

# **Minutes**

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

**Wednesday, 10 July 2024**

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<b>COMMITTEE/BOARD</b>	<b>PAGE REF</b>
Council Minutes	1 - 6
Minutes of the Executive Board	
14 March 2024	7 - 14
18 April 2024	15 - 18
14 May 2024	19 - 20
13 June 2024	21 - 30
Minutes of the Health and Wellbeing Board	31 - 38
<b>MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE AUDIT AND GOVERNANCE BOARD</b>	
Employment, Learning, Skills and Community	39 - 44
Health	45 - 52
Safer	53 - 56
Environment and Urban Renewal	57 - 62
Corporate Services	63 - 66
Audit & Governance Board	67 - 72
<b>COMMITTEE MINUTES</b>	
Development Management	73 - 92
Appointments	93 - 94
Taxi Licensing Sub Committee	95 - 96
Regulatory Sub Committee	97 - 112

**COUNCIL**

*At a meeting of the Council on Friday, 17 May 2024 in the Council Chamber, Runcorn Town Hall*

Present: Councillors Ball, Baker, Begg, Bevan, Bramwell, Carlin, Dennett, Davidson, Dourley, Fry, Garner, Gilligan, Goodall, Harris, S. Hill, V. Hill, Jones, M. Lloyd Jones, P. Lloyd Jones, C. Loftus, K. Loftus, Logan, Lowe, McDermott, A. McInerney, T. McInerney, Nelson, L. Nolan, P. Nolan, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Rowe, Ryan, Stockton, Stretch, Skinner, Teeling, Thompson, Thornton, Wainwright, Wallace, Wharton, Woolfall and Wright

Apologies for Absence: Councillors Abbott, Hutchinson, Leck and Wall

Absence declared on Council business: None

Officers present: M. Reaney, Z. Fearon, S. Wallace-Bonner, S. Young, G. Ferguson and W. Rourke

Also in attendance: 56 Members of the public

*Action*

**COU1 ELECTION OF MAYOR AND DEPUTY MAYOR**

Moved by Councillor P. Nolan and seconded by Councillor T. McInerney:-

RESOLVED: That Councillor Kevan Wainwright be elected Mayor of the Borough for the Municipal Year 2024/25.

Moved by Councillor Wright and seconded by Councillor Wallace:-

RESOLVED: That Councillor Martha Lloyd Jones be elected Deputy Mayor of the Borough for the Municipal Year 2024/25.

**THE MAYOR, COUNCILLOR WAINWRIGHT IN THE CHAIR**

**COU2 COUNCIL MINUTES**

The minutes of the meeting of Council held on 6 March 2024, having been circulated, were taken as read and signed as a correct record.

COU3 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcement that the Charity he would support during his term of office would be:

**Partnership with the Mayor of Halton:**

The Halton Foundation will be working with the Mayor of Halton, Kevan Wainwright, who wishes to engage with donors and businesses to raise new funds. The fundraising objective is to make bursaries available for young people under 25 from vulnerable families, or for young people who have a disability or learning difference, in order to support their further education. Any funds raised will make a vital difference to young people from Halton to give them better life opportunities as they leave school.

COU4 LEADER'S REPORT

There were no Leader's announcements.

COU5 MUNICIPAL ELECTION RESULTS 2024/25

Details of the Borough Council elections held on 2 May 2024 were submitted for information.

RESOLVED: That the election results be noted.

COU6 EXECUTIVE BOARD (SELECTION COMMITTEE) 14 MAY 2024

The following results of the Executive Board (Selection Committee) were moved by the Mayor and seconded by the Deputy Mayor.

COU7 LEADER AND DEPUTY LEADER OF THE COUNCIL

RESOLVED: That Councillor Mike Wharton be appointed Leader of the Council for the Municipal Year 2024/25 and Councillor Dave Thompson be appointed Deputy Leader of the Council for the Municipal Year 2024/25.

COU8 BOARDS, COMMITTEES AND PANELS

RESOLVED: That the Boards and Committees be constituted with the membership as shown for the Municipal Year 2024/25:-

**Executive Board (10)**

Councillors Wharton, (Chair), Ball, Dennett, Harris, M. Lloyd Jones, T. McInerney, Nelson, P. Nolan, Thompson and Wright.

**Health & Wellbeing Board**

Councillors Wright (Chair), Ball, T. McInerney and Woolfall.

**Corporate Policy and Performance Board (11)**

Councillors Gilligan (Chair), Philbin (Vice Chair), Davidson, Hutchinson, Leck, Logan, Lowe, McDonough, A. McInerney, N. Plumpton Walsh and Thornton.

**Health Policy and Performance Board (11)**

Councillors Dourley (Chair), Baker (Vice Chair), Begg, Davidson Fry, Garner, Goodall, C. Loftus, L. Nolan, Stretch and Thornton.

**Environment and Urban Renewal Policy and Performance Board (11)**

Councillors Woolfall (Chair), P. Lloyd Jones (Vice Chair), Hughes, Hutchinson, K. Loftus, L. Nolan, Ryan, Skinner, Stockton, Thornton and Wall.

**Employment, Learning, Skills and Community Policy and Performance Board (11)**

Councillors Jones (Chair), Teeling (Vice Chair), Abbott, Connolly, Garner, S. Hill, Hutchinson, McDonough, Rowe, Ryan and Stretch.

**Children, Young People and Families Policy and Performance Board (11)**

Councillors Logan (Chair), C. Plumpton Walsh (Vice Chair), Baker, Begg, Goodall, Jones, P. Lloyd Jones, McDermott, Ratcliffe, Ryan and Skinner.

**Safer Policy and Performance Board (11)**

Councillors N. Plumpton Walsh (Chair), Carlin (Vice Chair) Baker, Bevan, Bramwell, Goodall, V. Hill, Lowe, Ratcliffe, Skinner and Wallace.

**Development Management Committee (11)**

Councillors S. Hill (Chair), Leck (Vice Chair), Bevan, Carlin, C. Loftus, Philbin, C. Plumpton Walsh, Polhill, Rowe, Thompson and Woolfall.

**Audit and Governance Board (11)**

Councillors Polhill (Chair), Wall (Vice Chair), Abbott, Begg, Connolly, Dourley, Gilligan, McDermott, N. Plumpton Walsh, Ratcliffe and Wallace.

**Regulatory Committee (11)**

Councillors Wallace (Chair), Abbott (Vice-Chair), Bramwell, Dourley, Fry, V. Hill, Hughes, K. Loftus, A. McInerney, Stockton and Teeling.

**Mayoral Committee (5)**

Councillors Wainwright, V. Hill, Gilligan, Philbin and Wright.

**Appointments Committee (6)**

Councillors Wharton (Leader), Thompson (Deputy Leader), Dennett (or another portfolio holder as selected by Leader), McDermott (or a Chair of a PPB, selected by Leader) Ratcliffe and Davidson.

**Scrutiny Co-Ordinator:** Councillor McDermott.

COU9 APPOINTMENT OF SCRUTINY CO-ORDINATOR

RESOLVED: That Councillor Tony McDermott be appointed Scrutiny Co-ordinator for the Municipal Year 2024/25.

COU10 APPOINTMENT OF CO-OPTEE

RESOLVED: That Mr David Wilson be re-appointed as the Healthwatch Halton representative and non-voting Co-optee to the Health Policy and Performance Board for the Municipal Year 2024/25.

COU11 APPOINTMENT OF OUTSIDE BODIES

The Council considered a report of the Chief Executive, regarding the appointment of Members to serve on various Outside Bodies. A document was tabled showing the recommendations put forward.

RESOLVED: That representatives be appointed to Outside Bodies in accordance with the tabled document.

COU12 EXECUTIVE BOARD PORTFOLIOS

The Leader confirmed that the Executive Board would consist of the following Portfolio holders for the Municipal Year 2024/25:-

Leader - Councillor Wharton - Overall Leadership and Corporate Strategy, Communications and Liverpool City Region matters

Deputy Leader - Councillor Thompson - Leadership on Cheshire Sub-Regional matters and Major Projects

Councillor T. McInerney - Children and Young People  
Councillor Ball - Adult Social Care  
Councillor Dennett - Corporate Services  
Councillor Wright - Health and Wellbeing  
Councillor M. Lloyd Jones - Community Safety  
Councillor Nelson - Environmental & Urban Renewal  
Councillor P. Nolan - Employment, Learning & Skills and  
Community  
Councillor Harris - Climate Change

RESOLVED: That the Portfolios be noted.

COU13 UPDATES TO COUNCIL CONSTITUTION (MINUTE  
EXB107 REFERS)

Executive Board had considered a report of the Director, Legal and Democratic Services, which sought approval of a number of changes to the Council's Constitution.

RESOLVED: That Council approve the revised Constitution, including the matters set out in Appendix 1, attached to the report.

COU14 URGENT DECISION

The Council considered a report of the Chief Executive, on the urgent decisions taken since the last meeting of the Council.

RESOLVED: That Council note the report.

COU15 CIVIC SUNDAY

The Mayor announced his intention to attend a Civic Service at St Edwards Catholic Church, Ivy Street, Runcorn, WA7 5NZ, on Sunday 30<sup>th</sup> June 2024, at 10.30am.

*Meeting ended at 7.25 p.m.*

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**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 14 March 2024 in The Boardroom, Municipal Building*

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

Apologies for Absence: Councillor Dennett

Absence declared on Council business: None

Officers present: G. Cook, S. Young, M. Reaney, E. Dawson, S. Wallace-Bonner, G. Ferguson, K. Appleton and S. Riley

Also in attendance: None

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

**EXB94 MINUTES**

The Minutes of the meeting held on 22 February 2024, were taken as read and signed as a correct record.

**DEPUTY LEADER'S PORTFOLIO**

**EXB95 MENTAL HEALTH IN CONSTRUCTION**

The Board considered a report of the Chief Executive, which highlighted that in 2022, there were 507 cases of construction workers who had committed suicide. It was proposed that one of the ways in which to address the high number of suicides in the construction industry could be for the Council to introduce a requirement that all future construction project tenders should include a scored statement around mental health and how this would be dealt with amongst both directly employed staff and sub-contractors.

**RESOLVED:** That the Board agree that all future construction tender processes undertaken by the Council include a requirement for the main contractor to include a scored statement around mental health wellbeing amongst

*Action*

Chief Executive

all staff and sub-contractors as part of the process.

## **CORPORATE SERVICES PORTFOLIO**

### **EXB96 REVIEW OF COUNCIL WIDE FEES AND CHARGES**

The Board considered a report of the Chief Executive, on the review of the Council wide fees and charges for 2024/25 for services provided by the Council's Directorates.

The Board was advised that, as part of the budget preparations for 2024/25, a review of fees and charges had been carried out. The aim in setting fees and charges was to ensure that the Council fully recovered the cost incurred in providing the service, although this was dependent on a number of factors outside of the agreed charge. These were detailed in the report and noted as including demand, which could change year on year and be affected by weather, economy, regional and national events and demographics; competition, where there may be a strong competitive market; and a statutory element, where some charges were outside the control of the Council and there was no discretion to what could be charged.

Attached at Appendix A was the proposed schedule of statutory fees for 2024/25 and the chargeable rates for The Brindley Theatre and the Registrar's Service were attached at Appendix B and C respectively, for 2024/25 and 2025/26.

RESOLVED: That

- 1) the proposed fees and charges for 2024/25 as set out in Appendix A and for 2024/25 as set out in Appendices B and C, be approved; and
- 2) the working group set up by the Environment and Urban Renewal Policy and Performance Board, who were currently looking at options for further controls on Houses of Multiple Occupation (HMO), be requested to consider the issues of HMO licenses, fees, and other controls.

Operational  
Director - Finance

### **EXB97 ICT ROLLING CAPITAL PROGRAMME**

The Board considered a report of the Operational Director ICT and Support Services, which sought approval for an ICT Rolling Capital Programme increase from £0.5m to £1.2m and the development of the Council's digital strategy.

As the Authority progressed towards a significant programmed service transformation, it was essential that the underpinning technology supported the delivery of the Re-Imagine Halton Transformation Programme and the 'Customer Journey' transformation project. The new proposed systems would benefit the authority as a whole by providing an automation platform that any service could access, allowing managers the opportunity to redesign their service delivery mechanisms and free up service capacity.

RESOLVED: That

- 1) the development of the Council's digital strategy as set out in the report be noted;
- 2) the proposal to fund this development by increasing the annual ICT rolling capital programme by £0.5m as outlined in paragraph 5.7, be agreed; and
- 3) Council be recommended to increase the annual ICT rolling capital programme from £0.7m to £1.2m within the 2024/25 capital programme.

Operational  
Director ICT and  
Support Services

#### **ADULT SOCIAL CARE PORTFOLIO**

##### **EXB98 HALTON INTEGRATED SENSORY SUPPORT SERVICE - KEY DECISION**

The Board received a report of the Executive Director, Adults, which provided information on the performance of the Integration Sensory Support Service, currently provided by Vision Support, including performance figures for 2023/24 set out in Appendix One and case studies for the same period detailed in Appendix Two.

The report also considered the future delivery of the service, and it was noted that the service was operating well and provided a valuable support mechanism to users. The service had developed good relationships across the Borough, made appropriate and timely referrals and it was believed that there was currently little or no other market options in the Borough.

In view of the details, it was recommended that a direct award, for a further five-year contract, should be granted to Vision Support. This would offer the service the financial stability to sustain and develop the service.

Reason(s) for Decision

This is an existing service which is operating well. It is believed that no other market competition exists within the Borough.

Alternative Options Considered and Rejected

The service could go out for full tender. However, when the service was last tendered it was as an Integrated Sensory Service. The organisations which already delivered the elements of the service, for sight and hearing impairment needs, came together to submit a bid. No other submissions were made.

Also ceasing delivery of the service would impact negatively on a vulnerable cohort of the Borough's population and likely result in more costly, crisis intervention being made.

Implementation Date

To assure continuity of service a further contract needs to be in place by 1 July 2024, as the current contract expires on 30 June 2024

RESOLVED: The Board approve a Waiver in compliance with Procurement Standing Order 1.14.4 iv of Part 3 of Procurement Standing Orders, for a direct award to support the continuation of the provision of Integrated Sensory Support Service in Halton delivered through contract with Vision Support for the period from 1 July 2024 to 30 June 2029.

Executive Director  
of Adult Services

EXB99 HOME BASED RESPITE CARE SERVICES IN HALTON - KEY DECISION

The Board considered a report of the Executive Director, Adults, which sought approval for a Waiver in compliance with Procurement Standing Order 1.14.4 iv of Part 3 of Procurement Standing Orders, for a direct award to support the continuation of the provision of the Home-Based Respite Care Service in Halton, delivered by Care at Home Group Limited (CAHG), for the period from 19 April to 18 October 2025. The waiver would enable a new procurement process for the supply of Home Based Respite Care Service in Halton to commence and it was anticipated that this would be a 3-year contract.

Reason(s) for Decision

Approval of the Direct Award to Care at Home Group Limited for an 18 month period would support continuity of

care for a vulnerable client cohort and allow for sufficient time to undertake a new procurement process for the service.

Alternative Options Considered and Rejected

Allow the Home Based Respite Service to cease.

Implementation Date

The 18-month contract would take effect from 19 April 2024.

RESOLVED: That the Board approve a Waiver in compliance with Procurement Standing Order 1.14.4 iv of Part 3 of Procurement Standing Orders, for a direct award to support the continuation of the provision of the Home-Based Respite Care Service in Halton delivered by Care at Home Group Limited for the period from 19 April to 18 October 2025.

Executive Director  
of Adult Services

**ENVIRONMENT AND URBAN RENEWAL PORTFOLIO**

**EXB100 PRELIMINARY ESTIMATES FOR STREET LIGHTING ENERGY PROCUREMENT**

The Board considered a report of the Executive Director Environment and Regeneration, which sought approval for the Council to utilise Dukefield Energy (formerly Utilities Procurement Group UPG), as specialist Energy advisory for the Council's un-metered electricity supply contract for street lighting. The current un-metered electricity supply contract for street lighting with SSE Energy would expire on 31 March 2024, and it was proposed that Dukefield Energy would invite tenders for a period of 12 and 36 months as recommended.

The Board was advised that a preliminary recent market enquiry with the current supplier had suggested the new rates would represent an annual decrease of up to 18%/300k depending on the length of contract term chosen.

RESOLVED: That the Board endorse

- 1) the use of the National Public Sector Energy Framework for the purchase of un-metered energy in compliance with Procurement Standing Order 1.4.1;
- 2) that expenditure is anticipated to be in excess of £1.0m per annum; and

Executive Director  
Environment &  
Regeneration

- 3) that Dukefield Energy continue to be used to manage the Council's street lighting energy provision.

EXB101 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

**DEPUTY LEADER'S PORTFOLIO**

EXB102 OPERATOR AT ELITE HOUSE, SHAW STREET, RUNCORN - KEY DECISION

The Board considered a report of the Executive Director, Environment and Regeneration, that provided an update on the procurement of a Concession Contract for an Operator at Elite House for the Town Deal Enterprise Hub Project. The report also sought Board approval to award a Concession Contract to the successful tenderer and for the disposal of land.

