

Overview
& Scrutiny



MEETING: OVERVIEW AND SCRUTINY COMMITTEE
(PERFORMANCE AND CORPORATE SERVICES)

DATE: Tuesday 16 February 2010

TIME: 6.30 pm

VENUE: Town Hall, Southport

Member

Councillor
D Hardy (Chair)
Byrom (Vice-Chair)
Bigley
Byrne (Spokesperson)
Fenton
Howe
McGinnity
Papworth (Spokesperson)
Storey
Weavers

Substitute

Councillor
Brady
Veidman
Platt
C Mainey
Tonkiss
Shaw
Tweed
Roberts
Pearson
S Mainey

COMMITTEE OFFICER: Ruth Appleby
Telephone: 0151 934 2666
Fax: 0151 934 2277
E-mail: ruth.appleby@legal.sefton.gov.uk

If you have any special needs that may require arrangements to facilitate your attendance at this meeting, please contact the Committee Officer named above, who will endeavour to assist.

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AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**

Members and Officers are requested to give notice of any personal or prejudicial interest and the nature of that interest, relating to any item on the agenda in accordance with the relevant Code of Conduct.
3. **Minutes** (Pages 5 - 10)

Minutes of the meeting held on 19 January 2010.
4. **Working Groups - Attendance by Non-Members** (Pages 11 - 16)

Report of the Assistant Chief Executive
5. **Revenue Budget and Medium Term Financial Plan 2010/11 to 2012/13** (Pages 17 - 62)

Report of the Chief Executive
6. **Cabinet Member Reports** (Pages 63 - 64)

Report of the Assistant Chief Executive

 - a) **Cabinet Member - Communities** (Pages 65 - 70)
 - b) **Cabinet Member - Corporate Services** (Pages 71 - 76)
 - c) **Cabinet Member - Performance and Governance** (Pages 77 - 80)
7. **Work Programme Key Decision Forward Plan - 1 February 2010 to 31 May 2010** (Pages 81 - 98)

Report of the Assistant Chief Executive

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THIS SET OF MINUTES IS NOT SUBJECT TO "CALL IN".

OVERVIEW AND SCRUTINY COMMITTEE (PERFORMANCE AND CORPORATE SERVICES)

Overview & Scrutiny



MEETING HELD AT THE TOWN HALL, BOOTLE
ON TUESDAY 19TH JANUARY, 2010

PRESENT: Councillor D Hardy (in the Chair);
Councillor Byrom (Vice-Chair);
Councillors Bigley, Byrne, Fenton, Howe, Roberts
(Substitute Member for Councillor Papworth), Storey
and Weavers and Roberts.

Also Present: Councillors Maher, Parry, Porter, Robertson, Shaw
and Sumner.

46. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors McGinnity and Papworth; and also from Councillor Hands, one of the three Councillors who had requested the 'call-in' of the Cabinet decision of 17 December 2009, on Southport Indoor Market.

47. DECLARATIONS OF INTEREST

The following declaration of interest was received:

Member	Minute	Reason	Action
Councillor Robertson	No. 49 – 'Called-in Item – Southport Indoor Market	Personal – Employed by HM Revenue and Customs, which is referred to in the report.	– Remained in the room during consideration of the item.

48. MINUTES

RESOLVED:

That the Minutes of the meeting held on 15 December 2009 be confirmed as a correct record.

49. 'CALLED-IN' ITEM - SOUTHPORT INDOOR MARKET

The Committee considered (A) the report of the Legal Director; (B) the report of the Strategic Director of Regeneration and Environmental (C) Minute No. 237 of the meeting of the Cabinet held on 17 December 2009 in respect of the Southport Indoor Market; and (D) a copy of the "call-in" form,

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The Cabinet had resolved that:

- “(1) approval be given to the further development of the Indoor Market Refurbishment Scheme to enable Officers to invite tenders for the scheme;*
- (2) the comments from the Market Consultant on the development of the design in the Business Case for the project be noted;*
- (3) the project be phased to enable traders to continue trading during the period of the refurbishment works; and*
- (4) the Legal Director be authorised to negotiate the termination of existing licences and negotiate new licences for the improved facility”.*

Councillor Robertson, Leader of the Council explained the Cabinet's decision in further detail.

The Chair invited Councillors Shaw and Sumner to address the Committee on the decision made by the Cabinet.

Councillors Shaw outlined the reasons for 'calling in' the item, namely:-

1. The decision of the Cabinet appeared not to have been taken in accordance with correct principles, as specified in article 13.02 of the Constitution, in particular:
 - (a) proportionality (i.e. the action must proportionate to the outcome);
 - (e) clarity of aims and desired outcomes;
 - (f) take account of relevant matters.
2. The proposed £3.2 million scheme was unaffordable and speculative, particularly in the current economic climate. To quote from the Risk Assessment in the report to the 17 December 2009 Cabinet meeting: “These issues coupled with the present economic conditions and the resulting volatility in the retail sector meant that there was still substantial risk retained in this project”.

A more modest refurbishment scheme, costing under £1 million, would be more appropriate.
3. The issue of VAT and whether the Council would “opt to tax” in respect of the Market had been raised repeatedly by officers in reports to Cabinet, but from the Minutes there was

no evidence that the Cabinet had yet made a clear decision on this issue. This uncertainty was unhelpful, particularly for any smaller market traders or prospective market traders who might not be VAT-registered, and for whom a decision to “opt to tax” would impose a significant additional cost burden.

It also constituted a risk to the Council; to quote again from the Risk Assessment in the most recent report: “Additionally the Finance Department had identified a risk relating to the Council’s wider VAT liability that would be potentially triggered by the project”.

4. The Cabinet had previously agreed to seek an external partner – in Minute 299 (4) of the meeting of 19 March 2009, the Cabinet resolved: “officers be authorised to explore options for external partner funding and support”.

More recent reports and Minutes failed to mention an external partner; the lack of which must cast serious doubt on the financial viability of this project as currently proposed.

5. It was reported (in paragraph 2.5 of the report to the 17 December 2009 Cabinet meeting) that there would be significant increases in rents (+20%, or +41% for non-VAT-registered traders, if the Council opted to tax as referred to in 3. above). Such increases were likely to be unaffordable for many current market traders or prospective market traders.
6. “Public Realm” works had previously been identified as a crucial part of the overall scheme. However, it appeared that they had now been substantially cut. The report to the 17 December 2009 Cabinet meeting stated (in paragraph 4.4) that the costs of Market works were higher than originally estimated, and that the net impact was that the scope of the public realm improvements would need to be substantially reduced accordingly.

This suggested that there was a serious lack of “clarity of aims and desired outcomes” ((e) in the list of Principles for Decision Making in Article 13.02 of the Constitution).

In considering the report and the concerns expressed by Councillors Shaw and Sumner, Members of the Committee discussed the following issues:

- potential risks;
- involvement of private sector partners for capital and expertise;
- VAT charges -whether the Council would “opt to tax”;
- market trader rent charges;
- the refurbishment plans;
- public realm improvements and associated budget; and

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- potential impact / benefits for the town of Southport.

Officers representing the Leisure and Tourism Department and also the Finance Department responded to the issues raised, as did Councillors Maher, Porter and Parry, the respective Cabinet Members for Regeneration, Communities and Corporate Services.

In concluding its discussions the Committee commented that:

- a. the position regarding the option to tax should be resolved as soon as possible; and
- b. the Authority is encouraged to find a private sector partner and that the final reporting back process should set out the steps taken to find a partner and, if unsuccessful, to set out the reasons/difficulties encountered.

RESOLVED:

That the Cabinet be advised that this Committee considers that the report and decision of the Cabinet of 17 December 2009 in respect of Southport Indoor Market be endorsed and not be referred back to the Cabinet for further consideration.

50. TRANSFORMATION UPDATE

The Transformation Director provided a verbal update on the Transformation Programme and answered questions thereon.

RESOLVED:

That the progress made in developing the Transformation Programme be received.

51. REVENUE AND CAPITAL EXPENDITURE MONITORING TO 30 SEPTEMBER 2009 - CORPORATE SERVICES

Further to Minute No. 84 of the meeting of the Cabinet Member – Corporate Services of 13 January 2010, the Committee considered the joint report of the Chief Executive, the Finance and Information Services Director, the Head of Technical Services, the Legal Director and the Personnel Director, providing details of the quarterly forecast position, based on information as at 24 July 2009, in relation to the Portfolio's 2009/10 Revenue Budget and indicating that a decision on this matter was required to comply with the corporate performance management process.

It was noted that a proposal had been submitted to the Overview and Scrutiny Management Board for consideration of changing the current format of the budget monitoring report. Any amendments agreed would be reflected in future budget monitoring reports.

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The report provided information on the budget pressures facing the departments falling within the Corporate Services remit and indicated that where budget pressures had been identified, the Service Directors had reviewed their departmental budgets for compensating savings. Departments had also been asked whether or not all other budgets could be contained within the resources allocated by the Council for 2010.

Details of the portfolio's Revenue budgets that were monitored and reported on a risk assessed basis, together with appropriate comments from Service Directors were indicated in various Annexes of the report.

The report also highlighted the following risk areas in terms of the forecast outturn variances to the end of September 2009:

Finance and Information Services:

- Employee costs
- Housing Benefits Net Transfer Payments (£100k)
- Capital Financing Costs
- Specialist Transport Unit

Legal Department:

- Employee costs
- Commercial Contract Fees / Land Search Fees

Chief Executive's Department

- Civic and Mayoral Services

The report concluded by providing information about the portfolio's Capital Programme, E-Government Priority Service Outcomes and Disaster Recovery, Business Continuity and Civil Contingencies.

RESOLVED:

That the report be received and no comments be made at present to the Cabinet regarding the overall performance of the revenue budget and the schemes within the capital programme.

52. CABINET MEMBER REPORTS

In order to keep Overview and Scrutiny Committee Members informed the Overview and Scrutiny Management Board had agreed that relevant Cabinet Member Reports should be submitted to future meetings of Overview and Scrutiny Committees.

Accordingly, the Committee received the latest reports from the Cabinet Members for Communities, Corporate Services and Performance and Governance.

Arising from discussions, about the Cabinet Member - Communities Report, the Committee welcomed the news that the Sefton Equalities

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Partnership and NHS Sefton had been praised at the Health Service Journal Awards – a prestigious national awards ceremony for introducing The Transgender Volunteer Programme, an innovative scheme that was tackling discrimination whilst improving access to health services.

RESOLVED: That

- (1) the Cabinet Member reports be received; and
- (2) a letter be sent from this Committee to the Chief Executive of NHS Sefton commending the Health Service Journal Award for the introduction of the Transgender Volunteer Programme.

53. WORK PROGRAMME KEY DECISION FORWARD PLAN - 1 JANUARY 2010 TO 30 APRIL 2010

The Committee considered the report of the Legal Director attaching the latest Key Decision Forward Plan that contained all the Key Decisions that the Executive was anticipated to take during the above period. The Committee was advised of its right to pre-scrutinise any Key Decision which fell under its remit.

Discussion took place about both the Perceptions of Crime and the Equalities Working Groups which had been unable to meet recently due to Members' illness and work commitments.

RESOLVED: That

- (1) the contents of the Forward Plan for the period 1 January to 30 April 2010, be accepted; and
- (2) the progress and actions of the Working Groups to date be received.

54. DATE OF NEXT MEETING

RESOLVED:

That the date of the next meeting scheduled to take place at **6.30 p.m. on Tuesday, 16 February 2010, at Southport Town Hall**, be noted.

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Meeting: OVERVIEW & SCRUTINY COMMITTEE
(PERFORMANCE & CORPORATE SERVICES)

Date of Meeting: 16TH FEBRUARY 2010

Title of Report: WORKING GROUPS - ATTENDANCE BY NON-MEMBERS

Report of:
Sam Tunney,
Assistant Chief Executive

Contact Officer:
Debbie Campbell,
Acting Head of Overview & Scrutiny
Telephone No. 0151 934 2254

This report contains	Yes	No
CONFIDENTIAL Information/		√
EXEMPT information by virtue of paragraph(s).....of Part 1 of Schedule 12A to the Local Government Act, 1972 (If information <u>is</u> marked exempt, the Public Interest Test must be applied and favour the exclusion of the information from the press and public).		√
Is the decision on this report DELEGATED?	√	

Purpose of Report

To approve a draft protocol to be followed in the event of non-Working Group Members attending meetings of Overview & Scrutiny Working Groups.

Recommendation(s)

That the draft protocol regarding the operation of Overview & Scrutiny Working Groups, be approved and circulated to all Members of the Council, for information.

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		√	

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Financial Implications

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
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 Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

There are no financial implications as a direct result of this report.

Departments consulted in the preparation of this Report

The Overview & Scrutiny Management Board has been consulted and agreed the Protocol.

List of background papers relied upon in the preparation of this Report

None.

SEFTON M.B.C.

BACKGROUND

1. Working Group meetings are *not* subject to the Access to Information Act. Formal meetings, such as Committee meetings, which *are* subject to the Act, are open to anyone to attend, unless Members are considering information that is considered to be “exempt”, under that Act.
2. In recent weeks a small number of non-Working Group Members have requested to attend certain meetings of an Overview & Scrutiny Working Group, in order to gain an insight into the subject area being investigated, which they felt would be beneficial in their role as Councillors.
3. It was felt there was a need to clarify this issue, for both Members of the Working Groups and for anyone wishing to attend.
4. The Legal Director raised the matter with the 4 Overview & Scrutiny Chairs and suggested that the matter be referred to a meeting of the Overview & Scrutiny (O&S) Management Board, in order for clear guidance to be issued for similar instances in the future.
5. At the last meeting of the O&S Management Board, a draft Protocol for attendance at Working Group meetings of Overview & Scrutiny Working Groups, was presented for consideration.
6. The O&S Management Board discussed the matter, recognised the need for clarity for all concerned and approved the draft protocol, subject to minor additions that the Board felt would strengthen the protocol.
7. The protocol also includes references to the Final Report produced at the conclusion of Working Group reviews. The O&S Management Board recently agreed that, in future, Working Group Lead Members will invite the relevant Cabinet Member to meet informally to discuss the findings and recommendations of reviews, prior to submission of the Final Report to the Cabinet for approval. It was felt, therefore, that this would assist the responsible Cabinet Member and provide clarity in terms of progressing the Final Report.
8. In addition to this, Cabinet Members are invited to attend Overview and Scrutiny Committees to inform the development of the Work Programme, and the Leaders have recently considered whether Overview and Scrutiny should provide greater opportunity to hold Cabinet Members to account through twice yearly meetings, which would then inform their Work Programme.

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MATTERS FOR CONSIDERATION

1. The Overview & Scrutiny Management Board does not have the delegated authority to formally approve a protocol that could potentially determine attendance by Members at meetings. Generally, all Members are entitled to attend any formal meeting. However, given the nature of Working Group meetings it is felt a protocol is needed to provide clarity for all Members.
2. The decision by the O&S Management Board requires formal approval by the Overview & Scrutiny Committee that deals with corporate services matters, in order for the protocol to be formally adopted.

RECOMMENDATION

That the draft protocol regarding the operation of Overview & Scrutiny Working Groups, be approved and circulated to all Members of the Council, for information.

