

Minutes

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

**Wednesday, 8 December
2021**

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COUNCIL

At a meeting of the Council on Wednesday, 13 October 2021 in the Bridge Suite - Halton Stadium, Widnes

Present: Councillors Abbott, Ball, Baker, Begg, Bevan, J. Bradshaw, M. Bradshaw, Bramwell, D. Cargill, E. Cargill, Carlin, Dennett, Dourley, Dyer, Fry, Gilligan, Goodall, Harris, S. Hill, V. Hill, Hutchinson, Jones, Leck, M. Lloyd Jones, P. Lloyd Jones, Loftus, A. Lowe, J. Lowe, McDermott, A. McInerney, T. McInerney, Nelson, Nolan, Philbin, Polhill, Ratcliffe, Rowe, G. Stockton, J. Stockton, Stretch, Aimee Teeling, Angela Teeling, Thompson, Wainwright, Wall, Wallace, Wharton, Whitley, Woolfall and Wright

Apologies for Absence: Councillors Logan, C. Plumpton Walsh and N. Plumpton Walsh

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley, M. Reaney and G. Ferguson

Also in attendance: One member of the press

Action

COU13 COUNCIL MINUTES

The minutes of the meeting of Council held on 14 July 2021 were taken as read and signed as a correct record.

COU14 THE MAYOR'S ANNOUNCEMENTS

At the commencement of the meeting the Mayor asked Council to stand for a minute's silence in honour of Councillor Howard, who had sadly passed away last month.

Following the minutes's silence, the Mayor made the following announcements:-

- He reported on recent events he and the Mayoress had attended at the Catalyst Museum and Norton Priory Museum; and
- He advised that to raise funds for the Mayor's Charities, a Murder Mystery Night and Christmas Bingo would be held shortly.

COU15 LEADER'S REPORT

The Leader highlighted the following issues since the last meeting of the Council:

- Whilst unfortunately Covid 19 is still with us the Council has started to see a return to a degree of normality with the majority of our services running as they did pre-pandemic. It was important that we continued to get the balance right between opening up and learning to live with the virus, whilst maintaining a cautious approach;
- The Borough was in a strong position to drive forward a local recovery with exciting developments taking place, with the successful bid for the Town Deal in Runcorn, complementing the work around the Station Quarter and with progress on the Halton leisure centre in Widnes very soon;
- The biggest challenge the Council faced was financial. The Budget Working Group had been examining in some detail the budget pressures across the various departments of the Council. A detailed examination had taken place, the results of which would be challenging to us. The Council had submitted its views to Government alongside City Region colleagues and colleagues from the Cheshire Sub-Region. Those submissions make clear the serious financial pressures facing local authorities, which had been only exacerbated by the pandemic;
- The Council continued to work closely with NHS partners in developing our response both locally and regionally to the requirements contained in the Health and Care Bill for the creation of an Integrated Care System through an Integrated Care Board, covering Cheshire and Merseyside; and
- I am delighted to see that the Council was shortly to consider granting the Freedom of the Borough to Councillor Polhill. Also you will all be aware that David Parr our Chief Executive has announced that he will be stepping down from his post at the end of March next year. The process to appoint a new Chief Executive to take over from David in April 2022 would begin shortly.

COU16 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 15 July 2021 and 16 September 2021.

RESOLVED: That the minutes be received.

COU17 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 7 July 2021.

RESOLVED: That the minutes be received.

COU18 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU19 ATI UK LTD CREMATOR ISSUE AT WIDNES CREMATORIUM

The Council considered the attached report:

RESOLVED: That

1. delegated authority be granted to the Strategic Director – Enterprise, Community and Resources, in consultation with the Portfolio Holder for Environment and Urban Renewal, to procure a replacement cremator and associated service and maintenance contract; and
2. Council approves the inclusion of £200,000 in the 2020/22 Capital Programme for the scheme, as outlined in Section 5.0 of the report.

COU20 HALTON LOCAL DEVELOPMENT SCHEME

The Council considered the attached report:

RESOLVED: That the Local Development Scheme 2021 be adopted as a formal part of Halton Borough Council's planning framework.

COU21 2021/22 REVISED CAPITAL PROGRAMME

RESOLVED: That Council approve the revisions to the Council's 2021/22 Capital Programme set out in paragraph 3.2 of the report.

COU22 ABSENCE OF ELECTED MEMBER

Council were asked to note that Councillors C. Plumpton Walsh and N. Plumpton Walsh have been absent from attending Council meetings for five months due to personal family circumstances.

RESOLVED: That under Section 85 of the Local Government Act 1972, permission is sought for Councillors C. Plumpton Walsh and N. Plumpton Walsh to be granted an extended period of absence from attending Council meetings for a further period of 3 months, concluding on 13 January 2022 .

COU23 MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE AUDIT AND GOVERNANCE BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 14 July 2021:-

- Children, Young People and Families;
- Employment, Learning and Skills and Community;
- Health;
- Safer;
- Environment and Urban Renewal;
- Corporate Services; and
- Audit and Governance.

COU24 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 14 July 2021:-

- Development Control;
- Regulatory; and
- Development Management Committee

COU25 NOTICE OF MOTION - PLANNING REFORMS

Council considered a Notice of Motion submitted in accordance with Standing Order No. 6.

The following Motion was proposed by Councillor S. Hill and seconded by Councillor Harris:-

Council notes that the Government has published

highly controversial proposals to reform the planning system. One aspect that has raised particular concern is the proposal to remove local residents' right to object to individual planning applications in their own neighbourhood if the area is zoned for growth or renewal.

The House of Commons has called on the Government to protect residents' rights to retain a voice over planning applications, recognising that the best way to get necessary new homes built was to support communities, councils and developers to work in partnership.

This Council RESOLVES: That planning works best when developers and the local community work together to shape local areas and deliver necessary new homes; and therefore calls on the Government to protect the right of communities to object to individual planning applications.

The motion was put and carried.

RESOLVED: That the motion be approved.

Meeting ended at 7.00 p.m.

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COUNCIL

At a meeting of the Council on Wednesday, 13 October 2021 in the Bridge Suite - Halton Stadium, Widnes

Present: Councillors Abbott, Ball, Baker, Begg, Bevan, J. Bradshaw, M. Bradshaw, Bramwell, D. Cargill, E. Cargill, Carlin, Dennett, Dourley, Dyer, Fry, Gilligan, Goodall, Harris, S. Hill, V. Hill, Hutchinson, Jones, Leck, M. Lloyd Jones, P. Lloyd Jones, Loftus, A. Lowe, J. Lowe, McDermott, A. McInerney, T. McInerney, Nelson, Nolan, Philbin, Polhill, Ratcliffe, Rowe, G. Stockton, J. Stockton, Stretch, Aimee Teeling, Angela Teeling, Thompson, Wainwright, Wall, Wallace, Wharton, Whitley, Woolfall and Wright

Apologies for Absence: Councillors Logan, C. Plumpton Walsh and N. Plumpton Walsh

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley, M. Reaney and G. Ferguson

Also in attendance: One Member of the Press

Action

COU26 APPOINTMENT OF HONORARY FREEMAN OF THE BOROUGH

Moved by Councillor Tom McInerney and seconded by Councillor Tony McDermott and unanimously:-

RESOLVED: That Councillor Rob Polhill be admitted as an Honorary Freeman of the Borough of Halton.

Meeting ended at 7.25 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 14 October 2021 in the Council Chamber - Town Hall, Runcorn

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: D. Parr, I. Leivesley, M. Vasic, M. Reaney, E. Dawson and A. Jones

Also in attendance: L. Howarth, C. Deadman and Neil McGrath – Halton Housing Trust and one member of the press

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

EXB34 MINUTES

Action

The Minutes of the meeting held on 16 September 2021 were taken as read and signed as a correct record.

ADULT SOCIAL CARE PORTFOLIO

Councillor Wright declared an interest in the following item as she is a Member of Halton Housing Trust Board.

EXB35 HALTON HOUSING TRUST - ANNUAL REPORT

The Board received the Halton Housing Trust's (HHT) Annual Report, which provided an update on their activities since the last report to Executive Board in November 2020.

The Chair welcomed Liz Haworth, Group Chief Executive, Neil McGrath, Deputy Group Chief Executive and Chief Financial Officer and Clive Deadman, Chair of Halton Housing, who jointly presented the report to the Board – *Annual Report to HBC Executive Board, October 2021.*

The report outlined some of the key achievements over the past year, which included the completion of 92 new homes; the clearing of the repairs backlog; investment made

in digital services; and the recruitment of 11 apprentices. It was noted that despite the challenges of the ongoing pandemic, no tenants had been evicted.

The guests' responded to Members' questions on the report and Members congratulated the Trust on its achievements, recognising the challenges they faced generally, as well as in more recent times with the pandemic and the need to support more vulnerable customers.

RESOLVED: That the Board notes the report.

CHILDREN AND YOUNG PEOPLE PORTFOLIO

EXB36 REQUEST FOR HALTON BOROUGH COUNCIL TO LEAD THE PROCUREMENT OF AN IAG SERVICE FOR HALTON, KNOWSLEY AND WIRRAL LOCAL AUTHORITIES

The Board considered a report of the Strategic Director – People, which requested approval for Halton Borough Council to lead the procurement of services to encourage, enable and assist young people to participate in education and training.

It was reported that local authorities had a duty to make available to all young people aged 13-19 and to those between 20 and 25 with an Education, Health and Care Plan; support that would encourage, enable and assist them to participate in education or training. Since April 2014 the 14-19 Team within Halton had implemented the Halton Participation Strategy to meet these duties, as required under Section 68 of the Education and Skills Act 2008.

The report outlined Halton's previous collaborations with Knowsley, Liverpool and Wirral Authorities, to commission a service to provide information, advice and guidance to young people where Halton took the lead.

Knowsley and Wirral Local Authorities had once again requested Halton to act as lead for the upcoming procurement process. In order to make this procurement process as efficient as possible for the authorities involved, approval was sought for Halton to lead the procurement process for a joint service across Halton, Knowsley and Wirral Local Authorities, beginning April 2022.

Details on the procurement process, the expected contract values and benefits of the proposal were provided.

RESOLVED: That the Board

Strategic Director
- People

- 1) notes the report; and
- 2) approves Halton Borough Council acting as lead in a joint procurement process with Knowsley and Wirral Local Authorities.

ENVIRONMENT AND URBAN RENEWAL PORTFOLIO

EXB37 PRELIMINARY ESTIMATES FOR LIQUID ROAD FUEL CONTRACTS - SUPPLY OF DIESEL, KEROSENE, HVO AND AD BLUE

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which sought approval for the Council to be included in a national procurement exercise, in order to award contracts for the supply of Liquid Road Fuels to Council sites.

It was reported that the Council currently had a Liquid Road Fuel contract and a contract for the provision of Ad Blue in place, with a total expenditure in the region of £488,000 per annum. These contracts supplied Council sites with diesel and Ad Blue and were due to expire on 31 March 2022.

