

Minutes

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

**Wednesday, 16 October
2019**

Minutes

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

Wednesday, 16 October 2019

COMMITTEE/BOARD	Page Ref
COUNCIL MINUTES	117 – 122
MINUTES OF THE EXECUTIVE BOARD	
18 July 2019	123 - 130
19 September 2019	131 – 146
MINUTES OF THE HEALTH AND WELLBEING BOARD	147 – 152
MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD	
Children, Young People and Families	153 - 158
Employment, Learning, Skills and Community	159 - 172
Health	173 - 180
Safer	181 - 184
Environment and Urban Renewal	185 - 194
Corporate Services	195 - 200
Business Efficiency Board	201 – 206
COMMITTEE MINUTES	
Development Control	207 - 218

COUNCIL

At a meeting of the Council on Wednesday, 10 July 2019 in the Council Chamber, Runcorn Town Hall

Present: Councillors Horabin, Baker, J. Bradshaw, M. Bradshaw, D. Cargill, E. Cargill, Carlin, Dennett, Dourley, Fry, Gilligan, Harris, P. Hignett, R. Hignett, S. Hill, V. Hill, Howard, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, A. Lowe, J. Lowe, MacManus, McDermott, A. McInerney, T. McInerney, Morley, Nelson, Nolan, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Joe Roberts, June Roberts, Rowe, Sinnott, G. Stockton, J. Stockton, Thompson, Wall, Wallace, Wharton, Whitley, Woolfall, Wright and Zygadlo

Apologies for Absence: Councillors Abbott, Cassidy, Leck, Teeling and Wainwright

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley, M. Reaney, A. Scott and A. Jones

Also in attendance: Five members of the public

*Action***MINUTE'S SILENCE**

The Council stood for a minute's silence in memory of former Councillor David Reynolds, who had represented the Farnworth Ward until 2004.

COU15 COUNCIL MINUTES

The minutes of the meeting of Council held on 17 May 2019 were taken as read and signed as a correct record.

COU16 LEADER'S REPORT

The Leader made the following announcements:-

- The Council continued to deal with the challenging budget situation where approximately £12m of savings were needed to balance the budget for 2020/21; and
- He reported on the expected announcement by the Boundary Commission for England in September 2019, on proposals for the Ward Boundary Review.

(N.B. Councillors Polhill and Wharton declared a Disclosable Pecuniary Interest in the item of business at EXB 115, as they were both Non-Executive Directors of the Mersey Gateway Crossings Board)

COU17 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 14 March 2019, 22 March 2019, 11 April 2019, 14 May 2019 and 13 June 2019.

All of the minutes were moved and seconded by Councillors Polhill and Wharton respectively, with the exception of Minute EXB 115 (11 April 2019), where they had both made a declaration. This minute was therefore moved and seconded by Councillors S.Hill and T. McInerney respectively.

RESOLVED: That the minutes be received.

COU18 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 27 March 2019.

RESOLVED: That the minutes be received.

COU19 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU20 CAPITAL PROGRAMME 2019/20 TO 2021/22 (MINUTE EXB 8 REFERS)

The Council considered a report of the Operational Director, Finance, on the 2019/20 to 2021/22 Capital Programme.

RESOLVED: That the updated Capital Programme for 2019/22, including forecast spend and funding, as set out in Table 1 and Table 2 attached to the report, be approved.

Operational
Director - Finance

COU21 ANNUAL REPORTS OF THE POLICY AND PERFORMANCE BOARDS

The Council considered the report of the Scrutiny Co-ordinator, outlining the Annual Reports for each of the Policy and Performance Boards for 2018/19, which had been

submitted and which outlined their work and made recommendations for future work programmes.

RESOLVED: That the 2018/19 Annual Reports, submitted from the Policy and Performance Boards, be received.

COU22 STANDARDS COMMITTEE ANNUAL REPORT (MINUTE
STC 3 REFERS)

Standards Committee had considered the report of the Operational Director, Legal and Democratic Services/Monitoring Officer, which summarised the work of the Standards Committee in its annual Report.

RESOLVED: That the report be noted.

(N.B. Councillor Rowe declared a potential Disclosable Pecuniary Interest in the following item of business as a potential nominee for the position)

COU23 APPOINTMENT TO OUTSIDE BODIES 2019/20

Nominations were invited for the position of Opposition Member on the Liverpool City Region Transport Committee.

It was proposed by Councillor Ratcliffe and seconded by Councillor G. Stockton that Councillor Rowe be appointed.

RESOLVED: That the appointment of Councillor Rowe as the Opposition Representative on the Liverpool City Region Transport Committee be approved.

Chief Executive

COU24 MINUTES OF THE POLICY AND PERFORMANCE
BOARDS AND THE BUSINESS EFFICIENCY BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 6 March 2019:-

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

In respect of Minute CYP8 on the Children, Young

People and Families Policy and Performance Board, the Chair, Councillor Dennett thanked the Officers that had been involved in securing a sum of money from the Early Outcomes Fund. He also thanked the Mayor, Councillor Margaret Horabin for her work and dedication during her thirteen years of membership of the Board.

COU25 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 6 March 2019:-

- Development Control;
- Regulatory; and
- Appeals Panel.

COU26 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

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

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

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

(N.B. The following Councillors declared a Disclosable Other Interest in the following item of business as they were all Non-Executive Directors of Halton Transport Ltd, and left the room prior to consideration of the item:- Councillors MacManus, Morley, Wharton and Zygadlo)

COU27 HALTON BOROUGH TRANSPORT LIMITED

The Council considered a report of the Chief Executive, on Halton Borough Transport Limited.

RESOLVED: That Members note and support the recommendations as set out in the report.

Chief Executive

Meeting ended at 7.00 p.m.

This page is intentionally left blank

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 18 July 2019 in The Boardroom, Municipal Building

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Parr, I. Leivesley, M. Vasic, M. Reaney , J. Unsworth, S. Wallace Bonner and E. Dawson

Also in attendance: None

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

	<i>Action</i>
<p>EXB12 MINUTES</p> <p>The Minutes of the meeting held on 13 June 2019 were taken as read and signed as a correct record.</p> <p>RESOURCES PORTFOLIO</p> <p>EXB13 REVIEW OF POLLING DISTRICTS AND POLLING PLACES INCORPORATING THE WARD BOUNDARY REVIEW</p> <p>The Board considered a report of the Returning Officer, David Parr, on a review of polling districts and polling places, incorporating the Ward Boundary Review.</p> <p>The Board was advised that local authorities were required to periodically carry out and complete a review of polling districts and polling places. It was reported that the last review took place in 2015 and since that time, polling stations had been reviewed at election times by the Returning Officer. The report set out details of the three stages of review – the Preliminary Stage, the Proposal Stage and the Consultation Stage.</p>	

Given the nature and imminent timescale of this review, it was proposed to establish a Working Party to undertake the review, reporting to Council on the outcome later in 2019.

RESOLVED: That

- 1) the publication of the notice of the Polling Districts and Polling Places Review, incorporating the Ward Boundary Review, be authorised; and
- 2) a Working Party of 6 Members (4 Labour, 1 Liberal Democrat and 1 Conservative), be appointed to undertake the review of polling districts and polling places, following consultation, as required by the Electoral Administration Act 2006, and make recommendations to the Executive Board.

Returning Officer

EXB14 TREASURY MANAGEMENT ANNUAL REPORT 2018/29

The Board considered a report of the Operational Director, Finance, which presented the Treasury Management Report for 2018/19.

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 2018/19.

RESOLVED: That the report be noted.

EXB15 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 4 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 2019/20.

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.

PHYSICAL ENVIRONMENT PORTFOLIO

EXB16 FIXED PENALTY NOTICES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on Fixed Penalty Notice provision.

The Board was advised that three new Regulations had been introduced which had extended the range of offences for which a Fixed Penalty Notice (FPN) could be issued.

The report set out details of each of the new Regulations for Members' consideration, together with a table that set out the FPN amounts specified under legislation for a range of waste related offences. With regards to graffiti and fly-posting, Members considered that that level be set at the maximum allowable under legislation, of £150.

It was noted that reports on the new Regulations and revised FPN provisions had been considered by the Environment and Urban Renewal Policy and Performance Board, which had recommended endorsement by Executive Board.

RESOLVED: That the Board

1) note the following Fixed Penalty Notice amounts are set by statute:

- (a) Abandoning a Vehicle - £200;
- (b) Failure to Produce Authority (Waste Transfer

Strategic Director
- Enterprise,
Community and
Resources

- Notes) - £300;
- (c) Failure to Furnish Documentation (Waste Carrier's Licence) - £300;
- 2) approve the following Fixed Penalty Notice amounts that may be set by the Local Authority:
- (a) Littering - £100;
 - (b) Littering from a Vehicle - £100
 - (c) Fly-tipping - £400
 - (d) Graffiti and Fly-Posting - £150;
 - (e) Offences in Relation to Waste Receptacles - £100;
 - (f) Householder breach of 'Duty of Care' Obligations - £200;
 - (g) Contravention of a Public Spaces Protection Order - £100;
 - (h) Failure to comply with a Community Protection Notice - £100;
- 3) approve the following Fixed Penalty Notice amounts discounted for early payment:
- (a) Litter - £75;
 - (b) Littering from a Vehicle - £75
 - (c) Fly-tipping - £300
 - (d) Graffiti and Fly-Posting - £100;
 - (e) Abandoning Vehicles - £120
 - (f) Offences in Relation to Waste Receptacles - £75;
 - (g) Failure to Produce Authority (Waste Transfer Notes) - £250;
 - (h) Failure to Furnish Documentation (Waste Carrier's Licence) - £250;
 - (i) Contravention of a Public Spaces Protection Order - £75;
 - (j) Householder breach of 'Duty of Care' Obligations - £150;
 - (k) Failure to comply with a Community Protection Notice - £75;
- 4) approve that, where Legislation provides discretion for the Council to set the time period for

early payment discount of Fixed Penalty Notices, such time period shall be set as being within ten days.

- 5) delegate authority to the Strategic Director – Enterprise, Community and Resources, in consultation with the relevant Portfolio Holder (as determined by the nature of the offence for which a Penalty Notice relates) to make any future changes to Fixed Penalty Notice amounts and early payment discounts as may be considered appropriate.

COMMUNITY SAFETY PORTFOLIO, PHYSICAL ENVIRONMENT PORTFOLIO AND ENVIRONMENTAL SERVICES PORTFOLIO

EXB17 PUBLIC SPACE PROTECTION ORDERS - DOG CONTROLS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the introduction of a new Public Spaces Protection Order.

The Board was advised that a consultation exercise on proposals to introduce a new Dog Control Public Spaces Protection Order (PSPO), was completed in the Autumn of 2018. Overall, the results showed support for each of the new proposals set out in Table 1, attached to the report.

The consultation results were considered and endorsed by the Safer Policy and Performance Board, recommending approval to the Executive Board. It was noted that a new Dog Control PSPO would come into force from 1 November 2019. Members noted that the Council would have the ability to vary the dog exclusion and dogs on leads zones contained within the proposed new Order. This would allow proposed zones to be removed and new ones to be added.

RESOLVED: That

- 1) the making of the Dog Control Public Spaces Protection Order, attached to the report as Appendix 1, be approved;
- 2) the Dog Control Public Spaces Protection

Strategic Director
- Enterprise,
Community and
Resources

Order comes into effect as of 1 November 2019;

- 3) the Council's existing Dog Control Orders be revoked as of midnight 31 October 2019 to coincide with the commencement of the new Dog Control Public Spaces Protection Order;
- 4) delegated authority be granted to the Strategic Director – Enterprise, Community and Resources, in consultation with the Portfolio Holder for Community Safety, to make variations to the Dog Control Public Spaces Protection Order, but only to the extent of varying where the Dogs on Leads and Dog Exclusion Provisions of the Dog Control Public Spaces Protection Order shall apply, and only in such circumstances where appropriate consultation has been carried out which reveal support for any proposed variation;
- 5) the Fixed Penalty Notice amount for breaching a Dog Control Public Spaces Protection Order be set at £100; and,
- 6) the Fixed Penalty Notice amount for breaching a Dog Control Public Spaces Protection Order be reduced to £75 if paid within 10 days.