**DRAFT PROTOCOL
ATTENDANCE OF NON-WORKING GROUP MEMBERS
AT OVERVIEW & SCRUTINY WORKING GROUPS**

1. The Council's Constitution states that Overview & Scrutiny Committees "may appoint task groups." These are known within the Council as "Working Groups" and are established to review a specific issue under the remit of the lead Overview & Scrutiny Committee.
2. Meetings of Working Groups are "private" meetings, in the sense that they are not formal Committee meetings and are, therefore, not subject to the 1985 Access to Information Act
3. All meetings of Working Groups are included on the list of meetings to be held the following week, unless the Working Group is organised after the weekly sheet is produced. This list is circulated to all Members, for information.
4. It is recognised that, from time to time, Members who are not part of a Working Group may wish to attend meetings of Working Groups, for their own information.
5. Any Member, including Cabinet Members, wishing to attend a Working Group shall contact the appropriate Overview & Scrutiny Officer to indicate their request, in advance of the meeting.
6. The Overview & Scrutiny Officer shall contact the Lead Member of the Working Group with details of the request.
7. The Lead Member of the Working Group shall determine whether it would be appropriate for the Member to attend the meeting concerned.
8. Other Working Group Members will be advised of the decision of the Lead Member.
9. Non-Working Group Members attending a meeting shall be treated with courtesy, dignity & respect by Working Group Members.
10. Non-Working Group Members shall be requested not to take notes for the duration of the meeting.
11. Working Group Members shall adopt a non-partisan and non-confrontational approach towards non-Working Group Members and in Working Group reviews generally.
12. In the event that Cabinet Members attend a Working Group meeting, Lead Members shall exercise caution to ensure that the Cabinet Member does not influence any Working Group outcomes.
13. Cabinet Members should be aware that ultimately, it is likely to be the Cabinet which approves any recommendations made by the Working Group. Cabinet Members should be mindful of any potential clash of roles which their attendance at a Working Group may present.

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DRAFT PROTOCOL ATTENDANCE OF NON-WORKING GROUP MEMBERS AT OVERVIEW & SCRUTINY WORKING GROUPS

14. To avoid a potential clash of roles, it is preferable for a Cabinet Member to adopt an observational role during a Working Group meeting, rather than seeking to influence the Working Group.
15. Working Groups Members may choose to interview appropriate Cabinet Members as part of the review undertaken. In such instances, this protocol will apply.
16. On completion of Working Group reviews, appropriate Cabinet Members shall be invited to meet informally with the Lead Member of the Working Group, in order for the findings and recommendations of the review to be discussed, prior to submission of the Working Group Final Report to the Cabinet for approval.
17. A Scrutiny Support Officer shall be present at the informal meeting between the Lead Member and the Cabinet Member.
18. The appropriate Service / Strategic Director shall be invited to attend this meeting.
19. The discussion between the Lead Member of the Working Group and the appropriate Cabinet Member shall be with the intention of briefing the Cabinet Member, not for the Cabinet Member to alter any of the Working Group recommendations.

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REPORT TO: Cabinet
Overview and Scrutiny Committee
(Performance and Corporate Services)

DATE: 4 February 2010
16 February 2010

SUBJECT: Revenue Budget and Medium Term Financial Plan
2010/11 to 2012/13

WARDS AFFECTED: All

REPORT OF: Margaret Carney - Chief Executive

CONTACT OFFICER: Lynton Green - Acting Finance & IS Director
0151 934 4096
Bill Milburn – Transformation Director
0151 934 4395

EXEMPT/CONFIDENTIAL: No

PURPOSE/SUMMARY:

To update the Authority's Medium Term Financial Plan (MTFP) for 2010/11 to 2012/13 and to approve a budget scenario for consideration by Overview and Scrutiny Committee (Performance and Corporate Services).

REASON WHY DECISION REQUIRED:

The Council is required to set a budget and Council Tax for 2010/11 by 10 March 2010. Under legislation, the Cabinet's recommended budget has to be scrutinised independently (prior to approval by full Council). The budget proposals are to be considered by Overview and Scrutiny Committee (Performance and Corporate Services) on 16 February 2010.

RECOMMENDATION(S):

Cabinet is recommended to:

1. Note the latest position for the 2010/11 – 2012/13 Medium Term Financial Plan following Council on 14 January 2010;
2. Note the final Revenue Settlement position;
3. Recommend a budget scenario to Overview and Scrutiny Committee (Performance and Corporate Services);
4. Note that the Chief Executive will report on the robustness of estimates and the adequacy of financial reserves to Overview and Scrutiny Committee and full Council;
5. Note that £2.360m is available from ABG and to confirm its application to the 2010/11 budget;
6. Note that the comments of the Overview and Scrutiny Committee on the budget proposal will be referred back to the next Cabinet meeting for consideration;
7. Note the intention to present an updated Medium Term Financial Plan to the Cabinet meeting in March 2010;

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8. Identify which, if any, of the SBR options detailed in Annex B, Table 1 can be recommended to Council for progression;
9. Agree the Action Points identified for each SBR option in Annex B, Table 2 and recommend their acceptance to Council; and,
10. Welcome the progress being made in Terms & Conditions negotiations with the Trade Unions and agree to conclude consideration of the remaining "Amber/Red" SBR options, detailed in Annex B, Tables 3 & 4, at the 4 March Cabinet meeting.

Overview and Scrutiny Committee is asked to:

1. Consider the content of the budget scenario referred by Cabinet, and;
2. If appropriate, pass any comments on the budget or any associated issues for Cabinet to consider as part of their deliberations on 4 March 2010.

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:

No. Setting the Council's budget and Council Tax is included on the forward plan.

IMPLEMENTATION DATE:

Following the expiry of the call-in period for this meeting.

ALTERNATIVE OPTIONS: The Cabinet could choose not to approve an updated MTFP, or any of the specific items suggested for inclusion in the budget. However, a budget must be set by 10 March 2010 at the latest.

IMPLICATIONS:

Budget/Policy Framework:

The MTFP sets the policy framework for future years financial planning.

Financial:

Whilst there is uncertainty around external revenue support from Government beyond 2010/11, it is important not to under estimate the budget issues in future years. This report aims to provide a fuller picture across the period of the Medium Term Financial Plan, rather than just 2010/11. Cabinet will need to consider the items contained in the MTFP over the coming months to determine the actual budget and Council Tax implications for future years.

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<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
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
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: The Council is required to set a Budget and Council Tax level by 10 March 2010.

Risk Assessment: The Chief Executive is required to make a risk based statement on the robustness of the Council's budget. This report will be presented to Overview and Scrutiny Committee on 16 February 2010.

Asset Management: None

CONSULTATION UNDERTAKEN/VIEWS

Members of Overview and Scrutiny have been consulted and kept informed of the budget situation throughout the current financial year.

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	√		

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

Initial Medium Term Financial Plan 2010/11 – 2012/13

Cabinet Budget Away Day papers July 2009

Cabinet report 1 October 2009

Cabinet report 25 November 2009

Cabinet report 3 December 2009

Cabinet report 17 December 2009

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1. Background

- 1.1. At its meeting of 17 December 2009, Cabinet received two reports concerning the Council's Budgets for 2010/11 – 2012/13. The first provided an update of the Medium Term Financial Plan (MTFP) and identified amendments to the assumptions contained within the Plan as well as identifying additional unavoidable pressures within Children's Services and Health and Social Care. The second report identified further budget options from the Strategic Budget Review. The decisions from these reports were considered and approved by Council on 14 January 2010. The resultant projected budget gaps as a result of these changes are as follows:

	2010/11 Budget Gap £m	2011/12 Budget Gap * £m	2012/13 Budget Gap * £m	TOTAL Budget Gap £m
Budget Gap as presented to Cabinet 17 December 2009	8.443	8.324	5.527	
Budget changes endorsed at the 17 December Cabinet **				
- MTFP Report	+1.961	-0.566	-1.302	
- Strategic Budget Review Report	-1.695	-0.508	0.000	
Amended budget gap after 17 December Cabinet	8.709	7.250	4.225	20.184

* Assumes the previous year's budget gap has been addressed.

**Agreed by Council on 14 January

2. Requirement to set a budget for 2010/11

- 2.1. The Council is legally required to fix its budget and set a Council Tax for 2010/11 by 10 March 2010. A special budget Council has been arranged for 4 March 2010. Prior to that meeting, the Council's Constitution requires an independent review of the budget proposals by Overview and Scrutiny. This meeting is timetabled for 16 February 2010. This Cabinet report presents all relevant budget issues to allow Cabinet to recommend a budget (or budgets) for Overview and Scrutiny Committee to consider in accordance with the Council's Constitution.
- 2.2. Members should note that any comments on the budget scenario from Overview and Scrutiny Committee will be referred back to the next Cabinet meeting for consideration, prior to a final recommendation to the special budget meeting of the Council on 4 March 2010.

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3. Further Updates on the MTFP

3.1. Paragraph 1.1 details the previously approved position on the MTFP. Since that date extensive work has been undertaken to find options to balance the MTFP whilst maintaining a sustainable position. The paragraphs below detail the outcomes of that work and its potential implications on the Councils financial position. In summary it is now possible for members to consider the following issues:

- Government Funding
- Area Based Grant
- Voluntary Early Retirement / Voluntary Redundancy
- Transformation Programme
- Remaining Options from the Strategic Budget Review
- Review of One-off Sources of Funding

3.2. Formula Grant

3.2.1. Department for Communities and Local Government announced the final Revenue Settlement figures on 20 January 2010. The final Formula Grant figures confirm those announced in December 2009; hence there is no change to the figures contained in the Medium Term Financial Plan.

3.3. Council Tax Base

3.3.1. Cabinet on 14 January 2010 approved the Council Tax Base for 2010/11. The impact of this is an anticipated increase in the number of properties where Council Tax can be collected; an additional £0.131m in Council Tax receipts in future years is projected.

3.4. Area Based Grant

3.4.1. A review led by the Assistant Director- Neighbourhoods, has been carried out on the existing area receiving ABG funding. A short term piece of work has been undertaken to assess the scope for any reduction in ABG alongside the implications of that reduction. This has identified it is possible to maintain the reduction of £2.360m applied in 2009/10 in 2010/11 and beyond (subject to ABG funding continuing beyond 2011/12). This position will be kept under review and any national reductions in ABG will be reflected immediately in the MTFP.

3.4.2. Moving forward it is proposed that the Assistant Director- Neighbourhoods as the lead on ABG will undertake the following tasks, subject to Members being comfortable with this as an approach for future ABG post 2011. These will all be timelined into an action plan and reported back into Cabinet who will take the decisions on ABG and its future direction.

- Use existing data and intelligence gathered through the State of the Borough Report and local intelligence to inform the development of evidence based key priorities, which ABG could be used against.
- Develop a strategic commissioning framework aligned with existing commissioning arrangements set up for example by NHS Sefton.

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- Ensure that ABG is aligned with mainstream expenditure from within the Council and partner organisations to deliver shared outcomes for local communities.
- Identify where ABG resources fund essential statutory provision and “ringfence” resources for these services.
- Develop appropriate communication and engagement mechanisms with elected members, key partners and the wider community to enable them to inform the approach taken and to be able to influence delivery and feedback on performance.
- Test out innovative approaches to tackle the challenges that Sefton faces.

3.4.3. Members are asked to note that £2.360m is available from ABG and to confirm its application to the 2010/11 budget, (This funding will be available to continue supporting Local Targets without an impact on existing projects), and to confirm the process for the further review to reported back to Cabinet.

3.5. Voluntary Early Retirement/Voluntary Redundancy

3.5.1. As part of this ongoing exercise 158 staff have expressed an interest. In total 82 have already been agreed to leave the Council, and this has generated annual savings of £1.767m, as follows.

	£m	£m
Against Strategic Budget Review savings	-0.905	
General	-0.412	
Transformation Programme	-0.250	
Senior Management Structure	<u>-0.200</u>	
Total VER/VR Savings		-1.767

3.6. Senior Management Restructure/Transformation Programme

3.6.1. In addition to Senior staff volunteering through the above exercise, it is anticipated that further savings of £0.200m will be achieved during 2010/11. A Further £1m is already planned from the Transformation Programme in 2011/12.

3.7. Taking the above adjustments into account the Budget Gap would be as follows:

	2010/11 Budget Gap £m	2011/12 Budget Gap * £m	2012/13 Budget Gap * £m	TOTAL Budget Gap £m
Amended budget gap after 17 December Cabinet	8.709	7.250	4.225	20.184
Council Tax Base Amendment	-0.131	-0.004	-0.004	
Area Based Grant	-2.360			
VER/VR Savings	-1.767			
Senior Management Transformation Programme	-0.200	-1.000		
Revised budget gap	<u>4.251</u>	<u>6.246</u>	<u>4.221</u>	14.918

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4. Possible Uses of One-Off Funding

- 4.1. Members may recall when the parameters of the MTFP were being considered that the issue of the sustainable use of one off funding was raised. In effect it was agreed that the Council should only use one off funding to cover one off items of spending. The Council should not be reliant on one-off funding to balance the budget as this would merely transfer a bigger problem to a future year. In effect it is recommended that one-off resources should be used to fund:
- Non recurring revenue spending
 - Unfunded capital items
 - The implementation period of savings proposals to allow the full value of approved savings to be realised immediately.
- 4.2. A review of one-off sources of funding available to the Council has been undertaken during the past few weeks, in particular this has allowed for the outcome of the actuarial valuation of the Council's Insurance Fund. The initial findings of the review have identified a significant amount of funding which could be used in line with the recommended approach. Work is continuing on this area and an update will be provided at the meeting. Possible uses of one-off resources are detailed further below.
- 4.3. Phasing of savings built into the MTFP for 2010/11
- 4.3.1. The current MTFP includes savings proposals totalling £1m, which have a part-year impact on 2010/11; the full year effect will be achieved in 2011/12. **Annex A** provides a breakdown of the phasing. However, in order to ensure that the full effect can be reflected in 2010/11 (and thereby reduce the budget gap for the year), an option could be to utilise one-off resources.
- 4.4. Pay & Grading – Pay Protection Costs
- 4.4.1. The current MTFP includes the anticipated costs of Pay Protection for staff who may lose out as part of this review. The costs of 12 months pay protection could be funded from £1.260m of one-off resources (spread over the two financial years).
- 4.5. Ongoing Use of Insurance Fund
- 4.5.1. A recent actuarial valuation of the Insurance fund has identified a potential surplus on the Fund. Whilst this figure is still being evaluated there is potential to use the surplus to make an annual contribution to the revenue budget in the next three years. This would comply with the criteria above around financial sustainability and would enable further reviews of the fund to consider if this contribution could be made permanent.
- 4.6. A report elsewhere on the agenda considers the implementation of the BSF programme in Sefton. Should this report be approved £1.7m of one off resources would need to be identified from the review outlined at para 4.2. In addition Cabinet was advised at its last meeting that the condition of the Councils roads has deteriorated significantly following the recent bad weather. Should any additional investment be required then this would have to be funding from these one-off resources.

- 4.7. **Cabinet is reminded that the Council's financial position is based on a 3% Council tax increase. A 1% variation on this figure is equivalent to £1.148m.**

5. **Joint Authority Levies**

- 5.1. The budget gap of £4.251m referred to above excludes the impact of any increases from levying authorities. In order to calculate Sefton's overall budget, and therefore, the overall Council Tax payable by Sefton taxpayers, increases in external levies need to be included. The overall level of Council Tax (with levies included) will be assessed by the Secretary of State in applying any capping restrictions (see paragraph 7.1).
- 5.2. In accordance with the approved budget guidelines for 2010/11 the draft Base Budget includes levies of £36.521m, the same level as in 2009/10. Any increased costs from the Levying Bodies are funded from Sefton's Formula Grant and Council Tax. The Formula Grant allocated to Sefton does not specifically identify an amount to fund these costs but this has been estimated by the Finance Department to be £0.548m.
- 5.3. Actual levies are currently being considered by the individual levying bodies and initial indications suggest an increase of around £1.051m (or 2.88%) over 2009/10. This exceeds the Grant estimated for this increase by £0.503m, which will produce an increase in Council Tax due to Levying Bodies of 0.44%.
- 5.4. Any further information relating to the Levying Bodies will be circulated at the meeting.

