

To: Members of the Council

Date: 21 January 2011

Our Ref:

Your Ref:

Please contact: Steve Pearce

Contact Number: 0151 934 2046

Fax No: 0151 934 2034

e-mail:

steve.pearce@sefton.gov.uk

Dear Councillor

COUNCIL - THURSDAY 27TH JANUARY, 2011

I refer to the agenda for the above meeting and now enclose the following report(s) which were unavailable when the agenda was printed.

Agenda No.	Item
9.	Big Idea 5 - Transforming Sefton - Voluntary, Community and Faith Sector Review - Stage 1 Report of the Assistant Chief Executive
10.	Transformation Programme and Further Options Report of the Chief Executive

Yours sincerely,

M. CARNEY

Chief Executive

This page is intentionally left blank

Agenda Item 9

REPORT TO: Cabinet
Council

DATE: 27th January 2011
27th January 2011

SUBJECT: Big Idea 5 – Transforming Sefton – Voluntary, Community, and Faith Sector Review – Stage 1

WARDS AFFECTED: All

REPORT OF: Samantha Tunney, Assistant Chief Executive
0151 934 2174 / 2721

CONTACT OFFICER: Sue Holden, Head of Corporate Improvement, x4722
Roger Robinson, Research & Information Manager – Adult Social Care, x3429
Ian Willman, Area Performance Coordinator, x2015

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To consider the initial outcomes of the review of the Voluntary, Community and Faith sector in Sefton

REASON WHY DECISION REQUIRED:

To enable Cabinet to make recommendations to Council regarding the proposed options within the report.

RECOMMENDATIONS

Cabinet is requested to:

1. Note the initial outcomes of Stage 1 of the review of the Voluntary, Community and Faith Sector in Sefton.
2. Note the funding allocations excluded from this review as detailed at Appendix A.
3. Note the impact of the reduction in specific Coalition Government grants on the sector – over which the Council could not assert any influence.
4. Note the developments in relation to progressing the Big Ideas transformation programme on becoming a Commissioning Council.

Agenda Item 9

5. Approve the honouring of 90 day contractual commitments for all Voluntary, Community and Faith Sector organisations or groups that lose 100% funding, prioritise £10,661 from the 2011/12 budget and make appropriate recommendations to Council.
6. Agree the reduced allocations of funding for organisations as detailed in Appendix D1 and mandate Officers to formally write to the organisations advising them that the funding has ceased and make appropriate recommendations to Council.
7. Agree the proposed reductions in funding for organisations as detailed in Appendix D2 and mandate Officers to formally write to the organisations advising them that the funding has been proportionately reduced and / or ceased and that this will be further reviewed in 2011/12 and make appropriate recommendations to Council.
8. Mandate Officers to formally write to the organisations in Appendix B1, 2, and 3 advising them that this funding has ceased and / or will cease (LEGI March 2012) and the Council will not have the resources to continue with these schemes once the specific funding comes to a natural end and make appropriate recommendations to Council.
9. Approve £15,705 (core) to be retained and agree the provision of £56,258 for the activity detailed in Appendix C to continue for one year only.
10. Approve the establishment of a set of reviews as detailed at Appendix E and to agree to prioritise £1,855,353 in 2011/12 pending the outcomes of the reviews and make appropriate recommendations to Council.
11. Approve the establishment of a consolidated grant fund of £50,000 for 2011/2012 and mandate Officers and Members of the Voluntary, Community and Faith Sector Overseeing Group to establish criteria and a process for allocation of such funds to eligible organisations and that this fund be the responsibility of a designated Cabinet Member (as yet to be determined) and make appropriate recommendations to Council.
12. Request further reports to be brought on the outcomes of the Voluntary, Community and Faith Sector Reviews proposed with any further recommendations.

Council is requested to:

1. Note the initial outcomes of Stage 1 of the review of the Voluntary, Community and Faith Sector in Sefton.
2. Note the funding allocations excluded from this review as detailed at Appendix A.

Agenda Item 9

3. Subject to the consideration of Cabinet on 27 January 2011, note the impact of the reduction in specific Coalition Government grants on the sector – over which the Council could not assert any influence
4. Subject to the consideration of Cabinet on 27 January 2011, note the developments in relation to progressing the Big Ideas transformation programme on becoming a Commissioning Council
5. Subject to the consideration of Cabinet on 27 January 2011, approve the honouring of 90 day contractual commitments for all Voluntary, Community and Faith Sector organisations or groups that lose 100% funding, and prioritise £10,661 from the 2011/12 budget.
6. Subject to the consideration of Cabinet on 27 January 2011, agree the reduced allocations of funding for organisations as detailed in Appendix D1 and mandate Officers to formally write to the organisations advising them that the funding has ceased.
7. Subject to the consideration of Cabinet on 27 January 2011, agree the proposed reductions in funding for organisations as detailed in Appendix D2 and mandate Officers to formally write to the organisations advising them that the funding has been proportionately reduced and / or ceased and that this will be further reviewed in 2011/12.
8. Subject to the consideration of Cabinet on 27 January 2011, mandate Officers to formally write to the organisations in Appendix B1, 2, and 3 advising them that this funding has ceased and / or will cease (LEGI March 2012 and the Council will not have the resources to continue with these schemes once the specific funding comes to a natural end.
9. Approve £15,705 (core) to be retained and agree the provision of £56,258 for the activity detailed in Appendix C to continue for one year only.
10. Approve the establishment of a set of reviews as detailed at Appendix E and to agree to prioritise £1,855,353 in 2011/12 pending the outcomes of the reviews.
11. Subject to the consideration of Cabinet on 27th January 2011, approve the establishment of a consolidated grant fund of £50,000 for 2011/2012 and mandate Officers and Members of the Voluntary, Community and Faith Sector Overseeing Group to establish criteria and a process for allocation of such funds to eligible organisations and that this fund be the responsibility of a designated Cabinet Member (as yet to be determined)
12. Request further reports to be brought on the outcomes of the Voluntary, Community and Faith Sector Reviews proposed with any further recommendations.

Agenda Item 9

KEY DECISION: No. This report is not a key decision in itself but forms part of the process for setting the Council's budget.

FORWARD PLAN: Yes. Setting the Council's budget is included on the forward plan.

IMPLEMENTATION DATE: Immediately after Council on the 27th January 2011

ALTERNATIVE OPTIONS:

Not to agree the issues identified will increase budgetary pressures on the Council.

IMPLICATIONS:

Budget/Policy Framework:

The proposals within this report impact on the budget and policy framework and therefore need to be determined by Council, as they form part of next and future years budgets.

Financial:-

The options and actions proposed in this report will support the Council's budget setting process for 2011/12.

<u>CAPITAL EXPENDITURE</u>	2006/ 2007 £	2007/ 2008 £	2008/ 2009 £	2009/ 2010 £
Gross Increase in Capital expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resource				

Agenda Item 9

Does the External Funding have an expiry date?	
Y/N	
How will the service be funded post expiry?	

Legal: Formal budgetary decisions must be made at full Council.

Risk Assessment: Early decision making in relation to budget issues will help to mitigate the impact of the consequential changes by giving sufficient time to undertake the required formal consultation / notification processes.

Asset Management: There are no direct implications contained in the report. However there may be indirect implications which will be assessed as implementation progresses

CONSULTATION UNDERTAKEN/VIEWS

The Interim Head of Corporate Finance & Information Services has been consulted and his comments have been incorporated into this report.

FD620 /2011

Consultation and engagement with the Voluntary, Community and Faith sector has been under taken including:

- Open letters to the sector from Margaret Carney (October 2010, 16th November 2010, 12th January 2010)
- Dialog Event (10th December 2010)
- Forum meetings (6th November, 9th November, 10th November, 11th November, 16th November, 18th November, 23rd November, 30th November, 2nd December, 4th December, 7th December, 8th December, 14th December, 21st December)

Agenda Item 9

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Creating Safe Communities		√	
3	Jobs and Prosperity			√
4	Improving Health and Well-Being		√	
5	Environmental Sustainability		√	
6	Creating Inclusive Communities		√	
7	Improving the Quality of Council Services and Strengthening local Democracy	√		
8	Children and Young People		√	

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

¹ Modernising Commissioning: Increasing the role of Charities, Social Enterprises, Mutuels and Co-operatives in Public Service Delivery, December 2010

² Localism Bill, December 2010

³ National Transition Funding guidance

1. Background

Members will be aware from previous reports to Cabinet that the Council had forecast a budget gap of £58m over the next three years. The Council now faces a much bigger financial challenge than originally forecast. The Government Grant Settlement of the 13th December 2010 revealed the need for an extra £6 million of savings in the next financial year. The Council must now find a total of £44 million in 2011/12 compared to the £38 million it had originally been planning for.

The settlement means Sefton Council has suffered a 25% decrease in Government support over the next two years and will have to find a savings total of £64 million by 2014. This equates to a stark 27% of the Council's controllable budget as opposed to the nationally announced 6.74% reduction in spending power. With the Council being a relatively low-spending and high-performing authority, opportunities to make savings through efficiency are minimal. The increased level of savings means that the Council faces an even starker picture than previously indicated.

In addition to such financial constraint the change in Government policy direction, as set out in the Localism Bill, places a responsibility on Local Authorities, their partners and communities to make decisions on what they consider to be local priorities. This means that funding will no longer be received as 'ring fenced' grants but will be replaced by fewer, larger grants, where the local authority is given the freedom and flexibility to use this income as they deem appropriate.

This significant change from prescriptive ring fenced grant funding to a single grant with freedom and flexibility, may result in different views being developed amongst the wider stakeholder groups, including the Voluntary, Community and Faith sector. This is compounded by different government departments issuing different interpretations of what remains ring-fenced and what goes into the overall settlement for local authorities. For example in previous years Children, Schools and Families had numerous ring-fenced grants where funding was required to be spent in specific areas. In 2011/12 these multiple ring-fenced grants will be replaced by a single Early Intervention Grant which will not be ring-fenced and over which the Local Authority will have the freedom and flexibility of expenditure. This single Early Intervention Grant funding stream has nationally suffered a reduction of some £270 million from the previous multiple ring-fenced funding.

At its meetings on 2nd September, 30th September, 28th October, 25th November and the 16th December Cabinet and Council identified savings and agreed a prioritisation process be undertaken. A workshop was held on the 4th December 2010 with Members to discuss the priorities of the Council, as defined as:-

- Critical
- Frontline
- Regulatory

Agenda Item 9

These were reported to Cabinet on the 16th December 2010 and ratified at full Council on the same day. The Cabinet and Council will, on the 27th January 2011, be asked to prioritise all other services of the Council and consider proposals around reducing further or stopping altogether some services that the Council currently delivers. (See report elsewhere on the agenda).

As a result of these processes and the identification of critical services a number of funding allocations have been excluded from this review. These are detailed at Appendix A and account for £4,676,379. These have been identified as being critical by Children Schools and Families and Adult Social Care Services as agreed at Cabinet and Council on the 16th December 2010. As such they will be assessed in the light of the priorities for these service areas moving forward. Normal contractual discussions will be taking place with these organisations as part of the commissioning cycle.

2. Transformation – Voluntary, Community and Faith Sector Project Group

As part of the Council's '*Transformation Programme*' a project group of Officers and Elected Members was established to undertake a review into how the Council supports, commissions, and procures services through the Voluntary, Community, and Faith Sector. This review project is one of the six 'Big Ideas' transformational projects which members are already aware of. The Member Overseeing Group has worked to assess the impact of the Coalition Government's reductions on Local Authority funding and its subsequent implications for the Voluntary, Community, and Faith Sector within Sefton.

The specific objectives of the review were agreed as:

- To map the total resources, across all services, which are currently made available by the Council to community, voluntary and faith sector organisations;
- To assess the contribution the sector makes to the achievement of Borough outcomes and identify any gaps or duplication;
- To consider the potential effect on the Voluntary, Community, and Faith sector of a reduction in grants provided directly by the Government through various grant streams and to consider how this will impact upon outcomes within the borough;
- To identify additional opportunities where the sector can provide a more cost effective value for money solution to existing public or private sector providers;
- To move towards a commissioning approach, ensuring that need is identified and appropriate outcomes, performance measures and standards are in place;

Agenda Item 9

- To work with members of the Voluntary, Community and Faith sector to develop an open and transparent model of commissioning. One that is proportionate and appropriate for the circumstances and recognises that in some cases the allocation of small grants should not require a major commissioning infrastructure;
- To facilitate engagement with providers within the Voluntary, Community, and Faith sector in order to develop the local markets where appropriate, which will be best placed to deliver commissioned services in the future.
- To examine whether services currently provided by the Council would be best delivered through the Voluntary, Community and Faith Sector.

Since the establishment of the review project, the national policy context has changed dramatically with localism, decentralisation and public sector reform placing the voluntary, community and faith sector at the heart of the Coalition Government new agenda. The Coalition Government have in recent weeks published the Consultation paper on Public Sector Reform, the Green Paper: Modernising Commissioning - Increasing the role of charities, social enterprises, mutual's and co-operatives in public service delivery and the Localism Bill 2010. It is crucial that the Member Overseeing Group for the Voluntary, Community and Faith Sector consider this new and dynamically changing policy context in bringing forward any recommendations on how the sector should be commissioned in the future. This new policy direction overlaps the work of the voluntary, community and faith sector Project Group and the Big Ideas Project Group on Commissioning and Procurement. It is important, if the appropriate processes are to be put in place to meet the new policy agenda that the work of these two groups is brought together.

The next stage of this project will explore how this new policy agenda will impact on the Commissioning of the Voluntary, Community and Faith Sector organisations, and the opportunities this may provide for the commissioning of the sector. However, it should be recognised that there will need to be some development within the Voluntary, Community and Faith based organisations in terms of collaborating together to meet the new and emerging commissioning opportunities. In addition, there is a need for VCF organisations to explore the sharing of services such as back office functions, and the sector is being encouraged to explore new arrangements to achieve efficiencies. Local Authority delivered services are similarly exploring opportunities for shared services as a means of making efficiencies and reducing costs.

It is proposed that the Member Overseeing Group for the Voluntary, Community and Faith Sector oversees the specific developments in relation to the 'commissioning framework' for the Voluntary, Community and Faith Sector and that this be reported to the Member Overseeing Group for the Commissioning and Procurement Project. Given the aforementioned change in Policy context, it is proposed that the Procurement and Commissioning Project should be subsumed within a broader Project charged with developing the Framework for a Commissioning Council. The current Commissioning and Procurement Project

Agenda Item 9

Objectives would then continue to be progressed as a subset of the overall Commissioning Council Project. Revised objectives will be developed for a revised Commissioning Council Project and the Voluntary, Community and Faith Commissioning Framework will be developed and fed into this wider project, at the appropriate stage.

3. Openness and Transparency

It was recognised at the outset that the review would only successfully achieve all its objectives if the Voluntary, Community and Faith Sector were engaged and could influence the work of the group. Angela White, as Chief Executive of Sefton Council for Voluntary Services (CVS) - the principal infrastructure organisation in the Borough - was asked to act in an advisory capacity to the Project.

The project group has communicated the progress of the review with the wider sector and the Council's position in relation to the implications of the Comprehensive Spending Review published in October 2010. To ensure continued openness and transparency in conducting the review:

- The Member Overseeing Group has met regularly to review the work of the Officer Group.
- The Member Overseeing Group has had the opportunity to meet directly with some organisations that receive significant levels of funding from the Council and sought to familiarise themselves with the geography of some VCF facilities.
- The Chief Executive has written two personal letters to the sector to keep them apprised of the implications of the Spending Review on the Council.
- The Chief Executive and Assistant Chief Executive have attended a number of forums and network meetings culminating in a specific event for the Voluntary, Community and Faith Sector that receives direct funding from the Council in December hosted by Sefton Council for Voluntary Services.

4. National Transition Fund

In recognition of the reductions in public expenditure the Coalition Government put in place a national Transition Fund of £100 million to which organisations in the Voluntary, Community, and Faith Sector may bid. This fund is for one year only and is being administered nationally by an arm of the BIG Lottery and the closing date for bids is the 21st January 2011. To be eligible to make a bid, groups will need to have been in receipt of a minimum of £30,000 from taxpayer funded sources, 60% of their income needs to be from taxpayers funded sources, and it has to have been for the delivery of frontline services in their last financial year. The fund will only cover up to 50% of the reduction in taxpayer funded income. Grants are available between £12,500 and £500,000. All taxpayer funded income is defined as the combined income from all the public sector, local as well as national funding streams. Big Lottery has confirmed that consortia bids will not be

accepted. Officers have worked with Sefton CVS to ensure that any local group which would qualify for the fund can make a submission by the deadlines. Sefton CVS have written to 49 groups that receive £30,000 or above from the Council offering assistance in assessing their eligibility to make a bid. At the time of writing only 8 local groups met all the criteria and will be submitting a bid for transition funding.

5. Initial outcomes from the first stage of the review

Early work of the review has focussed on the identification of critical resource issues facing the Council for 2011/12 in respect of the Voluntary, Community, and Faith Sector. This mapping has been completed and is discussed further below.

A future report will be presented on the longer term development of a more robust, open, and transparent commissioning framework for the sector in concert with the Commissioning and Procurement Member Overseeing Group as detailed at point 3 of this report. This will help address a number of structural issues which have been identified in the way the Council currently works with the sector including:

- The Council uses a range of different commissioning, procurement and grant giving processes with the sector which results in some organisations having multiple funding streams going into them. This has resulted in duplication of bureaucracy within, and across departments of the Council, in managing the performance of the different contracts and Service Level Agreements. The sector claims that internal services of the Council have not been subject, in the main, to the same rigorous performance management that is in place for some voluntary organisations. It has also resulted in the creation of burdensome processes and inefficiencies within the sector itself.
- The varied approaches to commissioning and contracting with the sector has led to some instability in the sector, with some organisations having three year service level agreements, some with one year agreements, and others being commissioned / contracted on an ad hoc or spot purchase basis.
- Until now the Council overall has not been able to fully understand the value of what it spends in the sector, what services it buys from the sector to meet what outcomes, what value for money is achieved and what the wider social value is that the sector provides to the local communities of Sefton. Work is underway with the North West Improvement and Efficiency Partnership to develop a local approach to understanding and measuring effectively social value which will feed into the work on commissioning.
- The new Localism Bill, the expected Public Sector Reform White Paper due in the New Year and the Green Paper on commissioning from the sector place great emphasis on the Council's responsibility to investigate the possible improvements in efficiency and effectiveness to be made from commissioning via the Voluntary, Community, and Faith Sector.