EXB18 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

PHYSICAL ENVIRONMENT PORTFOLIO

EXB19 DISPOSAL OF A PROPORTION OF LAND AT 3MG HBC FIELD

The Board considered a report of the Strategic Director, Enterprise, Community and Development, on the disposal of a proportion of land at 3MG HBC Field.

RESOLVED: That Executive Board approve the recommendations set out in the report.

Strategic Director
- Enterprise,
Community and
Resources

MINUTES ISSUED: 23 July 2019

CALL-IN: 30 July 2019

Any matter decided by the Executive Board may be called in no later than 5.00pm on 30 July 2019.

Meeting ended at 2.10 p.m.

This page is intentionally left blank

EXECUTIVE BOARD

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

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: None

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

	<i>Action</i>
EXB20 MINUTES	
<p>The Minutes of the meeting held on 18 July 2019 were taken as read and signed as a correct record.</p>	
CHILDREN EDUCATION AND SOCIAL CARE PORTFOLIO	
EXB21 BASIC NEED CAPITAL FUNDING	
<p>The Board considered a report of the Strategic Director, People, which sought approval for a classroom extension at Chesnut Lodge School, Widnes.</p>	
<p>The Board was advised that Chesnut Lodge was a Community Special School which catered for pupils aged 2-16 years with complex physical and medical difficulties. It was reported that the School required a one classroom extension in order to create a more suitable learning environment to accommodate the growing numbers of pupils that required this type of education. The Board noted that it was proposed to fund the works from the Basic Needs Capital Fund, allowing the Council to continue to meet its</p>	

requirements for enhanced learning environments through capital projects.

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

Strategic Director
- People

EXB22 POST DIAGNOSIS COMMUNITY DEMENTIA SUPPORT - KEY DECISION

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

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

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

Reason(s) For Decision

To continue provision of post diagnosis community dementia support.

Alternative Options Considered and Rejected

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

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

Implementation Date

1 October 2019.

RESOLVED: That

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

Strategic Director
- People

EXB23 CHAIR OF THE SAFEGUARDING ADULTS BOARD

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

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

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

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

Strategic Director
- People

EXB24 COMPLEX CARE POOLED BUDGET

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

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

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

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

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

RESOLVED: That

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

Strategic Director
- People

HEALTH AND WELLBEING PORTFOLIO

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

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

The Board was advised that

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

Members of the Health PPB had reiterated the

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

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

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

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

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

RESOLVED: That

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

3. Halton Council **calls for**

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

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

Chief Executive

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

Leader

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

Leader

COMMUNITY SAFETY PORTFOLIO

EXB26 BREXIT PREPARATIONS

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

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

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

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

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

ECONOMIC DEVELOPMENT PORTFOLIO

EXB27 EXTERNAL FUNDING TEAM - COST RECOVERY

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

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

RESOLVED: That

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

Strategic Director
- Enterprise,
Community and
Resources

RESOURCES PORTFOLIO

EXB28 TERM MAINTENANCE CONTRACTS

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

provision of term maintenance contracts across the Borough.

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

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

Strategic Director
- Enterprise,
Community and
Resources

EXB29 2019/20 QUARTER 1 SPENDING

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

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

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

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

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

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

RESOLVED: That

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

Operational
Director - Finance

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

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

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

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

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

Operational
Director - Finance

EXB31 DISCRETIONARY NON-DOMESTIC RATE RELIEF APPLICATIONS

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

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

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

RESOLVED: That

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

Strategic Director
- Enterprise,
Community and
Resources

EXB32 DISPOSAL, ACQUISITION, RETENTION STRATEGY

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

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

RESOLVED: That Executive Board

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

Strategic Director
- Enterprise,
Community and
Resources

PHYSICAL ENVIRONMENT PORTFOLIO

EXB33 PROCUREMENT OF SINGLE HOMELESS ACCOMMODATION SERVICES

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

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

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

values were set out in the report.

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

Strategic Director
- Enterprise,
Community and
Resources

COMMUNITY AND SPORT PORTFOLIO

EXB34 INDOOR AND BUILT SPORT FACILITIES STRATEGY

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

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

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

RESOLVED: That

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

Strategic Director
- Enterprise,
Community and
Resources

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

**PHYSICAL ENVIRONMENT PORTFOLIO AND
COMMUNITY AND SPORT PORTFOLIO**

EXB35 LEISURE CENTRE AT MOOR LANE

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

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

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

RESOLVED: That

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

Strategic Director
- Enterprise,
Community and
Resources

EXB36 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

RESOURCES PORTFOLIO

EXB37 LAND AT DAVY ROAD, ASTMOOR, RUNCORN

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

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

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

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

RESOLVED: That

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

Strategic Director
- Enterprise,
Community and
Resources

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

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

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

RESOLVED: That Executive Board

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

Strategic Director
- Enterprise,
Community and
Resources

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

EXB39 SCI-TECH DARESBURY: PROJECT VIOLET FUNDING UPDATE

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

RESOLVED: That

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

Strategic Director
- Enterprise,
Community and
Resources

CALL-IN

MINUTES ISSUED: 24 September 2019

CALL-IN: 1 October 2019 at 5.00 pm.

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

Meeting ended at 2.55 p.m.

HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 10 July 2019 at The Halton Suite - Select Security Stadium, Widnes

Present: Councillors Councillors Polhill (Chair) and T. McInerney, Woolfall and Wright and S. Bartsch, S. Burrows, L. Carter, J. English, G. Ferguson, T. Hemming, T. Hill, N. Kershaw, M. Lynch, R. Macdonald, Z. McEvoy, A. McHale, E. O'Meara, K. Parker, D. Parr, J. Rosser, S. Semoff, L. Thompson, S. Wallace Bonner, T. Woods and S. Yeoman.

Apologies for Absence: M. Larking, M. Pickup, C. Scales, M. Vasic and A. Williamson.

Absence declared on Council business: None

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

Action

HWB27 MINUTES OF LAST MEETING

The Minutes of the meeting held on 27th March 2019 having been circulated were signed as a correct record.

HWB28 HALTON FAMILY NURSE PARTNERSHIP - 2018 ANNUAL REVIEW

The Board received a report from Theresa Woods, a representative of Halton Family Nurse Partnership, who outlined the 1001 Critical Days programme which provided support to first time young parents aged under 19. Support was provided to clients from early pregnancy until the child was 2 years old. The programme aimed to:

- Improve pregnancy outcomes;
- Improve child's health and development;
- Develop parents' knowledge & skills; and
- Help parents' achieve their aspirations, such as getting a job or returning to education.

The Board was advised on the profile of those women on the programme and were provided with examples of improvements achieved in the lives of those clients supported by the Team.

RESOLVED: That the presentation be noted.

HWB29 CHIEF SOCIAL WORKER FOR ADULTS ANNUAL REPORT: 2018 TO 2019 - SOCIAL WORK LEADERSHIP IN CHANGING TIMES

The Board considered an overview of the Chief Social Worker (CSW) for Adults Annual Report 2018-19. The CSW worked from Government Office and her Annual Report which was themed around 'social work leadership in changing time' set out:

- How social workers were taking a practice leadership role in delivering safe and best outcomes for people with health and care needs; and
- Priorities over the coming year to further raise the quality and profile of adult social work across an integrated system.

The Annual Report also offered examples of social workers demonstrating leadership, professional oversight and co-operation with individuals, families and wider health and care sector. It also looked at the way organisations collaborated across health, community and voluntary sectors to maintain people's quality of life and independence and the CSW priorities for 2019/20.

The Board was also advised on the role of the Principal Social Worker (PSW). The Care Act 2014 stated that local authorities should arrange to have a PSW in place who was a qualified and registered social work professional practice lead who would oversee excellent social work practice. It was the Principal Social Workers role to take a professional leadership role across the organisation and act as a bridge for better communication and understanding between Senior Management and Social Workers. The report highlighted areas of progress achieved by the PSW during the past year.

RESOLVED: That the Board

1. note the Chief Social Worker's annual report; and
2. recognise the role of the Principal Social Worker Adults and the progress to date.

HWB30 FALLS STRATEGY

The Board considered a copy of the Falls Strategy 2018-2023. The Strategy was first developed in 2013 and

was now due for review. The Board was advised that the primary aims of this Strategy were to:

- Reduce the numbers of serious injuries that result from a fall;
- Reduce the number of Emergency hospital admissions for injuries due to a fall (65+);
- Reduce the number of Emergency hospital admissions due to fracture of neck of femur (65+);
- Reduce the numbers of falls that affect older people and those at higher risk of falling;
- Commission an integrated, evidenced based, falls prevention pathway across Halton; and
- Reduce the fear of falling among older people.

The Board discussed the collaboration of all partners on the development of the Falls Strategy. It was reported that there had been a mapping event, workshop and a steering group, which involved a wide range of organisations to develop the Strategy. It was recognised that it was important that the Falls Strategy would be joined up with other similar Strategy documents and the good work that was ongoing in this area would be scrutinised with a future report brought back to the Board.

Arising from the discussion, Rachel Macdonald requested that she would like to attend future Falls Strategy development activities on behalf of community pharmacists.

RESOLVED: That the Board approved the updated version of the Falls Strategy 2018-2023.

HWB31 ADULT SOCIAL CARE FUNDING - IMPROVED BETTER CARE FUND (IBCF) ALLOCATION 2019/20

The Board received a report of the Director Adult Social Services, which advised on the Improved Better Care Fund (iBCF) allocation for Adult Social Care in 2019/20. This was the final year of iBCF and the Board was reminded that a small number of grant conditions continued to be applied; specifically the funding was to be spent on schemes in the following three areas:

- meeting adult social care needs;
- reducing the pressures on the NHS, including supporting more people to be discharged from hospital when they were ready; and
- stabilising the social care provider market.

The report outlined the proposed schemes which

would be funded by the allocated iBCF for 2019/20.

RESOLVED: That the Board note the contents of the report and support the allocations outlined.

HWB32 ACCESS TO HEALTHY AND AFFORDABLE FOOD IN HALTON

The Board considered a report of the Director of Public Health, which outlined the key findings and associated recommendations of a comprehensive study to examine access to healthy and affordable food in Halton. An action plan to address these recommendations and a final study report had also been circulated to the Board.

Overall the study identified the following 3 local centre areas where retail provision could be improved to increase access to healthy food and a number of recommendations to assist this:

- West Bank, Widnes;
- Bechers, Widnes; and
- Halton Brook, Runcorn.

These areas were identified using the following criteria.

- High deprivation and low car ownership;
- Low availability of fresh fruit and vegetables; and
- No alternative shops within walking distance.

RESOLVED: That

1. the report "Access to Healthy and Affordable Food in Halton" be noted;
2. the implementation of the associated action plan be supported; and
3. Board members promote the report and its findings within their own organisations and use the findings to inform future interventions to improve food access.

HWB33 ONE HALTON UPDATE REPORT

The Board received an update report on the development of One Halton including the work of the One Halton Forum, the Integrated Joint Commissioning Group and the Provider Alliance. It was noted that One Halton had a dedicated budget of £966,570 available for 2019-20. The

majority of the funding was already committed for the year and details of the expenditure was outlined in the report.

The Health and Wellbeing Board was the decision making body for One Halton, therefore oversight of the budget would sit with the Board. The report recommended that the Board delegates authority and management of the budget to the Chief Executive/One Halton Senior Responsible Officer, in consultation with the Chair of the Health and Wellbeing Board and the Health and Wellbeing Portfolio Holder. This would allow decisions regarding spending to be made in a timely manner and projects initiated quicker.

In addition, the Board noted that a One Halton Forum Terms of Reference had now been produced and a copy was circulated to the Board for information.

It was noted that an update report would be brought back to the Board on the expenditure of the One Halton budget.

RESOLVED: That

1. the contents of the report be noted; and
2. authority to spend the One Halton budget be delegated to the Chief Executive/One Halton Senior Responsible Officer in consultation with the Chair of the Health and Wellbeing Board and the Portfolio Holder Health and Wellbeing.

Chief Executive

HWB34 INTEGRATED COMMISSIONING GROUP UPDATE

The Board considered an update report from the Integrated Commissioning Group. The purpose of the Group was to provide an oversight of commissioned services on behalf of One Halton. The report outlined the Group Membership, Governance and meetings held to date.

The Board also noted that there was a requirement from Cheshire and Merseyside Health Care Partnership to write a five year Strategic Plan that considered the NHS Long Term Plan as well as the Health Care Partnership Programmes. The Plan would be produced collaboratively with providers and a specific workshop would be held to undertake this. In addition, the Plan would also need to be signed off by the Board prior to 29th November 2019.