6. **Council Tax And Precepts 2009/10**

- 6.1. The Medium Term Financial Plan assumes a 3% increase in Council Tax for Sefton services. If the latest estimates for levying bodies demands (referred to above) were added to that "planning" increase for Sefton, the overall Council Tax increase would be 3.44%.
- 6.2. The actual level of payment and increase for individual Council Taxpayers will depend on any relief, rebates or transitional reductions applicable in individual cases. In addition, additional amounts are chargeable for Joint Authority and Parish Precepts.
- 6.3. It is understood that the Merseyside Police Authority will meet on 18 February 2010 and the Merseyside Fire and Civil Defence Authority will be meeting on 18 February 2010. Members are reminded that the 2009/10 Council Tax, inclusive of the Joint Authority precepts, was as follows:

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Band D Council Tax	Approved 2009/10
	£ p
Sefton	1,234.45
Merseyside Fire and Civil Defence Authority	62.37
Merseyside Police Authority	140.61
Council Tax Band D 2009/10	1,437.43

- 6.4. With regard to Parish Precepts, not all parishes have yet set their figures for 2010/11. Those bodies that have set their figures are noted below: -

Parish	2009/10		2010/11		
	Precept £	Addition to Council Tax (Band D) £ p	Precept £	Addition to Council Tax (Band D) £ p	Change in Band D %
Aintree	125,000	54.67	125,000	54.90	0.41
Formby	35,000	3.69	40,000	4.20	13.67
Hightown	3,750	4.19	3,750	4.20	0.26
Ince Blundell	1,450	7.59	1,500	7.84	3.35
Little Altcar	2,500	8.70	2,500	8.73	0.35
Lydiate	149,862	66.64	N/A		
Maghull	636,678	88.84	634,279	88.85	0.01
Melling	18,000	16.50	18,000	16.46	- 0.23
Sefton	3,500	14.95	N/A		
Thornton	4,500	5.52	4,500	5.50	- 0.30
	980,240				

- 6.5. Any further updated figures available will be reported at the meeting.

7. **Budget and Council Tax Capping**

- 7.1. Members are reminded that the Government has signalled its intention to cap any excessive Council Tax increases. The Government has not yet set the capping criteria, therefore, the definition of what level will be acceptable remains unclear. The Local Government Minister, Barbara Follett, stated on 26 November 2009:

“The Government remains prepared to take capping action on excessive increases set by individual authorities if necessary.

The average Band D council tax increase has been steadily falling in recent years and this year’s average increase of three per cent was the lowest since 1994-95. Further falls are expected next year while councils protect and improve front line services. Already many councils have indicated that they plan to freeze or cut council tax next year.

As a result of the extra £8.6bn made available in this settlement I expect to see the average council tax increase fall to a sixteen year low next year while councils protect and improve front line services. Already many councils are predicting freezes or cuts so this can be done.

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In the current economic climate, the public expects government to be acting smarter with their money. Keeping council tax under control is a top priority for government which is why it will not hesitate to use its capping powers again to protect taxpayers from excessive increases.”

7.2. The capping assessment for Sefton will be the Council Tax increase, inclusive of levies (e.g. Waste Disposal and Passenger Transport) but before the addition of precepts from Parishes, the Police and Fire Authorities.

8. **Responsibilities Of the Section 151 Officer**

8.1. Under Part 2 of the Local Government Act 2003, the Authority's Section 151 Officer is required to report on the following matters:

- the robustness of the estimates made for the purposes of determining its Budget Requirement for the forthcoming year; and
- the adequacy of the proposed financial reserves.

8.2. There is also a requirement for the Authority to have regard to the report of the Section 151 Officer when making decisions on its Budget Requirement and level of financial reserves.

8.3. In Sefton, for the purposes of the Act, the appropriate officer is currently the Chief Executive. To fulfil this requirement, the Chief Executive should know with some certainty what is being proposed by way of Budget proposals and the levels of financial reserves.

8.4. Following the consideration of a 2010/11 Budget at today's meeting (for deliberation by Overview and Scrutiny), the Chief Executive will report on that budget (or more than one budget should that be the case), having regard to her responsibilities, at Overview and Scrutiny Committee on 16 February 2010 and Council on 4 March.

8.5. To fully satisfy the Chief Executive, as to the robustness of any estimates, any proposed Budget or amendment should meet the following criteria:

- Be fully based upon the advice of Service officers (supported by finance officers) – or based upon or supported by information the Chief Executive considers reasonable to accept
- Provide only for Budget proposals that are fully costed to service level and where the implications – both financial and upon service performance – are estimated and identified.
- Provide for all known future developments either through direct service Budget allocations or the establishment of specific reserves for such purposes.
- Provide for the full revenue implications of the Capital Programme.
- Establish clear targets for income collection in respect of key income streams.
- Ensure there are no significant unidentified savings targets.
- Where appropriate ensure that the consequences of current over and underspendings have been taken into account.

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- 8.6. Under the 2003 Act the Secretary of State may enact Regulations that define certain types of “controlled reserves” and the minimum level for those Reserves. At the time of preparing this report the Secretary of State has not enacted any such Regulations. The forecast level of Balances as at April 2010 (assuming an in-year break-even situation) would be £3.640m, supplemented by resources from reserves and the Modernisation Fund.
- 8.7. The Cabinet should be reasonably sure that the portfolios have adequate budgets that can accommodate anticipated budget pressures. The Chief Executive will review the proposed budget to assess that estimates are sufficiently robust and comprehensive so that balances are not drawn upon during the financial year, unless to fund currently unforeseeable financial events.
- 8.8. The need for adequate unallocated balances is underlined by the uncertainty faced in previous years regarding the increasing pressures on Children Services and Health and Social Care. However the additional provision made as part of the current budget proposals has helped to address this concern.

9. **Remaining Options available from Strategic Budget Review**

- 9.1. At the 17 December 2009 Cabinet meeting Members deferred making a decision on a number of “Amber/Red” SBR options, without redundancy implications, pending the submission of further details. Further information has been requested from the relevant departments and this is summarised in **Annex B Table 1**. Cabinet are now asked to identify which, if any, of these options should be recommended to Council for progression.
- 9.2. **Annex B Table 2** identifies those remaining “Amber/Red” SBR options where, by default, the VER/VR exercise has wholly or partially achieved the savings proposed, or where an alternative method of achieving the savings target has been achieved without the need for redundancy. Cabinet are asked to endorse the Action Points identified for each option and recommend acceptance to Council.
- 9.3. **Annex B Tables 3 & 4** identify those remaining “Amber/Red” SBR options, which have redundancy implications.
- 9.4. At the 3 December 2009 Cabinet meeting Members agreed that Officers should continue and if possible conclude negotiations with the Trade Unions on changes to a range of employment Terms & Conditions identified in the report. Negotiations have progressed in a positive manner with the Trade Unions to the extent that they are now balloting their memberships over the changes proposed, which, if accepted, would result in savings of over £1.3m in 2010/11. The Trade Union’s stance regarding these savings is based upon there being no action, during 2010/11, in relation to the compulsory redundancies identified in the remaining SBR “Amber/Red” options.

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- 9.5. The value of the savings achieved by the changes to employment Terms & Conditions is directly comparable to the value of the compulsory redundancies identified in the remaining SBR “Amber/Red” options. The negotiations with the Trade Unions in relation to the Terms & Conditions changes would be for one year only whilst further work was undertaken to identify longer-term solutions. As the outcome of the Trade Union ballot will not be known until mid February, Members are asked to conclude their consideration of the remaining “Amber/Red” SBR options at the 4 March Cabinet meeting.

10. **Conclusion**

- 10.1. The development of the MTFP accompanied by the Transformation Programme has enabled the Council to make significant progress on the achievement of sustainable savings. The continued emphasis on the three-year position will enable an ongoing process to identify further savings and embed a culture of efficiency.
- 10.2. It is highly likely that a savings gap will remain in years two and three at this stage and this will be addressed on an ongoing basis and will be a key outcome of the Transformation Programme. The Council will need to continue to downsize in areas of transformation or lower priority and this process will need to be managed to ensure staffing implications are minimised whilst achieving sustainable savings.
- 10.3. The Council is required to set a budget and Council Tax for 2010/11 by 10 March and this report builds on previous approvals to identify a range of potential options, which could support this process. Cabinet and individual Political Groups will need to consider which options it will recommend to Council and the resulting Council Tax increase. In making these recommendations Members will need to ensure that that proposals are robust and sustainable. Significant resource risks remain from 2011/12 onwards with potential reductions in public spending yet to be quantified. It is important that any decisions for 2010/11 do not significantly impact in future years as we aim to deliver a sustainable medium term financial position that can meet Council priorities.

11. **Recommendations**

11.1. **Cabinet is recommended to:**

1. Note the latest position for the 2010/11 – 2012/13 Medium Term Financial Plan following Council on 14 January 2010;
2. Note the final Revenue Settlement position;
3. Recommend a budget scenario to Overview and Scrutiny Committee (Performance and Corporate Services);
4. Note that the Chief Executive will report on the robustness of estimates and the adequacy of financial reserves to Overview and Scrutiny Committee and full Council;
5. Note that £2.360m is available from ABG and to confirm its application to the 2010/11 budget;
6. Note that the comments of the Overview and Scrutiny Committee on the budget proposal will be referred back to the next Cabinet meeting for consideration;
7. Note the intention to present an updated Medium Term Financial Plan to the Cabinet meeting in March 2010;

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8. Identify which, if any, of the SBR options detailed in Annex B Table 1 can be recommended to Council for progression;
9. Agree the Action Points identified for each SBR option in Annex B Table 2 and recommend their acceptance to Council; and,
10. Welcome the progress being made in Terms & Conditions negotiations with the Trade Unions and agree to conclude consideration of the remaining “Amber/Red” SBR options, detailed in Annex B Tables 3 & 4, at the 4 March Cabinet meeting.

11.2. **Overview and Scrutiny Committee is asked to:**

1. Consider the content of the budget scenario referred by Cabinet, and;
2. If appropriate, pass any comments on the budget or any associated issues for Cabinet to consider as part of their deliberations on 4 March 2010.

SAVING PROPOSALS PHASING – IN-YEAR SHORTFALL ON FULL YEAR EFFECT

Saving Option	2010/11 £'000	Effective date
Savings Options approved at Council 17 December 2009		
Review of Management Accounting	-16,700	June 2010
Review of Civic Facilities (Civic Operations Service)	-10,000	June 2010
Review of Building Control	-16,700	June 2010
Review of Southport Pier Staffing	-3,200	June 2010
Beach safety partnership with the RNLI	-8,750	July 2010
Review Advertising Strategy etc	-166,700	Dec 2010
PEPS - Cease discretionary service	-169,000	April 2011
Review of Equalities Partnership	-100,000	April 2011
Savings Options approved at Council 14 January 2010		
Recreation Management - Charge schools for use of all pools	-100,000	April 2011
Children's Services Grants - Reduce activity	-50,000	April 2011
Gifted & Talented - Cease programme	-208,800	April 2011
CAMHS - Reduce grant spend	-150,000	April 2011
	999,850	

Table 1
Deferred Items Further Information Requested

Ref (original reference)	Dept & Work Area	Option	Budget & Savings information	Further Detail/ Comment
1 (CS4)	Children, Schools & Families Student Support	Rationalisation of Travel Costs - post 16	Budget £367,350 Saving £107,100 (2011/12)	<p><i>Discretionary service. Approximately 1000 students receive travel pass following £30 contribution with a value of £250 and £500. The total gross cost of providing passes to eligible students in 2008/09 exceeded £390,000 however student contributions towards passes (£30 per student) brought expenditure down to within the existing budget provision.</i></p> <p>Most other Merseyside LA s do not support this discretionary initiative, or only provide support to students from families with low household income (students who are accessing EMA) and this support is only for students accessing further education within the host local authority establishments.</p> <p><u>Potential Impact.</u></p> <p>Remove current policy completely (i.e. for new first year students from Sep 2010) but continue to allow 2nd year and returning students to complete courses and qualifications already commenced in Sep 2009.</p> <p>Contingency would be needed to support exceptional cases. In Sep 2011 there would be no new first year students and there would be no budget requirement apart from the contingency.</p> <p>If there was a move to change to new eligibility criteria (EMA) then it will impact on the administration of this provision and new procedures will need to be put in place.</p> <p>For the introduction of new eligibility criteria, a further review will need to take place within 12 months to see if this funding should be reduced further or even ceased in future years.</p> <p><i>The removal of this grant funding could have negative impact on the NEET figures for the Local Authority.</i></p> <p><i>For proposal detail see below</i></p>

1. CS4 - Annual Contribution to post-16 Travel Passes

Budget £367,350 Saving £107,100 (2011/12)

Background

Sefton Council currently operates a discretionary transport policy, which allows assistance with travelling expenses for post-16 students within Sefton. The existing policy for post-16 students travelling to either a school sixth form or a Further Education College stipulates that an annual travel pass will be issued to eligible* students.

The current Policy allows eligible students to be issued with an annual travel pass by the Local Authority. The pass allows students to use public transport (bus and train) to attend any FE college of their choice. The current policy also allows a panel of Senior Officers (that act as an appeals process/ panel) to issue travel passes under exceptional circumstances.) This is approx 20 post 16 students per annum

The Council adopted a change to policy in 2006 that introduced an **annual** compulsory contribution to the cost of a travel pass for all eligible students and removed the element of means testing from the contribution. At that time the contribution was increased from £22 to £25. This contribution was increased again in 2009 to £30 due to the rising purchase costs of the passes to the Authority.

The travel passes range in price from approx £200 up to £500 each per student.

There are approximately 1000 eligible* students per annum who pay the current contribution of £30.

*Eligible post-16 students are those who live more than three miles walking distance from the school sixth form or Further Education College and are undertaking a full time course, demonstrating progression each year.

Financial Costs

The budget provision for post-16 public transport travel costs in 2008/09 was £367,350. The budget has remained at this level during 2009/10.

The total gross cost of providing passes to eligible students in 2008/2009 is expected to be in the region of £390,000. The student contribution to passes therefore helps to keep net spend within available resources. Estimated income from contributions is expected to be in the region of £30,000

CURRENT POST 16 TRANSPORT POLICIES FOR NORTH WEST LOCAL AUTHORITIES

Local Authority	Current Policy	Means Tested	Attend Out of LA	Contribution
Sefton	Eligible post-16 students in attendance	No	Yes	£30
Liverpool	Eligible post-16 students with 85% attendance	Yes	No	
St Helens	No Post 16 Provision			Some individual colleges provide travel passes directly to students
Knowsley	Refund up to 80% of cost of annual solo pass to student	Yes If student eligible for EMA	No	
Wirral	No Post 16 Provision			

To increase the price of issuing a standard duplicate pass to a student (where the pass has been lost) from £10 to £20. This increase is requested in order to offset the growing administration costs associated with cancelling original passes and re-issuing new passes.