Agenda Item 9

6. Impact of Spending Review and Government Decisions

The Coalition Government has already impact assessed and made decisions to cease a range of funding streams as part of the Emergency Budget in June 2010 and Comprehensive Spending Review in October 2010. The funding ceased as part of the spending review includes:

- Working Neighbourhoods Fund
- Future Jobs Fund
- Local Authority Child Poverty Innovation Pilot Programme
- European Social Fund (ends December 2013)

These have been reported to previous meetings of Cabinet and full Council. Cabinet is asked to mandate Officers to formally write to the organisations detailed at Appendix B1 and B3 advising them that this funding has ceased or will come to an end shortly and the Council will not have the resources to continue with these schemes once the specific funding comes to natural end. (See Recommendation 8).

Additionally Local Enterprise Growth Initiative Funding (LEGI) nationally ceases in March 2011. However, Liverpool City Council - as the accountable body - has decided to spread its last year of funding over two years, so the programme's effective end date is March 2012. Funding for the 2010-2012 period was commissioned in April 2010. Organisations in receipt of LEGI funding schemes are detailed at Appendix B2. Note that some LEGI funding ceases naturally for schemes in March 2011 and some in March 2012 which is noted in Appendix B2.

Cabinet is asked to mandate officers to formally write to the organisations at Appendix B2 advising them that the funding for the Local Enterprise Growth Initiative will cease and the Council will not have the resources to continue with these schemes once the specific funding comes to natural end (see Recommendation 8).

7. Services deemed "Critical"

Officers and Members of the Overseeing Group have deemed some activity to be maintained based on the prioritisation that Members have agreed at Cabinet on the 16th December 2010 and full Council 16th December 2010. The resources referred to in Appendix C have been prioritised. Cabinet is asked to approve £15,705 (core) to be retained and agree the provision of £56,258 for the activity detailed in Appendix C to continue for one year only. See Recommendation 9.

8. Proposed Reductions in funding.

The Project Group and the Member Overseeing Group determined where potential reductions in funding could be made through a priority rating process, equality impact assessment process and with the overall agreement of the Members of the

Overseeing Group, Appendix D1 details proposed reductions of £67,896 through cessation of some activities.

It should be noted by Cabinet that Councillor Maher declared a prejudicial interest in the proposal relating to B15-4 Augustine Park – Taskman and Northfield Group and took no part in the decision making for this organisation.

Cabinet is asked to agree the proposed reductions and mandate Officers to formally write to the organisations at Appendix D1 advising them that the funding has ceased. See Recommendation 6.

In addition the initial phase of the Youth and Community schemes review (Appendix D2) has identified proposed reductions of £245,655. A further review of services will be undertaken in 2011/12 as detailed in Appendix E.

Cabinet is asked to agree the proposed reductions and mandate Officers to formally write to the organisations at Appendix D2 advising them that the funding has been reduced and/or ceased and is subject to further review in 2011/12. See Recommendation 7.

9. Contractual Commitments

The review group found that there has been a varied approach to putting in place and reviewing contracting and service level agreements. It is important that the Council moves towards regularising this situation in the future and to ensure that the Council honours contractual commitments.

Therefore, at this critical time of transition for the sector, Cabinet is asked to approve the honouring of 90 day contractual commitments for all Voluntary, Community and Faith Sector organisational or groups that lose 100% funding. See Recommendation 5.

Committing to these contractual arrangements will result in an additional budget requirement for 2011/12 as 90 days from January 27th would require support to be provided in the first month of 2011/12 financial year. This requirement is anticipated to be £5,242 for schemes in Appendix D1 and £5,419 for schemes reduced in Appendix D2. Cabinet are asked to prioritise £10,661 for the 2011/12 budget to be used for this purpose. See Recommendation 5.

10. Proposed Reviews

The Project Group and Member Overseeing Group found that £4,402,073 was previously spent with a range of organisations and groups across Sefton to deliver a wide range of services across our local communities as detailed at Appendix E. Of this £2,546,720 has been reduced due to the impact of the comprehensive spending review, loss of national grant funding and the reductions outlined in this report. The Member Overseeing Group was of the view that to ensure that decisions are made based on a full understanding of the impact of reductions in funding on the sector a series of reviews need to be undertaken and that £1,855,353 is prioritised for the following reviews:

Agenda Item 9

The following reviews are proposed to Cabinet:

- Sefton Council for Voluntary Services – Lead Officer Samantha Tunney
- Sefton Citizens Advice Bureau – Lead Officer Samantha Tunney
- Youth and Community Services and Facilities – Lead Officer Peter Morgan

Terms of reference for these reviews will be agreed by the Member Overseeing Group for the review of the Voluntary, Community and Faith Sector. The reviews will seek to identify what other public funding is being made available to the organisations within the reviews, an example would be NHS Sefton funding, to enable Cabinet and Council to determine appropriate levels of funding for future years.

Due to the range of services provided under these three review areas, and the complexities and inter-dependencies involved across both the sector and with council services, these reviews will flow into the next financial year. Therefore the Member Overseeing Group requests Cabinet to agree to prioritise this resource and agree the provision of the £1,855,353 for 2011/12 pending the outcome of the reviews. See Recommendation 10.

11. Single Grant Fund

There have been a number of different grant pots across the Council, including grants to voluntary organisations (corporate), community grants (WNF), cultural grants (leisure), sports grants (leisure), to name but some. Some of these have been partially or wholly removed as part of the transformation programme and the loss of central government funding. Through the review the Member Overseeing Group identified the need for continued support for small community groups through small grant funds. It is proposed to Cabinet by the Member Overseeing Group that a single consolidated grant fund pot of £50,000 be prioritised. It is proposed that this will act as a transition fund for 2011/12 to meet potential gaps in funding as the Council further reduces its budgets and the outcomes of the above reviews are known. For 2012/13, and future years, it is proposed that a formal set of transparent criteria, based on the Council's future priorities, are developed underpinned by an open and transparent process for making applications to the fund be developed through the Member Overseeing Group and these will be brought back to Cabinet for agreement. See Recommendation 11.

12. Conclusion

The VCF Review is invaluable, in that it ensures that the Council has a clear overview of resources going into the Sector. The relationship with VCF organisations and the vibrancy of the sector will enable the Council to continue to commission services to meet the needs of its communities. The review has, however, signalled the need for further development in terms of the approach to commissioning in order to improve sustainability and to reduce the bureaucracy which is currently evident. As the Council develops its overall Commissioning

Agenda Item 9

Framework, it will be well placed, through the work of this review, to meet the emerging national and local policy context in which it operates.

There are, and will in the future be, significant resources being spent locally with VCF organisations. The findings of the first phase of this review evidence the current significant resource being spent on commissioned services and support to the sector through grants. In total, as part of the prioritisation of 'other services', Cabinet and Council are asked to prioritise £1,987,977 (see various recommendations above). This is over and above the already prioritised funding for 'critical' services.

This is only the first stage of the work of the VCF Overseeing Group, and further work will continue in developing a proportionate VCF Commissioning Framework, the major reviews identified within this report and in paving the way forward for the Council to take an holistic approach to commissioning services from, and supporting organisations which contribute to outcomes for communities within Sefton.

This page is intentionally left blank

Appendix A

Voluntary, Community, and Faith (VCF) Sector Review Project

List of organisations/groups which are in receipt of funding from Adult Social Care and Children, Schools and Families where the funding was covered by decisions made at the Council meeting on 16th December and which will be assessed in the light of priorities for these areas going forward.

Organisation		
Ainsdale Community Centre	Merseyside Society for Deaf People	The Alzheimers Society
Anchor	Merseyside Youth Association	The MS Society
Autism Initiatives	Netherton Feelgood Factory	Venus Resource Centre
Bosco Society	Nugent Care Society	Visually Impaired Group
Bradbury Fields	OPERA	
British Red Cross	Parenting 2000	
Community Integrated Care	People First	
Crosby Older Persons Luncheon Club	PSS	
Deafblind UK	Queens Road Neighbourhood Centre	
Expect	Rethink	
Formby CVS	Sefton Advocacy	
Home Start	Sefton Carers	
Imagine	Sefton Carers Saturday Club	
Independence Initiative	Sefton Partnership for Older Citizens	
L30 Centre (FUN4KIDZ)	Sefton Pensioners Advocacy	
Light for Life	Sefton Women & Children's Aid (SWACA)	
Local Solutions	South Sefton Helping Hand	
Making Space	Southport Blind Aid	
May Logan Centre	St Gregory's Centre	
Mencap	SWAN	
Total funding allocated in Appendix A		£4,676,379

This page is intentionally left blank

Appendix B1

Voluntary, Community, and Faith (VCF) Sector Review Project

Sefton Council will not have the resources to continue with these schemes once the specific funding comes to natural end on 31st March 2011.

CHILD POVERTY PROGRAMME

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-75.1 [See also PE48]	Sefton Citizens Advice Bureau	Child Poverty Programme	94,858	Child Poverty Programme	Funding was expected to cease and scheme should already have an exit strategy. Scheme ends when money runs out.
BI5-76.9 [See also PE48]	Sefton CVS	Child Poverty Programme	480,114	Child Poverty Pilot	Funding was expected to cease and scheme should already have an exit strategy. Scheme ends when money runs out.

EUROPEAN SOCIAL FUND

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-76.11 [See also R11]	Sefton CVS	European Social Fund (ESF)	97,532	European Social Fund (ESF)	Funding was expected to cease and scheme should already have an exit strategy. Scheme ends when money runs out (December 2013)

FUTURE JOBS FUND

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-76.12	Sefton CVS	Future Jobs Fund	1,084,768	Work Zone (Funds wages and on-costs for unemployed people for jobs created for 26 weeks within the public and voluntary sectors)	Funding was expected to cease and scheme should already have an exit strategy. Scheme ends when money runs out.

ABG

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-76.13	Sefton CVS	Area Based Grant - Working Neighbourhoods Fund	134,269	Work Zone (staffing costs)	Funding was expected to cease and scheme should already have an exit strategy. Scheme ends when money runs out.

HMRI

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-75.3	Sefton CAB	Housing Market Renewal	75,000	Housing Advice	Funding was expected to cease and scheme should already have an exit strategy. Scheme ends when money runs out.
BI5-10	Breathe + (Adactus)	Housing Market Renewal	71,922	Re-housing support - Youth Projects Klondyke - 1 staff fully funded and 3 staff 50% funded.	Evolve and Breathe+ have agreed to fund the rest of the service on the basis that as a result of HMR they now have significant stockholdings in the area.
BI5-22	Evolve (Greater Hornby / Plus Dane)	Housing Market Renewal	124,797	Neighbourhood Management Support Salaries - Bedford & Queens area - 3 staff fully funded & 2 posts 50% funded.	Evolve and Breathe+ have agreed to fund the rest of the service on the basis that as a result of HMR they now have significant stockholdings in the area.
BI5-45	Liverpool Housing Trust	Housing Market Renewal	50,888	Youth Projects - Linacre 1.5 staff	LHT have undertaken their own review of service requirement and concluded themselves they do not need a dedicated resource for the Linacre neighbourhood, this will be merged with the duties of an officer in a wider area and be 100% funded by LHT in future.

TOTAL

£2,214,148

Appendix B2

Voluntary, Community, and Faith (VCF) Sector Review Project

Council will not have the resources to continue with these schemes once the specific funding comes to natural end 31st March 2011 or 31st March 2012.

LEGI

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-5.2 & BI5-5.3 [See also R11]	Bedford Road Community Centre.	Local Enterprise Growth Initiative (LEGI). External government funding (via Liverpool CC as a/c body)	56,928 91,163 [148,091]	18 months Revenue Support for development and management of Incubation Units. One off Capital Support for creation of Incubation Business Units.	LEGI funding ceases for this organisation in March 2011 to the value of £91,000 and revenue support of £23,127. The scheme should already have an exit strategy. Revenue support of £33,801 will be provided through LEGI for 11/12.
BI5-69 [See also R11]	SAFE Productions St Mary's School, Waverly Street, Bootle	Local Enterprise Growth Initiative (LEGI). External government funding (via Liverpool CC as a/c body)	15,000	One Off Grant for feasibility study for creation of Business Units in former St Mary's School	Funding was expected to cease and scheme should already have an exit strategy. LEGI ceases for this organisation in March 2011.
BI5-125	South Sefton Development Trust	Local Enterprise Growth Initiative (LEGI). External government funding (via Liverpool CC as a/c body)	98,250	To deliver business start up support to individuals looking to start a new social enterprise business in Linacre and Derby wards.	Funding was expected to cease and scheme should already have an exit strategy. LEGI ceases for this organisation in March 2011.

TOTAL

£261,341

This page is intentionally left blank

Appendix B3

Voluntary, Community, and Faith (VCF) Sector Review Project

Schemes which have already ceased in-year, have been offered as tactical savings elsewhere and agreed at the Full Council meeting of 16th December, or other one-off grants.

Council Budget

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-93.1	Sports Council	Council budget	6,500	Employment of a Development Manager (Club, Coach and Volunteers). Key partners include the Sports Council's Voluntary Sector clubs and Sefton CVS.	Already proposed as tactical saving SCL16b
BI5-59	Opportunities Shop	Council budget	69,300	Employment support.	Already proposed as tactical saving CM37 on the 16 th December 2010.

ABG – Positive Activities for Young People (PAYP)

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-6.2	Beechpark Initiative	Area Based Grant (PAYP)	9,000	To provide centre based diversionary activities	BI3-2 Balance remaining of Area Based Grant PAYP already offered up as a saving 25 th November 2010.
BI5-15	CHET	Area Based Grant (PAYP)	10,000	To hold a residential performing arts project	BI3-2 Balance remaining of Area Based Grant PAYP already offered up as a saving 25 th November 2010.
BI5-58.4	Sefton OPERA	Area Based Grant (PAYP)	30,000	To appoint an additional part-time Intergenerational Worker	BI3-2 Balance remaining of Area Based Grant PAYP already offered up as a saving 25 th November 2010.
BI5-71	Seaforth Information Network Group (SING)	Area Based Grant (PAYP)	10,000	Funding to provide an open access provision to be held during the school holiday periods April 2010 to March 2011.	BI3-2 Balance remaining of Area Based Grant PAYP already offered up as a saving 25 th November 2010.
BI5-92	Southport YMCA	Area Based Grant (PAYP)	50,000	Programme of activities for young people aged 13 - 19 years to enable young people of Southport to develop their full potential through activities assisting them to make a positive contribution to their communities through developing their skills.	BI3-2 Balance remaining of Area Based Grant PAYP already offered up as a saving 25 th November 2010.
BI5-93.2	Sports Council	Area Based Grant (PAYP)	40,500	A proposed coaching academy for young people	BI3-2 Balance remaining of Area Based Grant PAYP already offered up as a saving 25 th November 2010.

ABG – Working Neighbourhoods Fund

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-76.15 [CM26]	Sefton CVS - Young Apprentices	Area Based Grant - Working Neighbourhoods Fund	75,000	Young people refer from local VCF youth providers supported to develop individualised training programme including local work placement	Already offered as saving CM26 - funding ceases March 2011

Carers Grant

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-52	Mencap	DH Carers Grant	15,800	Mencap Active Breaks	Service already withdrawn in year.
BI5-66.2	PSS - Time 4 U	DH Carers Grant	10,100	Carer's breaks.	Service already withdrawn in year.

Community Grant

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-24	Formby Atlas - Rugby Club	Community Grant	5,000	Training & Running costs covering 8 sports clubs in the area.	One off Grant
BI5-72.1	Sefton Advocacy	Community Grant	4,000	Training & Equipment	One off Grant

Teenage Pregnancy Grant

Ref	Organisation	Source of Funding	Annual cost of service / activity (£)	Scope of service / service description / commissioned activity	Impact
BI5-61.4	Parenting 2000	Teenage Pregnancy	6,000	Speakeasy programmes for parents of teenagers	Funding of this programme has ceased.
BI5-61.5	Parenting 2000	Teenage Pregnancy	8,250	Sexual health services for young people in North Sefton	Funding of this programme has ceased.

349,450

This page is intentionally left blank

Appendix C

Voluntary, Community, and Faith (VCF) Sector Review Project

Officers and Members of the Overseeing Group have deemed some service areas to be maintained based on the prioritisation that Members have agreed at Cabinet on the 16th December 2010 and Full Council 16th December 2010.

Ref	Organisation	Source of Funding	Annual cost of service / activity	Scope of service / service description / commissioned activity	Impact if funding ceases	Impact if funding reduces
BI5-68	River Mersey Inshore	Grant to Voluntary Organisations.	10,000	Running Costs as part of a contract with Wirral and Liverpool until 2015.	Part of a contract with Wirral and Liverpool until 2015.	Part of a contract with Wirral and Liverpool until 2015.
BI5-20.2g	Community Foundation for Merseyside - Anthony Walker Foundation	Grant to Voluntary Organisations	6,358	Promotes racial harmony through raising awareness of issues and concerns arising out of racism, discrimination and inequality. Achieved through presentations to various community groups, schools, media and through staging events to bring young people together to look at impact of racism on individuals, families and communities. Provide training and mentoring to over 30 young people as part of its Young Ambassadors Programme. They also work in partnership with other agencies to promote race awareness, racial harmony and projects to improve life chances of black and mixed ethnicity young people.	CFM grant cessation represents an income fall of 18.6%. At present no other Sefton Council funding is known to be provided to this organisation.	CFM grant cessation represents an income fall of 18.6% if we do not continue funding services within Sefton may be reduced.
BI5-84.1	Sefton Women & Children's Aid (SWACA)	ABG - Children's Fund	49,900	Children affected by Domestic Violence.	Staff loss / reduction in capacity to support women and children possible increase in LAC. Increase pressure on social care.	Staff loss / reduction in capacity to support women and children possible increase in LAC. Increase pressure on social care.
BI5-87.2	South Sefton Helping Hand	Core Funding	5,705	Provide furniture free of charge to vulnerable families	May impact on ability to draw in external funding, job losses, loss of volunteering hours.	The service may be unable to continue to be delivered. May impact on ability to draw in external funding, job losses, loss of volunteering hours.
			71,963			

This page is intentionally left blank

Appendix D1

Voluntary, Community, and Faith (VCF) Sector Review Project
Potential Scheme Reductions.