RESOLVED: That

1. the report be noted; and
2. the Terms of Reference for the Integrated Commissioning Group be approved.

HWB35 PROVIDER ALLIANCE UPDATE

The Board considered a report which provided an update from the One Halton Alliance. The purpose of the Alliance was to bring about effective collaboration across the whole of the health and social care system in Halton and for the system to support an end to competitive behaviour between providers. The report highlighted the Alliance membership, meetings to date, terms of reference, six priority areas (workstreams) identified and key decisions made.

It was noted that a request for a community pharmacy representative on the One Halton Alliance would be reported back to the Chair.

RESOLVED: That

1. the report be noted;
2. the six priority areas (workstreams) identified by the Provider Alliance be noted; and
3. the terms of reference for the Provider Alliance be approved.

Meeting ended at 4.12 p.m.

CHILDREN YOUNG PEOPLE AND FAMILIES POLICY AND PERFORMANCE BOARD

At a meeting of the Children Young People and Families Policy and Performance Board on Monday, 9 September 2019 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillor P. Lloyd Jones

Absence declared on Council business: None

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

Also in attendance: Mrs C. Alonso

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

Action

CYP10 MINUTES

The Minutes of the meeting held on 10 June 2019 were taken as read and signed as a correct record.

CYP11 PUBLIC QUESTION TIME

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

CYP12 JOINT TARGETED AREA INSPECTION OF MULTI-AGENCY RESPONSE TO CHILD EXPLOITATION IN HALTON

The Board received a report from the Strategic Director – People, which presented the findings of the recent Joint Targeted Area Inspection (JTAI) of multi-agency response to child exploitation in Halton and its recommendations.

It was reported that the inspection took place between 8 and 12 July 2019 and was conducted by the Care Quality Commission (CQC), HMI Constabulary and Fire and Rescue Services (HMICFRS) and HMI Probation (HMIP). They undertook a targeted inspection of the multi-agency response to children experiencing or at risk of exploitation,

including sexual and criminal exploitation in Halton.

It was noted, that as with the Ofsted Focused Visit in July 2019, the Inspectorates involved did not make a judgement from the JTAI, but provided a narrative letter setting out their findings; outlining strengths and setting out the areas for improvement. This letter was appended to the report.

Officers outlined the draft action list prepared in response to the inspection and it was noted that each action would be overseen by its own designated lead officer.

Further to Member’s queries the following was noted:

- The participation of each agency when considering the cases would now be documented, including conversations, to promote consistency, transparency and assist with arrangements with regards to the next steps;
- It was acknowledged that a common language needed to be used in all boroughs and agencies; so that the same terminology was used across the board; and
- An explanation on contextual safeguarding and what difference it would make to practice and outcomes was requested. This information would be provided later to the Board via email as the reporting Officer was unavailable.

RESOLVED: that the Board notes the findings of the JTAI and the requirement to prepare a written statement of proposed action by 2 December 2019.

CYP13 ATTAINMENT SUMMARY OF 2019 EDUCATIONAL OUTCOMES

The Board received a report from the Strategic Director – People, which provided the annual update of the educational outcomes for Halton’s children for 2018-19.

It was noted that the data quoted in the report was provisional and unvalidated and therefore subject to change. The validated national results would not be available until the publication of the DfE statistical first releases.

The report provided Members with details and supporting commentary of attainment outcomes for Halton’s

Operational Director
Education, Inclusion and Provision - and

Boroughwide performance in the following:

- a) The Good Level of Development indicator (GLD);
- b) Phonics results at the end of Year One and the end of Key Stage One;
- c) Key Stage One Reading; Writing and Maths attainment;
- d) Key Stage Two Reading; Writing; Maths; Read Write Maths combined and Grammar, Punctuation and Spelling;
- e) GCSE performance grades 9-4 and 9-5; and
- f) A Level and vocational qualification performance.

The following points were noted / queried by Members:

- GCSE maths grade boundaries had changed this year, this had affected lots of schools – Officers would receive more detail from schools regarding this to enable a closer analysis;
- There were particular schools that were struggling with early years goals in reading, however overall early years had shown improvements which was welcomed by Members;
- A deep dive into maths strategies was planned for the future, Members asked about the programmes schools were using;
- 'A' Level pass results in the Borough were above provisional national passes, many students achieved these in the College;
- The need to raise the aspirations of pupils was acknowledged;
- It would be helpful if the attainment results were shared with school governors – a briefing for governors was being held next week where this would happen; and
- Head teachers were obliged to share information with their governors however, it was commented that governors needed to know what questions to ask them. A list of questions had been compiled previously regarding Early Years, so this could be extended to include wider performance areas.

RESOLVED: That the information and comments made be noted.

CYP14 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 - 2018/19

The Board received the Performance Management Operational

reports for quarter 4 of 2018-19 (1 October 2018 to 31 December 2018). It was noted that these were sent to Members via email on 28 June 2019.

Director
Education,
Inclusion and
Provision -

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.

Officers provided the highlights of the report to Members. With regards to the 'High Level Strategic Planning Review' undertaken by *Peopletoo* and with regards to Phase 2, Members requested to receive updates from the meetings being held for scrutiny purposes. It was agreed that this could be done via the task and finish group already set up, and that notes could be shared confidentially with the Chair and Vice Chair.

The Chair requested further details on PED02 01 (page 42) – in relation to the different themes that had been identified through the audit process and could they be shared regularly with the Board. This information would be provided later to Members via email.

RESOLVED: That the quarter 4 2018-19 performance management reports be received.

CYP15 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 - 2019-20

The Board received the Performance Management reports for quarter 1 of 2019-20 (1 April 2019 to 30 June 2019). Members 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.

It was announced that the development of Halton Learning Alliance would be shared at the next governors'

conference and that the SEND Commissioner funded by Schools Forum had already been instrumental in improving practice and improving efficiency.

RESOLVED: That the quarter 1 performance management reports be received.

Meeting ended at 8.10 p.m.

This page is intentionally left blank

**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 June 2019 in the Boardroom - Municipal Building, Widnes

Present: Councillors MacManus (Chair), C. Plumpton Walsh (Vice-Chair), J. Bradshaw, Cassidy, Leck, Logan, Rowe, Wallace and Whitley

Apologies for Absence: Councillor June Roberts

Absence declared on Council business: None

Officers present: S. Saunders, C. Patino, W. Rourke, A. Jones, P. Corner and T. Leather

Also in attendance: C. Eriksen – LCR Apprenticeship Hub and Councillor Jones in accordance with Standing Order number 33.

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

	<i>Action</i>
<p>ELS1 MINUTES</p>	
<p>The Minutes from the meeting held on 18 February 2019 were taken as read and signed as a correct record.</p>	
<p><u>ELS30 – LIBRARY SERVICE</u></p>	
<p>The following statement was provided from the Library Service following Members' queries about how libraries could work with school literacy advisors –</p>	
<p><i>As part of the Summer Reading Challenge we already work closely with a number of schools across the Borough. The Library Service Children and Family Development Officer would contact the primary schools with the poorest literacy performance and explore ways to work more closely.</i></p>	
<p>ELS28 – PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 OF 2018-19</p>	
<p>The Chair advised that the proposed merger between Siemens-Alstom would not happen.</p>	

ELS2 PUBLIC QUESTION TIME

It was confirmed that there were no public questions.

ELS3 EMPLOYMENT LEARNING AND SKILLS AND COMMUNITY POLICY AND PERFORMANCE BOARD ANNUAL REPORT FOR 2018/19

The Board received the Employment, Learning and Skills and Community Policy and Performance Board's Annual Report for 2018-19.

The Chair wished to convey his thanks to the Vice Chair and all Members of the Board and Officers for their support throughout the year.

RESOLVED: That the Annual Report is received.

ELS4 SCRUTINY TOPIC GROUP - "BETTER JOBS TO MAKE BETTER LIVES"

The Board received a report which presented the final outcome of the Scrutiny Topic Group '*Better Jobs to Make Better Lives*', this was attached at appendix 1.

It was reported that over the past 12 months, Members of this PPB had been working on a Scrutiny Topic Group, which had considered how and to what extent any jobs being created in the Borough were accessible to local people. Within the context of this work Members had evaluated the employment, learning and skills services provided by the Council which identified the opportunities and challenges the Council faced in delivering these services, whilst taking into account the non-statutory nature of these services.

In summary the report acknowledged the positive work that the Council undertook to support residents into training and or employment, but recognised that employees from outside the Borough commuted to take up higher paid job opportunities provided by Halton businesses. The report considered actions already being taken and further actions that could be implemented which would increase the number of residents accessing these jobs in the future.

Members gave their thanks to the Officers involved in the Topic Group. It was commented that the LGA Graduate Development Plan would be used as a way of enticing graduates in the Borough to work in the Borough.

RESOLVED: That

- 1) Members approved the conclusions and recommendations presented in the report; and
- 2) the recommendations be presented to the Executive Board for consideration.

Operational
Director -
Economy,
Enterprise &
Property

ELS5 ONE FRONT DOOR - LIVERPOOL CITY REGION'S INWARD INVESTMENT SERVICE

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which updated them on the *One Front Door* for the Liverpool City Region (LCR), a new delivery model for engaging with new prospective investors.

Members were advised that the Inward Investment Service was the approach taken within the LCR to attracting investment into the area and with intense demand for investment among city regions, it was crucial that the approach taken was as effective and efficient as possible.

The report discussed the LCR approach, its success and recent activities such as the review which started at the end of 2017. Appended to the report was the Terms of Reference for the *One Front Door Investment Panel* which included details of its main functions.

RESOLVED: That the update be received.

ELS6 LIVERPOOL CITY REGION APPRENTICESHIP HUB: APPRENTICESHIP GROWTH PLAN 2018-2020 AND ESF EMPLOYEES SUPPORT IN SKILLS CONTRACT

The Board received a presentation from the Divisional Manager – Employment, Learning and Skills, on behalf of the Liverpool City Region (LCR) Apprenticeship Hub Skills Strategy Manager, which gave an overview on progress to date against the City Region's Apprenticeship Growth Plan 2018 – 2020 and a review of the ESF Employees Support in Skills contract, awarded by the Education and Skills Funding Agency (ESFA).

It was noted that the LCR's Apprenticeship Hub had operated since 2011 and was a good example of close collaborative and partnership work that existed within the City Region. The Team was employed by HBC on behalf of the LCR and was located in Kingsway Learning Centre, but operated across the City Region.

The presentation provided information on what the Apprenticeship Hub was, as well as information on:

- The European Social Fund (ESF) Employees Support in Skills (ESIS) Contract and deliverables;
- Key successes of the Hub;
- Events and activities happening locally in Halton;
- The LCR Apprenticeship Ambassador Network;
- The LCR Skills show 2018;
- The priorities of the Apprenticeship Growth Plan 2018-2020;
- Progress on the Apprenticeship Growth Plan 2018-2020 so far; and
- The next steps for the Apprenticeship Hub.

Members were directed to the LCR main website which contained further information on the Apprenticeship Growth Plan 2018-2020. Members commented it was useful to have an outside and impartial body visiting the schools to explain apprenticeships. It was also noted that Halton had hosted the Apprenticeship Hub for a number of years on behalf of the LCR, despite being the smallest local authority; Members praised the work and skills of officers in respect to this.

RESOLVED: That the Board notes the positive work being undertaken by the Apprenticeship Hub.

ELS7 LIVERPOOL CITY REGION GROWTH COMPANY

The Board received an update on the development of the Liverpool City Region (LCR) Growth Company.

It was reported that in the Spring of 2019, the LCR Combined Authority announced its intention to establish a special purpose delivery vehicle for economic growth; this would be known as the Growth Company.

Members were advised that the primary focus of the Growth Company was to develop a step change to how the LCR maximised its growth potential in future years. In order to achieve this, there was a need to develop a clearer and simpler model to support inward investment and business support in the City Region. It was also acknowledged that the success of the Company would require greater partnership working with a number of key institutions, notably local authorities; universities; colleges and the third sector. The proposals sought to further strengthen links between the Combined Authority and Local Enterprise Partnership.

The report described the areas that could be delivered through this vehicle and highlighted some specific areas that may be of interest to the Board.

It was agreed that an update report on the Growth Company would be submitted to the Board in the future.