Policy options

Retain current policy – The budget £367,350 with estimated income of £30,000

Retain current policy with adjustment to allow travel passes Sefton Students attending Sefton Institutions. As the travel passes for students travelling outside Sefton cost the most this could potentially save an estimated £30,000 per annum

Keep the current policy and adjust policy to increase contribution to £60. The total gross cost of providing passes to eligible students in 2009/2010 is expected to be in the region of £390,000. This would mean a greater student contribution with expected income to be £60,000

Remove current policy completely for first year students but continue to allow only 2nd yr students to access a travel pass (in order to complete 2 yr courses such as A level courses already commenced the year before)- This would mean a budget costing to support 2nd year students of £190,000 with income of £15,000 in the first year if the (contribution is still at £30), and leaving just an annual budget of £50,000 for subsequent years to support for exceptional cases requiring transport eg Children in care travelling further to a new school

Adjust policy to support students from low- income households only. This would mean only students entitled to EMA, that are travelling more than 3 miles away would be eligible for a travel pass. This policy would also only include students attending institutions in Sefton.

Ref (original reference)	Dept & Work Area	Option	Budget & Savings information	Further Detail/ Comment
2 (LS21)	Leisure Recreation Management	<i>Reduce number of pitches maintained by 6 (rationalising pitches which are currently under-used). Plus increase fees and charges for the use of pitches</i>	Budget £125,000 Saving £6,000	<p>This will be a mixture of Saving on maintenance and Income generated = £6,000</p> <p>This is likely to be resisted by the football leagues. However some rationalisation could still be usefully undertaken. Along with, a review of fees and charges so that the leagues (and ultimately the footballers) pay a more appropriate fee for the facilities that are provided.</p> <p><i>At present the leagues are paying less than 10p per adult footballer per game for the use exclusive use of the pitch, changing rooms, hot showers etc.</i></p> <p><i>A full list of all senior pitch locations is given below</i></p>

Reduce number of pitches maintained by 6 (rationalising pitches which are currently under-used). Plus increase fees and charges for the use of pitches

Site	Senior Pitches	Area	Managed By
Rufford rd. recreation ground	1	Southport	Southport and district football league
Bank End recreation ground	1	Southport	Southport and district football league
Preston new rd.rec. ground	2	Southport	Southport and district football league
Devonshire rd. recreation ground	2	Southport	Southport and district football league
Russell rd. recreation ground	1	Southport	Southport and district football league
Meols park recreation Ground	5	Southport	Southport and district football league
Portland Street rec.ground	4	Southport	Southport and district football league
Bedford park recreation ground	2	Southport	Southport and district football league
Carr In. recreation ground	3	Southport	Southport and district football league
Sandbrook rd. recreation ground	2	Southport	Southport and district football league
Deansgate In.rec.ground	1	Formby	Southport and district football league
Smithy green recreation ground	2	Formby	Southport and district football league
K.G.V. (Formby) rec. ground		Formby	Southport and district football league
Duke street (Formby) rec.grnd.	2	Formby	Southport and district football league
Chaffers rec grnd	2	Crosby	Crosby and district football league
Brookvale rec grnd	3	Crosby	Crosby and district football league
Buckley hill rec grnd	12	Netherton	Crosby and district football league
Orrell Mount park	1	Bootle	Leisure Landscape Management
Netherton activity centre	2	Netherton	Leisure Recreation Management
Bootle stadium	2	Bootle	Leisure Recreation Management
Litherland Sports Park	3	Litherland	Leisure Recreation Management
GRAND TOTALS	53		

Ref (original reference)	Dept & Work Area	Option	Budget & Savings information	Further Detail/ Comment
3 (PD1)	PERD	Cease support to Opportunities Shop	Budget £69,000 Saving £69,000	<p>No effect on Council payroll, as the contract is with an independent provider. But in the absence of replacement funding, approximately 3 jobs are at risk in The Opportunities Shop. The outputs associated with the contract will be lost. In 2009-10 the target values are:</p> <p>150 starts for Workless Sefton Residents 50 participants securing employment of at least 16 hours per week or more 25 Sefton Residents from a specialist group entering and sustaining employment (of 16 hours per week or more) for 13 consecutive weeks.</p> <p>The Q3 claim (unverified) from Opp Shop shows that in the nine months to 31 December 2009, they started 107 residents in employment, of which 31 were at least 16 hours pw, and 3 were from a specialist group. This is broadly in line with profile but depends on good performance to Q4 to hit targets.</p> <p>If the Opp Shop funding was allocated to an alternative provider there would be comparable outputs but no overall savings. The elimination of the funding altogether would result in lost outputs, principally impacting NI 153 (reduction of worklessness in deprived SOAs). This is obviously a significant indicator at a time of high unemployment (34% of working age population in NI 153 SOAs are on out of work benefits).</p>

<u>Ref</u> <u>(original</u> <u>reference)</u>	Dept & Work Area	Option	Budget & Savings information	Further Detail/ Comment
4 (PD9)	Planning WNF Option b remove barriers to ill health programme	Support only those services that address worklessness.	Budget £460,000 Saving £460,000	<p style="text-align: center;">Current activities</p> <p>The Working Neighbourhoods programme has been developed to provide comprehensive solutions to tackling and preventing worklessness and includes approaches to:</p> <ul style="list-style-type: none"> • Job creation within real mainstream services • Provision of training, volunteer and placement opportunities • Job brokerage support providing a link between unemployed residents and jobs • Business support to encourage unemployed and workless residents to explore self employment and new business creation • Encouraging investment in Sefton's more deprived neighbourhoods to generate the economy and provide employment opportunities • Support for parents to access practical childcare support to enable them to go to work or attend training <p>Investing in the future through work with young people to develop skills, ambition and aspirations to minimise the risk of future worklessness.</p>

Ref (original reference)	Dept & Work Area	Option	Budget & Savings information	Further Detail/ Comment
5 (PD10)	PERD	Reduce the value of payments made to organisations providing activities/services that contribute to our performance targets.	Budget £200,000 Saving £80,000	<p>This funding stream provides support to Community/Voluntary Organisations in Sefton to deliver activities/services that contribute to our performance targets.</p> <p>The funding is quite unique as it enables organisations to apply for running costs funding, costs towards maintenance as well as revenue projects, and can be available for 3 years. The loss of this funding would put a strain on services in the borough and has the potential to reduce the services provided by some organisations as they would not be able to access funding of this kind from other sources.</p> <p>The risk involved in making this saving are linked to the services this funding enables to continue and thrive. In terms of performance there would be a reduction in evidence to meet LAA targets such as NI 7 (environment for a thriving third sector) and NI 4.</p> <p>In terms of CAA requirements the provision of this fund ensures that we can evidence that we understand local communities and provide funding that empowers them to access services etc.</p>

Ref (original reference)	Dept & Work Area	Option	Budget & Savings information	Further Detail/ Comment
6 (TS4)	Tech Services Structural Maintenance	Reduce activity	Budget £1,981,500 Saving £200,000	<p>Note – it needs to be remembered that there is currently a £580k deficit on the Highways budget that needs to be resolved first. Highway condition reported as NI 168 and 169 that will both be adversely affected by budget cuts.</p> <p>Maintenance of the Highway is a statutory function of the Council and if not done to an appropriate standard will result in the Council being liable to prosecution and 3rd party claims.</p> <p><i>Reduction in structural maintenance will increase 3rd party claims and result in increasing insurance costs (by way of example the current regime enabled the insurance fund to be reduced by £1.2m in the current year and £1m the previous year.</i></p> <p><u>Additional Information</u></p> <p>After two years of budget freezes and successive bad winters the highway network is under significant stress. To cope with the demand of an increase in reactive maintenance (fixing pot holes) caused by the cold weather we are having to reduce the amount of planned maintenance work (which improves the long term resilience of the network). It is necessary to carry out the reactive work to ensure the highway is safe for users (a statutory duty) and to minimise the potential for 3rd party claims, however, this is at the expense of long-term serviceability and durability. This is not a sustainable approach to maintenance as the weakness in the durability of the network will make it vulnerable to frost and vehicle loading and cause it to deteriorate at an accelerated rate; this will require more reactive maintenance and therefore less planned work in order to stay within budget.</p> <p>National performance indicators for highway condition are deteriorating as a consequence of budget reductions over the past few years, and this is set to continue unless there is investment in the highway infrastructure. Further reductions will exacerbate this position and it is highly likely that the insurance fund will need to be significantly increased. This has been discussed in detail with the Cabinet Member for Technical Services.</p>

Ref (original reference)	Dept & Work Area	Option	Budget & Savings information	Further Detail/ Comment
7 (CX1a & b)	Democracy	Option 1 - Dispense with Mayoralty and twinning . Option 2 - Reduce scope of Mayoralty to daytime events only. this budget.	Budget £318,050 (includes £79,600 support services charges which would need to be reallocated plus £3000 lease charges for the Mayoral Limousine) Option 1 £235,450 Option 2 £44,000	Option 1 - The saving , after taking out support services etc. would be £216k, plus a further £18k if we decided to cease all twinning activity . This equates to £234k in total and the red option shows it as slightly more as £235,450. Further information will follow from the Legal department.
8 (T4)	Tourism	Consider bringing Live Nation In House	Budget £285,450 Saving £250,000 (2012/2013)	<i>Potential saving in 2012/13 To be investigated and detailed report to follow.</i>

Table 2

The table below identifies the “amber” options where Officers have proposed another method to secure the saving presented or expressions of interest have removed or reduced the number of anticipated redundancies.

<u>Ref (original reference)</u>	<u>Dept & Work Area</u>	<u>Option</u>	<u>Potential Redundancy Implications</u>	<u>Budget & Savings information</u>	<u>Further Detail/ Comment</u>
9(CS5)	Children, Schools & Families Music Service	Review staffing	Anticipated 5 Expressions 2 (accepted) 3 (declined as specialist area of teaching)	Budget Council Grant £62,600 £123,800 KS 2 (Wider Opportunities) Grant (1.11) £596,540 Music Standards Fund Grant (1.11) Saving £62,600 Savings achieved through VER/VR £25,800	<p>Music Services are discretionary. Savings could be delivered in a way that will not directly impact on the level of provision to schools. Given that the service is at the “upper limit” of what it can charge schools for provision– it would be unwise to meet the shortfall in the service budget through increasing the cost of provision. Similarly, reducing (the grant funded) “allocated” hours to schools would not be recommended until the service has addressed the fundamental issue of unit cost.</p> <p>The proposal would be to have an alternative administration structure. Savings in relation to these areas will not directly impact on the level of provision to schools.</p> <p>Given that the service is at the “upper limit” of what it can charge schools for provision– it would be unwise to meet the shortfall in the service budget through increasing the cost of provision. Similarly, reducing (the grant funded) “allocated” hours to schools would not be recommended until the service has addressed the fundamental issue of unit cost.</p> <p>Full saving not deliverable until September 2010. 44 posts to be considered. 10 members of staff between 50-55.</p> <p><i>Action point for Cabinet – Accept savings achieved and note impact on service – continue review with a view to achieving full savings target.</i></p>

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail/ Comment
10 (CS11)	Children, Schools & Families Student Support University Grant		Dec 2009 Anticipated 2 Now 0 Expressions 0	Budget £150,789 Saving £60,500 2011/2012 Redundancies could be avoided by using an alternative funding stream from Extended Schools Sustainability Fund and by charging schools to register with the Children's University. The use of sustainability funding would mean a reduction in school based projects.	Children's University co-ordinator works with teachers, classroom assistants, and other support staff in schools to provide out of school activities, and is responsible for the co-ordination, development and implementation of an efficient and effective Sefton's University programme. The co-ordinator provides on going support to schools associated with the programme and maintains a manageable and effective monitoring system. Children's University links to HE establishments to provide an opportunity for young people to aspire to higher education, often in areas of deprivation where this route would not be seen as a possible option. Currently 40 primary schools provide modules for CU and a pilot for Youth University is being trialled in 2 secondary schools. This year over 900 young people will graduate from CU and receive their graduation certificate at Edgehill University. Over 4,000 children are participating in this initiative at KS1, KS2 and KS3 <i>Action point for Cabinet – Accept alternative method to achieve saving and note impact on service.</i>

<p><u>11 (CS28)</u></p>	<p>Children, Schools & Families City Learning Centre Project</p>	<p>Cease City Learning Centre Project</p>	<p>Anticipated 8 Expressions 2</p>	<p>Budget £506,000 Saving £506,000 Savings achieved through VER/VR £100,109</p>	<p>The 2 CLCs have traditionally provided support and curriculum development for schools predominately in the area of ICT. In the past this has been mainly secondary schools but increasingly primary schools are making use of the facilities and resources available at both centres. Children’s Services staff are making increased use of the centre.</p> <p>As this has traditionally been a resource for secondary schools then they should fund it. There is no enthusiasm from schools to do this. It is not incumbent on the LA to provide this service and they make a limited contribution to the LAs responsibilities in relation to school improvement. Although the CLCs contribute to school support and development this is not the responsibility of the LA.</p> <p>Alternative Funding As this is a resource used mainly by schools it may be appropriate to ask schools to fund this. Discussion with headteacher representative earlier this year indicated this would not be a viable option.</p> <p>Impact on the support available to develop ICT in schools especially secondary in schools. BSF transformation should include a strategy for integration of the CLCs in the Strategy for Change (Part 2). Funding to support the up-keep of the old Ainsdale High School lost. The loss of a total of £300,000 per year of capital grant (through BECTA) to invest in the development of the buildings and learning resources and hardware. Loss of the CLCs to the community.</p> <p>8 posts to be considered 2 expressions of interest 1 member of staff between 50-55</p> <p><i>Action point for Cabinet – Accept savings achieved and note impact on service – continue review with a view to achieving full savings target.</i></p>
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Page 46	<p><u>12(CS30)</u> Children, Schools & Families Area Based Grant SEN</p>	<p>Reduction in headcount</p>	<p>Anticipated TBC review required</p> <p>Expressions 1</p>	<p>Budget £269,702</p> <p>Saving £65,000</p> <p>Savings achieved through VER/VR £44,000</p>	<p>Sefton performs well in these areas and marginal reduction in performance will be acceptable.</p> <p>There may be posts funded by schools that would be at risk if the saving is introduced. Other savings will impact upon our ability to deliver the inclusion Development programme as part of the National strategies.</p> <p>It is difficult to reduce those elements of the budget that have been long term commitments – Resourced nursery places, a Quality Protects post and a contribution towards Waterloo Nurture Base (Total £150k) – though it could be argued that these should be part of our core budget.</p> <p>There is more flexibility over the remainder of the funding which supports training and projects (the inclusion development programme – cuts here may impact upon the inclusivity of schools and lead to pressure on other budgets.</p> <p>Action point for Cabinet – Accept savings achieved and note impact on service – continue review with a view to achieving full savings target.</p>
	<p><u>13 (EP2)</u> EPD Regulatory Enforcement</p>	<p>Reduction in staffing</p>	<p>Anticipated 4</p> <p>Expressions 4</p>	<p>Budget £100,000</p> <p>Saving £100,000</p> <p>Savings achieved through VER/VR</p>	<p>Can be achieved through VR/VER. There will be a reduction in the level of statutory service provided however, minimum standards will still be maintained.</p> <p>Action point for Cabinet – Accept full savings target achieved and note impact on service.</p>

14 (HS2)	Health & Social Care	Review senior management structure – reduce number of posts.	Anticipated 2 Expressions 4	Budget £13,465,000 Saving £200,000 Savings achieved through VER/VR	Savings achieved through VER/VR being validated. Rationalisation of support services will make the posts of Head of Central Services and Principal Manager (Human Resources), along with a senior management secretary post, superfluous to requirements. In addition structural changes will enable the deletion of a service manager post. New Adult Social Care Director post will be established plus the disestablishment of a Service Manager (Hay 6) post which will become vacant at the end of this financial year. Action point for Cabinet – Accept full savings target achieved and note impact on service.
15 (HS4)	Health & Social Care	Review financial processes for efficiencies.	Anticipated TBC Review to be undertaken Expressions 4	Budget £13,465,000 Saving £100,000 Savings achieved through VER/VR	Savings achieved through VER/VR being validated. Action point for Cabinet – Accept full savings target achieved and note impact on service.