Ref	Organisation	Source of Funding	Currently Resourced 10/11	Resource reduction 11/12	Proposed allocation 11/12	Scope of service / service description / commissioned activity	Impact
BI5-3	Apple Project (c/o Children's Centres)	Area Based Grant Teenage Pregnancy Grant	13,975	13,975	Nil	Providing support and advice across Children's centres regarding teenage pregnancy.	Successful, but now embedded into mainstream practice
BI5-4	Augustine Park - Taskman and Northfield Group	Community Grants	5,000	5,000	Nil	Sports Club - Running costs	It is likely that some provision would end if funding is removed, however, support could be given to help the group access other funding sources specifically for sport.
BI5-20.2a	Community Foundation for Merseyside	Grant to Voluntary Organisations	25,108	25,108	Nil	To enhance further grants.	Loss of the availability of further grants for VCF organisations.
3I5-30	George's Junior Football Club (Maricourt).	Youth Service	1,771	1,771	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-39	KGV Tesserò Gym Club.	Youth Service	7,579	7,579	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-51	Melling Cubs.	Youth Service	938	938	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-94	St Andrew's football.	Youth Service	951	951	Nil	Use of school premises for delivery of activities.	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-114	19th Bootle and Litherland Brownies (St Elizabeths).	Youth Service	1,117	1,117	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-115	2nd Bootle Scouts (St Elizabeths).	Youth Service	1,355	1,355	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-116	3rd Bootle Scouts (Litherland Moss).	Youth Service	1,117	1,117	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.

Appendix D1

Ref	Organisation	Source of Funding	Currently Resourced 10/11	Resource reduction 11/12	Proposed allocation 11/12	Scope of service / service description / commissioned activity	Impact
BI5-117	11th Maghull Guides (St Georges Primary).	Youth Service	774	774	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-118	1st Maghull Rainbows.	Youth Service	969	969	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-119	8th Maghull Rainbows (Northway).	Youth Service	409	409	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-120	1st Melling Brownies.	Youth Service	825	825	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-121	11th Southport (Kew Woods).	Youth Service	1,008	1,008	Nil	Use of school premises for delivery of activities	The organisation may have to find alternative venues or enter into negotiations with the school.
BI5-40	King George Bootle Credit Union	Community Grants	5,000	5,000	Nil	Credit Union	Merged with Sefton Credit Union. Funding no longer required.

67,896 67,896 Nil

Appendix D2

Voluntary, Community, and Faith (VCF) Sector Review Project

Potential Scheme Reductions Youth & Community Review. These reductions are proposed as the first phase of the review (see Appendix E).

Ref	Organisation	Source of Funding	Currently resourced 10/11	Resource reduction 11/12	Proposed Allocation 11/12	Scope of service / service description / commissioned activity	Impact Notes
BI5-5.1	Bedford Road Community Centre	Community Grants	2,000	2,000	Nil	Enabling local people to access employment opportunities. Improving health and well being. Improving areas that people live in and ensure that they can access opportunities. Running costs.	The organisation does receive considerable LEGI money.
BI5-11	Brunswick Youth Centre	ABG	70,000	20,000	50,000	Positive activities for young people.	An agreed Transition fund of £20,000 will end on 31.03.2011 as previously agreed with the provider.
BI5-14 [BI5-14]	Chestnut Grove	ABG WNF	6,530	6,530	Nil	Child Care and Parent support - salary.	Decommission service.
BI5-16.2 [BI5-15]	Christchurch Youth & Community Centre	ABG WNF	112,000	52,000	60,000	Accredited learning youth provision - 3 full time staff plus sessional workers and project running costs.	Reduce to similar levels received by other organisations for similar work.
BI5-36.4	Home Start	Community Grants	2,000	2,000	Nil	Storage and Volunteer costs.	Decommission service
BI5-41.1	L30 Centre (FUN4KIDZ)	ABG WNF & ABG Children's Fund & Community Grants	114,753	14,753	100,000	Running costs for L30 Centre not for Fun4Kidz as an organisation. After school programme and parent support: salaries in L30 Centre, Netherton Moss School, Netherton Park Neighbourhood Centre and Seaforth Centre. Everyone Can Play - after school activities for disabled children	Work with provider to review service delivery and ensure that references to the NAC are made to avoid duplication of delivery.
BI5-43.1	Linacre Methodist Mission	Community Grants	5,000	5,000	Nil	Running costs.	Decommission service as deliverer will be able to draw on other resources.
BI5-58.3	OPERA	Community Grants	2,500	2,500	Nil	Heating and rent costs.	Decommission service.

Appendix D2

Ref	Organisation	Source of Funding	Currently resourced 10/11	Resource reduction 11/12	Proposed Allocation 11/12	Scope of service / service description / commissioned activity	Impact Notes
BI5-61.1	Parenting 2000	ABG Children's Fund & ABG	143,891	43,891	100,000	Parenting 2000 - Youth/skate project and young parent's life skills Woodvale – Girls and young parents project/summer holiday programme. Speakeasy programmes for parents of teenagers. Sexual health services for young people in North Sefton.	Reduce funding and work with provider to develop outcomes in line with the future direction of the council.
BI5-63.2	Plaza Community Cinema	ABG	49,981	9,981	40,000	To provide a full-time youth development worker and freelance support staff to develop and deliver a range of inclusive educational and creative projects for young people aged 13 - 19 years.	Reduce to similar levels received by other organisations for similar work and review service within six months.
BI5-67.1	Queens Road Neighbourhood Centre	Community Grants	10,000	10,000	Nil	Running costs. After school provision of childcare and support for families accessing WFTC.	Review service delivery to ensure outcomes are achieved and running of the centre is maintained.
BI5-67.4 [BI5-9]	Queens Road Neighbourhood Centre	ABG WNF	37,000	37,000	Nil		
BI5-81	Sefton Play Council	Community Grants	60,000	20,000	40,000	Running costs.	Keep sliding scale as already agreed with organisation. Further work required with organisation to prioritise for the future.
BI5-112.2 [BI5-17]	Y Kids	ABG WNF	70,000	20,000	50,000	Youth Project to use a variety of creative and media art forms to enable young people aged 10-16 to explore issues of self esteem, image, confidence, aspirations etc to increase engagement, and look at the possibility of creative arts as a career. Divisionary activities for young people at risk of becoming involved in anti-social behaviour	Review service delivery and move towards recommissioning within six months. May reduce further dependent upon future direction of council priorities.
				245,655			

Appendix E

Voluntary, Community, and Faith Sector Review Project Planned Cross-cutting Thematic Reviews

Organisation	Currently resourced 10/11	Resource reduction 11/12	Proposed allocation 11/12	Scope of service / service description / commissioned activity	Review Outcomes
Sefton Council for Voluntary Service (CVS)	2,904,245	2,131,207 (See appendices B1& B3)	773,038	<p>Sefton Council for Voluntary Service (CVS) was established with a borough-wide brief to assist and support voluntary, community, and faith sector activity across the borough. It is an infrastructure organisation providing a comprehensive range of support services to frontline VCF groups. This includes development programmes such as charity registration, training, funding advice, accountancy and payroll advice, and consortia development.</p> <p>CVS also facilitates VCF networks and supports gap analysis and then works with the sector and partners to develop services to meet them. CVS promotes citizen engagement and provides brokerage services for local groups and people wishing to participate in community life.</p> <p>In addition Sefton CVS is currently helping to deliver across Sefton a number of activities for the Council including:</p> <ul style="list-style-type: none"> • Voluntary Community Sector Support Project • Sefton Equalities Partnership • Sefton Voices - support and improve opportunities for young people to participate in decision making at all levels • Providing parent Forums and linking into Sefton's Parenting Strategy • Safeguarding Training • Young Advisors are young people aged between 15 and 21 are trained and employed Regeneration Consultants who guide local authorities, housing associations and other local partners on how to engage young people in community life, regeneration and renewal. • Infrastructure <p>Currently Sefton Council provide infrastructure and project funding to Sefton CVS of around £2.9 million via Service Level Agreements.</p>	This review will need to re-define what outcomes the Council wishes to achieve through the core infrastructure funding, and any additional services which are commissioned from the CVS.
Sefton Citizens Advice Bureau (CAB)	424,012	169,858	254,154	<p>Sefton CAB provides an information and advice service, which is free, independent, confidential, impartial; open to all and in accordance with the Citizens Advice membership requirements. The service offered by the Sefton CAB includes:</p> <p>General help is:</p> <ul style="list-style-type: none"> • Diagnosing client's problems • Giving information and explaining options • Identifying further action the client can take • Giving basic assistance, e.g. filling in basic forms, contacting third parties to seek information. <p>The service also provides a casework service i.e. taking action on behalf of service users in order to move the case on. This may include negotiation and advocacy on the service user's behalf to third parties on the telephone, by letter or face to face.</p>	This review will need to cover links to our existing welfare rights and benefits advice provided elsewhere in the Council.

Organisation	Currently resourced 10/11	Resource reduction 11/12	Proposed allocation 11/12	Scope of service / service description / commissioned activity	Review Outcomes
				<p>Matters covered by the CAB will include:</p> <ul style="list-style-type: none"> • Welfare Benefits • Housing • Consumer / General Contract • Debt • Employment • Immigration / Nationality • Health and Community Care • Disability Casework • Casework for Young People • Casework for Asylum Seekers and Refugees • Race Equality Casework <p>Providing advice to service users:</p> <ul style="list-style-type: none"> • This includes establishing service user expectations and explaining what the bureau can provide, making a diagnosis about the issue(s) and identifying other related issues • The bureau ensures advice is independent and is provided in a non-judgemental and non-discriminatory way • Information is collected from the service user on which advice is based and information is provided relevant to the person and their particular situation, including any entitlement calculations • Options are explained to the service user including consequences and limitations applicable to their particular circumstance • Where possible, an objective assessment of the most likely successful remedy is given • The service user is assisted in identifying the most appropriate way forward, including any social policy action the service user and / or the bureau can take • The service user is assisted through completion of forms, making telephone calls, drafting and writing letters, negotiation on behalf of the service user and making referrals to other agencies that can provide specialist help beyond that which the bureau can provide. 	
"Youth & Community"	1,073,816	245,655	828,161	<p>The current funded organisations affected by this review will include, (not exclusive):</p> <ul style="list-style-type: none"> • Brunswick Youth Centre • Gordon Youth Centre • Litherland Youth Club • Merseyside Youth Association • Parenting 2000 • Plaza Community Cinema • Beechpark Initiative • Catch 22 • Chestnut Grove • Christchurch Youth & Community Centre • Gordon Youth Centre 	<p>There is a review underway focussing upon area delivery and cross cutting service provision across the Council and with our partners.</p>

Appendix E

Organisation	Currently resourced 10/11	Resource reduction 11/12	Proposed allocation 11/12	Scope of service / service description / commissioned activity	Review Outcomes
				<ul style="list-style-type: none"> • L30 Centre (FUN4KIDZ) • Maghull Coffee Bar • Netherton Park Neighbourhood Centre • Parenting 2000 • Queens Road Neighbourhood Centre • Sefton Play Council • Fernhill Centre Support (Sefton Stars) • St Leonards Community Centre • Y Kids • Bedford Road Community Centre • Home Start • L30 Centre (FUN4KIDZ) • Linacre Methodist Mission • Litherland Youth Club • Netherton Park Neighbourhood Centre • OPERA - • Queens Road Neighbourhood Centre • Salvation Army Bootle • St Leonards Community Centre • Waterloo Community Centre • Woodvale • Pride of Sefton Narrow Boat • Community Foundation for Merseyside – OPERA • Community Foundation for Merseyside – Beechpark 	
	4,402,073	2,546,720	1,855,353		

This page is intentionally left blank

Agenda Item 10

REPORT TO: Cabinet
Council

DATE: 27th January 2011

SUBJECT: Transformation Programme and Further Options

WARDS AFFECTED: All

REPORT OF: Margaret Carney
Chief Executive

CONTACT OFFICER: Margaret Carney
Chief Executive and S151 Officer
0151 934 2057

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

The report makes recommendations on the relative priority of Council services in the light of the forecast savings required following the Government's Comprehensive Spending Review. This prioritisation informs the identification of further budget options which will reduce the 2011/12 – 2013/14 budget gap.

REASON WHY DECISION REQUIRED:

Following the Government's Spending Review, the Council continues to forecast a significant budget gap over the next three years and decisions are required to ensure that any actions taken to eliminate the gap can be implemented in a timely way. Given the scale of the forecast savings, the future shape of the Council must be determined by reference to the relative priority of the services it provides and the outcomes it is seeking.

The Council has a statutory responsibility to set a balanced budget. This budget must also be robust and specific. The Budget Council is set for 3 March 2011 by which time the budget will need to be finalised.

RECOMMENDATION(S):

Cabinet is recommended to

- a) Note progress to date.
- b) Endorse the Economic Development Division review and recommend to Council that the activities of the Economic Development Division be directly funded from successful bids for external funding, realising a core budget saving of £714,000, and the Economic Development Division be allowed to reinvest future "over achievements" of external funding into maintaining and further developing service provision.
- c) Consider the proposals relating to the Specialist Transport Unit (Paragraph 2.4) and make appropriate recommendations to Council to mandate officers to continue the consultation process with employees and Trade Unions with a view to realising the reduction in costs identified, including the issue of relevant statutory and contractual notifications.

Agenda Item 10

- d) Endorse the high level implementation plans contained in Appendix A and note that the financial implications of any implementation beyond 1 April 2011 is now built into the financial forecasts.
- e) Consider the further tactical savings options at Appendix B and make appropriate recommendations to Council.
- f) Endorse the package of terms and conditions proposals identified in paragraph 4.3 for negotiating purposes and officers be mandated in this respect.
- g) Consider the externally funded schemes at Appendix C and approve that the activity will cease in line with the reduction in Government funding and authorise officers to progress the necessary arrangements.
- h) Endorse the Decommissioning Guidance contained in Appendix D.
- i) Consider the prioritisation of other services as detailed in Appendix E and make appropriate recommendations to Council.
- j) Authorise officers to engage in consultation with employees and trade unions as appropriate and to prepare and issue relevant notifications under Section 188 of the Trade Union Labour Relations (Consolidation) Act 1992 and form HR1 to the Secretary of State. Officers are also authorised, subject to consultation, to implement this pending final decisions of Council; and
- k) Agree that a Cabinet meeting be convened, as provisionally advised at the last meeting of Cabinet, on Thursday 17th February 2011 and note that further proposals will be presented to the Cabinet meeting in February.

Council is requested to:

- a) Note progress to date.
- b) Subject to the consideration of Cabinet on 27th January 2011 approve the Economic Development Division review and recommend to Council that the activities of the Economic Development Division be directly funded from successful bids for external funding, realising a core budget staffing saving of £714,000, and the Economic Development Division be allowed to reinvest future “over achievements” of external funding into maintaining and further developing service provision.
- c) Subject to the consideration of Cabinet on 27th January 2011 approve the proposals relating to the Specialist Transport Unit and make appropriate recommendations to Council to mandate officers to continue the consultation process with employees and Trade Unions with a view to realising the reduction in costs identified including the issue of relevant statutory and contractual notifications.
- d) Subject to the consideration of Cabinet on 27th January 2011 approve the additional tactical savings options at Appendix B and make appropriate recommendations to Council.
- e) Subject to the consideration of Cabinet on 27th January 2011 approve the package of terms and conditions proposals identified in paragraph 4.3 for negotiating purposes and officers be mandated in this respect.

f) Subject to the consideration of Cabinet on 27th January 2011 note the activities to cease/reduce as outlined in Appendix C and mandate officers to commence a consultation process with partners, employees and Trade Unions with a view to ceasing the activity identified including the issue of relevant statutory and contractual notifications.

g) Subject to the consideration of Cabinet on 27th January 2011 consider the prioritisation of other services (Appendix E) and make appropriate recommendations; and

h) Subject to the consideration of Cabinet on 27th January 2011 authorise officers to engage in consultation with employees and trade unions as appropriate and to prepare and issue relevant notifications under Section 188 of the Trade Union Labour Relations (Consolidation) Act 1992 and form HR1 to the Secretary of State. Officers are also authorised, subject to consultation, to implement this.

KEY DECISION: No. This report is not a key decision in itself but forms part of the process for setting the Council's budget and Council Tax.

FORWARD PLAN: Yes. Setting the Council's budget and Council Tax is included on the forward plan.

IMPLEMENTATION DATE: Subject to the decision of Council on

ALTERNATIVE OPTIONS:
Not to agree the issues identified will increase budgetary pressures on the Council.

IMPLICATIONS:
Budget/Policy Framework:

Financial: The options and actions proposed in this report will support the Council's budget setting process for 2011/12 and seek to reduce the currently predicted MTFP budget gap of ~£68m over the period 2011/12 – 2013/14.

<u>CAPITAL EXPENDITURE</u>	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £	2013/ 2014 £
Gross Increase in Capital Expenditure	N/a	N/a	N/a	N/a
Funded by:				
Sefton Capital Resources	N/a	N/a	N/a	N/a
Specific Capital Resources	N/a	N/a	N/a	N/a
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure	N/a	N/a	N/a	N/a
Funded by:				
Sefton funded Resources	N/a	N/a	N/a	N/a

Agenda Item 10

Funded from External Resources	N/a	N/a	N/a	N/a
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: Formal budgetary decisions must be made at full Council.

Risk Assessment: Early decision making in relation to budget issues will help to mitigate the impact of the consequential changes by giving sufficient time to undertake the required formal consultation / notification processes. Particular risks associated with activity funded from external sources are contained within the report

Asset Management: There are no direct implications contained in the report. However there may be indirect implications which will be assessed as implementation progresses

CONSULTATION UNDERTAKEN/VIEWS

Strategic Director Health & Well Being,
Strategic Director Children, Schools & Families,
Strategic Director Communities,
Director of Corporate Services,
Assistant Chief Executive,
Operational Services Director
Head of Personnel,
Head of Corporate Finance & IS.