The business case in support of the request was presented to Members in the report. On the subject of climate change, it was noted that the Council was currently developing a Climate Change Action Plan, which would be published in the autumn of 2021. Part of this Action Plan would include plans to transition the Council's fleet from petrol and diesel to lower emission vehicles. As this would take some time to complete, it was important to ensure ongoing service delivery in the meantime, so award of the above contracts was needed.

RESOLVED: That the Board approves the use of Procurement Standing Order 1.4.1, to allow the Council to use a Framework Agreement procured by a Central Purchasing Body (Crown Commercial Services) in compliance with the Public Contracts Regulation 2015, or order to award contracts for the supply of Liquid Road Fuels to Council sites.

Strategic Director
- Enterprise,
Community and
Resources

EXB38 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 1) whether members of the press and public should be excluded from the meeting of the Board during consideration of the following items of business in accordance with 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.

DEPUTY LEADER'S PORTFOLIO

EXB39 PROPOSED LEISURE CENTRE, MOOR LANE, WIDNES - UPDATE REPORT

The Board considered a report of the Strategic Director – Enterprise, Communities and Resources, which gave an update on progress in respect of the proposed Leisure Centre on Moor Lane.

Approval was sought in respect of investing in air source heat pump technology, in order to help maximise the benefit of connection to the Council owned solar farm at St Michael's Golf Course, to help reduce carbon emissions that would be associated with the facility.

RESOLVED: That

- 1) the report is noted; and
- 2) approval be given for the installation of air source heat pumps run on electricity, in order to provide heat and hot water and to connect the building to the solar farm at St Michael's Golf Course, in order to generate maximum benefit in respect of reducing carbon emissions associated with the facility.

Strategic Director
- Enterprise,
Community and
Resources

MINUTES ISSUED: 19 October 2021

CALL-IN: 26 October 2021 at 5.00 pm

Any matter decided by the Executive Board may be called in no later than 5.00pm on 26 October 2021.

Meeting ended at 3.00 p.m.

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EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 18 November 2021 in the Council Chamber - Town Hall, Runcorn

Present: Councillors Wharton (Chair), Dennett, Harris, M. Lloyd Jones, J. Lowe, Nolan, Thompson and Wright

Apologies for Absence: Councillors T. McInerney and Nelson

Absence declared on Council business: None

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

Also in attendance: One member of the press

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

	<i>Action</i>
<p>EXB40 MINUTES</p> <p>The Minutes of the meeting held on 14 October 2021 were taken as read and signed as a correct record.</p> <p>LEADER'S PORTFOLIO</p> <p>EXB41 URGENT DECISIONS</p> <p>The Executive Board received a report from the Chief Executive, which provided the urgent decisions taken since the last meeting of the Board and during the COVID-19 Pandemic.</p> <p>It was noted that the Council's Constitution gave authority to the Chief Executive to take urgent decisions, in consultation with the Leader of the Council and the Operational Director Finance and/or the Operational Director Legal and Democratic Services, where necessary.</p> <p>A list of these decisions were provided to Members in the report and full details were published on the Council's website.</p> <p>RESOLVED: That the urgent decision taken since the last meeting of the Executive Board be noted.</p>	

CORPORATE SERVICES PORTFOLIO

EXB42 2021/22 REVENUE SPENDING AS AT 30 SEPTEMBER 2021

The Board received a report from the Operational Director – Finance, advising of the Council’s overall revenue net spending position as at 30 September 2021, together with a forecast outturn position.

Appendix 1 presented a summary of spending against the operational revenue budget up to 30 September 2021 and Appendix 2 provided detailed figures for each individual Department. It was reported that in overall terms the outturn forecast for the year showed that net spend would be over the approved budget by between £4.0m and £5.843m. Appendix 3 presented the Capital Programme as at 30 September 2021, highlighting the schemes which had been revised.

It was noted that the forecast overspend position was inclusive of operational day to day net spend and cost and loss of income attributable to Covid. Operational net spend was forecast to be up to £5.108m above budget at year end; this figure being approximately 9.6% higher than the figure of £4.661m forecast at quarter one. All forecasts were based on current service demand and estimated future costs and income levels, as described in the report.

RESOLVED: That

- 1) all spending continues to be limited to only absolutely essential items;
- 2) Strategic Directors take urgent action to identify areas where spending could be reduced or suspended for the remainder of the current financial year; and
- 3) Council be requested to approve the revisions to the Capital Programme, as set out in paragraph 3.16.

Operational
Director - Finance

EXB43 TREASURY MANAGEMENT HALF YEAR REPORT 2021-22

The Board considered a report from the Operational Director – Finance, which presented the Treasury Management Annual Report 2019/20 and Half Year Report 2020/21.

These reports updated Members on the activities undertaken on the money market, as required by the Treasury Management Policy.

The report provided supporting information on the economic outlook, interest rate forecast, short term borrowing rates, longer term borrowing rates, borrowing and investments, budget monitoring, new long term borrowing, policy guidelines and treasury management indicators. It was noted that no debt rescheduling had been undertaken during the quarter.

RESOLVED: That the report be noted.

EXB44 DETERMINATION OF COUNCIL TAX BASE 2022/23 - KEY DECISION

The Board considered a report of the Operational Director – Finance, on the requirement for the Council to determine the Tax Base for its area and the Tax Base for each of the Parishes.

The Tax Base was the measure used for calculating Council Tax and was used by both the billing authority (the Council) and the major precepting authorities (Cheshire Fire Authority, Cheshire Police and Crime Commissioner and the Liverpool City Region Combined Authority), in the calculation of their Council Tax requirements. It was arrived at in accordance with a prescribed formula which represented the estimated full year number of chargeable dwellings in the Borough expressed in terms of the equivalent Band 'D' dwellings.

Taking account of all the relevant information and applying a 97% collection rate, the calculation for 2022/23 gave a base figure of 35,831 for the Borough as a whole. The Council Tax Base figure for each of the Parishes was noted.

RESOLVED: That

- 1) Council set the 2022/23 Council Tax Base at 35,831 for the Borough and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner, Liverpool City Region Combined Authority and the Environment Agency be so notified; and
- 2) Council set the Council Tax Base for each of the Parishes as follows:

Operational
Director - Finance

Parish	Tax Base
Hale	664
Halebank	526
Daresbury	186
Moore	333
Preston Brook	368
Sandymoor	1,417

EXB45 MEDIUM TERM FINANCIAL STRATEGY 2022/23 – 2024/25 - KEY DECISION

The Board considered a report from the Operational Director – Finance, which presented the Medium Term Financial Strategy (MTFS) for the period 2022/23 to 2024/25.

The MTFS sets out a three-year projection of the Council's resources and spending and was based on information that was currently available. It was reported that limited financial information was available for 2022/23, with the Public Sector Spending Review being the first indicator of funding resources. The Spending Review was published at the end of October 2021 and covered the next three financial years. It was noted that details of the 2022/23 Local Government Grant Settlement were expected to be released in December 2021 on a provisional basis, with a final settlement expected in January 2022.

The Board was advised that the delay and uncertainty regarding 2022/2023 financial resources meant the financial information included within the MTFS was based on a large number of assumptions and best estimates. The financial forecast would be updated as and when further information was known. Appendix 1 therefore detailed the MTFS from 2022/23 – 2024/25 using a prudent estimate of the financial conditions over the course of the next three years. Appendix 2 presented the Reserves and Balances Strategy.

Reason for the Decision

To seek approval for the Council's Medium Term Financial Strategy for 2022/23 to 2024/25.

Alternative Options Considered and Rejected

The alternative option of not maintaining a Medium Term Financial Strategy had been considered. However, this would not follow good financial management practice, as the Medium Term Financial Strategy was a key element in informing the Council's financial planning and budget setting process.

Implementation Date

The Medium Term Financial Strategy 2022/23 would be implemented from 1 April 2022.

RESOLVED: That

- 1) the Medium Term Financial Strategy be approved;
- 2) the 2022/23 base budget be prepared on the basis of the underlying assumptions set out in the Strategy;
- 3) the Reserves and Balances Strategy be approved; and
- 4) the award of Council Tax Support for 2022/23 remains at the 2021/22 level of 21.55%

Operational
Director - Finance

EXB46 INITIAL BUDGET PROPOSALS 2022/23 - KEY DECISION

The Board considered the revenue budget proposals for 2022/23 as reported by the Operational Director – Finance.

The Medium Term Financial Strategy (MTFS) forecasted potential revenue budget funding gaps for the Council totalling £18.8m, over the next three years, with a gap of £12.0m for 2022/23. The forecast assumed that the Council would apply a general council tax increase of 1.99% in each year and would levy a 1% social care precept in 2022/23.

The initial set of savings proposals totalling £1.783m were listed in Appendix 1 and included an indication of whether each saving proposal was permanent or temporary (one-off).

Members were advised that the Government would announce its Grant Settlement for Local Government in December, which would provide the detailed funding figures for 2022/23 for Halton. It was noted that a further set of budget savings proposals was currently being developed by the Budget Working Group, which would be recommended to Council on 2 March 2022, to deliver a balanced budget for 2022/23.

Reason for the Decision

To seek approval for the initial set of revenue budget proposals for 2022/23.

Alternative Options Considered and Rejected

There was no alternative option, as failure to set a balanced budget would put the Council in breach of statutory requirements.

Implementation Date

The 2022/23 revenue budget would be implemented from 1 April 2022.

RESOLVED: That Council be recommended to approve the initial budget proposals for 2022/23 set out in Appendix 1.

Operational
Director - Finance

EXB47 COUNCIL CONTRACT FOR SUPPLY OF FRUIT AND VEGETABLES (INCLUDES BREAD AND DAIRY)

The Board considered a report from the Strategic Director – Enterprise, Community and Resources, which provided a Preliminary Estimate and sought approval to commence a new procurement process for the supply of fruit and vegetables, and bread and dairy produce in compliance with Procurement Standing Order 1.3.4. and using the ‘The University Caterers Organisation’ (TUCO) framework.

Details of the current contract were provided; this was due to expire on 31 December 2021. It was noted that annually the Council spent £500k on the supply of fresh fruit, vegetables, bread and dairy products across over 60 sites – this included the school meals service.

RESOLVED: That the Executive Board approves this Preliminary Estimated report in compliance with Procurement Standing Order 1.3.4, to allow officers to undertake a call-off by mini competition in compliance with Procurement Standing Order 1.4.1 frameworks, as supported by the Council’s Procurement Division, accessing the TUCO Fresh Fruit and Vegetables and Related Products Framework for a 2 year period, with the option to extend for a further two separate 12 month periods from 1 January 2022 to 31 December 2025, with an estimated total expenditure of £2m.

Strategic Director
- Enterprise,
Community and
Resources

EXB48 AGENCY WORKER CONTRACT PROCUREMENT

The Executive Board received a Preliminary Estimate report which sought approval to commence a collaborative procurement process for the supply of Agency Workers in compliance with the Public Contract Regulations 2015 and Procurement Standing Order 1.3.4, as the estimated value was likely to exceed £1,000,000 per annum, across

participating partners in the Liverpool City Region.