<p><u>16 (LS7)</u></p>	<p>Leisure Arts & Cultural Services</p>	<p>Reduction in the programme</p>	<p>Anticipated 2 Expressions 2</p>	<p>Budget £119,841 Saving £46,000 Savings achieved through VER/VR</p>	<p>Can be achieved through VR/VER. This programme affects both individuals and community groups including those assessed as 'hard-to-reach'. Some of the ground breaking work undertaken during the Capital of Culture, especially in identifying and supporting new community groups interested in arts activities will be discontinued. Some work will have to be delivered via commissions and be subject to funding from external sources.</p> <p>Action point for Cabinet – Accept full savings target achieved and note impact on service.</p>
<p><u>17 (LS8)</u></p>	<p>Leisure</p>	<p>Box Office staff</p>	<p>Anticipated 2 Expressions 0</p>	<p>Budget £27,754 Saving £18,500</p>	<p>Superseded by Cabinet decision on 17th Dec to agree an Interim Arts Service for the Cultural Centre</p>
<p><u>LS15)</u></p>	<p>Leisure Nurseries, Bedding and Hanging Baskets</p>	<p>Option 1 - Reduce bedding in Resort area Option 2 - Reduce bedding ACROSS ALL AREAS by 30% and grass over. Reduce baskets by 30%. Scale down Nursery operations accordingly.</p>	<p>Anticipated 2 Expressions 1</p>	<p>Budget £591,000 Saving £123,000 Savings achieved through VER/VR £16,447</p>	<p>Option 1 - Reduce bedding in Resort area (Prom, Town centre, Hesketh, Botanics) by 20% and in rest of Borough by 50% and grass over. Reduce baskets by similar percentages. Scale down Nursery operations accordingly. Option 2 - Reduce bedding ACROSS ALL AREAS by 30% and grass over. Reduce baskets by 30%. Scale down Nursery operations accordingly.</p> <p>Will result in Loss of colour and attractiveness to a limited extent in Resort, much more significantly in other areas. Potential negative impact on tourism / regeneration / neighbourhood pride. Possible impact on Green Flag / In Bloom quality awards.</p> <p>11posts to be considered. 5 members of staff between 50-55.</p> <p>Action point for Cabinet – Accept savings achieved and note impact on service – continue review with a view to achieving full savings target.</p>

19 (LS18)	Leisure Parks Quality	Delete Park Repairs Team, leaving only Rapid Response Team.	Anticipated 2 Expressions 2	Budget £35,000 Saving £25,000 Savings achieved through VER/VR	Potentially longer response times and more time / cost in getting essential work carried out by contractors. Possible impact on Green Flag quality awards. 4 posts to be considered. 3 members of staff between 50-55. Action point for Cabinet – Accept full savings target achieved and note impact on service.
20 (LS35)	Leisure Recreation Management - Leisure Centre Operations	Reduction in opening hours	Anticipated 4 Expressions 1	Budget £1,977,000 salary costs Saving £70,000 Savings achieved through VER/VR £11,234	Reduction in opening hours of Leisure Centres will result in staffing savings. Staffing hours saved from individual sites will be amalgamated to provide post savings. Netherton Activity Centre to reduce Friday and Saturday opening hours due to cancellation of YOZ programme. Also to close all day Sunday due to the majority of the activities being non-fee paying on this day. This proposed savings takes into account lost income from sports halls and swimming pools due to reducing opening hours of leisure centres. Redundancy locations – either Dunes Splash World, Bootle Leisure Centre, Litherland Sports Park, Netherton Activity Centre or Maghull Leisure Centre. There may be an additional loss as customers transfer memberships to private sector fitness facilities due to extended opening hours of these facilities compared to Sefton Council facilities. Reducing opening hours will make it difficult to achieve expected outcomes for the more ‘social’ elements of facility programmes. No income will be lost from activities which are currently free to customers but community safety and social inclusion programmes will be compromised if facility opening hours are reduced. 22 posts to be considered. 11 members of staff between 50-55. 1 expression of interest received Action point for Cabinet – Accept savings achieved and note impact on service – continue review with a view to achieving full savings target.

<p><u>21 (PD2)</u></p>	<p>Planning Traffic Unit</p>	<p>Reorganisation of Team Management</p>	<p>Anticipated 1 Expressions 2</p>	<p>Budget £200,000</p> <p>Saving £100,000 2010/11 & 2011/12</p> <p>Savings achieved through VER/VR</p>	<p>Proposal is based on reducing the level of service to statutory regulatory duties, were level provided is at the authorities discretion. Other areas that are time limited i.e. licences, temporary orders, PCN processing etc. would not be affected.</p> <p>Would require priorities to be determined and potentially staffing duties amended across Units/Teams to target resources at priority functions, eg less critical LTP programmes, resources that support corporate issues.</p> <p>3 vacant posts to be deleted 1 post to be considered. 2 expression of interest received</p> <p><i>Action point for Cabinet – Accept full savings target achieved and note impact on service.</i></p>
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Table 3

The table below identifies the “amber” options where there are anticipated redundancies and no expressions of interest have been received. The table also includes the current accepted expressions of interest and the related savings.

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail/ Comment
22 (PD7)	Neighbourhoods and Investment Programmes Department and Children, Schools & Families	Review Area Management Arrangements	Anticipated 3 Expressions 0	Budget £375,000 (does not include CSF staffing) Saving £375,000 (2011/2012) Additional Potential Saving (Staffing) £216,000 (2011/2012) Anticipated Redundancies 3 Expressions of interest 0	Work is ongoing to ensure that the model adopted for area management meets the needs of all areas within Sefton. Three Area Co-ordinators are in the process of being appointed to support the interim area management arrangements until March 2011. The costs of these are £130,000 in 2010/11. There may be potential redundancy costs in 2011/12 if members wished to not proceed with area management. The budget for area management agreed by Cabinet was £375,000 per annum. Reduction of this budget will impact on the Council's ability to implement a key corporate project. Separate although connected are the area management arrangements within Children, Schools and Families. A review of these arrangements is included within the wider area management work stated above. 6 posts to be considered. 0 members of staff between 50-55.

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail/ Comment
23 (CS23)	Children, Schools & Families Family Support Workers		Anticipated 3 Expressions 0	Budget £90,000 (relates to 3 posts) Saving £90,000	<p>Discretionary service: these Family Support workers are deployed to provide basic literacy and numeracy support for parents in those schools identified as needing intensive support and/or will be receiving funds to implement 1:1 Tuition. Their work would complement the school's efforts in raising standards. Within the range of school improvement services available it will have a limited impact on overall standards in schools when compared with some other school improvement services.</p> <p>Alternative Funding As this is a resource used mainly by schools they may wish to pay for this service. This could involve a group of schools employing a Family Support Worker.</p> <p>3 posts to be considered 1 employee 50-55</p>
Page 52 EP5)	EPD Public Conveniences	Delete all static Toilet Attendant posts (4 staff) and close the facility at Market St Southport	Anticipated 4 Expressions 0	Budget £259,350 Saving £100,000	<p>Loss of a free-to-use facility in Southport market. New pay-to-use facility provided nearby (Eastbank St). The frequency of cleansing at remaining facilities may reduce.</p> <p>4 posts to be considered. 1 member of staff 50-55</p>
25(LS10)	Leisure Community Arts Programme	Review Staffing	Anticipated 1 Expressions 0	Budget £125,909 Saving £28,400	<p>See comment above. NB. In order to absorb the impact of these proposed savings, the Section will need to undergo a radical change in both its staff structure and the manner in which it delivers some services.</p> <p>11 posts to be considered. 3 members of staff between 50-55.</p>

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail/ Comment
26 (LS14)	Leisure Coast Management	Review staffing	Anticipated 1 Expressions 0	Budget £17,000 Saving £17,000	Reduced visible staff presence on the coast. Reduction/ non-enforcement of byelaws relating to e.g. dog fouling, litter, motorbikes etc. Reduced capacity to respond to public and elected members Effect will be Coast wide due to loss of flexibility in staff deployment, but mainly at Birkdale /Ainsdale but will have a knock on effect in Crosby. 26 posts to be considered. 7 members of staff between 50-55. A Green option saving to transfer out the Lifeguard service has already been taken, which will necessitate the transfer of core and seasonal staff, hence reduction in staff numbers.
27 (LS25)	Leisure Libraries Facilities Team	Review staffing	Anticipated 2 Expressions 0	Budget £110,782 Saving £37,800	The facilities team are responsible for security providing staff with support when there is anti social behaviour; opening and locking up for hire of libraries outside normal opening hours; health and safety checks such as legionella and fire risk assessments; the library delivery service (transporting new books, reserved books etc); cover for driving the mobile library when the mobile driver is absent; removal of broken furniture, repositioning of furniture and movement of equipment for events; routine maintenance such as clearing of gutters, replacement of toilet seats. Frequency of checks and controls would be changed to ensure that minimum standards are met. 6 posts to be considered. 1 member of staff between 50-55. 1 vacant post to be deleted.
28 (LS33)	Leisure Sport & Recreation Development Management Team	Review staffing	Anticipated 1 Expressions 0	Budget £207,000 salary costs Saving £25,000	The Development Section management team co-ordinate a range of functions including performance management, marketing and promotions, monitoring of KPI's and facilities, contract management for PFI and Trust partners, information collation for external quality management award schemes. 12 posts to be considered. 0 members of staff between 50-55.

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail/ Comment
29 (PD3)	Planning Out of Hours Service	Delete Service	Anticipated 2 Expressions 1 (declined)	Budget £100,000 Saving £100,000 Savings that could be achieved through VER/VR £38,091	Alternative arrangements would be required, incurring a cost hence potential saving would not be realised. No viable alternative identified to provide same level of service through 'Best Value' reviews etc. Lose of evidence for insurance claims – hence potential lose of income. Not recommended in isolation from a wider review of capacity. Possible area of service to be considered within wider corporate review of 'out of hours' services.
30 (PD4)	Planning	Delete School Crossing Patrol Service were formal crossings provided (zebras, pelicans etc)	Anticipated TBC Expressions 0	Budget £500,000 Saving £30,000	Review required to consider road safety and confirm locations of patrols to be deleted.

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail/ Comment
31(LS23)	Leisure Library and Information Service	Management and support	Anticipated 2 (post now vacant) Expressions 0	Budget £262,377 Saving £33,000	<p>PDM Lifelong Learning post is a senior managerial role responsible for borough wide services and developments of the local history service, the reference and information service, adult education within libraries, basic skills, and library pages on Sefton’s website plus general managerial responsibilities. Downgrading the post of PDM Lifelong Learning to a middle management post, together with the deletion of the research and performance officer will mean that some of the duties of the PDM post and research and performance officer will continue to be performed within that post. The post will interpret data from statistical returns and surveys collected to help inform plans for the service and how to improve; it will research opportunities for external funding and develop working with partner organisations such as adult education providers; it will maintain the currency and accuracy of the library pages on the website.</p> <p>The remaining duties and the senior management overview would need to be shared amongst the other PDMs. It would result in no local history publications plus “status quo” of the local history and reference and information services. With the development of the cultural centre, it is vital that the local history service is enhanced within the new facility. The reference and information service is stagnating – it is an important service that needs transforming to be fit for purpose for the 21st century. Although the new post would take on some of the work with external providers there needs to be senior management direction.</p> <p>The current post of administrative assistant will need to take on some of the duties of the research and performance officer e.g. data inputting which will effect the admin work, leading to delays in orders, publicity material, delivery of Bookstart packs.</p> <p>Both of these posts are vacant. Much of the gaps in service that have been outlined are already taking place.</p>

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail/ Comment
32 (LS28)	Leisure Libraries	Reduce Opening Hours	Anticipated 15 (7.5 FTE) Expressions 5 (declined)	Budget £1,591,276 Saving £140,000	<p>The difference in the total number of opening hours per week across Sefton's libraries in 2001, compared to the current hours is an increase of 76 hours. The savings would result in a total loss of 46 hours.</p> <p>The pattern of opening hours in 2001 was for all libraries except 3 to open for 33 hours per week. Crosby, Bootle, Southport were open for 39 hours. The savings have been worked out so that they will not take the service as far back as the level in 2001 meaning that all libraries will be open a minimum of 36 hours per week. It will result in reverting back to the pattern of opening hours in 2001. The main differences between what happens currently and what would happen are:</p> <ul style="list-style-type: none"> • Bootle, Crosby, Formby, Maghull, Southport - would close on Thursday afternoon • Bootle, Crosby, Formby, Maghull, Southport - would have only one late night opening • Formby and Maghull would close at lunchtime (1-2) • Bootle would open until 5pm instead of 6pm, as was the case prior to 2001. <p>To achieve the same amount of savings across the smaller libraries would result in these only open for 2-3 days per week.</p> <p>The new opening hours for Meadows Leisure Centre and library will mean a change of pattern of hours and will include Saturday afternoon and part of Sunday. The savings will mean that the library will only open on Saturday mornings at the weekend and will also close at lunchtime each day.</p> <p>Due to a number of staff working part time, it is not possible to state how many individual members of staff could be made redundant. The reduction in staffing hours is equivalent to 7.5 FTE and could therefore vary from 7.5 to approximately 15 individuals.</p> <p>91 posts to be considered. 21 members of staff between 50-55.</p>

<u>Ref</u> <u>(original</u> <u>reference)</u>	<u>Dept & Work Area</u>	<u>Option</u>	<u>Potential</u> <u>Redundancy</u> <u>Implications</u>	<u>Budget & Savings</u> <u>information</u>	<u>Further Detail/ Comment</u>
33 (LS34)	Leisure Recreation Management	Staffing review - Duty Managers	Anticipated 2 Expressions 0	Budget £1,977,000 salary and wages costs Saving £50,000	Discretionary service (although some statutory elements). Saving could be achieved by reducing the number of Duty Managers. There are four existing Senior Operations Managers (SOM) across six sites. If each SOM was put onto a 'shift' and acted as Duty Manager for 2.5 shifts per week the hours saved would equate to two full time Duty Manager posts. Such action would 'demote' the Senior Operations Managers and result in a 50% reduction in their capacity to develop business, generate income, and ensure continued compliance with the nationally awarded standards of service achieved by Sport & Rec in recent years. All remaining Duty Managers would be required to work split shifts and across a number of sites to cover operational and Health & Safety requirements of the facilities Reduction in Duty Managers and 'demotion' of Senior Operations managers will reduce the ability of Sport & Rec to meet challenging national participation targets, and maintain nationally recognised partnership delivery programmes. 15 Duty Managers (12 full time, 3 part time) 0 in 50-55 age bracket.
34 (LS36)	Leisure Recreation Management	Changes in operating times of the Fitness Suites, coupled with reorganisation of staffing rotas.	Anticipated 2 Expressions 0	Budget £1,977,000 salary and wages costs Saving £50,000	3 posts to be considered. 1 member of staff between 50-55.
35 (T2)	Tourism Visitor Services	Cultural Centre & TIC relocation Review staffing.	Anticipated 1 Expressions 0	Budget £306,00 Saving £32,000 Not available until new Cultural Centre opens in 2012	Cabinet's decision on 17 th Dec 2009 to progress the Cultural Centre means that these savings cannot be progressed until at least 2012. An operational review of the future combined box office/Visitor Services function will inform a future proposal. 8 posts to be considered. 2 members of staff between 50-55.

