the failure to disclose convictions. The written reprimand to remain on the applicants file.

REG12 TAXI MATTER

Case: No

As the applicant failed to attend the meeting the Committee could not be satisfied that the applicant was a fit and proper person to be granted a licence. Consequently the applicant would be given one more chance to attend the next meeting of the Committee on 28 November 2018. If the applicant fails to attend on that date the Operational Director Legal and Democratic Services be given authority to refuse the application.

Operational  
Director Legal  
and Democratic  
Services

REG13 TAXI MATTER

Case No

A restricted Single Status Drivers Licence be issued and a written reprimand be given for the failure to disclose convictions. The written reprimand to remain on the applicants file.

*Meeting ended at 7.55 p.m.*

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