

MEETING: CABINET  
DATE: Thursday 17th February, 2011  
TIME: 10.00 am  
VENUE: Town Hall, Bootle

**Member**

Councillor

Robertson (Chair)  
Booth  
Brodie - Browne  
P. Dowd  
Fairclough  
Maher  
Moncur  
Parry  
Porter  
Tattersall

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The Cabinet is responsible for making what are known as Key Decisions, which will be notified on the Forward Plan. Items marked with an \* on the agenda involve Key Decisions  
A key decision, as defined in the Council's Constitution, is: -

- 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
- 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

**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

Items marked with an \* involve key decisions

<u>Item No.</u>	<u>Subject/Author(s)</u>	<u>Wards Affected</u>
1.	<b>Apologies for Absence</b>	
2.	<b>Declarations of Interest</b> 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.	<b>Minutes of Previous Meeting</b> Minutes of the meeting held on 27 January 2011	(Pages 7 - 22)
* 4.	<b>Charging For Non-Residential Social Care Services</b> Report of the Adult Social Care Director	All Wards; (Pages 23 - 38)
5.	<b>Local Government Act 2003 - Chief Financial Officer Requirements Interim Report</b> Report of the Chief Executive and Section 151 Officer	All Wards; (Pages 39 - 44)
* 6.	<b>Strategic Budget Review and Transformation Programme</b> Report of the Chief Executive (to follow)	All Wards;
7.	<b>Creation of a Shadow Health and Wellbeing Board for Sefton</b> Report of the Chief Executive	All Wards; (Pages 45 - 50)
8.	<b>Members' Allowances</b> Report of the Director of Corporate Services	All Wards; (Pages 51 - 58)
9.	<b>Modernising Democratic Services</b> Report of the Assistant Chief Executive (to follow)	All Wards;

10.	<b>Representation on Outside Bodies</b> Report of the Assistant Chief Executive	All Wards;	(Pages 59 - 62)
11.	<b>Selection of the Deputy Mayor for 2011/12</b> Report of the Assistant Chief Executive	All Wards;	(Pages 63 - 66)
12.	<b>Primary Capital Programme - Additional Works</b> Report of the Strategic Director - Children, Schools and Families	Molyneux;	(Pages 67 - 70)
13.	<b>Aiming High for Disabled Children - Additional Schemes</b> Report of the Strategic Director - Children, Schools and Families	All Wards;	(Pages 71 - 74)
*	14. <b>A Review of the Evidence Supporting the Core Strategy Options</b> Report of the Planning and Economic Development Director	All Wards;	(Pages 75 - 84)
*	15. <b>Core Strategy for Sefton - Options Paper</b> Report of the Planning and Economic Development Director	All Wards;	(Pages 85 - 184)
16.	<b>Joint Waste Development Plan: Consultation on Preferred Options 2 - New Sites Consultation</b> Report of the Planning and Economic Development Director	All Wards;	(Pages 185 - 190)
17.	<b>Private Sector Housing Enforcement Fees and Charges</b> Report of the Neighbourhoods and Investment Programmes Director	All Wards;	(Pages 191 - 198)
18.	<b>Merseyside Sub - Regional Choice Based Lettings Scheme - Allocations Policy</b> Report of the Neighbourhoods and Investment Programmes Director	All Wards;	(Pages 199 - 256)

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|-----|--|---|----------------------|
| 19. | <b>Additional Grant funding from Homes and Communities Agency to fund acquisitions in the Klondyke area of Bootle</b><br><br>Report of the Neighbourhoods and Investment Programmes Director | Litherland;<br>Netherton and<br>Orrell;                   | (Pages 257 -<br>260) |
| 20. | <b>ROK Building Ltd (in Administration)</b><br><br>Report of the Environmental and Technical Services Director   | Derby; Dukes;<br>Kew; Linacre;<br>Litherland;<br>Norwood; | (Pages 261 -<br>266) |
| 21. | <b>Leisure and Tourism Department - Fees and Charges 2011/12</b><br><br>Report of the Leisure and Tourism Director   | All Wards;  | (Pages 267 -<br>292) |

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**THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON TUESDAY 8 FEBRUARY, 2011. MINUTE NOS. 182, 183, 187, 188 AND 192 ARE NOT SUBJECT TO "CALL-IN".**

## CABINET

### MEETING HELD AT THE TOWN HALL, SOUTHPORT ON THURSDAY 27TH JANUARY, 2011

PRESENT:                   Councillor Robertson (in the Chair)  
                                  Councillors Brodie - Browne, P. Dowd, Fairclough,  
                                  Maher, Moncur, Parry, Porter and Tattersall

ALSO PRESENT:    Councillors Hands and Preece

#### 177. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Booth

#### 178. DECLARATIONS OF INTEREST

The following declarations of interest were received:

Member	Minute No.	Reason	Action
Councillor Brodie-Browne	182 - Big Idea 5 Transforming Sefton - Voluntary, Community and Faith Sector Review - Stage 1	Prejudicial - His employer may benefit from proposals set out in the report.	Left the room during the consideration of the item
Councillor Brodie-Browne	183 - Transformation Programme and Further Options	Personal - He is the Chair of the Governors at Farnborough Road Junior School which is affected by proposals in the report	Took part in the consideration of the item and voted thereon
Councillor Fairclough	185 - Treasury Management 2010/11 - Third Quarter Update	Personal - His employer is referred to in the report	Took part in the consideration of the item and voted thereon

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Councillor Maher	182 - Big Idea 5 - Transforming Sefton - Voluntary, Community and Faith Sector Review - Stage 1	Personal - He is a Trustee of Augustine Park - Taskman and Northfield Group which is referred to in the report	Took part in the consideration of the item and voted thereon
Councillor Maher	183 - Transformation Programme and Further Options	Personal - He is a Governor of Springwell Park School which is affected by proposals in the report.	Took part in the consideration of the item and voted thereon
Councillor Robertson	183 - Transformation Programme and Further Options	Personal - He is a Member of Lydiate Parish Council and Maghull Town Council which may be affected by Double Rating referred to in the report.	Took part in the consideration of the item and voted thereon

## 179. MINUTES

RESOLVED:

That the Minutes of the Cabinet Meeting held on 16 December 2010 be confirmed as a correct record.

## 180. CROSBY CAR PARKS - INCREASE IN PARKING CHARGES

Further to Minute No. 126 of the meeting of the Cabinet Member - Technical Services held on 26 January 2011, the Cabinet considered the report of the Planning and Economic Development Director seeking approval of proposals to increase the parking charges on the Crosby Town Centre car parks and set the charges on the Waterloo and Crosby seafront car parks, in order to achieve the fee income target approved by the Council.

In accordance with Rule 27 of the Council and Committee Procedure Rules, the Cabinet considered a petition signed by 36 Sefton residents objecting to the proposals in the report. Ms. J. Edgar, the representative of the petitioners, addressed the Cabinet in support of the terms of the petition.



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RESOLVED: That

- (1) the petition be noted; and
- (2) the proposals set out in the report be deferred for further consideration at the Cabinet Meeting to be held in May 2011.

**181. PROVISIONAL LOCAL GOVERNMENT FINANCIAL SETTLEMENT 2011/12 - 2012/13**

The Cabinet considered the report of the Interim Head of Corporate Finance and ICT Strategy which provided details of the key features of the Provisional Local Government Financial Settlement for 2011/12 and 2012/13 both nationally and for the Council and its impact on the Medium Term Financial Plan.

RESOLVED: That

- (1) the contents of the Provisional Local Government Finance Settlement be noted;
- (2) the Authority's response to the Provisional Local Government Finance Settlement be noted; and
- (3) the impact on the budget gap forecast in the Medium Term Financial Plan be noted.

**182. BIG IDEA 5 - TRANSFORMING SEFTON - VOLUNTARY, COMMUNITY AND FAITH SECTOR REVIEW - STAGE 1**

The Cabinet considered the report of the Assistant Chief Executive on the initial outcome of the review undertaken by a project group of Members and Officers on how the Council supports, commissions and procures services through the Voluntary, Community and Faith Sector. The review is one of the six 'Big Ideas' projects being undertaken as part of the Council's Transformation Programme.

A copy of a letter from the General Manager of Southport YMCA in response to the proposed termination of funding to the organisation as referred to in the report was circulated at the meeting.

RESOLVED: That

- (1) the initial outcomes of Stage 1 of the review of the Voluntary, Community and Faith Sector in Sefton be noted;
- (2) the funding allocations excluded from the review as detailed at Appendix A of the report be noted;

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- (3) the impact of the reduction in specific Coalition Government grants on the Sector, over which the Council could not assert any influence be noted;
- (4) the developments in relation to progressing the Big Ideas transformation programme on becoming a Commissioning Council be noted;
- (5) the Council be recommended to give approval to the honouring of 90 day contractual commitments for all Voluntary, Community and Faith Sector organisations or groups that lose 100% funding as set out in Appendix D1 and D2 to the report, and to the sum of £10,661 being prioritised in the 2011/12 budget (£5,242 for schemes in Appendix D1 and £5,419 for schemes reduced in Appendix D2 of the report);
- (6) the Council be recommended to give approval to the reduced allocations of funding for organisations as detailed in Appendix D1 of the report and to Officers being mandated to formally write to the organisations advising them that the funding has ceased;
- (7) the Council be recommended to give approval to the proposed reductions in funding for organisations as detailed in Appendix D2 of the report and to Officers being mandated to formally write to the organisations advising them that the funding has been proportionately reduced and/or ceased and that this will be further reviewed in 2011/12;
- (8) the Council be recommended to give approval to officers being mandated to formally write to the organisations in Appendix B1, 2 and 3 of the report advising them that the Local Enterprise Growth Initiative funding has ceased and/or will cease and the Council will not have the resources to continue with these schemes once the specific funding comes to a natural end;
- (9) the Council be recommended to give approval to the sum of £15,705 (core) being retained and to the provision of £56,258 for the activity detailed in Appendix C of the report continuing for one year only;
- (10) the Council be recommended to give approval to the establishment of a set of reviews as detailed at Appendix E of the report and to the sum of £1,855,353 being prioritised in 2011/12 pending the outcomes of the reviews;
- (11) the Council be recommended to give approval to the establishment of a consolidated grant fund of £50,000 for 2011/12 and to Officers and Members of the Voluntary, Community and Faith Sector Overseeing Group being mandated to establish criteria and a process for the allocation of such funds to eligible organisations and

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that this fund be the responsibility of a designated Cabinet Member (as yet to be determined); and

- (12) further reports be submitted to the Cabinet and Council on the outcomes of the Voluntary, Community and Faith Sector Reviews proposed with any further recommendations.

(In accordance with Rule 18.5 of the Council and Committee Procedure Rules the following Councillors requested that their votes against resolutions (6) to (8) set out above be recorded, namely:

Councillors P. Dowd, Fairclough, Maher and Moncur).

## **183. TRANSFORMATION PROGRAMME AND FURTHER OPTIONS**

Further to Minute No. 162 of the meeting held on 16 December 2010, the Cabinet considered the report of the Chief Executive which provided an update on the Transformation Programme and set out recommendations on the relative priority of Council services in the light of the forecast savings required following the Government's Comprehensive Spending Review. This prioritisation informed the identification of further budget options which will reduce the 2011/12-2013/14 budget gap.

A schedule setting out the feedback of comments posted on the Council's website with regard to the Transformation Programme and the prioritisation of Council services was circulated at the meeting.

Mr. J Allan, Branch Officer of Unison addressed the Cabinet on the trade union perspective of the budget savings to be made by the Council and the specific proposal set out in the report for a 5% reduction 'across the board' in employees pay

The Chief Executive reported a correction in Appendix C -PE35, relating to the funding stream of the Southport Partnership, from the European Regional Development Fund to the North West Development Agency and a correction to the annual cost of service/activity from £100,000 to £112,400. In addition, she referred to the references in Appendix E, under Sure Start and Tourism, to decommissioning which should be removed, as these were meant to be Service descriptions.

This was a Key Decision and was included in the Council's Forward Plan of Key Decisions.

RESOLVED: That

- (1) the progress to date on the Transformation Programme be noted;
- (2) the Economic Development Division review be endorsed and the Council be recommended to give approval to the activities of the Economic Development Division being directly funded from successful bids for external funding, realising a core budget saving

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of £714,000, and the Economic Development Division be allowed to reinvest future “other achievements” of external funding into maintaining and further developing service provision;

- (3) the high level implementation plans contained in Appendix A of the report be endorsed and it be noted that the financial implications of any implementation beyond 1 April 2011 would be built into the financial forecasts;
- (4) the Decommissioning Guidance contained in Appendix D of the report be endorsed;
- (5) approval be given to a Cabinet Meeting being convened, as provisionally advised at the last meeting, on Thursday 17 February 2011 at Bootle Town Hall and it be noted that further proposals will be presented to that meeting.
- (6) the Council be recommended to give approval to officers being mandated to continue the consultation process with employees and Trade Unions with a view to realising the reduction in costs identified for the Specialist Transport Unit including the issue of relevant statutory and contractual notifications;
- (7) the Council be recommended to approve the further tactical savings options set out in Appendix B of the report subject to:
  - a) the amendment of option SCL4A to a budget saving of £40,000 to be achieved across the Borough including a reduction in winter bedding
  - b) the deferral of option CM60
  - c) a revised charge of £10 for Option CM61 achieving a saving of £10,000 (to be confirmed); and
  - d) the deletion of option CM62;
- (8) the Council be recommended to approve the package of terms and conditions proposals identified in paragraph 4.3 of the report for negotiating purposes and to officers being mandated to continue negotiations with Trade Unions in this respect;
- (9) the Council be recommended to note the activities to cease/reduce as outlined in Appendix C of the report and give approval to officers being mandated to commence a consultation process with partners, employees and Trade Unions with a view to ceasing the activity identified including the issue of relevant statutory and contractual notifications;

- (10) the Council be recommended to give approval to:
- a) all Tier 3 Services detailed in Appendix E being de-commissioned to achieve savings of £3.0m in 2011/12;
  - b) subject to the review of Neighbourhoods/Safer Stronger Communities (Tier 1 Service), savings of £1.2m being assumed from these areas from improved co-ordination and the rationalisation of functions. (The detailed achievement of this saving to be reported to the Cabinet meeting on 17 February 2011);
  - c) Saving of £400,000 to be identified in Leisure Centres to reflect smarter ways of working (Tier 1 Service). (The detailed achievement of this saving to be reported to the Cabinet meeting on 17 February 2011);
  - d) the deferral of any decision on all stages of the Sure Start Programme – Children’s Centres pending a Strategic Review which will consider, the national policy direction, local priorities and the need to engage communities to deliver priority outcomes with fewer resources. (The terms of reference and the timescale of this review to be reported to the Cabinet meeting on 17 February 2011);
  - e) the previously assumption on Management and Support savings being re-phased to achieve 20% in 2011/12 and a further 5% in 2012/13, thereby increasing the savings in 2011/12 by £1.5m with a corresponding reduction in 2012/13. (The detailed achievement of this saving to be reported to the Cabinet meeting on 17 February 2011);
  - f) a further review of Tier 2 services being undertaken to determine if and how 50% cost savings can be achieved in 2011/12. (The outcome of this review to be reported to the Cabinet meeting on 17 February 2011 and to include a detailed assessment of the relative priority of service outcomes and implications); and
  - g) note the potential to use one off resources to balance any remaining savings requirement subject to the outcome of the above reviews; and
- (11) the Council be recommended to give approval to officers being authorised to engage in consultation with employees and trade unions as appropriate and to prepare and issue relevant notifications under Section 188 of the Trade Union Labour Relations (Consolidation) Act 1992 and form HR1 to the Secretary of State.

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(In accordance with Rule 18.5 of the Council and Committee Procedure Rules the following Councillors requested that their votes against resolutions (6) to (10) set out above be recorded, namely:

Councillors P. Dowd, Fairclough, Maher and Moncur)

## **184. REVENUE BUDGET 2010/11 - THIRD QUARTER MONITORING**

The Cabinet considered the report of the Interim Head of Corporate Finance and ICT Strategy which provided details of the Council's revenue budget position as at the end of December 2010, and the projected year-end financial position.

RESOLVED:

That the report be noted.

## **185. TREASURY MANAGEMENT 2010/11 - THIRD QUARTER UPDATE**

The Cabinet considered the report of the Interim Head of Corporate Finance and ICT Strategy which provided details of the Council's Treasury Management Activities undertaken in the third quarter of 2010/11.

RESOLVED:

That the report be noted.

## **186. SETTING THE COUNCIL TAX BASE FOR 2011/12**

The Cabinet considered the report of the Interim Head of Corporate Finance and ICT Strategy on the requirement for the Council to set its Council Tax Base for 2011/12.

This was a Key Decision and was included in the Council's Forward Plan of Key Decisions.

RESOLVED:-

That, in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 1992 as amended, the amount calculated by Sefton Council as the Council tax base for Sefton and for each Parish Area for 2011-12 shall be as follows:

In the Metropolitan Borough of Sefton	93,075.91
In the Parish of Aintree Village	2,287.05
In the Parish of Ince Blundell	194.56
In the Parish of Little Altcar	287.83
In the Parish of Lydiate	2,260.07
In the Parish of Maghull	7,148.48
In the Parish of Melling	1,092.33
In the Parish of Sefton	246.68
In the Parish of Thornton	819.14
In the Parish of Hightown	887.78
In the Parish of Formby	9,478.63

**187. CONSTITUTION - RULES OF PROCEDURE - REVENUE BUDGET**

The Cabinet considered the report of the Acting Head of Corporate Legal Services and Monitoring Officer on proposals to amend the constitution with regard to the setting of the Revenue Budget.

RESOLVED:

That the Council be recommended to give approval to the amendment of the Constitution to provide that the provisions of Rule 15.4 (Content and Length of Speeches) and 17 (Previous Decision and Motions) of the Council and Committee Procedure Rules be suspended only to enable statements to be made on behalf of the three Political Groups on the forthcoming year's Revenue Budget and to allow Political Group Leaders to move amendments to the forthcoming Revenue Budget where items have been previously debated and voted upon at a Council meeting in the past six months.

**188. ADULT SOCIAL CARE DEPARTMENT I.T. CAPITAL PROGRAMME**

Further to Minute No. 97 of the Council Meeting held on 2 September 2010, the Cabinet considered the report of the Strategic Director - Social Care and Wellbeing which provided further information relating to the I.T. Capital Programme for the Adult Social Care Department together with proposals to use the ICT Strategy Capital in conjunction with the Adult Social Care infrastructure grant to support the implementation of a new Client Management Database.

RESOLVED:

That the Council be recommended to approve the following three schemes in the Capital Programme for completion:-

- Adult Social Care ICT Strategy. (£194,600)
- Adult Social Care IT Infrastructure Grant 2008/2011. (£317,052)

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- Capital Investment for Transformation of Adult Social Care. (£197,000)

## **189. ADULT SOCIAL CARE - PROVISION OF CARE SERVICES**

Further to Minute No. 176 of the meeting held on 16 December 2010 and Minute No. 52 of the meeting of the Cabinet Member - Health and Social Care held on 19 January 2011, the Cabinet considered the report of the Adult Social Care Director on the commencement of an “expressions of interest” exercise to be undertaken with suitable providers who would be able to resume responsibility for all or parts of the work currently placed with Sefton New Directions.

RESOLVED:

That the report be noted.

## **190. THE TRANSFER OF LAND ON CHANGE OF STATUS**

The Cabinet considered the report of the Strategic Director - Children, Schools and Families on proposals for Crosby High School and Litherland High School to change their status from Foundation Schools to Trust Schools in accordance with the Education and Inspection Act 2006 and for the transfer of all land and buildings held and used by the schools to the new charitable trusts.

RESOLVED: That

- (1) the change of status of Crosby High School and the proposed change of status of Litherland High School be noted;
- (2) that approval be given to the land transfers detailed in Section 5 of the report; and
- (3) the Strategic Director - Communities and the Acting Head of Corporate Legal Services be requested to progress these transfers.

## **191. PRIMARY CAPITAL PROGRAMME - ADDITIONAL WORKS**

Further to Minute No. 78 of the meeting of the Cabinet Member - Children’s Services held on 18 January 2011, the Cabinet considered the report of the Strategic Director - Children, Schools and Families seeking approval to the implementation of additional works at Aintree Davenhill Primary School to be funded from the Primary Capital Programme.

RESOLVED:

That the scheme be included in the Children, Schools and Families Capital Programme 2010/11.



## **192. REECH (RENEWABLE ENERGY AND ENERGY EFFICIENCY IN COMMUNITY HOUSING) PROJECT**

Further to Minute No. 127 of the meeting of the Cabinet Member - Technical Services held on 26 January 2011, the Cabinet considered the joint report and supplementary note of the Planning and Economic Development Director and Neighbourhoods and Investment Programmes Director which indicated that the REECH (Renewable Energy and Energy Efficiency in Community Housing) Project had now been approved by the North West Development Agency; and seeking, subject to the agreement of arrangements for the delivery of economic development activity, approval to accept the Offer Letter and to approve the revenue and capital financial implications of the Project.