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail/ Comment
36(T3)	Seafront Operations	Non-statutory. Reduce opening times/days.	Anticipated 1 Expressions 0	Budget £306,000 Saving £23,000	<p>This reference originally related to a potential Visitor Services saving that will now be progressed in 2012.</p> <p>However a saving may be able to be delivered via a review of the wider seafront operational staffing, which includes Pier, seafront cleansing and Market Hall staff. Cabinet's December 09 decision to progress the Market Hall project now allows this review to take place.</p> <p>6 posts to be considered. 1 member of staff between 50-55.</p>

The table below identifies the “red” options where there are anticipated redundancies. The table also includes the current accepted expressions of interest and the related savings.

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail /Comment
37(LS27)	Leisure Libraries	Option 1 - Close 2 Libraries Option 2 - Close 1 Library plus mobile library.	Anticipated 6 Expressions 5 (declined)	Budget £200,000 Saving £144,000 Each library costs a different amount to run, depending on its size, utilities, maintenance and staffing levels. The average cost (excluding Southport and Crosby) is £100,000 per library	Review to be undertaken to determine detail. TBC posts to be considered. TBC members of staff between 50-55.
EP4a)	EPD Good Neighbour Skips	Cease	Anticipated 1 Expressions 0	Budget £50,000 Saving £50,000	Discretionary service. External funding exists for part of service until March 2011, subject to continued funding via ABG. Probable increase in fly tipping & adverse effect on NI 195. Service is popular with residents and Cllrs. Reduction in service will be contested by service users. 1 post to be considered. Natural wastage.

Ref (original reference)	Dept & Work Area	Option	Potential Redundancy Implications	Budget & Savings information	Further Detail /Comment
39 (LE4)	Legal Electoral Services	Review of area	Anticipated 2 Expressions 0	Budget £67,200 Saving £40,000 Note that this is for 09/10 only as there is no election. For 10/11 the budget returns to the 08/09 level of £270,000 due to the requirement for temporary staff.	If members opted to have elections every 4 years, it would be feasible to rationalise the processing team. The consequences of this could only be identified once a review had taken place although there is likely to be some staff displacement. 4 posts to be considered. 0 members of staff between 50-55.
40	Corporate Strategic Directors	Disestablish role	Anticipated 3 Expressions 0	Budget £414,000 Saving £414,000	3 posts to be considered. 0 members of staff between 50-55.

MINUTE NO. 273 OF THE CABINET MEETING HELD ON 4 FEBRUARY 2010

Further to Minute No. 70 of the Council meeting held on 14 January 2010, the Cabinet considered the report of the Chief Executive which provided an update on the Medium Term Financial Plan 2010/11 to 2012/13 and set out the remaining options for consideration in relation to the Strategic Budget Review.

It was noted that the Council is required to set a Budget and Council Tax for 2010/11 by 10 March 2010 at the latest and that the Cabinet's recommended budget had to be scrutinised independently (prior to approval by Full Council). The report indicated that the proposed budget would be considered by the Overview and Scrutiny Committee (Performance and Corporate Services) on 16 February 2010.

The Chief Executive circulated a supplementary report at the meeting, which provided an update on the budget position following consideration by the Leaders Group.

RESOLVED: That

- (1) the latest position for the 2010/11 - 2012/13 Medium Term Financial Plan following the Council Meeting on 14 January 2010 be noted;
- (2) the final Revenue Settlement position be noted;
- (3) that the application of £2.3m of Area Based Grant resources to the 2010/11 budget be confirmed;
- (4) the Council be recommended to approve the total savings of £400,000 from the Technical Service Environment and Routine Maintenance budgets and the removal of the inflation provision for Private and Voluntary Sector Community Care Providers set out in Annex 1 of the supplementary report;
- (5) the budget scenario set out in Annex 2 of the supplementary report be submitted to the Overview and Scrutiny Committee (Performance and Corporate Services) for consideration and it be requested to note that the illustrative Council Tax increases under the scenario would be

Sefton Council Services	2.5%
Levies	0.4%
Fire and Police	<u>0.3%</u>
Total	3.2%

Agenda Item 5

- (6) officers be requested to continue to review all savings options and assumptions in order to achieve a total Council Tax increase of less than 3% inclusive of levies and precepts;
- (7) the latest schedule of Levies and Parish precepts set out in Annex 3 of the supplementary report be noted;
- (8) officers be requested to consider the implications of making a substantial allocation of one-off resources to invest in highways maintenance following the recent bad weather and submit a report to the next Cabinet meeting on 4 March 2010;
- (9) it be noted that the Chief Executive will report on the robustness of the estimates and the adequacy of financial reserves for the budget proposals to the Overview and Scrutiny Committee (Performance and Corporate Services) and Full Council;
- (10) the Strategic Budget Review (SBR) options detailed in Table 1 of Appendix B to the report be deferred for consideration at the Cabinet meeting on 4 March 2010;
- (11) the Action Points identified for each SBR option in Table 2 of Appendix B to the report be recommended to the Council for implementation;
- (12) the progress being made in the Terms and Conditions negotiations with the Trade Unions be welcomed and the consideration of the remaining "amber/red" SBR options, detailed in Tables 3 and 4 of Appendix B to the report be concluded at the Cabinet Meeting on 4 March 2010; and
- (13) it be noted that the comments of the Overview and Scrutiny Committee (Performance and Corporate Services) on the budget proposal will be referred back to the Cabinet meeting on 4 March 2010 for consideration.

Agenda Item 6

Meeting: OVERVIEW AND SCRUTINY COMMITTEE
(Performance and Corporate Services)

Date of Meeting: 16 February 2010

Title of Report: CABINET MEMBER REPORTS

Report of:
S. Tunney (Assistant Chief Executive)

Contact Officer:
Ruth Appleby
(Telephone No.) 0151 934 2666

This report contains	Yes	No
CONFIDENTIAL Information/		√
EXEMPT information by virtue of paragraph(s)..... of Part 1 of Schedule 12A to the Local Government Act, 1972 (If information <u>is</u> marked exempt, the Public Interest Test must be applied and favour the exclusion of the information from the press and public).		√
Is the decision on this report DELEGATED?	√	

Purpose of Report

To submit to the Overview and Scrutiny Committee recent Cabinet Member Reports.

Recommendation

That the reports be noted.

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		√	

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Financial Implications

There are no financial implications arising out of this report.

Departments Consulted in the preparation of this Report

None

List of Background Papers relied upon in the preparation of this Report

None

SEFTON M.B.C.

1. BACKGROUND

- 1.1 In order to keep Overview and Scrutiny Members informed, it was agreed at the Overview and Scrutiny Management Board on 25 August 2009 to submit relevant Cabinet Member Reports to Overview and Scrutiny Committees.
- 1.2 Attached for information are the Cabinet Member reports for the following portfolio(s):-
 - (a) Cabinet Member - Communities
 - (b) Cabinet Member - Corporate Services
 - (c) Cabinet Member - Performance and Governance

2. RECOMMENDATION

- 2.1 That the reports be noted.

CABINET REPORT – COMMUNITIES PORTFOLIO

4 February, 2010

Sefton Equalities Partnership

Equality Framework for Local Government

The new Equality Framework for Local Government has now been introduced and work is underway in migrating the Council's performance into the new system. The new framework consists of three levels as opposed to the current five and early work puts the council at 84% of the overall framework and at 55% of Level 3 in the new framework, working towards excellence.

Holocaust Memorial

The Equalities Partnership has been working with Sefton Unison, the Holocaust Memorial Steering Group and the Civic Mayoral Services to produce the 'Legacy of Hope' booklet to commemorate the 65th Anniversary of the liberation of Belsen. The booklet will be distributed at the Holocaust Memorial Service on the 24th January and thereafter distributed widely across Sefton.

Quality

The Equalities Partnership and NHS Sefton were highly commended for their work with under-represented groups and the support they receive to access volunteering.

The Equalities Partnership has been shortlisted for the national Local Government Chronicle (LGC) Awards the outcome of which will be known at the end of March.

External Funding

The Equalities Partnership has successfully gained funding from the Equality and Human Rights Commission to develop a local project to provide advocacy support to people with disabilities and limiting long term illness to access volunteering and employment.

Community Safety Department

Community Safety Area Partnerships (CSAPS)

The CSAP process continues to demonstrate how collaborative working between agencies and organisations continues to deliver reductions in priority crime and disorder issues across Sefton. Priorities are identified and agreed by Members every three months, using a balanced combination of information provided by the Strategic Intelligence Assessment, combined with findings from perception data generated by the Safer and Stronger Perception Surveys. By using this dual approach to set priorities, knowledge of the negative impacts that affect our communities (crime statistics) are combined with understanding (perception survey) to increase the

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CABINET REPORT – COMMUNITIES PORTFOLIO

4 February, 2010

insight into our communities, which in turn helps Members to plan and deliver effective and visible interventions to reduce the crime and disorder harms affecting them.

CSAPs are held every month in each Area Committee Area and continue to be well attended, with new partners continually joining, for instance, Connexions, Sefton's Parenting Practitioners and Area Managers from Children's Services.

The work of CSAPs focuses specifically on the outcome oriented National Indicator NI 21 – *Dealing with local concerns about anti-social behaviour and crime by local council police*. The following table compares the levels of reported anti-social behaviour between June and August 2008 and the same period in 2009

All ASB			
No. Of Incidents Reported			
Jun to Aug 2008	Jun to Aug 2009	Change	% Change
3577	3060	-517	-14.5

There is also evidence that this reduction in ASB is recognised by residents. The following table, using data from the perception survey demonstrates significant changes in residents' opinion about crime and disorder and how it affects them.

Percentage of people who do NOT think that the following is a problem...			
	Aug 08	Aug 09	% Change
Crime	79.3	81.6	-2.3
Community ASB	70.5	73.2	-2.7
Environmental ASB	77.8	79.1	-1.3

* Cohesion & Satisfaction

In addition the CSAPS also consider use data from the perception survey so that we can measure levels of satisfaction in terms of Community Cohesion, using the changes in perceptions around, 'how well informed people feel', 'how much people they can influence decisions' and 'how involved people feel within the community'.

Overall Satisfaction levels regarding Community Cohesion			
ACA	Aug 08	Aug 09	Change
Crosby	28.0	31.6	+3.6
Formby	33.0	37.3	+4.3
Linacre / Derby	25.3	26.0	+0.7
Litherland / Ford	23.6	25.4	+1.8
Sefton East Parishes	19.9	22.9	+3.0
Southport	38.2	40.9	+2.7
St Oswald / Netherton and Orrell	19.7	21.7	+2.0

CABINET REPORT – COMMUNITIES PORTFOLIO

4 February, 2010

* Reducing Inequalities

A key element of delivering improvements in community safety is reducing inequality – in effect, tackling issues and problems in areas with the highest prevalence of crime and disorder at a faster rate than the average rate for the whole Borough. The following examples demonstrate how the CSAPs have “narrowed the gap” in Sefton:

* BCS Crime

The average reduction across Sefton between Aprils to September 2008 compared to the same period in 2009 was 2.4%. However in four of the top five wards experiencing the highest prevalence of BCS crime the reductions were as follows:

- Dukes – 23.5% reduction
- Church – 12.1% reduction,
- St Oswald – 9.7% reduction
- Linacre – 3.7% reduction

* ASB Incidents

The average reduction across Sefton between April to September 2008 compared to the same period in 2009 was 9.5%. However in three of the top five wards experiencing the highest prevalence of ASB the reductions were as follows:

- Church – 22.1% reduction
- Dukes – 14.7% reduction,
- Linacre – 12% reduction

* Business Crime

Business crime in Sefton increased by 2.1% between April to September 2008 compared to the same period. However in three of the top five wards experiencing the highest prevalence of business crime demonstrated the following reductions:

- Kew – 12.7% reduction
- Linacre – 9.5% reduction
- Dukes – 2.1% reduction

New Funding: Anti-Social Behaviour: Tackling not tolerating.

In November 2009 it was announced that Sefton, as one of the 30 Pioneer Areas was to benefit from a new package of measures specifically introduced to add value to the above programme and to further assist local partners tackle anti-social behaviour and to keep communities informed and safe. In Sefton the measures announced will assist in the delivery of the Pioneer Programme and will see a further investment of £40,000 made available this financial year from Communities and Local Government funded through S.31 of the Local Government Act (LGA) 2003.

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CABINET REPORT – COMMUNITIES PORTFOLIO

4 February, 2010

It has been stated in the guidance that the areas receiving the funding will be allowed to determine how best to spend the funding in line with however there are clear expectations as to how the funding should be used to address anti-social behaviour.

Given the Home Secretary has set Crime and Disorder Partnerships the challenge to set, agree and publicise minimum standards of service on how anti-social behaviour will be addressed by March 2010 there is advise and a clear expectation from Government Office that this funding would and should support that work as well as for example:

- Training for front-line staff
- Communicating Confidence
- Support for Community led projects to engage young people
- Offering support to victims of anti-social behaviour

The final decision on how to use the funding to best effect is a decision for the Crime and Disorder Reduction Partnership (CDRP) who will agree a spend profile at their next meeting in February.

Family Justice Centre

In consultation with vulnerable victims of violence and abuse we have learnt of their deep and abiding desire for a Family Justice Centre approach to receiving holistic wrap around services that work together to identify their needs and reduce the risks they experience. Their experience tends to be one of agencies that seem to provide 'seem less' services rather than seamless services, and we have become increasingly convinced that improved collaborative service delivery is the way forward.

To this effect Sefton has adopted the Government's 'Coordinated Community Response' (CCR) model as integral to our delivery mechanisms for our Domestic and Sexual Violence Strategy (2007-2010)

In March 2009 Sefton worked with GONW to facilitate a successful conference, co-delivered by the International Family Justice Centre Alliance that enabled a project team to begin the process of achieving 'buy in' for the vision of our service users and SSCP. We have now established a strong and effective working relationship with the International Family Justice Centre Alliance (IFJCA), based in San Diego where the collaborative service delivery model was initially developed, including the development of a business plan that will enable us to realise our shared vision if this was judged to be feasible. We have also already had some initial discussions with the IFJCA about the feasibility of Sefton becoming both a national and European regional centre of excellence and learning, to ensure that the lessons learnt throughout this project can be replicated in other communities.

CABINET REPORT – COMMUNITIES PORTFOLIO

4 February, 2010

A project team has been established which includes senior officers from across the Council departments, Merseyside Police, CPS, NHS Sefton, MerseyCare, Merseyside Fire and Rescue Service, and other key partners, and also includes the GONW Violent Crime Lead as an integral member.

In August 2009 the project team submitted a bid to the Home Office under the Home Secretary Priority Fund to fund a feasibility study that would enable Sefton to establish whether an extended version of a Family Justice Centre could be achieved. In October 2009 the Home Office confirmed that this bid had been successful, and Sefton has been awarded £110k to develop and implement phase 2 of the project plan, which whilst in itself does not commit the council to any future spend, does now allow the development of a feasibility study.

Performance Indicators LAA Stretch Targets 2007 – 2010

The Safer Stronger Communities Partnership has responsibility in relation to the delivery of 4 LAA stretch targets with reward. The measurement period in relation to 3 of those ended in October 2010, however these results require validation but show a positive result.