RESOLVED: That the update be received.

ELS8 DELIVERING THE HYDROGEN ECONOMY NW EVENT

The Board received a report from the Strategic Director – Enterprise, Community and Resources on the *Delivering the Hydrogen Economy North West* Event, held at The Heath Business and Technical Park on Wednesday 5 June.

A presentation was made to Members to accompany this which described the various major schemes and funding applications currently being advanced across the Liverpool City Region (LCR) and the Cheshire and Warrington LEP area, and the likely impact upon the economy of Halton of the development of a hydrogen economy locally.

The presentation would be sent to Members following the meeting.

RESOLVED: That Members note the significance of the development of a hydrogen economy locally and the contribution likely to be made to the decarbonisation of industry, the creation and sustainability of local employment and a range of significant positive public health outcomes.

ELS9 PERFORMANCE MANAGEMENT REPORTS - QUARTER 4 OF 2018-19

The Board received the performance management reports for Quarter 4 of 2018-19 (1 January 2019 to 31 March 2019) 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 2018-19 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. Also, progress concerning the implementation of any high risk mitigation measures relevant to this Board was included.

In response to one Member's query regarding the Stadium budget overspends, it was noted that a restructuring exercise had now been completed resulting in significant savings. The Chair suggested that the way financial information was reported could form the basis of a future topic group.

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

Meeting ended at 8.16 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, 23 September 2019 in the Civic Suite - Town Hall, Runcorn

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

Apologies for Absence: Councillors J. Bradshaw and Teeling

Absence declared on Council business: None

Officers present: S. Saunders, C. Patino, W. Rourke, A. Jones, P. Corner and N. Goodwin

Also in attendance: P. Atkinson – Science Technology Facilities Council and M. Murphy – Riverside College

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

	<i>Action</i>
ELS10 MINUTES	
The Minutes from the meeting held on 24 June 2019, were taken as read and signed as a correct record.	
ELS11 PUBLIC QUESTION TIME	
The Board was advised that no public questions had been received.	
ELS12 PRESENTATON SCI-TECH DARESBUY TALENT AND SKILLS	
The Board received a report from the Strategic Director – Enterprise, Community and Resources which introduced Mr Phil Atkinson from the Science Technology Facilities Council, who presented an update on the development of a Talent and Skills Strategy at Sci-Tech Daresbury.	
It was reported that the Talent and Skills Strategy responded to the objective of growing the campus to 10,000	

– 15,000 people by 2037. The Strategy helped understand what the skills challenges were; how interventions would benefit the campus; and what evidence was available to support these interventions. Further, the aim of the Strategy was to attract, develop and retain the wide range of sector talent and skills essential to Sci-Tech Daresbury, Halton, the Liverpool City Region and beyond.

It was noted that the focus would be to enable science and technology companies on Campus to readily access the talent and skills necessary, to enable their growth and scale up. The report provided details of the focus of the Strategy, its actions and the intended outcomes.

Following Members’ questions, the following additional information was noted:

- A jobs portal was being developed as part of the Strategy and a link to jobs/careers would be on the Daresbury Sci-Tech website as well. The Divisional Manager for Employment, Learning and Skills also received job vacancy alerts from Daresbury Sci-Tech which were circulated locally;
- One aspect of the Strategy was to give advice to SME’s that were struggling to expand due to lack of locally skilled staff;
- Outreach work within the community was being focussed on to highlight the opportunities available to young people by involving local schools, teachers and parents etc; and
- Open days at the site had taken place previously and more were planned in the future – an open week was planned for 2020, more details would be provided to Members when finalised.

RESOLVED: That the Board notes the presentation and comments made.

Operational Director -
Economy, Enterprise &
Property

ELS13 PRESENTATION RIVERSIDE COLLEGE

The Board welcomed the Principal from Riverside College, Mary Murphy, who presented an overview of the College’s strategic priorities, quality of teaching and learning, enrolments, funding and key developments.

Members welcomed the information provided and were pleased to note the College’s successes and examples of case studies where students had gained entry to Universities throughout the Country or were successful in securing permanent employment.

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

ELS14 EMPLOYMENT LEARNING AND SKILLS UPDATE REPORT

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which presented to them an overview of employment, learning and skills activities in Halton.

It was reported that the Employment, Learning and Skills Division sat within the wider Economy, Enterprise and Property Department and consisted of the following services:

- Adult community Learning;
- Family Learning;
- Halton Employment Partnership and Employability Programmes;
- Halton People into Jobs, delivering on the following contracts:
 - DWP Work and Health Programme
 - DWP Households into Work
 - DWP/ESF Ways to Work; and
 - ESF/Big Lotto Digital Inclusion Project
- Liverpool City Region (LCR) Apprenticeship Hub (managed on behalf of the Combined Authority).

It was noted that the services / contracts that the Division delivered were 100% externally funded for the past 5+ years by the Department for Work and Pensions (DWP) and the Education and Skills Funding Agency (ESFA). Additionally, the Division had been successful in being awarded European Social Funds (ESF) to deliver a number of projects.

The report provided Members with updates relating to:

- Devolution of the Adult Education Budget (AEB);
- Skills Capital;
- ESF Calls; and
- The Skills and Apprenticeship Hub.

Members noted the introduction of new courses teaching website design, marketing and digital advertising and marketing with film, which would fill a gap that existed in these areas. They also welcomed the bid that was being made by Halton on behalf on the Liverpool City Region

(LCR) for the National Youth Employment Initiative (YEI) funding.

Further, since the publication of the agenda, it had been confirmed that the Apprenticeship Hub would continue to be hosted and managed in Halton on behalf of the LCR (discussed in paragraph 3.4.13), this was also welcomed by the Board.

RESOLVED: That the report be noted.

ELS15 COMMUNITY DEVELOPMENT SERVICE ANNUAL REPORT FOR 2018/19

The Board received a report from the Strategic Director – Enterprise, Community and Resources, informing them of the operational delivery for the Community Development Service for the period 1 April 2018 to 31 March 2019.

It was noted that the Community Development Service helped support local community groups or organisations with their formation and facilitated the delivery of community led initiatives and activities. The team also had a combined role in managing Area Forum projects delivery, enabling Elected Members to respond to community concerns and aspirations. This combined role generated effective community engagement with Council departments, services and partner organisations and contributed to building resilience in Halton's communities.

The report set out how the Community Development Team's Officers worked within their respective neighbourhoods and described the relationships fostered over the years. It was noted that the amount of funding from external sources in the year 2018/19 had increased considerably from the year before, this was welcomed by Members. Examples were also provided of projects and groups that the Community Development Team were working in partnership with across the Borough. Detailed information was provided on projects funded through the Local Area Forums, which included the costs and areas (with reference to the Council's priorities) where the spend had been made for each.

The consensus of the Board was that the work, knowledge and guidance provided by the Community Development Team was invaluable to Members and assisted in the harnessing of community spirit within their respective Wards.

RESOLVED: That the report and comments made be noted.

ELS16 COMMUNITY CENTRES ANNUAL REPORT FOR 2018/19

The Strategic Director – Enterprise, Community and Resources, presented the Board with information on the Council's Community Centres Service for the period 1 April 2018 to 31 March 2019.

It was reported that the Community Centres Service provided for the management and delivery of services from five buildings: Castlefields, Ditton, Grangeway, Murdishaw and Upton. The centres delivered programmes of community activities with varying models of community cafes and service outlets. It was noted that these centres provided a community hub, a central point at the heart of the communities where they were located, for residents to enjoy chosen activities and receive services in their neighbourhoods.

Members were provided with a summary of service performance which included centre usage and operating costs. The report went on to include the profile for each community centre which included key performance indicators to illustrate the performance of each over a three year period.

RESPOLVED: That the report be noted.

ELS17 ECONOMIC PROGRESS AND ECONOMIC PROFILE

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented Halton's current economic profile and provided an update to Members on developments in the economy in recent years.

Members were referred to the current economic profile at Appendix 1 and Officers presented an in-depth assessment based upon the information provided as an evidence base for '*Halton 2030*' which was a vision for how Halton's economy would look in the future; set out the future challenges; and how the Borough might respond to these challenges.

In summary the update included: The Economic Overview; Enterprise and Jobs; The Resident Population; Skills; and Land, Infrastructure and Transport.

A query relating to economic inactivity and the definition of a 'discouraged worker' would be provided to Members following the meeting along with the presentation slides.

Operational
Director -
Economy,
Enterprise &
Property

RESOLVED: The Board notes the update.

ELS18 SCRUTINY TOPIC GROUP ITEMS 2019/20

The Board received a report which requested them to propose the establishment of a topic group for Members during 2019/20.

It was noted that each year the PPB chose a scrutiny topic that had the potential to inform and/or change service delivery and may result in an amendment or improvement of a Council policy. Members discussed ideas for this year's topic and provided several suggestions – the effects of Brexit on the Borough; the Local Industrial Strategy; and Traded Areas in the Borough.

The Board agreed that *Traded Areas in the Borough* would form the Scrutiny Topic for 2019/20, and that it would be open to all Members of the Board. In the first instance the date of the initial meeting and agenda would be forwarded to all Members of the Board.

RESOLVED: That the Board

- 1) agrees to the establishment of a scrutiny topic group named *Traded Areas of the Borough*; and
- 2) agrees that all Members of the Board were welcome to participate.

Operational
Director -
Economy,
Enterprise &
Property

ELS19 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 OF 2019/20

The Board received the performance management reports for Quarter 1 of 2019-20 (1 April 2019 to 30 June 2019) 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 2018-19 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. Also, progress concerning the implementation of any high risk mitigation measures relevant to this Board was included.

Further to a query, it was noted that Halton's Year of Culture within the LCR was 2021 and themes were being looked at for this that would celebrate what the Borough had to offer, as well as its heritage and industrial past.

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

Meeting ended at 8.20 p.m.

This page is intentionally left blank

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 17 September 2019 at Council Chamber - Town Hall, Runcorn

Present: Councillors J. Lowe (Chair), Baker (Vice-Chair), Cassidy, Dennett, P. Hignett, Ratcliffe, Sinnott and Zygadlo

Apologies for Absence: Councillor Dourley, C. Loftus and June Roberts

Absence declared on Council business: None

Officers present: S. Wallace-Bonner, M. Vasic, D. Nolan, L Wilson, M. Lynch, D. Parr and G. Ferguson

Also in attendance: Councillor T. McInerney under Standing Order 33.
M. Austin - Halton CCG, Dr Davies - Halton CCG, M Pickup - Warrington and Halton Hospitals, C. Scales - Bridgewater, J. Regan – Premier Care and L. Thompson – Halton CCG.

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

	<i>Action</i>
HEA1 MINUTES	
The Minutes of the meeting held on 18 June 2019 were signed as a correct record.	
HEA2 PUBLIC QUESTION TIME	
It was confirmed that no public questions had been received.	
HEA3 HEALTH AND WELLBEING MINUTES	
The minutes relating to the Health and Wellbeing Board from its meeting on 27 March 2019 were presented to the Board for information.	
RESOLVED: That the minutes be noted.	
HEA4 BRIDGEWATER COMMUNITY HEALTHCARE AND WARRINGTON & HALTON HOSPITALS COLLABORATION UPDATE	

The Board was provided with an overview of the collaboration between Bridgewater Community Healthcare (BCH) NHSFT and Warrington and Halton Hospitals (WHH) NHSFT, including progress to date and the key next steps.

The collaboration was described as an equitable partnership of two foundation trusts intended to support and accelerate the delivery of *One Halton* and *Warrington Together* priorities, with system partners to improve the health and wellbeing outcomes of both populations.

It was noted that the NHS Long Term Plan, published in January 2019, promoted models of collaboration with the 'breaking down' of barriers between primary and community and acute care, with out of hospital provision of care prioritised and the development of integrated community teams and primary care networks. It was explained that BCH and WHH operated across the Warrington and Halton health economy footprints, and like many health and care organisations, both faced increasing pressures from increased demand for services due to population health trends, service delivery pressures due to workforce availability and need to address challenges at an organisation and system level.

Therefore in line with the direction of the NHS Long Term Plan, both organisations shared an ambition to develop true sustainable integrated care and shared the belief that there were opportunities to collaborate in developing place based models of care in both Halton and Warrington, which would not only remove the barriers between acute and community but also primary care, social care and voluntary/charity sector services.