### **RESOLVED:**

That subject to the Council approving the arrangements for the future delivery of Economic Development referred to in Minute 182 (2) above:

- (a) the Offer Letter from the North West Development Agency in relation to the REECH Project be accepted when it is received and approval be given to a start date of 1 January 2011;
- (b) the Council be requested to give approval to the inclusion of the REECH Project in the Capital Programme as set out in Annex A of the report in the sum of £7,170,624 to be fully funded from European Regional Development Fund grant; and
- (c) the Revenue budget for the project as set out in Annex A of the report which requires that the Council provides revenue match funding from existing resources amounting to £413,862 over 3 calendar years, be approved.

## **193. CORE STRATEGY - LIVERPOOL CITY REGION RENEWABLE ENERGY CAPACITY STUDY**

Further to Minute No. 134 of the meeting of the Planning Committee held on 12 January 2011, the Cabinet considered the report of the Planning and Economic Development Director which sought approval to the Liverpool City Region Renewable Energy Capacity Study, which forms part of the evidence for the Core Strategy and other Local Development Framework documents.

### **RESOLVED:**

That the Liverpool City Region Renewable Energy Capacity Study be approved.

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## **194. JOINT WASTE DEVELOPMENT PLAN: CONSULTATION ON PREFERRED OPTIONS 2 - NEW SITES CONSULTATION**

Further to Minute No. 136 of the meeting of the Planning Committee held on 12 January 2011, the Cabinet considered the report of the Planning and Economic Development Director which related to the second Preferred Options stage of the joint Merseyside Waste Development Plan Document (DPD). The first stage identified a number of sites to accommodate waste.

The report also sought approval to the commencement of public consultation on the second Preferred Options Stage of the DPD.

RESOLVED: That

- (1) the results of consultation on the Waste Development Plan Document Preferred Options Report be noted;
- (2) the inclusion of the additional site off Farriers Way, Atlantic Industrial Estate, Netherton in the Preferred Options 2: New Sites Consultation Report be not endorsed;
- (3) subject to the deletion of the site off Farriers Way, referred to in resolution (2) above, approval be given to the Preferred Options 2: New Sites Consultation Report being the subject of a six-week public consultation commencing in early 2011; and
- (4) the funding arrangements agreement by the City Region Cabinet be noted and approval be given to appropriate financial provision being made in 2011/12 and 2012/13 to complete the Joint Waste Development Plan Document as set out in Section 6 of Annex 1 to the report.

## **195. UPDATED STATEMENT OF COMMUNITY INVOLVEMENT**

Further to Minute No. 135 of the meeting of the Planning Committee held on 12 January 2011, the Cabinet considered the report of the Planning and Economic Development Director which provided details of comments received to consultation on an updated Statement of Community Involvement.

RESOLVED:

That the updated Statement of Community Involvement be approved.

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## **196. PARKING ENFORCEMENT CONTRACT**

Further to Minute No. 130 of the meeting of the Cabinet Member - Technical Services held on 26 January 2011, the Cabinet considered the report of the Planning and Economic Development Director seeking approval to extend the length of the existing Parking Enforcement Contract by a further twelve months; and indicating that a decision on this matter was required to allow continued parking enforcement within the Borough.

RESOLVED:

That approval be given to the extension of the current Parking Enforcement Contract with Legion Parking Services by a further twelve months until 31 March 2012.

## **197. RECYCLING COLLECTION SERVICES**

Further to Minute No. 79 of the meeting of the Cabinet Member - Environmental held on 12 January 2011, the Cabinet considered the report of the Operational Services Director seeking approval to extend the current interim recycling collection service arrangements, pending the evaluation of the tenders for a new recycling collection contract.

RESOLVED:

That approval be given to a further extension of the current interim arrangement with Palm Recycling Limited of Ellesmere Port until 31 July 2011, and if necessary, for further monthly extensions until new contracted recycling collection services commence.

## **198. GREEN WASTE (COMPOSTING) - AWARD OF CONTRACT**

Further to Minute No. 84 of the meeting of the Cabinet Member - Environmental held on 12 January 2011, the Cabinet considered the report of the Operational Services Director on the tendering exercise undertaken in respect of the award of the new Green Waste (Composting) Contract.

RESOLVED:

That the contract be awarded to Armstrongs of Bolton for the period 1 April 2011 to 31 March 2013 with an option to exercise a one year extension, subject to satisfactory performance.

## **199. COMMERCIAL WASTE CHARGES 2011/12**

Further to Minute No. 80 of the meeting of the Cabinet Member - Environmental held on 12 January 2011, the Cabinet considered the report of the Operational Services Director on the proposed commercial waste charges to be implemented from 1 April 2011.

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RESOLVED: That

- (1) the commercial waste charges set out in Appendix A of the report be approved for implementation from 1 April 2011; and
- (2) the decision of the Cabinet Member - Environmental to defer a decision on the Commercial Clinical Waste Service, referred to in the report, pending further clarification be noted.

## **200. ROK BUILDING LTD (IN ADMINISTRATION)**

Further to Minute No. 168 of the meeting held on 16 December 2010, the Cabinet considered the report and supplementary note of the Environmental and Technical Services Director on the latest position relating to the contractors, ROK Building Limited based in Rochdale, who had been placed in administration and the options available for the completion of the works at Southport Indoor Market, Lander Road Primary School and Kew Woods Primary School and the outstanding works at St. Peter's House.

RESOLVED: That

- (1) the update on the situation with regard to ROK Building Limited (in administration) and the potential implications for the Authority be noted; and
- (2) the Environmental and Technical Services Director and the Acting Head of Corporate Legal Services be authorised to proceed as outlined in the report and submit an update report with recommendations to the next Cabinet Meeting.

## **201. LOCAL LICENSING - FEES AND CHARGES 2011/12**

Further to Minute No. 44 of the meeting of the Licensing and Regulatory Committee held on 17 January 2011, the Cabinet considered the report of the Environmental and Technical Services Director on the proposed fees and charges for Local Licensing Services in 2011/12.

RESOLVED:

That the proposed fees and charges for 2011/12 as set out in the Annex to the report be approved.

## **202. WINTER SERVICE INTERIM REPORT**

Further to Minute No. 128 of the meeting of the Cabinet Member - Technical Services held on 26 January 2011, the Cabinet considered the interim report of the Environmental and Technical Services Director on the response to the recent extreme weather conditions and a re-evaluation of the effectiveness of the existing Winter Service Policy in the light of the weather event which commenced on 17 December 2010.

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RESOLVED: That

- (1) the interim report be noted;
- (2) approval be given to the procurement of six additional snow ploughs at an approximate cost of £34,000 and the procurement of three additional snowplough blades for footway gritters at an approximate cost of £5,000; and
- (3) a further report on the remaining Options set out in paragraphs 32 to 41 of the report submitted to a future Cabinet meeting.

## **203. CABINET MEMBER REPORTS**

The Cabinet received reports from the Cabinet Members for Children's Services, Communities, Corporate Services, Environmental, Health and Social Care, Leisure and Tourism, Performance and Governance, Regeneration and Technical Services.

RESOLVED:

That the Cabinet Member reports be noted.

## **204. EXCLUSION OF PRESS AND PUBLIC**

RESOLVED:

That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act. The Public Interest Test has been applied and favours exclusion of the information from the press and public; and

## **205. BEDFORD/QUEENS, 19/29 STANLEY ROAD BOOTLE HOUSING MARKET RENEWAL INITIATIVE - DISPOSAL TO PLUS DANE HOUSING ASSOCIATION LIMITED**

Further to Minute No. 72 of the meeting of the Cabinet Member Regeneration held on 19 January 2011, the Cabinet considered the joint report of the Neighbourhoods and Investment Programmes Director and Environmental and Technical Services Director seeking approval to the disposal of the Council's interest in the site of 19-29 Stanley Road, Bootle within the Bedford Road/Queens Road Housing Market Renewal Area.

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CABINET- THURSDAY 27TH JANUARY, 2011

RESOLVED: That

- (1) approval be given to the disposal of the site 19-29 Stanley Road to Plus Dane Housing Association Limited, at less than best consideration reasonably obtainable, on the basis of the terms and conditions set out in the report; and
- (2) the Strategic Director - Communities and the Acting Head of Corporate Legal Services be given authority to negotiate and agree any other detailed terms and conditions, if any, and complete the transaction.

# Agenda Item 4

**REPORT TO:** Cabinet Member – Health and Social Care  
Cabinet

**DATE:** 16th February 2011  
17th February 2011

**SUBJECT:** Charging for Non-Residential Social Care Services

**WARDS AFFECTED:** All

**REPORT OF:** Robina Critchley, Adult Social Care Director

**CONTACT OFFICER:** Colin Speight, Principal Manager  
Tele: 0151 9343743

**EXEMPT/CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To seek approval from the Cabinet Member for Health and Social Care to recommend to Cabinet to review Sefton's charging policy for non-residential services.

**REASON WHY DECISION REQUIRED:**

To comply with the Scheme of Delegation Section 3 Item B7.

**RECOMMENDATION(S):**

The Cabinet Member, Health & Social Care recommends that Cabinet approves:

- i. that all service users who have in excess of £23,250 (current threshold) in capital or those who refuse to divulge their financial details are charged the actual cost of their day centre place and other care services provided by the Council;
- ii. that the percentage of disposable income charged against as part of the financial assessment is increased from 65% to 85%;
- iii. that couples will only be offered two calculations either as a single person based on their own income, or as a couple based on their combined income.
- iv. the removal of the £5.00 per week transitional protection;
- v. that service users are charged for their reserved day centre and reserved transport place whether or not they use either facility;
- vi. that the highest rate of Attendance Allowance and the care component of Disability Living Allowance is taken into account as income for those service users who receive night-time services;
- vii. the amendments to the appeals process in relation to the revised charging policy; and
- viii. it be noted that the proposal was a Key Decision but, unfortunately, had not been included in the Council's Forward Plan of Key Decisions. Consequently,

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the Chair of the Overview and Scrutiny Committee - Health and Social Care had been consulted under Rule 15 of the Access to Information Procedure Rules of the Constitution, to the decision being made by the Cabinet Member/Cabinet as a matter of urgency on the basis that it was impracticable to defer the decision until the commencement of the next Forward Plan because the savings targets contained within the report are a component in achieving the setting of the Council's balanced budget for 2011/12. The item was not included on the Forward Plan because of the timescales dictated by the Transformation Agenda to achieve significant budget savings across the Council.

- KEY DECISION:** Yes
- FORWARD PLAN:** No. – Rule 15 authorised by the Chair of the Overview and Scrutiny Committee (Health and Social Care).
- IMPLEMENTATION DATE:** 11<sup>TH</sup> April 2011
- ALTERNATIVE OPTIONS:** None.
- IMPLICATIONS:**
- Budge/Policy Framework:** None
- Financial:** The estimated additional income totalling £661k as a result of the recommendations being agreed are outlined throughout the report. The actual savings target agreed for 2011-12 is £635,000.

<b><u>CAPITAL EXPENDITURE</u></b>	<b>2009/ 2010 £</b>	<b>2010/ 2011 £</b>	<b>2011/ 2012 £</b>	<b>2012/ 2013 £</b>
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<b><u>REVENUE IMPLICATIONS</u></b>				
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?				



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**Legal:**

**Risk assessment:** A Risk Assessment has been undertaken and this is given as Appendix B of the report

**Asset Management:** None

**CONSULTATION UNDERTAKEN/VIEWS**

The Head of Corporate Legal Services has been consulted and his comments have been incorporated into this report - LD00040/11'

The Interim Finance Director has been consulted and his comments have been incorporated into this report – FD636/11'

A consultation exercise via a written questionnaire was undertaken with all service users, the outcome of this exercise is detailed in this report.

**CORPORATE OBJECTIVE MONITORING:**

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

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

Dept of Health – Fairer Charging guidance for non-residential services 2003

Review of charges for non-residential social services 9<sup>th</sup> March 2005

Review of Charging Policy for non-residential social services 22<sup>nd</sup> February 2006

Charging for non-residential social care services 18<sup>th</sup> March 2009

Transformation Programme Update, Prioritisation and Strategic Budget Review – 30<sup>th</sup> September 2010

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## BACKGROUND

1. In October 2002 the Government introduced the Fairer Charging policy which included guidance to Councils on how they should implement charges for non-residential services. The main points of the guidance are:
  - Service users with income of less than a buffer rate of basic Income Support or Guarantee Pension Credit plus 25% should be exempt from charges e.g. a person aged 60+ years with income below £165.75 per week would be exempt (2010-11).
  - Where disability benefits are counted as income then disability related expenditure should also be taken into account.
  - All service users should be offered a comprehensive welfare benefits check.

The Adult Social Care Director is required to make substantial efficiencies as part of the Councils major spending review. A potential figure of £661k has been identified that can contribute to the savings. This report gives the detail on how this amount can be found by increasing the charges levied as a contribution that users make to the cost of social care.

## CURRENT POSITION

2. The current maximum charges for non-residential services in Sefton are:-

<b>Day Care</b>	£15.00 per day
<b>Home Care</b>	£11.00 per day
<b>Meals taken at Day Centres or by the Community Meals Scheme</b>	£3.25 per meal.
<b>Transport</b>	£1.50 per journey

3. In relation to non-residential services all service users receiving day care or home care are offered a financial assessment to ensure that they can afford to pay the current charge. 48% of Sefton's service users are deemed as not being able to afford to pay a charge following a financial assessment. Meals and transport are a flat rate charge and not subject to a financial assessment.
4. In addition to the governments' guidance, the main points of Sefton's charging policy are:
  - An extra £16.00 per week allowance is given for disability related expenditure to those service users who receive Attendance Allowance (any rate) or the middle/high rate care component of Disability Living Allowance. Where expenditure is in excess of this amount then the actual expenditure will be allowed.
  - Sefton increases the buffer figure (basic Income Support/Guarantee Pension Credit plus 25%) for service users who are in receipt of carers benefits.

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5. Sefton's charges for non-residential services have been recently bench-marked against 12 other North-West Councils and this exercise demonstrated that Sefton's charges were considerably lower.
6. Each Council was asked to look at the same case studies and then calculate what each would charge. The exercise demonstrated the following:
  - Single older person – in this typical case study Sefton's charge was £34.00 per week, compared with the average figure for the other North-West Councils of £48.60 per week.
  - Couple older person – in this typical case study Sefton's charge was £8.70 per week, compared with the average figure for the other North-West Councils of £68.20 per week.

## **CONSULTATION**

7. Cabinet on 30<sup>th</sup> September 2010 approved a consultation exercise to review Sefton's charging policy for non-residential services. A questionnaire was sent to service users who receive home care services and/or who attend day centres. The questionnaire asked for views on six proposed changes to Sefton's charging policy. The results of the survey are given in (Appendix A)
  - 2856 questionnaires were sent to service users.
  - The questionnaire was also available on the internet for the general public to complete, this was also advertised in the local press.
  - The questionnaire and a letter was also sent to the Carers Centre, Sefton Pensioner's Advocacy Service and Sefton Partnership for Older Citizens.

To ensure the fullest possible response could be obtained a reminder letter was given to all recipients of the questionnaire on 6<sup>th</sup> January 2011 asking them to return the completed form if they had not already done so.

8. In comparison with other consultation exercises there was a high response rate. 24% (690) of questionnaires were returned, the usual response rate is less than 10%. In a number of instances people did not give a response to each of the proposals

## **PROPOSALS**

9. Below is a summary of the responses to each of the proposals, as well as details of the impact of each proposal on the Council's finances and on service users. All figures are based on the current benefit rates and policy.

### **Proposal 1 – Day Centre attendance**

10. Users were asked whether or not they agreed that those people who can afford it should pay the actual cost of day centre attendance.
11. The result of the consultation was as follows:

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- 21% either agreed or strongly agreed.
  - 18% indicated that they had no opinion.
  - 61% either disagreed or strongly disagreed.
12. Sefton currently subsidises the cost of day centre attendance. Whilst the maximum charge to service users is £15.00 per day, the actual cost to the Directorate for service users ranges from £30 to a maximum of £90.00 per day. Although the higher rate is that paid for users with highly complex needs the average actual cost is £45 per day.
  13. If the true cost was charged to all service users who have in excess of £23,250 (current threshold) in capital or those who refuse to divulge their financial details this would generate approximately £160,500 per annum.
  14. Those service users who have provided their financial details and who have capital less than £23,250 will still be charged a maximum of £17.50 per day for their day centre place from 11<sup>th</sup> April 2011, this was agreed by Cabinet in 2009.
  15. The Cabinet Member is therefore asked to recommend that Cabinet approves that all service users who have in excess of £23,250 (current threshold) in capital or those who refuse to divulge their financial details are charged the actual cost of their day centre place (ranging from £30 to £90 per day) and other care services (ranging from £11 to £15 per hour and £6 per journey for transport) that are provided by the Council.

## **Proposal 2 – Disposable income**

16. Users were asked whether or not they agreed to an increase in the percentage we charge against from 65% to 95% of disposable income.

The result of the consultation was as follows:

- 12% either agreed or strongly agreed with the proposal.
  - 10% indicated that they had no opinion.
  - 78% either disagreed or strongly disagreed with this proposal.
17. Under Fairer Charging guidance Councils must ensure that service users are left with enough money for everyday living expenses, such as food, clothing and heating after they have paid any charges for non-residential services. The amount that is left is called “disposable income”.
  18. When calculating the maximum charge that service users can afford to pay Sefton currently takes into account 65% of disposable income. A high number of people disagreed with the proposal to increase the percentage of disposable income to 95% and in these circumstances it is considered appropriate to set a level 85% of disposable income rather than the 95% as originally propounded.
  19. The Cabinet Member is asked to recommend that Cabinet approves that the percentage of disposable income charged against as part of the financial

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assessment is increased from 65% to 85%. This proposal will still generate approximately £227,250 per annum.

## **Proposal 3 – Couples**

20. Users were asked did they agree in line with other Councils that in future couples will only be offered two calculations either as a single person based on their own income, or as a couple based on their combined income. Their charge will be the lowest amount.

The result of the consultation was as follows:

- 40% either agreed or strongly agreed with the proposal.
- 30% indicated that they had no opinion.
- 30% either disagreed or strongly disagreed with this proposal

21. In Sefton couples are offered three calculations and their charge is the lowest of the three. This can mean members of couples currently pay lower charges than single people The current Sefton calculations are predicated on:-

- Taking only service user's income/capital and then deducting a single person's buffer allowance.
- Taking both service user and their partner's income/capital and then deducting a higher couple's rate buffer allowance.
- Taking both service user and their partner's income/capital and then halving it and deducting a single person's buffer allowance.
- 

Most other Councils only use the first two calculations and therefore to maximise income is considered apposite to remove the third calculation.

22. It is difficult to assess the actual impact of this proposal. However using a sample of 10 cases, it is possible to project that 182 people will be affected by this recommendation. This will generate approximately £106,500 per annum.
23. The Cabinet Member is therefore asked to recommend that Cabinet approves, that couples will only be offered two calculations either as a single person based on their own income, or as a couple based on their combined income. Their charge will be the lowest amount.

## **Proposal 4 – Transitional protection**

24. Users were asked whether or not they agreed to the removal of transitional protection in relations to charging for services

25. The result of the consultation was as follows:

- 23% either agreed or strongly agreed with the proposal.
- 24% indicated that they had no opinion.
- 53% either disagreed or strongly disagreed with this proposal

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26. Members agreed in February 2006 following changes to the charging policy to limit any increase in charge for existing service users to £5.00 per week (assuming their services remained the same). It was agreed that this protection would last for three years but it has continued unchanged. As this now only affects approximately 59 people it is proposed to remove this £5 protection. This will generate approximately £24,750 per annum.
27. The Cabinet Member is therefore asked to recommend that Cabinet approves the removal of this transitional protection.

## **Proposal 5 – Day Centre attendance absences**

28. Users were asked if people should be charged for their booked day centre and transport place whether or not they attended.
29. The result of the consultation was as follows:
  - 37% either agreed or strongly agreed with the proposal.
  - 15% indicated that they had no opinion.
  - 48% either disagreed or strongly disagreed with this proposal
30. When a service user is booked for a place at a day centre or on transport, the Council has to pay for the place regardless of whether the service user attends day care or for whatever reason does not use the transport facility. It proposed therefore that all service users are charged for their reserved day centre and transport place whether or not they attend. This will generate a maximum of approximately £82,500 per annum. There may be exceptions these will be addressed on a case by case basis in accordance with the appeals process.
31. The Cabinet Member is therefore asked to recommend that Cabinet approves that service users are charged for their reserved day centre and reserved transport place whether or not they use either facility.