Agenda Item 10

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community			√
2	Jobs and Prosperity			√
3	Environmental Sustainability			√
4	Health and Well-Being			√
5	Children and Young People			√
6	Creating Safe Communities			√
7	Creating Inclusive Communities			√
8	Improving the Quality of Council Services and Strengthening local Democracy			√

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

Report to Cabinet 3rd December 2009 *Transformation Programme Update - Strategic Budget Review*

Report to Cabinet 8th July 2010 *Strategic Budget Review and Budget 2010/11*

Report to Cabinet 5th August 2010 *Consultation Framework on Budget Reductions*

Report to Cabinet 2nd September 2010 *Prioritisation And Strategic Budget Review*

Report to Cabinet 30th September 2010 *Transformation Programme Update, Prioritisation And Strategic Budget Review*

Report to Cabinet 28th October 2010 *Transformation Programme Update and Initial Budget Savings*

Report to Cabinet 25th November 2010 *Transformation Programme and Further Options*

Reports to Cabinet and Council 16th December 2010 *Transformation Programme and Further Options*

Agenda Item 10

1. Background

- 1.1 Members will be aware from previous reports that the Council has forecast a total budget gap of £68m over the next three years based on information contained in the Provisional Local Government Settlement. At the time of writing this report the final settlement has not been received but it is anticipated that this will not change significantly.
- 1.2 The forecast savings represents approximately 29% of the Council's controllable resources. Since September, the Council has been approving savings proposals, which are currently being implemented. The table below identifies the position regarding the balance of savings still to be approved.

	2011/12	2012/13	2013/14
	£m	£m	£m
Original forecast saving	38.1	55.8	59.4
Government Settlement impact	6.1	8.3	8.3
<u>Amended Target</u>	44.2	64.1	67.7
Less Approved Savings			
September	-2.5	-2.5	-2.5
October	-2.3	-2.6	-2.6
November	-5.0	-5.1	-4.3
December	-16.8	-22.5	-24.9
<u>Net Saving Requirement</u>	17.6	31.4	33.4

It can be seen from the above that the Council still needs to identify around £18m savings to balance next year's budget with a further £13.8m required the year after. It is imperative that the Council continues to make timely decisions to reduce its spending.

- 1.3 It is important to note that these figures assume the following
- That the provisional settlement will remain unchanged
 - All savings are achieved in line with the implementation plans as defined in Appendix A.
 - Levies do not increase
 - A 25% reduction in Management and Support is achieved over the two year period
 - The implementation of revised terms and conditions to the value of £3m in 2011/12 and £4m in 2012/13
 - No Council Tax increase in 2011/12. However, the Council is eligible to receive an additional specific government grant equivalent to a 2.5% Council Tax increase for 2011/12. This will be received from 2011/12 on an ongoing basis.
 - No Council Tax increase in 2012/13.

2. Transformation Programme Update

- 2.1 The six Strategic / Organisational Design project work-streams ("*Big Ideas*") continue to progress, where appropriate. The ongoing prioritisation process will mean that over the next few months it will be necessary to refocus the objectives and adjust the timescales of some or all of these projects.

2.2 Members may recall that in addition to the “Big Ideas” there are a further two reviews being undertaken –

- **Neighbourhoods and Safer Stronger Communities**

The review is currently being finalised and considers how the desired outcomes in these areas can be achieved in the current economic climate. The outcome of the review will now be reported in February.

- **Economic Development**

In the previous report to Cabinet, dated 16th December 2010, it was identified that a fundamental review of the services provided and the funding mechanisms utilised by the Economic Development Division had taken place. Cabinet are now asked to endorse the review and recommend to Council that the activities of the Economic Development Division be directly funded from successful bids for external funding, realising a core budget staffing saving of £714,000, and the Economic Development Division be allowed to reinvest future “over achievements” of external funding into maintaining and further developing service provision.

2.3 **The Voluntary, Community and Faith Sector (VCF) Big Idea Project**

The first stage of this review is complete. There is a separate report elsewhere on this agenda setting out the findings and recommendations from this first stage of the review. This report assumed that the recommendations in that report are approved (see 3.2 and 5.3 of this report).

2.4 **Specialist Transport Unit**

In addition to these reviews officers are progressing a review of the Specialist Transport Unit, focussing on management, supervision and internal staffing. The internal core service provision currently caters for taking children with special needs to schools in the morning, followed by transporting elderly clients to day care centres. Children are then taken home after the school day, followed by elderly clients taken home from day care. There is limited work available during a three hour period in the middle of the day. During this period minimal transport is provided for individual day care centres to take clients on trips and to alternative facilities. From April 2011 this limited activity will be purchased on an ‘as and when’ basis. Therefore, the surplus of drivers, passenger assistants and vehicles, coupled with management and supervisory arrangements of the Unit is being reviewed.

This rationalisation is in direct response to the minimal requirement for transport during the mid day period. Service provision for schools and day care clients will be maintained.

NB; This will achieve actual service cost reductions i.e. this will reduce an ongoing overspend and will not contribute directly to the forecast gap.

The anticipated staffing impact will be a reduction of 27 posts in total; 15 full-time and 12 part-time (5.5fte). A soft consultation exercise has been conducted and staff have been reminded of the opportunity to consider Voluntary Redundancy / Voluntary Early Retirement. For information expressions of interest from a number of STU staff (3 full-time and 8 part-time) have recently been approved.

Agenda Item 10

Cabinet is asked to consider these proposals and make appropriate recommendations to Council including the issue of relevant statutory and contractual notifications.

2.5 Other Reviews

In addition officers are also progressing the following reviews

- Learning & Development. This review is progressing well with arrangements now in place to integrate the corporate function with the function that supports the Children's Schools & Families and the Health & Well Being Directorates. Following from this, savings options are being identified and will be reported to a future Cabinet.
- Council's Occupational Health Services given the current volume of work, and the available resources, has been given a lower priority. However, the review has now commenced and an examination of the entire service including the external provider and possible partnership arrangements in the public sector are being explored.
- Officers continue to explore other shared service opportunities for example Emergency Planning.

2.6 A further two "Informing Sefton" briefings have been published advising staff of the decisions made by Council on 16 December 2010 and progress, with two further personal message from the Chief Executive published on 17 December 2010 and 19 January 2011.

2.7 In September 2009 and June 2010 exercises were undertaken seeking Expressions of Interest for Voluntary Early Retirement/Voluntary Redundancy (VER/VR). The subsequent VER/VRs agreed have resulted in the following savings being generated:-

Year	Savings £000
2010/2011	2,530
2011/2012	1,727
2012/2013	137
Total	4,394

The above savings have been incorporated into specific savings proposals contained elsewhere in this report. The opportunity to express an interest in VER/VR remains open to the workforce and is positively promoted.

2.8 In line with previous Council decisions, the implementation of all approved savings are now being implemented. The high-level implementation plans are contained in Appendix A for members to consider and note.

3. Additional Savings Options

3.1 Since the December Cabinet additional work has been undertaken to verify already approved savings and identify any additional options. The following areas have been identified

- a) A re-evaluation of savings accruing from ABG has identified a saving of £2m. This will reduce the savings gap.
- b) Appendix B identifies further tactical savings proposals that have been identified since the last Cabinet meeting. Cabinet is asked to consider these savings proposals and make appropriate recommendations to Council.
- c) In the Government's calculation of the spending power that should be available to Councils in 2011/12, it was assumed that a certain amount of resources would be made available

Agenda Item 10

through PCT's to support adult social care. Whilst discussions are ongoing with the NHS Sefton it is assumed that this amount will be made available to the Council in both years.

- 3.2 Assuming all issues at 3.1 are approved the latest assessment of the savings still to be identified is as follows

	2011/12	2012/13	2013/14
	£m	£m	£m
Saving Requirement Post December Council	17.6	31.4	33.4
Re-evaluation of ABG	-2.0	-2.0	-2.0
Additional Tactical Savings (Appendix B)	-0.7	-0.7	-0.7
VCF Savings	-0.3	-0.4	-0.4
Government Resources for Social Care	-4.2	-4.0	0
Savings Required	10.4	24.3	30.3

Therefore there remains a significant gap for which further savings will need to be identified.

4. Other On-Going Work

- 4.1 Members should be aware that a number of the approved savings have yet to be fully developed. In addition a number of other potential opportunities are currently being considered which have yet to reach the approval stage. Progress on these issues are summarised below.
- 4.2 Detailed proposals on the achievement of 25% savings on management and support costs are currently being developed. As part of this review changes to the Senior Management structure are currently being finalised. This restructure relates to posts at Service Director and above and will reflect the financial realities, changing landscape of the Council and the need to ensure that we have the capacity to deliver more joined up solutions to the challenges faced by the Council.
- 4.3 Further to the resolutions of the Cabinet on 30th September and 16th December 2010, the Director of Corporate Services and Head of Corporate Personnel have embarked on discussions with the recognised trade unions with the object of realising savings from changes to terms and conditions – a target of £3m in 2011/12 rising to £4m in 2012/13 has been identified.

The trade unions acknowledge that a reduction in terms and conditions is a preferable option to compulsory redundancies. However, any possibility of them agreeing (or at least acknowledging) changes would be subject to the Council guaranteeing no such redundancies – a guarantee which it is impossible to give. Moreover, the trade unions are totally opposed to any changes to Part 2 of the NJC Conditions of Service (the 'Green Book'). These are the core employment terms which the trade unions contend have been hard won over many years and are central to the achievement of single status.

Against this background there is little, if any, possibility of agreement. Consultation with the trade unions will continue but if the proposed changes are to be realised an imposition must be anticipated. Allied to this is the prospect of industrial action.

Agenda Item 10

The proposed changes (excluding school based employees) and the estimated savings are:

- (i) 5% 'across the board' pay cut other than where precluded by statute (e.g. centrally employed teachers) - £2.5 million (assuming incremental progress then pay cut)
- (ii) Reduction in night rate and unsocial hours payment rate to 15% - £59,000
- (iii) Work on a Saturday and/or Sunday as part of an individual's normal working arrangement (i.e. contractual) at time and a half.
- (iv) Reduce all overtime to time plus 50% - £83,000

(Note: In respect of SCP 32 or equivalent and below no overtime to be payable until 39 hours have been worked in the period Monday to Sunday (inclusive) between the hours of 6.00 a.m. and 8.00 p.m. on any day). This applies equally to work on a free day and/or rest day.)

- (v) Reduce emergency duty team allowance to 15% - £6,000
- (vi) Removal of retainer pay - £200,000 (2012/13)
- (vii) Mileage at rate of 40p per mile - £250,000

In relation to (i) above, it is important to note that a 5% cut will represent a change to the nationally prescribed pay points. As such it can be regarded as a fundamental departure from the national conditions of service.

Added to this, the Council is the 'employer of last resort' relative to employees in Community Schools. If the proposed 5% reduction is realised this would create a situation whereby employees whose jobs are rated as equivalent receive different levels of pay. In order to avoid this it would be the intention to influence schools to come in line with the Council's arrangement. Nevertheless the risk must be recognised.

It must be recognised that reductions in the numbers employed will impact on the savings to be achieved from terms and conditions. There will be a further impact if a national pay award is agreed.

The proposed changes are intended to be permanent. It is recommended that the package of terms and conditions proposals identified in paragraph 4.3 be endorsed for negotiating purposes and the officers be mandated in this respect.

- 4.4 Council has previously approved a number of recommendations regarding externally funded activity. Cabinet will recall that in addition to these approved options Officers continued to progress the review of externally funded activity. Appendix C identifies those services were Officers are now aware that funding is to cease or reduce. Cabinet is asked to mandate officers to commence a consultation process with partners, employees and Trade Unions with a view to ceasing the activity identified including the issue of relevant statutory and contractual notifications. The review of externally funded activity has been comprehensive and continues to be updated upon receipt of further detail from government and other organisations.
- 4.5 A review of the Major Service Review contracts with arvato and Capita has commenced with a view to finding savings and to ensure the other contractual outcomes are being achieved.

4.6 High level decommissioning plans are also being developed. Decommissioning guidance is outlined in Appendix D, Cabinet is asked to endorse this Guidance.

5. Prioritisation Other Services

5.1 As indicated in 3.2 above the Council still has to identify £10.4m savings next year. Council on 16 December 2010 determined the prioritisation of Critical, Frontline and Regulatory Services and approved savings to be made in these areas. Officers have continued to review all the “Other” services of the Council to determine their relative priority in order to identify the balance of savings required.

5.2 The total value of all other services provided by the Council including all previously approved savings is as follows

	2010/11	2011/12	2012/13
	£m	£m	£m
Total All Other Services	29.023	24.686	24.450

5.3 Given the need to identify significant additional savings as outlined above it is important that the other services provided by the Council are prioritised. Officers have undertaken an initial prioritisation of “Other” services taking into account a number of factors:

- The relative priority of the outcomes achieved
- The balance of activity between those targeted at particular individual needs and those universally available
- The ability of facilities and staff to be adapted to provide a wider range of activities linked more closely to priorities.
- The practical implications of decommissioning services particularly those that are building based

Having taken these factors into account, a recommended prioritisation has been undertaken and this is summarised at Appendix E. The prioritisation places services into 3 tiers with priority being given to the extent to which those services contribute to early intervention and prevention and those which provide the widest universal community value. The financial summary of the allocation across these tiers is shown below

	2010/11	2011/12	2012/13
	£m	£m	£m
Tier 1	18.8	15.3	15.2
Tier 2	6.9	6.4	6.3
Tier 3	3.3	3.0	2.9
Total	29.0	24.7	24.4

5.4 Members are asked to consider this prioritisation and identify how it might be used to identify the additional savings required.

6. Equality Impact Assessment

6.1 A high-level equality impact assessment has been completed on the enclosed savings proposal and no disproportionate adverse impacts have been identified. The impact assessment has identified the need to establish the monitoring of take up in some services and the need to have clearer communication with those services users and staff affected. Specific equality impact assessments, including appropriate service user consultation, will be

Agenda Item 10

undertaken which involve the delivery or commissioning of services to people with protected characteristics, in order to mitigate the impacts of reductions or cessation in services.

7. Public Consultation and Engagement

7.1 Consultation and engagement continues in relation to specific service reductions and cessation with service users. Communication of the Council's priorities for its communities will take the form of provision of information on the priorities agreed by the Council. The main medium will be through the Council's website, together with other communication medium as appropriate. Specific consultation and engagement on service reductions as appropriate to each service will be undertaken, to ensure the community have an opportunity to influence the design and delivery of these transformed services. Consultation on complete cessation will be limited to what is required, given the timescales involved in setting a balanced budget. Service users will, where possible, be signposted to alternative provision where it exists. Impact Assessments have and will continue to be undertaken to ensure that the needs of members of the community, particularly those with protected characteristics have been suitably assessed and appropriate mitigation effected where possible.

8. Conclusion

8.1 The Council has been planning and approving the significant reductions in costs for many months. The extent of the required savings has been confirmed through the Local Government Settlement received in December. The extent of the required savings is such that radical changes are required. Key to this work has been the assessment of the relative priority of existing Council activities and in effect a zero based approach has been taken to this task. The significant savings required over the next four years will require tough and far reaching decisions regarding services cessation, reduction and change in order to meet the financial objectives set by Government. Even where service activity is prioritised it is imperative that this is undertaken in the most efficient way and therefore it is essential that all opportunities to achieve savings continue to be fully explored.

8.2 This report continues the process of identifying savings. The overall impact on the forecast savings will depend on which options are approved and in particular how the prioritisation of other services can be utilised to identify additional savings.

8.3 It remains clear that reductions of the magnitude still required will have a significant impact on the services the Council can continue to provide. A significant amount of work is still required to implement approved savings and identify sufficient savings to meet the financial objectives set by the Government. The Cabinet and Council meetings will consider further radical changes to service delivery in advance of setting the budget in March.

9. Recommendations

Cabinet is recommended to

- a) Note progress to date.
- b) Endorse the Economic Development Division review and recommend to Council that the activities of the Economic Development Division be directly funded from successful bids for external funding, realising a core budget saving of £714,000, and the Economic Development Division be allowed to reinvest future "over achievements" of external funding into maintaining and further developing service provision.

Agenda Item 10

- c) Consider the proposals relating to the Specialist Transport Unit (Paragraph 2.4) and make appropriate recommendations to Council to mandate officers to continue the consultation process with employees and Trade Unions with a view to realising the reduction in costs identified, including the issue of relevant statutory and contractual notifications.
- d) Endorse the high level implementation plans contained in Appendix A and note that the financial implications of any implementation beyond 1 April 2011 is now built into the financial forecasts.
- e) Consider the further tactical savings options at Appendix B and make appropriate recommendations to Council.
- f) Endorse the package of terms and conditions proposals identified in paragraph 4.3 for negotiating purposes and officers be mandated in this respect.
- g) Consider the externally funded schemes at Appendix C and approve that the activity will cease in line with the reduction in Government funding and authorise officers to progress the necessary arrangements.
- h) Endorse the Decommissioning Guidance contained in Appendix D.
- i) Consider the prioritisation of other services as detailed in Appendix E and make appropriate recommendations to Council.
- j) Authorise officers to engage in consultation with employees and trade unions as appropriate and to prepare and issue relevant notifications under Section 188 of the Trade Union Labour Relations (Consolidation) Act 1992 and form HR1 to the Secretary of State. Officers are also authorised, subject to consultation, to implement this pending final decisions of Council; and
- k) Agree that a Cabinet meeting be convened, as provisionally advised at the last meeting of Cabinet, on Thursday 17th February 2011 and note that further proposals will be presented to the Cabinet meeting in February.

Council is requested to:

- a) Note progress to date.
- b) Subject to the consideration of Cabinet on 27th January 2011 approve the Economic Development Division review and recommend to Council that the activities of the Economic Development Division be directly funded from successful bids for external funding, realising a core budget staffing saving of £714,000, and the Economic Development Division be allowed to reinvest future “over achievements” of external funding into maintaining and further developing service provision.
- c) Subject to the consideration of Cabinet on 27th January 2011 approve the proposals relating to the Specialist Transport Unit and make appropriate recommendations to Council to mandate officers to continue the consultation process with employees and Trade Unions with a view to realising the reduction in costs identified including the issue of relevant statutory and contractual notifications.
- d) Subject to the consideration of Cabinet on 27th January 2011 approve the additional tactical savings options at Appendix B and make appropriate recommendations to Council.