RESOLVED: That

- 1) the report be noted;
- 2) authority be given to the Executive Director, Environment & Regeneration in consultation with the Portfolio Holders for Resources and Major Projects to award the contract following the evaluation of the tenders;
- 3) approve the disposal of Elite House through a long term Lease, Agreement for Lease and Asset Management Agreement; and
- 4) authority be given to the Operational Director for Economy, Enterprise and Property to arrange for all required documentation for the redevelopment works and land transaction to be completed to the satisfaction of the Executive Director, Environment & Regeneration and Operational Director Legal and Democratic Services, in consultation with the Portfolio Holders for Corporate Services and Major Projects.

Executive Director  
Environment &  
Regeneration

*N.B. Councillor J. Lowe declared a Disclosable Other Interest in the following item of business as she has a family member employed at St Lukes Care Home.*

#### **ADULT SOCIAL CARE PORTFOLIO**

##### **EXB103 CARE PROVIDER CONTRACT UPLIFT 2024/25 - KEY DECISION**

The Board considered a report of the Executive Director – Adult Services, which advised on the outcome of the consultation with domiciliary care, direct payments, supported living and care home providers within Halton, in respect of the Care Provider Contract Uplift for 2024/25.

Executive Director  
of Adult Services

RESOLVED: That the Board:

- 1) note the contents of the report;
- 2) approval to be given to offer the recommended uplift to care providers for 2024/25

#### **EMPLOYMENT, LEARNING AND SKILLS, LEISURE, COMMUNITY AND CULTURE PORTFOLIO**

EXB104 BRINDLEY THEATRE EXTENSION

The Board considered a report which provided an update on the tender returns for the Brindley Theatre Extension. The report also sought Board approval for further funding and the award of the contract.

RESOLVED: That the recommendations set out in the report be approved.

Executive Director  
Environment &  
Regeneration

**MINUTES ISSUED: 19 March 2024**

**CALL-IN: 26 March 2024 at 5.00 pm.**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 26 March 2024.**

*Meeting ended at 2.35 p.m.*



**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Thursday, 18 April 2024 in The Boardroom, Municipal Building*

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

Apologies for Absence: None

Absence declared on Council business: None

Officers present: G. Cook, S. Young, M. Reaney, E. Dawson, S. Wallace-Bonner, G. Ferguson and Z. Fearon

Also in attendance: None

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

*Action*

*The Chair advised the Board that this was Councillor Joan Lowe's last meeting and on behalf of everyone he thanked her for all her support over the years and for all her work within the Adult and Social Care Portfolio.*

**EXB105 MINUTES**

The Minutes of the meeting held on 14 March 2024, were taken as read and signed as a correct record.

**LEADER'S PORTFOLIO****EXB106 URGENT DECISIONS**

The Board received a report from the Chief Executive, which provided information on an urgent decision taken since the last meeting of the Board.

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.

One urgent decision had been made since the last meeting of the Board and full details were published on the Council's website.

RESOLVED: That the urgent decision taken since the last meeting of the Executive Board be noted.

**CORPORATE SERVICES PORTFOLIO**

**EXB107 ANNUAL REVIEW OF CONSTITUTION**

The Board received a report of the Operational Director – Legal and Democratic Services, which sought the approval of Council to a number of changes to the Constitution.

The revised version of the Constitution picked up the changes to the Council's working arrangements that had taken place during the year, as well as other changes which were intended to assist the Council to operate more effectively.

Members were referred to Appendix one where the proposed amendments were listed; these had been considered by the Chief Executive and the Corporate Services Portfolio Holder, in accordance with Article 16.02.

RESOLVED: That Executive Board recommends Council to approve the changes to the Constitution including the matters set out in Appendix one.

Operational  
Director, Legal  
and Democratic  
Services

**ADULT SOCIAL CARE PORTFOLIO**

**EXB108 HEALTH INEQUALITIES SCRUTINY REVIEW REPORT AND RECOMMENDATIONS**

The Board considered a report of the Executive Director, Adults, which provided a summary of the review of health inequalities in Halton by the Health Policy and Performance Board (PPB). The report also provided the conclusions of the Board and detailed its recommendations for action.

The Health Inequalities Topic Group had met monthly to receive evidence from several contributors and the report/recommendations were agreed by the Health PPB at its February meeting.

It was noted that the Health PPB had also agreed a topic area for scrutiny during 2024/25 and a topic brief would

be developed in due course.

RESOLVED: That

- 1) the recommendations be noted; and
- 2) the scrutiny topic for 2024 be noted.

## **ENVIRONMENT AND URBAN RENEWAL PORTFOLIO**

### **EXB109 PRODUCTION OF BOROUGH WIDE HOUSING STRATEGY**

The Board considered a report of the Executive Director Environment and Regeneration, which sought support for the commissioning and production of a new Boroughwide Housing Strategy and approval to undertake stakeholder engagement and wider community consultation as an integral part of the production process.

The Council's previous Housing Strategy was adopted in 2013 and covered a period up to 2018. The Strategy was in need of comprehensive review and replacement, and the production required the identification, gathering and analysis of any supporting evidence base gaps, including an up-to-date Housing Needs Assessment. This would be a specialist task and would be commissioned externally.

In order to guide the commissioning, production and consultation of the Housing Strategy an internal officer working group was set up in 2023, including representatives from Halton Housing Partnership (HHP). The early key messages from the group and HHP were set out at Appendix A.

RESOLVED: That

- 1) the commissioning and production of a new Borough wide Housing Strategy and supporting evidence base be endorsed;
- 2) delegated authority be given to the Executive Director - Environment and Regeneration, in consultation with the Portfolio Holder for Environment and Urban Renewal, to agree details of the Housing Strategy production, including draft documentation and activity for stakeholder engagement and wider community consultation; and

Executive Director  
Environment &  
Regeneration

- 3) upon completion of the production and consultation process, the Board will receive a further report seeking a recommendation to Council that the new Boroughwide Housing Strategy be approved.

**MINUTES ISSUED: 23 April 2024**

**CALL-IN: 30 April 2024 at 5.00 pm.**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 30 April 2024.**

*Meeting ended at 2.10 p.m.*

**EXECUTIVE BOARD**

*At a meeting of the Executive Board on Tuesday, 14 May 2024 in The Boardroom, Municipal Building*

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

Apologies for Absence: Councillor J. Lowe

Absence declared on Council business: None

Officers present: S. Young, M. Reaney and G. Ferguson

Also in attendance: None

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

	<i>Action</i>
<p>EXB110 MINUTES</p> <p>The Minutes of the meeting held on 18 April 2024 were taken as read and signed as a correct record.</p>	
<p>EXB111 APPOINTMENT OF THE LEADER AND DEPUTY LEADER OF THE COUNCIL</p> <p>RESOLVED: That Council be recommended to appoint Councillor Mike Wharton as the Leader and Councillor Dave Thompson as the Deputy Leader of the Council for the 2024/25 Municipal Year</p>	Chief Executive
<p>EXB112 APPOINTMENT OF BOARDS, COMMITTEES AND SCRUTINY CO-ORDINATOR AND APPOINTMENT OF HEALTH PPB CO-OPTEE</p> <p>The Board considered a report of the Chief Executive, regarding appointments to the Council's Boards, Committees and Scrutiny Co-ordinator post, and the re-appointment of a non-voting co-optee to the Health Policy and Performance Board, for the 2024/25 Municipal Year.</p> <p>A list of Committee and Board memberships was tabled at the meeting.</p>	

RESOLVED: That Council be recommended to make the following appointments: Chief Executive

- 1) to the Council's Boards, Committees and Scrutiny Co-ordinator post, for the 2024/25 Municipal Year; and
- 2) Mr David Wilson - Healthwatch Halton, be re-appointed as non voting Co-optee to the Health Policy and Performance Board, for the 2024/25 Municipal Year

*Meeting ended at 2.05 p.m.*

## EXECUTIVE BOARD

*At a meeting of the Executive Board on Thursday, 13 June 2024 in The Boardroom, Municipal Building*

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

Apologies for Absence: Councillor P. Nolan

Absence declared on Council business: None

Officers present: G. Cook, S. Young, M. Reaney, E. Dawson, S. Wallace-Bonner and G. Ferguson

Also in attendance: None

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

		<i>Action</i>
EXB1	<p>MINUTES</p> <p>The Minutes of the meeting held on 14 May 2024, were taken as read and signed as a correct record.</p>	
	<p><b>CORPORATE SERVICES PORTFOLIO</b></p>	
EXB2	<p>2023/24 SPENDING AS AT 31 MARCH 2024</p> <p>The Board received a report from the Operational Director – Finance, which reported the Council’s overall revenue net spending position for the 2023/24 financial year.</p> <p>A summary of spending against the Council’s revenue and capital net spending position for 2023/24 was presented in Appendix 1 and Appendix 2 and these provided detailed figures for each individual Department. In overall terms net spending as at 31 March 2024 was £5.633m over budget. This was an improvement from the forecast outturn position of £7.144m reported at the end of December 2023, which showed that the actions being taken by Directorates were having a positive effect. Whilst an improved position, it</p>	

was still a detrimental impact upon the Council's finances and further reduced the Council's limited reserves.

The report also detailed a review of the Council General Reserve as at 31 March 2024. The current balance of reserve totalled £5.149m which was considered to be a minimum level which the Council should hold.

In addition, it was noted that Capital Spending at 31 March 2024 totalled £43.939m, which was 71.4% of the planned spending £61.528m (which assumed a 20% slippage between years). Appendix 2 presented details of spending against all capital schemes. Appendix 3 presented the Capital Programme as at 31 March 2024.

It was noted that the 2024/25 budget had been increased to reflect the increased spending against all the high-pressure areas. It did not provide a budget for the excess cost of agency staff (the assumption being that departments provided for this by reducing spending elsewhere) and the budget also included Transformation Programme savings target of £4m.

A report on the 2024/25 budget monitoring position as at 31 May 2024 along with an initial outturn forecast, would be presented at the earliest opportunity to allow for any urgent corrective action to be taken.

RESOLVED: That

- 1) the Council's 2023/24 outturn position as presented in the report be noted;
- 2) Directorates take all possible steps to manage spending in line with budget during 2024/25; and
- 3) Priority is given to the acceleration of the Council's Transformation Programme, to ensure it is sufficiently developed to deliver the savings required to meet the medium-term financial gap and help the Council replenish its reserves.

Director of  
Finance

EXB3 DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 4 2023 - 24

The Board considered a report of the Corporate Director – Chief Executive's Delivery Unit, on progress against key objectives/milestones and performance targets for the fourth quarter period to 31 March 2024, for the People Directorate (Social Care Health); and the Enterprise,



Community and Resources Directorate.

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

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

EXB4 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Board received a report from the Operational Director – Finance, which presented five applications for discretionary non-domestic rate relief, under Section 47 of the Local Government Finance Act 1988, for consideration.

It was noted that under the amended provisions of the Local Government Finance Act 1988, the Council was able to grant discretionary rate relief to any business ratepayer. This relief had previously only been available to organisations that were a registered charity, a community amateur sports club or a not for profit organisation.

The report outlined details of the five applications, in relation to their respective addresses. Appended to the report was the potential annual cost to the Council of granting the discretionary rate relief.

RESOLVED: That

- 1) the application for 15% discretionary top up relief from Change, Grow, Live for premises at 75 High Street, Runcorn, be rejected on the basis that they are a Charity who operate nationally;
- 2) the application for 15% discretionary top up relief from Care UK Charity for premises at 3-5 Runcorn Shopping Centre, Runcorn, be rejected on the basis that they are a Charity who operate nationally;
- 3) the application for 15% discretionary top up relief from Staffordshire Winter Sports Club Ltd for

Director of  
Finance

premises at Silver Blades Ice Rink, Earle Road, Widnes, be rejected on the basis that they are a Charity who operate nationally;

- 4) the application for discretionary relief from Gateway Community Ltd for premises at Hallmark House, Constance Industrial Estate, Waterloo Road, Widnes, be approved at 90% with effect from 1 April 2023; and
- 5) the application for discretionary rate relief from English Table Tennis Association Ltd for premises at Units 17-18, Greenoaks Way, Widnes, Cheshire, be rejected on the basis that they are an organisation who operate nationally.

**EXB5 CORPORATE SECURITY CONTRACT**

The Board considered a report of the Executive Director, Environment and Regeneration, which notified members of the intention to go out to tender with regard to procuring a new corporate security contract in line with the Council's procurement strategy. The new contract would commence on 1 April 2025 and would be for a three year period, with the option for a 12 month extension subject to satisfactory performance.

**RESOLVED:** That Members note the intention to go out to tender via the Chest in respect of procuring a new corporate security contract.

**CHILDREN AND YOUNG PEOPLE PORTFOLIO**

**EXB6 FOSTERING & SGO CARERS UPLIFT FROM 22/23 & 23/24**

The Board considered a report of the Executive Director, Children's Services, which advised on an uplift in payments to Foster Carers and Special Guardianship Order (SGO) Carers for 2022/23 and 2023/24. The request is for:

- all SGO Carers to be paid an uplift of 1% from 1 April 2022 to 31 March 2023; and
- all Foster Carers and SGO Carers to be provided with an uplift of 2% to be backdated to 1 April 2023 to 31 March 2024.

**RESOLVED:** That the uplift in payments to Foster Carers and Special Guardianship Order (SGO) Carers for 2022/23 and 2023/24, as outlined in the report be approved.

Executive Director  
of Children's  
Services

EXB7 SERVICES FOR MISSING FROM HOME AND CARE FOR YOUNG PEOPLE ACROSS CHESHIRE FOR HALTON, CHESHIRE WEST & CHESTER AND WARRINGTON: REQUEST FOR WAIVER OF STANDING ORDERS

The Board considered a report of the Executive Director, Children's Services, which sought approval for a waiver in compliance with Procurement Standing Order 1.14.4 iv of part 3.1 and 3.2 of Procurement Standing Orders, to allow the continuation of a contract with 'We are With You' to deliver on behalf of the Council, the Tri-Party Missing from Home and Care Service, for a period of one year from 1 July 2024 to 30 June 2025.

We are With You have been commissioned to deliver the PAN Cheshire Missing from Home and Care Service, since July 2018. The Service operated across Halton, Warrington and Cheshire West and Chester, and the contract was due to end on 30 June 2024. The reasons for the proposed one year contract extension to 30 June 2025 were set out in the report and the three local authorities had agreed to continue with a joint commissioning approach with Halton acting as the lead.

RESOLVED: That approval be given for a waiver in compliance with Procurement Standing Order 1.14.4 iv of part 3.1 and 3.2 of Procurement Standing Orders to allow the continuation of a contract with We are With You to deliver on behalf of the Council, the Tri-Party Missing from Home and Care Service, for a period of one year from 1 July 2024 to 30 June 2025.

Executive Director  
of Children's  
Services

**ENVIRONMENT AND URBAN RENEWAL PORTFOLIO**

EXB8 LONG TERM PLAN FOR TOWNS, FUNDING FOR RUNCORN

The Board considered a report of the Executive Director, Environment and Regeneration, which set out details to date about the Long-Term Plan for Towns funding which was allocated to Runcorn in the Spring Budget 2024.

In the Spring Budget 2024, the Government announced Phase 2 of their long-term plan for Towns programme which identified Runcorn as one of 20 additional towns across the country which would benefit from £19.5m endowment style funding to invest over a 10 year period in local priorities.

In order to access the funding Halton would need to

produce a Long- Term Plan for Runcorn. The Government had issued guidance on 1 October 2023 which required each town to establish a Town Board to oversee the development of the long-term plan. Halton proposed to repurpose its existing Town Fund Board, in line with Government guidance to ensure compliance with this guidance and to avoid duplication.

The Department for Levelling Up, Housing and Communities (DLUHC) had released £50k of capacity funding to the Council to establish a Town Deal Board. A further £200k capacity funding would be issued to develop the plan which was to be submitted by 1 November 2024.

Appendix 1 to the report detailed the Government list of interventions which had already been assessed as having a strong case for investment, value for money and benefit to cost ratio.

RESOLVED: That

- 1) the Board accepts external grant funding from the Department for Levelling Up, Housing and Communities (DLUHC) of £19.5m in relation to the Long-Term Plan for Towns (LTPT);
- 2) agree that the Council will act as Accountable Body for the LTPT Programme;
- 3) the Executive Director, Environment and Regeneration, in consultation with the Deputy Leader, be authorised to amend the Towns Fund Board terms of reference and membership to reflect the criteria of the Long-Term Funding for Towns criteria;
- 4) in consultation with the Town Deal Board, the Deputy Leader and Member of Parliament for Runcorn and Helsby, authority be delegated to the Executive Director, Environment and Regeneration, to spend the £200,000 capacity funding to develop a ten-year Vision and three-year Investment Plan to submit to Government by 1 November 2024; and
- 5) delegate authority to the Executive Director, Environment and Regeneration and the Section 151 Officer, to agree and complete Funding Agreements with partners that will deliver the LTPT for Runcorn projects on behalf of the Council, as the Accountable Body for the Programme.

Executive Director  
Environment &  
Regeneration

EXB9 EAST RUNCORN CONNECTIVITY (ERC) PROJECT A56  
CONSTRUCTION GATEWAY

The Board received a report of the Executive Director, Environment and Regeneration, which sought approval to enter into a delivery agreement and commence Stage 5 of the SCAPE Framework process awarding a contract to deliver the A56 major maintenance works to Balfour Beatty. The contract would commence in July subject to approval and was programmed to complete in September 2025.