It was reported that since 2019 there had been a significant increase in the use and overall cost of agency workers in the Council for the reasons described in the report. It was imperative therefore that the Council sought to maintain access to a resourcing solution that met the needs of the organisation and delivered value for money. Continuing participation in a collaborative contract arrangement was the most effective way of achieving this. It was noted that a managed service ensured that the Council remained compliant with the prevailing legislation pertaining to the use of contingent resources (The Agency Worker Regulations) and the equity and safeguarding requirements of individual role types; this also allowed efficient call-off of workers through a single gateway.

The report provided Members with the spend across the current contract term, along with the savings achieved through use of the current contract.

RESOLVED: That the Board

- 1) notes the report; and
- 2) approves that Halton participate in the procurement of a new collaborative contract arrangement within the Liverpool City Region, to ensure that Council maximises purchasing power on a common category of spend (supply of Agency Workers).

Strategic Director
- Enterprise,
Community and
Resources

EXB49 DEPARTMENT FOR TRANSPORT STATUTORY TAXI
AND PRIVATE HIRE VEHICLE STANDARDS
RECOMMENDATIONS

The Board considered a report of the Strategic Director – Enterprise, Community and Resources, which presented a recommendation from the Regulatory Committee, for the Board to approve amendments to the current taxi licensing policies.

The Board was advised that in July 2020, the Department for Transport (DfT) published statutory guidance referred to as the '*Statutory Taxi and Private Hire Vehicle Standards*' (appendix A to the report). The focus within the standards was the protection of children and vulnerable adults and a number of recommendations were made. It was noted that the DfT expected these recommendations to be implemented by local authorities unless there was a compelling reason not to.

The report outlined the recommendations considered by the Regulatory Committee, the consultation process and the options available to them with regards to the guidance.

RESOLVED: That the following be adopted:

- 1) a requirement that all new applicants be checked against a central database prior to being licensed and that a National Register be updated with details of licence refusals and revocations;
- 2) a requirement for all licensed drivers to be registered with the Disclosure and Barring Service (DBS) update service so that more frequent checks could be conducted; and
- 3) an amendment to the vehicle licensing policy requiring the display of a customer feedback notice in vehicles.

Strategic Director
- Enterprise,
Community and
Resources

CHILDREN AND YOUNG PEOPLE PORTFOLIO

EXB50 THE FUNDING FORMULA FOR MAINSTREAM SCHOOLS AND ACADEMIES FOR 2022-23

The Board considered a report of the Strategic Director – People, which presented the proposal for the Dedicated Schools Grant (DSG) Schools Block Funding Formula for Halton’s mainstream schools and academies for the Council’s financial year 2022-23.

The report described how the DSG was split and how the National Funding Formula (NFF) was used by the Department for Education (DfE) to calculate the Schools Block element of the DSG allocated to Halton.

The Board was required to make a decision on the funding formula to be adopted for 2022-23. Further to the consultation paper sent to all schools (appendices A and B) and after its consideration at Schools Forum, it was agreed by them that the adoption of the NFF method, principles and rules should continue to be applied to mainstream schools and academies.

The Board was also requested to support the disapplication request to the DfE to transfer 1% of DSG from Schools Block to the High Needs Block, due to the continuing pressures on the High Needs Block budgets. Again, a consultation had been carried out on this proposal with schools, set out in appendices C and D and the

proposal was considered at Schools Forum on 3 November, where this was supported.

RESOLVED: That the Board

- 1) approves the continuation of the National Funding Formula for 2022-23; and
- 2) supports the disapplication request to transfer 1% of DSG from Schools Block to High Needs Block.

Strategic Director
- People

ENVIRONMENT AND URBAN RENEWAL PORTFOLIO

EXB51 PROCUREMENT OF SERVICES FOR CAPITAL FUNDED HIGHWAY IMPROVEMENT SCHEMES

The Board considered a report from the Strategic Director – Enterprise, Community and Resources, which sought approval to proceed with the procurement of services for the delivery of capital funded highway improvements across the Borough.

The existing contract was held by Lambros Ltd and would expire on 5 August 2022. It was proposed that the new tender is set up for a three-year period with an option to award a one-year extension – this was in line with current capital funding arrangements through the Liverpool City Region Combined Authority (LCRCA). The anticipated tender date would be early February 2022 with a contract start date of 6 August 2022.

The report discussed the value of the contract and the tender process and evaluation. The cost of the works delivered through this contract would be met from approved budget allocations for capital funding received via LCRCA and the local Transport Plan integrated transport block grant, from the Department for Transport (DfT).

RESOLVED: That the Board approves a procurement process to secure a delivery contractor for capital funded highway improvement works.

Strategic Director
- Enterprise,
Community and
Resources

EXB52 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 1) whether members of the press and public should be excluded from the meeting of the Board during

consideration of the following items of business in accordance with 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.

HEALTH AND WELLBEING PORTFOLIO

EXB53 THE PROCUREMENT OF A NEW INTEGRATED SPECIALIST ADULT COMMUNITY SUBSTANCE MISUSE SERVICE FOR HALTON - KEY DECISION

The Board considered a report of the Interim Director of Public Health, which requested approval to authorise the award of a contract to the provider who, through an open procurement exercise, had been assessed as being the most economically advantageous and effective organisation to deliver an Integrated Specialist Adult Community Substance Misuse Service for Halton.

The contract would be awarded for a period of 3 years with the option of two additional one-year contracts. The report outlined the procurement process and financial implications in respect of the award.

Reason(s) for Decision

A decision was required to award the contract. As the value of the proposed contract would exceed the EU threshold for

services of this type, Executive Board approval was sought.

Alternative Options Considered and Rejected

N/A

Implementation Date

The mobilisation process would commence following the approval process and the new contract would commence on 1 April 2022.

RESOLVED: That the Executive Board

- 1) notes the outcome of the formal open procurement exercise for the provision of an Integrated Specialist Adult Community Substance Misuse Service for Halton; and
- 2) under Procurement Standing Order 1.9.4, approves the award of a contract for the provision of an Integrated Specialist Adult Community Substance Misuse Service for Halton, for a period of three years (plus two one-year extensions).

Interim Director
of Public Health

MINUTES ISSUED: 23 November 2021

CALL-IN: 30 November 2021 at 5.00 pm

Any matter decided by the Executive Board may be called in no later than 5.00pm on 30 November 2021.

Meeting ended at 2.30 p.m.

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HEALTH AND WELLBEING BOARD

At a meeting of the Health and Wellbeing Board on Wednesday, 6 October 2021 at the Bridge Suite - Halton Stadium, Widnes

Present: Councillors Wright (Chair), J. Lowe, T. McInerney, Woolfall and S. Patel, R. Foster, D. Nolan, L. Gardner, D. Wilson, L. Thompson, P. Jones, C. Lyons, D. Parr, I. Onyia, K. Parker, S. Semoff, K. Roberts and G. Ferguson

Apologies for Absence: M. Larking, D. Merrill and S. Wallace Bonner

Also in attendance: Councillor P. Lloyd Jones

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

Action

HWB11 MINUTES OF LAST MEETING

The Minutes of the meeting held on 7 July 2021 having been circulated were signed as a correct record.

HWB12 PUBLIC HEALTH RESPONSE TO COVID-19 CORONAVIRUS

The Board received an update on the most recent Covid-19 coronavirus figures for Halton and how the Halton Outbreak Support Team were working successfully to identify and manage local outbreaks. The presentation also outlined the most recent information on testing and vaccination for people in Halton.

The Board discussed the importance of Lateral Flow Testing and the availability and distribution of testing kits.

RESOLVED: That the Board note the presentation.

HWB13 BETTER CARE (POOLED) FUND

The Board received a report of the Director of Adult Social Services, which provided an overview of the work carried out in order to ensure that the Better Care (Pooled) Fund (BCF) was balanced at the end of the financial year 2020/21. As a result of the pandemic, although there were significant challenges across the system during 2020/21, under the direction of the Pooled Budget Manager, work was

undertaken by colleagues across the Council and the Clinical Commissioning Group, to review the BCF schemes within the pooled budget. The work identified areas for savings and introduced new ways of working/reconfigured services within the Borough to relieve pressures across the system, including financial pressures. Examples of the work undertaken was outlined in the report.

The Board noted that as a consequence of the work undertaken during the previous 12-18 months, at the end of the financial year 2020/21 the BCF budget was £157k under budget. After deducting the overspend for the previous financial year, this left an underspend position of 40k.

RESOLVED: That the report be noted.

HWB14 ONE HALTON ICP POSITION STATEMENT

The Board considered a report which provided a position statement in relation to:

- The development of Cheshire & Merseyside Health and Care Partnership as an Integrated Care System (ICS); and
- One Halton and the development of the One Halton Integrated Care Partnership (ICP).

The ICS guidance had been published on 2 September and as part of the new ICS arrangements, ICS Leaders should confirm their proposed place-based partnership arrangements for 2022/23, including their boundaries, leadership and membership by 1 April 2022.

In addition, the report also provided detailed information on the One Halton Integrated Partnership meetings held on 18 August and 15 September and the Workshops held on 18 August and 17 September.

RESOLVED: That the report be noted.

HWB15 JOINT STRATEGIC NEEDS ASSESSMENT (JSNA) SUMMARY

The Board were updated on the Joint Strategic Needs Assessment which analysed the health needs of the population to inform and guide commissioning of health, wellbeing and social care services within local authority areas. The JSNA underpinned the health and wellbeing strategy and commissioning plans. A copy of the summary document for the Halton JSNA 2021 had been previously

circulated to the Board.

In 2012 the first executive summary of the JSNA mapped across the life course was presented. This approach had continued to receive good feedback from various partnerships and stakeholders. As a consequence the revised annual summary had used broadly the same approach, updating data and information since the previous version.

The Board received an update on the latest published whole year data JSNA summary, which was for the period 2019/20. The update provided the Board with the highlights of the 2021 JSNA, those areas which had remained difficult to improve, those that had worsened and the developments for the JSNA going forward. It was also noted that the JSNA did not take into account the impacts of the Covid-19 pandemic as it was for the period 2019-2020.

The Board discussed the availability of NHS dentists in the Halton area and it was agreed that a report would be brought to a future meeting. In addition a report would also be brought to a future meeting on the outcomes of a recent Halton Healthwatch survey.

RESOLVED: That the report be noted and the draft summary document be approved for publication.

HWB16 COVID VACCINE UPDATE

The Board considered a report of the Director of Public Health, which provided an update on the Covid vaccination programme for Halton. As of 13 September:

- 90.48% of eligible people in Halton have had their first dose of vaccination and 82.51% of eligible people have had their second dose of vaccine;
- Around 50% of 16/17 year olds were vaccinated;
- the 12-15 year olds vaccination programme had also begun;
- the booster vaccine had begun to be rolled out to those in high risk groups; and
- the flu vaccine programme had also begun.

RESOLVED: That the Health and Wellbeing Board note the content of the report.