Agenda Item 10

- e) Subject to the consideration of Cabinet on 27th January 2011 approve the package of terms and conditions proposals identified in paragraph 4.3 for negotiating purposes and officers be mandated in this respect.

- f) Subject to the consideration of Cabinet on 27th January 2011 note the activities to cease/reduce as outlined in Appendix C and mandate officers to commence a consultation process with partners, employees and Trade Unions with a view to ceasing the activity identified including the issue of relevant statutory and contractual notifications.

- g) Subject to the consideration of Cabinet on 27th January 2011 consider the prioritisation of other services and make appropriate recommendations; and

- h) Subject to the consideration of Cabinet on 27th January 2011 authorise officers to engage in consultation with employees and trade unions as appropriate and to prepare and issue relevant notifications under Section 188 of the Trade Union Labour Relations (Consolidation) Act 1992 and form HR1 to the Secretary of State. Officers are also authorised, subject to consultation, to implement this.

Children, Schools & Families Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
1	Critical Common Assessment Framework	£200,000	Common Assessment Framework is a statutory assessment process which seeks to reduce referrals for safeguarding assessment by working with children, young people, families, partners and schools. In the recent 2010 Unannounced Inspection of Sefton's safeguarding, contact, referral and assessment arrangements, Ofsted identified CAF as a substantial strength. However the CAF Funding was also used to support 3 Children's Services Area Manager posts which are not part of the core CAF service.	Vacant posts made obsolete. Staff and Union Consultation and notice 1 employee Schools and Partners advised of cessation of Areas Manager posts.	April 2011	Jean Massam
2	Critical Kirwan House	£100,000	Kirwan House has residential provision and will close in April 2011 and this will release a £100,000 savings in running costs of the provision. The majority of staff will be redeployed to other critical safeguarding provision.	Vacant posts made obsolete. Staff and Union Consultation and redeployment. VR/VER approved for 1 employee Accommodation Working Group to consider future of Kirwan House	April 2011	Colin Pettigrew
11	Regulatory Education Psychologists	£100,000	Further reduction of 3.6 FTE posts 31 st March 2011	Staff and Union Consultation	April 2011	Colin Pettigrew
12	Regulatory Pupil Attendance (Employment)	£60,000	Reduction of 2 FTE posts 31 st March 2011	Staff and Union Consultation 1 vacant post to be made obsolete VR/VER approved	April 2011	Colin Pettigrew

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
13	Regulatory School Improvement – Advisory Service	£140,000	Reduction of 2 FTE posts 31 st March 2011	Staff and Union Consultation 1 VER / 1 Vacancy	April 2011	M McSorley
14	Regulatory Parent Partnership	£60,000	Cease in-house service and commission new service (equivalent of 1 post – Possible TUPE)	Staff and Union Consultation	April 2011	Colin Pettigrew
15	Regulatory Early Years (Sufficiency & Sustainability funding (Surestart))	£492,000	Cease all sufficiency and sustainability activity in relation to early years child care settings. This ensures enough capacity for early years provision between the Maintained Sector and the Private, Voluntary and Independent (PVI) Sector.	Staff and Union Consultation	April 2011	Peter Morgan
16	Regulatory Graduated Leader Support Programme (Surestart)	£342,000	The local authority has contractual arrangements in place until 31 st July 2011. It is recommended that this programme is discontinued 1 st August 2011.	Relevant early years leaders to be informed that this professional development is no longer to supported	1 st August 2011	Peter Morgan
17	Regulatory Choice Adviser	£20,000	This function will be commissioned through alternative process.	Staff and Union Consultation	April 2011	M McSorley
18	Regulatory School Improvement Partners for Schools (SIPS)	£100,000	It is envisaged within the White Paper that the local authority will no longer have to carry out this role from 2013	Lease employment of external (to Local Authority) School Improvement Partners	April 2011	Peter Morgan
19	Regulatory School Intervention	£49,000	Support schools identified by the local authority as at risk of going into an adverse Ofsted category.	Schools informed	April 2011	Peter Morgan
CS1	Other Identification of Funding Changes ABG	£935,766	Further savings accounting from decisions Made regarding ABG in July 2010.	All actions complete	April 2011	Peter Morgan
CS2	Other Severance Pay to Schools	£700,000	Lease funding to support staff reductions in schools	All actions complete including notification to Schools and Trade Unions.	April 2011	Peter Morgan

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
CS3	Other Charge Schools for Health and Safety Training Courses	£18,000	Current course to be provided to Schools but on a chargeable basis.	Schools informed	April 2011	Mark Dale
CS4	Other Stop CSF Schools ICT	£30,000	Council constitution to Schools ICT provision	Schools informed	One off saving 2010/11	M McSorley
CS5	Other Post 16 Transport	£207,000	Post 16 Travel Passes	Student Support staff advised of change Processing system updated Update website Advise Contact Centre and One Stop Shops Advise schools, colleges and other partners	April 2011	M McSorley
CS6	Other Education Psychologists	£50,000	Reduction of a vacant Education Psychologist post	Vacant post made obsolete	April 2011	Colin Pettigrew
CS7	Other Performing Arts - discretionary grant	£32,050	Discretionary Performing Arts awards	Service Users informed	April 2011	M McSorley
CS8	Other Review Inclusion Service	£140,000	Review of leadership posts in Inclusion Service	Savings achieved through vacancies and acting arrangements	April 2011	Colin Pettigrew
CS9	Other Cease School Clothing Grant	£201,000	An annual discretionary budget for providing financial assistance with the costs of school clothing.	Student Support staff advised of change Processing system updated Update website Advise Contact Centre and One Stop Shops Advise schools and other partners	April 2011	M McSorley

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
CS10	Other Parent Support Adviser – Coordinator	£80,000	To support the development of the Parent Support Advisers (PSA) in schools who give parental support on a range of areas linked to children's attendance, behaviour and attainment.	Staff and Union Consultation Advise schools of change	April 2011	M McSorley
CS12	Other PSHEE and Healthy Schools (Personal Health and Social Education)	£6,500	Monitor, evaluate and support schools in relation to PSHEE and the Healthy School Programme.	Staff and Union Consultation Schools advised of change	April 2011	Peter Morgan
CS13	Other Education Health Partnerships	£74,431	Supporting schools to achieve National Healthy School Status	Schools advised of change	April 2011	Peter Morgan
31 st March 2011 CS14	Critical Cease Designated Teachers (LAC) Training	£16, 094	Funding to support training for designated teacher for Looked After Children to reduce the attainment gap.	Schools advised of change	April 2011	Colin Pettigrew
CS - M10	Other School Improvement Service	£70,039	Service to support attainment in Schools	Departmental Restructure Staff and Union Consultation VR/VER Approved	April 2011	M McSorley
BI3 -1	Education Welfare	£50,000	Reduction of a vacant Education Welfare post	Vacant post made obsolete	April 2011	Colin Pettigrew
BI3 - 2	Positive Activities for Young People (Balance remaining)	£564,918	Supported a range of activity for young people to engage, motivate and to minimise anti social behaviour.	Update website Advise Contact Centre and One Stop Shops	April 2011	Colin Pettigrew
CS - M4 (a)	Other Cease 14-19	£406,862	To develop 14-19 Partnership arrangements with Schools and Colleges within Sefton and promote a range of 14-19 learning	Staff and Union Consultation	April 2011	Peter Morgan

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
	Partnership		opportunities			

Adult Social Care Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
3	Critical Income Increase	£635,000	Sefton allows most people at least £16 per week Disability Related Expenditure (DRE). We continue with the £16 DRE but to increase the percentage of people's disposable income from 65% to 95%. This proposal is currently undergoing through the Councils consultation processes.	Consultation	April 2011	Robina Critchley
4	Critical Commissioned Services	£3,000,000	Review of commissioned services to ensure value for money across the sector.	Consultation	April 2011	Robina Critchley
5	Critical Voluntary Sector	£200,000	Negotiate all existing Voluntary sector agreements to reduce their "back office" expenditure and assist them wherever possible to create organisational efficiencies.	Consultation	April 2011	Robina Critchley
6	Critical Inflation	£1,513,000	Withhold inflation element to all providers.	Consultation	April 2011	Robina Critchley
7	Critical Staff Savings	£500,000	Delete at least 15 vacant posts, Exercise underway with HR to determine where this efficiency comes from with least disruption to service.	Vacant posts made obsolete	April 2011	Robina Critchley

Leisure Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
SCL1(a)	Other Arts & Cultural Services	£139,000	Council building based Arts Development work, delivered by the Council, and commission activity where appropriate.	Staff Consultation Vacant posts deleted Update website Advise Contact Centre and One Stop Shops Implementation Plan developed	15th April 2011	Graham Bayliss
SCL1 (b)	Other Arts & Cultural Services	£71,716	Closure of Botanic Garden Museum.	Staff Consultation on going Update website Advise Contact Centre and One Stop Shops Relocate historical items into storage. Implementation/decommissioning Plan developed	15th April 2011	Graham Bayliss
SCL1 (c)	Other Arts & Cultural Services	£90,000	Reduce public Arts entertainment programme and support to third parties Cultural Fund grants to cease	Partners advised of change Update website Advise Contact Centre and One Stop Shops Previous applicants advised of change Implementation Plan developed	1 st April 2011	Graham Bayliss
SCL 2 (a) (disaggregated from SCL2)	Other Coast & Countryside	£50,000	Environmental education activity, out of school wild life clubs and community events	Staff Consultation on going Redeployment actioned Implementation Plan developed	8 th April 2011	Graham Bayliss
SCL3	Other Parks & Open Spaces	£100,000	Close down the Nursery operation	Staff Consultation on going Proposals redefined Redeployment actioned Implementation Plan developed	22 nd April 2011	Graham Bayliss
SCL 5 (a) (disaggregated from SCL5)	Other Parks & Open Spaces	£100,000	Reduce Grounds Management for Parks including a reduction in bowling greens from 22 to approx 16	Discussions with Contractor on going Discussions with Service Users on going	1 st April 2011	Graham Bayliss

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
				Report to Cabinet Member scheduled for March		
SCL 5 (b) (disaggregated from SCL5)	Other Parks & Open Spaces	£50,000	Reduce the Repair & Maintenance Budget by £50,000.	Budget to be adjusted from start of next financial year	1 st April 2011	Graham Bayliss
SCL 5 (c) (disaggregated from SCL5)	Other Parks & Open Spaces	£34,000	Reduce site inspection and repairs team.	VR/VER approved	1 st April 2011	Graham Bayliss
SCL6 (a)	Other Parks & Open Spaces - Park Rangers	£15,000	Organised activities and Ranger-led activities in parks	Budget to be adjusted from start of next financial year	1 st April 2011	Graham Bayliss
SCL7 (b)	Other Libraries - Stockfund	£96,000	Libraries Stock Fund	Budget to be adjusted from start of next financial year	1 st April 2011	Graham Bayliss
SCL8 (a)	Other Libraries (Specialist Services)	£136,000	1. Local History Unit and Information Services 2. Library services offered to Children & Young People 3. Libraries' Home Visits Services 4. Libraries' Facilities Team	VR/VER approved Staff Consultation on going Update website Advise Contact Centre and One Stop Shops Report on Local History scheduled for Cabinet Member in February Implementation Plan developed Vacant posts deleted Service Review required	1 st July 2011	Graham Bayliss
SCL9 (a)	Other Sport & Leisure Centres - Management	£70,000	Review and restructure Operational Management requirements at all Leisure Centre sites and replace with alternative set up. Delete Vacant Posts of Development Manager and Customer Services Officer Staff Consultation	Implementation Plan developed Vacant posts deleted Service Review required	1 st July 2011	Graham Bayliss

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
SCL9 (b)	Other Sport & Leisure Centres - Management	£80,000	Delete Management Post of Head of Recreation Management (replaces original saving of Delete 2 x Fitness suite posts and Principal Manager post)	Vacant Post deleted	1 st April 2011	Graham Bayliss
SCL10 (a)	Other Potential Charging Policy for Leisure Operations	£35,500	Increase burial and cremation fees by 2% above the rate of inflation from 1st April 2011.	Update website Fees and Charges Report scheduled for Cabinet Member meeting in February	1 st April 2011	Graham Bayliss
SCL10 (b)	Other Potential Charging Policy for Leisure Operations	£93,500	Undertake review of all fees & charges in Leisure Centres Introduce an annual charge for the Leisure Pass (service discount card) Introduce a charge for Active & Sports programmes (excludes F&A) Increase price of Fitness Suite Memberships	Update website Fees and Charges Report scheduled for Cabinet Member meeting in February	1 st April 2011	Graham Bayliss
SCL 11 (a)	Other Service Development	£15,000	Stop discretionary grants to external organisations to run play / child minding schemes in school holidays	Previous applicants advised of change	1 st April 2011	Graham Bayliss
SCL11 (b)	Other Service Development	£41,500	Delete Principal Development Manager post. Stop / reduce cross departmental service development work.	Vacant post deleted	1 st April 2011	Graham Bayliss
SCL12 (a)	Other Tourism	£55,000	1. Cancel Comedy Festival £10,000 2 Reduced Marketing activity	Both elements actioned	1 st April 2011	Graham Bayliss
SCL12(b)	Other Tourism	£72,000	Reduce opening hours and staffing levels in Tourist Information Centre	Staff consultation on going Implementation Plan developed	1 st April 2011	Graham Bayliss

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
			Partial transfer of operational delivery of the pier to the concessionaire and other service areas Reduce Security provision at Southport Market			
SCL12 (c)	Other Tourism	£20,000	Relocate Tourism Offices to Southport Town Hall.	Requires space to be come available in Southport Town Hall	Dependant on the Accommodation Strategy	Graham Bayliss
SCL12 (d)	Other Tourism	£47,500	Delete post of vacant post of conference manager.	Vacant post deleted	1 st April 2011	Graham Bayliss
SCL13	Other Libraries - Review Opening Hours	£140,000	Reduce opening hours to level operated in 2001 - before the introduction of Public Library Standards which have now been withdrawn	Public Consultation Staff Consultation on going VR/VER approval Update website Advise Contact Centre and One Stop Shops Implementation Plan developed Vacant posts deleted Service Review required	1 st July 2011	Graham Bayliss
SCL14 (a)	Other Libraries (Management)	£68,000	Reduce Library Management and Admin Support.	Vacant posts deleted	1 st April 2011	Graham Bayliss
SCL14 (b)	Other Libraries (Management)	£139,000	Downsizing of library manager posts.	Staff Consultation on going VR/VER approval Update website Advise Contact Centre and One Stop Shops Implementation Plan developed Vacant posts deleted Service Review required	1 st July 2011	Graham Bayliss

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
SCL15(a)	Other Sport & Leisure Centres - Review Opening Hours	£70,000	Reduction in opening hours across all Leisure Centres, including Bank Holidays, Saturdays & Sundays.	Consultation with Clubs Staff Consultation on going Update website Advise Contact Centre and One Stop Shops Implementation Plan developed Vacant posts deleted Service Review required VR/VER approval	1 st July 2011	Graham Bayliss
SCL15(b)	Other Sport & Leisure Centres - Review Opening Hours	£27,000	Reduce opening hours at Splashworld – extend Winter closure	Staff Consultation on going Update website Advise Contact Centre and One Stop Shops Implementation Plan developed	1 st April 2011	Graham Bayliss
SCL16 (a)	Other Sports & Leisure Centres	£43,000	Inspections and bench marking services. Reduced monitoring and performance management Crosby Leisure Centre & Formby Pool by the Council. Reduced spend around advertising and marketing related activity.	Proposals already actioned	1 st April 2011	Graham Bayliss
SCL16 (b)	Other Sports & Leisure Centres	£13,000	Cease the annual contribution to Sefton Sports Council and MCSP.	Partners advised	1 st April 2011	Graham Bayliss

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
SCL18	Other Free & Active	£205,000	Free positive leisure activities during the school holidays.	Delete casual posts Update website Advise Contact Centre and One Stop Shops Develop alternative charge based programme	1 st April 2011	Graham Bayliss
SCL19	Other Cease Mischief Night Intervention	£21,000	Interventions include a series of diversionary activities on key problematic nights throughout the year.	Update website Advise Contact Centre and One Stop Shops Partners advised	1 st April 2011	Graham Bayliss
New	Other Arts & Cultural Services	£22,350	Cease the grant to the Royal Liverpool Philharmonic Orchestra	RLPO advised	1 st April 2011	Graham Bayliss

Operational Services Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
8	Frontline Recycling	£900,000	The collection of recyclable materials from across the Borough.	Determine new contractual arrangement	1 st July 2011	Jim Black
CM2 & CM13	Traded & Frontline Reduce Frontline Operational Services Management	£65,000	Catering, Cleansing, Building Cleaning and School Crossing	Staff Consultation Approve VR/VER Advise service users of change. Revise managerial and administrative arrangements within these service areas to form a 'Schools and Trading Services' section within the Operational Services	April 2011	Jim Black

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
				Department. Staff Consultation		
CM4	Frontline Reduce Bulky Item Service Collection to 10 days	£60,000	Bulky Item Service Collection	Staff Consultation Update website Advise Contact Centre and One Stop Shops	1 st April 2011	Jim Black
CM6	Frontline Reduce hours in street cleansing service	£59,500	Street cleansing	Staff Consultation	April 2011	Jim Black
CM7	Frontline Reduce Overtime hours for street cleansing service	£40,000	Street cleansing	Staff Consultation	1 st April 2011	Jim Black
CM8	Frontline Reduce non-Highway cleaning	£30,000	Non-Highway cleaning	Staff Consultation	1 st April 2011	Jim Black
CM9	Frontline Change all Attended Public Conveniences to unattended and Close One Attended Public Convenience	£100,000	Public Conveniences	Staff Consultation Implement mobile cleansing service.	1 st April 2011	Jim Black
CM12	Frontline Stop Canal Patrols	£40,000	Canal Patrols	Staff Consultation	April 2011	Jim Black
CM17 (a)	Frontline Cleansing – Cease Neighbourhood Liveability Teams	£394,074	Cleansing	Revert cleansing services in the locality to standard core service schedule. Staff Consultation Approve VR/VER requests	April 2011	Jim Black
CM19	Frontline	£10,000	Reduction of support for trainees	Staff Consultation	1 st April 2011	Jim Black