RESOLVED: That

- 1) approval be given to awarding a contract to Balfour Beatty via the SCAPE framework to complete the A56 Major Maintenance Scheme;
- 2) the Director Planning and Transportation, in consultation with the Portfolio Holder Environment and Urban Renewal, be delegated to accept the Grant Funding Agreement and enable timely delivery of the contract; and
- 3) the Director Planning and Transportation, in consultation with the Portfolio Holder Environment and Urban Renewal, be delegated to deal with any matters relating to procurement and operation of this contract.

Executive Director  
Environment &  
Regeneration

EXB10 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT  
1972 AND THE LOCAL GOVERNMENT (ACCESS TO  
INFORMATION) ACT 1985

The Board considered:

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

interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

**ENVIRONMENT AND URBAN RENEWAL AND DEPUTY LEADER'S PORTFOLIO'S**

EXB11 DELIVERING THE FREEPORT UPDATE - KEY DECISION

The Board considered a report of the Executive Director Environment & Regeneration, which provided an update on the progress relating to Halton's Freeport. The report sought approval to carry out due diligence investigations with a view to acquiring the 44-acre (of which 15 acres were water) Port of Weston site for the regeneration of West Runcorn.

RESOLVED: That

- 1) the report be noted;
- 2) the Board supports the approval to carry out due diligence investigations with a view to acquiring the Port of Weston Site (using Freeport funding) for the regeneration of West Runcorn;
- 3) delegated authority be given to the Executive Director for Environment & Regeneration, in consultation with the Deputy Leader to take the necessary steps to progress further the Freeport in Halton as outlined in this report;
- 4) following appropriate due diligence, the Board authorises the Director Finance to put in place systems to support the acquisition of land to support the regeneration of West Runcorn; and
- 5) approval be sought from the Department for Levelling Up, Housing and Communities (DLHUC), via the Liverpool City Region Combined Authority and

Executive Director  
Environment &  
Regeneration

Freeport Board, to reallocate Freeport Seed Funds for the planning and construction of an access road onto Port of Weston and to purchase the Port of Weston.

**MINUTES ISSUED: 18 June 2024**

**CALL-IN: 25 June 2024 at 5.00 pm.**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 18 June 2024.**

*Meeting ended at 2.35 p.m.*

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**HEALTH AND WELLBEING BOARD**

*At a meeting of the Health and Wellbeing Board on Wednesday, 20 March 2024 at the Karalius Suite - Halton Stadium, Widnes*

Present: Councillor Wright (Chair)  
 Councillor J. Lowe  
 Councillor Woolfall  
 I. Baddiley, Halton Borough Council  
 R. Foster, Bridgewater Community Healthcare NHS Foundation Trust  
 L. Gardner, Warrington & Halton Teaching Hospitals  
 T. Knight, Primary Care NHS Cheshire & Merseyside  
 W. Longshaw, St. Helens & Knowsley Hospitals  
 T. McPhee, Mersey Care NHS Trust  
 D. Nolan, Halton Borough Council  
 D. O'Connor, Halton Borough Council  
 I. Onyia, Halton Borough Council  
 S. Patel, Local Pharmacy Committee  
 F. Watson, Halton Borough Council

Apologies: Councillor T. McInerney  
 A. Leo, Integrated Commissioning Board

Also in attendance: None

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

**HWB28 MINUTES OF LAST MEETING**

The Minutes of the meeting held on 17 January 2024 having been circulated were signed as a correct record.

**HWB29 NHS HEALTH CHECKS**

The Director of Public Health presented a report which provided the Board with an update on activities by the Council which had contributed towards the Live Well theme from the Health and Wellbeing Board Strategy theme, which focused on working age adults.

The report outlined the findings from the pilot scheme undertaken in 2022, which tackled the inequitable uptake of Health Checks in Halton. Thereafter, the following improvements were introduced:

*Action*

- A new online booking system was launched to enable patients to book appointments in the community;
- An increase to the availability and accessibility of appointments. The Community model was expanded to include settings such as the workplace and community clinics;
- The NHS Health check contract was updated to improve patient care; and
- New IT software was implemented to help improve inequalities in uptake and monitoring of outcomes following health checks.

Following on from these changes, it was reported that there had been an increase of uptake of health checks overall, including those that lived in the most deprived areas and ethnic minority groups.

The next steps would be to promote the service through social media and community presence and a Communications and Marketing Plan would be developed for the service.

The Board discussed the report presented to them and the following additional information was noted:

- Health Checks are offered via GP's or available via the Health Improvement Team;
- GP's would invite people for Health Checks via text or letter;
- Warrington and Halton Hospitals invited a further conversation, outside of the meeting, to discuss what existing services could do to help support health checks; and
- Future reporting would give a better understanding about the demand for health services and what was needed as a result of the health checks.

RESOLVED: That the Board note the report.

*Director of Public Health*

#### HWB30 REDUCING SUICIDES IN MEN

The Board received a report from the Director of Public Health which provided an overview of the work taking place to reduce male suicides in Halton.

According to local data, over the last 3 years, 66% of suicides in Halton had been by men and although this was slightly lower than the national average, more action needed to be taken. Halton had recruited a dedicated Health

Improvement Specialist to lead on this work and develop an action plan to reduce the number of male suicides.

“Calm Your Mind” was a campaign with a local website that was designed by local men, for local men, and was aimed to improve men’s mental health and reduce suicides. The campaign shared information to raise awareness of support available. Since it was launched in June 2023, the website had received approximately 400 visitors per month and although it was too early to evaluate its impact, male suicides had reduced by just over half over the past 12 months.

An “exhibition in a box” had also been created as a resource to help raise awareness of the campaign. It included promotional material and details of local support, including men’s groups. This resource would be available to local organisations, free of charge, with effect from 1 April 2024.

It was also reported that training was being developed for front line professionals and members of the public on men’s mental health issues, and this would be piloted on 1 April 2024.

The Health Improvement Specialist worked collaboratively with Family Hubs to ensure that the work they did with dads, complimented the Calm Your Mind campaign. The Specialist was keen to work with local partners and community groups to raise the profile of the campaign. Discussions were also underway with Widnes Vikings, to explore how they could help raise awareness of the campaign during Men’s Mental Health Week in June 2024.

Mersey Care NHS Trust offered assistance with training delivery.

RESOLVED: That the Board note the report and consider any further action which could support the existing work.

*Director of Public Health*

#### HWB31 HALTON COMMITMENT TO HIV FAST TRACK CITIES

The Board received a report from the Director of Public Health which outlined Halton’s commitment to the HIV Fast Track Cities initiative.

The Fast-Track Cities initiative on HIV was a global partnership between cities around the world. The Paris declaration was developed and led by the International

Association of Providers of Aids Care (APAC). This contained 7 objectives which were outlined in appendix 1 of the report. The Seville declaration was also designed and this was added as a supplement.

In 2018, Liverpool signed up to the initiative and this helped them to drive local plans to improve testing, support, identification and treatment related to HIV, and has bolstered prevention approaches. Liverpool also reported other benefits by being associated with the initiative, for example, the ability to attract funding for research and pilots to reach the target of zero new HIV transmissions by 2030.

The initiative had 3 targets for people living with HIV which was to know their status; have access to treatment; and that their treatment was working.

Halton's endorsement of the initiative would form part of a joint Liverpool City Region (LCR) approach and work as a collective to formulate a series of strategic actions to help the LCR be one of the first regions to achieve elimination by 2030.

RESOLVED: The Board:

- 1) endorsed the Fast Track Cities Initiative; and
- 2) identified the Director of Public Health as the nominated Key Opinion Lead for Halton Place.

*Director of Public Health*

#### HWB32 STRENGTHS BASED TRAINING - HELEN SANDERSON ASSOCIATES

The Board received a report from the Executive Director – Adults, which provided an update on the strengths-based training that was being rolled out to Adult Social Care (ASC) staff.

Helen Sanderson Associates had been commissioned to deliver strengths based training to ASC staff to help them feel more confident and competent in delivering a strengths-based approach. The report described the customer journey and the support sequence which was a seven step process.

Training would be delivered online via Zoom over two cohorts with a total of 250 staff.

The Board discussed the report and following questions raised, the additional information below was

noted:

- It was suggested that it would be helpful to have a discussion about the training at a future One Halton Partnership Board;
- The Occupational Health Team would be able to provide advice for employees with complex needs, and welfare benefits could be accessed from Access to Work; and
- Links had been made with Warrington Disability Partnership.

RESOLVED: That the Board:

- 1) note the report; and
- 2) agree proposals for future development.

*Director of Public Health*

### HWB33 DENTAL SERVICES IN HALTON

The Board received a report from the Head of Primary Care, NHS Cheshire and Merseyside which provided an update on dental services in Halton, the Local Dental Improvement Plan and the publication of the National Dental Recovery Plan.

The NHS Cheshire and Merseyside Dental Improvement Plan 2023/24 was approved in June 2023 and this had been developed to facilitate an increase in access which led to a number of providers offering urgent care. A pathway was also created for looked after children and vulnerable patients, such as those receiving cancer treatment.

The report provided an update on the current position and the Board was familiar with the difficulties dental services had faced post Covid. Nationally, dentists had problems recruiting NHS contracts and as a result had only achieved a 83.2% delivery of a 100% target, although it was noted there had been a slight improvement from the previous year.

In January 2024, NHS England North West Dental Public Health Team undertook an evaluation of the urgent dental care clinical activity across Cheshire and Merseyside. There was only one Urgent Care Dental Centre (UDC) in Halton and a total of 25 dental practices commissioned to deliver Urgent Dental Care activity across Cheshire and Merseyside.

Urgent Dental Care Plus was an initiative to enable patients who had attended the UDC for urgent treatment to return for a full course of NHS treatment. There were 2 Urgent Care Plus practices in Halton that allowed for 3 extra sessions per week and there was an expectation that 4-6 patients would be seen per session, per week.

An evaluation of the UDC Plus Scheme was evaluated from September 2023 – December 2023 and the recommendations from the evaluation was outlined in the report.

Information which related to the provision of primary care dental provision in Halton was summarised in the report. Children seen had increased by 16%, adults (under 65) seen had increased by 6% and adults (65 and over) had increased by 4%.

The report also set out the five key pathways of the Cheshire and Merseyside Dental Improvement Plan.

The Board discussed the information presented to them and the following comments were noted:

- Halton had the lowest number of children accessing a dentist across Cheshire and Merseyside and Public Health requested further work with the ICB and Family Hubs to improve this;
- The Board acknowledged the improvements but would have liked to have seen quicker progress;
- The Improvement Plan was welcomed to help the recover activity to pre Covid levels;
- The lack of increased funding since 2006 gave cause for concern; and
- Dental Practices were being encouraged to sign up to Urgent Care and Urgent Care Plus.

RESOLVED: That the Board note the report.

#### HWB34 BETTER CARE FUND (BCF) - QUARTER 2 & 3 UPDATE 2023/24

The Board received a report from the Executive Director – Adult Services, which provided an update on the Quarter 2 and Quarter 3 Better Care Fund (BCF) Plan 2023-24, following its submission to the National Better Care Fund Team in June 2023.

The update provided the Board with information on the four national conditions, the five national metrics,

capacity and demand and spend and activity information.

RESOLVED: The Board note the report and associated appendices.

#### HWB35 HALTON SAFEGUARDING ADULTS BOARD ANNUAL REPORT

The Board considered a report from the Executive Director, Adults regarding the Halton Safeguarding Adults Board Annual Report 2022/23.

Under the Care Act 2014, all Safeguarding Adults Boards were required to produce an annual report which summarised all of the key achievements and priorities the Board had been working towards over the past 12 months. The report set out the national and local developments on safeguarding adults at risk. This included work undertaken to support asylum seekers and refugees; supporting National Safeguarding Week and hosting a strategic planning event for Board members to agree key priorities for the Safeguarding Board going forward.

The Annual Report would be published widely and shared with key partners.

RESOLVED: That the Report be noted.

#### HWB36 ADULT SOCIAL CARE ANNUAL REPORT 2022-2023

The Board received the Adult Social Care (ASC) Annual Report 2022/23, also referred to as the Local Account.

The Local Account took stock and reflected on how services had developed and been delivered over the past 12 months. It also assessed how ASC had made a difference to people through the services delivered, through their workforce and innovative thinking.

The report also contained high level data on service usage, spend, customer care and safeguarding.

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

*On behalf of the Board, the Chair expressed thanks and best wishes to Councillor Joan Lowe who was stepping down from the Board. Councillor Lowe had been a Board*

*Member for many years and her input and support had been invaluable.*

*Meeting ended at 3.40 p.m.*



**EMPLOYMENT, LEARNING AND SKILLS, AND COMMUNITY POLICY AND  
PERFORMANCE BOARD**

*At a meeting of the Employment, Learning and Skills, and Community Policy and Performance Board on Monday, 17 June 2024 in the Board Room - Municipal Building, Widnes*

Present: Councillors Jones (Chair), Teeling (Vice-Chair), Abbott, Connolly, Garner, S. Hill, McDonough, Ryan and Stretch

Apologies for Absence: Councillor Hutchinson and Rowe

Absence declared on Council business: None

Officers present: A. Jones, D. Cooke and L. Carr

Also in attendance: None

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

		<i>Action</i>
ELS1	MINUTES	
	The Minutes from the meeting held on 29 January 2024, were taken as read and signed as a correct record.	
ELS2	PUBLIC QUESTION TIME	
	The Board was advised that no public questions had been received.	
ELS3	EMPLOYMENT, LEARNING AND SKILLS, AND COMMUNITY PPB'S ANNUAL REPORT - 2023-24	
	The Chair presented the Employment, Learning and Skills, and Community PPB's Annual Report for 2023/24.	
	The Board had met four times during the year and the report set out the work carried out during the Municipal Year April 2023 to March 2024. He thanked all Members of the Board and Officers for their participation and support over the past year.	
	RESOLVED: That the Annual Report for 2023-24 be received.	

ELS4 RIVERSIDE COLLEGE - PRESENTATION

The Board welcomed Mary Murphy, the Principal of Riverside College, who presented an update on various areas of interest, including key developments taking place.

She announced that recent skills development and investment had included:

- An £8.5m Health and Wellbeing, Business, Computing and Immersive Room was opened in Cronton in June 2023;
- New sports facilities were opened in Cronton in November 2023;
- A new music hub and teaching block would open in Cronton in 2025;
- A hydrogen pipework rig was opened in March 2024 in Riverside;
- A new Green Skills Centre would be opening in the Kingsway Campus in December 2025; and
- As part of a joint venture with the Council and NHS, funded by the Runcorn Town Deal, a Health and Education Hub would be developed, offering Health and Social Care and Maths and English courses.

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

- Runcorn used to have 2 campuses' many years ago, but these were unviable so they were closed and the College offering was consolidated in Widnes;
- Students from Runcorn aged between 16-18 were offered free bus transportation to and from College;
- Depending on household income, adult learners may qualify for access to a discretionary bus fare fund;
- The College is publicly owned and funded by the DfE, as well as the Liverpool City Region (LCR);
- The ratio of pupils from Runcorn and Widnes would be provided after the meeting as the numbers were not at hand;
- 70% of the students were from Halton;
- The College had donated approximately £90,000 to local charities and they also offered services in the community, such as painting and decorating and performing arts shows.

Members discussed the Apprenticeship Levy and welcomed the fact that the College offered courses for all trades (plumbing, electrical, joinery etc), which were in huge demand locally and nationally. They also agreed that the

installation of a hydrogen pipework rig was impressive and looked forward to seeing this.

It was noted that the work of Riverside College complemented a wide range of areas within the Council's priorities. It was recognised that the College was an important and supportive strategic partner in contributing to the Borough's economic regeneration and growth agenda. It is one of only two outstanding Further Education Colleges in the North West.

Mary invited to Board to visit the College Campuses in the near future, so that they could view the investment projects mentioned above.

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

Director -  
Economy, &  
Enterprise  
Property

*Councillor Abbott declared an Other Registerable Interest in the following item as he had previously accessed the services of HPIJ as an employer in the Borough.*

ELS5 EMPLOYER INITIATIVES

The Board received a report from the Executive Director – Environment and Regeneration, which gave an overview of the current services provided by Halton People into Jobs (HPIJ).

It was reported that HPIJ had delivered a range of DWP Welfare to Work Programmes since 2011, including the Work Programme, Ways to Work, the Work and Health Programme, JETS and more recently, the Work and Health Programme Pioneer Support Programme. All of the above programmes had supported Halton residents with looking for and sustaining employment.

HPIJ had also delivered a range of externally funded programmes that had provided financial incentives/grants to employers to recruit unemployed and economically inactive residents. These included Future Jobs Fund and Kick Start (both DWP funded), and the Intermediate Labour Market wage subsidy programme (ESF/SIF funded) through Ways to Work, since 2016.

It was announced that funding had been secured through the Liverpool City Region Combined Authority (LCRCA) to continue to deliver the Ways to Work Programme, from October 2023 to March 2024, before the UKSPF funded activities from April 2024 to March 2025.