## **Proposal 6 High rate Attendance Allowance (care component of Disability Living Allowance)**

32. Users were asked whether or not they agreed to anyone who receives care services during the night such as people in supported living schemes, and who receive the highest rate of Attendance Allowance (and the care component of Disability Living Allowance), should have this rate taken into account when their charge is worked out.
33. The result of the consultation was as follows:
  - 28% either agreed or strongly agreed with the proposal.
  - 20% indicated that they had no opinion.
  - 52% either disagreed or strongly disagreed with this proposal

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34. The highest rate of £71.40 per week is paid to service users who have health problems that affect them during the day and the night. When carrying out financial assessments Sefton only takes into account a lower rate of £47.80 per week, therefore disregarding an additional £23.60 per week income.
35. It is proposed that anyone who receives care services during the night such as people in supported living schemes, adult placements and who receive the highest rate of £71.40 per week, should have the full amount taken into account when their charge is calculated. This change is likely to affect 100 service users. There will be an increase in revenue of approximately £60,000 per annum.
36. The Cabinet Member is therefore asked to recommend that Cabinet approves that anyone who receives care services during the night such as people in supported living schemes, adult placements and who receive the highest rate of £71.40 per week, should have the full amount taken into account when their charge is calculated.

## **APPEALS**

37. As part of this review of the charging policy, it is proposed to implement a new structure for dealing with appeals:
  - Stage 1 Appeal to the Team Manager (Welfare Rights, Finance & Financial Assessments)
  - Stage 2 Appeal to the Principal Manager (Adult Social Care - Corporate Finance)
  - Stage 3 Corporate Complaints procedure
38. The appeals process will look into individual cases where service users state that the changes to the charging policy has resulted in financial hardship.
39. The Cabinet Member is asked to recommend that Cabinet approves the amendments to the appeals process in relation to the revised charging policy.

## **FAIRER CONTRIBUTIONS GUIDANCE**

40. With the introduction of self-directed support and the provision of personal budgets to support greater choice and control, the government has issued further guidance in relation to charging. This Fairer Contributions Guidance sits alongside Fairer Charging Guidance. A further report will be brought on this subject in due course.

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## APPENDIX A

### Questions asked and summary of the consultation exercise

Number of questionnaires sent 2856  
Number of questionnaires returned 690 (of these 40 were left blank)

**Below are the responses to each of the six proposals:**

#### **Proposal 1 - Day centre attendance**

The current charge for day centre attendance is £15 per day. The actual cost to the council of providing this service is on average £45 per day, and can be up to £90 per day.

It is proposed that those people who can afford it should pay the actual cost of day centre attendance.

<b>Do you agree with this proposal?</b>	<b>Number returned</b>	<b>Percentage</b>
Strongly agree	36	6%
Agree	85	15%
Neither agree nor disagree	101	18%
Disagree	127	22%
Strongly disagree	218	39%

#### **Proposal 2 – Disposable income**

We must make sure that you are left with enough money for everyday living expenses, such as food, clothing and heating after you have paid any charges for adult social care services.

When calculating your charge, Sefton currently takes 65% of any income left over after allowances are made for everyday living expenses.

We are now proposing to increase the percentage we take to 95%.

<b>Do you agree with this proposal?</b>	<b>Number returned</b>	<b>Percentage</b>
Strongly agree	29	5%
Agree	42	7%
Neither agree nor disagree	56	10%
Disagree	132	22%
Strongly disagree	328	56%



## Proposal 3 – Couples

In Sefton couples are offered three calculations and their charge is the lowest of the three. This can mean members of couples currently pay lower charges than single people.

In line with other Councils it is proposed that in future couples will only be offered two calculations either as a single person based on their own income, or as a couple based on their combined income. Their charge will be the lowest amount.

Do you agree with this proposal?	Number returned	Percentage
Strongly agree	61	12%
Agree	146	28%
Neither agree nor disagree	154	30%
Disagree	57	11%
Strongly disagree	97	19%

## Proposal 4 – Transitional protection

In 2006 when we last made major changes to our charging policy we stated that no-one's charge should increase by more than £5 per week (assuming their services remained the same). We said that this protection would last for three years but it has continued.

We are now proposing to remove this £5 protection. This will affect approximately 75 people.

Do you agree with this proposal?	Number returned	Percentage
Strongly agree	39	7%
Agree	79	15%
Neither agree nor disagree	126	24%
Disagree	117	22%
Strongly disagree	163	32%

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## Proposal 5 – Day Centre attendance absences

When you have a place booked at a day centre or on transport, the council has to pay for your place whether you attend or not.

We are proposing that you are charged for your day centre and transport place whether or not you attend.

Do you agree with this proposal?	Number returned	Percentage
Strongly agree	67	13%
Agree	125	24%
Neither agree nor disagree	79	15%
Disagree	96	18%
Strongly disagree	157	30%

## Proposal 6 - High rate Attendance Allowance (care component of Disability Living Allowance)

The highest rate of Attendance Allowance (and the care component of Disability Living Allowance) of £71.40 per week is paid if you have health problems that affect you during the day and the night. Currently when we work out your charge we do not include the highest rate, we only take into account a lower rate of £47.80 per week.

It is proposed that anyone who receives care services during the night such as people in supported living schemes, and who receive the highest rate (£71.40 per week), should have this rate taken into account when their charge is worked out.

Do you agree with this proposal?	Number returned	Percentage
Strongly agree	35	7%
Agree	111	21%
Neither agree nor disagree	104	20%
Disagree	93	17%
Strongly disagree	185	35%

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## EQUALITIES MONITORING

Below is a summary of the composition of those who completed the questionnaires.

ARE YOU A:	Total	Percentage
Service user	443	69%
Carer	156	24%
Member of the public	10	2%
Other	7	1%
Not disclosed	27	4%

POST CODE	Total	Percentage	POST CODE	Total	Percentage
L10	10	2%	L30	33	7%
L20	51	10%	L31	52	10%
L21	32	6%	L37	45	9%
L22	28	6%	PR8	113	22%
L23	49	10%	PR9	82	16%
Others	9	2%			

GENDER	Total	Percentage
Male	216	37%
Female	355	70%
Not disclosed	12	3%

AGE	Total	Percentage	AGE	Total	Percentage
Under 25	11	2%	65-75yrs	75	13%
25-50yrs	87	15%	75-85yrs	128	22%
50-65yrs	106	18%	85+yrs	117	20%
Not disclosed	63	10%			

ETHNICITY	Total	Percentage	ETHNICITY	Total	Percentage
White English	479	89%	White/ Asian	1	.2%
White Irish	9	2%	White/Caribbean	2	.4%
White Welsh	4	.7%	White/Maltese	1	.2%
White Scottish	3	.6%	Chinese	1	.2%
White Polish	2	.4%	Not disclosed	37	6.7%

SEXUAL ORIENTATION	Total	Percentage	SEXUAL ORIENTATION	Total	Percentage
Heterosexual	392		Lesbian	1	
Bisexual	13		Other	3	
Gay	2		Not disclosed	202	

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RELIGION/ BELIEF	Total	Percentage	RELIGION/ BELIEF	Total	Percentage
Christian	478	78%	No religion	41	6%
Buddhist	3	0.5%	Other	3	0.5%
Jewish	5	0.8%	Not disclosed	85	14%

DISABILITY	Total	Percentage	DISABILTY	Total	Percentage
Physical	283	26%	Mental Health problems	106	10%
Hearing	115	11%	Long term illness	199	19%
Visual	120	11%	Other illness	37	3%
Learning Disability	132	12%	Not disclosed	81	8%

DO YOU CONSIDER YOURSELF TO HAVE A DISABILITY?					
	Total	Percentage		Total	Percentage
Yes	386	67%	No	114	20%
Not disclosed	72	13%			

## SEFTON COUNCIL - RISK ASSESSMENT for: Charging for non-residential services

DEPARTMENT/SECTION: Health &amp; Social Care

BUSINESS OBJECTIVE: Maximisation of Council's income

RISK REGISTER REF: ASC10

COMPLETED BY: Colin Speight (Principal Manager)

DATE: 25/01/2011

REVIEW REQUIRED: 26/07/2011

Ref No	Risk	Assessment of risk (assume no controls in place)			Risk Control measures	Assessment of Residual Risk (Control measures in place)		
		Impact (Severity)	Likelihood (Probability)	Risk Rating		Impact (Severity)	Likelihood (Probability)	Risk Rating
1	Loss of projected revenue if service users discontinue services.	4	4	16	Loss of revenue will be offset against the reduced cost of providing care.	3	2	6
2	The impact on service users of cancelling services.	4	4	16	Service user's social workers will be involved at an early stage to ensure users are aware of the consequences and their assessed eligible care needs are still met.	3	2	6
3	Hardship caused to service users by raising charges	4	4	16	As part of this review of the charging policy, a new mechanism will be implemented for dealing with appeals: This process will investigate cases where the changes to the charging policy have resulted in financial hardship.	2	2	4

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# Agenda Item 5

**REPORT TO:** Cabinet

**DATE:** 17 February 2011

**SUBJECT:** Local Government Act 2003 – Chief Financial Officer Requirements Interim Report

**WARDS AFFECTED:** All

**REPORT OF:** Chief Executive and S151 Officer

**CONTACT OFFICER:** Margaret Carney  
0151 934 2057

**EXEMPT/CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To comply with statute the Chief Financial Officer (CFO) is required to report to Council prior to the approval of the budget and the setting of the Council Tax. The statutory report is intended to give the Council assurance that the budget is robust and that there are adequate reserves and balances. Given the extent of the budget reductions and the timescales, this is an interim report which seeks to identify those issues and risks which may impact on the assessment of robustness. It is important that these risks are identified and mitigated. A final report will be issued to Cabinet and Council on 3 March.

**REASON WHY DECISION REQUIRED:**

The Local Government Act 2003 requires the Chief Financial Officer to report formally on the following issues:-

- a) An opinion as to the robustness of the estimates made and the tax setting calculations.
- b) The adequacy of the proposed financial reserves.
- c) The production of longer-term revenue and capital plans.

The Council on 3 March will be asked to take account of the final report when determining its budget. Given the unprecedented level of savings required and the timescales for implementation, the S151 Officer has decided to issue an interim report to ensure that any issues raised are addressed prior to setting the final budget.

**RECOMMENDATION:**

Cabinet is recommended to consider the report.

**KEY DECISION:** No,

**FORWARD PLAN:** No – see above.

**IMPLEMENTATION DATE:** Not applicable

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**ALTERNATIVE OPTIONS:** This report is a statutory requirement and must be considered.

## IMPLICATIONS:

**Budget/Policy Framework:** Decisions taken as a consequence of this report will influence the Council's Revenue Budget and Council Tax for 2011/2012 and later years.

**Financial:** See above

**Legal:** The Council is required to set a Budget and Council Tax level by 10 March 2011 and must consider the comments of the CFO before that decision is taken.

**Risk Assessment:** Contained within the report

**Asset Management:** None

## CONSULTATION UNDERTAKEN/VIEWS

## CORPORATE OBJECTIVE MONITORING:

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

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



## 1. Background

1.1 The Local Government Act 2003 requires the Chief Financial Officer to report formally on the following issues: -

- a) An opinion as to the robustness of the estimates made and the tax setting calculations.
- b) The adequacy of the proposed financial reserves.
- c) The production of longer-term revenue and capital plans.

This report will be produced in full for the Council meeting on 3 March 2011. However, given the level of savings required and the time available to produce a balanced budget, it is felt appropriate to issue an interim report to guide the finalisation of the 2011/12 Revenue Budget

1.3 Given this is an interim report, the assessment will mainly concentrate on the robustness of the budget and the adequacy of financial reserves. All other aspects of the opinion will be considered on 3 March 2011

## 2 Robustness of the Estimates

### 2.1 Estimates Procedures and Processes

At this stage I am satisfied that the procedures and processes have been robust enough to develop the budget to this stage. However, it must be stressed that procedures relating to budget setting have been more radical than in previous years. In addition, they have been developed at pace. As such there is a risk that when the detail has been worked through there may be a margin of error. **I am satisfied at this stage that all opportunities to minimize the potential for error have been put in place but non the less the risk remains.**

### 2.2 Determination of the level of resources available.

In summary we now know the actual level of government resources available to the Council. This was confirmed in the final Local Government Settlement announced on 7 February. This is a two-year settlement and so gives a fair degree of certainty for the next two years. The settlement represents a major reduction to the level of resources available to the Council.

In total savings of £64m will be required over the two-year period to enable the Council to balance the budget assuming no Council Tax increase.

While this is a two-year settlement the Government announced its Comprehensive Spending Review in October, which covered a four-year period. It is clear that there will further reductions in resources to Local Government after 2012/13. However the uncertainty of a formula review from 2013/14 makes planning into the future very difficult.

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At this stage it is assumed that Council Tax will be frozen in each of the next two years. This assumes no increase from levying bodies and the police and fire authorities. The Government has announced the availability of an additional specific grant for those Councils that freeze their Council Tax. This is equivalent to around £2.5m for Sefton. It is assumed that Sefton will be eligible for this grant.

**In summary therefore the level of resources available to the Council is known for the next two years and this is reflected in the latest budget projections. The position after this period remains uncertain and therefore will require close monitoring and analysis**

## 2.3 Key Budget Risks

No budget is without its risks particularly given that it is a forecast of spending for a period which ends over 12 months after its approval and, of course, even longer for the medium term budgets. It is however my view, given the extent of required savings plus the timescale to determine and implement them, that this year's budget has been extremely difficult to prepare and has significant risks that need to be managed and mitigated. It is vitally important that these risks are identified and mitigated but ultimately that we have contingency arrangements in place should they materialise. The key areas of risk are detailed below.

- (a) **The unavoidable pressures faced by certain services.** The proposed budget includes over £5m to fund the assessed additional demand in Children's and Adult Social Care and recycling. This is based on a full assessment of potential demands and minimises the risk of overspend during the year. These are considered to be the major unavoidable pressures although it is recognised that other services will need to manage certain pressures to live within the approved budget. However careful monitoring of demand will need to continue given the impact that external pressures may have on the cost of social care services in particular

In addition the budget process for 2011/12 has included an adjustment for a number of items, which have been long standing budget issues e.g. non-achievement of income targets.

**In my view the inclusion of the above reduces the risk on in year overspends and helps to ensure that budget holders have realistic estimates to manage. However, strict management arrangements will need to be in place to ensure that additional pressures are identified and mitigated.**

- (b) **The use of one-off resources to support the budget.** A report elsewhere on the agenda indicates the result on a review of the Council's earmarked reserves. This identifies a significant sum which could be used to support the Council's spending plans over the next

two years. The Council has previously agreed that one off funding should only be used to cover non-recurring revenue spending and/or the implementation period of savings proposals. The conclusions of that report are in line with this policy. The priorities for the use of this resource must be to fund redundancies that can't be capitalized and the implementation period for approved savings. It may even be necessary to retain a proportion of these funds as a contingency against the non achievement of savings proposals due to unforeseen implementation issues. **This issue will need to be addressed further in the final report.**

## (c) Interim Budget Assumptions

The Council's interim budget plans include a number of areas where significant sums have been identified but where assumptions have been made or reviews need to be completed. These cover: -

- Management and Support reduction of 25% (£3.8m)
- Terms and Condition (£3m)
- Reduction in the cost of commissioned adult social care (£3m)
- The review of Tier 2 services to determine if and how a 50% reduction in costs can be achieved (£3.2m)
- The passporting of the funds from the PCT to the Council relating to social care (£4.2m)

It is vital that these issues are addressed in sufficient detail before the budget is set on 3 March.

- (d) The Medium Term Financial Plan is still indicating a deficit of over £24m for 2012/13 and 2013/14. The Council's transformation programme will need to identify savings of at least this amount if the budget is to be balanced. Given the significant reductions already identified for 2011/12 the achievement of these savings will be extremely challenging and work has already begun to identify options

**In summary, therefore, it is my view that while reasonable steps are being taken to mitigate the budget risks, further work is required prior to finally setting the budget. The use of one-off resources should in my view be used in line with the existing policy. The medium term financial position of the Council remains extremely challenging.**

## 2.4 Advice on the level of general balances.

The estimated level of uncommitted balances at 31 March 2011 is **£3.661m**. This assumes that 2010/11 position is balanced; which is reasonable given the latest budget monitoring statement. There are no planned contributions to or from General Balances in the MTFP.

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General Fund balances are amounts set aside to cushion the impact of unexpected events and emergencies. There is no scientific way in which the adequacy of these balances can be assessed. It is a judgment based on risk and potential exposure, the strength of financial reporting arrangements and the Council's track record in financial management. Views have been expressed in the past that the level of general balances needs to be increased. It is certainly the case that based on the potential risks identified in this report, general balances may be called upon should some of these risks materialize. However, given the mitigations also identified in the report, it is my view that, at this stage, the Council's current level of balances is sufficient to meet the potential risks. Obviously if all the potential risks were to materialise it would have a significant impact on the level of general balances available for later years.

### **3. Conclusion**

This report is an initial assessment of the robustness of the budget in order to guide members before a final budget is set. The major risk areas have been identified and will be reviewed again before the 3 March. In particular, it is essential that detailed proposals are approved regarding those areas still subject to review and confirmation and the use of one off resources. The extent of the budget reductions and the pace of determination and implementation means there is an inherent risk of underachievement. This will need to be closely managed throughout the year and it may be necessary to create a one-off contingency to support general balances. This issue will be kept under review and a final recommendation will be made on 3 March

# Agenda Item 7

**REPORT TO:** Cabinet

**DATE:** 17<sup>th</sup> February 2011

**SUBJECT:** Creation of a Shadow Health and Wellbeing Board for Sefton

**WARDS AFFECTED:** All

**REPORT OF:** Chief Executive, Margaret Carney

**CONTACT OFFICER:** Hannah Chellaswamy; Acting Director of Public Health (NHS Sefton & Sefton Council ) and Thematic Chair - Healthier Communities and Older People partnership  
Samantha Tunney, Assistant Chief Executive

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To seek approval of Cabinet to the creation of a Shadow Health and Wellbeing Board and to make application to join the network of early implementers of such Boards.

**REASON WHY DECISION REQUIRED:**

To enable an application to be made to the Department of Health to be an early implementer of a Health and Wellbeing Board and to have a formal body in place, to drive a collaborative approach to commissioning within Sefton.

**RECOMMENDATION(S):**

That Cabinet agree to the creation of a Shadow Health and Wellbeing Board from 1<sup>st</sup> March, 2011, and that a formal expression of interest be submitted to the Department of Health to join the network of early implementers of such Boards.

**KEY DECISION:** No

**FORWARD PLAN:** N/A

**IMPLEMENTATION DATE:** N/A

**ALTERNATIVE OPTIONS:**

Not to approve the creation of a Shadow Health and Wellbeing Board

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**IMPLICATIONS:**

**Budget/Policy Framework:** None

**Financial:** The costs of the Health and Wellbeing Shadow Board will be met from the Public Health budget.

<b><u>CAPITAL EXPENDITURE</u></b>	<b>2009 2010 £</b>	<b>2010/ 2011 £</b>	<b>2011/ 2012 £</b>	<b>2012/ 2013 £</b>
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<b><u>REVENUE IMPLICATIONS</u></b>				
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?				

**Legal:** None

**Risk Assessment:** None

**Asset Management:** None

**CONSULTATION UNDERTAKEN/VIEWS**

SEFTON NHS ACTING CHIEF EXECUTIVE, ACTING DIRECTOR OF PUBLIC HEALTH, CHAIRS OF THE NORTH AND SOUTH GP CONSORTIA, STRATEGIC DIRECTORS OF ADULT SOCIAL CARE AND CHILDRENS SCHOOLS AND FAMILIES

## CORPORATE OBJECTIVE MONITORING:

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

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

Department of Health (2010) *Equity and Excellence; Liberating the NHS*  
 Department of Health (2010) *Healthy Lives, Healthy People*  
 Department of Health (2010) *Our Health and Wellbeing Today*  
 Department of Health (2010) *Healthy Lives, Healthy People: Transparency in Outcomes. Proposals for a Public Health Outcomes Framework. Consultation document.*  
 Department of Health (2010) *Healthy Lives, Healthy People: consultation on the funding and commissioning routes for public health.*  
 Marmot, M. (2010) *Fair Society, Healthy Lives: Strategic Review of Health Inequalities in England post 2010*

# Agenda Item 7

## 1. Background

- 1.1 The NHS White Paper “Equity and Excellence: Liberating the NHS” was published in July 2010 and was followed up with a number of further guidance papers detailing aspects of the new proposals for consultation. One of the seven supporting guidance papers “Liberating the NHS: Local democratic legitimacy in health’ details proposals for:
  - Local Authorities taking on health improvement functions
  - Local Authorities role in promoting service integration
  - Local Health Watch organisations acting as independent consumer champions, accountable to Local Authorities
  - Health and Wellbeing Boards
- 1.2 The “Liberating the NHS: Local democratic legitimacy in health’ consultation document states that local authorities will have greater responsibility for health in four areas:
  - Leading Joint Strategic Needs Assessments (JSNA) to ensure coherent and co-ordinated commissioning strategies
  - Supporting local voice, and the exercise of patient choice
  - Promoting joined up commissioning of local NHS Services, social care and health improvement
  - Leading on local health improvement and prevention activity
- 1.3 In delivering these functions, the Local Authority will have a “convening role” and “promote joint commissioning between GP consortia and Local Authorities”.
- 1.4 The guidance states that there will be “an enhanced role for elected Local Councillors and Local Authorities, as a more effective way to boost local democratic engagement”.
- 1.5 Directors of Public Health (DPH) will transfer to Local Government and be jointly appointed by the Local Authority and a new national Public Health Service. They will bring with them a “transferred resource” of 4 / 5% of NHS spend currently dedicated to prevention. This budget will be ring fenced within the Local Authority. The DPH will have strategic influence over the wider determinants of health, independently advising elected members and being part of the senior management team in the local authority.
- 1.6 In addition, the government intends “to develop a more powerful and stable local infrastructure in the form of Health Watch, which will act as local consumer champions across health and care. Local Involvement Networks (LINKS) will become the local Health Watch, which will become like a ‘citizens advice bureau’ for health and social care”. Health Watch will be given additional funding for NHS complaints advocacy services and supporting individuals to exercise choice.
- 1.7 Local Authorities will commission Health Watch and may intervene in the event of underperformance. Health Watch will also report to Health Watch England which will be established as part of the Care Quality Commission.
- 1.8 The Health and Social Care Bill states that each local authority must establish a Health and Wellbeing (H&WB) Board for its area. The Bill also states that the H&WB Board will be a committee of the local authority.