HWB17 MARMOT REVIEW AND THE MARMOT COMMUNITY PROGRAMME

The Board considered a report of the Director of Public Health, which provided an update on the Marmot Review including next steps following publication of 'Health Equity in England: The Marmot Review 10 years on' document in 2020; and informed the Board about the Marmot Community Review project.

The Board was advised that Cheshire and Merseyside (through CHAMPS and Cheshire and Merseyside Health Care Partnership) were working to achieve Marmot Community Status. Areas that were awarded the status of Marmot Community were those that could provide evidence that the six goals as set out in Sir Michael's Marmot's report from 2010 were addressed. As part of the next steps:

- the Marmot national team were looking to gain feedback from the nine local areas across Merseyside and Cheshire to develop action plans to tackle inequalities across local areas and to ensure local perspectives are incorporated into the national review report due to be published in 2022;
- the feedback would be provided by individual local area workshops. The Halton one would take place October/November 2021. Board members would be invited to the workshop;
- following the workshop, a Marmot Communities working group would be established with representation from all partners across Halton already working to tackle inequalities;
- the working group would establish a local work programme for the Marmot Community programme; and
- feedback from the programme would be provided to the Board.

RESOLVED: That the Board notes the content of the report and supports the Marmot Community programme workshop.

Meeting ended at 3.25 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, 8 November 2021 in the Council Chamber - Town Hall, Runcorn

Present: Councillors Logan (Chair), Abbott, Bramwell, Carlin, V. Hill, Jones, Loftus, Ratcliffe and Aimee Teeling

Apologies for Absence: Councillors C. Plumpton Walsh and Goodall

Absence declared on Council business: None

Officers present: A. Jones, T. Coffey, J. Farrell, S. Williams and M. West, P. McPartland and J. Lloyd

Also in attendance: None

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

	<i>Action</i>
CYP16 MINUTES	
<p>The Minutes of the meeting held on 13 September 2021 were taken as read and signed as a correct record.</p>	
CYP17 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
CYP18 EXECUTIVE BOARD MINUTES	
<p>The minutes relating to the Children and Young People Portfolio, that had been considered by the Executive Board since the last meeting of this Board, were attached at Appendix 1 for information.</p>	
CYP19 HEADTEACHER OF THE VIRTUAL SCHOOL'S ANNUAL REPORT FOR HALTON CHILDREN IN CARE	
<p>The Board considered a report of the Strategic Director – People, which presented the Headteacher's Virtual School's Annual Report for Halton Children in Care (CIC).</p>	

The Annual Report was appended to the report and provided detailed data, analysis and summary of the work of the Virtual School, during the academic year 2020-21.

It was noted that due to the impact of Covid-19, a decision was made to suspend all primary tests and to change to teacher assessment for the allocation of GCSE results. Members noted that because of this, it was not possible to provide yearly comparisons for end of Key Stage progress and attainment. Further, whilst some school attendance did resume for parts of the academic year, there was a national lockdown in the spring term, which meant it was again difficult to provide yearly comparisons.

The Board was advised that the work of the Virtual School had continued throughout the academic year. The full Annual Report provided detailed analysis of how Halton's Children in Care had performed against each of the individual key performance indicators; how they had been supported in order to mitigate against the impact of Covid restrictions; gave a summary of the School's progress towards its identified key priorities for the academic year 2020-21; and identified the priorities for the School in 2021-22.

Following presentation of the item Members raised the following:

80% of CIC were in good/better schools – how were you assuring the wellbeing of the 20% that were not

By constantly reviewing the provision on an individual needs basis so through termly progress meetings (outside of the PEP reviews); looking at the work being done in the school and outcomes during the school day; pastoral support offered; and monthly meetings to keep on top of any pupils that were a cause for concern.

How do you deal with telling a school that they did not meet the needs of a child

Usually the school would agree, if the child was not making progress at a particular school then it was important that they found a placement which could change this to better the outcome for the child.

Where were unaccompanied asylum seekers taught

They must have a placement in a school or college to be able to receive the education, whether this be virtual due to Covid or physically attending.

Did asylum seekers come from the dispersal system

The vast majority did, but some self-presented. The Home Office carried out an age assessment but some say they are below 18, which triggers statutory responsibilities upon the Local Authority (LA), at the expense of the LA.

The phrase 'stuck PEPs'

This was explained in relation to Riverside College, where quality assurance raised issues in relation to the recording of information on PEP's for children not being robust enough, so the quality of them required improvement. The Virtual School were working with them to improve this to ensure all information was entered into the PEPs within a clear timeframe.

RESOLVED: That the Board

- 1) notes the information provided; and
- 2) accepts the Headteacher of the Virtual School's Annual Report as an accurate account of the performance on the education outcomes and achievement of Halton Children in Care.

CYP20 CHILD CARE SUFFICIENCY ASSESSMENT REVIEW
AUTUMN 2021 – 2022

The Board considered a report from the Strategic Director – People, which provided a summary of the revised Childcare Sufficiency Assessment (CSA) Report.

It was noted that Sections 6 and 7 of *The Childcare Act (2006)* and the associated statutory guidance: *Early Education and Childcare – Statutory guidance for local authorities (March 2018)*, required all local authorities in England to undertake and provide an annual childcare sufficiency report to elected Council Members on how they were meeting their duty to secure sufficient childcare and to make it available to the public. In accordance with this, Halton's Childcare Sufficiency Assessment had been reviewed and updated – this was attached to the report.

The CSA report detailed achievements since the last review and outlined Halton's current position. It also highlighted any gaps in provision and explained how these were being addressed. The report also shared how Covid-19 was impacting the childcare sector and identified any potential sustainability concerns for some providers.

Members' debated the following:

- The cost of childcare for families – this was dependent upon the age of the child and the premises costs of the setting, so was variable;
- Requirements to be a childminder – have to be registered with Ofsted and adhere to statutory conditions such as Early Years Foundation Stage Framework; Ofsted Inspection Frameworks and Regulations and planning requirements;
- The difference between a childminder and a nursery;
- Provision for 3 and 4 year olds – this was clarified – all 3 and 4 year olds whose parents met the 30 hour eligibility criteria were entitled to 30 hours free childcare; and
- Parents were free to shop around to suit their own commitments for example and were allowed to use more than one setting to equal the 15 hours universal offer or 30 hours if eligible and met their needs.

RESOLVED: That the Board approves the revised Childcare Sufficiency Assessment.

CYP21 ANNUAL REPORT - COMMENTS, COMPLAINTS AND COMPLIMENTS RELATING TO CHILDREN'S SOCIAL CARE SERVICES 1ST APRIL 2020- 31ST MARCH 2021

The Board was presented with the Annual Reports for Comments, Complaints and Compliments relating to Children's Social Care Services from 1 April 2020 to 31 March 2021.

The report provided analysis on complaints processed under the *Children Act 1989 Representations Procedure*, and evidenced how feedback from service users had been used to improve service delivery. It was reported that the aim of the Children Act 1989 Representations Procedure was for children and young people to have their concerns resolved swiftly and wherever possible, by the people who provided the service locally. It was noted that a complaint may generally be defined as an expression of dissatisfaction or disquiet in relation to an individual child or young person, which required a response.

Members were advised that there were four categories to the representation process: Statutory Complaints; Representations; Customer Care Issues; and Compliments. Commentary on these was provided in the report which also presented detailed information and data relating to the numbers of complaints received between 1

April 2020 and 31 March 2021.

The report also detailed feedback on compliments made by clients and positive feedback from workers / professionals relating to Children's Services in the Directorate. The positive impact and outcomes on the lives of people accessing services in this Directorate were highlighted.

Members welcomed the report and recognised the good work that was carried out, as presented in the feedback examples from Child Protection and Children in Need, Children in Care and Care Leavers, and Team around the Family. It was also understood that managing complaints was also about managing a client's expectations which these days was much higher, due to improved technology and communication. People forget that staff had caseloads to manage and were not available all the time; this was also exacerbated during the Covid-19 pandemic.

RESOLVED: That the reports presented be accepted as the mechanism by which Elected Members can monitor and scrutinise children's social care complaints and compliments.

Meeting ended at 8.15 p.m.

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HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 28 September 2021 in the Council Chamber - Town Hall, Runcorn

Present: Councillors P. Lloyd Jones (Chair), Baker (Vice-Chair), Ball, Bevan, D. Cargill, Goodall, Leck and Ratcliffe

Apologies for Absence: Councillor Dourley

Absence declared on Council business: None

Officers present: S. Salaman, M. Vasic, A. Jones, D. Nolan, L Wilson, H. Moir and I. Onyia

Also in attendance: L. Thompson – NHS Halton Clinical Commissioning Group

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

	<i>Action</i>
HEA10 MINUTES	
<p>The Minutes of the meeting held on 29 June 2021 having being circulated were signed as a correct record, subject to noting that Mr Dave Wilson, the Healthwatch Co-optee was in attendance.</p>	
HEA11 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA12 HEALTH AND WELLBEING MINUTES	
<p>The minutes from the Health and Wellbeing Board meeting held on 24 March 2021 were attached for the information of the Board.</p>	
HEA13 PUBLIC HEALTH RESPONSE TO COVID-19 CORONAVIRUS	
<p>The Director of Pubic Health and Protection provided the Board with an update on the Public Health response to Covid-19 Coronavirus.</p>	

The update and accompanying presentation included the most recent Covid-19 figures and data for Halton; how the Halton Outbreak Support Team were working to successfully identify and manage local outbreaks; and gave details of the most recent information on testing and vaccination for people in Halton.

Responses to Members questions were provided and it was agreed that a summary of the information, as it stood today, would be prepared for the Board and sent following the meeting.

RESOLVED: That the update be received.

Director of Public Health

HEA14 ONE HALTON UPDATE

The Board considered a paper from the Strategic Director – People and the Chief Commissioner, NHS Halton CCG. The report provided a position statement in relation to (a) One Halton and the development of the One Halton Integrated Care Partnership (ICP) and (b), the development of Cheshire and Merseyside Health and Care Partnership as an Integrated Care System (ICS).

The report also included latest information and relevant updates in relation to the White Paper and considered any impact for Halton.

It was reported that since the publication of this report, some progress had been made and the formal governance structure and legal framework was now in place; these updates would be included in a report for the next Board meeting in November. Comments made by the Chair were noted and it was confirmed that Halton would not see any reductions in services, no additional costs and there would be no cuts to budgets resulting from the ICP or the ICS.

RESOLVED: That the report be noted.

Strategic Director - People

HEA15 STAFF VACCINATION REGULATIONS IN ADULT CARE HOMES – RISKS

The Board considered a report from the Strategic Director – People, which provided details of the risks associated with the recent Government legislation published on the need to vaccinate people working or deployed in care homes.

It was reported that the regulations must be implemented by 11 November 2021 and although this legislation was expected to reduce the health risks to care home residents and staff, it would introduce a number of consequential risks, which threatened the operation of local health and care systems. The report explained these risks and the immediate actions that would be needed to prepare for workforce reductions that were expected to arise because of this legislation.