** Percentage of respondents who think selling or using drugs is a very big/fairly big problem*

Buying and Selling Drugs target for 100% stretch 28.7%. Final aggregate May - October 20.97% therefore we have exceeded target by 7.73 percentage points and will be able to apply for 100% of performance reward grant £863K

** Percentage of residents who are very well informed/fairly well informed about what is being done to tackle anti-social behaviour in their local area*

ASB Informed target for 100% stretch 40.9%. Final aggregate May – October 43.52%, therefore we have exceeded target by 2.62 percentage points and will be able to apply for 100% of performance reward grant £863K

** Percentage of residents who strongly agree or agree that their neighbourhood is a place where people from different backgrounds get on well together*

Different Backgrounds target for 60% stretch 65.8%. Final aggregate May - October is 65.82%, therefore we have exceeded the 60% target by 0.02 of a percentage point. Based on this calculation we will be able to apply for 60% of performance reward grant circa £500K

The estimate of associated applied for PRG for the above indicators equates to circa £2.2m

Councillor Porter
Cabinet Member - Communities

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CABINET – 4 FEBRUARY 2010

CORPORATE SERVICES – CABINET MEMBERS' REPORT

LEGAL & ADMINISTRATIVE SERVICES DEPARTMENT

1. The Planning, Environmental and Property Team

BSF – The school sites have been registered at the HM Land Registry and the Team will be dealing with all of the property related matters during the BSF project

HMRI – The team deal with the voluntary acquisitions and shop leases

Pontins – The team will be dealing with the legal work in connection with the major redevelopment proposals

Voluntary Registration – Ongoing work to complete the registration of all of the titles to the Council's land

Thornton to Switch Island Link Road – The team will deal with the acquisitions, land swaps and title issues in conjunction with the CPO

Cultural Centre – The team are dealing with negotiations with Tenants and the legal work following these negotiations

Land Registry Portal – The Team are working on setting up a land registry portal which will service several different Council departments

2. The Child Care and Social Services Team

The Child Care Team continue to be very busy and the number of new cases has risen dramatically during the last 12 months. Re-sourcing issues are currently being addressed.

3. Electoral Services

The Electoral Services team are busily making preparations for local government and parliamentary general elections in 2010. The uncertainty of the date of the parliamentary general election creates a host of logistical problems in terms of planning for the election, particularly if the parliamentary general election is combined with the local elections on Thursday 6 May 2010.

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4. Committee & Member Services

In addition to the administrative support provided for various Cabinet / Committee meetings, the Section has supported the following:

School Admission Appeals

During the period 5 December 2009 to 21 January 2010, 20 School Admission appeal hearings (19 High School and 1 Primary School) and 1 School Exclusion appeal were organised. The original date for the Exclusion hearing was postponed due to the extreme weather conditions and re-arranged to a new date. The hearings were clerked by the Section.

Members' ICT Issues

During the period from, 5 December 2009 to 21 January 2010, The Members' ICT Support Officer provided training on IT issues to 8 Councillors and dealt with 34 requests for IT support from Councillors.

5. Civic & Mayoral Services

NACO Application

Civic & Mayoral Services is currently putting together the application for "Civic Office of The Year Award" which has to be submitted by the 31st January with the award being announced in March. This award receives national press coverage and also LGA Coverage and is certainly one we aspire to win!

Last year we received a special mention for some of the innovative projects we had undertaken.

NACO (National Association of Civic Officers)

In March 2009, Sefton joined and attended the NACO Conference and training event in Scarborough. At this event I was elected onto the NACO Executive and as such am responsible for developing Civic & Mayoral Initiatives nationally.

In January this year at Southwark, after a year of getting the bid together I will be presenting Sefton's case for hosting the 2011 NACO Conference in Southport, where a final vote will take place. If successful it will be held at the Floral Hall with accommodation solely booked at the Ramada and The Royal Clifton.

It is hoped 250 plus Civic Officers from all over the UK will attend the Conference and Training event, which is usually attended by a Minister and opened officially by the Mayor of the welcoming Borough.

ABBA Night

The Mayor of Sefton's Charity Night this year takes place one month earlier due to availability and is at the Floral Hall. Early indications show that we will hopefully reach 400

Southport & Bootle Town Hall Leaflets

In January after 18 months of rewriting and picture taking the Southport Town Hall leaflet has now been created and printed. This work was required as the old leaflet was a black and white photocopy and had not been updated since approx 1995.

The Bootle Town Hall leaflet is currently under construction and then will be presented to the Mayoral Working Group for consideration.

Civic Receptions

The Parish Luncheon took place recently and was an over whelming success with excellent comments about the food.

We now have two further events to organise the Business & Tourism Reception and the Civic Heads Luncheon

Heroes Welcome Campaign

This campaign goes from strength to strength and is now to receive a further publicity spread in the local newspapers. The scheme is administered by the Head of Civic & Mayoral Services.

PERSONNEL DEPARTMENT

A. Pay & Grading Review/Equal Pay

1. The Council's proposed pay structure was referred to the Trade Unions national officers for comment in November but no formal approval has been received yet. If it is not possible to reach agreement about implementation in the near future then Pay and Grading Committee may have to take a decision to impose the new pay arrangements via dismissal and re-engagement process.
2. Consultation with the Trade Unions is continuing on a regular basis and progress is being made on developing several committee reports that are connected with implementing the review.
3. Revised equal pay settlement offers were made to employees in December as a measure to try and reduce the Council's liabilities. Previous offers were enhanced by a further 5% but this has failed to stimulate the desired reaction. Tribunal dates in February, that were set to consider various jurisdictional issues associated with the claims, have been cancelled at the request of the Trade Union solicitors.

B. Establishment Control, Pensions, Payroll & HR Transactional Services

4. The weekly Client meetings continue and we are progressing in several areas including the introduction of new process and improving data quality. Protocols continue to be developed as and when required.
5. The Establishment Control Team is now involved in updating ResourceLink with frozen/deleted/vacant posts following vacancy panel meetings and reporting on the associated savings to the Finance Department.

Agenda Item 6b

6. The Establishment Control Team is in the process of preparing Workforce Data that will be published to all Service Directors on a regular basis.
7. The Pensions Officer is currently working closely with the policy team to develop pension policies.

C. Health Unit

8. The Health Unit structure is now an active part of the wider review of Corporate Services, taking the opportunity to further improve the Council's management of sickness absence and to address re-skilling of staff in dealing with H&S management system audits.
9. The balance between bought-in and internally-provided occupational health services is also being investigated to produce Strategic Budget Review savings agreed via Council.
10. The Corporate H&S Forum (is due to) meet on 20 January to discuss the progress the Health Unit has been making against its annual work plan, and to be made aware of where improvements will be needed. The Forum is chaired by the Chief Executive, and provides the senior management oversight of H&S issues.

D. Corporate Learning & Development Unit

Passport to Move On Programme

11. The first intake of 14 young people on the Passport to Move On Programme started on 14 January 2010: they are located as follows:

<u>Apprenticeship</u>	<u>Department</u>
Alarm Technician	Security x 4
Administration	St Ambrose Barlow
IT	St Ambrose Barlow
Administration	Resource Procurement & Management Unit
Administration	CSF - Business & Support
Administration	Personnel
Administration	Resource Procurement & Management Unit
Childcare	Thornton Children's Centre
Alarm Technician	Careline
Administration	Careline
Administration	Supporting People's Team

Group 2 recruitment day is 12th February 2010.

Coaching Skills for Managers

12. As part of the Culture Change workstream, the Chief Executive and Directors have agreed a programme of Coaching Skills for Managers training which is designed to equip managers with the skills to move from a "tell" culture to an "enabling" culture. A priority for CLDU is to deliver 54 courses from April 2010 to December 2011 covering 650 managers and team leaders. This programme is being resourced internally from existing learning and development resources and will not impact on the delivery of the Management Development Programme.

Retirement of Corporate Learning & Development Manager

23. After nearly 36 years with Sefton Council, Jo Lloyd is retiring at the end of March 2010. Interim arrangements have been made pending the outcome of the Corporate Training Review.

FINANCE & INFORMATION SERVICES DEPARTMENT

Budget Issues/Spending Freeze

The department continues to be heavily involved in the Strategic Budget Review. The Medium Term Financial Plan update and preparation work for agreeing a budget and Council Tax for 2010/2011.

The current year budget is still under pressure, and a spending freeze remains in place. The budget will continue to require close monitoring over the remainder of the financial year.

Specialist Transport Unit

A range of cost saving initiatives are currently being undertaken including optimisation of routes and review of staffing and structures. The head of STU did a presentation to the Cabinet Member Corporate Services Briefing on 13th January covering the range of issues being reviewed. As part of Strategic Budget Review restructuring the STU will move out of the Finance & IS Department and into the new Operational Services Department in 2010.

Insurance and Admin Services

Tenders are currently being evaluated for a new Insurance Broker contract and the outcome of that tender will be reported to the Cabinet Member Corporate Services meeting on 3rd February 2010.

Client Unit

ICT – The major engineering projects to upgrade the voice and data networks have been completed successfully. The relocation of the Data Centre from Balliol House to St. Peters House has commenced and is due to complete in April. In parallel to this, ICT staff will be moving across in phases, to ensure that service provision is maintained during relocation.

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Customer Services – The Client is heavily involved in the work of the Customer Strategy Group, which is tasked with reviewing Customer Service across the Council.

Revenues & Benefits – Implementation work has commenced to replace the Pericles system with the new Northgate system, following and OGC tender exercise. It is planned that the new system will go live in October 2010.

Procurement

The Procurement Unit is heavily involved in the Strategic Budget Review led Procurement Working Groups, and plans are in place to analyse procurement and commissioning spend across the authority with a view to identifying savings and efficiencies.

REPORT TO CABINET – FEBRUARY 4th 2010

COUNCILLOR IAIN BRODIE-BROWN Cabinet Member for Performance and Governance

Comprehensive Area Assessment

The CAA process is now commencing again for the year 2010-2011. Continuing liaison with the Audit Commission has indicated a lighter touch approach this year with the commission seeking to gather information as much as possible from published sources. To this end, Sefton has assembled a Partnership Document Library to aid both internal and external performance management and at the same time, provide the relevant information to the AC.

This repository will contain up-to-date documents and data on all relevant priorities for the Partnership and for key agencies such as the Council, the PCT and the Fire and Police Services.

Organisational Assessment

The Organisational Assessment process is being co-ordinated jointly by the Finance and the P&P teams and an evidence database and a short summary self-assessment are in preparation to meet the deadline of 8th March submission for the Use of Resources Assessment. The managing performance deadline has not been finally set yet but is likely to be no earlier than May.

The Audit Commission has signalled it will be putting a greater focus on value for money in this next round of CAA.

Comprehensive Area Assessment - Workstreams

Responding to the Recession

The Recession Action Planning Group has been taken into the reporting structure of the Economic Development and Sustainability Thematic Group and is now being chaired by Mark Long. The CAA process identified this as a potential area of concern, red tagged in the last assessment, and it is likely there will be some type of focus on this issue in the CAA process this year.

The group is responsible for delivering on the action plan devised partly through the consultation events held by the partnerships. The action plan will be revised based on the up to date monitoring and the prediction that the recession will now start affecting unemployment, the timescale for this revision is by April 2010. The current action plan was reported on to the SBP Executive on the 18th January.

Older Peoples Strategy

Older People was identified as an issue in an early iteration of the CAA, the ACE Division co-ordinated the development of a strategy which will be signed off in the next couple of months. The Strategy will be owned by the Wellbeing Directorate.

Knowing and Understanding

Another red tag area in the CAA was knowing and understanding our communities, this particularly focused on inequalities between geographical communities. The ACE Division has been responsible for directing an action plan involving partners to improve the knowledge base of the Council. The Partnership Intelligence Group, ("Sefton

Agenda Item 6c

Understood”) meets regularly has developed an action plan, with clearly stated deadlines and responsible officers. This action plan will be developed by all members of the Group. In addition to the action plan, a data quality policy has been written for the group, and other underpinning documents including Terms of Reference, Roles and Responsibilities, Document Control Checklist and Stakeholder Questionnaire. The development of this work underpins the Performance Improvement (Intelligence) Workstream of the SBR.

Evidence Base

One of the early developments of the knowing and understanding area was the production of an evidence base which was then commissioned. The evidence base has been used to inform a number of streams of the governance review and will be used to inform the priorities of the refreshed sustainable community strategy. Again this work is crucial to the development of the Intelligence function for the Council and supports in particular, the development of area management.

Health Inequalities

Health Inequalities was raised as an initial rag tagged area, a number of local authority areas in the North West were red tagged for health inequalities. Sefton has engaged with MIEP and are investigating the existing networks that deliver on health inequalities, this has potentially been expanded to include all the Merseyside authorities. Sefton has been selected as a Scrutiny Development Area for Health Inequalities, following a bid by Overview and Scrutiny and NHS Sefton to the Centre for Public Scrutiny.

GOVERNANCE REVIEW

Governance Review – SBP Structure

The governance review of the SBP has been continuing to develop; it has been through a number of processes including discussions at governance review working group and the informal area committee meetings in November and December. A small review group of the SBP has discussed the proposed structure in detail and those proposals have been discussed at the SBP Board (2nd December) and the SBP Executive (18th January).

The Structure has been part of the discussion with elected members in the full Council briefing on the 14th January and will be the basis of the decision to be made at full Council on the 4th March, for implementation in the new municipal year.

The Structure and Membership reflects the principles and broad direction given by the governance review working group over the last twelve months.

Area Management

The governance review workstream regarding area management is strongly linked to the development of the new SBP structure, responding to elected members need to more actively influence partners to deliver on local priorities. This integrated approach has been strengthened recently through joint development of the model for the SBP and area management. The next discussions that will be taking place are with political groups around the enhanced powers of area committees in the new governance model, and what the partnerships may look like. The governance review working group continues to lead on this work.

Partnership mapping

The mapping of all partnerships the Council is currently involved with continues, and this work will link to the development of area based partnerships.

The next stage of development work is to review the governance arrangements of those partnerships where the Council is the accountable body, or where there is a significant SLA in place.

A database is being developed, which will be publicly available which will allow partnership information to be searched. It is anticipated this will come on line in the new municipal year.

Risk Register

The Risk Register for the jointly shared goals of the Local Area Agreement has been completed and has been entered into SPRINT for monitoring purposes. Any potential risks identified through the CAA have also been entered into the Risk Register, this exercise found that many of the risks through CAA were already in the Register which demonstrates effective use of the register. The Finance and Information Services Department are leading on the development of a new Risk Management Framework, which underpins the development of the new Performance Management Framework, referred to below.

Performance Management Framework

A new PMF is under development, and has been discussed by the working group, the Overview and Scrutiny Management Board, the Strategic Leadership Team and engagement with departments will commence shortly. The new framework provides how performance will be managed within Sefton, through clear accountabilities and reporting. The new PMF provides a foundation for the Performance Improvement Workstream of the SBR. It is a key deliverable under the governance review.

Other recent relevant developments include:

- SPRINT Enhancements version 3.1 was uploaded on the 18th January after testing.
- Data Quality - exception reports are produced quarterly using regional and national averages and Sefton's projected direction of travel, exception reporting allows departments to take remedial action if required.

Quarter 3 Corporate Performance/Escalation Policy

Quarter three monitoring has been completed and are currently being verified before quarter 3 reports are produced. Updates on the Corporate Plan, Departmental Service Plans and National Indicators have been completed.

Using Sefton's latest performance, officers have compared our performance with that published regionally and nationally to determine Sefton's direction of travel.