- 1.9 Local authorities will take on an enhanced health role, including the major responsibility of improving the health and life-chances of the population they serve. These functions will be conferred on the local authorities as a whole not just the responsibility of the Health and Wellbeing Board.
- 1.10 The Health and Wellbeing Boards will bring together the key NHS, public health and social care leaders in each local authority area to work in partnership.

## **2.0 Context**

- 2.1 The NHS White Paper *Equity and Excellence: Liberating the NHS*, the Public Health White Paper '*Healthy Lives, Healthy People*', were published in December 2010. These documents outline the government's intentions for health.
- 2.2 A consultation is underway on the Public Health White Paper and two further consultation documents were published recently proposing an outcomes framework for public health and how public health should be funded and commissioned.
- 2.3 It is proposed that the Council and NHS Sefton prepare joint strategic responses to these consultation papers, for approval by the Cabinet Member for Health and Social Care. Responses to the various consultation papers need to be submitted by the end of March 2011. Prior to seeking approval of the Strategic response by the Cabinet Member, the Overview and Scrutiny Management Board and other Overview and Scrutiny Members, as appropriate, will be consulted. A timeline for consultation of Members has been prepared and will be considered at a forthcoming meeting of the Management Board.
- 2.4 NHS Sefton will also undertake wider consultation and engagement on the consultation papers in order to ensure that those impacted have an opportunity to comment on the detail provided within the consultation documents.

## **3.0 Health and Wellbeing Board**

- 3.1 Subject to Parliamentary approval, health and well-being boards will be established from 2013, running formally in shadow form from 2012, with 2011/2012 as a transitional year. By March 2011, joint arrangements need to be in place to manage the transfer of PCT funding to social care activities benefiting health.
- 3.2 A transition group of officers from the Council, NHS Sefton and the GP Consortia have been meeting to discuss the arrangements for the integration of Public Health, the creation of a Health and Wellbeing Board and amongst other things, the strategic direction of health related services within the Borough. As part of this transition, an opportunity has now arisen to create a Shadow Health and Wellbeing Board, as an invitation has been received from the Department of Health, seeking expressions of interest from Local Authorities and Primary Care Trusts (PCT's), to join a network of early implementers. There will not be a formal selection process, but early implementers will have to:
  - Have sign up and commitment from the top of the organisation;
  - Be genuinely committed to taking this forward in partnership, particularly with emerging GP consortia and local authorities who will have a critical role to play;

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- Be prepared to actively participate in sharing information and learning with other areas.

3.3 It is proposed that a Shadow Health and Wellbeing Board be established within Sefton. The Functions of the proposed Shadow Board will be:

- To assess the broad health and wellbeing needs of the local population and lead the statutory joint needs assessment (JSNA)
- To develop a new joint high-level health and wellbeing strategy (JHWS) that spans NHS, social care, public health and potentially other wider health determinants such as housing
- To promote integration and partnership across areas through promoting joined up commissioning plans across the NHS, social care, public health and other local partners
- To support lead commissioning, integrated services and pooled budget arrangements, where all parties agree this makes sense

3.4 The aforementioned Bill provides that the following should comprise the core membership of the Board:

- At least 1 councillor of the local authority
- The director of adult social services of the local authority
- The director of children's services of the local authority
- The director of public health for the local authority
- A representative of the Local Healthwatch organisation
- A representative of each relevant commissioning consortium
- Such other persons as the local authority thinks appropriate

3.5 The Transition Group referred to above, recommends the creation of a Shadow Board with effect from 1<sup>st</sup> March 2011 comprising, but not exclusively:

- The three Political Group Leaders on the Council
- Chief Executive of Sefton MBC
- Strategic Director Children's, School & Families
- Strategic Director Social Care and Well Being
- Director of Adult Social Care (Commissions Links)
- Chair of NHS Sefton
- Acting Chief Executive of NHS Sefton
- Acting Director of Public Health
- Chair of South Sefton PB Commissioning Confederation\*
- Interim Chair of Southport & Formby PB Commissioning Consortium\*

\*GP Facilitators have been nominated by NHS Sefton to support the Chairs, and it is proposed that they may substitute for the Chairs in their absence whilst the Board is in Shadow form

3.5 The Transition Group of officers from the Council, NHS Sefton and the GP Consortia will continue to meet to support and inform the discussions at the Shadow Health and Wellbeing Board. It is proposed that Sefton should apply to the Department of Health to join the network of early implementers. The deadline for submissions of expressions of interest is 1<sup>st</sup> March 2011. Notwithstanding the approval of the early implementer status, Sefton can still create a Shadow Board.

# Agenda Item 8

**REPORT TO:** Standards Committee  
Cabinet  
Council

**DATE:** 3 February 2011  
17 February 2011  
3 March 2011

**SUBJECT:** Members' Allowances

**WARDS  
AFFECTED:** All

**REPORT OF:** Director of Corporate Services

**CONTACT  
OFFICER:** Mike Fogg  
0151 934 4082

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To consider the proposals put forward by the Independent Remuneration Panel for a reduction in the 2011/12 Scheme of Members' Allowances.

**REASON WHY DECISION REQUIRED:**

In order to achieve savings on the Members' Allowances budget

**RECOMMENDATION(S):**

That the Cabinet be requested to submit the following recommendations to the Council for consideration on 3 March 2011:

1. That the recommendations made by the Independent Remuneration Panel in 2.2 be accepted.
2. That the changes be implemented with effect from 1<sup>st</sup> April 2011.
3. That the proposed Scheme of Members Allowances at Annex A be accepted
4. That the Independent Remuneration Panel be asked to formally review the full Scheme during 2011/12.

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**KEY DECISION:** No  
**FORWARD PLAN:** No  
**IMPLEMENTATION DATE:** 1<sup>st</sup> April 2011

**ALTERNATIVE OPTIONS:**

The alternative is to continue with the existing scheme.

**IMPLICATIONS:**

**Budget/Policy Framework:** The proposals represent an annual saving in the order of £50,865 (inc on costs) pa

**Financial:**

<b><u>CAPITAL EXPENDITURE</u></b>	<b>2009 2010 £</b>	<b>2010/ 2011 £</b>	<b>2011/ 2012 £</b>	<b>2012/ 2013 £</b>
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<b><u>REVENUE IMPLICATIONS</u></b>				
<b>Gross saving</b> in Revenue Expenditure			<b>£50,865</b>	
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?				

**Legal:**

**Risk Assessment:** No specific risk assessment has been carried out, but the risks associated with the report are already being addressed as part of the Council's

approach to risk management.

**Asset Management:**

**CONSULTATION UNDERTAKEN/VIEWS  
LEADERS**

**CORPORATE OBJECTIVE MONITORING:**

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

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

Report of the findings of the Independent Remuneration Panel 2007

# Agenda Item 8

## 1. Background

- 1.1 In September 2007, following recommendations from the Independent Remuneration Panel, the Council revised its Scheme of Members' Allowances to reflect the average rate of Basic Allowance for Merseyside, and recommended that a fundamental review should be carried out in 2010/11.
- 1.2 Until 2009/10, the allowances were increased annually linked to the Local Government Annual Pay Settlement. No such increases were awarded in 2010/11, which in effect mirrored the situation with Senior Officers of the Council.
- 1.3 Following Council approval, the Special Responsibility Allowances paid to certain Member were reduced by 5% with effect from September 2010. This saved £14,800 (including on costs) in 2010/11 and would save £25,400 (including on costs) in 2011/12.
- 1.4 The proposals were also applied to the payments for Mayoralty duties, which although not part of the Scheme are linked to it.

## 2. Current Position

- 2.1 The Independent Remuneration Panel met on 14<sup>th</sup> December 2010 to consider if it was appropriate in view of the Council's current financial position, to defer the pending review of the Members' Allowances Scheme.
- 2.2 The Independent Remuneration Panel made the following recommendations:
  - “(1) in order to show leadership during the current harsh economic times, the Cabinet / Council be recommended to reduce the Basic Allowance by 5%, such reduction to take effect from the commencement of the financial year 2011/12. This would restore the discrepancies in the multipliers used to calculate the Special Responsibility Allowances;
  - (2) a meeting of the Panel be held at 10.00 a.m. on Wednesday, 16 March 2011 at Southport Town Hall;
    - (i) to commence the review of Members' Allowances for 2012/13; and
    - (ii) in order to formulate an objective view of the Members' Allowance Scheme, to receive a presentation on the responsibility of functions and volume of work of Cabinet Member portfolios and Committees and any changes made due to the recently announced Localism Bill;
  - (3) a meeting of the Panel be held at 10.00 a.m. on Wednesday, 7 September 2011 at Bootle Town Hall to:
    - (i) formulate recommendations for submission to the Council on the Members' Allowance Scheme for 2012/13; and

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- (ii) receive a presentation from the Head of Corporate Finance and Information Services on the up to date financial position of the Council; and
  - (4) the decision making model referred to above, namely that the Panel meets in March and September, be continued in subsequent years.
- 2.3 The proposals put forward by the Independent Remuneration Panel would generate total budget savings in 2011/12 of £50,865 including “on costs”. The proposed changes are reflected in the proposed revised Scheme at Annex A.

### **3. Recommendations**

- 3.1 That the recommendations made by the Independent Remuneration Panel in 2.2 above be accepted.
- 3.2 That the changes be implemented with effect from 1<sup>st</sup> April 2011.
- 3.3 That the proposed Scheme of Members Allowances at Annex A be accepted
- 3.4 That the Independent Remuneration Panel be asked to formally review the full Scheme during 2011/12.

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## MEMBERS' ALLOWANCES SCHEME

The following scheme is made under powers conferred by – Section 174 of the Local Government Act 1972 – Local Authorities (Members' Allowances) (England) Regulations 2003

1.1. The scheme shall be cited as the Sefton Council Members' Allowances Scheme and have effect from 1<sup>st</sup> April 2011, and for subsequent years commencing on 1<sup>st</sup> April.

1.2. In this Scheme, "Councillor" means a Member of Sefton Council who is a Councillor.

### **2. Basic Allowance**

2.1. The Basic Allowance is a flat rate sum paid to all Members. It recognises the time devoted and expenses incurred by Members in carrying out their duties.

2.2. Subject to paragraph 4 the amount allocated per annum is £8,520

### **3. Special Responsibility Allowance**

3.1 In order to recognise additional time and expenses incurred by Councillor's who have significant additional responsibilities in carrying out their duties for Sefton Council, subject to paragraph 4, the following Special Responsibility Allowances shall be paid:

Leader of the Council	£25,560
Party Leaders (with Cabinet position)	£21,300
Other Members of the Cabinet	£17,040
Chair of Planning Committee	£8,520
Chairs of Overview & Scrutiny Committees	£4,260
Chair of Licensing and Regulatory Committee	£8,520
Chair of Audit and Governance Committee	£4,260
Party Spokespersons for Cabinet Portfolio's & Planning	£4,260
Waste Disposal Authority - Spokesperson	£2,130
Waste Disposal Authority - Chair	£8,520

### **4. Part Year Payments**

If in the course of a year, the scheme is amended or a Councillor becomes, or ceases to be a Councillor, then all allowances shall be adjusted on a pro-rata basis.

### **5. Renunciation**

A Councillor may by notice in writing given to the Finance Director elect to forgo any part of their entitlements to an allowance under the Scheme.

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## 6. Mayoral Allowances

The allowances paid to the Mayor and Deputy are linked to the Scheme of Members Allowances and for the Municipal year 2010/11, (with effect from 2<sup>nd</sup> September 2010) the following shall be paid:

Mayor	£12,780
Deputy Mayor	£ 4,260

## 7. Travel and Subsistence

Travel and Subsistence Allowances will be paid for travel to meetings etc outside of the borough which are authorised by the Council e.g. -

- meetings and annual conferences of Outside Bodies to which Sefton has made appointments or nominations.
- meetings and annual conferences of Local Authority Associations of which Sefton is a member.
- meetings, conferences and other duties which have been authorised in advance by the Council, Cabinet or by a Cabinet Member in consultation with party spokespersons and to which representatives of more than one political party have been invited.

## 8. Claims and Payments

Payments shall be made in respect of Basic and Special Responsibility Allowances in monthly instalments on the 15<sup>th</sup> day of each month by bank transfer.

All claims for additional expenses must be accompanied by receipts and will therefore be paid in arrears directly into Members Bank Accounts.

# Agenda Item 10

**REPORT TO:** Cabinet

**DATE:** 17 February 2011

**SUBJECT:** Representation on Outside Bodies

**WARDS AFFECTED:** All

**REPORT OF:** Assistant Chief Executive

**CONTACT OFFICER:** Steve Pearce, Head of Committee and Member Services - 0151 934 2046

**EXEMPT/CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To consider a request submitted by Councillor Parry to change her Groups nominations to serve on a number of Outside Bodies for the remainder of the current Municipal Year 2010/11.

**REASON WHY DECISION REQUIRED:**

To determine the Council's representation on a number of Outside Bodies.

**RECOMMENDATION(S):**

The Cabinet is requested to consider the proposed changes to the Council's representation on a number of Outside Bodies which would take effect for the remainder of the current Municipal Year 2010/11 as set out in Paragraph 2.1 of the report.

**KEY DECISION:** No

**FORWARD PLAN:** Not appropriate

**IMPLEMENTATION DATE:** Following the expiry of the "call-in" period for the Minutes of this meeting.

**ALTERNATIVE OPTIONS:**

Not to alter the representatives appointed to serve in the current Municipal Year.

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## IMPLICATIONS:

**Budget/Policy Framework:** Not appropriate

**Financial:** None arising from this report.

**Legal:** None arising from this report.

**Risk Assessment:** Not appropriate.

**Asset Management:** Not appropriate

## CONSULTATION UNDERTAKEN/VIEWS

The Environmental and Technical Services Director has been consulted.

## CORPORATE OBJECTIVE MONITORING:

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

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

Report to Cabinet - 20 May 2010.  
Report to Cabinet - 30 September 2010.

## 1. Background

- 1.1 The Cabinet has delegated authority in the Council Constitution to appoint Council representatives to serve on Outside Bodies. The Cabinet at its meeting held on 20 May 2010 determined the Council's representation on Outside Bodies for the Council Year 2010/11.

### **North Western Shadow Inshore Fisheries and Conservation Authority.**

- 1.2 A report was submitted to the Cabinet Meeting held on 30 September 2010 relating to the new North Western Inshore Fishery and Conservation Authority (IFCA) to be established by the Department for Environment, Fisheries and Rural Affairs on 1 April 2011 to replace the current Sea Fisheries Committee and the proposal for Sefton Council to have one seat on the new IFCA.
- 1.3 A shadow IFCA was set up for the period 1 October 2010 to 31 March 2011 to operate in parallel with the North West Sea Fisheries Committee (SFC) which will continue to operate until 31 March 2011 and meetings of the shadow IFCA will need to be held prior to 1 April 2011 in order to consider and agree the budget and business plan for the new IFCA.
- 1.4 The report indicated that the Chief Executive of the SFC had recommended that where possible, Councillors who have served on the SFC should transfer to the IFCA in order to preserve knowledge and continuity. He had also indicated that it would be helpful if the Council could nominate an officer contact who would be able to assist and advise the member representative with the delivery of IFCA business and who could attend IFCA meetings as an observer or deputy representative if necessary.
- 1.5 On that basis, the Cabinet agreed that:
- (i) Councillor Glover continue to be Council's representative on the North West Sea Fisheries Committee and the Shadow Inshore Fisheries and Conservation Authority (IFCA) until 31 March 2011;
  - (ii) Councillor Glover be the Council's representative on the new IFCA from 1 April until 31 May 2011; and
  - (iii) the Head of Coast and Countryside Services be appointed as the Council's Officer contact on the IFCA and to be an Observer and Substitute representative, if necessary, at meetings of the IFCA.
- 1.6 It was indicated at the Cabinet Meeting that Councillor Glover should stay on the IFCA in view of his previous experience on the SFC and the fact that he is the Chairman of the current body, but if he was to step down, the Council representative should be either the Cabinet Member - Leisure and Tourism or Cabinet Member - Environmental, as the work of the IFCA with regard to the preservation of the coastlines and environmental issues falls under their portfolios.

# Agenda Item 10

## 2. Proposed changes to the Council's representatives on Outside Bodies

- 2.1 Councillor Parry has requested that the following changes to the Council's representation on Outside Bodies be made for the period due to expire on 31 May 2011:

### Mersey Port Health Committee

Councillor Dorgan to replace Councillor Glover as a Member of the Committee

Councillor Ibbs to replace Councillor Pearson as the Substitute Member for Councillor Dorgan.

### North West Sea Fisheries Committee

Councillor Booth (Cabinet Member - Leisure and Tourism) to replace Councillor Glover as the Council representative (term of office expires on 31 March 2011).

### North West Inshore Fisheries and Conservation Authority

Councillor Booth (Cabinet Member - Leisure and Tourism) to replace Councillor Glover as the Council representative (term of office from 1 April to 31 May 2011).

### Sefton Council for Voluntary Services

Councillor Porter to replace Councillor Doran as the Council representative.

### Sefton Cycling Forum

Councillor Jones to replace Councillor Pearson as the Council representative on the Forum.

### Standing Advisory Committee for Religious Education (SACRE)

Councillor Dutton to replace Councillor Doran as the Substitute Member for Councillor Cuthbertson.

- 2.2 The Cabinet will be asked to determine the Council's representation on Outside Bodies for the Council Year 2011/12 at its meeting to be held in late May 2011.

# Agenda Item 11

**REPORT TO:** Cabinet

**DATE:** 17 February 2011

**SUBJECT:** Selection of the Deputy Mayor for 2011/12

**WARDS AFFECTED:** All

**REPORT OF:** Assistant Chief Executive

**CONTACT OFFICERS:** Steve Pearce  
Tel: 0151 934 2046

**EXEMPT/CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To consider the selection of the Deputy Mayor for the Municipal Year 2011/12 and to remind the Cabinet of the Selection Procedure previously agreed.

**REASON WHY DECISION REQUIRED:**

Under the present political management framework the nomination of the Deputy Mayor Elect is a matter for the Cabinet to decide, with a recommendation to the full Council.

**RECOMMENDATION(S):**

The Cabinet is asked to note that Councillor Paul Cummins stands nominated as Mayor Elect; and is invited to consider the nomination of Deputy Mayor for 2011/12 and to select the Member to be nominated to that Office at the Annual Council Meeting on 12 May 2010.

**KEY DECISION:** No

**FORWARD PLAN:** No

**IMPLEMENTATION DATE:** Annual Council Meeting on 12 May 2010

**ALTERNATIVE OPTIONS:**

There are no alternative options.

# Agenda Item 11

## IMPLICATIONS:

<b>Budget/Policy Framework:</b>	Not appropriate
<b>Financial:</b>	None arising from this report
<b>Legal:</b>	None arising from this report
<b>Risk Assessment:</b>	Not appropriate
<b>Asset Management:</b>	None arising from this report

## CONSULTATION UNDERTAKEN/VIEWS

The Chief Executive has been consulted.

## CORPORATE OBJECTIVE MONITORING:

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

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

None



## **BACKGROUND:**

- 1.1 At the Annual Council Meeting 2010, Councillor Paul Cummins was elected to serve as Deputy Mayor for the Municipal Year 2010/11. The Council has previously agreed that a Councillor elected to serve as Mayor would first have served as Deputy. Accordingly, Councillor Cummins stands formally nominated as Mayor in the 2011/12 Municipal Year. The election can only take place at the Annual meeting of the Council on 12 May 2011.
- 1.2. The Cabinet needs to consider the nomination of a Member to serve as Deputy Mayor in the 2011/12 Municipal Year, in order to offer advance notice to the Member likely to be elected and to enable the necessary personal arrangements to be put in hand. The formal election can only take place at the Annual Meeting.
- 1.3 An early nomination is not, of course, a guarantee of election in May, or indeed the previous decision that Councillor Cummins serve as Mayor, as it is possible for alternative nominations to be made at any time up to and including the date of the Annual Meeting.
- 1.4 In practice, however, this would be outside the arrangements agreed by the Council with regards the Selection and Nomination Procedure.