The report continued, discussing system aims, progress made to date and the key next steps with regards to governance, workforce, clinical service sustainability and reducing costs in the system.

It was highlighted by a Board Member that the governance arrangements were not yet clearly defined. The Board requested that an update report should be circulated to Members once the governance arrangements had been confirmed.

In addition, the Board discussed the interface between the Local Authority and the Programme Managers, the proposal for a new hospital in Warrington and engagement with Whiston Hospital and the collaboration.

On behalf of the Board, the Chair thanked Mel Pickup for her contribution to Board meetings and wished her every success in the future.

RESOLVED: That the Board noted the contents of the report.

HEA5 COMMUNITY CONNECTORS

The Board considered a report from the Strategic Director – People, which provided an evaluation of the Halton Community Connectors pilot.

It was reported that the Community Connector pilot was a 12 month funded initiative which adopted the evidence based ‘Local Area Coordination’ approach to supporting people as valued citizens in their communities. The approach was an assets/strength based one, which protected the individual’s independence, resilience, ability to make choices and wellbeing utilising personal, social, community and environmental assets. Further, supporting the person’s strengths and using assets in the community could help address their needs for support in a way that allowed the person to lead, and be in control of, an ordinary and independent day to day life as much as possible; and may also help delay the development of further needs.

The report described the role of the two Community Connectors appointed and how they operated during 2018-19. Members also heard the outcomes of the pilot, the links with care management, what was learnt and the next steps to be taken. Members were also referred to ‘*Jenni’s Journey*’, a case study which was appended to the report.

The Board discussed how the pilot worked alongside Sure Start services and other similar projects such as Bridge Builders and how it enhanced Social Workers’ knowledge of these types of services.

RESOLVED: That the report be noted.

The Chair declared a Disclosable Other Interest in the following item as her son’s partner works for Premier Care so she did not take part in the debate following the presentation.

HEA6 TRANSFORMING DOMICILIARY CARE (TDC) PROGRAMME

The Board received a report from the Strategic

Director – People, which gave an update on the progress of the Transforming Domiciliary Care Programme and information on Premier Care – Lead Provider for commissioned domiciliary care in the Borough.

It was reported that Halton Borough Council had been working with a range of partners to develop how domiciliary care was delivered in the Borough; known as the Transforming Domiciliary Care Programme. The term *Domiciliary Care* was used to describe the help some adults need to live as well as possible when coping with an illness or disability they may have.

Members were presented with information about the Programme with the help of a presentation given by Mr Regan on behalf of Premier Care. The report also discussed the Programme's capacity and demand, service user assessment and management and workforce development.

Board Members raised concerns around retention of staff, workforce development, administering medication and the proposed apprenticeship scheme. In response the Board was advised that staff turnover at Premier Care was similar to the national average in this area of employment. With regard to a proposed apprenticeship scheme, Mr Regan confirmed that if the apprentice was providing domiciliary care then the rate of pay would be the same as other employees in a similar role. In response to the concerns around administering medication, Premier Care was looking at an electronic system that would provide an improved and more robust medication administering system.

RESOLVED: That the report be noted and Premier Care be invited to attend a future Board meeting to provide an update on apprenticeships and the medication administering system.

HEA7 URGENT TREATMENT CENTRES UPDATE

The Board received a presentation from Dr Andrew Davies, Clinical Chief Officer, NHS Halton CCG, on the outcome of the Urgent Treatment Centre (UTC) procurement.

Members were advised on the future UTC model and received information on how it would improve the current Urgent Care Centres by providing:

- access to appropriately skilled practitioner to meet

- patient needs and diagnostics where required;
- an improved model of care encompassing health and social care;
- clear outcomes demonstrating system working; and
- improved patient experience.

The UTC contract open tender process would commence during October and was expected to be completed by December 2019. The new UTC contract would be effective from April 2020. A public consultation exercise would take place throughout the process.

A member requested that the Board be kept up to date on any proposed service improvements at the UTC. In addition, if there were plans for more GP hours at the UTC, these should be clearly signposted.

RESOLVED: That the Board note the report and accompanying presentation.

HEA8 NHS HALTON & NHS WARRINGTON CCG FUTURE COMMISSIONING/GOVERNANCE ARRANGEMENTS

The Board received a presentation from Dr Andrew Davies, Clinical Chief Officer, NHS Halton CCG, on the future commissioning arrangements.

Members were advised that there was a national requirement for CCGs to reduce the already stretched running costs by 20% by 2020/21. In addition, the ambition of the NHS Long Term Plan placed great focus on the streamlining of commissioning and place based integration.

It was noted that over the last few months, the Halton and Warrington CCG Integrated Management Team had been working to identify actions to reduce running costs and had already exhausted all internal actions in terms of reducing spend. Taking into consideration the 20% reduction requirement for both NHS Halton CCG and NHS Warrington CCG, a formal options appraisal was being undertaken to consider what could be done to reduce costs, streamline commissioning and make best use of resources and expertise. The following three options had been considered by the CCGs and details of each were outlined to the Board:

- Do nothing;
- CCGs integrate with their respective Local Authorities; and
- Merger of the two CCGs.

It was noted that following an appraisal of the three options, which included a financial report, it had been decided to progress with the preferred option to merge the two CCGs. Members were provided with information on the latest feedback on the public consultation exercise that was taking place around the proposed merger, the engagement process with stakeholders and details on the next steps of the process.

The following was discussed/noted in response to Members' queries:

- the appropriateness of merging Halton and Warrington CCGs;
- dilution of the Halton Place agenda;
- the closure of Halton Haven, although it was not part of this process;
- the timescales involved and the very short period of consultation;
- the lack of inclusivity in the process with the Council and other stakeholders;
- bias towards the merger model;
- failure to properly consider and evaluate all options;
- the implications the merge will have on the medium and long term financial funding for health in Halton;
- the dilution of the Halton GP voice as Warrington had more GPs than Halton and the wider implications of Halton GPs representation on the new Board;
- the future impact on One Halton; and
- the lack of financial information provided.

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

In response to Members' concerns around the financial information that had been appraised, Dr Andrew Davies agreed to share the financial documents with the Board.

RESOLVED: That the Board notes the report and accompanying presentation.

HEA9 ONE HALTON PLAN

The Board considered a report of the Chief Executive that shared with Members the current working draft of the

One Halton Plan. This was a Five Year Strategy document required by Cheshire & Merseyside Healthcare Partnership in response to the NHS Long Term Plan.

Members were advised that the draft document would be reviewed at the Health and Wellbeing Board (HWB) at its meeting on 2nd October 2019. Any comments on the One Halton Plan should be forwarded to the Chief Executive prior to the HWB meeting.

RESOLVED: That

1. The draft report is noted; and
2. Any comments on the One Halton Plan be forwarded to the Chief Executive.

HEA10 PERFORMANCE MANAGEMENT REPORTS, QUARTER 1 2019/20

The Board received the Performance Management Reports for quarter 1 of 2019-20.

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 of 2019-20. This included a description of factors which were affecting the services.

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

Arising from the discussion, it was reported that Halton had recently contributed to a successful bid through the Cheshire and Mersey Cancer Prevention Group, a subgroup of the Cancer Alliance and had been awarded over £1.2million to implement activities to improve uptake of cancer screening programmes. The Board requested additional information on how the Group would roll out this programme.

RESOLVED: That the Performance Management Reports for quarter 1 be received.

Meeting ended at 9.00 p.m.

This page is intentionally left blank

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 10 September 2019 at the Council Chamber, Runcorn Town Hall

Present: Councillors Thompson (Chair), N. Plumpton Walsh (Vice-Chair), K. Loftus, Logan, Ratcliffe and Zygadlo

Apologies for Absence: Councillor Baker, E. Cargill, Dourley, V. Hill and P. Lloyd Jones

Absence declared on Council business: None

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

Also in attendance: Councillor D. Cargill under Standing Order 33. Two representatives from Cheshire Police.

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

	<i>Action</i>
SAF9 CHAIR'S ANNOUNCEMENTS	
<p>The Chair announced that he had recently been appointed as Vice Chair of the Cheshire Police and Crime Panel.</p>	
SAF10 MINUTES	
<p>The Minutes of the meeting held on 11th June 2019 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 MULTI AGENCY INITIATIVES TO TACKLE KNIFE CRIME	
<p>The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which updated the Board on the positive work that key partners were doing in partnership with the Police and Local Authority to make Halton safer. Following recent events in Runcorn, Widnes and trends that were emerging across the country</p>	

with regard to knife crime and violence against the person by young people, Halton had established a multi agency response to what was becoming a significant concern for our communities. The purpose of this response was to have a better understanding of the current picture in Halton in respect of knife crime and violence against the person, especially that being perpetrated by young people.

The Board received a presentation from Cheshire Police outlining their response to tackling weapons. Members were advised on:

- the knife related offence recorded volumes during 2018/19 for the Cheshire Force and Runcorn area;
- Operation Abolish - Prepare;
- Operation Abolish – Pursue;
- Operation Abolish – Prevent;
- Operation Abolish – Protect;
- Community knife sweeps; and
- The work of the Tackling Weapons Working Group.

RESOLVED: The report be noted.

SAF13 ALCOHOL AND SUBSTANCE MISUSE IN HALTON

The Board considered an update report on the work carried out to tackle alcohol and substance misuse across the partnership in the Borough. Members were presented with a number of indicators, which were used to monitor the extent of alcohol and substance misuse in Halton. The data presented highlighted the number of:

- Under 18 alcohol specific admission episodes;
- Hospital admissions for young people aged between 15 and 25 due to substance misuse;
- hospital admissions due to alcohol related conditions for adults;
- community treatment service referrals for alcohol;
- alcohol detoxification services referrals; and
- substance misuse referrals and outcomes.

The Board also received an update on emerging issues across the partnership which included:

- **Alcohol Care Teams** – Work was underway across Cheshire and Merseyside to develop an NHS response to the provision of hospital based alcohol care teams, as well as a local dashboard. This work was being overseen by the Health and Care Partnership who had identified alcohol as one of their

priority areas.

- **Treatment completions** - Services have performed consistently well with successful completions across all four cohorts of service users. To support those leaving services, CGL had developed additional support groups, some focusing on abstinence, as well as developing further peer support group, both in service and within the community.
- **Education and Employment** - This year service users had been supported to gain a total of 265 qualifications in a wide range of topics. 41 individuals had been supported into employment, with a 63% sustainment in jobs for over 6 months.
- **Blood Borne Viruses** - Cgl has completed 312 BBV testing after their triage in 2018/19 as opposed to 100 clients tested in 2018/17. Also this year, 4 individuals had commenced treatment, with 2 completing and 15 service users referred to hepatology for treatment.
- **The Recovery Café** - The recovery café continued to thrive and was a self-sufficient enterprise ran entirely by volunteers. Each week approx. 50 service users, friends and family members attended the café.

RESOLVED: That the report be noted.

SAF14 FOOD SAFETY AND STANDARDS SERVICE

The Board considered a report of the Director of Public Health which provided an update on the work of Halton's Food Safety and Standards Team, in particular the ongoing operation of the National Food Hygiene Rating Scheme and proposed changes to the law on allergen labelling. The report examined how well the food businesses in Halton were performing in relation to the National Food Hygiene Rating Scheme and new and developing issues with regard to Food Safety and Standards.

The Board was advised that the National Food Hygiene Rating Scheme was now an integral part of the good premises inspection programme. The Council had adopted the national scheme in 2011.

The Authority was still required by the Food Standards Agency to submit an annual service plan which included a detailed risk based inspection programme for all the Borough's food premises. Following an unannounced food hygiene inspection businesses were awarded a score from 0-6 based on the inspection findings. The score was available on the Food Standards Agency's website. Window stickers were also provided to enable the business to display

the score on the premises.

In practice, only those premises with the higher ratings of 3 and above voluntarily display their score. There was no current legal requirement in England for all businesses to display their score. The Food Standards Agency was committed to making the display of ratings in the UK mandatory, however this would require legislation to pass through UK Parliament. The Board agreed that a letter would be sent to both local Members of Parliament requesting that they call upon the Secretary of State to urge that mandatory food signage be displayed in all food premises in England.