Members were advised that in the 11 days since the publication of this report, the information had changed considerably and the number of staff across the whole sector that were not vaccinated had reduced from 200+ to just 33. Nonetheless, the risks associated with non-vaccination of care home staff was still present, as described in the Statement of Risks (paragraph 3.4) and the subsequent impact assessment carried out against these risks (paragraph 3.5).

Further to Members' questions, the following information was noted:

- In-house care homes were almost full at the moment but there were no staff reductions;
- Those staff at risk of losing their jobs were being supported with finding other roles and contact with agencies had been made;
- Since the pandemic some care homes had shut parts of their building and these may or may not re-open;
- The recruitment and retention of staff in the care sector was challenging – it was noted that some work was being carried out by the Liverpool City Region in this area;
- Some staff were unvaccinated due to being exempt – they were subjected to rigorous testing prior to being in contact with residents; and
- Vaccination of domiciliary care staff was not yet mandatory; they were also subject to rigorous testing and use off PPE.

The Board requested an update on the situation at a future meeting.

RESOLVED: That the report and comments made be noted.

Director of Adult
Social Services

HEA16 INTERMEDIATE CARE & FRAILTY SERVICES IN HALTON: UPDATE

The Board received a report of the Strategic Director – People, which provided an update on implementation of a new model for the delivery of Intermediate Care and Frailty Services in the Borough, since the last update report presented to the Board in February 2021.

As outlined previously, one of the key aspects of the new service would be the introduction of a Single Point of Access (SPA) and the integration of the previous frailty service provided by the Halton Integrated Frailty Service (HIFS), with the ability to provide a Community Rapid Response within 2 hours, if assessed as necessary. The key objective of the SPA therefore, was to ensure the seamless, safe management of referrals for people requiring Adult Community Services, to either potentially prevent an admission, support early discharge, or co-ordinate care closer to home.

Members were referred to Appendix one which provided further detailed information on the model and Appendix two, which displayed the pathway into the new ICFS.

Further to a request from the Chair, an update would be provided at a future meeting.

RESOLVED: That the Board notes the report and appendices.

Director of Adult Social Services

HEA17 HALTON SAFEGUARDING ADULT BOARD (HSAB) ANNUAL REPORT 2020/2021

The Board received the Halton Safeguarding Adult Board (HSAB) Annual Report for 2020/21 and accompanying presentation, and was requested to approve this for publication.

It was noted that the HSAB was developed in conjunction with HSAB partners to ensure the report encompassed a multi-agency approach. The report included performance data and comparisons between years, achievements in the year and highlighted some of the good practice in the Borough.

RESOLVED: That the HSAB Annual Report be approved.

Strategic Director - People

HEA18 QUALITY ASSURANCE IN CARE HOMES AND DOMICILIARY CARE IN HALTON

The Board considered a report of the Strategic Director – People, which provided an update on and highlighted key issues with respect to Quality Assurance in care homes and domiciliary care.

It was reported that during the pandemic both the Care Quality Commission (CQC) and Halton's Quality Assurance Team had to amend the way that they supported the sector undertaking a risk assessment approach and alternative arrangements for assessing and monitoring and only 'crossing the threshold' in relation to serious safeguarding issues. This had significantly reduced intelligence and notifications received by the services, which also had an impact on reporting of ratings. It was noted that the Quality Assurance Team had now started to undertake safe and well visits and the CQC had resumed inspection activities.

The report provided Members with the care home ratings for July 2021 and the domiciliary care ratings for July 2020. It also discussed the sustainability of the care sector and challenges faced since the onset of the pandemic and highlighted the *Lessons Learned* and *Home First* approaches.

Further to a query the Board was advised that vacancies in care homes were only at 3% presently so they were filling up, but it should be noted that the closure of some units within care homes had affected their capacity.

RESOLVED: That the report be noted.

HEA19 PERFORMANCE MANAGEMENT REPORTS, QUARTER 1 2021/22

The Board received the Performance Management Reports for quarter one of 2021/22.

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 one of 2020-21. This included a description of factors, which were affecting the service.

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.

Updates were provided to ASC 04, ASC 15 and ASC 18. It was noted that ASC's 17, 19, 20, 21, and 22 would not be available this year.

RESOLVED: That the quarter one Performance Management reports be received.

Meeting ended at 7.55 p.m.

HEALTH POLICY AND PERFORMANCE BOARD

At a meeting of the Health Policy and Performance Board held on Tuesday, 12 October 2021 at the Council Chamber, Runcorn Town Hall

Present: Councillors P. Lloyd Jones (Chair), Ball, D. Cargill, Dourley, Dyer, Leck and Ratcliffe and D. Wilson (Healthwatch Co-optee)

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: P. Thomas – NHS Knowsley CCG, J. Spencer – Clatterbridge Cancer Centre, L. Thompson – NHS Halton Clinical Commissioning Group and Councillor J. Lowe

ITEMS DEALT WITH UNDER DUTIES EXERCISABLE BY THE BOARD

	<i>Action</i>
HEA20 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA21 TRANSFORMING CANCER CARE - EASTERN SECTOR CANCER HUB	
<p>The Board considered a report of the Strategic Director – People, which set out proposals to establish a Cancer Hub at St Helens Hospital for Halton, Knowsley, St Helens and Warrington patients.</p>	
<p>The Board welcomed Philip Thomas – Assistant Chief Executive, NHS Knowsley CCG and Joan Spencer, Chief Operating Officer from Clatterbridge Cancer Centre, who presented the proposals. Members were requested to assess whether they considered the proposals to constitute a substantial development or variation in the provision of health services for the residents of Halton.</p>	
<p>The Board was advised that commissioners in NHS Halton, NHS Knowsley, NHS St Helens and NHS Warrington Clinical Commissioning Groups (CCGs) and</p>	

NHS England Specialised Commissioning had undertaken a review of non-surgical cancer care in the local area in line with the National Cancer Transformation Programme. The review was carried out via a structured evaluation approach following the NHS England Service Change Assurance Process, which had identified the most suitable site for the Hub at St Helens and Knowsley Teaching Hospitals.

The pre consultation business case (PCBC) for the proposals was appended to the report, together with other supporting documents. The guests provided responses to Members' questions on the proposals. The Board agreed unanimously that the proposals would constitute a substantial variation in the provision of health services in Halton.

Members were advised that there would now be a joint scrutiny exercise with the other authorities affected by the proposals and that two members of this Board would need to be nominated from within the Board membership to represent Halton at the Joint Scrutiny Committee. Officers would write to Members following the meeting with details of the Protocol for Establishment of Joint Health Scrutiny arrangements for Cheshire and Merseyside, which is to be followed.

RESOLVED: That the Board

- 1) notes the contents of the report and its associated appendices; and
- 2) considers the proposal to constitute a substantial variation in the provision of health services in the Borough.

Director of Adult
Social Services

Meeting ended at 7.30 p.m.

SAFER POLICY AND PERFORMANCE BOARD

At a meeting of the Safer Policy and Performance Board on Tuesday, 14 September 2021 at the Council Chamber - Town Hall, Runcorn

Present: Councillors V. Hill (Vice-Chair), Baker, Begg, Bevan, Bramwell, Carlin, Loftus, A. McInerney, Ratcliffe and Wall

Apologies for Absence: Councillor N. Plumpton Walsh

Absence declared on Council business: None

Officers present: M. Andrews and G. Ferguson

Also in attendance: Councillor M. Lloyd Jones in accordance with Standing Order No.33. Mike Sage and Mark Antrobus – Counter Terrorism Policing North West

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

The Board took part in a minute's silence in honour of Councillor Howard, who had sadly recently passed away.

SAF8 MINUTES

The Minutes of the meeting held on 15 June 2021 were taken as read and signed as a correct record.

SAF9 PUBLIC QUESTION TIME

It was reported that no questions had been received.

SAF10 CONTEST STRATEGY – “PREVENT” AIMS AND OBJECTIVES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, and a presentation, which provided information on the Counter Terrorism Policing North West (CTPNW) in relation to the Prevent Strategy, what CT looked like and the Council's duties and functions to deliver a Prevent Strategy across Halton.

On behalf of CTPNW, Mike Sage advised Members that CONTEST was the name of the Government's counter terrorism strategy. The strategy aimed to identify Islamist

terrorism as the principal terrorist threat to the UK. CONTEST identified four key elements in response and these were Pursue, Prevent, Protect and Prepare. Jointly they aimed to identify terrorists, prevent people from becoming terrorist, protect society from terrorist attacks and mitigate the impact of attacks when they occurred.

Whilst local authorities had a role in all these elements, the focus for this guidance was around the Prevent strand. A key element of the Prevent programme was on safeguarding and supporting individuals who might be vulnerable to radicalisation. The presentation outlined activity across Halton and Cheshire to show how the authorities were meeting their responsibilities under the Prevent agenda.

RESOLVED: That the report and presentation be noted.

SAF11 CONTEST STRATEGY – “PROTECT” AIMS AND OBJECTIVES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, and a presentation, from Mark Antrobus on behalf of the Counter Terrorism Policing North West, which provided information on (CTPNW) in relation to the Protect Strategy, what CT looked like and the Council’s duties and functions to deliver a Protect Strategy across Halton.

Protect had the following three objectives in Contest (the name of the Government’s counter terrorism strategy):

- Detect and deal with suspected terrorists and harmful materials at the border;
- Reduce the risk and improve the resilience of global aviation, other transport sectors and critical national infrastructure most at risk to terror attack;
- Reduce the vulnerability of crowded places, specific vulnerable groups, and high profile individuals; and
- Detect and prevent terrorist access to and use of materials of concern, knowledge and information that could be used to conduct attacks.

It was noted that local authorities already undertook considerable work alongside wider partners to assess and mitigate against the risks of terrorism at and around venues and for particular events. More broadly, local authorities, along with many other organisations, would also assess and mitigate against a range of risks as part of existing

legislation to keep communities safe.

The presentation outlined activity across Halton and Cheshire to show how the authorities were meeting their responsibilities under the Protect agenda which included the PAN Cheshire Contest Boards.

The Board discussed the CTPNW work around COMHA sites, the ongoing MEN enquiry and Martins Law.

RESOLVED: That the report and presentation be noted.

SAF12 PROBATION SERVICE INTEGRATED OFFENDER
MANAGEMENT SCHEME NATIONAL REFRESH

This report was deferred until the next meeting.

Meeting ended at 8.00 p.m.

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ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 22 September 2021 at the Council Chamber - Town Hall, Runcorn

Present: Councillors Woolfall (Chair), Fry (Vice-Chair), Ball, D. Cargill, Dyer, Gilligan, S. Hill, Logan, McDermott and Stretch

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Ferguson, T. Gibbs, I Boyd and A. Plant

Also in attendance: None

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

Action

The Board took part in a minute's silence in honour of Councillor Howard, who had sadly passed away last month. The Chair paid tribute to him on behalf of members and colleagues.