## **SELECTION CRITERIA**

- 1.5 The Council at its meeting on 7 September 2006 endorsed the Cabinet's recommendation that the following selection criteria be applied when considering nominations for the office of Deputy Mayor:
  - Annual rotation between the three main Political Groups on the Council;
  - Selection to be on the basis of seniority of the Member in the Group (flexibility to be afforded within the Group making the nomination);
  - A Member nominated as Deputy Mayor elect, should have served on the Council for a minimum of one full term (four years)
  - The Member selected as Deputy Mayor elect should not be up for election immediately after serving as Deputy Mayor;
  - A Member may serve as Mayor more than once;
  - A Member must be prepared to agree to undertake the role of Mayor as defined in the approved role profile and should meet, or be willing to meet, the requirements in the approved person profile.
- 1.6 In accordance with the selection criteria and rota, the Conservative Group are due to make the nomination of Deputy Mayor elect.

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# Agenda Item 12

**REPORT TO:** Cabinet Member, Children, Schools & Families  
Cabinet

**DATE:** 18 January 2011  
17 February 2011

**SUBJECT:** Primary Capital Programme - Additional Works

**WARDS  
AFFECTED:** Molyneux Ward

**REPORT OF:** Peter Morgan  
Strategic Director - Children, Schools & Families

**CONTACT  
OFFICER:** Chris Dalziel (0151 934 3337)

**EXEMPT/  
CONFIDENTIAL:** NO

**PURPOSE/SUMMARY:**

The purpose of this report is to seek approval for additional works as part of the Primary Capital Programme.

**REASON WHY DECISION REQUIRED:**

The Cabinet Member, Children, Schools & Families, has delegated powers to approve the additional works and to refer them to Cabinet for inclusion in the Children, Schools & Families Capital Programme 2010/11.

**RECOMMENDATION(S):**

The Cabinet Member is recommended to:-

- i). approve the additional works, detailed in this report;
- ii). refer the funding to Cabinet for inclusion in the Children, Schools & Families Capital Programme 2010/11.

**KEY DECISION:** No.

**FORWARD PLAN:** Not appropriate.

**IMPLEMENTATION DATE:** Following the expiry of the "call-in" period for the Minutes of the Cabinet meeting.

# Agenda Item 12

## ALTERNATIVE OPTIONS:

Not appropriate.

## IMPLICATIONS:

**Budget/Policy Framework:** None.

**Financial:** There are no financial implications for the Council's general resources as all funding is from specific resources (Primary Capital Programme).

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

**Legal:** Not appropriate.

**Risk Assessment:** There are no financial risks associated with this report as all funding is from specific resources.

**Asset Management:** The proposal is in line with the Children, Schools & Families Asset Management Plan.

## CONSULTATION UNDERTAKEN/VIEWS

FD565 - The Head of Corporate Finance and Information Services has been consulted and has no comments on the report.

## 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	✓		

## LINKS TO ENSURING INTEGRATION:

Not appropriate.

## IMPACT UPON CHILDREN, SCHOOLS & FAMILIES TARGETS AND PRIORITIES:

Not appropriate.

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

- Report to Cabinet 2 September 2010 – Capital Programme Review.
- Report to Cabinet 16 April 2009: Primary Capital Programme: Proposed Scheme at Aintree Davenhill Primary School.
- Report to Cabinet 10 July 2008 – Primary Capital Programme: Implementation Proposals.

# Agenda Item 12

## **PRIMARY CAPITAL PROGRAMME: ADDITIONAL WORKS**

### **1. Background**

- 1.1 Members will recall that approval was given in April 2009 for the Phase 1 development at Aintree Davenhill Primary School. This scheme is nearing completion and will provide:-
- an integrated foundation unit for nursery and reception children;
  - a further four Key Stage 1 classrooms;
  - wide resource/corridor areas;
  - staffroom and staff offices;
  - remodelled entrance/reception/general office area;
  - multi-purpose room for school and community use.
- 1.2 Members will further recall that approval was given on 2 September 2010 to earmark the balance of the Modernisation allocation 2010/11 (£376,000) as a contribution to Phase 2 of the scheme.
- 1.3 Funding for Phase 2 of the scheme will come from the Council's 2011/12 capital allocations, subject to Cabinet approval, and this will be the highest priority for Children, Schools & Families when the capital programme is drawn up.
- 1.4 The original Primary Capital Programme allocation for 2009/10 and 2010/11 was £9,614,058 and savings of £213,196 will be realised from the schemes at community schools. Funding has to be expended by 31 August 2011.

### **2. Proposal**

- 2.1 It is proposed to develop the Phase 2 scheme at Aintree Davenhill Primary School up to tender stage so that the invitation to tender can be issued without further delay once capital allocations are announced and Member approval has been gained.
- 2.2 The estimated cost for Phase 2, including demolition of the existing building and extensive external works is £2.5 million. The fees to develop the scheme to tender stage are £125,000 which could be accommodated within the savings of £213,196. This would leave a balance of £88,196 to support the Phase 2 scheme.

### **3. Recommendations**

- 3.1 The Cabinet Member is recommended to:-
- i). approve the additional works, detailed in this report;
  - ii). refer the funding to Cabinet for inclusion in the Children, Schools & Families Capital Programme 2010/11.

# Agenda Item 13

**REPORT TO:** Cabinet Member - Children's Services  
Cabinet

**DATE:** 8 February 2011  
17 February 2011

**SUBJECT:** Aiming High For Disabled Children - Additional Schemes

**WARDS  
AFFECTED:** All

**REPORT OF:** Peter Morgan  
Strategic Director - Children, Schools & Families

**CONTACT  
OFFICER:** Chris Dalziel (0151 934 3337)

**EXEMPT/  
CONFIDENTIAL:** NO

**PURPOSE/SUMMARY:**

The purpose of this report is to seek approval for proposed schemes to be funded from the Aiming High for Disabled Children Capital Allocation.

**REASON WHY DECISION REQUIRED:**

The Cabinet Member has delegated powers to approve the proposed schemes and to refer the funding to Cabinet for inclusion in the Children's Services Capital Programme 2010/11.

**RECOMMENDATION(S):**

The Cabinet Member is recommended to:-

- (i) approve the proposed schemes detailed in this report;
- (ii) refer the funding for the proposed schemes to Cabinet for inclusion in the Children, Schools & Families Capital Programme 2010/11.

**KEY DECISION:** No.

**FORWARD PLAN:** Not appropriate.

**IMPLEMENTATION DATE:** Following the expiry of the "call-in" period for the Minutes of the Cabinet meeting.

**ALTERNATIVE OPTIONS:**

# Agenda Item 13

Not appropriate.

**IMPLICATIONS:**

**Budget/Policy Framework:** None.

**Financial:** There are no financial implications for the Council's general capital resources as all funding is from specific resources i.e. the Aiming High for Disabled Children allocation.

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

**Legal:** Not appropriate.

**Risk Assessment:** There are no financial risks associated with this report as all funding is from specific resources.

**Asset Management:** Not appropriate.

**CONSULTATION UNDERTAKEN/VIEWS**

Consultation has taken place with young people with disabilities and their families.

FD 617 - The Head of Corporate Finance & ICT Strategy has been consulted and has no comments on this report.



## 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	✓		

## LINKS TO ENSURING INTEGRATION:

The Aiming High for Disabled Children Capital Grant will contribute towards the following CYPP priorities.

- ❖ Reduce health inequalities.
- ❖ Create highly effective, inclusive learning environments for all age groups where learners can enjoy and achieve.
- ❖ Create a culture and an environment where people can make a positive contribution to their community.

## IMPACT UPON CHILDREN'S SERVICES TARGETS AND PRIORITIES:

The following priorities of the LAA will be supported positively by the proposals:-

- ❖ Improved health and reduced inequalities.
- ❖ Improving the quality of life of older people and vulnerable groups.
- ❖ Educational achievement and training.
- ❖ The health of children and young people.
- ❖ Changing perceptions.

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

Report to Cabinet Member/Cabinet – 15 September 2009/ 1 October 2009: Aiming High for Disabled Children: Proposed Scheme.

Report to Cabinet Member/Cabinet – 04/20 May 2010: Aiming High for Disabled Children: Additional Schemes.

# Agenda Item 13

## **AIMING HIGH FOR DISABLED CHILDREN: ADDITIONAL SCHEMES**

### **1. Background**

- 1.1 Members will recall that Sefton has been allocated a capital grant of £391,100 in 2009/10 to support the Government's Aiming High for Disabled Children (AHDC) programme. The aim is to provide support for families with disabled children to enable them to live ordinary family lives as a matter of course.
- 1.2 Taking into account existing approved schemes there remains £75,589 available to support new schemes. The funding is ringfenced and has to be expended by 31 March 2011.

### **2. Proposals**

- 2.1 It is proposed to allocate a further £10,000 towards the Short Breaks lounge at Crosby Lakeside Adventure Centre which will allow the flexibility required to provide short breaks for families with disabled children.
- 2.2 The balance of £65,589 will be spent on additional playground equipment for disabled children that is currently unavailable in any of Sefton's parks. Examples of such equipment are wheel chair accessible roundabouts and wheel chair swings. Other examples include outdoor sensory play equipment suitable for disabled children, which can be located in either playground spaces or the pinewoods etc. Again this type of equipment would include pieces that are not currently available in Sefton such as outdoor drum sets, talking flowers, convex and concave mirror panels and Talking Bob (A very simple idea that is completely child powered - no batteries or main power required. Children giggle and laugh as Bob repeats what they say to him in a funny voice. Bob is of all metal construction and virtually indestructible).

### **3. Recommendations**

- 3.1 The Cabinet Member is recommended to:-
- (i) approve the proposed schemes detailed in this report;
  - (ii) refer the funding for the proposed schemes to Cabinet for inclusion in the Children, Schools & Families Capital Programme 2010/11.

# Agenda Item 14

**REPORT TO:** Planning Committee  
Cabinet

**DATE:** 9<sup>th</sup> February, 2011  
17<sup>th</sup> February, 2011

**SUBJECT:** A Review of the Evidence Supporting the Core Strategy  
Options

**WARDS  
AFFECTED:** All

**REPORT OF:** Planning & Economic Development Director

**CONTACT  
OFFICER:** Ingrid Berry (Ext 3556), Alan Young (Ext 3551), Tom  
Hatfield (Ext 3555)

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

1. To inform Members about the findings of the Green Belt Study, and how this will inform the Options stage of the Core Strategy, which is the subject of a separate report on this agenda, and to seek approval to consult on minor changes to the existing Green Belt. Both of these Studies will be subject to public consultation early in 2011 before they are finalised.
2. To update Members on a review of the Strategic Housing Land Availability Assessment (SHLAA) which determines how much land is available in the urban areas. This will also be subject to consultation with stakeholders including the Sefton, Knowsley and West Lancashire Housing Market Partnership.
3. To inform Members about the future need to update our retail evidence in order to ensure that we have robust evidence when our Core Strategy is independently examined early next year.

**REASON WHY DECISION REQUIRED:**

The Green Belt Study is a key piece of evidence that will support the Core Strategy, as it indicates which areas outside the urban area have the potential to accommodate housing and / or employment to meet our future needs to 2027.

The SHLAA sets out how many new homes can be built in the urban area, and hence determines what the shortfall is that will need to be met from sites in the Green Belt, depending on which option is chosen (see the report on the Options paper which is also on this agenda).

Members need to approve both documents for consultation purposes in order to test their robustness.

# Agenda Item 14

## RECOMMENDATION(S):

That:

### Planning Committee:

- (i) notes the consultation that has taken place on the Green Belt Study with the Area Committees and some of the parishes since the previous report was deferred by Cabinet in September;
- (ii) requests Cabinet to approve the Green Belt Study and the SHLAA update for consultation purposes; and
- (iii) notes the need for a future review of the retail evidence that will support the Core Strategy, the costs of which would be contained within the Department's consultancy budget.

### Cabinet:

- (i) notes the consultation that has taken place with the Area Committees and some of the parishes on the Green Belt Study since the previous report was deferred by Cabinet in September;
- (ii) approves the Green Belt Study and SHLAA update for consultation purposes; and
- (iii) notes the need for a future review of the retail evidence that will support the Core Strategy, the costs of which would be contained within the Department's consultancy budget.

**KEY DECISION:** YES

**FORWARD PLAN:** YES

**IMPLEMENTATION DATE:** Following the "call in" period for Cabinet.

## ALTERNATIVE OPTIONS:

There are no alternatives. The Green Belt Study and the SHLAA are key pieces of evidence that support the preparation of our Core Strategy. We need to consultation on them before they are finalised, in order to ensure that these pieces of work are as robust as possible.

## IMPLICATIONS:

**Budget/Policy Framework:** None directly associated with the outcomes of this report, although the need for a future review of the retail evidence will have financial consequences.

# Agenda Item 14

## Financial:

The future retail work is estimated to cost in the region of £30K. This cost would need to be managed from within the Department's existing resources, in particular out of consultancy budgets. Approval would also be needed from the Vacancy Management Panel before this work can be commissioned.

<b><u>CAPITAL EXPENDITURE</u></b>	<b>2010/ 2011 £</b>	<b>2011/ 2012 £</b>	<b>2012/ 2013 £</b>	<b>2013/ 2014 £</b>
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<b><u>REVENUE IMPLICATIONS</u></b>				
Gross Increase in Revenue Expenditure		30K		
Funded by:				
Sefton funded Resources		30K		
Funded from External Resources				
Does the External Funding have an expiry date? No	When? N/A			
How will the service be funded post expiry?				

## Legal:

The Acting Head of Corporate legal Services has been consulted during the preparation of this report. Counsel's opinion has also been sought as part of the preparation of the Core Strategy Options.

## Risk Assessment:

The above consultation will help ensure that the evidence base that supports our preparation of our Core Strategy is robust.

## Asset Management:

This report has no implications on any of the Council's assets.

## **CONSULTATION UNDERTAKEN/VIEWS**

The Interim Head of Corporate Finance & Information Services has been consulted and his comments have been incorporated into this report. **(FD627 /2011)**

The Acting Head of Corporate Legal Services his comments have been incorporated in the report. **(Ref LD 00035/11)**

# Agenda Item 14

## CORPORATE OBJECTIVE MONITORING:

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

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

The two Green Belt studies will be published on the Council's website [www.sefton.gov.uk/greenbeltstudy](http://www.sefton.gov.uk/greenbeltstudy) & the SHLAA update on [www.sefton.gov.uk/shlaa](http://www.sefton.gov.uk/shlaa). The first two documents will not be published until consultation takes place on the Core Strategy Options, whilst the SHLAA Update will be published when consultation takes place with the House Builders Partnership for a 4 week period from mid-February.

## 1. **Background**

- 1.1 At Minute 112 (30<sup>th</sup> September 2010), Cabinet deferred the report outlining the methodology used to carry out the Green Belt Study and the draft results contained in the Study in order that we could give a presentation to each of the Area Committees prior to Cabinet agreeing that the Study should be approved for consultation purposes. Since that date presentations have been given to all the Area Committees and to a number of parish councils setting out the findings of the Study and the possible implications for their areas.
- 1.2 In December 2010, Planning Committee considered a report setting out the key findings of the Green Belt Study and the feedback from initial consideration by the Area Committees and some of the Parishes. Presentations to the Parishes have continued during January, and will continue over the next couple of months. This report also set out the evolving situation about how many new homes we need to build as a result of recent challenges to the Secretary of State's announcement last July to revoke the Regional Strategy (RSS).
- 1.3 Section 2 of this report summarises the views of Members, parish councillors and Members of the public about the Study's implications for their area and the evolving Core Strategy. A separate report on this agenda sets out the draft findings of the NLP Study which has assessed the continuing relevance of the RSS housing requirement,.
- 1.4 In March / April 2010, the key findings of the Joint Strategic Housing Land Availability Assessment were reported to Planning Committee, the Cabinet Member: Regeneration & Cabinet. This indicated that at the base date of 1<sup>st</sup> April, 2008 Sefton had a 'risk assessed' housing land supply in its urban area of 5,254 dwellings compared to a need (when assessed against the RSS requirement) of 7,916, or a 9.4 year supply.
- 1.5 We have now updated the Study's findings to a base date of 1<sup>st</sup> April, 2010. The key findings of the update are set out in Section 3 of this report.
- 1.6 In July / August 2009 Members were informed of the key findings of the Retail Strategy Review Update, including health checks of Bootle and Southport town centres, which had been carried out by our retained retail consultants. However, this only updated the findings of the last District, Local Centres and Shopping parades Study, which had a base date of 2004, and not the original data. It is widely accepted that these studies should be updated at least once every five years and more frequently where significant retail change has taken place. In Sefton, this has included not only the opening of the Tesco and Asda superstores in south Sefton and other retail development, but also the impact of Liverpool One on our centres.
- 1.7 This means that although the Update took account of the recession, its findings are beginning to get very outdated. The need for a complete new Study is set out in Section 4 of this report.

# Agenda Item 14

## **2. The Green Belt Study and the Options paper**

- 2.1 We have used the briefings with Area Committees and parish councils to ensure that Members and parish councillors fully understand the factors driving our Core Strategy, including the quality and robustness of the evidence base we have collected.
- 2.2 All have accepted our assumptions about why we need to go into the Green Belt if we are to produce a 'sound' Core Strategy to meet our future housing and employment needs. They have also understood why we are unlikely to be able to meaningfully increase the supply of land in the urban area from other sources, and that, as a result, we are unable to meet all of our future needs in the urban area.
- 2.3 In all areas, Members, parish councillors and members of the public have agreed that we should not be seeking to meet future housing needs in only one or two areas, and should seek to meet needs in the areas where they arise. They also were clear that we need to be precise about which areas of land could be developed, and should not identify "broad locations" in the Green Belt.
- 2.4 Members and parish councillors were also unanimous in expressing the view that we needed to consult people on our proposals in the areas where they were most affected. Thus in Southport, we needed to consult people locally in Churchtown and Ainsdale, whilst in the rural areas, we needed to engage with people where they live.
- 2.5 We have taken these comments into account as far as we can in preparing the Options paper, which appears elsewhere on this agenda.
- 2.6 In addition to the main Green Belt Study, we have also reviewed the boundaries of the existing Green Belt to ascertain whether they formed a robust basis for carrying out the Green Belt Study. A small number of minor amendments are proposed, mainly to correct drafting errors arising from the scale at which the Green Belt boundary was initially built, or to take account of subsequent development. None of the proposed alterations alter the extent of the Green Belt.
- 2.7 Like the main Study, any comments received on the draft "Boundary Review Study" will be assessed and reported to Members before the study is finalised.

## **3. Strategic Housing Land Availability Assessment (SHLAA)**

- 3.1 The SHLAA study is one of the key evidence gathering studies underpinning the Core Strategy. It has been undertaken in order to assess how much land is potentially available for new housing within the urban areas of Sefton over the next 15 years. In making this assessment, the study provides a picture of how much urban land is left that is suitable and available for development, and have a realistic prospect of being developed.
- 3.2 The general approach to undertaking SHLAAs is now well established. Sefton's last SHLAA had a base date to 1<sup>st</sup> April 2008 and was undertaken jointly with



Knowsley and West Lancashire Councils. The recent SHLAA has updated the Study to 1<sup>st</sup> April 2010, and has also been carried out in collaboration with Knowsley and West Lancashire Councils. Consultation on the update will be carried out in conjunction with these Councils, and includes discuss with the Sefton, Knowsley and West Lancashire Housing Market Partnership.

3.3 In identifying potential sites, Sefton's SHLAA update has drawn from the following sources:

- Sites with planning permission for housing
- Sites with expired planning permission for housing
- Sites that are allocated for housing in Sefton's Unitary Development Plan
- Council owned sites that are surplus to requirements
- Sites submitted to the Study by land owners and developers
- Sites identified in previous housing land studies

3.4 As part of the SHLAA update (as well as for the original Study) we have undertaken a 'Call for Sites' exercise. Landowners and developers were asked to submit potential housing sites for consideration. A small number of new sites were identified as a result of this process. Green Belt sites were specifically excluded from the assessment process.

3.5 Due to the large number of small sites (below 0.1 ha) without planning permission, a 10% sample approach was taken to updating these sites. It is not possible to disaggregate these by settlement.

3.6 The Study calculated that there was potential for an additional 5,154 new homes to be developed in Sefton's urban areas compared to 5,254 in 2008. However, when future known demolitions and Sefton's historic underperformance against housing targets are factored in, the 'net' supply is reduced to 4,343. The differences can be explained for a variety of reasons. On the 'plus' side, this is as a result of 'windfall sites' being identified through the 'Call for Sites' process, and on the 'down' side as a result of a number of issues including viability and the assumptions about the potential contribution from backland sites in Southport. Full details will be provided in the SHLAA update report when it is published on the web.