LOCAL AREA AGREEMENT

Review and Refresh

The LAA 2008-11 is currently going through a review and refresh, which is an annual process. Some of the economic targets will be renegotiated because of the impact of the recession. A meeting with GONW will take place on the 27th January.

Agenda Item 6c

Overview and Scrutiny

The first joint report of both Council and Partnership Performance will be presented to the Overview and Scrutiny Management Board on the 23rd February (as outlined above). This will incorporate LAA performance and the intention is Overview and Scrutiny Management Board can use the information to inform work plans of the Overview and Scrutiny Committees and potentially identify partnership areas to become involved with.

Data Disaggregation

Officers Support Group continue to work on data disaggregation on the Local Area Agreement targets. The agreement is to disaggregate where possible on the basis of gender (males and females respective performance). Some information particularly from the Children's Trust has been received and the next step will be to look at all the disaggregated data and incorporate some reporting on that into Overview and Scrutiny Management Board performance report.

Commuications

As part of the SBR rationalisation of common functions, a Workstream on Communications is progressing well. The aim is to rationalise all communications, advertising, marketing, web etc activity across the Council.

Agenda Item 7

Meeting: OVERVIEW AND SCRUTINY COMMITTEE
(PERFORMANCE & CORPORATE SERVICES)

Date of Meeting: 16 FEBRUARY 2010

Title of Report: WORK PROGRAMME - KEY DECISION FORWARD PLAN
1 FEBRUARY 2010 TO 31 MAY 2010

Report of: S. Tunney
Assistant Chief Executive

Contact Officer:

Ruth Appleby
(Telephone No.) 0151 934 2666 / 2181

This report contains	Yes	No
CONFIDENTIAL Information/		√
EXEMPT information by virtue of paragraph(s)..... of Part 1 of Schedule 12A to the Local Government Act, 1972 (If information <u>is</u> marked exempt, the Public Interest Test must be applied and favour the exclusion of the information from the press and public).		√
Is the decision on this report DELEGATED ?	√	

Purpose of Report

To submit to the Overview and Scrutiny Committee the latest Key Decision Forward Plan and to update the Committee on its Work Programme.

Recommendations: That

1. the Committee considers items for pre-scrutiny from the Key Decision Forward Plan attached as Appendix A;
2. progress in relation to the Equalities Working Group be received;
3. progress in relation to the Perceptions of Crime Working Group be received;
4. that the establishment of a cross-cutting Working Group, to scrutinise health inequalities within the Borough, comprised of the four Overview & Scrutiny Chairs, be supported; and
5. that Sefton's successful bid to become a Scrutiny Development Area, to assist in addressing health inequalities within the local community, be recognised.

Agenda Item 7

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		√	

Financial Implications

	2008/ 2009 £	2009/ 2010 £	2010/ 2011 £	2011 2012 £
<i>CAPITAL EXPENDITURE</i>				
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
REVENUE IMPLICATIONS				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

There are no financial implications arising out of this report.

Departments Consulted in the preparation of this Report

None.

List of Background Papers relied upon in the preparation of this Report

None.

1. PRE - SCRUTINY - PRIOR CONSIDERATION OF REPORTS BEFORE THEY GO TO CABINET

- 1.1 Members may request to pre-scrutinise items from the Key Decision Forward Plan. Such items must fall under the remit (Terms of Reference) of this Committee. The latest Forward Plan is attached at **Appendix A** for this purpose. The pre-scrutiny process assists the Cabinet and Cabinet Members to make effective decisions by examining issues beforehand and making recommendations prior to a determination being made.
- 1.2 For ease of identification, items listed on the Forward Plan for the first time appear as shaded.
- 1.3 At its meeting on 12 January 2010, the Overview and Scrutiny Management Board requested that only those Key Decisions which fall under the remit of each Overview and Scrutiny Committee should be included on the Agenda for Consideration
- 1.4 The relevant Key Decisions are attached for consideration.

2. UPDATE ON WORKING GROUPS

2.1 Equalities Working Group

The next meeting of the Working Group will be held on 3 February 2010 and issues arising from this meeting will be reported back to the next meeting of the Overview and Scrutiny Committee (Performance and Corporate Services).

2.2 Perceptions of Crime Working Group

A verbal update will be provided at the meeting.

3. HEALTH INEQUALITIES & SCRUTINY

A. Cross-Cutting Working Group

The Overview & Scrutiny Management Board has recently established a cross-cutting Working Group, to scrutinise health inequalities within the Borough, membership comprised of the four O&S Chairs.

Developments will be reported back to the Committee in due course.

B. Scrutiny Development Area

Prior to Christmas 2009, the Centre for Public Scrutiny invited local authorities to bid for Scrutiny Development Area status. The intention being to raise the profile of overview & scrutiny as a tool to promote community well-being and assist councils and their partners in addressing health inequalities within their local community.

Sefton Council has submitted a bid which has been **successful**.

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Funding for successful bids will attract a maximum of £5,000 for costs incurred over and above the usual scrutiny support that the local authority provides.

An Expert Advisor will also be placed with each of the successful pilots to help develop the review.

Developments will be reported back to the Committee in due course.

4. RECOMMENDATIONS

- 4.1 the Committee considers items for pre-scrutiny from the Key Decision Forward Plan attached as Appendix A;
- 4.2 progress in relation to the Equalities Working Group be received;
- 4.3 progress in relation to the Perceptions of Crime Working Group be received;
- 4.4 that the establishment of a cross-cutting Working Group, to scrutinise health inequalities within the Borough, comprised of the four Overview & Scrutiny Chairs, be supported; and
- 4.5 that Sefton's successful bid to become a Scrutiny Development Area, to assist in addressing health inequalities within the local community, be recognised.



SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

FOR THE FOUR MONTH PERIOD 1 FEBRUARY 2010 - 31 MAY 2010

This Forward Plan sets out the details of the key decisions which the Cabinet, individual Cabinet Members or Officers expect to take during the next four month period. The Plan is rolled forward every month and is available to the public 14 days before the beginning of each month.

A Key Decision is defined in the Council's Constitution as:

1. any Executive decision that is not in the Annual Revenue Budget and Capital Programme approved by the Council and which requires a gross budget expenditure, saving or virement of more than £100,000 or more than 2% of a Departmental budget, whichever is the greater;
2. any Executive decision where the outcome will have a significant impact on a significant number of people living or working in two or more Wards

As a matter of local choice, the Forward Plan also includes the details of any significant issues to be initially considered by the Executive Cabinet and submitted to the Full Council for approval.

Anyone wishing to make representations about any of the matters listed below may do so by contacting the relevant officer listed against each Key Decision, within the time period indicated.

Under the Access to Information Procedure Rules set out in the Council's Constitution, a Key Decision may not be taken, unless:

- it is published in the Forward Plan;
- 5 clear days have lapsed since the publication of the Forward Plan; and
- if the decision is to be taken at a meeting of the Cabinet, 5 clear days notice of the meeting has been given.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to Information Procedure Rules.

Copies of the following documents may be inspected at the Town Hall, Lord Street, Southport PR8 1DA or accessed from the Council's website: www.sefton.gov.uk

- Council Constitution
- Forward Plan
- Reports on the Key Decisions to be taken
- The minutes for each Key Decision, which will normally be published within 5 working days after having been made

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Members of the public are welcome to attend meetings of the Cabinet and the individual Cabinet Members which are held at the Town Hall, Oriel Road, Bootle or the Town Hall, Lord Street, Southport. Video conferencing facilities are available at both venues for the Cabinet Member meetings. The dates and times of the meetings are published on www.sefton.gov.uk or you may contact the Committee and Member Services Section on telephone number 0151 934 2068.

NOTE:

For ease of identification, items listed within the document for the first time will appear shaded.

Caroline Elwood
Legal Director

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Appointment of Insurance Brokers			
Decision Maker	Cabinet Member - Corporate Services			
Decision Expected	3 February 2010			
Key Decision Criteria	Financial	Yes	Community Impact	No
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	None			
Method(s) of Consultation	Not applicable			
List of Background Documents to be Considered by Decision-maker	Report of the Finance and Information Services Director regarding expressions of interest and the evaluation of the tenders.			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	John Farrell, Viv Swale, Lynton Green		
	E-mail Address Telephone No	john.farrell@finance.sefton.gov.uk, viv.swale@finance.sefton.gov.uk, lynton.green@finance.sefton.gov.uk Tel: 0151 934 4339, Tel: 0151 934 4058, Tel: 0151 934 4096		
	Consultation Deadline Date	Not applicable		

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SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	4 February 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members & Departments Overview & Scrutiny Management Board Overview & Scrutiny Committee (Performance & Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Reports of the Chief Executive Presentations by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Bill Milburn		
	E-mail address Telephone No	bill.milburn@environmental.sefton.gov.uk Tel: 0151 934 4395		
	Consultation Deadline Date	21 January 2010		

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	New Grading Structure and Pay Arrangements To implement a new grading structure and pay arrangements for National Joint Council (NJC) employees under the local pay and grading review			
Decision Maker	Cabinet			
Decision Expected	4 March 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Pay and Grading Review Committee All Departments, Schools (including voluntary aided) Unison, GMB, Unite and Arvato			
Method(s) of Consultation	Scheduled meetings and newsletters			
List of Background Documents to be Considered by Decision-maker	Joint reports of the Chief Executive, Strategic Director - Children's services, Finance and Information Services Director, Legal Director and Personnel Director.			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Mike Fogg, Steve Harper		
	E-mail address Telephone No	mike.fogg@personnel.sefton.gov.uk, steve.harper@personnel.sefton.gov.uk Tel: 0151 934 3398, Tel: 0151 934 3397		
	Consultation Deadline Date	Ongoing		

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SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme			
Decision Maker	Cabinet			
Decision Expected	4 March 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members & Departments Overview & Scrutiny Management Board Overview & Scrutiny Committee (Performance & Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Reports of the Chief Executive Presentations by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Bill Milburn		
	E-mail address Telephone No	bill.milburn@environmental.sefton.gov.uk Tel: 0151 934 4395		
	Consultation Deadline Date	18 February 2010		

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	To Set Council Tax, Revenue Budget and Capital Programme for 2010/2011 To set the Council Tax for 2010/11; to set the Council's Revenue Budget for 2010/11; to set the Council's Capital Programme for 2010/11.			
Decision Maker	Council			
Decision Expected	4 March 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	Cabinet Members, Overview and Scrutiny Committee Members Finance and Information Services Department.			
Method(s) of Consultation	At meetings of the Cabinet on 4 February and 4 March 2010 and the Overview and Scrutiny Committee (Performance and Corporate Services on 16 February 2010			
List of Background Documents to be Considered by Decision-maker	Report of the Finance and information Services Director.			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Paul Edwards, Lynton Green		
	E-mail address Telephone No	paul.edwards@finance.sefton.gov.uk, lynton.green@finance.sefton.gov.uk Tel: 0151 934 4082, Tel: 0151 934 4096		
	Consultation Deadline Date	4 March 2010		

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SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	<p>Area Management Interim Arrangements Priorities From The Evidence Base (By area) Structure Of The Sefton Borough Partnership</p> <p>The new area management interim arrangements, and the proposed alignment in a Sefton Borough Partnership structure, incorporating strong links to Area Committees is intended to make elected Members able to actively influence priorities at an area level. This should also allow residents to better influence local decisions (NI4). This decision arises from the governance review</p>			
Decision Maker	Council			
Decision Expected	4 March 2010			
Key Decision Criteria	Financial	No	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	<p>Governance Review Working Group</p> <p>Area Committee Chairs and Leaders</p> <p>Area Committees</p> <p>Sefton Borough Partnership Board</p> <p>Sefton Borough Partnership Executive</p> <p>Small SBP Review Group</p>			
Method(s) of Consultation	<p>Informal evidence based workshop discussions with Area Committee areas (held in November and December 2009)</p> <p>SBP Board workshop held 2nd December 2009</p> <p>Governance Review Working Group – formal meetings been discussed and informed the process</p> <p>Area Committee Chairs and Leaders – 17th December meeting to confirm views of the Area Committee meetings</p> <p>Small Review Group 3rd November considered the evidence base, 7th December considered structure, 17th December to agree structure</p> <p>SBP executive, formal meetings</p>			
List of Background Documents to be Considered by Decision-maker	Evidence Base and associated presentations: Area Management proposed arrangements and associated service responses; Proposed governing documents			

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Representations may be made to the following Officer(s) by the date specified	Officer(s)	Sue Holden, Steph Prewett, Samantha Tunney
	E-mail address Telephone No	sue.holden@chief-executives.sefton.gov.uk, steph.prewett@regen.sefton.gov.uk, samantha.tunney@legal.sefton.gov.uk Tel: 0151 928 2233, Tel: 0151 934 3485, Tel: 0151 934 2174/4039
	Consultation Deadline Date	18 January 2010

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SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	Strategic Budget Review and Transformation Programme To consider options presented by the Strategic Budget Review and Transformation Programme.			
Decision Maker	Cabinet			
Decision Expected	15 April 2010			
Key Decision Criteria	Financial	Yes	Community Impact	Yes
Wards Affected	All Wards			
Scrutiny Committee Area	Performance and Corporate Services			
Persons/Organisations to be Consulted	All Cabinet Members & Departments Overview & Scrutiny Management Board Overview & Scrutiny Committee (Performance & Corporate Services) Unison, GMB, Unite			
Method(s) of Consultation	Report of the Chief Executive Presentation by the Transformation Director			
List of Background Documents to be Considered by Decision-maker	Report of the Chief Executive			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	Bill Milburn		
	E-mail address Telephone No	bill.milburn@environmental.sefton.gov.uk Tel: 0151 934 4395		
	Consultation Deadline Date	1 April 2010		

CONTACT DETAILS

HOW TO MAKE REPRESENTATIONS TO DECISION TAKER

Political Leadership

Councillor Robertson, Leader, Liberal Democrat Party and Leader of the Council, c/o Town Hall, Lord Street, Southport PR8 1DA

Email: libdems@sefton.gov.uk

Tel: 0151 934 2252

Fax: 0151 934 2251

Councillor P. Dowd, Leader, Labour Party, c/o Town Hall, Oriel Road, Bootle L20 7AE

Email: peter.dowd@sefton.gov.uk

Tel: 0151 934 3361

Fax: 0151 934 3459

Councillor Parry, Leader, Conservative Party, c/o Town Hall, Lord Street, Southport PR8 1DA

Email: conservatives@sefto.gov.uk

Tel: 0151 934 2061

Fax: 0151 934 2060

Note: Additional contact details are also enclosed within the body of the document.

SEFTON METROPOLITAN BOROUGH COUNCIL FORWARD PLAN

Details of Decision to be taken	FIELD_TITLE FIELD_SUMMARY
Decision Maker	FIELD_DMTITLE
Decision Expected	FIELD_DUE_DATE

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Key Decision Criteria	Financial	FIELD_TAG_CAT1	Community Impact	FIELD_TAG_CAT2
Wards Affected	FIELD_WARDS			
Scrutiny Committee Area	FIELD_DEPARTMENT			
Persons/Organisations to be Consulted	FIELD_CONSULTEES			
Method(s) of Consultation	FIELD_CONSULTATION			
List of Background Documents to be Considered by Decision-maker	FIELD_ATTACHMENTS			
Representations may be made to the following Officer(s) by the date specified	Officer(s)	FIELD_OFFICER_NAME		
	E-mail address Telephone No	FIELD_OFFICER_EMAIL FIELD_OFFICER_TEL		
	Consultation Deadline Date	FIELD_BACKGROUND1		

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