The report provided details on the Ways to Work Intermediate Labour Market (ILM) wage subsidy for employers, and the Young Persons Guarantee (YPG) grant for employers, which included performance information. Income and expenditure for both programmes and the key successes were noted.

Further to Members discussions and questions, the following additional details were provided:

- Officers had received a good response from employers to the ILM, which now offered a simpler application process than previously;
- After 26 weeks of employment under the ILM, HPIJ would assist with securing employment elsewhere, if they were not kept on by the employer;
- Data had shown that some clients were kept on after the 6 months for up to one year;
- Staff were preparing to market the YPG grant for employers – Members were invited to contact any companies they were aware of who would benefit from this;
- HPIJ offered employers access to jobs fairs – noted that 5+ vacancies were required from an employer to be able to attend;
- Regrettably, the company ‘Carpenter Additives’ was leaving Halton – Officers advised that the Council would offer support to those being made redundant. The Health Improvement Team (HIT) were also contacted when large numbers of people were facing job losses.

It was commented that HPIJ had been operating for 22 years and had earned an excellent reputation in the community. The staff at HPIJ were very knowledgeable and skilled and were praised by the Board for the support they offered to clients. They also offered valuable ‘signposting’ for clients to services they may not be aware of.

RESOLVED: That the report is noted.

#### ELS6 QUARTER MONITORING REPORTS - Q3 OF 2023-24

The Board received the performance management reports for quarter 3 of 2023-24 (1 October 2023 to 31 December 2023) and were requested to consider and raise any questions or points of clarification in respect of these.

The key priorities for development or improvement in 2023-24 were agreed by Members and included in

Directorate Plans for the various function areas reported to the Board as follows:

- Enterprise, Employment and Skills; and
- Community and Environment.

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

RESOLVED: That the quarter 3 2023-24 performance management reports be received.

#### ELS7 QUARTER MONITORING REPORTS - Q4 OF 2023-24

The Board received the performance management reports for quarter 4 of 2023-24 (1 January 2024 to 31 March 2024) and were requested to consider and raise any questions or points of clarification in respect of these.

The key priorities for development or improvement in 2023-24 were agreed by Members and included in Directorate Plans for the various function areas reported to the Board as follows:

- Enterprise, Employment and Skills; and
- Community and Environment.

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

Officers advised that a new reporting system would be in place in the coming months, which would be simpler to understand. It was agreed that narrative behind the data was important to add context but this should be succinct.

On behalf of the Board, the Chair congratulated The Brindley Theatre for its recent award for Customer Service Excellence, and the success of Halton's 50<sup>th</sup> Anniversary event in Runcorn was noted.

A site visit to the new Leisure Centre on Moor Lane was being arranged on 17 July 2024 at 4pm and all Members of the Board were invited to join.

RESOLVED: That the quarter 4 2023-24 performance management reports be received.

|

*Meeting ended at 8.15 p.m.*

**HEALTH POLICY AND PERFORMANCE BOARD**

*At a meeting of the Health Policy and Performance Board held on Tuesday, 20 February 2024 at the Council Chamber, Runcorn Town Hall*

Present: Councillors Dourley (Chair), Baker (Vice-Chair), Begg, Davidson, Fry, Garner, C. Loftus, L. Nolan and Thornton and D. Wilson, Healthwatch Co-optee

Apologies for Absence: Councillor Goodall

Absence declared on Council business: None

Officers present: D. Nolan, L Wilson, K. Bazley, I. Onyia, J. Gallagher and D O'Connor

Also in attendance: None

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

	<i>Action</i>
HEA32 MINUTES	
<p>The Minutes of the meeting held on 28 November 2024 having been circulated were signed as a correct record.</p>	
HEA33 PUBLIC QUESTION TIME	
<p>It was confirmed that no public questions had been received.</p>	
HEA34 HEALTH AND WELLBEING MINUTES	
<p>The minutes from the Health and Wellbeing Board's meeting held on 11 October 2023 were submitted to the Board for information.</p>	
HEA35 THE CORPORATE PLAN - THE BIG CONVERSATION ANALYSIS AND THE WAY FORWARD	
<p>The Board received a report from the Corporate Director, Chief Executive's Delivery Unit, which gave an update on 'The Big Conversation', since it was presented at the last meeting in November 2023.</p>	

The consultation closed on 30 November 2023. The report outlined the engagement results of the consultation, broken down into age groups and presented the methods used and areas the consultation had reached, which included many stakeholders and partners.

It was reported that there was a high level of agreement to the suggested themes within the consultation. It was evident however that the addition of a 6<sup>th</sup> theme was required to encompass areas such as: environment, open and green spaces and the protection of these, litter, overgrowth and weeds, regeneration, business, economy, growth support and town centres, housing and supported living. It was proposed that these would come under '*Place and Community*'.

All Elected Members of the Council had been emailed to advise of the qualifying statements devised for each priority/theme. These were made available to the public, employees and residents, who were given the opportunity to provide feedback on these statements, which set out what each priority would aim to achieve over the next 5 years. The public consultation was open from 19 January to 26 January and was shared via social media and drop-in sessions in the libraries and Direct Links in Runcorn and Widnes.

Following finalisation of the Plan it would go to Executive Board for approval and then Council, and launched in April 2024.

One Member commented that the number of responses received in total from the survey was disappointing, especially from the business community. It was noted that the survey was the second most popular survey carried out in the history of Halton Council, the first being the Mersey Gateway. It was recognised that it was difficult to encourage people to engage with such projects and they could not be forced to participate.

RESOLVED:

- 1) that the report be noted; and
- 2) that the Health PPB continues to endorse the approach to facilitate the implementation of a new Corporate Plan.



HEA36 EMPLOYER STANDARDS HEALTH CHECK SURVEY 2022

The Board received a report from the Executive Director – Adults, which provided information on Halton's results from the Employer Standards Health Check Survey, that was conducted at a national level between October 2022 and January 2023.

It was noted that The Health Check Survey was co-ordinated nationally by the Local Government Association (LGA) and was part of The Standards for Employers of Social Workers, which were refreshed in the Autumn of 2020.

The report outlined the eight standards being asked about in the Survey and presented a summary of results, found in appendix 1. The key headlines from the survey were received in Summer 2023 and were presented in paragraph 3.9 of the report. It was noted that immediate action was taken to address the main areas of concern, as highlighted in the report.

The following information was provided in response to Members questions:

- Most Social Workers were in a Trade Union – in respect of the survey, this was anonymised using a link within the survey;
- The moderate outcome for 'supervision' was due to staff shortages but this is now resolved and all staff now receive the required supervision;
- The recruitment process had improved, now taking between 6-8 weeks;
- 65% of student Social Workers stayed in Halton and overall, most Social Workers liked working in Halton;
- Remote working was rare now, with most staff preferring to be in a supportive office environment; and
- The use of agency workers had reduced – there were a couple in the Mental Health Team and two others working on specific projects.

RESOLVED: That the report be noted.

HEA37 HEALTH INEQUALITIES SCRUTINY REVIEW AND RECOMMENDATIONS

The Board received a report from the Director of Public Health, which gave a summary of the evidence

provided as part of the scrutiny review of health inequalities in Halton. This included the conclusions of the Scrutiny Group Members and their recommendations to the Board.

The full Scrutiny Review report, *Health Inequalities – Findings and Recommendations*, was appended to the report.

It was noted that overall, the scrutiny review provided Members with the opportunity to gain an understanding of the definition of health inequalities and how these were measured, including Halton's position regionally and nationally. They also investigated the drivers of health inequalities and the outcomes of these. Consideration was also given to good practice, pressures and emerging issues in Halton, including barriers and enablers to access specific provisions.

The Director's report also proposed several options as potential areas for scrutiny for 2024, these were discussed. The Board agreed that option one, *A Focus on Community (non-GP) NHS Services* would be the topic for 2024. A topic brief would be developed and shared with the Board in due course.

The consensus of the Board was that they enjoyed being part of the Health Inequalities scrutiny review and found all meetings productive and interesting. They considered this to be due to the work carried out by Officers, and wished to record their thanks to the Director of Public Health and all Officers who contributed, particularly to Emma Bragger. The Chair reiterated this and thanked all Members of the Board involved, which led to the success of the review.

RESOLVED: That the Board

- 1) approve the *Health Inequalities – Findings and Recommendations Scrutiny Review* report; and
- 2) agree that the scrutiny topic for 2024 will be *A Focus on Community (non-GP) NHS Services*.

Executive Director  
of Adult Services

#### HEA38 SUICIDE PREVENTION STRATEGY

The Board considered a report from the Director of Public Health, which gave an overview of work taking place to reduce suicides at a local, regional and national level.

The report provided ONS data on suicides at all

levels; gave information on the *Local Suicide Prevention Action Plan*; and described key actions and successes which included work taking place at a regional level, where Halton contributed to and benefitted from. Regionally, there was the *Cheshire and Merseyside Suicide prevention Strategy and Action Plan*, and the *Beyond Children and Young People Transformation Programme*. The *National Suicide Prevention Strategy* and its areas of focus were also presented.

Following the presentation the following was discussed:

- Mental health risk assessments in the workplace – Halton has a workplace offer for staff as individuals and in the workplace. This offer is also available to all Elected Members;
- Mental Health Services for young people in Halton – these included CAMHS, a 24-hour crisis team (which offered signposting to other services); an educational psychology team as well as mental health support staff in schools; and there were areas of the voluntary sector that offered support;
- Children accessing the internet at school using phones and accessing harmful content – this was recognised as a huge problem and added to teacher pressures as well. A piece of work was taking place with secondary schools and colleges on what to do in a mental health crisis. Schools were also informed of 'Ripple' a browser extension for the internet, which had been installed by Riverside College;
- People with autism were also at a higher risk of suicide compared to the general population;
- The numbers of suicides amongst children in care and care leavers in Halton were too low to see any trends. However, Manchester University did have evidence on the risk factors for these groups; the Officer would send the link to Members after the meeting;
- Prevention training for staff, volunteer groups and people in the community – this was available and information would be sent following the meeting;
- The importance of mental health education and training for schools staff was important;
- One Member's comments relating to the CAMHS service for young people would be passed to the ICB; and
- Recognition that some suicide victims were unknown to agencies as they did not present themselves to seek mental health support.

Members welcomed the information and the good work being carried out using the Suicide Prevention Strategy.

RESOLVED: That the report be noted.

Director of Public Health

#### HEA39 RESPITE CARE POLICY

The Board considered a report from the Executive Director of Adult Services, which presented the newly developed *Respite Care for Adults with Care and Support Needs and their Carers Policy* – this was appended to the report.

It was noted that this Policy had been developed further to previous reports that had been brought to the Health PPB regarding respite care provision within Adult Social Care. The report outlined the reasons for the development of the Policy and the involvement of a working group that was established to do this.

Officers explained the purpose of the leaflet (appendix one of the Policy) for adults with care and support needs and their carers, which was also developed. This was clearer and more user-friendly than the previous shared care voucher process. It had also received positive feedback from the carers' group during its development.

RESOLVED: That the Board

- 1) note the report; and
- 2) endorse the Respite Policy for implementation within Adult Social Care.

#### HEA40 UTILISATION OF MENTAL HEALTH BEDS

This item was deferred to the next meeting of the Board.

#### HEA41 ADULT SOCIAL CARE COMMISSIONING STRATEGY 2023-26

The Board was presented with the *Adult Social Care Commissioning Strategy for Care and Support 2023 – 2026*.

The Commissioning Strategy for Care and Support outlined the Council's commissioning intentions over the next three years, which would aim to support residents and unpaid carers and their families, to have access to the right

services, information, advice and guidance in order to make good decisions about the care and support they needed.

It was stated that ten Commissioning Principles had been identified which would underpin the work being done; a commissioning cycle framework had been established; several Commissioning Priorities/Intentions had been set and an associated Delivery Plan was in place.

The report outlined the Commissioning Intentions, which had been categorized into 6 priorities, to provide focus in aiming to support the key challenges locally and to adhere to those duties required under the Care Act 2014.

Priority 4 Housing was highlighted by Members who queried whether the Council was working with Halton Housing Trust (HHT). It was reported that a piece of work was currently underway regarding the Housing Strategy and adults and older people with special needs, such as learning disabilities and autism, formed a part of this. The Council did work with HHT in relation to this group and the 'own front door' model was an aspiration for them. It was recognised that a mix of care and support models would be needed for an aging population that was also living longer.

RESOLVED: That the report and appendix be noted.

HEA42 PERFORMANCE MANAGEMENT REPORTS QUARTER 3 2023/24

The Board received the Performance Management Reports for quarter three of 2023/24.

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 three of 2023-24. This included a description of factors, which were affecting the service.

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

It was noted that the adoption of the new Corporate Plan in April would be reflected in the performance monitoring, although all metrics that currently exist would remain.

RESOLVED: That the Performance Management report for quarter three of 2023/24 be received.

*As this was the final meeting of 2023-24, the Chair thanked everyone for their valuable contributions and support throughout the year.*

*Meeting ended at 8.10 p.m.*

**SAFER POLICY AND PERFORMANCE BOARD**

*At a meeting of the Safer Policy and Performance Board on Tuesday, 11 June 2024 at The Board Room - Municipal Building, Widnes*

Present: Councillors Carlin (Vice-Chair), Baker, Bevan, Bramwell, Goodall, V. Hill, A. Lowe, Ratcliffe, Skinner and Wallace

Apologies for Absence: Councillor N. Plumpton Walsh

Absence declared on Council business: None

Officers present: K. Butler, R. Freeman and N. Goodwin.

Also in attendance: E. Dudell and J. Davidson

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

SAF30 CHAIR'S ANNOUNCEMENTS

There were no Chair announcements.

SAF31 MINUTES

The Minutes of the meeting held on 6 February 2024 were taken as read and signed as a correct record.

SAF32 PUBLIC QUESTION TIME

It was reported that no public questions had been received.

SAF33 SAFER PPB ANNUAL REPORT JUNE 2023 – MAY 2024

The Annual Report of the Safer Policy and Performance Board was received which outlined the contributions made to the ongoing work of the Board.

Members commented they had not received further updates or matters progressed by the Police and Crime Commissioner (PCC). It was suggested that it might be helpful for the newly appointed PCC to attend a future

*Action*

meeting.

Discussions ensued regarding parking issues around the Borough and it was noted that Halton was the only Cheshire Authority that did not have responsibility for traffic/parking enforcements. Officers reassured the Board that a piece of work was being undertaken to look at parking enforcement, however, in order to change the powers, this would have to be authorised by the Department of Transport. A robust model would therefore need to be in place before taking this forward. Members would be updated on progress in due course.

A Member of the Board requested how they could access information on problematic hotspots in the Borough for fly tipping and officers agreed to provide a breakdown by Ward.

RESOLVED: That the report be noted.

#### SAF34 SERIOUS VIOLENCE DUTY

Cheshire Constabulary and Cheshire Probation delivered a joint presentation to Members of the Board which provided an update on the work undertaken in the approach to Serious Violence Duty.

Serious Violence Duty became a statutory requirement as of 31<sup>st</sup> January 2023. The Crime and Disorder Act 1998, had been amended to include the priority for Community Safety Partnerships and placed a duty on a range of organisations to work together to have a strategy for preventing and reducing serious violence. The Police and Crime Commissioner's (PCC) Office had co-ordinated this work across Cheshire and developed a strategic needs assessment and strategy. Additional funding to support this area of work was also managed through the PCC Office who had commissioned services in responding to this area of work.

The presentation highlighted:

- the Duty requirements;
- the Pan Cheshire approach;
- Cheshire's profile;
- long-term priorities and immediate actions;
- how impact and changes would be measured; and
- a summary of the current activity.

Also included in the presentation was a summary of

Director -  
Community &  
Green Space



the Serious Violence Delivery Plan 2024/25 and it was noted that a lot of work had been undertaken to understand the issues across Cheshire. Several working groups had been established to identify and analyse the strategic needs assessment and priorities; a five year strategy and a "plan on a page" for 2024-25 had also been developed.

The following additional information was noted, in response to Member's questions and discussions:

- Queensberry was an alternative educational provision which offered support to young people and their families through direct one-to-one intervention and group workshops. They aim to educate and raise awareness of the issues that affect communities and support those at the highest risk of involvement in serious violence or exploitation;
- All schools in Halton had been contacted by Queensberry;
- Queensberry receive referrals from professionals e.g. teachers, social workers etc.;
- Members gave examples of issues within their respective wards and were reassured that Halton was linked in with the various agencies and offers that were available within the programme;
- Members suggested that it might be helpful to present a report on the Queensberry provision to the Children, Young People and Families PPB and/or Council; and
- Members would be provided with a progress update in 12 months-time.

RESOLVED: That Members receive the presentation.

SAF35 ENFORCEMENT TEAM OVERVIEW, INCLUDING ANNUAL ANTI-SOCIAL BEHAVIOUR CASE REVIEW UPDATE.

The Board received a report which provided an update on the work carried out by the Enforcement Team which included:

- Anti-Social Behaviour (including two case studies);
- Environmental Crime and Waste Enforcement; and
- CCTV and The Control Report.

In addition to the report, Members of the Board were informed that:

- three CCTV units had been installed in the West Bank Ward which had already resulted in two fixed

Director -  
Community &  
Green Space

- penalty notices; and
- a piece of work would be undertaken on signage for public areas regarding dog controls.