3.7 This supply of sites is not spread evenly throughout Sefton, as is shown in the table below:

<b>Settlement</b>	<b>0 - 5 yrs</b>	<b>6 - 10 yrs</b>	<b>11 - 15 yrs</b>	<b>Total</b>
Bootle (inc Netherton)	1526	518	106	2149
Crosby & Hightown	347	107	8	463
Formby	186	9	39	234
Maghull & Aintree	118	36	2	155

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Southport	1071	684	49	1804
Small sites (<0.1 hectares)	0	360	0	360
<b>GRAND TOTAL:</b>	3248	1714	204	<b>5154</b>

- 3.8 Members may notice that the total figure is 11 less than the sum of the figures above. This is due to rounding up figures to whole numbers.
- 3.9 As can be seen, the majority of the potential development sites are clustered in Bootle and Southport. This has implications for meeting housing needs arising in other settlements, and will be addressed in the Options paper (a separate report on this agenda).
- 3.10 Members should note that the land supply identified will not necessarily cover every single site that will be developed for housing in the years ahead. Unforeseen sites (i.e. 'windfall' sites) will always come forward, and these sites will be factored into our calculations as they come through the planning process. However, the clear thrust of government guidance is that no allowance can be assumed for such sites as part of any SHLAA.
- 3.11 If we continue to build houses at an average of 500 a year (as stipulated in the soon-to-be-abolished RSS) then this supply of land would last for just under 9 years. This has clear implications for the emerging Core Strategy, which is required to plan ahead for 15 years.

## **4. The need for updated retail work**

- 4.1 PPS4 : *Planning for Prosperous Economies* is clear that in assessing the need for retail development local planning authorities should, among other things, 'assess the need [i.e. for new retail floorspace] over the development plan document period, as part of the plan preparation and review, and update such assessments regularly.' In this regard, it is widely accepted that such assessments should be updated at least once every five years and more frequently where significant retail change has taken place. This requirement has been consistently confirmed by the Planning Inspectorate at development plan (including Core Strategy) inquiries and at S78 planning appeals.
- 4.2 Importantly the last District, Local Centres and Shopping Parades Study was undertaken in 2004 and this fed (by providing reliable and up-to-date estimates of local out-of-centre retail floorspace) into the last full survey based Retail Strategy Review which was undertaken in 2005, albeit the latter was partially updated (without any further survey work but taking account of recent forecast retail expenditure changes) in 2009. The cost of these studies at the time they were undertaken was £50k. In the intervening period significant changes will have taken place in the pattern of retail activity in Sefton, arising from such developments as Liverpool 1 (which will have a major impact on comparison retail trading patterns in the sub- region) and the two new major foodstores in

South Sefton (i.e. Asda at Bootle and Tesco at Lanstar), together with a significant number of smaller retail developments across the Borough.

- 4.3 Given the above, it is therefore apparent that there is an urgent need to undertake further retail studies for Sefton in the early part of 2011/12 to (a) inform the emerging Core Strategy process with regard to retail policy matters and potential future land allocations and (b) provide a continuing and up-to-date evidence base to inform advice and decisions on future retail planning applications. Bearing in mind the current very tight budgetary situation and the increasing need to undertake these studies in a cost effective way, our retained retail consultants WYG are currently firming up a price for this work but have provisionally indicated that the District and Local Centres and Shopping Parades Study and the Retail Strategy Review could be undertaken for a combined cost of £30k of which almost a third (£9k) would relate to subcontracted survey costs (which are fixed) for the Retail Strategy Review. WYG have also confirmed that new health checks for Bootle and Southport town centres would be included in this overall price. It is anticipated that this cost can be contained within the Department's consultancy budgets.
- 4.4 A further report on this matter will follow at a later date.

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# Agenda Item 15

**REPORT TO:** Planning Committee  
Cabinet

**DATE:** 9<sup>th</sup> February, 2011  
17<sup>th</sup> February 2011

**SUBJECT:** **Core Strategy for Sefton – Options Paper**

**WARDS AFFECTED:** All

**REPORT OF:** Andy Wallis  
Planning and Economic Development Director

**CONTACT OFFICER:** Steve Matthews  
Telephone 0151 934 3559

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To ask Members to approve the Core Strategy Options Paper for public consultation.

**REASON WHY DECISION REQUIRED:**

To ask Members to approve the Options Paper for consultation

**RECOMMENDATIONS:**

That **Planning Committee:**

- (1) notes the contents of the draft Core Strategy Options Paper, including the implications for meeting Sefton's housing and employment land requirements to 2027;
- (2) notes the arrangements for consulting on the draft Options Paper
- (3) requests Cabinet to approve the draft Options Paper for consultation.

That **Cabinet:**

- (1) approves the Core Strategy Options Paper for consultation; and
- (2) delegates to the Planning and Economic Development Director the authority to make minor editorial changes to the draft Options Paper, including making sure that it is in Plain English, and other presentational changes

**KEY DECISION:** Yes

**FORWARD PLAN:** Yes

**IMPLEMENTATION DATE:** Following expiry of call in period after Cabinet meeting on 17<sup>th</sup> February 2011.

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**ALTERNATIVE OPTIONS:**

The only alternative option would be not to have prepared the Options Paper. This is a key stage in the preparation of a Core Strategy for Sefton which is a statutory requirement.

**IMPLICATIONS:**

**Budget/Policy Framework:**

N/A

**Financial:**

The only costs at this stage are to do with consultation - preparing and printing documents and leaflets, room hire, holding focus groups etc. These costs are unlikely to exceed £5,000 and will be contained within the Local Plans budget held by Planning Department. There are expected to be other future costs associated with the independent examination of the Core Strategy into 2012/13, and these are, as yet, unquantifiable but will be discussed in further reports to Members over the coming 12 months. It is acknowledged however, that such costs would need to be managed from within Planning Department's existing budgets.

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

**Legal:**

No comments

**Risk Assessment:**

Without an Options Paper it will not be possible to make progress in preparing a Core Strategy for Sefton which is a statutory requirement. This is an overarching strategy which is meant to tie in to various other strategies (Sustainable Community Strategy and others), and so represents a great

opportunity to improve places in Sefton and to promote a better quality of life for all. Not to prepare the Core Strategy would mean foregoing that opportunity.

**Asset Management:** N/a

## CONSULTATION UNDERTAKEN/VIEWS

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

**FD631/2011**

The Legal Services Director has been consulted and has no comments.

## CORPORATE OBJECTIVE MONITORING:

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

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

- Strategic Housing Land Availability Assessment (February 2010) and draft update (February 2011).
- Statement by the Rt Hon Greg Clark MP, Minister for Decentralisation. (13<sup>th</sup> September 2010).
- Joint Employment Land and Premises Study (January 2010).
- Liverpool City Region Development Land Needs and Supply Overview Study draft (Feb 2011).
- Green Belt Study draft (September 2010)
- Review of the Former Regional Spatial Strategy Housing Requirement for Sefton draft (Feb 2011).

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## 1. Background

- 1.1 The Options Paper is a key stage in preparing a Core Strategy for Sefton. The Core Strategy will help to shape development and guide investment decisions in Sefton up to 2027, and so is a critical document for the future of Borough. It provides the strategic framework within which all of the other development plan documents will be produced.
- 1.2 The Government agenda for planning and the way it is delivered is evolving quickly, with changes to the regional tier and proposals for neighbourhood plans. However, the Government remains committed to the place of the Local Plan in the form of the Core Strategy (and the Local Development Framework of which it is part). The will provide the context both for preparing neighbourhood plans and against which national planning policy will be interpreted.
- 1.3 Whilst the Core Strategy is principally concerned about the use of land, it is also concerned with anything which has an impact on places and communities e.g. unemployment, health, air pollution, safety. It is closely linked with the Sustainable Community Strategy, for which it is meant to be the 'spatial' expression (i.e. deals with those aspects relating to specific places).
- 1.4 In early summer 2009 there was extensive consultation on the issues facing the Borough. Following this the Council was advised that it would have to indicate how it could meet the Borough's needs for land for new homes and jobs for the entire period of the plan, up to 2027. Properly planning for both is crucial to the future welfare and economy of the Borough.
- 1.5 While the Options Paper identifies a range of issues which it considers are important to Sefton and need to be tackled, two matters have a particular implication for the use of land. These are the need to find land for new homes and for new jobs. And of these two, land for new homes affects each community in Sefton.
- 1.6 As the evidence has shown, based on a number of studies, there is only enough land in the built-up area to meet anticipated needs for a few years, it was agreed to carry out a detailed study of the Green Belt. The conclusions of the draft Study were reported to Planning Committee and Cabinet in September. Cabinet deferred consultation on the Study until it had been considered by Area Committees.
- 1.7 This consultation has now taken place and the findings of the Study have been taken into account in preparing this Options Paper. (See further report on agenda: 'A review of the evidence supporting the Core Strategy Options').

## 2. Key issues

- 2.1 The 2009 consultation included debate at focus groups, discussions with many organisations and groups, and meetings with individuals. The main purpose was to discover what people thought were the main issues facing the



Borough. This extensive and exhaustive approach has provided a rich source of information, and has anticipated the current focus on 'localism'. In addition, over the past 4 months, we have given presentations to all Area Committees and most Parish Councils. The current Paper has been able to take proper account of these local views.

2.2 Added to this, studies have been carried out on a range of topics, either by Sefton alone, or with some or all of the Merseyside authorities. A great deal of knowledge and understanding has been built up of a wide variety of factors which influence life in Sefton. These studies include an assessment of:

- how much land is needed for new homes and jobs
- what types of homes, including affordable homes, are needed
- what are the implications of flood risk on development
- which areas should be protected for their ecological value
- which areas have potential for renewable energy.

2.3 We have also taken account of the priorities in published in the strategies of our partners e.g. on matters such as regeneration, health, transport, economy. There is also much published information which reveals a great deal about Sefton e.g. from the Office of National Statistics.

2.4 All of these sources have helped us to identify a number of key issues and challenges which the borough faces, and which it is considered should be tackled by the Core Strategy. These are listed in Figure 1 below.

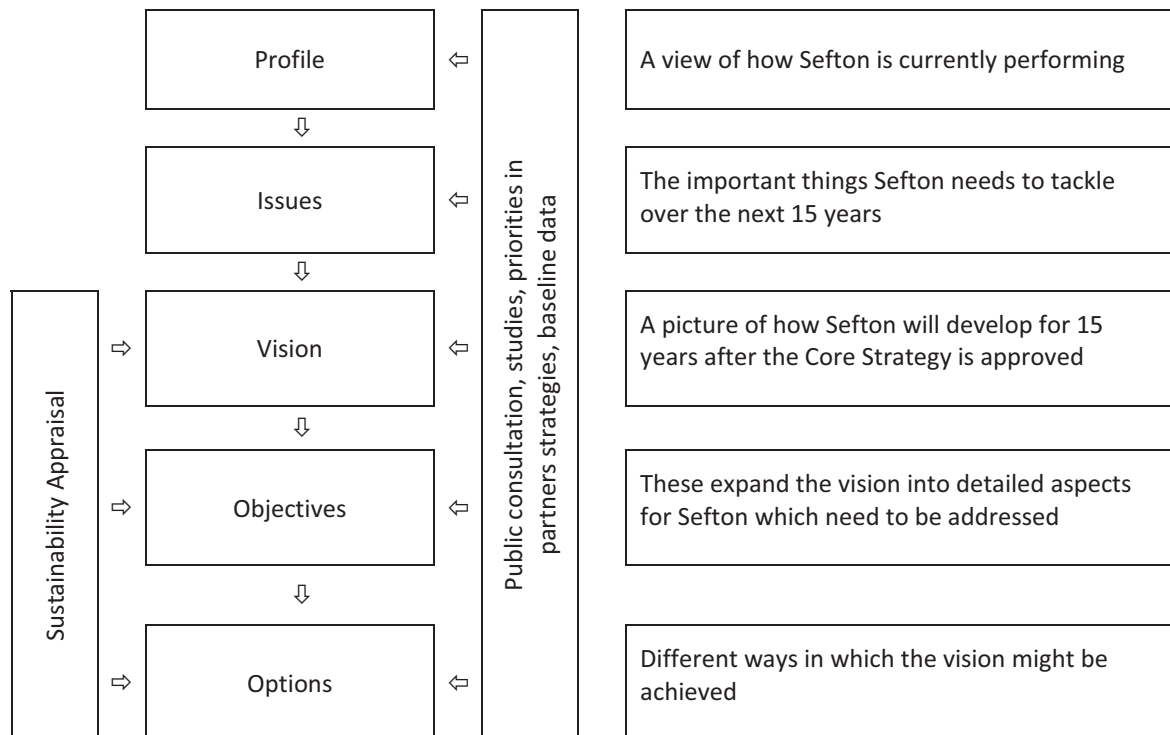
**Figure 1 Suggested key issues and challenges to be addressed by the Core Strategy**

- ◇ Where should we provide new homes to meet our needs up to 2027, making sure that we avoid the risk of flooding, and conserve and enhance Sefton's high quality natural environment
- ◇ How can we meet the need for affordable homes, in particular in Southport and Formby (where the need is greatest)? How can we provide more private housing in the south of Sefton to make sure there is more choice? And how can we reduce the number of empty homes?
- ◇ Given that Sefton has a much older population than the north west or national average, especially in Southport, what are the implications for providing the right kind of homes, and for health and social care?
- ◇ How can we make sure more people get around without having to rely on the car, and have better access to key services and facilities?
- ◇ How can we support the local economy whilst seeking to increase enterprise, develop skills & sustain business growth to reduce the percentage of people who are not in education, employment or training?
- ◇ How can we enable the Port to grow whilst ensuring that amenity is not harmed and that appropriate compensation is provided for any impact on protected wildlife sites?
- ◇ How can we ensure that our local centres remain competitive and viable, and continue to perform a valuable role within their communities?
- ◇ How can we ensure that we provide for the right kind of shops in the right locations to meet the needs of our communities ?
- ◇ How can we meet the challenge of climate change, making the most of the opportunities for renewable energy, sustainable design and efficient use of resources.

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## 3. How the Options Paper is laid out

3.1 The following diagram shows the different elements of the Options Paper, as recommended in Government guidance.



## 4. The Options

4.1 The Options set out different possible ways of achieving the vision and objectives. The main difference between them relates to the number of homes which it is intended to provide over the period of the Plan.

4.2 The options proposed in the Paper are based on meeting different levels of need for new homes and jobs.

4.3 This uses information derived from six key studies:

1. Strategic Housing Land Availability Assessment (SHLAA)

This study of the capacity of Sefton's urban area to accommodate new housing development was first carried out in 2008, and was updated in 2010. The original study included a street by street analysis of opportunities for development over a 15 year period concluded that there is capacity for around 4,850 dwellings in the urban area.

## 2. Housing requirement

- A study has just been completed of what the housing requirement should be for Sefton for the period of the Core Strategy. It proposes that the appropriate figure is 480 dwellings a year. This updates the Regional Spatial Strategy (RSS) figure of 500 dwellings. The attempt by Government to abolish RSS in July 2010, has since been held to be unlawful, but is expected to be finally abolished when the Localism Bill is enacted later in 2011.
- Greg Clark, Minister of State, said in 2010 (when RSS was first abolished) that local authorities could “reintroduce their own assessment of the housing need in their area. But it needs to be rigorous. They can’t just pick a number and put it in and regard that as being the end of it. They need to make an assessment ... and justify that, in their plans”. This housing study does exactly that.

## 3. Joint Employment Land and Premises Study

This study recommended that Sefton should accommodate jobs over the Core Strategy period in two key ways:

- protecting its existing employment land and ensuring that current employment sites and premises are redeveloped to meet new demands, and
- providing a new site in the north of Sefton (recommended to be to the east of Southport) of about 20 hectares as a replacement to the Southport Business Park when it has been mainly developed (i.e. likely to be from the early 2020s onwards).

## 4. Liverpool City Region Development Land Needs and Supply Overview Study (Overview Study)

One possibility for meeting our needs for land for homes and jobs is to investigate whether adjoining local authorities can help us. An Overview Study commissioned by all the local authorities in Greater Merseyside has investigated the potential for this.

This is still to be completed but we understand that it will conclude that West Lancashire and Knowsley face a similar shortage of land for housing as Sefton does; Liverpool could make a very modest contribution to meeting needs in south Sefton i.e. only in relation to Bootle and Netherton, but only if the housing market altered radically and people were prepared to change their current housing aspirations.

## 5. Green Belt Study

The urban area is so tightly bound by the Green Belt (which has been in place, unaltered, since 1983) that any land which is not in the built-up area is necessarily in the Green Belt. Releasing land for development in the Green Belt is a last resort, however it is to be noted that Green Belt boundaries have now endured for 28 years without needing to be substantially altered.

A study has identified possible locations for development in the Green Belt which would cause least harm to the purpose of the Green Belt. Obstacles to development such as flood risk, and nature and heritage value were taken into account, but no consultation has taken place yet

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with land owners. An update on this study is reported elsewhere on this agenda.

## 6. Review of the Former Regional Spatial Strategy Housing Requirement for Sefton

Nathanial Lichfield and Partners (NLP) have been appointed to undertake a review of the Regional Spatial Strategy (RSS) housing requirement figure for Sefton of 500 dwellings a year, in order to establish what the 'right' housing requirement should be for Sefton for the period of the Core Strategy to 2027. This study is nearing completion and will be reported, in full, to the next meeting of Planning Committee. Initial findings of the study are reported in a separate report on this agenda. It proposes that a new housing figure of 480 dwellings a year is appropriate for Sefton, taking account of all demographic, housing and economic information currently available. The anticipated abolition of RSS when the Localism Bill is enacted later in the year, amongst other reasons, provides a clear justification for undertaking an early review of the RSS housing figure for Sefton.

4.4 Three options are proposed. These are explained in brief first, then their implications are explained, including how they address take account of the conclusions of the above studies.

- **Option One - Urban containment:** new housing will only be permitted within the built-up area and no Green Belt land will be released for development, even if that means some needs cannot be met;
- **Option Two - Meeting identified needs:** this will meet Sefton's needs for homes and jobs, based on a combination of the anticipated growth in the number of households, existing need for affordable housing, need for local labour supply and the recommendations of the employment land study;
- **Option Three - Stabilising Sefton's population:** this will identify a much greater amount of land in the Green Belt, mainly for new homes, but also for new jobs.

4.5 None of these options involve a growth in Sefton's population although the third will achieve a stable population.

Option One will mean a faster decline in population than the current rate of decline;

Option Two will mean that the population will continue its current slow decline; Option Three will mean that the population will hold steady at its 2010 level (ie 272,100).

### **Housing Land Supply**

4.6 Our housing study (the 'SHLAA' – referred to in 4.3 above) shows that we only have enough housing land in the urban area to last for around 9 years (assuming 480 homes a year. As part of this assessment, we have considered further the potential of the urban area to accommodate more dwellings e.g.

- ◇ building at higher densities

- ◇ building on employment land
- ◇ developing on underused or undervalued greenspaces
- ◇ bringing empty homes back into use.

4.7 The potential from these sources is very limited:

- ◇ the apartment market is likely to be flat for the foreseeable future, and members have been quite clear that they do not want higher densities
- ◇ we have a clear shortage of employment land, and whilst a limited number of mainly free-standing employment premises within primarily residential areas may transfer into housing uses over time, this potential is limited
- ◇ members have said that greenspace should generally be protected – Planning Committee will be considering a report (elsewhere on this agenda) on a greenspace study showing some limited potential from this source
- ◇ empty homes – this is a difficult and costly issue to resolve; in any event the advice that we have been given (which we are checking) by government is that whilst we should endeavour to bring back vacant homes into use, they are existing dwellings and cannot add to the supply of new homes [Cabinet will be considering a separate report on this].

4.8 Option One would be based on building only within the existing urban area. This could be achieved by building 285 homes a year to 2017. Whilst this Option would not involve the loss of any Green Belt, it would severely limit our ability to meet affordable housing needs, especially over the medium to longer term and it would lead (because of our declining and ageing population) to a significant fall in the size of the Sefton's local labour supply. Nor would it meet the requirements of the employment land study, as a site of the size required (20 ha) could only be provided in the Green Belt.

4.9 Conclusion on Option One: This option would promote regeneration initially by concentrating development within the built-up area. However, people would be likely to move away to find homes and jobs, especially those with skills, and this would be likely to damage the Borough's economy. This option would not meet many of our housing needs, either for general or affordable housing.

**Option Two - Meeting identified needs**

4.10 This option is based on meeting needs for homes and jobs, and would result in around 4,850 dwellings being built in the urban area, and approximately 3,700 in the Green Belt. [To give an idea of the likely landtake, Hightown has around 900 homes. It is built at relatively low density, so the area needed would be in the order of around 4 times the size of Hightown]. This would be likely to mean development in the Green Belt around most of our communities though the priority would be to build in the urban area first.