RESOLVED: That

1. the report and the overall improvement in food hygiene standards be noted; and
2. a letter be sent to both local Members of Parliament requesting that they call upon the Secretary of State to urge that mandatory food signage be displayed in all food premises in England

Meeting ended at 8.00 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, 26 June 2019 at the Council Chamber - Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Ferguson, T. Gibbs, A. Jones and W. Rourke

Also in attendance: N/A

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

	<i>Action</i>
EUR1 MINUTES	
<p>The Minutes of the meeting held on 27th February 2019 having been circulated were signed as a correct record.</p>	
EUR2 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
EUR3 EXECUTIVE BOARD MINUTES	
<p>The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.</p> <p>RESOLVED: That the Minutes be received.</p>	
EUR4 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 OF 2018/19	
<p>The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 4 of 2018/19.</p>	

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.

Councillor Howard submitted a number questions and responses were provided. It was agreed that a copy of those questions and responses would be emailed to the Board Members.

Arising from the discussion, the Board requested clarification on why the figure for residual household waste per household were higher and the figure for household waste recycled and composted was lower than their predicted targets. It was agreed that a detailed response would be provided.

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

Strategic Director
Enterprise,
Community and
Resources

EUR5 BUILDING CONTROL UPDATE

The Board received a presentation on the Building Control Service which was provided as a shared service between Knowsley and Halton Borough Council. Building Control was a statutory function and national regulations govern the work for which a fee was charged. The Building Control service's fee earning work helped to cross-subsidise other vital but non-fee earning work, for example responding to concerns about potentially dangerous structures and buildings and recommending action to ensure public safety.

Members were advised that the Building Control service's core fee earning activities were subject to direct competition from the private sector "Approved Inspectors" who also had the power to confirm that a building complied with the Building Regulations. In Halton and Knowsley, the presence of competing Approved Inspector companies had not only impacted upon the volume of work submitted to the Authorities' in-house services, but had also affected the Councils' ability to retain and attract qualified staff.

The Board was advised on the measures being taken to address the volume of work submitted to the Authorities which had resulted in an increase in the Authorities share of the market. Members also noted the recent changes made to Building Control Regulation following the Hackitt Review and the resulting Government Implementation Plan.

RESOLVED: That the presentation be received.

EUR6 LOCAL CYCLING AND WALKING INVESTMENT PLAN (LCWIP)

The Board considered a report which provided an overview of the national Cycling and Walking Investment Strategy. These schemes would extend the existing network across the Borough, providing linkages between the routes and provide access to opportunities for both work and leisure.

It was noted that the Liverpool City Region (LCR) had agreed in Spring last year to develop a Local Cycling and Walking Investment Plan (LCWIP). The LCWIP would support a number of Transport Strategies and would help to reduce transport emissions and improve the health of the region by providing new and improved cycle and walking corridors to encourage residents and visitors to the City Region to make more sustainable travel choices.

All districts had been asked to submit schemes to the LCWIP delivery programme, which would be put through a scoring matrix. The programme would be recommended to the Combined Authority (CA) and a prioritised LCWIP delivery schedule would be formally adopted and allocated devolved funding.

Members were advised that Halton had been working closely with Merseytravel to develop the LCWIP into a delivery plan of schemes. Halton had two schemes in the top ten list, Daresbury Links and Runcorn Busway. These schemes were currently being evaluated by the CA as part of a wider Transforming Cities Fund bid.

RESOLVED: That

1. The report be noted; and
2. A publicity campaign be undertaken to raise awareness of the active travel network available to the Borough.

EUR7 REGENERATION WORKING PARTY FINAL REPORT

The Board considered a final report on the work of the Regeneration Working Party. It was noted that the group had met on several occasions and considered the following key impact areas:

- Runcorn and Runcorn Station Quarter;
- The Widnes Waterfront;
- Astmoor Business Park;
- 3MG Ditton Corridor;
- West Runcorn Employment Growth Area; and
- Halton Lea and the Healthy New Town.

The Board received a presentation outlining the proposed objectives and intended outcomes resulting from the potential development of each area. The presentation also emphasised the dynamic nature of regeneration and that proposals would need to be developed in more detail over time.

It was therefore proposed that an annual Regeneration Workshop would be provided to share and update Members on various projects and to provide them with an opportunity to express their views on schemes as they were developed.

RESOLVED: That

1. The work completed by the Regeneration Working Party be welcomed; and
2. The establishment of a Member annual regeneration workshop be agreed.

EUR8 ANNUAL REPORT

The Board considered a copy of the Annual Report from the Chair of the Environment and Urban Renewal Policy and Performance Board 2018/19.

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 2018 to March 2019.

RESOLVED: That the Annual Report be accepted.

Meeting ended at 7.50 p.m.

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 18 September 2019 at the Council Chamber - Town Hall, Runcorn

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

Apologies for Absence: Councillor Gilligan

Absence declared on Council business: None

Officers present: G. Ferguson, T. Gibbs, A. Plant, S. Rimmer and P. Wright

Also in attendance: None

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

Action

EUR9 MINUTES

The Minutes of the meeting held on 11th June 2019 having been circulated were signed as a correct record.

EUR10 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR11 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.

EUR12 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 2019/20

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 1 of 2019/20.

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.

The Board noted that:

- The Local Plan consultation closed on 19th September; and
- Work was progressing on the Silver Jubilee Bridge and it was due to reopen shortly.

Arising from the discussion the Board requested:

- An update report be provided to Members' on Halton's Visitor Economy, including the work being undertaken with the Liverpool City Region; and
- The possibility of a Members seminar on the hydrogen economy be investigated.

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

EUR13 JOINT WASTE LOCAL PLAN MONITORING REPORT 2017/18

The Joint Waste Local Plan for Merseyside and Halton (WLP) was adopted by Halton, Knowsley, Liverpool, St Helens, Sefton and Wirral Councils with effect from July 2013. The WLP Plan period was from 2013 to 2027 and formed part of Halton's adopted development plan. The production of a Monitoring Report was a statutory requirement and Local Authorities were required to publish a Monitoring Report on at least an annual basis.

A copy of the 5th Annual Waste Local Plan (WLP) Monitoring Report which covered the period 1st April 2017 to 31st March 2018 had been prepared by the Merseyside Environmental Advisory Service on behalf of the six Liverpool City Region Councils (LCR) and had been previously circulated to the Board.

Members were advised that the Monitoring Report detailed that Halton had performed well and continued to improve its waste management practices. In addition, the report highlighted key developments over the 2017/18 period for the LCR and for Halton.

RESOLVED: That the report be noted.

EUR14 HIGHWAY LED UPGRADE PROGRAMME

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the project to upgrade highway electrical equipment to LED technology and provide energy savings.

The Board was advised that Highway electrical equipment maintenance costs were constantly rising, as were energy costs which were increasing well above inflation. The cost of energy for all the Council's highway electrical assets (including street lighting, traffic signals, illuminated signs, etc.) was approximately £1,080,000 per annum.

In order to reduce energy and maintenance costs, since 2010 all new street lights and traffic signals have had LED lanterns. Initially there was an increased cost of the equipment, but equipment costs had now reduced to equivalent levels of non-LED components. At the same time as lanterns were replaced, structural maintenance of columns was carried out, where required.

In 2015 the Council allocated capital funding to replace street lighting lanterns in residential areas with LED lanterns. At the present time around 14,000 street lights had been upgraded to LED, with circa 6,000 lights in need of upgrade.

During 2019/20 the program should see the majority of the remaining 2,000 street lights in residential areas upgraded to LED, leaving around 4,000 of the higher wattage street lights to be upgraded on the principal / main road network.

In parallel to the work to convert street lights to LED operation, similar work had been undertaken to convert traffic signals (including Puffin and Toucan crossings) to LED operation. This had been undertaken using capital allocations received from the LCR Combined Authority. Controlled crossings were now being converted and this

work should be completed by the end of the current financial year 2019/20. There was an added benefit for the Authority in completing this work now, as from 2021 the current tungsten halogen lamps would no longer be manufactured, so the Authority was prepared for this change.

It was noted that the original cost analysis calculations for street lighting conversions were based on energy prices at the time. However, above inflation energy increases would show significantly better benefit/savings and reduced payback periods.

On behalf of the Board, the Chair thanked Mr Rimmer for all the work he had carried out for the Council and the Board and wished him a long and happy retirement.

RESOLVED: That the report be noted.

EUR15 UPDATE ON WATER SUPPLY ISSUE, SANKEY CANAL

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the effect of the closure of Fiddlers Ferry Power Station on the water level in the Sankey Canal.

Since 1978 the Central Electricity Generating Board (CEGB) agreed to pump water for free in to the Canal to facilitate recreational activities and an amount of locking in and out to the river. Halton's section of the Canal, which had largely been in open water since this date relied entirely on the input from the power station (see AECOM 2016 Hydrology Report). Warrington Borough Council was in a similar situation.

It was noted that SSE had announced they would cease generating operations at the Power Station by the end of March 2020. The Station would then enter a period of decommissioning. From this point on any supplied water to the canal would be extremely unreliable and would likely cease altogether.

The Board received a presentation on the various possible alternative water supply solutions ahead of the SSE closure of Fiddlers Ferry in 2020.

RESOLVED: That the report be noted.

EUR16 CONTROL OF ADVERTISEMENTS

The Board received an update report on the powers

available to the Council under section 224 and 225 of the Town and Country Planning Act 1990. The powers enabled local authorities to control the placement of adverts, banners and fly posting which can on occasion cause highway safety issues and affect the amenity of an area.

Members were advised that when taking regulatory action it was also imperative that the Authority must always be prepared to follow up on enforcement action, including taking court action. The report detailed the purposes and implications of taking enforcement action under these powers.

RESOLVED: That the Board

1. identify priority areas for action; and
2. considered the implications of the approach.

Meeting ended at 7.15 p.m.

This page is intentionally left blank

CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 3 September 2019 in the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: Councillor Wainwright

Officers present: M. Reaney, I. Leivesley, E. Dawson, M. Foy, J. Yates, A. Jones and C. Dinsdale

Also in attendance: None

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

	<i>Action</i>
CS13 MINUTES	
<p>The minutes from the meeting of the Board held on 4 June 2019, 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 this Board.</p>	
<p><u>EXB13 – Review of Polling Districts and Polling Places incorporating the Ward Boundary Review</u> – Members discussed the new Ward Boundaries coming into force just 4 months prior to an election. They considered this timeframe too short for many reasons, not least informing the public of the changes to these. It was suggested that the matter be discussed with the MPs’ and a formal letter be sent from the Committee to the Local Government Boundary Commission for England.</p>	
	Strategic Director - Enterprise,

RESOLVED: That the minutes and comments made be noted.

Community and Resources

CS16 AREA FORUM ANNUAL REPORT FOR 2018/19

A report was presented to the Board by the Strategic Director, Enterprise, Community and Resources, which informed Members of the project delivery of the Local Area Forums for the financial period 1 April 2018 to 31 March 2019.

Members were advised that Local Area Forums (LAF) provided a mechanism for Councillors to respond to community needs and aspirations. Community initiatives and projects were generated which were delivered collaboratively with other partner organisations to help secure funding from a variety of sources.

It was reported that in 2018/19, £250,000 was allocated to Area Forums, split on a per capita basis across all seven Forums which covered the Borough. Details of the funding for each of the LAF's, case study information and resident feedback was provided to demonstrate the impact LAF projects had made for Halton's communities. Projects funded through the LAFs were categorised into the following key areas:-

- Children and Youth Facilities;
- Community Events;
- Community Resource and Equipment;
- Community Initiatives;
- Improved Parks;
- Landscapes;
- Pedestrian and Highway Improvements; and
- Community Safety.

It was highlighted that the Area Forum budget had enabled the leverage of other grants and had secured funds from other bodies. Overall, an additional amount of £28,251.56 was 'levered' in to support Area Forum projects, providing a total spend of £250,548.36.

Members welcomed the positive report and commented that it was important they were able to encourage and participate in community activities, with the help of Area Forum funding, which was considered a very rewarding part of being a Councillor.

RESOLVED: That the report be received.

CS17 ENERGY/CARBON REDUCTION UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on activities aimed at reducing Co2 emissions in the Borough.