RESOLVED: That the report be received.

Director -  
Community &  
Green Space

*Meeting ended at 8.05 p.m.*

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

*At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 21 February 2024 at the Civic Suite - Town Hall, Runcorn*

Present: Councillors Woolfall (Chair), P. Lloyd Jones (Vice-Chair), Abbott, Ball, K. Loftus, L. Nolan, Ryan, Skinner, Stockton and Thornton

Apologies for Absence: Councillor Hutchinson

Absence declared on Council business: None

Officers present: K. Butler, J. Gallagher, T. Gibbs, A. Plant and R. Taylor

Also in attendance: M. Groggins (LCR Combined Authority)

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

**EUR25 MINUTES**

The Minutes of the meeting held on 15 November 2023, having been circulated, were agreed and signed as a correct record.

**EUR26 PUBLIC QUESTION TIME**

It was confirmed that no public questions had been received.

**EUR27 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.

**EUR28 BUS FRANCHISING IN THE LIVERPOOL CITY REGION**

The Board received a report from the Assistant Director for Bus (Liverpool City Region Combined Authority) which provided an overview of bus franchising in the

*Action*

Liverpool City Region (LCR).

Following a major public consultation in summer 2023, the LCR Mayor made the decision to build a London-style integrated public transport network and bring bus services into public control in order to improve connectivity; facilitate social mobility; and provide a lifeline to the most vulnerable.

The Board also received a presentation which outlined the proposed objectives, the timeline for implementation, the change to roles and responsibilities and the scope and priorities of the franchise.

Overall, members of the Board were in favour of the proposals and following discussions, further information was provided in answer to some of the questions raised:

- The budget had been set for the transition work and further costs would be set out in the consultation;
- Non-electric buses would be phased out in line with net zero targets;
- The LCR will own their own depots; these would look very different in the future due to technology required to work with net zero targets; and
- Employees would be transferred to new depot via TUPE.

Resolved: That Members of the Board note the contents of the report and presentation.

#### EUR29 THE CORPORATE PLAN - THE BIG CONVERSATION ANALYSIS AND THE WAY FORWARD

The Board received a report from the Corporate Director, Chief Executive's Delivery Unit, which gave an update on 'The Big Conversation', since it was presented at the last meeting in November 2023. The report shared the analysis of the consultation and outlined the next steps.

The report set out the five themes which had all been scored highly by stakeholders in terms of what they deemed to be a priority:

- Improving health, promoting wellbeing and supporting greater independence – 93%;
- Building a strong, sustainable local economy – 91%;
- Supporting children, young people and families – 89%;
- Tackling inequality, helping those who were most in

- need – 84%; and
- Working towards a greener future – 78%.

In addition to these, stakeholders were asked to identify any additional themes which they felt were significant and those were the environment, local economy and housing. This feedback resulted in a sixth priority being created called “Place and Community”.

Members were advised that the consultation closed on 30 November 2023 and the total number of responses received was 1,076; an analysis of the feedback was outlined in the report.

A copy of the draft Corporate Plan was emailed to Members on 6 February 2024 for information and this would be presented to the Executive Board for approval on 22 February 2024. Thereafter, it would be launched in April 2024.

Members were also advised that following the launch, a further piece of work would be carried out, linked to the performance management framework, and this would be presented to future Policy and Performance Boards.

RESOLVED: That:

- 1) the report be noted; and
- 2) the Board continues to endorse the approach to facilitate the implementation of a new Corporate Plan.

## EUR30 LOCAL DEVELOPMENT SCHEME

The Board considered a report of the Executive Director, Environment and Regeneration that sought approval from the Board on the proposed update to the Local Development Scheme (LDS) (Appendix 1). The LDS underpinned Halton’s Delivery and Allocations Local Plan which provided a timetable for a number of Supplementary Planning Documents due in 2023/24.

In accordance with the Planning and Compulsory Purchase Act 2004, Local Authorities were required to prepare, maintain and publish information on LDS on an annual basis. Once the LDS had been approved by the Council’s Executive Board, it would be made available on its website.

RESOLVED: That the Halton Borough Council Local Development Scheme 2021 Revision (Appendix 1) be endorsed and presented to Executive Board for approval.

*Executive Director  
Environment &  
Regeneration*

EUR31 ELECTRIC VEHICLE CHARGING STRATEGY

The Board considered a report of the Executive Director, Environment and Regeneration that sought approval on the proposed draft Electric Vehicle Charging Point (ECP) Strategy.

The Strategy set out the ECP infrastructure implementation plan, which would help the Council's long-term commitment to reach net zero in 2041. It also explored a pathway to meet the future needs of residents and businesses in the Borough.

Members were advised that endorsement of the Strategy would enable officers to seek external funding opportunities from the Liverpool City Region (LCR).

The report outlined the vision for Halton's ECP Strategy which would identify future need and delivery strategy for electric vehicle charging infrastructure within the Borough. By 2032, it was estimated that Halton would require 1520 residential chargepoint sockets across 312 locations; 496 destination chargepoints across 17 catchment areas (long stay hubs such as hospitals and schools); and 228 rapid chargers over 18 catchment areas (short stay hubs such as supermarkets and fuel stations). The Strategy set out how these may be distributed and delivered.

Members of the Board expressed concerns and frustrations regarding the inequality of the EVC's, for example, those on lower incomes or those who do not have driveways to install chargers at their homes; those that abuse the charging bays by parking non-electric cars in the bays; and the price variants of EVC's across the Borough.

Members were advised that the Council had worked with operators to cap the charges where possible to be as equitable as possible, however, there was no Government legislation to enforce that but the pilot areas would be monitored. The Council had also worked with Scottish Power Energy Networks to install charging points in Runcorn Old Town where there was a severe lack of energy supply and funding had been secured with the LCR to upgrade sub-stations.

RESOLVED: That the Board endorse the Electric

Vehicle Charging Point Strategy.

EUR32 CLIMATE CHANGE SPD – SUPPLEMENTARY PLANNING DOCUMENT

Members of the Board received a report from the Executive Director, Environment and Regeneration, regarding the draft Supplementary Planning Document (SPD) on Climate Change.

The Council adopted a revised Climate Change Strategy in April 2022 which set a target to be net zero by 2040. It set out both short-term and long-term actions. To date, the Council had successfully implemented a range of actions aimed at reducing its carbon footprint and the Climate Change SPD would provide a useful tool in assisting the Council to meet the targets set out in the action plan. The SPD would also introduce further guidance on measures to mitigate the negative impacts of climate change that may otherwise result from new development proposals.

In accordance with the Council's Statement of Community Involvement and the regulations set out in the Town and Country Planning Act, the Council was required to consult on the SPD for a minimum of 28 days. It would also need to produce an Adoption Statement as outlined in the report. Thereafter, the SPD would require approval from the Council's Executive Board.

RESOLVED: That the Board endorse the draft SPD for public consultation.

EUR33 HALTON DELIVERY AND ALLOCATIONS LOCAL PLAN (DALP) AUTHORITY MONITORING REPORT (AMR) (01/04/2022 TO 31/03/2023); HOUSING AMR (01/04/2014 TO 31/03/2023); ECONOMY AMR (01/04/2014 TO 31/03/2023)

The Board received the Draft Authority Monitoring Reports (AMR) from the Executive Director, Environment and Regeneration which provided a progress update on the Halton Delivery and Allocations Local Plan (DALP) policies for the period 1 April 2022 to 31 March 2023. It also contained the Housing AMR and the Economy AMR.

Local planning authorities were required to publish information, at least annually, that showed progress with local plan preparation. They also needed to report any activity relating to the duty to co-operate, provide any information which may have been collected relating to

indicators in the plan and highlight any policies which had not been implemented.

RESOLVED: That the Board endorse the draft AMP's so that the documents can be made publicly available and published on the Council's website.

*Executive Director  
Environment &  
Regeneration*

EUR34 PERFORMANCE MANAGEMENT REPORT - QUARTER 3 OF 2023/24

The Board received the Performance Monitoring Report for Quarter 3 of 2023/24.

The key priorities for development of improvement in 2023/24 were agreed by Members and included in Directorate Plans for the various function areas reported to the Board as detailed below:

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

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

Members were asked to note the good progress on the projects set out in the report and also note the Directorate's positive budget position as set out in pages 448-466 of the report.

RESOLVED: That the Quarterly 3 Performance Monitoring Reports be received and comments made be noted.

*Meeting ended at 7.35 p.m.*



**CORPORATE POLICY AND PERFORMANCE BOARD**

*At a meeting of the Corporate Policy and Performance Board on Tuesday, 4 June 2024  
in the Civic Suite, Town Hall, Runcorn*

Present: Councillors Gilligan (Chair), Philbin (Vice-Chair), Davidson, Logan, A. Lowe, McDonough and Thornton

Apologies for Absence: Councillors Leck, A. McInerney and N. Plumpton Walsh

Absence declared on Council business: None

Officers present: K. Butler, E. Dawson, P. Garnett and M. Reaney

Also in attendance: Councillor V. Hill

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

	<i>Action</i>
CS33 MINUTES	
<p>The Minutes from the meeting held on 23 January 2024 were taken as read and signed as a correct record.</p>	
CS34 PUBLIC QUESTION TIME	
<p>The Board was advised that no public questions had been received.</p>	
CS35 EXECUTIVE BOARD MINUTES	
<p>The Board was presented with the Minutes relating to the Corporate Services Portfolio which had been considered by the Executive Board since the last meeting of this Board.</p> <p>RESOLVED: That the Minutes be noted.</p>	
CS36 ANNUAL REPORT 2023/24	
<p>The Board considered a copy of the Annual Report from the Chair of the Corporate Policy and Performance Board for 2023/24. The Board had met four times during the year and the report set out the work carried out during the Municipal Year April 2023 to March 2024.</p> <p>RESOLVED: That the Annual Report be noted.</p>	

CS37 CORPORATE ACCIDENT / INCIDENT REPORT 1ST APRIL 2023 TO 31ST MARCH 2024

The Board was provided with a report from the Head of HR Operations, which presented details of health and safety management within the Authority from 1 April 2023 to 31<sup>st</sup> March 2024.

The report highlighted health and safety incidents that had taken place over the past 12 months and as a result of those incident, proposed actions for the future. In addition, the report included information around the number of actual near misses, accidents that had resulted over 7 day absences, together with significant accidents.

The following information was also highlighted from the report:

- The Health and Safety Executive continued to undertake checks on schools to ensure correct management of asbestos and to date, no problems had been reported;
- Nationally, no further progress had made been made with Martin's Law but Members would be updated accordingly; and
- New technology to be introduced for lone working and further information would be provided in the next report.

A member of the Board expressed concerns that the Direct Link did not have the facility to contact emergency services. It was reported that this was an IT issue and a resolution was being explored and Members would be updated accordingly.

RESOLVED: That the contents of the report be noted including the recommendations and actions for 2024/25.

*Councillor Sian Davidson declared an interest for the following item due to a family member being in receipt of pension benefits.*

*Councillor Sharon Thornton declared an interest in the following item as her employer had received funding for the Holidays Activity Fund.*

Corporate  
Director - Chief  
Executive's  
Delivery Unit

CS38 PROGRESS UPDATES REGARDING THE HOUSEHOLD SUPPORT FUND 2023/24, AND THE LATEST HOUSEHOLD SUPPORT FUND FOR THE PERIOD 1ST APRIL 2024 – 30TH SEPTEMBER 2024

The Board received a report from the Director of Finance, which outlined the final spend position regarding the delivery of the Government's Household Support Fund for 2023/24.

A spending plan had been prepared and was attached as Appendix A. It was noted that £158,077 had been allocated to the Discretionary Support Scheme within the Benefits Division to process applications. As per Government guidance, it was intended to cover a wide range of low income households in need, including families with children, pensioners and people with disabilities.

Appendix B of the report contained detailed information relating to spending for the period 1 April 2024 to 30 September 2024. This included expenditure from partner organisations including Halton Citizens Advice Bureau; Widnes Foodbank; Runcorn Foodbank; Holiday Activity Food Programme; Affordable Warmth – Energy Projects Plus; and Halton Voluntary Action.

A member of the Board requested that consideration be given to providing food vouchers the Community Shop, as well as the major supermarkets. Officers agreed to explore this option and update Members accordingly.

RESOLVED: That:

- i) the final position regarding the Household Support Fund for 2023/24 be noted; and
- ii) the spending plan for the Household Support Fund for the period 1 April 2024 – 30 September 2024 be noted.

Operational  
Director - Finance

CS39 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 3 OF 2023/24

The Board received the Performance Management Report for Quarter 3 of 2023/24. 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;
- Operational HR Division, Chief Executive's Delivery Unit;
- ICT and Administrative Support;
- Legal and Democracy;
- Catering, Stadium and Registration Services; and
- Property Services.

RESOLVED: That the Quarter 3 Performance Management report be noted.

CS40 PERFORMANCE MANAGEMENT REPORTS FOR QUARTER 4 OF 2023/24

The Board received the Performance Management Report for Quarter 4 of 2023/24. 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;
- Operational HR Division, Chief Executive's Delivery Unit;
- ICT and Administrative Support;
- Legal and Democracy;
- Catering, Stadium and Registration Services; and
- Property Services.

Members of the Board noted the report and following discussions the following actions were agreed:

- Members to be provided with a further update on the progress of the cessation of the School Meals Service;
- An update report on the DCBL Stadium to be presented at the next meeting; and
- Increasing agency costs and lack of uptake on the Apprenticeship Scheme to be discussed at the next Topic Group meeting.

RESOLVED: That the Quarter 4 Performance Management report be noted.

Executive Director  
Environment &  
Regeneration

*Meeting ended at 7.15 p.m.*

**AUDIT AND GOVERNANCE BOARD**

*At a meeting of the Audit and Governance Board held on Wednesday, 20 March 2024 at the Boardroom - Municipal Building, Widnes*

Present: Councillors Polhill (Chair), Abbott, Bevan, Dourley, Gilligan, McDermott and Wallace

Apologies for Absence: Councillors Wall, Begg, J. Bradshaw and N. Plumpton Walsh

Absence declared on Council business: None

Officers present: E. Dawson, M. Murphy, G. Ferguson, H. Hamlett and M. Reaney

Also in attendance: Councillor Dennett and S. Nixon, M. Green and L. Luddington (Grant Thornton UK LLP)

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

**AGB20 MINUTES**

The Minutes of the meeting held on 22 November 2023 were taken as read and signed as a correct record.

**AGB21 STANDARDS UPDATE**

The Board considered a report of the Operational Director, Legal and Democratic Services/Monitoring Officer, which provided an update on Standards issues for the Municipal Year 2023/24. The Board had assumed responsibility for the work of the former Standards Committee in 2021 and it was agreed that a report on Standards issues would be brought each year.

A verbal update was given on local matters that had been considered since the last meeting involving Councillors and also those involving Parish Councils.

Following a discussion about Councillor register of interest forms, it was agreed that following the May elections, a reminder would be sent to all Councillors to ensure that the information on their individual register of interest form is kept up to date.

*Action*

RESOLVED: That the report be noted.

#### AGB22 SETTLEMENT AGREEMENT POSITION

The Board considered a report of the Corporate Director, Chief Executive's Delivery Unit, that detailed the Council's position on settlement agreements which are used in exceptional circumstance.

It was noted that where the need to use a settlement agreement was required, the legal framework set out in Section 111A of the Employment Rights Act 1996, and the guidance for Best Value authorities on Special Severance Payments, as set out in Section 26 of the Local Government Act 1999, would be discharged appropriately. In the event that a settlement agreement was considered appropriate for a position appointed to by the Council's Appointment Committee, discussions would take place between the Chief Executive, Leader and the appropriate Executive Board Portfolio Holder and a decision would be made to use such an agreement for that position.

Arising from the discussion, it was agreed that consideration would be given by Officers to how information on future settlement agreements could potentially be shared with Councillors'.

RESOLVED: That the report be noted.

#### AGB23 INTERNAL AUDIT PLAN – 2024/25

The Board considered a report of the Divisional Manager, Audit, Procurement and Operational Finance, which sought approval for the planned programme of internal audit work for 2024/25.

A risk based Audit Plan had been prepared, designed to enable Internal Audit to deliver an overall opinion on the Council's risk management and control and governance arrangements. A copy of the draft Audit Plan for 2024/25 was attached as an appendix to the report.

The Board was advised that, as in previous years, the Audit Plan would need to remain flexible and that changes may be required in order to respond to the changing governance, risk and control landscape, which emerge during the year.

Performance against the Audit Plan would be kept

under review throughout the year and regular progress reports would be provided to the Board. Internal Audit would work closely with the Council's External Auditor, Grant Thornton, to minimise duplication and to ensure efficient and effective deployment of the overall audit resource.

RESOLVED: That the Board approves the proposed Internal Audit Plan for 2024/25.

Operational  
Director - Finance

AGB24 ANNUAL GOVERNANCE STATEMENT 2022/23

The Board considered a report of the Operational Director - Finance, which sought approval of the final 2022/23 Annual Governance Statement (AGS).

The AGS provided a summary of the authority's governance arrangements during 2022/23 and also provided an opinion on whether they were fit for purpose. It identified any issues with the Council's governance arrangements and set out how such issues would be addressed.