EUR10 MINUTES

The Minutes of the meeting held on 23 June 2021 having been circulated were signed as a correct record.

EUR11 PUBLIC QUESTION TIME

It was confirmed that no public questions had been received.

EUR12 EXECUTIVE BOARD MINUTES

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

RESOLVED: That the Minutes be received.

EUR13 PETITION REQUESTING SPEED LIMIT CHANGE ON RUNCORN ROAD, MOORE (40 TO 30 MPH)

The Board considered a report of the Strategic

Director, which advised that a petition had been received by electronic delivery requesting alteration of the speed limit on a section of Runcorn Road, Moore from 40 mph to 30 mph.

It was noted that this section of Runcorn Road was:

- relatively flat and had open fields to the southern side;
- the northern side comprised low-density housing, set well back;
- pedestrian movements across the carriageway were minimal;
- the road was generally in good repair, well lit and subject to an environmental 7.5 tonne weight restriction;
- there was low-level of on street parking within the 40mph zone, especially at the eastern end. However there was no evidence or complaints of vehicles mounting the kerb and obstructing the footway;
- Cheshire Road Safety Group, Cheshire Police and external consultants undertook a speed limit review in Halton in 2009. No changes were recommended for Runcorn Road;
- since 2009, automatic traffic counters had been installed on two occasions. Average speeds had reduced in this time which was probably due to the increase in traffic using the route; and
- there had been one recorded injury collision within the relevant section of road since 2009.

At the request of the Council, Cheshire Police had undertaken a site assessment and provided an opinion that, whilst they understood the desire of residents for a lower speed limit, they were concerned that the removal of the change in speed limit would not reflect the character of the road. It was the opinion of the Constabulary that the 40mph section felt open in nature and as such, 40mph was an appropriate speed limit.

Therefore based on the advice from Cheshire Police, traffic specialists and the Council's road safety engineer, it was felt that retaining the existing 40mph speed limit was appropriate for this section of road.

On behalf of the petitioner, Councillor Dyer addressed the Board in support of the petition and read a statement and questions which the petitioner had previously prepared. Councillor Dyer fully supported the request to lower the speed limit and outlined to the Board his reasons for this.

On behalf of the Council, Ian Saxby responded to the questions submitted and it was agreed that Tim Gibbs would contact Cheshire Constabulary regarding speed enforcement at Runcorn Road.

RESOLVED: That

1. following careful consideration and site inspection, Officers advise that the posted speed limit should remain at 40mph for the reasons set out in the report; and
2. a request be made to Cheshire Police to consider this location for regular speed enforcement activity.

Strategic Director
Enterprise,
Community and
Resources

EUR14 LOCAL LIST - HERITAGE ASSETS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which advised that Halton, in partnership with Cheshire West had received £70,000 funding from the Ministry for Housing, Communities and Local Government (MHCLG) towards creating a unified Cheshire Local List.

The register would play a key role in local and community identity and gave an understanding and appreciation of Cheshire's past. In addition a Local List approach was considered as a community-driven dataset and it was hoped that engagement with the development of a local list would enable local communities to define local heritage significance on their own terms.

Over the next six months, officers would be working with consultants – Headland Design Associates (HDA) on five target areas in Halton: Appleton, Daresbury, Farnworth, Hale and New Town. In these areas, HDA would work with local volunteers to identify locally significant heritage assets and develop them as proposals for the local list using the online Exegetis Local Heritage List Platform.

RESOLVED: That the report be noted.

EUR15 ANNUAL REPORT

The Board considered a copy of the Annual Report from the Chair of the Environment and Urban Renewal Policy and Performance Board 2020/21.

The full Board met on four occasions during the year and the report set out the work carried out and

recommendations made throughout the Municipal Year April 2020 to March 2021.

RESOLVED: That the Annual Report be accepted.

EUR16 BUS SERVICE IMPROVEMENT PLAN

The Board considered a report of the Strategic Director Enterprise, Community and Resources, which provided an overview on the recent publication of the Bus Back Better Bus Strategy for England (the Strategy), the associated funding from the Department for Transport (DfT) and the requirement for Bus Service Improvement Plans (BSIPs). It was noted that the Liverpool City Region Combined Authority was the Local Transport Authority for Halton. A BSIP covering the City Region area would be submitted to the DfT by the Combined Authority in October 2021. The report set out Halton's 'ask' of Government in relation to bus service improvement in Halton that would feature in the Combined Authority BSIP.

The Board discussed the recent cuts in the 62 and X1 bus service which was linked to a shortage of bus drivers. They also discussed the impact a shortage of bus drivers could have on the proposed improvements to bus services as outlined in the BSIP.

RESOLVED: That

1. the proposals set out in Appendix 1 for frequency improvements to the current bus network be supported; and
2. the proposals for highway and infrastructure improvements to tackle bus service delay hot-spots (Appendix 2) be endorsed.

EUR17 HALTON DELIVERY & ALLOCATIONS LOCAL PLAN, POST SUBMISSION CHANGES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the Halton Delivery and Allocations Local Plan (DALP). The Plan was submitted to the Secretary of State for independent examination on 5 March 2020. The examination process had taken place between March – June 2021 and a number of issues had been identified and needed to be resolved by 'Main Modifications' to the Plan and subsequent changes to the Policies Map. The report updated Members on the expected changes needed to

make the Local Plan 'sound'. The changes that were discussed were contained in Appendix A of the report.

It was noted that once the Inspector's initial report was received, the required modifications would be known. Full Council would need to consider the modifications and if approved the modifications needed to be subject to formal public consultation for a period of not less than 6 weeks in compliance with the adopted Statement of Community Involvement and statutory regulations. Following the consultation, the Council would compile all representations received and provide a report back to the Inspectors. The Inspectors would then compile their formal report into the soundness of the Halton DALP. The DALP would then return to Executive Board and Full Council for approval.

RESOLVED: That the report and comments upon the suitability of the expected modifications to the Delivery and Allocations Local Plan be noted.

EUR18 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 1 OF 2021/22

The Board received a report from the Strategic Director, Enterprise, Community and Resources, which presented the Performance Monitoring Reports for Quarter 1 of 2021/22.

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

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

Arising from the discussion the Board requested that the Liverpool City Region be invited to a future meeting to discuss the Mersey Tidal Power project.

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

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CORPORATE POLICY AND PERFORMANCE BOARD

At a meeting of the Corporate Policy and Performance Board on Tuesday, 2 November 2021 in the Council Chamber - Town Hall, Runcorn

Present: Councillors Gilligan (Chair), Philbin (Vice-Chair), Hutchinson, P. Lloyd Jones, A. Lowe, G. Stockton, Angela Teeling, Wainwright and Wall

Apologies for Absence: Councillor N. Plumpton Walsh

Absence declared on Council business: None

Officers present: M. Reaney, C. Hill, I. Leivesley, E. Dawson, G. Ferguson, S. Baker, P. Garnett, L Pennington-Ramsden and J. Yates

Also in attendance: None

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

Action

The Board took part in a minute's silence in honour of Councillor Howard, who had sadly passed away last month. The Chair paid tribute to him on behalf of members and colleagues.

CS16 MINUTES

The Minutes from the meeting held on 7 September 2021 were taken as read and signed as a correct record.

CS17 PUBLIC QUESTION TIME

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

CS18 EXECUTIVE BOARD MINUTES

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.

RESOLVED: That the Minutes be noted.

CS19 MEMBER DEVELOPMENT GROUP NOTES

The Board considered the minutes of the Member Development Group meeting held on 15 July 2021.

The Board discussed:

- the possibility of future Member Induction Days being held in the evening and also including a tour of the Borough; and
- future Member seminars relating to planning and the Liverpool City Region.

RESOLVED: That the minutes be noted.

CS20 ENERGY/CARBON REDUCTION UPDATE

The Board considered a report of the Strategic Director - Enterprise, Community and Resources, which provided an update on related activities aimed at reducing the Council's impact on the environment and CO2 emissions from Council activities. The Council started to measure its baseline for carbon emissions in 2006/7, emissions stood at 26338 tonnes of CO2. For 2020/21, the overall emissions had reduced to 9770 tonnes, a further reduction of 13.9%. To date, since 2008, the Council had reduced its carbon footprint by a total of 43%. The report highlighted the key figures for this year across each Council sector and provided an update on the following initiatives:

- street lighting LED programme;
- roof top solar on Council buildings and biomass boilers at Brookvale Leisure Centre and Norton Priory;
- solar farm on the former St Michael's Golf Course;
- public Sector Decarbonisation Fund;
- transport projects; and
- the Council's Climate Change Action Plan

Arising from the discussion, the Board:

- requested further information on the street lighting quality corridor and the street lights in the Hough Green Ward;
- discussed the Council plans to install electric car charging points and requested that Ward Councillors are included in future public consultation exercises around the location of these points; and
- commented that, where possible, consideration should also be given to including electric car

charging points as part of future planning applications.

RESOLVED: The report and the ongoing work be noted.

CS21 CORPORATE ACCIDENT / INCIDENT REPORT 1.4.21 TO 31.8.21

The Board was provided with a report from the Strategic Director - Enterprise, Community and Resources, which presented details of corporate accident statistics with associated trends, from 1 April 2021 to 31 August 2021.

Officers commented that the report highlighted the national and local health and safety information, and together with performance and incident trends, these formed the basis for the recommended actions for 2019/20. In order to be proactive in health and safety management the report also indicated the number of completed risk assessments.

The report highlighted:

- Covid-19 still remained as the focal point for a large part of Local Authority working as the Council moved towards a cautious return to office buildings for some staff;
- Covid risk control measures were still in place across the authority to protect staff with the added protection of requests to regularly test and encouragement to take up the offer of vaccination. There was also the continued availability of the wellbeing programmes and courses;
- there was continued demand for personal protective equipment with central distribution still available;
- the pandemic reflection on this report showed a significant reduction in accidents and violent incidents compared to pre-pandemic years;
- lone working contact centre monitoring – registered users had increased from the same period as last year but actual use had decreased. An audit was currently taking place to understand non-use;
- fire audits were being actioned across all corporate buildings; and
- a review of security risk assessments for the 4 main council buildings as also taking place in light of the forthcoming Martyn's Law.

The Board discussed Member surgeries and it was suggested that when they re-commenced in the community,

risk assessments could be carried out. Also near misses – staff would be reminded of the reporting procedures for near misses in the next staff safety bulletin.

Strategic Director
– Enterprise,
Community and
Resources

RESOLVED: That the report be noted.

CS22 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 2020/21 financial year.

The report outlined the two stage procedure to deal with corporate complaints; a corporate complaints trend analysis from 2012 to 2021; 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 2020/21. It was noted that the Ombudsman had made 17 decisions during the year and upheld 6 complaints.

RESOLVED: That the content of the report be noted.

CS23 PROGRESS UPDATES REGARDING THE DISCRETIONARY SUPPORT SCHEME, DISCRETIONARY HOUSING PAYMENTS AND UNIVERSAL CREDIT

The Board received an update regarding the delivery of the Discretionary Support Scheme (DSS), Discretionary Housing Payments (DHP) and Universal Credit (UC).