4.11 Conclusion on Option Two: This Option will meet anticipated needs for both homes and jobs. It is based on up-to-date information about the need for new homes. It would provide for more affordable homes, but will still only meet a proportion of Sefton's total need. This approach would be likely to mean developing on some grade 1 agricultural land. It would help to sustain existing

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services and facilities, though new infrastructure would also have to be provided to service the new sites.

- 4.12 Under this option, the number of people living in Sefton would continue to decline, although the number of households would remain constant. The local labour supply would also be lower, as a result of the older population, so more people would commute to work in Sefton, which could add to congestion.

## **Option Three – Stabilising Sefton’s population**

- 4.13 This option would require 7,750 dwellings to be built in the Green Belt, in addition to 4,850 in the urban area. This would allow for the stabilisation of the Borough’s population at the current level.
- 4.14 This would mean more and larger sites being released from the Green Belt adjoining each of Sefton’s communities (again with the exception of Bootle and Litherland). There would be a much greater impact on areas of Grade 1 agricultural land and areas with local nature value. This option would more than meet anticipated needs for both homes and jobs.
- 4.15 Conclusion on Option Three: This option would be able to provide the greatest number of homes, including affordable homes and specialist accommodation (e.g. for elderly people), and would be able to provide most infrastructure. A stable population would help to justify existing levels of services and facilities (e.g. schools), and would also result in a greater proportion of people of working age. This option would anticipate homes being built at levels which have not been achieved within Sefton for the past 30 years. It would also mean a substantial encroachment into the Green Belt.

## **Conclusions on Options**

- 4.16 Although Regional Spatial Strategy (RSS) is likely to be abolished before the Core Strategy is published, Option Two most closely matches the housing requirement it proposes for Sefton (500 homes a year) and which our Core Strategy ought to be consistent with.
- 4.17 Option One has the advantage of not involving any Green Belt release, but would come with significant risks. As mentioned in section 4.3 above, government advice is that local authority make an assessment of housing need, and justify that, in their plans. If we did not comply with national planning guidance, this Option would leave the Core Strategy at serious risk of being found ‘unsound’.
- 4.18 This would mean that we would have to start the Core Strategy again from scratch, which would be costly. It would also mean that we would soon not be able to have a five year supply of land. We would be vulnerable to challenge by developers wanting to build in the Green Belt. Whilst we could refuse such planning applications, a developer could then lodge an appeal to the Planning Inspectorate on the basis that we were not meeting local housing



needs. If granted, this could lead to a number of unplanned housing developments being allowed in Green Belt on appeal, against the wishes of the Council.

- 4.19 Option Two offers the best balance between meeting Seftons' needs and keeping the impact on the Green Belt to the minimum.

## 5. Which land is considered suitable for new homes and jobs?

### Land for homes

- 5.1 It is suggested that a key principle governing which sites should be identified for new homes is that, as far as possible, sites should be located close to the community where the need arises.
- 5.2 Traditionally Southport and Bootle have been the main source of development over the past 30 years and this is where future needs are likely to be greatest. Now land is running out in these areas, and there is no Green Belt immediately adjacent to Bootle.
- 5.3 The main areas of search in the Green Belt are next to the settlements in central Sefton – Crosby, Maghull, Aintree, Formby and the villages. There are also a few areas around Southport.
- 5.4 The ability of settlements to accommodate new development is important – do they have the appropriate infrastructure? This ranges from roads, water, sewerage, gas and electricity to shops, schools, health, green spaces and other community facilities. In general the larger settlements are well provided with these facilities and services, while the villages lack many of them.
- 5.5 If new development is able to bear the cost of new facilities, then this may be a reason for recommending an extension to a town or village. In some circumstances, the existing settlement could benefit by much needed new services being provided.
- 5.6 As a result, development is not proposed adjacent to the smaller villages, such as Ince Blundell, as these would not be sustainable locations for new development, and the amount of development required to support the provision of any services that are lacking would not be proportionate in relation to the size of the village.
- 5.7 The Options Paper indicates the amount of land which would be needed to meet Options Two and Three which require release of land in the Green Belt. It also identifies those sites the development of which would cause least harm to the Green Belt.

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## **Land for jobs**

- 5.8 In relation to land for jobs, the Employment Land study recommends a site of approximately 20ha in the north of the borough. A sufficient size of site could only be found in the Green Belt. The most suitable locations would be east of Southport or north of the Formby Business Park, with a preference for land to the east of Southport..

## **6. When might we need to develop land in the Green Belt?**

- 6.1 Our housing land study (SHLAA) suggests there is enough land within the built-up area to meet the Borough's housing needs for around nine years. This would appear to suggest that there is no requirement to release land from the Green Belt for some time, except under option three.
- 6.2 However, the Government requires local authorities to have a five years' supply of housing land at all times. Such sites have to be "suitable, available and deliverable". Not all sites which identified in the housing land study meet these tests.
- 6.3 This strict requirement means we must make sure that at least some (though not all) land identified in the Green Belt would be available for development soon after the Core Strategy is approved in 2012, since by then or soon after we may start to struggle to achieve a five year supply.

## **7. What happens next?**

- 7.1 It is proposed to consult on the Options Paper for 12 weeks from mid March to the end of May. It is aimed to reach a wide variety of groups and people, through drop-in events, focus groups and displays.
- 7.2 Sefton East Parishes Area Committee has asked to receive the views of the parishes before it comments. Other parishes have indicated that they would like to receive presentations. It would seem appropriate to report to Area Committees after consultation with the parishes. Following this a report will be brought back to Planning Committee and Cabinet in the summer.
- 7.3 The next stage is to identify our preferred option and prepare and consult on detailed policies for the Core Strategy. Following this the draft Core Strategy will be published which will set out the Council's preferred approach. It is anticipated that the final Core Strategy will be submitted for independent examination in late spring 2012, and adopted in late 2012.
- 7.4 In view of the number of stages still to be completed before the Core Strategy is adopted, it is important that progress is maintained. If there are delays, the Borough's five year land supply will be under threat. The Council is likely to receive applications for development on other sites within the Green Belt,



which could be granted permission at appeal. This would mean that the Council would lose control over which sites within the Green Belt would be developed.

- 7.5 Any delay would create a further problem. The preparation of the Core Strategy must be based on up-to-date evidence. A large number of studies have already been completed and these provide the basis of the policy approach on a wide variety of matters. If there is delay, this evidence will get out of date and will not be able to defended at examination. Updating the studies will be costly and time consuming.

## Core Strategy for Sefton

# Draft Options Paper

January 2011

## Contents

### Introduction

- 1 Context
- 2 Profile of Sefton
- 3 Issues and challenges
- 4 Vision, aims & objectives
- 5 Options (incl summary chart & plans for each Option)
- 6 Spatial Strategy
- 7 Sites in the Green Belt
- 8 Next steps

### Technical Appendices

- A What the options mean for different community areas
- B Implementing the Core Strategy

## Introduction

### **What is the Core Strategy and how can you get Involved?**

The Core Strategy is the key plan that will help shape how our towns and villages, our coast and countryside, will look up to 15 years ahead. It will also set out the priorities for investment and will help us make decisions on planning applications.

The Core Strategy will help us address a number of important challenges and opportunities over the plan period to 2027. The Government says we must prepare a Core Strategy. We must do this with people who live and work in Sefton. This is your chance to influence how the Core Strategy will shape Sefton's towns, villages and countryside in the future.

### **What have we done so far?**

We consulted widely in summer 2009 to find out what people think are the important issues the Borough will face over the next 15 years.

We have carried out a range of studies to give us up to date evidence on key areas:

- How many new homes do we need and where should they go?
- What size and type of homes are needed (e.g. for families, elderly people, single people)?
- Where will people work?
- How can we make sure development takes account of flood risk?
- How can we make the most of our greenspaces?
- Which areas contribute most to the overall purpose of our Green Belt?

We have also had discussions with our partners such as NHS Sefton, the Environment Agency, utility providers (e.g. road, water, gas), the Port of Liverpool and local businesses. This has helped us to take account of their priorities in this early stage in preparing the Core Strategy.

### **What decisions do we need to make and who will make them?**

This document is the Options Paper. We have set out three options based on different numbers of people who will live in Sefton in the future in Section 5, and what each will mean for the different parts of our area. Once we have obtained your views, whether as a member of the public, or an interested group or organisation, we will identify a Preferred Option to take forward in our draft Core Strategy.

Although this decision will be made by the Council's Planning Committee and Cabinet, it will only be made after extensive public consultation.

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## **How can you get involved?**

We want to hear your views on the different options.

We will be holding events in each of the seven Area Committee areas and in some of the parishes and other areas that will be most affected by the Options. Please see our website ([www.sefton.gov.uk/corestrategy](http://www.sefton.gov.uk/corestrategy)) for further details.

We will also be discussing the Options with a wide range of other local interest groups and organisations.

Please refer to our website for up to date information on how you can comment, and events you can attend where you will be able to discuss your views and ask questions.

If you wish to discuss any aspect of this Options Paper, please contact us in one of the following ways:

Planning Policy  
1<sup>st</sup> Floor Magdalen House  
30 Trinity Road  
Bootle  
L20 3NJ  
[core.strategy@sefton.gov.uk](mailto:core.strategy@sefton.gov.uk)

(0151) 934 3558

Understanding the Options Paper

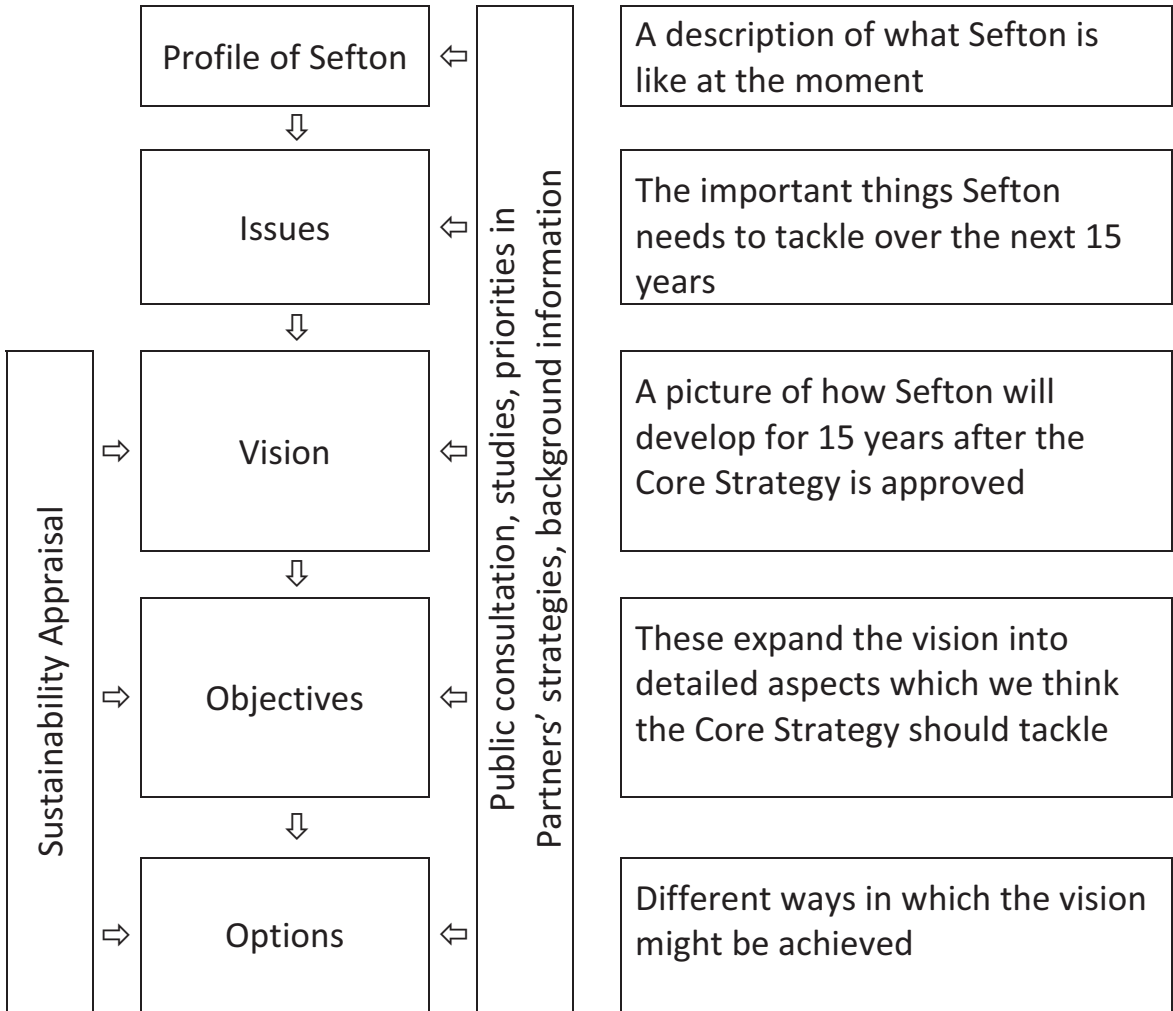


Figure 1: The main sections of the Options Paper, and what they mean.

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## 1 Context

1.1 The Core Strategy will help shape Sefton over the next 15 years, and aims to make Sefton a better place for all our communities.

### National context

1.2 The Core Strategy is being prepared at a challenging time when the national economy is declining and there is less 'public' funding available to implement our proposals. It will be even more important for the Council, other agencies and the communities of Sefton to work together, and make the most of the limited resources available.

1.3 Sefton has benefited from a variety of national and European initiatives for many years, which have assisted in the regeneration of south Sefton and the central area of Southport. Much of this funding is now tailing off and new approaches will be required.

**Regeneration has been a key priority of Sefton Council for more than 30 years and will continue to be a major focus of our efforts.**

1.4 We think it is important for our communities to be as sustainable as possible – that is, this means trying to improve the quality of life which people can enjoy. This is a key priority of the Government. Our approach in the Core Strategy is based on a number of themes from the Government's definition of sustainable communities, and these will help us to promote sustainable development.

- Healthy, inclusive and safe;
- Environmentally sensitive;
- Quality homes and neighbourhoods;
- Well connected; and
- Thriving.

1.5 These themes run through the Options Paper, and provide a checklist for all that we propose to do.

### Changing regional context

1.6 Major changes are proposed to the regional tier of government, which the Localism Bill proposes to abolish. As part of these changes, the Government intends to revoke the Regional Strategy (RSS).

1.7 Many of the regional bodies that have traditionally supported regeneration at a local and sub-regional level are also changing. The Regional Development Agency will be replaced with a Local Enterprise Partnership for Merseyside. This will play a central role in determining local economic priorities and undertaking activities to drive economic growth and the creation of local jobs.

1.8 Sefton is not an island! It is an integral part of the Liverpool City Region with which it has close ties at a number of levels. There is a shared policy approach on a wide variety of matters. This means that the approach which Sefton takes on a variety of matters needs to reflect :

- Many people choose to live in Sefton and work in the Liverpool City region – the two areas have close economic, cultural and transport ties

- The Merseyside authorities work closely in developing policy and agreeing Merseyside wide priorities e.g. agreeing priorities for economic growth, promoting sustainable transport, managing the disposal of locally produced waste, and identifying potential for renewable energy.
- In particular, south Sefton & north Liverpool both share high levels of deprivation; a joint study has led to a Strategic Regeneration Framework and a commitment to tackle these issues together.

## **Linking with other local initiatives**

1.9 At a local level, the Core Strategy must tie in with the Sustainable Community Strategy. This aims to make Sefton 'a great place in which to live, work, learn, visit and do business'. Through this strategy the Council and the Sefton Borough Partnership are also committed to the Government's vision of delivering sustainable communities.

1.10 Within Sefton, the Council and other organisations produce plans for regeneration, improving healthcare, learning and schools, and local and neighbourhood plans. As far as possible, these priorities are reflected in the Core Strategy, and it is essential that these organisations work together closely in implementing the Core Strategy.

1.11 Many of the Parish Councils are currently producing Parish Plans for their communities. These need to largely conform with our Core Strategy and other plans we produce, but will also reflect other local priorities and issues. These will take on a more formal role following the enactment of the Localism Bill in 2011/2012.

## **Keeping the focus on sustainability**

1.12 Local authorities are required to carry out a **Sustainability Appraisal**<sup>1</sup> (SA) of their Core Strategies to make sure they are as sustainable as possible. This is carried out at each stage in the preparation of the Strategy. As part of developing the options for the Core Strategy we have carried out two initial stages of sustainability appraisal, the key findings of which are set out in the relevant parts of the Options Paper.

1.13 The Core Strategy has also been assessed under the **Habitats Regulations Assessment** process, which is designed to protect the integrity of internationally important nature sites.

1.14 In Sefton these internationally important nature sites are the Sefton Coast Special Area of Conservation (SAC), the Ribble and Alt Estuaries Special Protection Area (SPA) and Ramsar site, and the Mersey Narrows and North Wirral Foreshore potential SPA and proposed Ramsar site.

1.15 The 'screening' carried out under this process recommends that specific policy wording (for example relating to recreational green space and habitat creation in relation to Green Belt sites) is needed to protect the integrity of the network of those sites which are internationally important for nature.

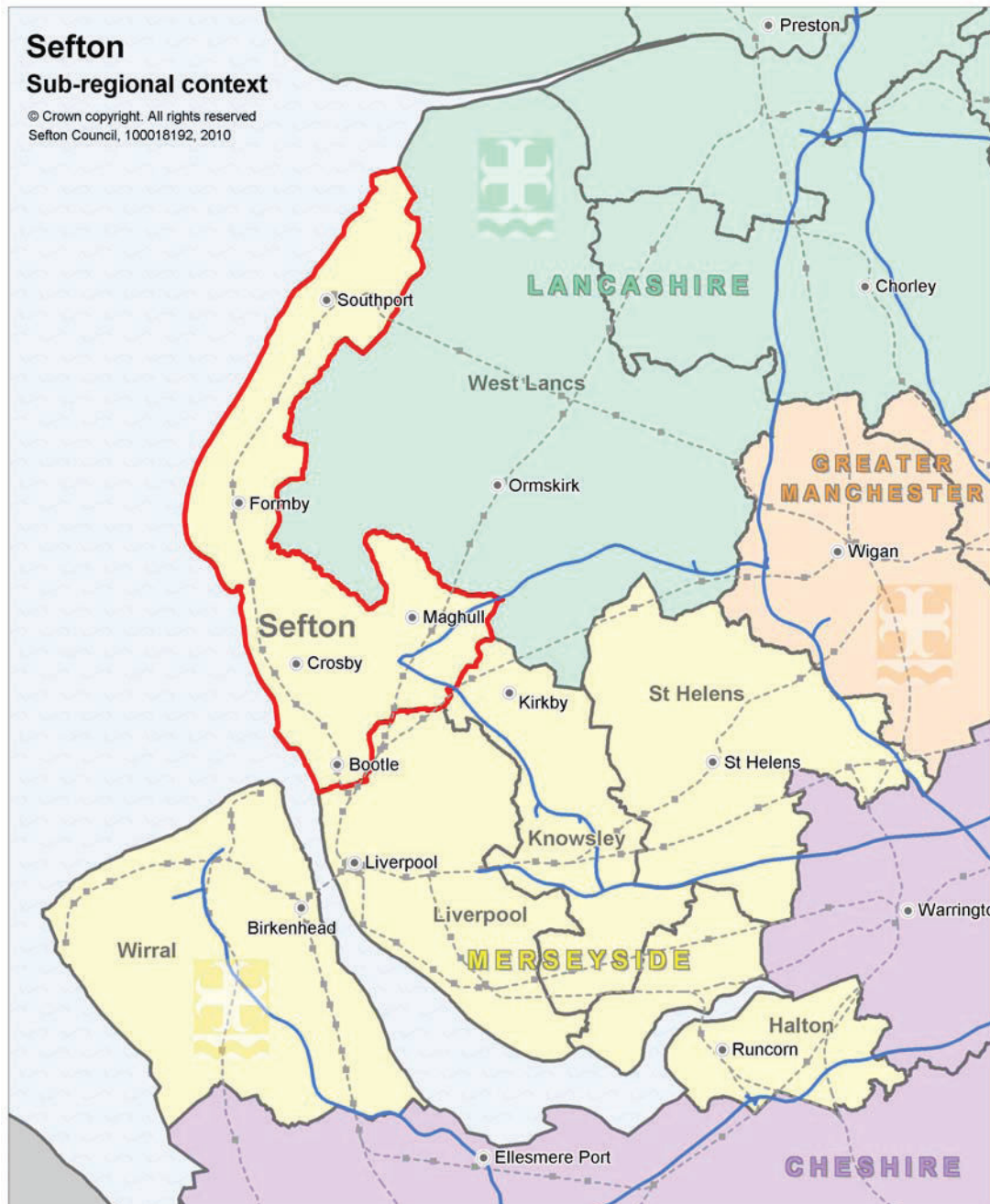
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<sup>1</sup> This also covers the Strategic Environmental Assessment requirements

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## 2 Profile of Sefton

2.1 Sefton is a coastal borough with a population of 273,303 (2009 mid year population estimates). It lies in the northern part of the Liverpool City Region with which it shares close economic, social, cultural and transport links. It also has important links to Preston and West Lancashire. Sefton adjoins the boroughs of Liverpool to the south, Knowsley to the east, and rural West Lancashire to the east and north.



