

HALTON BOROUGH COUNCIL



*Municipal Building,
Kingsway,
Widnes.
WA8 7QF*

18 January 2022

**TO: MEMBERS OF THE HALTON
BOROUGH COUNCIL**

You are hereby summoned to attend a Special Meeting of the Halton Borough Council to be held in the Bridge Suite - Halton Stadium, Widnes on Wednesday, 26 January 2022 commencing at 6.30 p.m. for the purpose of considering and passing such resolution(s) as may be deemed necessary or desirable in respect of the matters mentioned in the Agenda.

A handwritten signature in black ink, appearing to read 'David W. R.', is positioned in the center of the page.

Chief Executive

-AGENDA-

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4.	TO CONSIDER THE RECOMMENDATION OF THE APPOINTMENTS COMMITTEE FOR THE APPOINTMENT TO THE POST OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE	9 - 12
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COUNCIL

At a meeting of the Council on Wednesday, 8 December 2021 in the Bridge Suite - Halton Stadium, Widnes

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

Apologies for Absence: Councillors J. Bradshaw, M. Bradshaw, Dyer, Goodall, C. Plumpton Walsh and N. Plumpton Walsh

Absence declared on Council business: None

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

Also in attendance: One member of the press

*Action***COU27 COUNCIL MINUTES**

The minutes of the meetings of Council held on 13 October 2021 were taken as read and signed as a correct record.

COU28 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:

- He reported that recent fundraising events, Town Hall Open Day and a Christmas bingo, had raised £1400 for the Mayor's Charities. He thanked everyone who had contributed to these events; and
- He announced that Halton's Planning Team had recently been awarded the Royal Town Planning Institute - Public Sector Planning Team of the Year Award. The Mayor read out the judges' comments and on behalf of Council, congratulated the whole Team on their tremendous achievement.

COU29 LEADER'S REPORT

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

- he congratulated Councillor Sharon Thornton on winning the Halton Castle Ward By-Election;
- Delivery and Allocations Local Plan (DALP) - this was an important document on the agenda for approval. It had recently been subject to external inspection and the inspectors had found the plan to be generally sound. This was a good position for the Council to be in as other local authorities had not passed that soundness test and had effectively been set back a stage. Assuming the Council approved the revised version of the DALP there would follow a further period of public consultation, with the aim of the Council signing off the final Plan at its meeting in March 2022;
- Also on the Council agenda were initial budget savings for 2022/23, totalling £1.783m. There was some way to go before the Council could confidently say that it had a balanced budget for next year. Crucial to that would be the details contained in the Local Government Finance Settlement;
- Appointment of new Chief Executive - the formal process of seeking a new Chief Executive had begun and he outlined the timeline for the recruitment process in place;
- Members' Remuneration Panel – he drew Members attention to the report on the Council agenda regarding the proposed arrangements for reviewing the members' allowance scheme. By law the Council was required to review the scheme every three years taking into account the views of an independent panel. The report explained the process and how Members would be able to submit their individual views to the Chief Executive who would bring those to the attention to the Panel or they could submit their views via their political group leaders; and
- Covid – there were changing circumstances with the new Omicron Covid variant and along with the Chief Executive, he would continue to provide specific briefings on Covid as new information emerged.

COU30 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 14 October 2021 and 18 November 2021.

RESOLVED: That the minutes be received.

COU31 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 6 October 2021.

RESOLVED: That the minutes be received.

COU32 QUESTIONS ASKED UNDER STANDING ORDER 8

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

COU33 DETERMINATION OF COUNCIL TAX BASE 2022/23 - KEY DECISION (MINUTE NO EXB44 REFERS)

The Council considered a report of the Operational Director, Finance, on the determination of the Council Tax Base for 2022/23.

In accordance with Standing Order 16 (3), a recorded vote was taken.

The following Members voted FOR the motion:

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

There were no votes against the motion.

There were no abstentions.

RESOLVED: That

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

Parishes as follows:

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

**COU34 INITIAL BUDGET PROPOSALS 2022/23 - KEY DECISION
(MINUTE NO EXB46 REFERS)**

The Executive Board had considered a report setting out a recommendation to Council in respect of the initial Budget proposals for 2022/23,

Councillor Dennett, Corporate Services Portfolio holder, thanked all Officers involved, for their support in producing this budget and wished to record his thanks to the Members of Executive Board, the Budget Working Group and the Chairs' of the Policy and Performance Boards for their contribution. In addition, he thanked the Leader for his help and support in delivering this budget.