With regard to the DSS, it was in its ninth year of operation. During 2020/21, 610 awards were made totalling £170,554. In addition it was noted that during the first half of 2021/22 (1 April to 30 September) the DSS had made 162 awards with a total value of £66,592. An analysis of applications by type and awards granted was set out in the report.

In respect of DHP, Members were advised that in 2020/21 grant funding of £527,810 was received and actual expenditure totalled £527,810 representing 1,645 DHP awards. This compared with 2019/20 where 1,391 awards were made and a total expenditure of £469,579. It was reported that the increase in the number of awards and total expenditure compared to the previous year had been caused by an increase in Government funding of £58,223. In 2021/22 the Council had received DHP grant funding of £394,099 which was a reduction of £133,711 compared to

the previous year.

In addition, Members received an update on the numbers of Halton residents claiming UC in Halton. According to the DWP as at 12 August 2021 there were 15,968 Halton residents now claiming UC. The report provided details on the UC caseload in Halton since April 2015.

It was agreed that a Working Party would be set up to review the DSS criteria for awarding payments.

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

Strategic Director
– Enterprise,
Community and
Resources

CS24 COLLECTION FUND PROGRESS REPORT

The Board received a report on the Council's Collection Fund position on council tax and business rates. For the Year to 31 March 2022 it was currently forecast the income generated from council tax and business rates would be in line with budgeted expectations.

It was noted that the 2020/21 council tax net collectible debit (the billed amount) was £69.512m, to date £37.940m of this had been collected which resulted in a collection rate of 54.58%, down by 0.69% on the same period last year.

Members were advised that comparing the in-year collection rate to the same period last year was arguably misleading due to the number of payment deferral plans which were agreed due to the impact of the Covid pandemic. A more meaningful comparison would be the same period in 2019 which showed a decrease of 0.47% to the collection rate.

As well as in-year collections the Council also actively pursued council tax debt from previous years. For the year to date the Council had collected £1.116m of old year debt. This enabled the Council to reach the target council tax collection rate of 96%, used in setting the Council's net budget. For a number of years this had been set at 97% but had been reduced to the unknown impact of the pandemic.

In addition the report provided an update on the:

- Council Tax Reduction Scheme up to 30 September;
- Business Rates Position Statement up to 30

- September;
- Covid19 – Business Rate Reliefs; and
- Collection Fund Recovery Procedures.

RESOLVED: That the latest position regarding the Collection Fund be noted.

CS25 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 2 OF 2021/22

The Board received a report of the Strategic Director - Enterprise, Community and Resources, which presented the Performance Monitoring Report for Quarter 2 of 2021/22.

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.

The Board:

- discussed the issues around recruitment of staff;
- thanked the ICT team for all their excellent work over the past months; and
- congratulated the Market staff for their fantastic work organising the recent craft market.

RESOLVED: That the Quarter 2 Performance Monitoring reports be received and noted.

Meeting ended at 8.25 p.m.

AUDIT AND GOVERNANCE BOARD

At a meeting of the Audit and Governance Board held on Wednesday, 29 September 2021 at the Council Chamber - Town Hall, Runcorn

Present: Councillors Polhill (Chair), A. Lowe (Vice-Chair), J. Bradshaw, E. Cargill, Jones, McDermott, Philbin, J. Stockton and Wallace

Apologies for Absence: Councillor Whitley

Absence declared on Council business: None

Officers present: E. Dawson, I. Leivesley, M. Murphy and G. Ferguson

Also in attendance: Michael Green (Grant Thornton)

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

Action

AGB9 MINUTES

The Minutes of the meeting held on 7 July 2021 were taken as read and signed as a correct record.

AGB10 STANDARDS MATTERS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which considered the arrangements for dealing with Standards matters following the decision of the Council on 14 July 2021 that this Board would assume the work of the former Standards Committee and that its terms of reference be amended as set out in Appendix 1 of the report.

In addition, the Board also noted the future arrangements for the Hearings Panel, which considered the outcome of formal investigations into complaints that Member or Parish Councillors may have broken the Code of Conduct. The Panel was to be retained on the same basis as the arrangements approved by Council and would now sit beneath the Board, with the 3 Members appointed ad hoc and as necessary from the membership of the Board. It was suggested that training could be given to Panel Members on the day of any necessary hearing.

RESOLVED: That Members approve the

arrangements as set out in the report for dealing with Standards matters following the decision of Council on 14 July 2021 that this Board assume the responsibilities of the former Standards Committee.

AGB11 CORPORATE RISK REGISTER BIENNIAL UPDATE 2021/22

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on the bi-annual update of the Corporate Risk Register for 2021/22.

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 annually, 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 re-prioritised so that people, (the community and staff), took priority. These were set out in the report.

RESOLVED: That

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

AGB12 EXTERNAL AUDIT PLAN - 2020/21 YEAR-END

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which set out the 2020/21 year-end Audit Plan, presented by Grant Thornton UK LLP.

The Board was advised that the External Audit Plan was attached to the report and set out details of Grant Thornton's strategy and plan to deliver the 2020/21 audit of the Council's financial statements. It also provided details of their approach to the value for money conclusion.

RESOLVED: That the contents of the External Audit

Plan for 2020/21 year-end be noted.

AGB13 EXTERNAL AUDIT OF THE 2020/21 ACCOUNTS (VERBAL UPDATE)

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update from the external auditors regarding:

- Progress made in delivering their responsibilities as the Council's external auditors; and
- A summary of emerging national issues and developments that could be relevant to the work of the Board.

Michael Green, from external auditors Grant Thornton, attended the meeting to present the report and then dealt with Members' questions.

It was anticipated that the external audit of accounts would be completed by January 2022.

RESOLVED: That the verbal update by the Council's external auditor Grant Thornton UK LLP be received.

AGB14 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 1) whether members of the press and public should be excluded from the meeting of the Board during consideration of the following items of business in accordance with 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.

AGB15 INTERNAL AUDIT PROGRESS REPORT

The Board received a report from the Divisional Manager – Audit, Procurement and Operational Finance, updating them on the internal audit activity since the last progress report to the Board on 7 July 2021. It also highlighted any matters that were relevant to the Board's responsibilities as the Council's Audit Committee.

Members were referred to appendix one, which listed all the planned work for the year and the anticipated dates that each audit would be reported to the Board. It was noted that the planning and completion of work was subject to change, but this represented the best estimates at the current time.

Further to the last update in July, Members were advised that most of the work on the 2020/21 Audit Plan was now complete. The remaining audit work from 2020/21 was in progress and nearing completion.

Appended to the report were copies of the finalised 13 audit reports since the last progress report to the Board in July. The report summarised the opinions from the audits covered in this progress report.

Arising from the discussion, the Board expressed concern at the outcome of the audit report on Local Authority Day Care Provision. A report on this audit report would be presented to a future meeting of the Executive Board.

RESOLVED: That the Internal Audit Progress Report and comments made be noted.

Meeting ended at 7.40 p.m.

DEVELOPMENT MANAGEMENT COMMITTEE

At a meeting of the Development Management Committee on Monday, 1 November 2021 at the Bridge Suite - Halton Stadium, Widnes

Present: Councillors S. Hill (Chair), Leck (Vice-Chair), Abbott, J. Bradshaw, Carlin, Hutchinson, A. Lowe, Philbin, Polhill, J. Stockton and Thompson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Jones, T. Gibbs, A. Plant, G. Henry, P. Peak, L. Wilson-Lagan and K. Thompson

Also in attendance: Councillors A. McInerney, T. McInerney, V. Hill and Wallace, 63 members of the public and one member of the press

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

	<i>Action</i>
DEV19 MINUTES	
<p>The Minutes of the meeting held on 6 September 2021, having been circulated, were taken as read and signed as a correct record.</p>	
DEV20 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>	
DEV21 21/00408/FUL - PROPOSED CHANGE OF USE FROM CARE HOME (C2) TO 3 NO. SELF CONTAINED HMOS (SUI GENERIS) WITH ASSOCIATED INFILL EXTENSION, LAY OUT OF CAR PARK AND LANDSCAPING AT 61 DERBY ROAD, WIDNES, WA8 9LG	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	

Officers advised the Committee that a further objection to the scheme was received over the weekend, a copy of which was emailed to the Committee today and paper copies were presented to Members at the meeting. In response to the resident's concerns over loss of privacy, noise and disturbance and lack of consultation, the Case Officer outlined mitigation measures that would be put in place, which would be secured by conditions. In relation to lack of consultation, it was reported that a letter was sent to the property on 15 July 2021.

It was confirmed that the Contaminated Land Officer had raised no objections to the proposal. In addition to the conditions required above, it was also recommended that an additional condition be added regarding the requirement for Electric Vehicle (EV) charging points.

The Committee was addressed by Mr Ireland, who spoke in objection to the proposal, representing 801 local residents. He argued, *inter alia*:

- This would be the largest House of Multiple Occupation (HMO) in Halton and would set a dangerous precedent;
- The market was saturated with HMO's;
- The allocation of 13 car parking spaces was not enough for 29 rooms so on road parking would occur, causing more congestion in an already congested area;
- Local retailers had raised concerns;
- He disagreed with the claim that the property would provide a boost to the local economy;
- There would be an increase in noise pollution; and
- The peace and privacy of local residents would be impacted and the proposal had already caused stress and anxiety for many residents.

Ms Dickson, the Agent representing the Applicant, then addressed the Committee, clarifying some issues in respect of the application for the local residents:

- The applicants had met all planning policy requirements;
- The applicants were experienced HMO operators and would keep the property well maintained;
- The proposal met national and local requirements and was in a sustainable location;
- Car ownership tended to be lower amongst HMO residents;
- Halton needed housing and the current housing

market was buoyant, leaving many lower income people without the opportunity to have their own space; and

- The location was ideal for single professional working people with good transport links.

The Committee was then addressed by local Ward Councillor Angela McInerney, who spoke in objection to the proposal, on behalf of local residents. She outlined some facts about Farnworth within the context of the application and made the following comments *inter alia*:

- Farnworth was a residential area with a mixed community but mainly families and elderly people;
- The proposal was out of character with the area;
- The building would be split into 3 sections – she described these and how they would be shared;
- There would be 29 double rooms so potentially 58 people living in the building;
- There were plenty of bedsits available for rent in Halton;
- Farnworth Village is narrow and Derby Road is congested – there was a nursery, two primary schools and a secondary school all within the vicinity, all creating traffic congestion, which was difficult to police;
- This development would exacerbate the congestion in the area; and
- The applicant was not the owner of the building.

She concluded saying that she wished to record her own objections to the proposal as a resident of Farnworth and urged the Committee to refuse the application.

Following responses to Members' questions, the following information was provided:

- The number of people in the property at any one time could not be restricted;
- The licence for the HMO would be issued by the Environmental Health Department;
- The site's ownership could be confirmed following the meeting;
- The ratio used for calculating the parking was based on the emerging local plan recommended standards. 0.5 spaces per room was the proposed recommended standard for a town centre location and although the site was not within the Widnes Town Centre boundary, it was in a local centre with good links to public transport and access to local amenities;

- The suggestion of splitting the building into 3 HMO's was not material to the application – it had to be determined on what was presented in the report.