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
	Cessation of Future Jobs Fund Support					
CM44	Frontline Cease Good Neighbour Skips	£72,825	Cleansing	Staff Consultation Update website Advise Contact Centre and One Stop Shops	April 2011	Jim Black
CM48 (a) 100% option	Frontline Cease Cleansing - Fly Tipping/Graffiti	£67,355	Cleansing - Fly Tipping/Graffiti	Staff Consultation Update website Advise Contact Centre and One Stop Shops	April 2011	Jim Black
CM49	Frontline Cease Cleansing - Lineacre Bridge Team	£25,000	Cleansing	Staff Consultation Update website Advise Contact Centre and One Stop Shops	April 2011	Jim Black
CM50	Frontline Cease Cleansing - WNF Projects Team Leader	£35,000	Management of WNF funded staff	Staff Consultation	1 st April 2011	Jim Black
CM51 (a)	Frontline Cease Cleansing - Arterial Routes	£269,380	Overnight mechanical and manual cleansing of arterial routes into/out of the Borough. Removal of detritus, litter and fly tipping.	Staff Consultation	1 st April 2011	Jim Black

Environmental and Technical Services Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
9	Frontline Services – Influenced but Contracted	£200,000	Grass Cutting	Reduce the frequency of highway grass-cutting within the new contract specification from April 2011.	1 st April 2011	Peter Moore

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
	Grass Cutting			Completion of procurement process.		
10	Frontline Services – Influenced but Contracted Street Trees	£40,000	Street Trees	Reduce arboricultural database management and tree maintenance.	1 st April 2011	Peter Moore
24	Regulatory Licensing	£50,000	Local Licensing function	Staff Consultation Budget reconfiguration	1 st April 2011	Peter Moore
25	Regulatory Dog Wardens	£60,000	Enforcing and removing dangerous dogs, catching and kennelling strays, regulating dog fouling.	Staff Consultation Staff Selection Update website Advise Contact Centre and One Stop Shops	1 st May 2011	Peter Moore
CM39	Regulatory Reduce Regulatory Enforcement	£350,000	Regulatory Enforcement	Approve VR/VER Make vacant posts obsolete	1 st April 2011	Peter Moore
CM40	Regulatory Merge of Environmental Enforcement	£40,000	Environmental Enforcement	Approve VR/VER Make vacant posts obsolete Staff consultation Reprioritise workloads/ Restructure team Staff selection	1 st May 2011	Peter Moore
CM41	Other Integrated Sustainability Function	£58,000	Sustainability Function	Make vacant posts obsolete Staff consultation Reprioritise of workloads / Restructure team Staff selection/assimilation	1 st April 2011	Peter Moore
CM42	Other Increase fees for Network Mgt activities	£30,000	Increase income through raised fees & charges.	Budget reconfiguration Update website Advise Contact Centre and One Stop Shops	1 st April 2011	Peter Moore
CM43(a)	Other Cease Pest	£15,000	Pest Control	Cease the provision of all chargeable pest control	1 st May 2011	Peter Moore

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
	Control Charged Service			services to external organisations (including commercial/school contracts and commercial/domestic "non-public health pest" treatments, i.e. wasps, bees and ants) but continuing services internally re-charged to other Departments. Staff Consultation Staff Selection Delete Vacant Posts Update website Advise Contact Centre and One Stop Shops and "contract" customers		
CM43 (b)	Other Cease additional Pest Control	£37,000	Undertaking surveys and treatments for Rats within rat activity "hotspots". Some infrastructure improvements (grotspot cleanup, harbourage removal, drainage repairs etc.) delivered through contractors and Neighbourhood Cleansing Teams	Staff Consultation Approve VR/VER	1 st April 2011	Peter Moore
CM52	Other Cease Alcohol Harm Reduction	£28,270	Enforcing Age Related Sales Legislation / Trading Standards legislation; assisting in the delivery of the Sefton Alcohol Harm Reduction Strategy with particular reference to alcohol, the links to crime and disorder and 'NI20' (Assault with less serious injury); and promoting the 'National Alcohol Strategy – Safe, Sensible, Social' and Sefton Council's Licensing Policy.	Staff Consultation Reprioritise workloads Delete post	1 st April 2011	Peter Moore
CM53	Other Cease - Community Engagement Team	£110,000	Direct engagement with the community (residents, business and partners) to improve understanding of services and of customer needs/expectations. Developing community capacity and guardianship,	Staff Consultation	1 st May 2011	Peter Moore

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
			undertaking education to encourage positive behaviour change.			
CM54	Other Campaigns Coordinator	£61,342	Undertaking and coordinating education, information and social marketing interventions to encourage positive behavioural change	Delete vacant post	1 st April 2011	Peter Moore
CM55	Other Project Officer	£28,862	Development of performance information and monitoring of performance in relation to the Environmental Services Intervention.	Staff Consultation	1 st May 2011	Peter Moore
CM57	Other Detrunking	£752,000 2011/12 2012/13	To support the maintenance of the former Trunk Roads, A565 and A59, which provide principal arterial routes through Sefton.	Budget reconfiguration	1 st April 2011	Peter Moore

Planning & Economic Regeneration Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
20	Regulatory Development Control	£50,000	Development Control	Part completed with a retirement 31/3/11 to conclude saving.	1 st April 2011	Andy Wallis
21	Regulatory Building Control	£35,000	Building Control	VR/VER approved	1 st April 2011	Andy Wallis
22	Regulatory Car Parks Fees and Charges	£200,000	Car Parks Fees and Charges	Traffic Regulation Order Notices published. Report to Cabinet to approve revised charges for Waterloo and Crosby.	1 st April 2011	Andy Wallis
CM1	Senior Management Restructure	£250,000	Communities Directorate Senior Management Restructure	Staff Consultation on restructuring proposals (Complete)	1 st May 2011 (completion)	Bill Milburn

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
				Recruitment (Complete) Handover		
CM23	Regulatory Car Parks Contract Review	£100,000	Car Park Enforcement Contract	Re-tender contract during 2011/12	1 st April 2012	Andy Wallis
CM29	Regulatory Introduce a charge for Development Control advice	£30,000	Development Control advice	Charging scheme in preparation. Report to 16 th March Planning Committee to include proposals for a scheme of locally set Planning Fees	1 st April 2011	Andy Wallis
CM30	Regulatory Review Planning Technical Support	£50,000	Planning Technical Support (Land Charges)	VR/VER approved and implemented	October 2010	Andy Wallis
CM31	Regulatory Rationalisation of PCN processing and administration of Disabled Blue Badge resources	£30,000	PCN processing and administration of Disabled Blue Badge	VR/VER approved	1 st April 2011	Andy Wallis
CM32	Other Reduce local transport plan support	£80,000		Staff Consultation on restructuring proposals	mid April 2011	Andy Wallis
CM37	Other Cease funding for Opportunities Shop	£69,000	The Opportunities Shop not only receives Council grant (performance monitored), it also has a core contract with Connexions for delivery of Next step guidance to young adults.	Notice served on Opportunities Shop confirming cessation of grant from 2011/12	1 st April 2011	Andy Wallis
CM58	Other Cease Climate Change ABG Contribution	£22,500	Currently contributes towards achieving climate change targets.	Budget adjustment due to termination of grant.	1 st April 2011	Peter Moore

Neighbourhoods and Investment Programmes Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
26	Homelessness	£31,000	Homeless families unit.	Explore revised working methods Staff consultation	1 st April 2014	Alan Lunt
27	Other House Renovation Grants	£31,000	Grants / private sector housing	Explore revised working methods Staff consultation	1 st April 2014	Alan Lunt
CM20	Other Integrate Strategic Housing Function	£217,000	Housing Function	Merge strategic housing function with investment programmes Staff consultation	1 st April 2011	Alan Lunt
CM21	Reduce private sector housing support	£53,968	Private sector housing support	Make vacant posts obsolete	1 st April 2011	Alan Lunt
CM23	Other Increase Charge to Schools for Energy Advice	£10,000	Schools Energy Advice	Build into statutory support services charging to schools from April 2012.	1 st April 2012	Alan Lunt
CM24	Other Charge schools for Env Education or stop service	£17,500	Schools Env Education	<u>Jan 2011</u> - consulting with Sefton/Non-Sefton Schools on high-point in charging to increase revenue income for 2012. <u>Feb 2011</u> - Business Plan to identify and secure sources of funding to be developed for short and medium term	1 st April 2012	Alan Lunt
CM26	Other Sefton CVS : Cease Young Apprenticeships	£75,000	Young Apprenticeships: young people referred from local voluntary and community youth providers supported to develop individualised training programme, which will also incorporate a work placement at a local venue.	Consultation	1 st April 2011	Alan Lunt

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
CM27	Other Neighbourhoods Division Acme Art – Cease Expressive Arts	£81,665	ASDAN accredited programme, which will explore different elements of the creative arts industry, including sessions such as animation, web development, magazine design and photography.	Consultation	1 st April 2011	Alan Lunt

Corporate Services Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
CE3	Other Managed Print Service via arvato	£100,000	Commit to a contract with Xerox (via arvato) to pay for printer consumables based on a price per printed page. This is a saving went compared against the cost of purchase of toners and repair costs for council owned printers and multi-functional devices.	Review proposal in relation to service type definitions Agree adjustment to departmental budgets. Review the printer fleet requirement in light of reducing staff numbers and locations. This may delay the implementation of these savings and reduce the value.	1 st April 2011	Mike Fogg
CE4	Other Smart Phones	£9,000 One off	Handsets have been replaced as part of the move to Blackberrys and upgrades provided as part of the new Orange contract.	Collect old handsets in. Arrange sale of old handsets	1 st April 2011	Mike Fogg
CE5	Other Rationalise Software e.g. Point of Sale and Booking Software	£30,000	Reduce the number of individual software applications that perform similar or overlapping functions.	Review the capability and capacity of each piece of software used by the Council; remove any where the activity can be undertaken by an existing piece of software; or install new software with greater functionality to replace more than one software application.	1 st April 2011	Mike Fogg

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
CE6	Other Removal of Centrex Analogue Lines	£50,000	There are 800 telephone lines used by the Council in buildings such as libraries that could be replaced by a more cost effective solution.	Review the telephony requirements for outlying buildings – this is now affected by reducing staff numbers and locations. Identify those than be moved to VOIP or onto the Ericcson system.	1 st April 2011	Mike Fogg
CE7	Other Downgrade Quality of Print Paper	£40,000	The cost of recycled paper for use in printers and multi-functional devices is cheaper than regular paper.	Source and switch to recycled paper. Liaise with arvato regarding the exact specification required for the MFDs.	1 st April 2011	Mike Fogg
CE8	Other Review of Personnel	£120,000	Implementation completed other than collocation of staff and realisation of savings from approved VER/VRs approved to be effective from 1 st April 2011	Staff Consultation Approve VR/VER	1 st April 2011	Mark Dale
CE13	Other No provision of food for meetings/training events (and no subsistence allowance)	£20,000	Food for meetings/training events	Issue notice to the catering company	1 st April 2011	Mike Fogg
CE15	Other CAA Fees	£50,000	The reduction in fees as a result of the abolition of CAA will be notified by our current external auditors (PWC) as a reduction in the fee payable for 2011/2012. PWC advise that they will not know until late March / April 2011. They cannot confirm at this stage the actual amount of the saving as that decision will be made by the Audit Commission.	Await notification from PWC	1 st April 2011	J Farrell
CE16	Other Take on HMRI Conveyancing	£50,000	Undertake Conveyancing and property related legal work associated with the Housing Market Renewal Programme in-	Internal charging mechanism to be implemented	1 st April 2011	D McCullough

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
	and Building Agreement Works		house rather than commission work from external solicitors.			
CE17	Other Legal Sundry Savings	£17,850	Reduction in budgets for Practising Certificates, Library and Information Services and other sundry matters	Agree adjustments to Departmental budget	1 st April 2011	D McCullough
CE18	Other Admin Staff Reductions	£8,068	Typing Services with the department	Approve VR/VER	1 st April 2011	D McCullough
CE20	Other Re-tender of Office Supplies Contract	£50,000	These savings are being realised as a result of the new contract and budget adjustments will be made.	Re-tender of Office Supplies Contract (complete) Agree adjustment to departmental budgets	1 st April 2011	J Farrell

Performance, Governance and Partnerships Approved Savings Proposals Implementation Schedule

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
CE1	Cost of Democracy Modernising Democratic Services/Scrutiny Support	£120,000	Implement electronic decision making Gain approval to revised calendar and scheme of delegation to Cabinet Members Introduce revised committee template Cease mail delivery to Members Revise staffing structure	Amendment to system (ICT Client Team) Report to Cabinet & Council Report to Leaders Staff consultation Staff consultation	May 2011 (ICT dependent)	Sam Tunney
CE2	Other Review Civic / Mayoral Service	£132,000	Civic / Mayoral Service (including room bookings service, twinning, etc)	Staff Consultation	April 2011	Sam Tunney
CE19(a)	Other Cease membership of LGA	£60,000	Membership of LGA	Give required notice	April 2012	Sam Tunney
CE19(b)	Other Cease membership of North West	£28,000	Membership of North West Employers	Give required notice	1 st April 2012	Sam Tunney

Approved Savings Proposals High Level Implementation Plans

Appendix A

Ref	Area of Activity	Value of Approved Saving	Activity	Actions	Implementation Date	Owner
	Employers					
CE21	Other Civic Attendants Service	£140,000	Opening & closing of buildings, room set-ups and reception service.	Staff Consultation Approve VR/VER	April 2011	Sam Tunney

This page is intentionally left blank

Ref	Function	Owner	Proposed Saving over 3 years (2011-2014)			Savings Identified	Staffing Implications	Impact
			Staffing Implications (£)	No Staffing Implications (£)	Total (£)			
SCL 4 (a) (disaggregated from SCL4)	Other Services Parks & Open Spaces	G.Bayliss		25,000	25,000	Original option 1 Retain bedding in Classic resort areas (Prom, Town Centre, Hesketh Park, Botanic Gardens). Reduce bedding in rest of the borough by 50%	2 - 4 (contractors staff)	Impact on economic potential of Classic Resort; negative effect on North West in Bloom status. Unlikely to achieve Green Flag Quality Standards. Reduction in NI199 (satisfaction with parks and play areas). (Smaller) budget required to grass over the deleted bedding areas and maintain.
				70,000	70,000	Original option 3 Reduce bedding through out the borough by 50%		
AMEND CM44	Traded Services Cease EPD Good Neighbour Skips	J Black	25,000	25,000	50,000		1 post total – staff post	Saving of £70k already agreed relating to the reduction of ABG funded skips. Previously serviced 45 skips per week in the south of the Borough via combination of ABG and EPD Good Neighbourhood Skips. 20 skips removed with reduction of ABG funding. 25 skips per week now serviced via EPD Good Neighbourhood. If service is withdrawn completely there will be an increase in fly tipping leading to increased costs for Cleansing Services to clear away tipping. Ad Hoc service could be considered funded via Area Committees.

Ref	Function	Owner	Proposed Saving over 3 years (2011-2014)		Savings Identified	Staffing Implications	Impact
CM59	Frontline Service Review of Management / Supervision arrangements for Cleansing and Transport Services	J Black	25,000	25,000	Three Sections within the Operational Services Department utilise vehicle fleets, namely Waste Services, Street Cleansing and Specialist Transport. Management functions of all three Sections have been reviewed and responsibilities re-allocated to deliver Transport Management services for all three Sections with a reduction in management capacity.	1 posts total. Management post. No redundancies	It is envisaged that there will be no detrimental operational effect on any of the three sections that utilise vehicle fleets within the Operational Services Department.
CM60	Frontline Service Cleansing Services – Cease provision of plastic sacks	J Black	60,000	60,000	Stop provision of plastic refuse sacks which are currently provided free of charge twice a year to 17,000 premises, a total of 120 sacks per year, per premise.	0	Currently only plastic sacks provided by Sefton Council are collected from these properties. Removal of free sack provision would require all bags, provided and placed out for collection by residents for collection, to be removed from outside households in sack collection areas. There may be a reduction in recycling goods made available at these properties. There may also be a reduction in fly tipping in alleyways to the rear of the properties as all waste placed out would be collected.

Tactical Savings Options for Approval January 2011

Appendix B

Ref	Function	Owner	Proposed Saving over 3 years (2011-2014)			Savings Identified	Staffing Implications	Impact
CM61	Frontline Service Cleansing Services – Charge for replacement Grey/Green Wheelie Bins	J Black		20,000	20,000	During 2009/10 some 1,100 grey/green bins were reported lost/damaged/stolen and were replaced accordingly. It is proposed to charge for these replacement bins to recover the cost to the Council. We currently spend revenue funds in replacing bins and therefore a saving could be taken if this cost was recouped from residents.	0	The numbers of bins reported as missing may drop if a replacement fee were introduced. In addition, as the original stock of bins becomes older, loss may occur through genuine 'wear and tear', leaving residents to pay for replacement bins.
Page 139 CM62	Frontline Service School Crossing Service – Cease operating all Category B crossings	J Black	90,000	3,000	93,000	There are currently 93 school crossing sites across Sefton. Crossings are categorised A to D for Risk Assessment purposes. There are 56 Category A crossings and 37 Category B. There are no Category C or D crossings in Sefton following a previous service review two years ago. Ceasing the operation of all Category B crossings in Sefton would reduce the number of manned crossings from 93 to 56 and generate commensurate staffing savings.	37 posts total – (7FTE) 37 staff redundancies	Impact upon safety of children across the Borough. In practice there is little difference between Category A and B crossings. Decisions to operate crossings are based on geographical location, sight lines for drivers and pedestrians, socio demographic profile of the area, risk assessments, and incidences of 'drive through'. All crossing points currently operated are deemed to be particularly dangerous.