In accordance with Standing Order 16 (3), a recorded vote was taken.

The following Members voted FOR the motion:-

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

There were no votes against the motion.

There were no abstentions.

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

COU35 2021/22 REVISED CAPITAL REVISIONS

Council was asked to consider the attached report.

RESOLVED: That the revisions to the Council's 2021/22 capital programme set out in paragraph 3.2 of the report, be approved.

COU36 PROCUREMENT OF EXTERNAL AUDIT SERVICES (MINUTE NO AGB18 REFERS)

Council was asked to consider the attached report:

RESOLVED: That Council be recommended to approve opting-in to the sector-led procurement by Public Sector Audit Appointments, for the provision of external audit services for the five years commencing 1 April 2023.

COU37 APPROVAL OF THE MAIN MODIFICATIONS AND MINOR AMENDMENTS TO THE DELIVERY AND ALLOCATIONS LOCAL PLAN, INCLUDING POLICIES MAP FOR A FORMAL PERIOD OF PUBLIC CONSULTATION PURSUANT TO THE TOWN & COUNTRY PLANNING (LOCAL PLANNING) (ENGLAND) REGULATIONS 2012 - KEY DECISION

Council was asked to consider the attached report.

RESOLVED: That Council be recommended to:

- 1) approve the modifications to be made to the Halton Delivery and Allocations Local Plan (APPENDIX A) for the purposes of a six week period of public consultation;
- 2) agree that further minor editorial amendments as required be made to the Halton Delivery and Allocations Local Plan by the Operational Director for Policy, Planning and Transportation in consultation with the Portfolio Holder and the Leader of the Council, before commencing the period of public consultation or adoption; and
- 3) assuming a favourable Inspector's Report, agree that the Halton Delivery and Allocations Local Plan be brought back before Council for formal adoption as part of the Development Plan for Halton following receipt of the Inspectors report.

COU38 GAMBLING ACT 2005 STATEMENT OF GAMBLING

POLICY

Council was asked to consider the attached report.

RESOLVED: That the Council:

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

COU39 ABSENCE OF ELECTED MEMBERS

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

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

COU40 ELECTORAL MATTERS

Council was asked to consider the attached report.

RESOLVED: That Council appoint Ian Leivesley to carry out the Electoral Registration Officer Functions for the registration of Parliamentary and Local Government Electors and the Returning Officer Functions for Parliamentary, Local, Parish, Combined Authority Mayoral, Police & Crime Commissioner Elections and Referenda under all relevant legislation and to act as the Proper Officer for all related functions and relevant legislation with immediate effect until a further decision of the Council.

COU41 MEMBERS ALLOWANCES REVIEW

Council was asked to consider the attached report.

RESOLVED: That

- 1) the report be noted; and

- 2) Council approves the process for the review of the Members Allowances Scheme set out.

COU42 MUNICIPAL BY-ELECTION RESULT - HALTON CASTLE WARD - 25 NOVEMBER 2021

Council be requested to:

- 1) note the attached Borough By-Election Result for the Halton Castle Ward on 25 November 2021; and
- 2) appoint Councillor Sharon Anne Thornton to the following Boards:
 - Urban Renewal Policy and Performance Board; and
 - Corporate Services Policy and Performance Board.

COU43 MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE AUDIT AND GOVERNANCE BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 13 October 2021:-

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

COU44 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 13 October 2021:-

- Development Management;
- Regulatory; and
- Appointments.

Meeting ended at 7.20 p.m.

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REPORT TO:	Council
DATE:	26 th January 2022
REPORTING OFFICER:	Operational Director – Policy, People, Performance & Efficiency
PORTFOLIO:	Leader's Portfolio
SUBJECT:	Recommendation of the Appointments Committee for the appointment to the post of Chief Executive and Head of Paid Service.
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

1.1 Following the announcement of the Council's incumbent Chief Executive to step down from the post on 31st March 2022, the Council advertised the Chief Executive vacancy in the open market at the end of November 2021. A full and thorough recruitment process has followed.