It was reported that the Council's participation in the Local Authority Carbon Management Programme had resulted in the Council implementing a number of actions to reduce its carbon emissions and the impact on the environment whilst delivering financial savings. A reduction of 43.7% had been achieved from a baseline in 2006/7 to 2015/16, partly due to carbon reduction measures being implemented by the Council and the rationalisation of buildings which the Council occupied. Members noted that some of the initiatives undertaken included conversion of street lighting to LEDs; solar PV on Council buildings; the installation of Biomass boilers at Brookvale Leisure Centre and Norton Priory; construction of a solar farm on the former St Michael's Golf Course which would provide energy via a private wire to Halton Stadium; and the replacement of the Council's fleet of vehicles to meet the latest European engine emission standards, as well as two electric vehicles added to the fleet.

In June 2019, the Council facilitated the recent North West Hydrogen event at The Heath Business Park in Runcorn. This event, featured on local and national television, attracted a large audience from across the UK and highlighted the size and scale of the opportunities within the wider hydrogen economy. It was further noted that in May 2019, the Liverpool City Region (LCR) declared a Climate Emergency which cited three hydrogen related targets as set out in the report. A number of LCR Authorities had followed this lead, with Halton considering the adoption of a similar motion. Many of the actions of the previously adopted Carbon Management Plan had been implemented, and although expired, was considered a timely opportunity to build on the successes to date.

After presentation of the item the following queries/points were made by Members:

- With regards to the future of the Hydrogen economy, a request was made for the Board to hear a detailed presentation on this in the future;
- Working within the LCR was identified as being beneficial in addressing climate change;
- The climate crisis was discussed and the Board was

supportive of the Council making a statement recognising this at its next full meeting; and

- It was suggested that a topic group be set up on climate change.

RESOLVED: That

- 1) the report and comments made be noted; and
- 2) a task and finish group be set up to review further actions the Council could take to address climate change.

Strategic Director
- Enterprise,
Community and
Resources

CS18 CORPORATE COMPLAINTS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an analysis of Corporate Complaints received during the 2018/19 financial year.

The report outlined the two stage procedure to deal with corporate complaints; a corporate complaints trend analysis from 2012 to 2019; the nature of those complaints received; and outcomes. In addition, the report also provided a summary on complaints and queries that had been received by the Local Government Ombudsman during 2018/19. It was noted that the Ombudsman had made 40 decisions during the year and undertook 9 investigations, five of which were not upheld. Members noted that these figures provided reassurance that the Council's internal complaints procedures were robust and effective in resolving fault where it occurred at a local level.

Arising from the report Members discussed:

- The feasibility of Ward Councillors receiving periodic information on corporate complaints being received from their areas. Members were advised that Officers would give consideration to the means of which information could be shared taking account of GDPR legislation;
- The requirement on Members to provide the personal details of constituents when contacting the Council on behalf of a constituent; and
- Issues around the level of detail sometimes provided to Members when they were making enquiries on behalf of constituents.

RESOLVED: That the report and comments made be noted.

Councillor M. Lloyd Jones declared a Disclosable Other Interest in the following item as she was a Governor at Beechwood Primary School, which was referred to in the report under EEP 07d.

CS19 PERFORMANCE MANAGEMENT REPORTS - QUARTER 1 - 2019/20

The Board received a report of the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Report for Quarter 1 of 2019/20.

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 discussed the following:

- The success of the refurbishment of Millbrow Care Home;
- The fees and charges at the leisure centres; their usage; recruitment of staff and challenges experienced in relation to this. It was noted that the situation was now improving; and
- ICT and Administration Revenue Budget and current cost pressures.

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

Meeting ended at 8.05 p.m.

This page is intentionally left blank

BUSINESS EFFICIENCY BOARD

At a meeting of the Business Efficiency Board held on Wednesday, 24 July 2019 at the Civic Suite, Town Hall, Runcorn

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

Apologies for Absence: Councillors E. Cargill and N. Plumpton Walsh

Absence declared on Council business: None

Officers present: I. Leivesley, A. Dalecki, A. Scott and S. Baker

Also in attendance: Helen Stevenson and Mark Heap (External Auditors, Grant Thornton)

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

	<i>Action</i>
BEB1 MINUTES	
<p>The Minutes of the meeting held on 27 March 2019 were taken as read and signed as a correct record.</p>	
BEB2 FRAUD AND CORRUPTION UPDATE REPORT	
<p>The Board considered a report of the Operational Director, Finance, which provided an update on the Council's anti-fraud and anti-corruption arrangements.</p> <p>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; procurement; accounts; Council Tax discount/reduction schemes; business rates; adult social care financial assessments; direct payments; cash handling; electoral fraud; school admission application fraud; grant mechanisms to individuals and organisations; and blue badges and concessionary travel. Members were advised that the Local Government Transparency Code required the Council to publish data regarding its fraud arrangements, and this information was published on the Council's web</p>	

site.

It was noted that the Council's Whistleblowing Policy allowed for employees, agency workers and contractors to raise concerns confidentially through a variety of channels. Three such complaints were received during 2018/19; 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 a slight increase in the number of referrals in 2018/19, with a summary set out in the report. However, although there had been an increase, the number of referrals intended for the Department for Works and Pensions (DWP) had reduced by more than half, and this reduction was believed to be due to improvements which the Council had made to the online confidential reporting system.

It was reported that the Council was in the process of reviewing data matches from the 2018/19 National Fraud Initiative (NFI) exercise and the Business Rates pilot, operated by the Cabinet Office. Details of the areas to which data matches related, were set out in the report and it was noted that each match would be assessed and investigated if there was an indication that fraud had occurred.

A new electronic fraud management system had been introduced to aid in the investigation process and to ensure that fraud investigators remained compliant with the Police and Criminal Evidence Act. In April 2019, the Council commenced joint working with the DWP to jointly investigate frauds which involved DWP Benefits and Council Tax Relief. It was reported that since the new arrangement had commenced, four cases had been considered for joint working.

The Council had a comprehensive suite of linked policies relating to fraud. These policies, last considered and approved by the Board in November 2017, had been reviewed and some minor changes proposed. Each of these policies, attached to the report at Appendices A, B and C, were also contained in the Council's Constitution document.

RESOLVED: That

- 1) the report be noted; and
- 2) Council be recommended to endorse and adopt

Operational
Director - Finance

the proposed updates to the suite of anti-fraud related plans and policies.

(N.B. The following Councillors declared a Disclosable Other Interest in the following item of business for the reasons stated: Councillor John Stockton as a Governor of Castle View Primary School; Councillor Martha Lloyd Jones as a Governor of Brookvale Primary School)

BEB3 INTERNAL AUDIT ANNUAL REPORT 2018/19

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which summarised the work of Internal Audit during 2018/19, and presented an opinion on the effectiveness of the Council's overall risk management, control and governance procedures.

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 support the Annual Governance Statement.

In February 2018, the Business Efficiency Board approved an internal audit plan for 2018/19 with some amendments agreed during the course of the year. The overall opinion was included in the Internal Audit Annual Report, attached as a separate document at Appendix 1. The Annual Report included details of the evidence base which supported the opinion in the form of summary details of the audit assignments and the 'follow-up' audit assignments completed in year.

RESOLVED: That the Board notes and approves the Internal Audit Annual Report 2018/19.

BEB4 DRAFT ANNUAL GOVERNANCE STATEMENT 2018/19

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval of the draft Annual Governance Statement (AGS) for 2018/19.

It was noted that the AGS, attached to the report at Appendix 1, provided an overview of the governance framework in place for 2018/19. 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 the Chief Executive.

Strategic Director
- Enterprise,
Community and
Resources

RESOLVED: That the revised version of the Annual Governance Statement 2018/19 be approved.

BEB5 ANNUAL REVIEW OF CORPORATE RISK REGISTER 2019/20

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the updated Corporate Risk Register for 2018/19.

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 reviewed 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 stakeholders. The risks had been grouped in order of priority, as set out in the report. The review included the introduction of a higher scoring risk matrix and the priority had been given to risks around people.

RESOLVED: That the update of actions be noted.

BEB6 2018/19 STATEMENT OF ACCOUNTS POSITION STATEMENT

The Board received a report of the Operational Director, Finance, which provided a position statement on the Council's 2018/19 Statement of Accounts.

The Statement of Accounts set out the Council's financial performance for the year in terms of revenue and capital spending and presented the year-end financial position as reflected in the balance sheet.

It was reported that due to a technical accounting issue, the External Auditor would be unable to publish an Audit Certificate or Opinion by 31 July 2019. It was noted

that Council Officers were working with the External Auditor to reach agreement on the issue. Appendix 1, attached to the report, provided detail on the technical accounting issue, together with an update on audit work completed to date and detail on the remaining scope of the audit.

The Board was advised that it was planned that the final audited Statement of Accounts would be reported to the next meeting of the Board in September 2019.

RESOLVED: That the External Auditor's Position Statement Report, attached to the report at Appendix 1, be noted.

BEB7 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.

BEB8 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 the internal audit work completed since the last progress report in March 2019. The report also highlighted matters relevant to the Board's responsibilities as the Council's Audit Committee.

It was noted that a total of 17 Internal Audit reports had been finalised since the last progress report, and this included audits from both 2018/19 and 2019/20 Audit Plans. An overall assurance opinion was provided for each audit engagement.

It was reported that work was well underway on the 2019/20 Audit Plan, with approximately 21.7% of the total planned days for the year being completed.

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 2019/20 Internal Audit Plan be received.

Meeting ended at 7.50 p.m.

DEVELOPMENT CONTROL COMMITTEE

At a meeting of the Development Control Committee on Monday, 5 August 2019 at Boardroom - Municipal Building, Widnes

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

Apologies for Absence: Councillors C. Plumpton Walsh and Zygadllo

Absence declared on Council business: None

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

Also in attendance: One member of the press

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

	<i>Action</i>
DEV1 MINUTES	
<p>The Minutes of the meeting held on 13 May 2019, 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 - 19/00240/FUL - PROPOSED DEVELOPMENT OF INDUSTRIAL UNIT WITH USE CLASSES B1, B2 AND B8 WITH ASSOCIATED EXTERNAL LIGHTING, ELECTRICITY SUBSTATION, SERVICE YARD AND CAR PARKING AT UNIT 1, LAND OFF GORSEY LANE, WIDNES	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	
<p>Officers advised that since the publication of the agenda several updates were available and referred</p>	

Members to the published AB Update List where these were explained in detail. Matters still unresolved were outlined and it was noted that further clarification was required on a number of technical details. Officers requested therefore that to avoid any unnecessary delay that authority be delegated to the Operational Director, in consultation with the Chair or Vice Chair, to determine the application subject to the usual checks, to allow those details to be resolved and allow any additional conditions to be attached as required.

After considering the application and updates before them and to avoid any delays in determination, the Committee agreed to the Officer's request and delegated powers were given to the Operational Director, as discussed above.

RESOLVED: That

- a) delegated authority be given to the Operational Director – Policy, Planning and Transportation, to determine the application in consultation with the Chair or Vice Chair of the Development Control Committee, once all outstanding issues have been resolved; and
- b) that any planning permission be subject to conditions relating to the following and any additional conditions as required:
 - 1. Standard 3 year timescale for commencement of development;
 - 2. Specifying approved and amended plans;
 - 3. Materials condition(s) requiring external finishing materials be carried out as approved (BE2);
 - 4. Landscaping condition, requiring both hard and soft landscaping be carried out in accordance with details submitted/as approved (BE12);
 - 5. Boundary treatment condition(s) requiring fencing etc be carried out in accordance with details submitted/ as approved (BE2);
 - 6. Vehicle access, parking, servicing etc, to be constructed prior to occupation / commencement of use (BE1);
 - 7. Requiring submission and agreement of cycle parking details (TP6);
 - 8. Requiring submission and agreement of electric vehicle parking and charging point(s) details (NPPF);
 - 9. Conditions relating to/requiring submission and

- agreement of detailed drainage scheme including attenuation and detailed balancing pond details including planting/biodiversity creation (BE1/PR5);
10. Requiring site and finished floor levels to be carried out as approved (BE1);
 11. Submission and agreement of Site Waste Management Plan (WM8);
 12. Submission and agreement of an Operational Waste Management Plan (WM9);
 13. Requiring implementation of the measures recommended within the BREEAM pre-assessment report (CS19);
 14. Requiring submission and agreement of operational plant including noise assessment (PR2);
 15. Grampian style condition requiring off-site pedestrian/cycle crossing improvements;
 16. Condition(s) protecting trees to be retained (BE1);
 17. Submission and agreement of Travel Plan (TP16);
 18. Requiring implementation of cycle/pedestrian links (TP6); and
 19. Requiring external lighting be carried out as approved (PR4/GE21).