The 2022/23 AGS was originally presented to the Board in July 2023. It was important that the AGS was up to date when the statement of accounts were approved. As such, the document had been reviewed and updated to reflect current progress and it was presented again for the Board to review.

Once approved, the AGS would be signed by the Council Leader and Chief Executive and published on the Council's website.

RESOLVED: That the Annual Governance Statement 2022/23 be approved.

Operational  
Director - Finance

AGB25 2022/23 STATEMENT OF ACCOUNTS, AUDIT FINDINGS REPORT, AND LETTER OF REPRESENTATION

The Board considered a report of the Operational Director, Finance, which sought approval for the Council's 2022/23 Statement of Accounts (the latest version of which was enclosed with the Agenda), and the report of the Audit Findings of the External Auditor (Grant Thornton) on the 2022/23 financial statements. The report also sought approval of the Council's Letter of Representation.

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

key elements were detailed in the report.

The External Auditor presented the Audit Findings report which summarised the findings from 2022/23 external audit. Section 2 of the Audit Finding report presented the finding of the External Auditor in respect of matters and risks identified at the planning stage of the audit and additional and significant matters that arose during the course of their work.

RESOLVED: That

- 1) the draft Letter of Representation in Appendix 1 be approved and any subsequent additions or amendments be approved by the Operational Director - Finance, in consultation with the Chair of the Audit and Governance Board;
- 2) the External Auditor's draft 2022/23 Audit Findings Report in Appendix 2 be approved and any subsequent additions or amendments be approved by Operational Director - Finance, in consultation with the Chair of the Audit and Governance Board; and
- 3) the Council's draft 2022/23 Statement of Accounts in Appendix 3 be approved and any subsequent additions or amendments be approved by the Operational Director - Finance, in liaison with the Chair of the Audit and Governance Board.

Operational  
Director - Finance

#### AGB26 EXTERNAL AUDIT ANNUAL REPORT 2022/23

The Board considered a report of the Operational Director – Finance which presented the 2022/23 External Audit Annual Report.

On behalf of the Council's External Auditor, Grant Thornton UK LLP, Michael Green, presented the Annual Report, which detailed the Council's overall arrangements, as well as providing key recommendations regarding any significant weaknesses identified during the review. It was noted that three significant weaknesses had been identified and the external auditors had made key recommendations where the Council should take action to improve.

RESOLVED: That the contents of the 2022/23 External Audit Annual Report shown in the appendix be noted, including the recommendations contained within the Report.



AGB27 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.

AGB28 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 22 November 2023. 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 its current status. The schedule of audits had been updated to reflect the progress made in completing audits since the last update to the Board. By the end of February 2024, 1132 days of audit

work had been completed, which represented 92% of the total planned days for the year. The team remained on target to achieve the planned number of days for the year.

Appended to the report were the executive summaries of the reports issued numbering 2 to 17, as listed in the report.

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

*On behalf of the Board, the Chair thanked Stephen Nixon from the external auditors for all the support he had provided over the years and wished him well for the future.*

*Meeting ended at 8.10 p.m.*

**DEVELOPMENT MANAGEMENT COMMITTEE**

*At a meeting of the Development Management Committee on Tuesday, 5 March 2024 at the Civic Suite, Town Hall, Runcorn*

Present: Councillors S. Hill (Chair), Leck (Vice-Chair), Bevan, Carlin, Davidson, C. Loftus, Philbin, C. Plumpton Walsh, Polhill, Thompson and Woolfall

Apologies for Absence: None

Absence declared on Council business: None

Officers present: A. Jones, T. Gibbs, A. Plant, G. Henry, L. Wilson-Lagan, K. Thompson, L. Crampton, C. Nixon and C. Sturdy

Also in attendance: Councillor Stretch

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

	<i>Action</i>
DEV42 MINUTES	
<p>The Minutes of the meeting held on 5 February 2024, having been circulated, were taken as read and signed as a correct record.</p>	
DEV43 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>	
DEV44 23/00452/FUL - PROPOSED CONSTRUCTION OF APARTMENT BLOCK CONSISTING OF 12 UNITS WITH ASSOCIATED LANDSCAPING AND PARKING FACILITIES ON VACANT LAND, THE RIDGEWAY, RUNCORN	
<p>The consultation procedure undertaken was outlined in the report together with background information in respect of the site.</p>	
<p>Members were advised of the following corrections: Page 10 – reference to the roof material being grey roof tiles – this should read single ply membrane roof; and the bird</p>	

breeding season is 1 March to 31 August inclusive.

It was noted that although the application was exempt from the requirements of Policy CS(R)13 – affordable housing, the Applicant is a Housing Association and would be providing 100% affordable homes on the site. All 12 apartments would be offered on an affordable rent to buy tenure.

The Committee voted to approve the application.

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

1. Time limit;
2. Plans;
3. Materials to be agreed (RD3 and GR1);
4. Submission of existing and proposed site levels (GR1);
5. Tree protection measures (HE5);
6. Submission of bird and bat box scheme (CS(R)20 and HE1);
7. RAMS for badger and hedgehog during construction (CS(R)20 and HE1);
8. Lighting scheme (CS(R)20 and HE1);
9. No tree works between March and August (CS(R)20 and HE1);
10. Methodology statement for the removal of Cotoneaster (CS(R)20 and HE1);
11. Electric Vehicle Charging Points Scheme (C2);
12. Ground contamination (CS23 and HE8);
13. Submission of a Sustainable Urban Drainage Scheme (CS23 and HE9);
14. Verification of the Sustainable Urban Drainage Scheme (CS23 and HE9);
15. Sewage disposal (HE9);
16. Construction Management Plan (C1);
17. Limited construction hours (GR2);
18. Detail hard standing agreed (C2 and HE9);
19. Landscaping and management (GR1, GR3 and HE5);
20. Grampian style condition relating to off-site playground improvement (RD4);
21. Grampian style condition relating to off-site highway works (C1); and
22. Energy efficiency (CS(R)19).

DEV45 24/00016/FUL - PROPOSED DEMOLITION OF CONSERVATORY, CONSTRUCTION OF SINGLE STOREY REAR EXTENSION AT 9 CEDERDALE PARK, WIDNES

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

It was noted that the application was submitted by a Halton Councillor. The Committee voted to approve the application.

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

1. The decision to grant permission and impose any conditions has been taken having regard to the relevant policies and proposals in the Development Plan set out below. The Local Planning Authority has worked with the applicant in a positive and proactive manner based on seeking solutions to problems arising in relation to dealing with planning applications in accordance with Part 6 of The Town and Country Planning (Development Management Procedure) (England) Order 2015.
2. The development hereby permitted shall begin not later than 3 years from the date of this decision.

Reason: in accordance with Section 91 (as amended) of the Town and Country Planning Act 1990.

3. Development should be carried out in accordance with the approved plans:
  - HA2354 01 – Location plan
  - HA2354 02 – Existing plans
  - HA2354 03 – Proposed plans

Reason: for the avoidance of doubt.

4. The external surfaces of the development hereby permitted shall be constructed in the materials that match, or closely harmonise with the existing dwelling.

Reason: to ensure that the development has a satisfactory appearance, in accordance with Policy GR1 of the Halton Delivery and Allocations Local Plan.

DEV46 24/00018/FUL - PROPOSED SINGLE STOREY REAR EXTENSION TO REPLACE EXISTING CONSERVATORY AT 7 CROSSGATES, WIDNES , WA8 3GA

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

It was noted that the application was submitted by a relative of an Officer employed in the Planning Department. The Committee voted to approve the application.

RESOLVED: That the application is approved subject to the following conditions (all pre commencement conditions have been agreed with the applicant):

1. The decision to grant permission and impose any conditions has been taken having regard to the relevant policies and proposals in the Development Plan set out below. The Local Planning Authority has worked with the applicant in a positive and proactive manner based on seeking solutions to problems arising in relation to dealing with planning application in accordance with Part 6 of The Town and Country Planning (Development Management Procedure (England) Order 2015.
2. The Planning Authority considers that all prior to commencement conditions included within the notice require resolution prior to commencement of development, since the works they relate to are so fundamental to the development permitted that it would have been otherwise necessary to recommend refusal of the schemes proposed. Unless otherwise expressly stated against any individual condition, the listed conditions are not considered to go to the heart of the planning permission.
3. The development hereby permitted shall begin not later than 3 years from the date of this decision.

Reason: in accordance with Section 91 (as mentioned) of the Town and Country Planning Act 1990.

4. Development should be carried out in accordance with the approved plans:
  - WA8 3GA/7/01 – Elevations and sections
  - WA8 3GA/7/02 – Plans

Reason: for the avoidance of doubt.

5. The external surfaces of the development hereby permitted shall be constructed in the materials that match, or closely harmonise with the existing dwelling.

Reason: to ensure that the development has a satisfactory appearance, in accordance with Policy GR1 of the Halton Delivery and Allocations Local Plan.

6. No development shall take place until a scheme of ground gas protection is submitted and agreed in writing. This must include details of the integration with existing property. Upon completion a verification report detailing how the Gas Protection Verification Scheme has been met.

Reason: to ensure that the development is not put at unacceptable risk from ground gas from previously unidentified contamination sources at the development site in line with the National Planning Policy Framework. Also in accordance with policies CS23 and HE8 of the Halton Delivery and Allocations Local Plan.

*Meeting ended at 6.50 p.m.*

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**DEVELOPMENT MANAGEMENT COMMITTEE**

*At a meeting of the Development Management Committee on Monday, 8 April 2024 at the Civic Suite, Town Hall, Runcorn*

Present: Councillors S. Hill (Chair), Carlin, C. Loftus, Philbin and Polhill

Apologies for Absence: Councillors Leck, Bevan, Davidson, C. Plumpton Walsh, Thompson and Woolfall

Absence declared on Council business: None

Officers present: A. Jones, A. Plant, M. Webster, K. Thompson and C. Nixon

Also in attendance: Four members of the public and one member of the press

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

*Action*

DEV47 MINUTES

The Minutes of the meeting held on 5 March 2024, having been circulated, were taken as read and signed as a correct record.

DEV48 PLANNING APPLICATIONS TO BE DETERMINED BY THE COMMITTEE

The Committee considered the following applications for planning permission and, in accordance with its powers and duties, made the decisions described below.

DEV49 22/00005/FUL - PROPOSED RESIDENTIAL DEVELOPMENT COMPRISING 38 DWELLINGS AND ASSOCIATED ROADS AND OPEN SPACES ON SITE OF FORMER LORD'S TAVERNERS YOUTH CENTRE AND ADJACENT LAND, PALACEFIELDS AVENUE, BROOKVALE, RUNCORN, WA7 2PG

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

The Committee was addressed by Mr Forshaw, who spoke on behalf of the Applicant. He outlined the proposal

stating that it would supply a mix of much needed affordable homes in Halton. The technical aspects and design elements were compliant with planning policies and there would be offsite enhancements included, with no adverse environmental or highways impacts being made.

Committee Members raised concerns over the 5 metre width of the roads and the problems that have been reported previously with other developments with similar layouts, where refuse trucks and emergency vehicles are often unable to pass through due to parked vehicles causing obstructions on the adjacent pavements. They also raised the absence of an Active Travel Plan and that despite the homes being labelled 'affordable', who were they intended for and would they be affordable to local people.

In response, Members were referred to the definition of 'affordable' in the Delivery and Allocations Local Plan (DALP) which was met by the Applicant. It was noted that the ages or types of potential residents was not a material planning consideration. Officers advised that a cycle lane and cycle parking had been added to the proposal and that the width of the subsidiary roads was deemed acceptable in planning terms, as they were within expected standards. Officers confirmed that a single level road and footway were anticipated to negate the need for dropped kerbs. It is also understood that the road and footway will be identified by demarcation / differences in the materials used.

The Committee voted to approve the application, subject to the conditions below.

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

- a) Section 106 Agreement relating to open space, affordable housing and habitat loss compensation;
- b) Schedule of conditions set out below; and
- c) That if the S106 Agreement is not signed within a reasonable period of time, authority is given to refuse this planning application.

#### Conditions

1. Standard 3 year permission;
2. Condition specifying approved plans;
3. Existing and proposed site levels;
4. External materials and surface materials;

5. Boundary treatment details;
6. Site investigation, remediation and mitigation;
7. Any unidentified contamination;
8. Affordable housing plan;
9. Tree protection and arb method statement;
10. Woodland and management plan for minimum 30 years;
11. Site waste management plan;
12. Site bin storage, servicing plan and tracking;
13. Details of noise mitigation measures;
14. Hours of construction;
15. Recreational pressure home leaflet;
16. Ecology lighting scheme for bats;
17. Bird and bat boxes;
18. Breeding birds;
19. RAMs/CEMP/agreement of ecological enhancement features;
20. Drainage strategy;
21. Drainage verification;
22. Pedestrian and cycle links;
23. Palacefields crossing points (Grampian);
24. Scheme of speed calming measures;
25. Cycle parking;
26. Vehicle access and parking constructed prior to commencement of use;
27. Details and implementation of measures for low carbon and renewable energy proposals; and
28. Removal of permitted development rights.

*Meeting ended at 6.55 p.m.*

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**DEVELOPMENT MANAGEMENT COMMITTEE**

*At a meeting of the Development Management Committee on Monday, 20 May 2024 at Civic Suite, Town Hall, Runcorn*

Present: Councillors S. Hill (Chair), Leck (Vice-Chair), Carlin, C. Loftus, Philbin, Polhill, Thompson and Woolfall

Apologies for Absence: Councillors Bevan, Davidson and C. Plumpton Walsh

Absence declared on Council business: None

Officers present: T. Gibbs, A. Plant, A. Evans, G. Henry and L. Crampton, J. Farmer, A. Blackburn, A. Strickland, G. Ferguson and K. Butler

Also in attendance: Councillors Ratcliffe, N. Plumpton-Walsh, T. McInerney and Lowe, 50 members of the public and 1 member of the press.

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

	<i>Action</i>
DEV50 MINUTES	
<p>The Minutes of the meeting held on 8 April 2024, having been circulated, were taken as read and signed as a correct record.</p>	
DEV51 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>	
<p><i>Councillors Carlin and Rowe had both previously submitted their objections and therefore did not take part in any debate or vote on the on the following item.</i></p>	
DEV52 22/00569/OUT OUTLINE PLANNING APPLICATION (WITH ALL MATTERS RESERVED FOR FUTURE CONSIDERATION) FOR: I. UP TO 545 RESIDENTIAL UNITS INCLUDING DWELLINGHOUSES (USE CLASS C3) AND SENIOR LIVING AND EXTRA CARE (USE CLASS C2) WITH ANCILLARY CAR AND CYCLE PARKING; II.	

ANCILLARY FLOORSPACE FOR FLEXIBLE E USE CLASSES (INCLUDING OFFICE, CONFERENCE CENTRE, RETAIL, LEISURE [INCLUDING FOOD AND BEVERAGE]), F2 USE CLASSES (INCLUDING MEETING PLACES FOR THE LOCAL COMMUNITY), AND A HOTEL (USE CLASS C1); III. SUI GENERIS USE CLASSES INCLUDING STEAM SPACES, A DRINKING ESTABLISHMENT AND A VERTICAL FARM; IV. PRINCIPLE OF HIGHWAYS ACCESS AND SERVICING ARRANGEMENTS; AND INFRASTRUCTURE PROVISION, INCLUSIVE OF A NEW LIVING MACHINE (EMERGING WASTEWATER TREATMENT TECHNOLOGY), AND ALL OTHER ASSOCIATED WORKS INCLUDING RE-CONFIGURATION OF EXISTING BUILDING ON SITE, LANDSCAPING, PUBLIC REALM, AND BIODIVERSITY IMPROVEMENTS AT HEATH BUSINESS AND TEC, AT HEATH BUSINESS AND TECHNICAL PARK AND LAND NORTH OF HEATH ROAD SOUTH

The consultation procedure undertaken was outlined in the report together with background information in respect of the site. Members were updated on the latest correspondence from the Health & Safety Executive (HSE) and Inovyn.

The Committee was addressed by Mr Morris, who opposed the application. He argued the following, *inter alia*:

- Suggested that the application was inconsistent, confusing, non-compliant to several Council policies and bias towards the applicant;
- Suggested that public concerns had been ignored;
- The proposals were removed from the Local Plan by the Planning Inspectorate as they stated there was significant risk to human life; and
- Urged the Committee to reject the application.

The Committee was addressed by Councillor Ratcliffe, Ward Councillor for Beechwood and Heath who spoke on behalf of residents. She stated the following *inter alia*:

- Residents found out about the proposals in October 2021 but there was no formal public consultation and many communications to SOG Ltd have not been responded to;
- In December 2021, trees were cut down by SOG Ltd and in October 2022, they cut down protected trees without permission. Hedges were also cut down during nesting season;

- In November 2022, Ward Councillors were invited to meet with SOG Ltd, however, they did not provide any documentation prior to the meeting;
- If the application was approved, the plans would change the area forever and not for the good;
- The proposal is to build 545 properties in an area half the size of Beechwood;
- There is no mention of how new residents of the area would be supported by schools, doctors etc.;
- Article 8 and the First Protocol of the European Convention of Human Rights states that people should be able to enjoy peaceful enjoyment of their property;
- The HSE raised concerns over proximity of a COMAH site;
- SDP planning is inconsistent with planning policy;
- Requested the Committee to reject the application on a point of law;
- Urged the Committee to request a re-submission of definite plans, not one that could be changed once approved; and
- Acknowledged that a call-in could be made within 21 days.