Ref	Function	Owner	Proposed Saving over 3 years (2011-2014)			Savings Identified	Staffing Implications	Impact
Page 140 CM63	Traded Services Review of Sefton Security operational practices	J Black	170,000	160,000	330,000	<p>Patrol Staff have historically been monitored by supervisory staff to ensure that site visits, attendance at call-outs and mobile monitoring functions have been undertaken in the correct manner and at the correct times. The recent introduction of new technologies allows for all vehicles, personnel, and activities undertaken by Patrol Staff to be remotely monitored. As such, the service can now operate without specific supervisory staff. In addition, a review of patrol duties, frequencies and functions will allow for a reduction in the number of patrol staff required to fulfil current contractual obligations.</p>	<p>10 posts total – four management posts and six staff posts</p> <p>3 posts vacant 2 posts VER 5 redundancies</p>	<p>It is envisaged that there will be no detrimental operational effect on any of the services currently undertaken by Sefton Security.</p> <p>In addition, it is further proposed to undertake a fundamental review of all in house services offered by Sefton Security in early 2011, with a view to developing individual Service Level Agreements across all Council facilities and Sections currently serviced. This will enable Sefton Security to allocate specific and targeted resource to in-house service requirements, whilst also allowing for a focus on increasing external business to utilise the existing and potential capacity in alarm monitoring, installation and security services. It is anticipated that further savings will be generated by both service rationalisation and increased income, which in turn will reduce the cost of in-house provision to the Council.</p>

Tactical Savings Options for Approval January 2011

Appendix B

Ref	Function	Owner	Proposed Saving over 3 years (2011-2014)		Savings Identified	Staffing Implications	Impact
					A further review of current SLA income from other Departments within the Council has identified additional savings which can be made via amended working practices whilst maintaining current levels of security provision.		
CM Page 141	Traded Service Building Cleaning	J Black	100,000	100,000	A review of both operational procedures and charging policies has resulted in more efficient use of resources. It is therefore proposed to raise the income target for the Building Cleaning Service by an additional £100k.	0	It is envisaged that there will be no detrimental operational effect on the Building Cleaning Section.

This page is intentionally left blank

Review of Externally Funded Activities – Funding Due to Cease/Reduce

Appendix C

Ref	Activity	Source(s) of External Funding	Annual Cost of Service/ Activity	Anticipated Funding End Date	Staffing Implications	Scope of Service/ Service Description/ Commissioned Activity	Impact of Funding Ceasing
CS - M1	Aimhigher	EG (Standards Fund) Ring fenced until 31 July 2011	£89,350	Ring fenced until 31 July 2011	1	Co-ordination of Aimhigher programme to widen participation in Higher Education by under-represented groups. Work with schools and colleges in Sefton and across Greater Merseyside.	Programmes for young people in Aimhigher cohort in Sefton schools and colleges (including LAC) cease.
CS 11	Contact Point	DfE- Ringfenced Grant	£37, 787	Ceased August 2010	2	Contact Point was a Government database that held information on all children under 18 in England.	The Government decommissioned Contact Point in 2010 and funding will no longer be available in 2011/12
Page 143 M5	Community Learning	Skills Funding Agency (SFA)	£734,133 There has been no announcement nationally as to the level of funding available for the academic year 2011-12. it is anticipated that the level of funding will be greatly reduced	31/08/2011	38 - includes full time / part time and Sessional Staff	To provide adult learning opportunities across Sefton, particularly supporting basic skills, work with Union Learning Reps, a range of curriculum offered to support achieving economic well being, linked to Sefton At Work, good quality service that is embedded in community learning to reduce barriers and break cycle of unemployment and low expectations. Embraces 'lifelong learning' and impacts on health and well being of Sefton residents	Funding within this area has already been reduced in the 2010/11 academic year. This has caused an in year funding difficulty as staff have already been employed to deliver specific courses/programmes.
CS - M7	Sefton Music Service	Standards Fund / SLA with Schools	£979,863	31 st March 2011	41	To Develop and deliver Music Service provision to all schools within Sefton.	Existing grant to cease March 2011. Whilst there is an ongoing national review of music education provision it is unlikely that the current funding levels will be replicated and it is probable that any future funding will go directly to schools. Schools would have to fulfil curriculum requirements without central support. There is no requirement to have a Music Service.
PE1	Planning for Play Early Years Team	Big Lottery Fund Surestart ringfenced grant ends 31/03/11. From 1/4/11 – within Early Intervention non-ringfenced grant.	£175,313	BLF ends 31/07/11 Surestart ends 31/03/11	2	Provide funding to develop play activities and facilities through the Council and voluntary infrastructures as determined by the Sefton Play Partnership	Activities and facility development cease.

Review of Externally Funded Activities – Funding Due to Cease/Reduce

Appendix C

Ref	Activity	Source(s) of External Funding	Annual Cost of Service/ Activity	Anticipated Funding End Date	Staffing Implications	Scope of Service/ Service Description/ Commissioned Activity	Impact of Funding Ceasing
PE3	Modernisation & Development of the School Workforce	Training and Development Agency	£71,054	Funding Ceased	1	Development of the school workforce through activities such as CPD.	The post holder also undertakes a number of activities linked to LA statutory duties related to the development and accreditation of Newly Qualified Teachers. This work will have to be done by other LA staff as funding has already ceased mid year. Post under threat of redundancy. There will therefore be additional demands on the core budget.
PE4	School Workforce Adviser	Training and Development Agency	£37,000	Funding Ceased		See above Modernisation & Development of the School Workforce as this funding supplements it.	
PE35	Southport Partnership	ERDF	£100,000	31/03/2011	1	Private/public sector partnership to deliver economic outputs for Southport – grant to administer partnership (NWDA).	Present thinking is that the Southport Partnership could be evolved into the Area Partnership delivery vehicle for Area Mgt in North Sefton. If the Southport Partnership were to cease then existing partnership working in North Sefton will be severely impacted and an alternative delivery mechanism will need to be created to support the emerging Area Management agenda. We have already been notified by NWDA that the remaining final year funding has been lost.
PE44	Coastal Defence - Project Delivery	Environment Agency and North West Coastal Forum	£120,500	March 2011	4	Coastline and inland flood defence; undertaking coastal studies identifying, planning and adapting to coastal change; and development and delivery of Shoreline Management Plans. Element of service affected relates to specific externally funded projects and management of regional projects on behalf of partner authorities in North West Coastal Forum (NWCF).	Whilst individual projects referred to / affected may in themselves be discretionary, they are each complementary to the Council's Statutory functions, cessation would reduce our understanding/preparedness for coastal change. There may also be a risk of claw-back in relation to some grants received. Regional projects and monitoring are important as Sefton coastal processes are interlinked with coastal processes elsewhere in the region.
PE45	Environmental Monitoring (Emissions Inventory)	Local Transport Plan	£25,940	March 2011	1	The post holder is hosted by Sefton but provides support to other authorities in the City Region, fulfilling an important function with regard to the ongoing development of LTP3 as well as providing a resource for the Department with respect to ongoing work on air quality and our mandatory statutory duty to develop an air quality action plan for the Air Quality Management Areas declared in Sefton.	Failure to complete the Merseyside Emissions Inventory - a key piece of work for Air Quality Management and Local Transport Planning
PE46	Recycling Education	Recycling Contract Funding	£23,405	March 2011	1	Provision of environmental education/information etc., particularly focussing on recycling, encouraging participation in recycling.	Potentially lower uptake/participation in recycling activities, increased costs for authority as a result of increased landfill.

Review of Externally Funded Activities – Funding Due to Cease/Reduce

Appendix C

Ref	Activity	Source(s) of External Funding	Annual Cost of Service/ Activity	Anticipated Funding End Date	Staffing Implications	Scope of Service/ Service Description/ Commissioned Activity	Impact of Funding Ceasing
PE47	Work Place Travel team	ESF Project - Merseytravel	£112,700	Phased reduction from 2011	4	The delivery of work related travel initiatives has been achieved primarily through the Travel team. Since April 2007, the travel team have assisted more than 3000 people with advice and practical support for journeys to work or training. They have worked with numerous businesses, assisting with recruitment practices or advising on work place travel plans.	Many people would not have been able to take up jobs or undergo training without the advice and personal assistance of the Travel Team. Removing this assistance would have a negative impact on achieving worklessness targets.
PE48	Promoting Parents Child Poverty Pilot	DWP- inc Child Poverty Unit	£685,489	March 2011		Promoting Parents is a national pilot for the DCSF Child Poverty Innovation Programme run in Southport	Pilot ceases.
Page 145	BSU	Capita	£80,000	Finance Support ceased 30 th September 2010 Office Support ceased 31 st December		Admin and Finance support.	Funding from Capita ceased. Admin vacant posts to be deleted and potential job consequences.
	Anti Social Behaviour Unit - dedicated Legal Support & Police Community Support	WNF	£77,246	31-3-2011 However the council's internal legal team will be able to undertake the reduced workload.	2 Council 2 Partner	ASBU delivers a statutory responsibility to prevent and detect crime and anti social behaviour. The dedicated legal resource within the Unit undertakes all legal work associated with prevention of ASB including anti social behaviour orders. Section 17 of the Crime and Disorder Act, 1998 and Schedule 9, Police and Justice Act 2006, place a statutory requirement on the Local Authority and its partners, to have concern for addressing ASB in all its decision making processes. ASBU is the primary delivery service responsible for ASB, ensuring other departments and agencies have due regard for ASB within their strategies and policy and disseminating good practice.	Reduced community/ customer care satisfaction with the council and its partners in being able to address a priority public issue in Sefton. Crime and ASB are 2 of the key quality of life issues & known critical ' <i>push factors</i> ', that undermine the social sustainability of communities and if not addressed will diminish or retard any future social/economic recovery. Evidence confirms tackling ASB remains one of the biggest community based risks in terms of its impact on both residential and economic sustainability... in every community. As an issue almost 4 in every 10 residents cite this as a priority they expect the council and its partners to address. In some of our more challenging areas this increases to over 5 in every 10 local residents. Along with underage drinking and parental responsibility (all inter-connected) these issues remain a top proven priority for residents.

Ref	Activity	Source(s) of External Funding	Annual Cost of Service/ Activity	Anticipated Funding End Date	Staffing Implications	Scope of Service/ Service Description/ Commissioned Activity	Impact of Funding Ceasing
						<p>The Police Community Safety officers work with the Unit to support vulnerable victims and witnesses of Anti Social behaviour and help communities tackle these issues. The funding is a contribution to salary.</p>	
	Merseyside Laboratory	Sefton Council and the other 4 Merseyside Districts	£457,000 - £78k from District Client Fee (Sefton - £15k) remainder fees from work commissioned by districts and others		10	<p>Highways and Geotechnical Laboratory Services/ technical Support Service/ Materials Testing/ Site Investigations/ Road Condition Surveys/ Highway and Materials Investigation Services/ Specialist advise and guidance/ Project Management support including site supervision/ Approval of suppliers/ research and Best Practice advise.</p>	<p>Sefton is lead authority and also accountable body for this Merseyside partnership activity. The existing arrangement is no longer financially viable given reducing demand for its specialist materials testing and associated technical services. No partner authority is prepared to commit to a guaranteed level of future commissioned activity or to accept a transfer of function. All have however agreed with Sefton's plans for cessation as approved by Cabinet at its meeting on 16th December. Notwithstanding continued attempts to secure an alternative arrangement, consultation leading to closure in April has commenced with staff including issue of At Risk letters and redundancy notices are to be served later this month.</p>

1. Introduction

Decommissioning - is when an activity/service delivered or commissioned by the Council is partly or fully ceased. This guidance details both the considerations to be made and processes to be followed in order to operationally manage the decommissioning of activities/services, in a safe, fair and transparent manner. The guidance is intended to address the requirement to have a robust process for proactively and appropriately decommissioning services as approved by Council.

This guidance is set in the context of the financial situation facing the Council over the next few years. Due to the associated constraints the Council will make best endeavours to observe and adhere to best practice, however, it must be noted that in some instances this will not always be possible. The related decision making processes have been approved by Cabinet and Council as have the decisions to decommission or reduce a range of activities.

Our local community and businesses will continue to look to the Council for leadership and support in these difficult times and we must continue to, even in the decommissioning activities, strive to deliver customer focussed, efficient, effective and high-quality services, whilst looking to reduce our own cost base.

2. Process

The decommissioning process in many instances will be triggered by a Council decision. This decommissioning guidance is not intended to provide a prescriptive format but to aid the formulation of a detailed decommissioning plan.

For each activity Officers should complete Section 1 of the template in Appendix A. All other sections should also be used to record the activities to be undertaken, owner of those activities and by when they should be completed. The guidance contained in each section will help the decommissioning team to identify key activities. This will help with prioritisation of activities, resource planning, and the checking of progress against deadlines. Officers should seek advice from the contacts named in the guidance at the earliest opportunity. The plans need to be approved by the relevant Service Director and completed plans, progress and copies of other supporting documentation must be provided to the Transformation Team.

Issues identified during the decommissioning process that will impact on the delivery of the financial saving should be recorded and reported to the Transformation Team. As required the Transformation Team will escalate issues to the Strategic Leadership Team.

Appendix A

Section 1 – Approved Proposal Information

Record in detailed plan

Activity/Service to Cease

Activity/Service Description

Proposal Reference Value of Saving £ (if appropriate)

Date of Cabinet Approval Date of Council Approval

Date Decommissioning to Commence Lead Officer

Date Decommissioning to Complete Confirm Copy of Plan sent to Transformation

Section 2 –Public Consultation and / or Informing and Communicating

Decommissioning Part of a Service/Activity

Consultation basic principles are that you must :

- Follow defined statutory processes
- Consult
 - all the right people
 - When the decision making process for the decommissioning of which part of a service / activity is still at a formative stage
- Give the consultee
 - time to reflect and respond
 - accessible information on which to respond
- Take the consultation response into consideration

Decommissioning Whole of a Service/Activity

Basic principles are that you must:

- Follow defined statutory processes
- Inform and communicate all the right people
- Provide accessible information on reasons why the decisions have been taken
- Provide sufficient accessible information on the decommissioning process and timetable in a timely manner
- Ensure service users are provided with information about other services they could potentially access

Keep a record of your actions

List of Activities

Owner

Completion Date

1
2
3
4

For help and guidance please contact Performance and Partnerships , Legal Services

Section 3 – Partner Consultation and / or Informing and Communicating

Basic principles are that you must inform and communicate :

- Providing accessible information on reasons why the decisions have been taken or options proposed at an early stage
- Providing sufficient accessible information on the decommissioning process and timetable in a timely manner
- Being aware of staffing implications

Keep a record of your actions

<u>List of Activities</u>	<u>Owner</u>	<u>Completion Date</u>
----------------------------------	---------------------	-------------------------------

1
2
3
4

For help and guidance please contact Performance and Partnerships, Legal Services

Section 4 – Equality Impact Assessments

The basic principles are that you must impact assess proposed decisions:

- Follow defined statutory processes
- Assess impact of decommissioning of whole or part of a service using up to date information and data to identify adverse impacts
- Record impact assessment, decision made, any mitigating actions and make public if requested.

<u>List of Activities</u>	<u>Owner</u>	<u>Completion Date</u>
----------------------------------	---------------------	-------------------------------

1
2
3
4

For help and guidance please contact Performance and Partnerships

Section 5 – Contracts and Service Level Agreements

Considerations:

- Contract term
- Notice periods
- Required documentation
- Statutory returns
- Penalty clauses for early termination
- Has the Council or the service provider leased any pieces of equipment in order to perform the service

Agenda Item 10

Decommissioning Guidance January 2011

Appendix D

e.g. vehicles, ICT licenses / equipment and what will the effect of decommissioning have on these leases

- Check any grant funding conditions to ensure that decommissioning is permitted and whether a proportion of funding does not need to be returned.

Keep a record of your actions

List of Activities

Owner

Completion Date

1
2
3
4

For help and guidance please contact Legal Services

Section 6 – Employee Consultation

Considerations:

- Personnel will consult with Trade Unions with departmental input as required
- Personnel will issue statutory notices Section 188 and HR1
- You must keep your team informed, promote pension surgeries etc.
- Record date soft consultation commenced, at risk and notice letters etc.
- Personnel will produce redundancy and pension quotes
- Personnel will produce at risk and notice letters to be delivered to employees by Service Director or Head of Service
- Establishment Control will update ResourceLink with relevant changes
- Personnel will manage the redeployment process
- Consider outstanding job evaluation appeals
- Establishment Control to report leavers to Payroll, ICT Client, Learning & Development, Civic Buildings Team
- Absent staff
- Seconded staff
- Agency staff
- Data Management
- Outstanding holidays

Keep a record of your actions

List of Activities

Owner

Completion Date

1
2
3
4

For Trade Union consultation guidance please contact Head of Personnel Services

For process help and guidance please contact your Personnel Officer

For redeployment help and guidance please contact your Personnel Officer

Further information is available on the intranet

For job evaluation appeals help and guidance please contact the Pay Review Team

Section 7 – Finance Activities

Considerations

- Clawback and other payments to be made on termination
- Outstanding commitments – advise Finance e.g. utility bills
- Rationalisation of subjectives
- Impact on capital programme
- Removal of access to I-Proc, Oracle Financials
- changes to delivery locations for I-Proc orders
- completion of statutory returns
- record retention
- Finance will close cost centres
- Changes to Audit Plan
- Changes to Corporate Risk Register

Keep a record of your actions

List of Activities

Owner

Completion Date

1
2
3
4

For help and guidance please contact Finance, Audit, Procurement

Section 8 – Operational Processes

Considerations

- management, handover, closure of casework
- process links to other service activities internal and external
- incoming mail redirection
- update procedures
- could self service support part or all of process?

Agenda Item 10

Decommissioning Guidance January 2011

Appendix D

- Corporate Risk Register
- completion of statutory returns
- impact on Contact Centre and One Stop Shops
- changes to internet and intranet
- public notices
- update/archive policy documentation
- archiving
- destruction of service literature (retain 1 copy for archive?)
- remove leaflets, posters etc. from Customer Access Points
- recycle unused leaflets, posters etc. as appropriate
- return of laptops, mobile phones etc. Line Managers must obtain a signed declaration from leavers that in addition to all Sefton equipment they have also returned all Sefton data however it is stored, and explicitly confirm that they will not use Council information. This should cover USB sticks, wraptor sticks, floppies, DVDs, CDs and paper records.
- Staff leaving or changing their status must perhaps also be informed that they are no longer authorised to access Sefton information systems regardless of whether their access has been revoked. This protects them and the Council against any continued access where removal processes fail or are delayed
- asset management - equipment that can be re-used or re-allocated
- decanting of other equipment and goods
- cancellation of subscriptions
- ICT implications
- accommodation implications

Keep a record of your actions

List of Activities

Owner

Completion Date

1
2
3
4

For help and guidance on internet and intranet changes please contact the Communications Team

For help and guidance on Contact Centre and One Stop Shops changes please contact the Client Team

Section 9 – Data Archiving & Record Retention

Considerations

- what kind of records are held and in what format?
- who is responsible for them?
- what records must be kept by the Council for legal or operational reasons?
- where and how should they be stored and who will be the new owner?
- how long should they be stored for?
- how can the remainder of the records be securely disposed of?
- what system holds the electronic records?
- if only part of the system is to be de-commissioned, how will the data be separated?