DEV4 - 19/00261/FUL - PROPOSED ERECTION OF 10 NO LIGHT INDUSTRIAL WORK UNITS AND ASSOCIATED ACCESS, EXTERNAL WORKS AND FENCING ON LAND TO THE NORTH WEST OF FOUNDRY HOUSE, WATERSIDE LANE, WIDNES, WA8 8UD

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 several updates were available and referred Members to the published AB Update List where these were explained in detail. Since the publication of this Members were advised that comments had now been received from Natural England confirming that additional information was required with regards to potential impacts on European protected sites and the need to carry out an assessment under the Habitats Regulations.

In light of the above requirements, Officers requested that delegated authority be given to the Operational Director – Policy, Planning and Transportation, in consultation with the Chair or Vice Chair, to make the decision once the Habitats Regulation Assessment had been completed by MEAS and any potential effects appropriately mitigated;

subject to the normal tests being carried out; and to add any conditions required as a result of the above mentioned assessment.

Members queried the potential uses for the units; it was confirmed that they would fall into the B1, B2 and B8 classes which would be consistent with other units in the area. With regards to queries regarding the land being contaminated, Officers confirmed that a phase one site investigation had been carried out and further survey work would be undertaken to inform any remediation and validation as required by condition listed within the recommendation.

After consideration of the information before them the Committee agreed that delegated authority be granted to the Operational Director to determine the application as discussed above and that it be subject to the conditions below and any additional conditions required following receipt of the Habitats Regulation Assessment.

RESOLVED: That

- a) delegated authority be given to the Operational Director – Policy, Planning and Transportation, to determine the application, in consultation with the Chair or Vice Chair of the Development Control Committee, once all outstanding issues have been resolved; and
- b) that any planning permission be subject to conditions relating to the following and any additional conditions as required:
 1. Standard 3 year timescale for commencement of development (BE1);
 2. Specifying approved/amended plans (BE1);
 3. Materials condition, requiring external finishing materials be carried out as approved (BE2);
 4. Implementation of proposed site and finished floor levels (BE1);
 5. Landscaping condition requiring implementation of landscaping scheme (BE1);
 6. Boundary treatment condition(s) requiring fencing etc be carried out as approved (BE22);
 7. Pre-commencement survey for invasive plant species;
 8. Drainage details/strategy to be implemented (UU surface water condition) (PR16);
 9. Foul water drained on separate system (PR16);

10. Conditions relating to further detailed site investigation; risk assessment; remediation strategy/verification (PR14/15);
11. Piling using penetrative methods shall not be carried out other than with written consent (EA applied);
12. No drainage for the infiltration of surface water to the ground (EA applied);
13. In accordance with Arb Method Statement (BE1);
14. In accordance with ecological appraisal (GE18);
15. Cycle storage details and implementation (TP6);
16. Bin screen details (BE1);
17. Vehicle access, parking, servicing etc. to be constructed prior to occupation/commencement of use (BE1);
18. Submission and agreement of Site Waste Management Plan (WM8);
19. Pollution control plan;
20. Hours of operation (BE1); and
21. No outdoor storage (E5).

DEV5 - 19/00285/FUL – PROPOSED EXTERNAL ALTERATIONS TO INSERT NEW WINDOWS AND DOORS. FLAT ROOFED EXTENSION TO REAR COURTYARD ELEVATION TO FACILITATE THE CREATION OF 2 NO DWELLING UNITS. CONVERSION OF BASEMENT TO 3 NO DWELLING UNITS AND BIN/CYCLE STORAGE FOR THE BUILDING (PLANNING APPLICATION);

19/00306/P3MPA – PRIOR NOTIFICATION FOR PROPOSED CHANGE OF USE OF PART OF GROUND FLOOR FROM FORMER BANK (USE CLASS A2) TO 2 NO INDEPENDENT ONE BED APARTMENTS (USE CLASS C3) (**PRIOR APPROVAL APPLICATION**);

19/00307/P3JPA – PRIOR NOTIFICATION FOR PROPOSED CHANGE OF USE OF FIRST AND SECOND FLOOR FROM OFFICES (USE CLASS B1) TO FORM 10 NO INDEPENDENT ONE BEDROOM APARTMENTS (USE CLASS C3) (**PRIOR APPROVAL APPLICATION**); AND

19/00309/P3JPA – PRIOR NOTIFICATION FOR PROPOSED CHANGE OF USE OF GROUND FLOOR FROM OFFICES (USE CLASS B1) TO FORM 2 NO INDEPENDENT ONE BEDROOM APARTMENTS (USE CLASS C3) (**PRIOR APPROVAL APPLICATION**).

Due to the interrelated nature of the applications they were presented as one report. Three of the four applications were prior approval applications made under Schedule 2,

Part 3 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as Amended). The fourth application was a full planning application for the external changes required to facilitate the changes of use proposed.

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

CONSIDERATION OF APPLICATIONS 19/00307/P3JPA AND 19/00309/P3JPA

Members were advised that both applications proposed a change of use from Class B1(a) offices to Class C3 (dwellinghouses) which was permitted development under Schedule 2, Part 3, Class O of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as Amended).

It was agreed that none of the instances where development was not permitted by Class O – (a) to (g) set out in the report – applied to these proposals, so they were therefore permitted by Class O, subject to the condition that before beginning the development, the developer shall apply to the Local Planning Authority (LPA) for a determination as to whether the prior approval of the LPA would be required as to:

- a) transport and highways impacts of the development;
- b) contamination risks on the site;
- c) flooding risks on the site; and
- d) impacts of noise from commercial premises on the intended occupiers of the development (and the provisions of paragraph W shall apply in relation to any such application).

The report provided commentary on the four considerations listed above and based on these, the Committee agreed with the Officer's recommendation that the proposals were acceptable and prior approval was not required for either application.

RESOLVED: That prior approval for the change of use from Class B1(a) offices to Class C3 (dwellinghouses) was not required and development under Class O is permitted, subject to the condition that it must be completed within a period of 3 years starting with the prior approval date.

CONSIDERATION OF APPLICATION 19/00306/P3MPA

Members were advised that this application proposed a change of use from Class A2 (financial and professional services) to Class C3 (dwellinghouses) which was permitted development under Schedule 2, Part 3, Class M of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as Amended).

It was agreed that none of the instances where development was not permitted by Class M – (a) to (g) set out in the report – applied to this proposal, so it was therefore permitted by Class M, subject to the condition that before beginning the development, the developer shall apply to the LPA for a determination as to whether the prior approval of the LPA would be required as to:

- a) transport and highways impacts of the development;
- b) contamination risks in relation to the building;
- c) flooding risks in relation to the building; and
- d) whether it was undesirable for the building to change to a use falling within Class C3 (dwellinghouses) of the Schedule to the Use Classes Order because of the impact of the change of use:-
 - i. on adequate provision of services of the sort that may be provided by a building falling within Class A1 (shops), Class A2 (financial and professional services) or Class A5 (hot food takeaways) of that Schedule or, as the case may be, a building used as a launderette, but only where there was a reasonable prospect of the building being used to provide such services, or
 - ii. where the building is located in a key shopping area, on the sustainability of that shopping area;
- e) the design or external appearance of the building (and the provisions of paragraph W (prior approval) of this part apply in relation to that application).

The report provided commentary on the considerations listed above and based on these, the Committee agreed with the Officer's recommendation that the proposals were acceptable and prior approval was not required for the application.

RESOLVED: That prior approval for the change of use from Class A2 (financial and professional services), to Class C3 (dwellinghouses) was not required subject to the following conditions:

1. Development under Class M(b) must be completed within a period of 3 years starting with the prior approval date; and
2. A building which has changed use under Class M is to be used as a dwellinghouse within the meaning of class C3 of the Schedule to the Use Classes Order and for no other purpose, except to the extent that the other purpose is ancillary to the primary use as such a dwellinghouse.

CONSIDERATION OF APPLICATION 19/00285/FUL

It was reported that this application proposed external alterations to insert new windows and doors, flat roofed extension to the rear courtyard elevation to facilitate the creation of 2 no. dwelling units and the conversion of the basement to 3 no. dwelling units and bin/cycle storage for the building.

The error at the top of page 40 of the agenda as described in the AB update list was noted by Members. Since the publication of the agenda it was highlighted that the roller shutter doors to the entrance of the cycle and bin storage had been replaced with personnel doors, which matched the other entrance points to the building resulting in the enhancement of the High Street elevation. One representation had been received that raised concerns over the fact that the basement properties did not have any windows; it was reported however that two of the properties would be served by light wells and the third one did have windows.

Members queried the bin storage enhancement which was explained and were assured that debris currently being left on Council land next to the site would be removed. After consideration of the application the Committee agreed that it be approved, subject to the conditions listed below.

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

1. Time limit;
2. Approved plans;
3. External facing materials; and
4. Implementation of bin and cycle storage.

DEV6 MISCELLANEOUS ITEMS

The following applications had been withdrawn:

18/00596/COND

Application to discharge Condition No(s) 3 (Sightlines) and 12 (Mitigation Plan for Birds/Wildlife) of Planning Permission 18/00099/FUL at land Adjacent to the Old Post Office, Chester Road, Daresbury, Warrington, Cheshire.

18/00608/FUL

Proposed addition of 3 no. classrooms with ancillary facilities and extended glazed canopy at Daresbury Primary School, Chester Road, Daresbury, Warrington, Cheshire, WA4 4AJ.

19/00159/S73

Application under section 73 of the Town and Country planning act to vary condition 2 of permission 11/00007/FUL to substitute new plan drawing DRG no. 2 for previously approved plans to amend elevations and layout and to remove condition 12 restricting the use of the barn to agriculture for livestock barn and associated interpretation centre at Water Garden, Harefield Cottage, Warrington Road, Rainhill, St Helens, L35 6PG.

18/00513/FUL

Proposed development of Solar Photovoltaic Array including boundary treatment, control buildings and internal access track on Land Bounded by Dungeon Lane, Hale Road and Baileys Lane to the East of Liverpool John Lennon Airport.

19/00239/FUL

Proposed conversion of loft to habitable accommodation including the installation of front and rear facing dormer windows at 4 Lodge Lane, Runcorn, Cheshire, WA7 2AS.

19/00281/PDE

Proposed single storey rear extension projecting from the rear wall by 5.962 metres the extension has a maximum height of 3.698 metres and an eaves height of 2.550 metres at 84 Farnworth Street, Widnes, Cheshire, WA8 9LW.

19/00271/PDE

Proposed single storey rear extension projecting from the rear wall by 4.05 metres the extension has a maximum height of 3.672 metres and an eaves height of 2.686 metres at 73 Radnor Drive, Widnes, Cheshire, WA8 7PH.

19/00310/P3PPA

Prior notification for proposed change of use of basement from storage or distribution (use class B8) to form 3 no. independent one bed apartments at Victoria Buildings, High Street, Runcorn, Cheshire, WA7 1QS.

19/00293/PDE

Proposed single storey rear extension projecting from the rear wall by 4.04 metres the extension has a maximum height of 3.50 metres and an eaves height of 2.45 metres at 3 Littlestone Close, Widnes, Cheshire, WA8 9YU.

The following Appeals had been received / were in progress:

Enforcement Notice

Without planning permission, the change of use of an incidental residential annex to 256 Birchfield Road, Widnes, to a separate dwelling.

18/00218/FUL

Proposed erection of 1 no. dwelling attached to the side of the existing property at 20 Maple Avenue, Runcorn, WA7 5LB.

18/00117/FUL

Proposed removal of the existing equine and WC building and erection of 1 no. residential static park home at 'Ponderosa' land to the South West of junction between Newton Lane and Chester Road, Daresbury.

The following appeals had been determined:

18/00363/OUT

Application for outline planning permission with appearance, landscaping and scale reserved for single two storey dwelling in side garden area at 3 Nickleford Hall Drive, Widnes.

Appeal Dismissed.

18/00526/COU

Proposed change of use from Pharmacy to Hot Food Takeaway at Croft Pharmacy, 4 Danescroft, Widnes.

Appeal Dismissed.

19/00010/COU

Proposed change of use from former Sandwich Shop to Hot Food Takeaway (use class A5) at 39 Beechers, Widnes, WA8 4TE.

Meeting ended at 6.53 p.m.

This page is intentionally left blank