The Committee was also addressed by Councillor N. Plumpton-Walsh , Ward Councillor for Mersey and Weston, who spoke on behalf of residents. He stated the following *inter alia*:

- He requested a meeting with SOG Ltd on two occasions and was refused both times;
- Referred to concerns regarding the COMAH site and referenced the Planning Inspectorate report from 2022;
- Expressed concerns regarding the sewage plant and road infrastructure; and
- Urged the Committee to reject the application.

On behalf of the applicant, Councillor T. McInerney read out a letter of support from Professor Rachel Cooper, Lancaster University, in support of the application.

Also on behalf of the applicant, Mr. Teague read out a statement in support of the application.

Committee Members acknowledged the concerns of the residents that it was an emotive application. Members were disappointed that the HSE had continued to express concerns late in the process rather than providing all of the

information upfront as per the planning process. The Chair of the Committee had arranged a site visit for Committee Members which they stated was useful. Councillor Thompson stated the two main issues were loss of green space and the approach of the HSE. It was implied that the HSE model was 30 years old and out of date compared to the COMAH site. Councillor Thompson also mentioned that the sustainability of the site depended on this development.

Officers advised the Committee to weigh the elements of non-compliance with the Development Plan against the benefits of the proposals of the scheme. Members gave significant weight to the advice of the HSE and their public safety concerns and gave it the most careful consideration.

After consideration of the application, updates and comments made by the speakers, the proposal was moved and seconded and the Committee voted to approve the application. It was noted that the Committee requested that any future submissions in relation to reserved matters be brought before the Committee.

**RESOLVED:** That the application be approved, subject to referral to the Health and Safety Executive, and subject to the following:

a) Section 106 Agreement as set out below:

1. Highway phasing plan;
2. Cycle route improvements;
3. Crossing improvements;
4. Bus infrastructure improvements;
5. Enhanced bus service provision;
6. Moughland Lane / Heath Road South / Clifton Road signalised junction improvements;
7. Recreational pressure mitigation for Runcorn Hill;
8. Affordable housing provision;
9. Social value strategy for the training and recruitment of local people.

b) Schedule of conditions set out below:

1. Time limit – outline permission;
2. Submission of reserved matters;
3. Development parameters;
4. Submission and implementation of a phasing plan;
5. Submission and implementation of a greenspace management plan;
6. Submission of a biodiversity net gain assessment



- (including updated metric);
7. Submission and implementation of full travel plans;
  8. Submission of a further traffic assessment at the reserved matters stage, should different transport scenarios from those assessed (commercial traffic entering the Heath Business and Technical Park site from the south and residential traffic from the north and no through route) be used along with supporting mitigations options offered where necessary;
  9. Submission and implementation of an air quality mitigation measures Scheme;
  10. Submission and implementation of a noise mitigation measures scheme;
  11. Submission of ground contamination – site investigation and remediation strategy and subsequent implementation and validation;
  12. Submission of strategy should unsuspected contamination be found;
  13. No infiltration of surface water to the ground without the demonstration of its suitability through an assessment;
  14. No piling unless it is demonstrated that there would be no unacceptable risk to groundwater;
  15. Implementation of breeding birds protection;
  16. Submission and implementation of an arboricultural method statement;
  17. Submission and implementation of a tree protection plan;
  18. Submission and implementation of a sustainable urban drainage scheme;
  19. Submission and implementation of a verification report for sustainable urban drainage scheme;
  20. Submission and implementation of wetland infiltration system management scheme;
  21. Submission and implementation of a construction environmental management plan;
  22. Restriction of hours of construction;
  23. Submission and implementation of reasonable avoidance measures – reptiles;
  24. Submission and implementation of reasonable avoidance measures – badger and hedgehog
  25. Submission and implementation of a lighting scheme to protect ecology;
  26. Submission and implementation of a landscape and ecological / habitat management plan;
  27. Submission and implementation of a bat mitigation and compensation scheme;
  28. Submission of a copy of a licence / registration

- issued by Natural England in respect of bats;
29. Submission of a copy of the district level licence issued by Natural England, in respect of Great Crested Newts;
  30. Submission and implementation of a site waste management plan;
  31. Submission and implementation of a waste storage and collection plan;
  32. Submission and implementation of a local carbon development scheme;
  33. Submission of a building record to Level 2 as set out in Historic England Guidance – Understanding Historic Buildings; and
  34. Submission and implementation of a health management plan.

- c) That, if the S106 Agreement is not signed within a reasonable period of time, authority be given to the Operational Director – Policy, Planning and Transportation, to refuse this planning application.

DEV53 23/00187/WST PROPOSED ERECTION OF A BUILDING FOR ANCILLARY STORAGE (PARTIALLY RETROSPECTIVE) VEOLIA ES UK LTD (FORMER J BRYAN (VICTORIA) LTD), PICKERINGS ROAD, WIDNES

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

The application sought permission to erect a building for ancillary storage (partially retrospective) as the steel frame of the building was erected following the grant permission 18/00285/WST. However, the planning permission was subsequently overturned and dismissed at a planning appeal, construction works ceased and the building frame remained in situ. The land and buildings remain within the extant use and the applicant proposed completion of the building to allow its use for storage of materials and equipment in connection with the occupier's operations.

There would be no intention for the building to be used for the storage or processing of any 'waste' materials and the applicant stated that they would be comfortable with the imposition of a planning condition preventing the use of the building for the processing or transfer of waste. Furthermore, the applicant stated their intention to surrender the Environmental Permit for the site, but that would remain outside the control of the planning system.

The Committee considered the above and voted to approve the application.

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

1. Standard 3 year timescale for commencement of development;
2. Specifying approved and amended plans;
3. Materials condition(s) requiring building external finishing materials to be carried out as approved by 19/00094/COND;
4. Condition relating to contamination/unexpected contamination;
5. Implementation of a scheme of bat and bird boxes in accordance with details to be submitted and approved;
6. Restricting use of the building to storage of plant and machinery and at no time to be used for the deposit, handling or sorting of waste; and
7. Restricting hours of construction.

DEV54 23/00272/FUL ERECTION OF A 5,615 SQM (60,439 SQ FT) GEA [5,550 SQM (59,739 SQFT) GIA] CLASS B8 UNIT WITH ANCILLARY OFFICES AND ASSOCIATED PARKING, SERVICING SPACE AND HARD AND SOFT LANDSCAPING (INCLUDING MEANS OF ENCLOSURE AND SECURITY LIGHTING) ON LAND TO THE WEST OF SHELL GREEN, WIDNES, WA8 0GW

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

Members were advised to disregard paragraph 6.1.1 and the typing error in section 7 which read "residential", should have read "employment". It was confirmed that the Clear Drainage Strategy had been identified and the only outstanding consultation was from MEAS. The Bat and Birds Survey would be available in the next 4 weeks.

The Committee was addressed by Mr. Gee who spoke on behalf of the applicant in favour of the application.

Members of the Committee sought some reassurance about traffic movement. Officers confirmed that the use class would be sufficient and parameters had been set in the application. There would be no impediment to the highway/entry access off Bennetts Lane.

After consideration of the application, updates and comments made by the speakers, the proposal was moved and seconded and the Committee voted to delegate authority to the Local Planning Authority.

RESOLVED: That the application be determined by the Local Planning Authority subject to:

- a) authority being delegated to the Operational Director – Planning, Policy and Transportation, to determine the application in consultation with the Chair or Vice Chair of the Committee, following the satisfactory resolution of the outstanding issues relating to MEAS;
- b) recommended conditions as follows, with any additional conditions recommended through the resolution of the MEAS comments to be added to the list below:

Conditions

1. Time Limit;
2. Plans;
3. Materials to be implemented as detailed on submission (Policy RD3 and GR1);
4. Submission of Existing and Proposed Site Levels (Policy GR1);
5. Tree Protection Measures – (Policy HE5);
6. No tree works between April and June (Policies CS(R)20 and HE1);
7. RAMS for reptiles and hedgehog (Policies CS(R)20 and HE1);
8. Full method statement for the removal of invasive species – Giant Hogweed;
9. Validation report confirming remediation treatment carried out in relation to invasive species – Giant Hogweed;
10. Submission of a Sustainable Urban Drainage Scheme – (Policies CS23 and HE9);
11. Verification of the Sustainable Urban Drainage Scheme – (Policies CS23 and HE9);
12. Sewage disposal (Policy HE9);
13. Energy efficiency (Policy CS(R)19);
14. BNG Metric 3.1 scheme, timetable and maintenance;
15. Waste Management Plan (WM8); and
16. MEAS – Potential conditions - lighting scheme, bird/bat boxes.

*Councillors Loftus and Thompson did not take part in any debate or vote on the following item as they had previously attended meetings with residents.*

DEV55 23/00368/FUL PROPOSED DEMOLITION OF SOME OF THE EXISTING BUILDINGS (INCLUDING 317 EXISTING DWELLINGS AND THE PALACE FIELDS COMMUNITY CENTRE), THE CLOSURE OF TWO EXISTING SUBWAYS, AND THE ERECTION OF 257 REPLACEMENT DWELLINGS, TOGETHER WITH ASSOCIATED NEW ROADS, FOOTWAYS AND CYCLEWAYS, NEW AND IMPROVED OPEN SPACE INCLUDING A NEW LINEAR PARK, HARD AND SOFT LANDSCAPING WORKS, AND OTHER ASSOCIATED INFRASTRUCTURE AND WORKS, AT LAND WITHIN, ADJACENT TO AND SURROUNDING THE UPLANDS AND PALACEFIELDS, RUNCORN

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

It was noted that there was a correction to the report on page 158 of the printed agenda at the second paragraph stated Policy CS(R)13 requires affordable housing to be delivered with a tenure split of 76% social rent and 24% intermediary. This should read, Policy CS(R)13 requires affordable housing to be delivered with a tenure split of 74% affordable or social rent and 26% intermediary.

Members were referred to the AB list which outlined clarifications and corrections that applied to the published report.

Two further matters were also reported:

- 1) MP Mike Amesbury had emailed the Council to set out concerns over the development and copies of the email were provided to Members of the Committee;
- 2) Two further objections had been received that set out the following additional points of note in addition to those submitted:
  - Impact on wildlife;
  - Loss of trees; and
  - Loss of privacy

The Committee was addressed by Mr. Davidson, who spoke on behalf of residents who opposed the application. He stated the following, *inter alia*:

- The properties on the estate were a mix of owned and rented, some of which had been adapted to suit the needs of those living in them;
- Demolition of the houses would cause dust, hazardous to residents;
- Wildlife would be affected;
- The proposals was impacting on the mental health of residents;
- The Community Centre was the heart of the community; and
- The loss of the green space would mean the nearest park would be 1.1 miles away – a 23 minute walk.

The Committee was addressed by Councillor A. Lowe who read out a statement on behalf of MP Mike Amesbury and this outlined his concerns of the application.

The Committee was addressed by Miss. Long, who read out a statement on behalf of the applicant in support of the application.

Committee Members acknowledged the concerns of residents with regards to any proposed Compulsory Purchase Order (CPO), however this was not a valid reason in planning terms to refuse the application that was under consideration by the Committee. Members also referred to the proposals set out by Riverside to help residents and the investment that would benefit the area economically.

It was noted that if the planning application was granted, any CPO process would be an entirely separate procedure, which would require a compelling case in the public interest to be made out before any CPO was confirmed by the Secretary of State, and the process would allow for relevant objections to be made. The process was outlined by the Legal Adviser.

After consideration of the application, updates and comments made by the speakers, the proposal was moved and seconded and the Committee voted to approve the application.

**RESOLVED:** That the application be approved subject to the schedule of conditions set out in the Officer report and update list.

**APPOINTMENTS COMMITTEE**

*At a meeting of the Appointments Committee held on Wednesday, 15 May 2024 at the Halton Stadium, Widnes*

Present: Councillors Wharton (Chair), McDermott, Nelson, Ratcliffe and Thompson

Apologies for Absence: None

Absence declared on Council business: None

Officers present: S. Young, G. Haining, H. Hamlett and W. Rourke

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

	<i>Action</i>
<p>APC9 MINUTES</p> <p>The minutes of the meeting held on 11 October 2023, having been printed and circulated, were taken as read and agreed as a correct record.</p>	
<p>APC10 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985</p> <p>The Board considered:</p> <ol style="list-style-type: none"> <li>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</li> <li>2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public</li> </ol>	

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.

APC11 APPOINTMENT OF OPERATIONAL DIRECTOR -  
COMMUNITY AND GREENSPACE

Following a long-listing recruitment process and the drawing up of a shortlist, the Committee considered candidates for the post of Director, Community & Greenspace.

RESOLVED: That Nicola Goodwin be appointed to the post of Director, Community & Greenspace.

*Meeting ended at 12.51 p.m.*



**TAXI LICENSING SUB COMMITTEE**

*At a meeting of the Taxi Licensing Sub Committee on Thursday, 7 March 2024 in the Boardroom - Municipal Building, Widnes*

Present: Councillors Wallace (Chair), Dourley and Wainwright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: K. Hesketh, E. Wilson-Lagan, W. Pringle and K. Thompson (Observer)

Also in attendance: None

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

	<i>Action</i>
<p>EXB26 MINUTES FROM THE LAST MEETING</p> <p>The minutes of the meeting held on the 4 December 2023 having been circulated, were signed as a correct record.</p>	
<p>EXB27 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985</p> <p>The Committee considered:</p> <ol style="list-style-type: none"> <li>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</li> <li>2) whether the disclosure of information was in the public interest, whether any relevant exemptions were</li> </ol>	

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.

EXB28 TAXI LICENSING MATTER

Case 775

That the application to renew a Single Status Driver's Licence be refused.

*Meeting ended at 11.09 a.m.*

**REGULATORY SUB COMMITTEE**

*At a meeting of the Regulatory Sub-Committee on Monday, 22 April 2024 at the Town Hall, Runcorn*

Present: Councillors Wallace (Chair), Fry and K. Loftus

Apologies for Absence: None

Absence declared on Council business: None

Officers Present: K. Hesketh (Licensing Manager) and A. Strickland (Legal Advisor)

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

	<i>Action</i>
<p>EXB6 MINUTES FROM THE LAST MEETING</p> <p>The minutes of the meeting held on 22 November 2023, having been circulated were signed as a correct record.</p>	
<p>EXB7 APPLICATION FOR A PREMISES LICENCE - ESPOSITOS, HIGHLANDS ROAD, RUNCORN, WA7 4PT</p> <p>The Committee met to consider an application which has been made under Section 17 of the Licensing Act 2003 to grant the above premises licence. The hearing was held in accordance with the Licensing Act 2003 and Licensing Act 2003 (Hearings) Regulations 2005.</p> <p style="text-align: center;"><b>PREAMBLE</b></p> <p>A meeting of the Regulatory Sub-Committee (acting as Licensing Committee under the Licensing Act 2003) of Halton Borough Council, was held at Runcorn Town Hall on Monday 22 April 2024 commencing at 3.30pm.</p> <p>The meeting was held to hear an application made under section 17 of the Licensing Act 2003 for the grant of a Premises Licence for Espositos Deli Limited, Runcorn. The application was amended twice prior to the hearing. Once to</p>	

reduce proposed hours of operation and a second time following discussions between the Applicant and Cheshire Police (following which the Applicant and Police had reached agreement on conditions). Following the reduction in hours, three objectors withdrew their objection, leaving just two relevant objections from local residents – namely Janet Waine and Mrs Broady. It was this amended application that was determined.

In attendance were:-

1. Members of the Regulatory Sub-Committee comprising Cllr Pamela Wallace (Chair), Cllr Mike Fry and Cllr Kath Loftus (the Sub-Committee')
2. Danny and Lisa Esposito (the Applicant)
3. Mrs Broady (the Objector)
4. Kim Hesketh (Licensing Manager)
5. Alex Strickland (Legal Adviser)

Janet Waine, who had made relevant representations did not attend, but the Sub-Committee took account of her written representation and was content to proceed in her absence.

After the Chair of the Sub-Committee had introduced the parties, the Legal Adviser, outlined the procedure to be followed. The Licensing Manager presented the Licensing Report with appendices including Location Plan (Appendix A), Application (Appendix B), Original objection from Cheshire Police (Appendix C), Remaining Objections (Appendix D) and extracts from policy and guidance (Appendix E) - setting out the nature of the application and the relevant representations that had been made. The Sub-Committee was advised that two relevant representations remained, with three having been withdrawn prior to the hearing. The Sub-Committee did not have regard to any representations that were withdrawn.