One Member moved a proposal to defer the application so that the Committee as a whole could visit the site. This proposal was seconded and the Committee agreed that the application be deferred to a future meeting.

RESOLVED: That the application be deferred to a future meeting, to allow the Committee to make a site visit.

DEV22 21/00448/S73 - APPLICATION UNDER SECTION 73 OF THE TOWN AND COUNTRY PLANNING ACT 1990 TO VARY CONDITION 2 OF PERMISSION 18/00567/FULEIA, IN ORDER TO MAKE AMENDMENTS TO THE LOCATION OF THE AIR MANAGEMENT SYSTEM AND SUBSEQUENT ALTERATIONS TO DRAWINGS 183131/WTS/PL/004, 183131/WTS/FP/005A AND 183131/WTS/PL/005B AT WIDNES SKIP AND RECLAIM, DITTON ROAD (WEST), WIDNES, WA8 0PA

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

Further to the publication of the report it was confirmed that no other representations had been received and the Contaminated Land Officer had raised no objection to this application (noted however that the previous comments to the original application and recommended conditions were still valid). Also, the applicant had requested if access condition no.5 could be changed from '*no development shall begin*' to '*prior to the construction of any new buildings*'. This request was considered to be reasonable, for the reasons given.

The Committee was addressed by Mr Robinson, who was the Agent for the Applicant. He described a number of issues that the company had to deal with recently since the approval of the application in May 2019 that contributed to a delay, such as Covid and a change in investor. He reassured Members that the applicant was now keen to progress the current planning permission. He added that the applicant would use local suppliers and provide employment contracts for local people.

Councillor Wallace addressed the Committee objecting to the proposals, on behalf of local residents. She tabled two photographs, which showed the condition of

different areas of the site. Councillor Wallace stated that she was inundated with complaints from her constituents about the smell from the WSR site. She argued that local residents suffered this on a daily basis and despite contact being made with Environmental Health, nothing had been done to help them. She also argued *inter alia*:

- That the health and safety procedures of the company were in question – referring to a breach in relation to blocked fire doors;
- The site attracted rats;
- The site attracted seagulls who attacked residents in the street and were a constant problem for the businesses on Ditton Road (relating to seagull droppings); and
- Local residents' health was at stake.

She urged the Committee to visit the site before making a decision.

Following Councillor Wallace's presentation Officers advised that the Council was aware of the smell and seagull problems in relation to the site but WSR was under the control of the Environment Agency in respect of this. These complaints were also passed to the new owner of the site. It was noted that health and safety matters in relation to the property itself were matters for WSR to address and covered by other legislation.

The Committee was reminded that this was a Section 73 application – an amendment to the previously approved application in May 2019.

Responses were provided to Members questions and it was confirmed that licensing for the operation of the site was controlled by the Environment Agency, not the Local Authority.

The application was approved subject to the conditions listed below.

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

1. Timescale for commencement of development by 23 May 2022;
2. Specifying approved plans;
3. Condition requiring submission and agreement of a Construction Environmental Management Plan, as outlined in the submitted ES (BE1 and MW1);

4. Condition requiring a construction phasing plan – with works to be enabled to be carried out in any order (BE1);
5. Condition relating to off-site highway works to facilitate parking provision and curb re-alignment (TP12);
6. Submission and agreement of Site Waste Management Plan (WM8);
7. A condition requiring a site investigation scheme, remediation and verification plan (PR14);
8. Materials condition(s), requiring submission and agreement of building external finishing materials (BE2);
9. Condition requiring boundary treatments for north and south of the site (BE22);
10. Condition requiring treatment of the ground level enclosure to stack; fan; and carbon absorber; adjacent to building TFS1A as shown on drawing 183131/WTS/PL/004 Rev B (BE2);
11. Submission and agreement of site and finished floor levels (BE1);
12. Condition relating to/requiring submission and agreement of a sustainable drainage scheme (BE1 and PR5);
13. Condition requiring landscaping scheme (BE1, BE3 and MW1);
14. Condition requiring submission and agreement of cycle parking details (TP6);
15. Submission of a Bird Hazard Management Plan (MW1);
16. Condition requiring vehicle access, parking, servicing etc to be constructed prior to occupation of properties/commencement of use (BE1);
17. Submission and agreement of a lighting scheme (BE1);
18. No piling or other foundation design using penetrative methods unless demonstrated that there is no resultant unacceptable risk to groundwater (PR14);
19. Conditions relating to the air management system for building TFS1A;
20. Waste stored and processed in TFS1A under negative pressure conditions;
21. Condition restricting surface water run-off onto the adopted highway (TP17);
22. Condition restricting waste throughput to 450,000 tonnes per annum (BE1 and MW1);
23. There shall be no external storage other than that as approved on drawing number 183131/WTS/PL/004 Rev B;
24. Condition(s) restricting external storage locations,

height, processing (BE1, PR16 and MW1);

25. The materials stored in the external storage bays and area as shown on drawing number 183131/WTS/PL/004 Rev B, shall be stacked no higher than 4m (BE1 and MW1); and

26. No material, waste or otherwise shall be burnt on site (BE1 and MW1).

DEV23 21/00529/FUL - PROPOSED TWO STOREY SIDE EXTENSION AND SINGLE STOREY REAR EXTENSION AT 1 SANDIWAY AVENUE, WIDNES, WA8 8LE

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

The Committee agreed that the application be approved.

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

1. Standard 3 year expiry;
2. Approved plans; and
3. Materials to match existing (BE1).

Meeting ended at 8.05 p.m.

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REGULATORY COMMITTEE

At a meeting of the Regulatory Committee on Wednesday, 6 October 2021 in the Council Chamber - Town Hall, Runcorn

Present: Councillors Wallace (Chair), Abbott (Vice-Chair), D. Cargill, Fry, Loftus, A. McInerney, Teeling, Wainwright and Woolfall

Apologies for Absence: None

Absence declared on Council business: None

Officers present: K. Hesketh, N. Wheeler and L. Wilson-Lagan

Also in attendance: None

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

Action

Prior to the commencement of the meeting a minute silence was held for Councillor Harry Howard who had passed away last month and who was a previous member of the Committee. The Chair also thanked Kay Cleary who retired from the role of Licensing Manager on 30 September 2021 for her service to the Council.

REG5 MINUTES

The Minutes of the meeting held on 30 June 2021, were taken as read and will be signed as a correct record, subject to the addition by Councillor Wallace of a tribute to former Councillor, Pauline Hignett.

REG6 GAMBLING ACT 2005 STATEMENT OF GAMBLING POLICY

The Committee considered a request to approve a Draft Statement of Gambling Policy for recommendation to the Council for adoption. The Committee was advised that no responses were received following the consultation process.

RESOLVED: That having undertaken a consultation exercise the draft Statement of Gambling Policy be approved by the Committee and be recommended to Council for adoption.

An appropriate form of wording for the Council resolution would be: "The Council:

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

REG7 TAXI MATTER

The Committee met to consider three amendments to taxi licensing policy.

In July 2020 the Department for Transport (DfT) published its Statutory Taxi and Private Hire Vehicle Standards Document ("Standards Document").

On 2 September 2020 the Regulatory Committee received a copy of the Standards Document and were advised that the contents and implications would be examined by the Licensing Section and matters referred back to the Committee for consideration.

One recommendation in the Standards Policy was to implement a new Professional Standards Policy relating to convictions and this had already been put before Members of the Committee and adopted by the Council.

Three further recommendations from the Standards Document had been considered by Officers and were put to the Committee as recommended amendments to the current taxi licensing policy. These were as follows:-

1. The requirement to check all new taxi driver applicants against a central data base prior to being licensed as well as updating the database with details of license refusals and revocations.
2. The requirement for all licensed drivers to be registered with the Disclosure & Barring Service (DBS) update service so that more frequent checks can be made.
3. An amendment to the vehicle licensing policy

requiring the display of a customer feedback notice in licensed vehicles.

The members took in account the information provided in the Committee item and the 4 Appendices and were in agreement with introducing the above requirements subject to there being an amendment to the proposed wording of the Vehicle Licence Policy Amendment set out in Appendix D. The amended wording agreed by the Committee is set out in bold below.

*“Every licensed hackney carriage and private hire vehicle is required to permanently display in a prominent location for the customer a **feedback notice (compliments and complaints)** as provided by the licensing section”.*

The reason for the amended wording was that the Committee wanted to make it clear that the feedback notice was also for positive feedback and not just complaints.

RESOLVED: To make a recommendation to the Executive Board that the current taxi licensing policies be amended by adopting the following:-

1. A requirement that all new applicants be checked against a central database prior to being licensed and that a National Register be updated with details of licence refusals and revocations.
2. A requirement for all licensed drivers to be registered with the Disclosure & Barring Service (DBS) update service so that more frequent checks can be conducted.
3. An amendment to the vehicle licensing policy requiring the display of a customer feedback notice in vehicles.

REG8 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Committee considered:

- (1) Whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972 because it was likely that, in view of the nature of the business to

be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

- (2) Whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the 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

REG9 TAXI MATTER

Case No. 728

RESOLVED: That the holder of the Single Status Drivers Licence was not a fit and proper person and consequently the licence was revoked.

REG10 TAXI MATTER

Case No. 729

RESOLVED: That the holder of the Single Status Drivers Licence was not a fit and proper person and consequently the licence was revoked.

REG11 TAXI MATTER

Case No. 730

RESOLVED: That the holder of the Single Status Drivers Licence was not a fit and proper person and consequently the licence was revoked.

Meeting ended at 7.48 p.m.

APPOINTMENTS COMMITTEE

At a meeting of the Appointments Committee held on Monday, 1 November 2021 at the Karalius Suite - Halton Stadium, Widnes

Present: Councillors Wharton (Chair), J. Bradshaw, Dennett, McDermott, Ratcliffe and Thompson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: S. Gurrell and R. Rout

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

	<i>Action</i>
<p>APC3 MINUTES</p> <p>The minutes of the meeting held on 18 August 2021, having been printed and circulated, were taken as read and agreed as a correct record.</p>	
<p>APC4 TO SET THE REMUNERATION FOR POST OF CHIEF EXECUTIVE, 1 APRIL 2022 ONWARDS</p> <p>Following consideration of a report prepared by the Operational Director, Policy, People, Performance & Efficiency.</p> <p>RESOLVED: That</p> <ol style="list-style-type: none"> 1. the Appointments Committee determined a salary range of £156,000 to £168,000 per annum, for the post of Chief Executive, from 1 April 2022; and 2. the Appointments Committee confirmed that the terms and conditions of employment applicable to the post of Chief Executive, from 1 April 2022, will be those outlined in the National Salary Framework and Conditions of Service Handbook for Chief Executives. 	

Meeting ended at 10.10 a.m.

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