Key risks are of accidental or deliberate:

- Release or misuse of confidential, personal data or intellectual property (e.g. address lists, contracts, case files, personal data on staff or service users).
- Impacts are loss of revenue or reputation, litigation from employees, service users and contractors, also civil penalties up to £500K under data protection laws.

Keep a record of your actions

<u>List of Activities</u>	<u>Owner</u>	<u>Completion Date</u>
<u>1</u>		
<u>2</u>		
<u>3</u>		
<u>4</u>		

Sefton Council's Information Security and Records Management Policies can be found in the Data Handling and FOI page on the intranet.

If you still have concerns about records that are held then contact the Data Protection and Information Security Officer.

Section 10 – ICT

Considerations

- Will there be a software system will no longer be used?
- Will there be parts or data fields in systems that will no longer be used? Interfaces no longer required? Reports no longer needed?
- Access rights to be changed or cancelled?
- Equipment that can be re-used or re-allocated?
- Mobile phones etc. to be cancelled and returned?
- Email and file storage to be reviewed with unwanted items deleted and a retention plan for the data that is to be kept?

Keep a record of your actions

<u>List of Activities</u>	<u>Owner</u>	<u>Completion Date</u>
<u>1</u>		
<u>2</u>		
<u>3</u>		
<u>4</u>		

For help and guidance on these topics please contact the ICT Client Team

Section 11 - Accommodation

Considerations

- Lease arrangements including exit costs (e.g. reinstatement & dilapidations)
- Unoccupied floor space – liabilities and practical implications
- Small moves – is it a small move or more complex requiring professional input?
- Utility bills – residual liabilities
- Accommodation recharge – liability continues until lease terminated or freehold property is sold
- Storage (e.g. Files and specialist items or equipment)
- Lead-in time – Service of notices and mobilisation of resources

Agenda Item 10

Decommissioning Guidance January 2011

Appendix D

Keep a record of your actions

List of Activities

Owner

Completion Date

1
2
3
4

For help and guidance on these topics please contact the Property Management Group additional information on the intranet.

Prioritisation of Other Services

Appendix E

Ref:	Categorisation/ Service	Service Description	Current Year £m	2011/12 Budget £m	2012/13 Budget £m
	<u>Tier 1</u>				
	<u>Early Intervention & Prevention</u>				
1.1	Sure Start Phase 1	To provide integrated health, childcare, education and welfare services to the most vulnerable groups, in the most deprived communities of the 20-30% Super Output Areas across the Borough, CSF would retain 7 Phase 1 Children's Centres placed in most deprived communities. Cambridge Road, Litherland Moss, Linaker, Netherton, Seaforth, Springwell plus 1 satellite base to support the Bootle population. Centres work with many target groups from children in need; teenage parents; parents with mental health needs, family breakdown and victims of domestic violence. Home visiting and individual support for vulnerable children and families identify early support needs and prevent families falling into crisis.	2.787	2.787	2.787
1.2	Sure Start Commissioned Services	To ensure community, outreach and individualised services are available to those most at risk CSF would retain commissioned services with the Voluntary Sector to ensure pockets of deprived areas across the borough are also served and the quality of family support is not reduced. Inspection reports have praised this model and the impact it has on isolated, vulnerable children and their families. VCF and partner organisations who are currently providing outreach work.	0.882	0.882	0.882
1.3	Two Year Old Offer Early learning and Childcare	This funding provides free 10 hours of childcare for 86 of our most vulnerable 2 year old children (set DfE criteria ensures that appropriate children are identified and supported). A home visiting support model engages with parents who would not usually access childcare and need additional support. Future funding criteria is likely to recommend this funding be secured for this purpose.	0.233	0.233	0.233
1.4	Aiming High Short Breaks	Additional ring fenced funding provided to LAs to expand the range and types of short break activity for disabled children to give parents / carers a break from their caring responsibility in anticipation of new duty in 2011. The level of funding in 11/ 12 is not yet known but will not be ring fenced	0.602	0.602	0.602
1.5	Commissioned Voluntary Sector Youth Services	Commissioned provision principally for 13-19 year olds but includes some specific activity for 8-13 year olds	0.095	0.095	0.095
1.6	Disabled Children Access to Childcare	Current commitment to highest priority families.	0.100	0.100	0.100

Prioritisation of Other Services

1.7	Parenting Team - Think Family Grant	This element of the grant supports intensive intervention programmes where children are most at risk of care proceedings or some other statutory intervention.	0.262	0.262	0.262
1.8	Safer Stronger & Neighbourhoods	The Council has over recent years developed an approach to Area Management and co-ordination and activities aiming to develop safer and stronger communities. These activities are funded from a cocktail of funding including Area Based Grant, core funding and partnership contributions. A review is currently being finalised which considers how the desired outcomes in these areas can be achieved in the current economic climate. Safer Stronger Communities aim to ensure that the Council protects its most vulnerable communities and individuals by increasing their safety. Working with partners we deliver services that reduce local crime, disorder anti social behaviour and environmental crime.	2.210	2.210	2.210
1.9	Voluntary, Community and Faith Sector Review	This review will enable the Council to understand the impact on the sector of a reduction in external funding and available resources to commission services and to provide grants to VCF organisations.	2.299	1.988	1.921
	<u>Community Value</u>				
1.10	<u>Libraries</u>	The 1964 Public Libraries and Museums Act places as duty upon Local Authorities to provide "a comprehensive and efficient public library service for all persons desirous to make use thereof". The Core activities contained under the Act are centred around a lending and information service and archive services (Local Government Act 1985 - Sefton has a statutory archive function). The Library Service has 13 Libraries and 1 mobile. The latest full year statistics for the service are for 2009/10 these are: - ● Membership of Sefton Libraries = 172,514 (61% of Sefton population): ● Visits to Libraries = 1,220,731: ● No of book issues = 1,557,728: ● Usage of Peoples Network = 217,109: ● Registered users of Peoples Network = 52,000. Figures include all savings already agreed by Council £579,000.	2.970	2.435	2.413

Prioritisation of Other Services

Appendix E

1.11	Leisure Centres	<p>Operation of contracted out and in-house leisure facilities and services, generating some 2 million visits per year, meeting the outcome requirements of a host of major partners, and contributing to a wide range of statutory and non statutory outputs e.g. Assisting Children's Services with Ofsted inspections and HSC with CQC inspections. The Council operates 6 Leisure Centres across the borough and manages 2 centres operated by external agencies at Crosby through the PFI and Formby Pool Trust. The Council and its funding partners have invested over £80m in the past 12 years developing the current excellent provision. The services on offer within Leisure Centres could be used to assist the Council in meeting a number of different objectives by diversifying into youth provision of an evening and Day care provision during the week. This change could be explored further if there is a will to facilitate change. Figures include £432,000 savings already taken by Council.</p>	1.730	1.858	1.858
1.12	Parks (Incl Nursery & net of frontline)	<p>General Management of parks infrastructure and facilities to provide open space and sports pitches, allotments. Reduce anti social behaviour. Figures include £199,000 savings already taken by Council.</p>	1.304	1.150	1.152
1.13	Public Conveniences	<p>Public Conveniences</p>	0.361	0.261	0.261
1.14	Pest Control	<p>Treatment of "public health" pests that can carry disease, e.g. currently: Rats, Mice, Bedbugs, Cockroaches, and Fleas. Approximately 6800 treatments per year. Includes £15,000 saving already approved by Council.</p>	0.223	0.178	0.178
1.15	Double Rating	<p>Grant subsidy for parishes who are precepting bodies to compensate for the delivery of concurrent functions such as grass cutting, parks etc. These ex-gratia payments to parishes commenced in 1976/77 and were based upon acreage. There is no legal requirement on the Council to provide grant aid and are subject to review in the light of the general economic situation.</p>	0.260	0.268	0.277
1.16	Business Support	<p>The Economic Development Division currently undertakes activity in 3 general work areas; Employment & Skills; Enterprise & Business Growth; and Regeneration Initiatives including Low Carbon. The Division is funded by a combination of internal Sefton core budgets (currently supporting 14 permanent posts) and a variety of specific external funding streams (currently supporting 53 fixed term contract posts).</p> <p>Following a fundamental review of the services provided and the funding mechanisms utilised, it is now proposed that the activities of the Economic Development Division be directly funded from successful bids for external funding and it be allowed to reinvest "over achievements" of external funding into maintaining and further developing service provision.</p>	2.516	0.000	0.000
Total Tier 1			18.834	15.309	15.231

Prioritisation of Other Services

TIER 2
Children Schools
and Families

2.1	Sure Start Phase 2 and Phase 3 Children's Centres	All phase 2 and 3 Children's Centres (7 centres plus 3 satellite bases) providing universal and some targeted services would be decommissioned. Bishop David Shepherd, Husdon, Farnborough, Freshfield, Holy Rosary, Kingsmeadow, Parenting 2000, The Grange, Thornton, Waterloo and Valewood.	1.840	1.840	1.840
2.2	Childrens Fund	The Children's Fund was a government grant to local authorities working in partnership with their local voluntary sector to commission intervention and prevention services for 5-13 year olds. Conditions of grants were laid down in guidance and all projects commissioned are required to report against specific evaluation and outcome criteria.	0.377	0.297	0.297
2.3	Sure Start (Aiming High - Short Breaks)	Additional ring fenced funding provided to LAs to expand the range and types of short break activity for disabled children to give parents / carers a break from their caring responsibility in anticipation of new duty in 2011. The level of funding in 11/ 12 is not yet known but will not be ring fenced.	0.500	0.500	0.500
2.4	Targeted Youth Work	Accredited programmes targeted at young people who are disengaged from mainstream education, NEET, young offenders and other vulnerable groups. Some programmes take place in schools at a cost to the school.	0.743	0.743	0.743
2.5	Detached Youth Work	Street based staff targeting young people aged 11-19 who are "hanging around" in parks, outside shops etc. to encourage them to engage in positive activities and signpost them to services.	0.061	0.061	0.061
2.6	Parenting Team - Think Family Grant	Targeted work with groups of parents and families and provide training and quality standards to work with parents linked to Sefton CWDC. Supports the Sefton Parenting Strategy	0.175	0.175	0.175
2.7	Teenage Adolescent Mental Health Grant (TAMHS)	This programme provides the customised training and support to staff in the local authority and schools to meet the emerging emotional and mental health needs of young people	0.134	0.134	0.134
<i>Leisure & Tourism</i>					
2.8	Coast & Countryside (Net of frontline)	Visitor and land management of the coast and Rimrose valley. Includes areas of international, national, regional and local importance for nature conservation and tourism. Service is responsible for sand clearance from promenades at Crosby and Southport (funding for this activity included in frontline services). Litter clearance from resort beaches. Controlling beach car parking at Southport and Ainsdale and Formby. Figure includes £50k savings already taken by Council.	0.726	0.676	0.676

Prioritisation of Other Services

2.9	Tourism	<p>Tourism/Visitor Economy support. Acts as Conference Bureau(£18m+ economic impact in 2009) into Council owned Southport Theatre & Convention Centre. Destination marketing to multiple markets to drive visitor numbers and economic impact (2008 tourist days 17m+, value 1/3 £Billion+, supporting over 5000 direct jobs in Southport and more in the rest of Sefton). Events (200K+ visitors, £10m+ economic impact). Destination development via Southport Partnership which led delivery the 2002/08 ERDF/NWDA funded Southport Action Plan and is charged with delivery of the third programme- the Southport Investment Strategy. Management and support of the STBN public/private marketing partnership on behalf of the Council and its partners. Operational management of Southport Seafront attractions and Southport Market Hall. Cessation of all Council led tourist work. Closure of Conference Bureau, closure of Tourist Information Centre, cessation of events programme, seafront Management, marketing. Significant reduction in estimated £370m+ generated in local economy for private sector.</p> <p>The Arts is one of the most popular tourist attractions and has one of the fastest growing economic sectors, the creative industries.</p> <p>It provides a focus for community activities and social cohesion through a mixture of visual and performing Art. The service is currently provided from 6 venues across the borough although that will reduce to 4 if the Council agree the savings in December.</p>	0.731	0.657	0.584
2.10	Arts/ Museums	<p>During 2009/10 the number of attendances at an Arts activity was 397,142. The service also provides technical and operational support to the tourism events outdoor programme e.g. Air show, National Firework displays etc. Figures include £249,000 already approved by Council. This budget funds Crosby Civic Hall, interim arts programme and is revenue source for Cultural Centre. Crosby Civic Hall would close, interim programme cease.</p>	1.216	0.931	0.931
	<i>Housing and Investment Programme</i>				
2.11	Energy Team - Energy (Affordable Warmth)	<p>This service involves delivering energy efficiency measures and advice to households who are vulnerable as a result of illness, age or disability and seeks to reduce fuel poverty amongst Sefton households. The function delivers Sefton's statutory responsibilities under the Home Energy Conservation Act (HECA) 1995. Also, the team agree the Community Energy Savings Programme (CESP), funded by utility providers (circa £5m to 2014). Community Energy Savings programme (CESP) is an obligation on energy providers to provide resources for energy efficiency measures. In Sefton the affordable warmth team co-ordinates the CESP programme to ensure that the right measures are targeted at the right people (vulnerable etc) and that the right measures are implemented for the property type concerned.</p>	0.099	0.099	0.099

Prioritisation of Other Services

Appendix E

Agenda Item 10

**Planning and
Economic
Regeneration**

2.12	Environmental Conservation & Coast Management	Specialist advice for Heritage (Conservation Areas, Listed Buildings, Archaeological sites), Coast and other environmental projects. Future responsibilities arising from the Heritage Bill. Project management (major projects - Kew housing site, Town Lane Business Park, Marine Park, Kings Gardens, Lord Street etc.,.) Includes £23,000 saving already approved by Council. Coast Facilitates integrated management of coast, balancing public access with nature conservation, and supprting engagement with local interest groups	0.294	0.271	0.301
	Total Tier 2		6.895	6.383	6.340

**TIER 3
Childrens, Schools
and Families**

3.1	Pupil Attendance	To monitor school attendance within the borough and to support any children and young people and their parents/carers who are having attendance related difficulties that may be affecting their achievement.	0.190	0.140	0.140
3.2	Under Eights Service	Chestnut Grove Playgroup - based within Thomas Gray School. Contribution towards caretaking and running costs. Also contribution towards Homestart recruiting volunteers to work with families.	0.029	0.029	0.029
3.3	Contribution to Early Years	Not used - previously has been transferred to Early Years as contribution to Head of Integrated Services.	0.021	0.021	0.021
3.4	Families and Schools Together (FAST)	This budget forms 22% of the overall funding that the FAST Team receive. The team work with many partners to provide Family Learning with a focus on Language, Literacy and Numeracy to children form 0-11. The core methods of delivery are: A structured Home Visiting programme; Pre School Family Learning Groups; Family Language, Literacy and Numeracy Programmes and Family support for children on the 'free childcare for 2 year olds'.	0.173	0.173	0.173
3.5	Sure Start (Every Child a Talker)	Sure Start Funded: For LAs and early years settings and schools to facilitate delivery of and access to a new early language programme which is focused on speaking and listening for children under age 5. Funding for this is for one-year only, which ends in March 2011.	0.128	0.128	0.128
3.6	Centre Based Youth Service	7 LA owned youth centres providing activities for young people aged 11 to 19 years (13 - 19 years as the core group). The programme includes a needs based curriculum of informal learning and personal development, leading to accreditation, plus access to a wide range of activities.	1.000	1.000	1.000

Prioritisation of Other Services

Appendix E

3.7	Duke of Edinburgh	A programme of gold, silver and bronze awards engaging young people aged 14 plus from across Sefton in skills, physical challenges, volunteering, expeditions and residential. 800 young people across 36 centres will have completed awards in 2010/11.	0.077	0.077	0.077
3.8	Continuing Education Post 16	Support for Further Education Students: Travel Passes £367,000 (£190,000 to be taken as a saving - see above); Discretionary Awards £32,000 to be taken as a saving.	0.399	0.283	0.168
3.9	Surestart (Dcatch Programme)	Funding to improve access to child care for parents of disabled children seeking work.	0.585	0.585	0.585
3.1	Music Service	Develop and deliver Music Service provision to all schools within Sefton.	0.037	0.000	0.000
3.11	Other Courses	Training and development costs in support of LA CPD. Includes attendance at mandatory conferences in relation to legislative changes / policy changes.	0.022	0.000	0.000
3.12	Special Educational Needs	Residue of SEN standards grant (now ABG) to support implementation of SEN and disability strategy to build capability, confidence and capacity of schools and settings to include more CYP with SEN / disability	0.140	0.065	0.065
3.13	Teenage Adolescent Mental Health Grant (TAMHS)	This provides funding to targeted schools to develop their pastoral support for young people with emerging emotional and mental health needs	0.089	0.089	0.089
3.14	Youth Opportunity Fund	Youth Opportunity Fund has enabled young people to develop their own ideas and programmes for aspects of their youth work development - including outdoor education, arts and exchange visits. The proposals from groups of young people are assessed by a representative panel of young people for decision prior to being submitted to the Cabinet Member.	0.173	0.173	0.173
3.15	Key Stage 4 Foundation Learning	The Foundation Learning Programme is intended to develop more accessible learning in the key foundation subjects to enable them to progress into academic / vocational routes as part of their 14-19 learning . The funding is given directly to schools to support staff and curriculum development.	0.095	0.095	0.095
Environmental & Technical Services					
3.16	Capita ad hoc variable budgets & R&M Estates	£50k funds additional Capita fees for revenue works not included in the core contract (e.g. disposals, valuations and acquisitions). £50k funds repair & maintenance expenditure on the non-operational properties (Investment Portfolio) - this is under strain. It is managed by Capita on our behalf. £35k relates to the maintenance of Alleygates.	0.135	0.135	0.135
Total Tier 3			3.294	2.994	2.879
			29.024	24.687	24.451

This page is intentionally left blank