**1. Details of the application (as amended before the hearing)**

The application as amended following agreement with the Police is for the following:- the grant of a Premises Licence as follows:-

Supply of Alcohol (off premises)

Monday to Sunday 11.00 to 17:00

Hours open to the public

Monday to Sunday 09.00 to 17:00

Operating Schedule – the conditions as set out in the Operating Schedule to the Application dated 28/2/2024, (set out in Appendix B to the Licensing Report), mandatory conditions under the Licensing Act 2003 and additional conditions agreed between the applicant and Cheshire Police (leading to the withdrawal of objections originally set out at Appendix C to the Licensing Report) as follows:-

- *To protect the cafe/deli nature of the venue as proposed in the application and to prevent it from becoming a vertical drinking establishment:*
- *Alcohol will only served to customers who are seated in the inside or outside area that falls within the parameters of the premises licence.*
- *The Licensee shall ensure that no drinks shall be sold by staff service or otherwise to be consumed in the 'outside area' of the premises other than in a container made from non-splintering plastic, paper, shatterproof glass, polycarbonate, toughened, laminated or a similar standard of safety glass.*
- *No glass bottles to be permitted in the outside area, drinks must be decanted into an appropriate drinking vessel.*
- *Staff members will conduct regular walkthroughs to monitor all areas to ensure that no problems arise.*
- *Staff will regularly remove bottles, glasses and remove any breakages immediately to reduce risk of injury.*
- *Unaccompanied children will only be permitted to purchase non-alcoholic beverages, snacks or ice-cream to take away from the premises.*
- *Any children using the seating area inside or outside that falls within the parameters of the premises licence must be accompanied by an appropriate adult and they must be supervised at all times.*

## **2. The Hearing**

The Applicant and the Objector were allowed a maximum of 20 minutes each to present their case.

Mr Danny Esposito (Applicant) confirmed that the proposed alcohol offering was to be supplementary to the general café business, making clear it was regarded as a 'small addition', so that customers could enjoy a 'pizza slice with a drink in the sun' and that there was no intention to turn the premises into 'a bar where people stay for hours'. Mr Esposito made clear that the business environment had been 'really tough' since COVID with lots of operators

finding the market difficult. The proposal here was seen as a chance to make up some revenue. It was claimed that there was lots of support from customers. The Applicant made clear that he was a responsible operator and that he ran other sites in the Liverpool City Region. These sites are now linked to a security firm which can be on the site in 15 minutes in case of any anti-social behaviour difficulties. Mr Esposito has a business history of 25 years within the Borough of Halton and he made the point that the supply of alcohol would be a trial operation to see if it worked. He referred to another premises in the area (Bakehouse) and indicated there were no problems with the licence that operated there. They undertook to engage a security company (which they used at another outlet and have not yet had to call upon) and indicated deliveries would only take place on Tuesday and Friday. Challenge 25 would be operated, the amount of alcohol on site would be small and would be stored safely. If there were difficulties with customers, they would be asked to leave. Mr Esposito made clear he understood the need to clear the premises by 5pm and therefore would be open to an additional condition to restrict alcohol sales from 4.30pm to allow for drinking up time prior to the premises being cleared by 5pm.

Mrs Broady (Objector) made clear that she was there in support of the written representations (Appendix D in the Licensing Report) of herself and Janet Waine, her only concern was the protection of children. She accepted that Mr Esposito ran a good business and was a responsible operator, but her concerns were when alcohol was introduced into a scenario and 'everyone was in party mood'. This could make it difficult to 'keep an eye' on children, and a potential danger that fake ID could be used. Mrs Broady made clear that often the premises were busy and it was not fair to put staff under more pressure that alcohol sales would bring.

Mrs Broady summed up her concerns were for the safety of children, about how conditions could be enforced when staff were under pressure and about the need to maintain staff welfare.

The Applicant summed up making clear that he wanted to continue to run a responsible operation and that if he thought that alcohol sales was preventing that he would stop them.

The Sub-Committee asked questions for clarification of Mr Esposito and he offered an extra condition to govern drinking up time from 4.30pm. He also underlined the point

(which was contained in the Application) that if the alcohol sales were giving rise to problems that were undermining his good business reputation that he would not continue it.

Mrs Broady acknowledged that Mr Esposito had answered some of her concerns and had engaged in a positive way with the issues she had raised, both in writing and during the hearing.

### **3. The Determination**

The Sub-Committee resolved on a unanimous basis to grant the application (as amended) subject to the hours set out below, the additional conditions agreed with the Police as detailed in section 2 above and the conditions in the Operating Schedule (and any mandatory conditions under the Licensing Act 2003).

#### Supply of Alcohol (off premises)

Monday to Sunday 11:00 to 17:00

#### Hours open to the public

Monday to Sunday 09:00 to 17:00

PLUS – an additional condition to be placed on the Operating Schedule to state that last alcohol sales shall take place at 4.30pm to allow 30 minutes drinking up time before the premises close.

### **4. Specific reasons for the determination**

In making its determination, the sub-committee had regard to the licensing objectives, the statutory guidance and Halton Council's own Statement of Licensing Policy.

The Sub-Committee found that: -

1. The Applicant had improved the prospects of being granted a licence by reducing substantially the hours from what was originally applied for, so that all alcohol sales would stop by the evening.
2. The Applicant was an experienced operator with several sites and a history of positive trading within the Borough of Halton, who had expressed a wish to run a responsible operation fully in line with the promotion of the licencing objectives.
3. As set out in the statutory guidance, the Sub-Committee looks to the Police as the main source of advice on crime and disorder. Significantly, the Police have removed their original objections (at Appendix C

of the Licensing Report) having reached an agreement on the amended hours of opening and agreed conditions of operation covering a range of issues from CCTV to Challenge 25 and measures to protect Children.

4. The Sub-Committee gave substantial weight to the offering of the extra condition to allow 30 minutes drinking up time from the last alcohol sales at 4.30pm, taking some comfort that this will mean that as all alcohol sales are completed by early evening, there is less chance of anti-social behaviour undermining the crime and disorder licensing objective.
5. The Sub-Committee noted that the concerns expressed by Mrs Broady were important and a genuine expression of concern to uphold the important Licensing objective which is designed to protect children from harm. The Sub-Committee also made clear that such concerns were very important to them, being an expression of community-minded concern and noting that the Council took the issue of protecting children seriously. On balance though, this had to be weighed against the specifics of this application, and mindful of the court decision in Daniel Thwaites Plc v Wirral Borough Council, the Sub-Committee was not minded to impose additional regulation/conditions unless there were specific circumstances that warranted it. Although the two objections raised valid issues generally, the Sub-Committee were not convinced they were sufficient to impose additional conditions in this case. The Chair directed the Legal Adviser to relay the thanks of the Sub-Committee to Mrs Broady (and fellow objector, Janet Waine, who lodged the written objection) for raising such important issues and the Sub-Committee were grateful for the co-operative spirit that was present between all parties.
6. On balance, it therefore finds that application does not undermine the licensing objectives.

The Sub-Committee recommended that the premises and residents engage in dialogue should there be any concerns in future. Those present were also reminded that in the event that the proposed operation of the premises does lead to problems, residents are strongly advised to report matters to the Police and Environmental Health, where appropriate.

It was also noted that there are powers to deal with



premises if a licence leads to the licensing objectives being undermined. Options included reports to Environmental Health in relation to statutory noise nuisance, if reported and the possibility of a formal review of the Premises Licence should that be necessary. The Sub-Committee hoped that this brings some reassurance to the residents and the Sub-Committee made clear they wished the Applicant continued success in their business venture.

**5. Time that the determination shall take effect**

Forthwith

*Meeting ended at 4.35 p.m.*

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**REGULATORY SUB COMMITTEE**

*At a meeting of the Regulatory Sub Committee on Friday, 26 April 2024 at The Board Room - Municipal Building, Widnes*

Present: Councillors Wallace (Chair) and Fry

Apologies for Absence: Councillor Loftus

Absence declared on Council business: None

Officers Present: Kim Hesketh (Licensing Manager) and Alex Strickland (Legal Advisor)

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

EXB8 APPLICATION FOR A PREMISES LICENCE - 182 LIVERPOOL ROAD, WIDNES, WA8 7JB *Action*

The Committee met to consider an application which has been made under Section 17 of the Licensing Act 2003 to grant the above premises licence. The hearing was held in accordance with the Licensing Act 2003 and Licensing Act 2003 (Hearings) Regulations 2005.

**PREAMBLE**

A meeting of the Regulatory Sub-Committee (acting as Licensing Committee under the Licensing Act 2003) of Halton Borough Council was held at Municipal Building, Widnes on Friday 26th April 2024 commencing at 1.30pm.

The meeting was held to hear an application made under section 17 of the Licensing Act 2003 for the grant of a Premises Licence for a new convenience store at 182 Liverpool Road, Widnes. The application was amended prior to the hearing with the closing hour (both for premises opening and supply of alcohol) being amended to 11pm from midnight. It was confirmed during the hearing that the original request for the Late-Night Refreshment Licence (between 11pm and midnight) was being withdrawn. The hours requested for Sunday (both for premises opening and

supply of alcohol) were to be amended to start at 7am (rather than 6am) and finish at 10pm. It was this amended application that was determined by the Sub-Committee.

In attendance were:-

1. Members of the Regulatory Sub-Committee comprising Cllr Wallace (Chair), and Cllr Fry ('the Sub-Committee')
2. Mr. Rushton of JL Licensing representing the Applicant - namely Santha Kumar Nagarajah of SSAAT Limited ('the Applicant')
3. Councillor Wall speaking on behalf of local residents in support of the case put by the objectors (Ward Member)
4. Mrs. Deaves (the Objector)
5. Kim Hesketh (Licensing Manager)
6. Alex Strickland (Legal Adviser)

Councillor Kath Loftus who was scheduled to attend the Sub-Committee was absent and the Sub-Committee resolved at the outset to continue to hear the matter. The written submissions of the 17 objectors who had made relevant representations were considered by the Sub-Committee. Only one of those objectors, Mrs. Deaves, attended the meeting, accompanied by the Ward Member who addressed the Sub Committee on behalf of local residents in support of the case advanced by the objectors (including Mrs. Deaves).

After the Chair of the Sub Committee had introduced the parties, the Legal Adviser outlined the procedure to be followed. The Licensing Manager presented the Licensing Report with appendices including Location Plan (Appendix A), the schedule of Licensed Premises in the local area (Appendix B), the Application (Appendix C), objections from 17 local residents (Appendix D) and extracts from policy and guidance (Appendix E) - setting out the nature of the application and the relevant representations that had been made, noting that there had been no representation from Cheshire Police in respect of the prevention of crime and disorder statutory licensing objective (or otherwise). The Sub-Committee noted that no relevant representations on behalf of 17 objectors had been withdrawn in advance of the hearing.

## **1. Details of the application (as amended before and during the hearing)**

The application as amended is for the grant of a Premises Licence as follows:-

Supply of Alcohol (off premises)

Monday to Saturday	06.00 to 23:00
Sunday	07.00 to 22.00

Hours open to the public

Monday to Sunday	06.00 to 23.00
Sunday	07.00 to 22.00

Operating Schedule – the conditions as set out in the Operating Schedule to the Application dated 2/3/2024, (set out in Appendix C to the Licensing Report) (amended as above to reflect a change in hours and withdrawal of the application for the Late-Night Refreshment element of the licence that formed part of the original application) together with mandatory conditions under the Licensing Act 2003.

## **2. The Hearing**

The Applicant and the Objector were allowed a maximum of 20 minutes each to present their case.

Mr. Rushton for the Applicant made clear the proposal was to establish a new convenience store under the 'Go Local' branding. Alcohol sales would cover just around 10-12% of retail sales. Alcohol would be stored away from the shop entrance. The Applicant had taken out a 15 year lease on the premises so there was a long term commitment and the Applicant who held a Business degree and was a Personal Licence holder, had also who run premises in Bolton, Birkenhead and Liverpool without any issues. The Applicant was presented as a responsible operator with substantial customer service experience. Mr. Rushton made clear the premises would open anyway and the only issue here was the supply of alcohol. Referring to the operating schedule, it was noted that CCTV would cover inside and outside of the premises, that the Challenge 25 scheme would operate and that there would be regular staff training which Mr. Rushton himself would provide. Notwithstanding that regular litter picks would not extend much beyond the immediate exterior of the premises, the Applicant's representative emphasised the desire of the Applicant to be a good neighbour. There was no objection from Cheshire Police on crime and disorder (or other) grounds and whilst

understandable, the representations from the objectors were not based on evidence because this was a new business that had not yet started operating. On parking, it was noted this has a separate enforcement regime, but staff would be urged to act in a responsible manner. The Applicant offered to reduce Sunday hours from 7am to 10pm (and noted the Late-Night Refreshment element had been withdrawn).

Councillor Wall raised the issue of litter picking and sought clarification on the extent of the commitment in respect of this. (It was confirmed it would only extend to the immediate exterior of the premises). Parking was also raised as an issue (and the response from the Applicant was that they would do what they could to encourage staff to act responsibly on the parking issue). Councillor Wall raised lighting as an issue (the Applicant assured the Committee they would maintain that at the appropriate level and would turn down any lighting that was problematic and ensure it only operates in accordance with any relevant consent). The Sub-Committee sought assurance from the Applicant that there would be no entry doorbell chimes that would cause nuisance to the neighbouring occupier. (Such assurance was provided on behalf of the Applicant).

Cllr Wall addressed the Sub-Committee and noted that Sarah Deaves (Objector who was present) had two children (one aged 4 and one aged 15, the latter suffering from ADHD). In this context Cllr Wall drew the attention of the Sub-Committee to academic research from USA which underlined the importance of avoiding sleep deprivation for children - noting the impact it can have on education and wellbeing. Referencing the statutory licensing objective to protect children from harm (referring to the statutory guidance) she asked if the licence was granted then it should be for reduced hours (namely 7am-9pm).

Ms. Deaves related that she lived next door, had an adjoining wall with the Premises and her husband was up early for work (working shifts) and that she worked at Liverpool Hospital, often working from home and was concerned her peace (needed for works Teams meetings) would be disturbed by the proposals.

The Sub-Committee enquired whether the Applicant would wish to review the proposed hours (and make a further concession) in light of the particular representations made on sleep deprivation by Cllr Wall. The Chair adjourned the meeting for 10 minutes to allow Mr. Rushton to take instructions from the Applicant. Upon returning, the proposal from the Applicant remained unchanged.

Cllr Wall concluded that the protection of children objective was important and that the two children living next door should not be expected to suffer. Mrs. Deaves enquired from the Committee as the extent of evidence required for any premises licence review (which was confirmed by the Legal Adviser through the Chair).

The Applicant summed up that the proposals would bring a new convenience store and that the only point at issue was the hours for supply of alcohol. It was underlined that the late-night refreshment element had been withdrawn, Sunday hours had been reduced and there was no objection from Cheshire Police.

### **3. The Determination**

The Sub Committee resolved to grant the (amended) application for the Premises Licence on the terms set out below: -

Supply of Alcohol (off premises)

Monday to Saturday	06.00 to 23:00
Sunday	07.00 to 22.00

Hours open to the public

Monday to Sunday	06.00 to 23.00
Sunday	07.00 to 22.00

Operating Schedule – the conditions as set out in the Operating Schedule to the Application dated 2/3/2024, (set out in Appendix C to the Licensing Report) (amended as above to reflect a change in hours and withdrawal of the application for the Late-Night Refreshment element of the licence that formed part of the original application) together with mandatory conditions under the Licensing Act 2003.

### **4. Specific reasons for the determination**

In making its determination, the Sub-Committee had regard to the licensing objectives, the statutory guidance and Halton Council's own Statement of Licensing Policy.

The Sub Committee found that: -

1. The Applicant had improved the prospects of the licence being granted by withdrawing the late night refreshment element of the application and by

reducing the hours (for both premises opening and supply of alcohol) on Sunday.

2. The Sub-Committee was encouraged by and gave particular weight to the fact that the Applicant was an experienced operator, having run several convenience stores across the north-west without significant problems arising. The Sub-Committee was encouraged that the Applicant had made a substantial investment in the Premises by acquisition of a long lease and accepted that there was a desire to operate in accordance with the promotion of the statutory licencing objectives.
3. The Applicant assured the Sub-Committee that he wanted and intended to be a good neighbour within his community and the members gave substantial weight to this assurance.
4. As set out in the statutory guidance, the Sub-Committee looks to Cheshire Police as the main source of advice on crime and disorder. They did not make any representations.
5. The objectors (and the Ward Member) raised the issue of the statutory objective to protect children from harm. The Sub-Committee took account of the matters raised but was satisfied that a range of conditions within the operating schedule covering issues from CCTV to Challenge 25 were sufficient to deal with these matters on the evidence provided.
6. Notwithstanding legitimate concerns around the statutory licensing objectives – (namely potential anti-social behaviour, nuisance and protection of children from harm), that were raised by the objectors and underlined by the Ward Member, on balance this had to be weighed against the specifics of this application, in light of the fact that this was a new business which had yet to commence operating. The Sub-Committee noted the court decision in Daniel Thwaites Plc v Wirral Borough Council, and accordingly was not minded to impose additional regulation/conditions in this case.
7. On balance, it therefore finds that application does not undermine the licensing objectives.

The Sub-Committee recommends that the premises and residents engage in dialogue should there be any concerns in future. Those present were also reminded that if the proposed operation of the premises does lead to problems, residents are strongly advised to report matters to the police and environmental health where appropriate.

It was also noted that there are powers to deal with



premises if a licence leads to the licensing objectives being undermined. Options included reports to environmental health in relation to statutory noise nuisance, if reported and the possibility of a formal review of the Premises Licence should that be necessary.

**5. Time that the determination shall take effect**

Forthwith

*Meeting ended at 3.50 p.m.*

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