1.2 Within the Council's Constitution, Appendix 4, relating to the Powers and Duties of Committee's, it directs that the Appointments Committee is;

To deal with Appointments, Disciplinary Matters and Dismissals relating to the Head of Paid Service, Strategic Directors, Operational Directors, and the Operational Director (Legal and Democratic Services) as set out in the Officer Employment Procedure Rules and subject to the Standing Orders relating to Staff.

1.3 Within the Council's Constitution, Section 3(a) of the Officer Employment Procedure Rules, which form a part of the Standing Orders Relating to Staff, stipulates as follows;

The full Council will appoint the Head of Paid Service on recommendation from the Council's Appointments Committee

2.0 RECOMMENDED: That

1) the report be noted; and

2) Council considers the recommendation of the Appointments Committee and appoints the proposed candidate with effect from a date to be confirmed.

3.0 SUPPORTING INFORMATION

- 3.1 For ease of reading and the avoidance of doubt, the Chief Executive of Halton Borough is the Head of Paid Service. The term 'Head of Paid Services' is used within legislation, the Council's Constitution, Employment Terms and Conditions, and sector specific publications. Where used in this report, it should be taken to mean 'Chief Executive'
- 3.2 The vacancy closed on 20th December 2021. Following a review of applications for the post, the Appointments Committee determined a long-list of applicants to be invited to a recruitment Assessment Centre on 13th & 14th January 2022.
- 3.3 The Assessment Centre was delivered by the Council's HR Service in collaboration with North West Employers, consisting of a wide range of interviews and assessment activities across the two days to test and evaluate the skills, abilities and aptitude of the candidates.
- 3.4 On 17th January 2022, the Appointments Committee considered a comprehensive report on each candidate, clearly setting out the results of the assessments undertaken, along with a range of psychometric test results.
- 3.5 Following consideration of the candidate reports, the Appointments Committee determined a short-list of applicants to be invited to interview, at a meeting of the Appointments Committee, on 24th January 2022.
- 3.6 The meeting of the Appointments Committee on 24th January is intended to thoroughly assess the short-listed candidates and determine a preferred candidate to be recommended to Council for appointment to the role.

4.0 POLICY IMPLICATIONS

- 4.1 The process outlined in section 3 above is compliant with the Council's policy pertaining to the recruitment and appointment of a Chief Executive, as set out in the Council's Constitution.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The salary of the Chief Executive post (£156,000 to £168,000) has been market tested prior to the recruitment process. This is to continue to be covered by Council revenue budget.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 **Children and Young People in Halton**

The Chief Executive has overarching responsibility for the delivery of this priority on behalf of the Council.

6.2 Employment, Learning and Skills in Halton

The Chief Executive has overarching responsibility for the delivery of this priority on behalf of the Council.

6.3 A Healthy Halton

The Chief Executive has overarching responsibility for the delivery of this priority on behalf of the Council.

6.4 A Safer Halton

The Chief Executive has overarching responsibility for the delivery of this priority on behalf of the Council.

6.5 Halton's Urban Renewal

The Chief Executive has overarching responsibility for the delivery of this priority on behalf of the Council.

7.0 RISK ANALYSIS

7.1 The Chief Executive is the principle adviser to the political leadership of the Council, its Executive, and the elected Council as a whole. In addition, the post-holder is the key link to the Combined Authority, neighbouring Councils, regional Government agencies, central Government departments and Ministers. Within the organisation the Chief Executive has authority over all other employees of the council, sets organisational policy direction, and oversees the discharging of statutory responsibilities. It is by definition a necessary position in the Council's staffing structure.

7.2 The risk attached to not appointing a new Chief Executive would place the Council in a precarious position as it would be operating day to day on temporary arrangements. This cannot be sustained for a prolonged period as it would likely create uncertainty and instability in leadership, policy direction, and the Council's position amongst its key stakeholders.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 The Council's recruitment process is up to date and robust. The Chief Executive recruitment process has been a tailored variation of the Council's established recruitment procedure. That procedure has been subject to Equality Impact Assessment.

- 8.2 In attracting a range of applicants to the opportunity when it was advertised to the market-place, no candidate was treated less favourably than any other. Any adjustments to the process were offered to all candidates.
- 8.3 If a successful candidate requires any adjustments in order to perform the duties of the role, these will be considered and applied in accordance with Council policy and prevailing legislation.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

None under the meaning of the Act.