2.2 Sefton has a number of famous features that help make it distinctive, these include the 'classic' resort of Southport, an outstanding natural coast, the home of the Grand National at Aintree, England's 'golf coast' including Royal Birkdale and Antony Gormley's Iron Men on Crosby beach. Most of the Port of Liverpool and the Freeport are situated in the south of the Borough. Sefton is therefore an important gateway for trade with Ireland, America and the Far East.

2.3 Sefton is a borough of contrasts. In the south, Bootle, Seaforth and Litherland share the metropolitan character of Liverpool. The other main settlements are Crosby, Maghull and Formby in the centre of the borough and the Victorian resort of Southport in the north. These built-up areas comprise about half of the area of the Borough and are where 95% of Sefton's residents live.





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2.4 The other half of Sefton is rural, including a number of villages, and is covered by the Merseyside Green Belt. This is tightly drawn around Sefton's towns and villages and has helped channel regeneration and development into the built-up areas, notably Bootle and Southport.

## South Sefton

2.5 The south of Sefton shares a boundary with north Liverpool and has many of the same characteristics. Bootle, Seaforth and Litherland form the older urban core of Sefton and are characterised by high density terraced housing dating from the Victorian period. While benefiting from many regeneration initiatives in the past, the area remains one of the most deprived communities, not only in Sefton, but nationally. Netherton was developed in the 1960's as an overspill town for Liverpool.

2.6 The area contains a large tract of active dockland including the modern Seaforth container terminal and the Liverpool Freeport. The Port of Liverpool is expanding rapidly and a number of major investments have recently been attracted to the area. Bootle's industrial past has left large areas of contaminated and derelict land in areas that already have low land values. This legacy places the area at a further disadvantage due to the investment required to remediate vacant sites and make them suitable for new development. But this land also presents opportunities - for housing and commercial development and bringing new life to an area which already has a strong sense of community. The whole of South Sefton continues to be a priority for regeneration.

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2.7 Most recently, much of the area has been designated as part of the Merseyside 'Housing market renewal area'. This has begun to change the housing type and tenure available in the area, and there is an on-going need for further investment to ensure that this area continues to improve. The housing market in this area is distinct from that operating in the rest of Sefton, and despite the proximity of north Liverpool, there are also very few links across the border.

## Southport

2.8 Southport is the one of North West's 'classic' coastal resorts and its seafront is crucial to the economic success of the town. Southport's traditional, quality image, which is reflected in much of its architecture, has enabled it to endure changing holiday patterns. There has been significant investment in the town centre and seafront in recent years, but both its leisure and retail areas continue to need to be revitalised.

2.9 Approximately 40% of the population of Southport (including Birkdale and Ainsdale) is over 55 (a percentage which is expected to increase significantly). This brings specific challenges for housing and health care. The town also has a relatively large migrant population, many of whom work in West Lancashire.

2.10 Southport comprises areas of both deprivation and relative wealth, with part of the central area containing some of the most deprived neighbourhoods in Sefton. By contrast, parts of Churchtown, southern Birkdale and Ainsdale are some of the least deprived areas in Sefton and nationally.

2.11 Unlike the rest of Sefton, Southport has a relatively self-contained labour market. Most people living in Southport work in the local area, although a considerable number of people commute to other areas. This means that future employment needs should be met in the north of Sefton (Southport or Formby).

## Central Sefton

2.12 The central area of Sefton contains the free-standing towns of Crosby, Maghull and Formby. These are distinctive settlements in their own right, and all function as commuter settlements for Liverpool.

2.13 Much of central part of Sefton is parished, and contains the bulk of Sefton's Green Belt. The area includes both larger settlements like Formby, Maghull, Thornton, Hightown and Aintree and smaller villages like Melling, Sefton, Lunt and Ince Blundell. These areas face problems of infrequent and irregular public transport to services such as shops, schools and health care.

2.14 Formby enjoys a high quality environment with easy access to the coastal dunes and pinewoods well known for their Natterjack toads and red squirrels.

2.15 Crosby and Waterloo mark the edge of the older built up area of the 'Greater Liverpool' conurbation. These popular residential districts have a mixture of large Regency, Victorian and Edwardian housing. This area is well known for Antony Gormley's beach sculpture of iron men called 'Another Place'. The coast remains a strong element in this part of the Borough and the Marine Park and coastal zone are in the process of being upgraded.

2.16 Maghull is a large town in the east of Sefton. It has mainly grown throughout the second half of the twentieth century and similar to the other settlements in Central Sefton it acts primarily as a commuter settlement. Maghull is tightly surrounded by Green Belt on all sides, much of which is the highest quality agricultural land. The Leeds and Liverpool canal passes through Maghull before it heads to Bootle and Liverpool.

2.17 The Green Belt, together with the areas designated as having international, national or local nature conservation importance and the areas which are classified as being the best and most versatile agricultural land means that much of our area is of high environmental importance and should be protected from

development. In addition, extensive areas have been identified as having a risk of flooding and are therefore also unsuitable for development. These constraints limit our potential for meeting our future needs.

## Sustainable communities

2.18 In section 1 we introduced five themes which illustrate some of the features of communities which are sustainable:

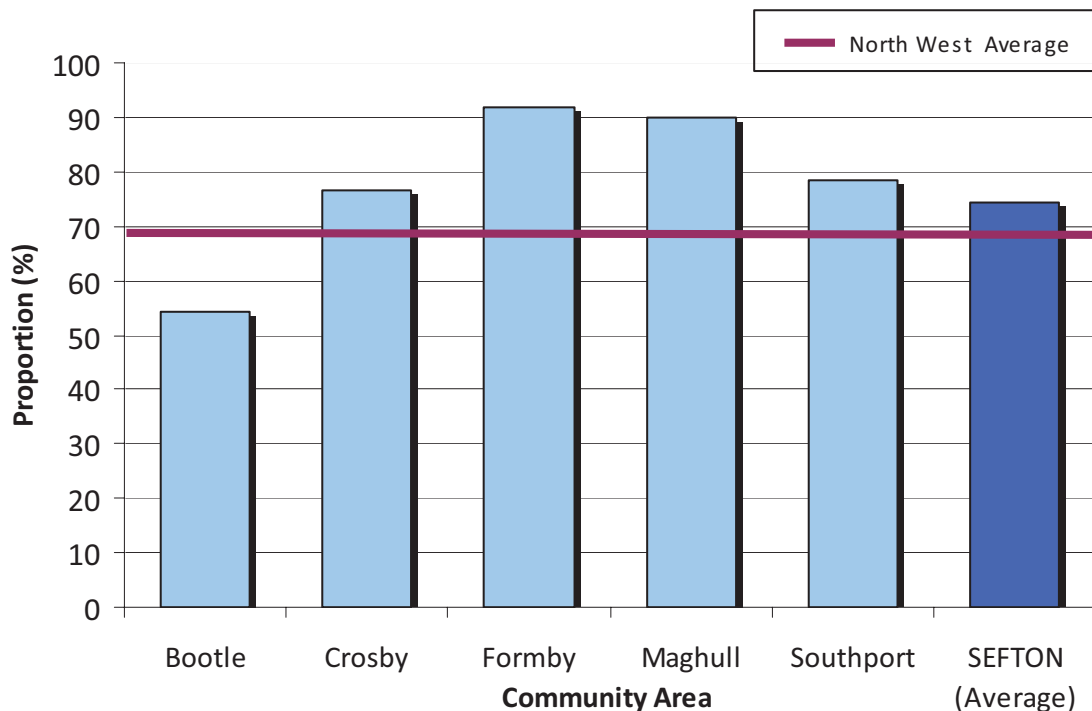
- ◇ Quality homes and neighbourhoods
- ◇ Environmentally sensitive
- ◇ Well connected
- ◇ Thriving, and
- ◇ Healthy, inclusive and safe.

We will use those as headings to describe various characteristics of Sefton.

### Quality Homes & Neighbourhoods

2.19 Sefton comprises a largely self-contained housing market - most people who live in Sefton want to continue to live in Sefton (a recent study indicated that eight out of every ten people would choose to stay in Sefton if they moved house). Within this overall pattern, there is a north-south divide. There is a higher proportion of owner occupiers outside Bootle and house prices are generally much higher in central and north Sefton than in the south of the Borough. There is a greater need for affordable housing in the north. Those households in the south of the borough who have rising incomes often wish to move to higher-quality, private, housing in Crosby, mid-Sefton and Southport, as there is relatively little choice of private housing in the south.

Figure: Proportion of owner occupied housing in Sefton



2.10 The number of empty homes in Sefton is almost 6,000, about 4.8% of the total stock. Of these almost 3,000 are classed as long-term vacant, i.e. vacant for more than six months. These vacancies are concentrated in south Sefton and central Southport.

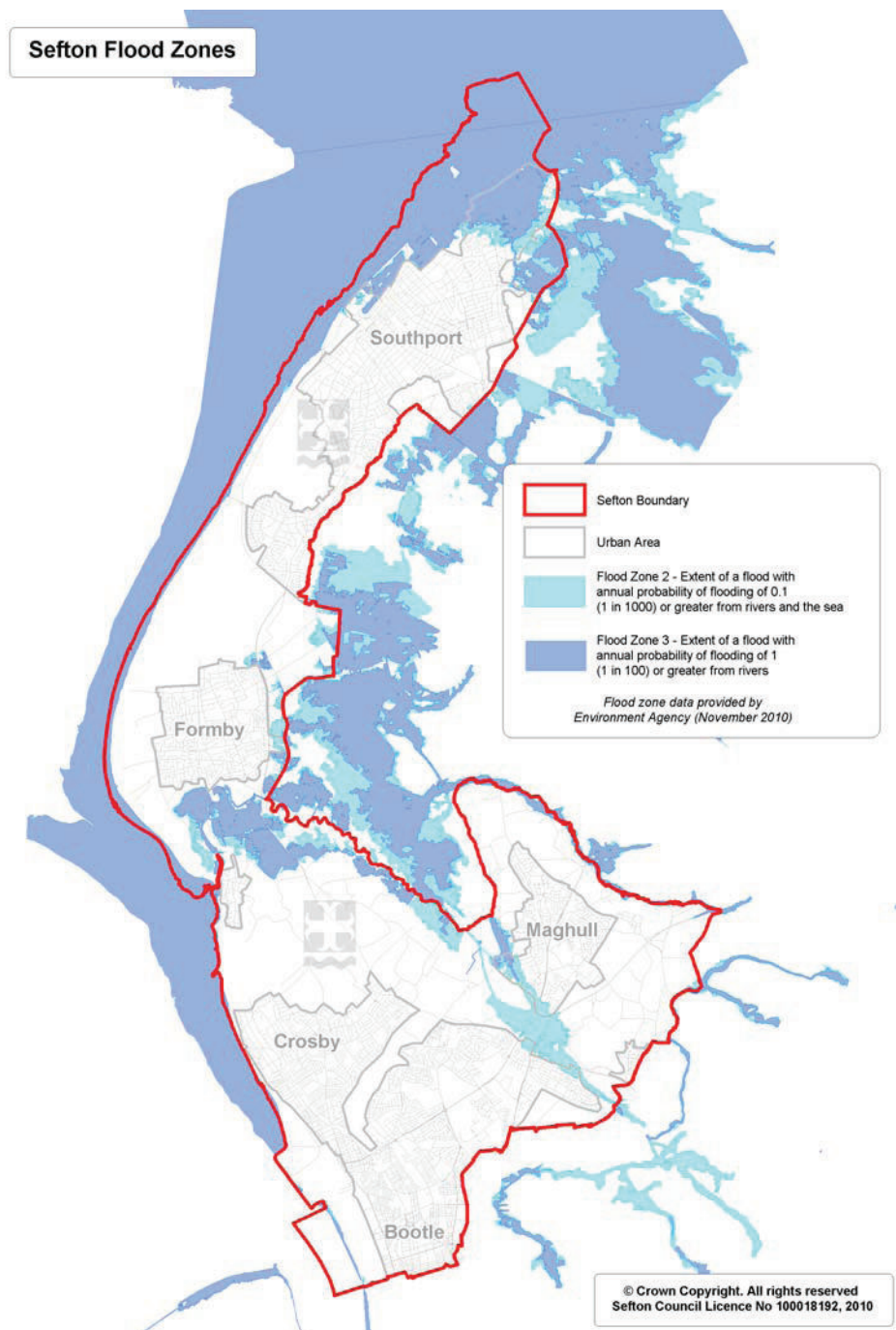
### Environmentally Sensitive

2.11 Sefton's coast is an important part of its identity. It stretches the length of the borough and contains a number of internationally important nature reserves and the most extensive dunes in England. There is a

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real sense of local pride and interest in this natural heritage. This ecological, environmental and recreational resource is highly valued by local residents and attracts many visitors to the area. Most of our coast has been designated a Special Area of Conservation under the European Union Habitats Directive, a Special Protection Area under the EU Birds Directive and a Ramsar Site under the Ramsar Convention. The borough is home to three national and four local nature reserves, and four Sites of Special Scientific Interest. There are more than 250 parks and open spaces which play an important part in the lives of people who live in and visit Sefton. Parts of Sefton are within flood zones 2 and 3 (see below). We need to ensure that the most sensitive areas continue to be protected from development.

Figure: Flood Zones in Sefton



## Well Connected

2.12 Sefton has an extensive, well developed and well used transport network. Most of the urban areas are within easy reach of the bus network. There are high frequency local rail services running from the north to the south of the borough, and an increasing number of people use the train to travel to work. Despite this, most people travel to work by car (57.7%), with public transport accounting for one-fifth of journeys (20.8%).

2.13 People in some parts of the borough find the bus network inadequate, particularly for east-west trips in the south of the borough and in the rural areas. East-west rail links are also poor. It is difficult for many people to get to health and leisure facilities, especially in the evenings and at weekends.

2.14 Our roads are under increasing pressure as traffic flows continue to increase. This leads to local congestion within the A565 corridor through Crosby/Waterloo, between Thornton and Switch Island, and, in the summer, on the roads leading into Southport. The traffic congestion in these areas can result in problems with noise and air quality. The proposed Thornton to Switch Island link road, work on which is due to commence in the next year or so, will help alleviate some of these problems.

2.15 A 2008/9 study of how people enter Merseyside's main towns during the morning rush hour show that Bootle (77%) and Southport (81%) have the highest private car use. The average is 57% and Liverpool City Centre is just 38% [source Mott Macdonald for LTP3]. In 2006 30% of people travelled to work by sustainable methods (walking, public transport and cycling) a decrease from 38% in 2001.

Figure: Road and rail network in Sefton





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## Thriving

2.16 Economically, Sefton is an integral part of the Liverpool City Region, with the exception of Southport which operates as a largely self-contained employment market. Two out of every five of Sefton's working population commute outside the Borough, many of these to Liverpool and elsewhere within the City Region. Sefton has an industrial heritage in the south of the borough, but there are now only low levels of manufacturing, and little of this is of high value. There is a general shortage of employment land in north Sefton.

2.17 Two out of every five jobs in the borough are in the public sector (including the Department of Work and Pensions, the Health and Safety Executive, Sefton Council and the health service). However, this is likely to decrease significantly as a result of reductions in funding for this sector. Many of these jobs are based in the Bootle area which has a large amount of office space, much of which is being improved. 45% of the working population living in central Sefton work in the public sector (compared to 36% of Bootle's working residents and 40% of Southport's). Sefton has fewer businesses (21 per 1000 working age population) than the North West and national average.

2.18 Whilst Sefton compares well with other districts in Merseyside, too few of our population have qualifications at NVQ levels 3 and 4 compared to the country as a whole. This makes it more difficult for them to gain employment, or better paid employment. Unemployment levels, linked to poor skill levels, have been historically high in the most disadvantaged parts of the south of the borough.

2.19 Sefton's town and villages centres perform an important economic role, both in terms of providing shops and services but also as locations for jobs. Southport and Bootle centres remain the main town centres in Sefton with district centres at Waterloo, Crosby, Maghull and Formby. Each centre faces competition from new development outside the borough, as well as out of centre and internet shopping. As a result vacancy levels are currently high (17% of shops in Bootle Town Centre in 2009, 14% in Southport Town Centre in 2010).

## Healthy, inclusive and safe

2.20 The population of Sefton has declined slowly over the last few decades and is projected to continue to decline to about 265,000 by 2033.

2.21 The borough has an ageing population and it is projected that by 2013 the number of residents aged 65 and over will exceed the numbers of people under 20 for the first time. More than one in every five of Sefton's residents are now over 65; this is predicted to be close to one in three by 2033.

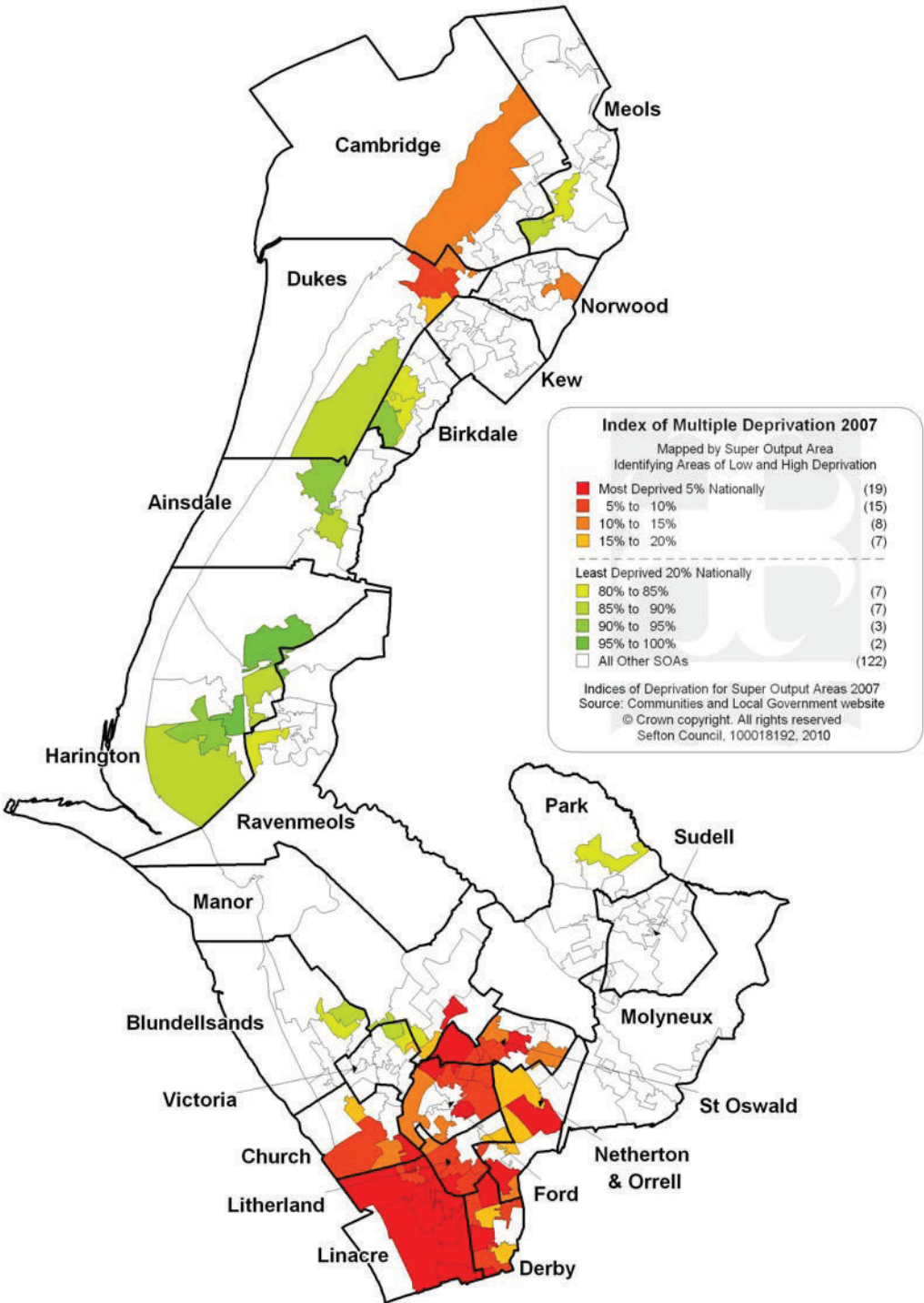
Figure: Sefton population 2008-2033



2.22 Sefton is ranked as the 83rd most deprived borough nationally (from 354 English Local Authorities), though it is improving (it was the 78th most deprived in 2004) but this conceals a wide diversity within the Borough. Generally, the more affluent areas of Sefton are in the north, with the exception of central Southport.

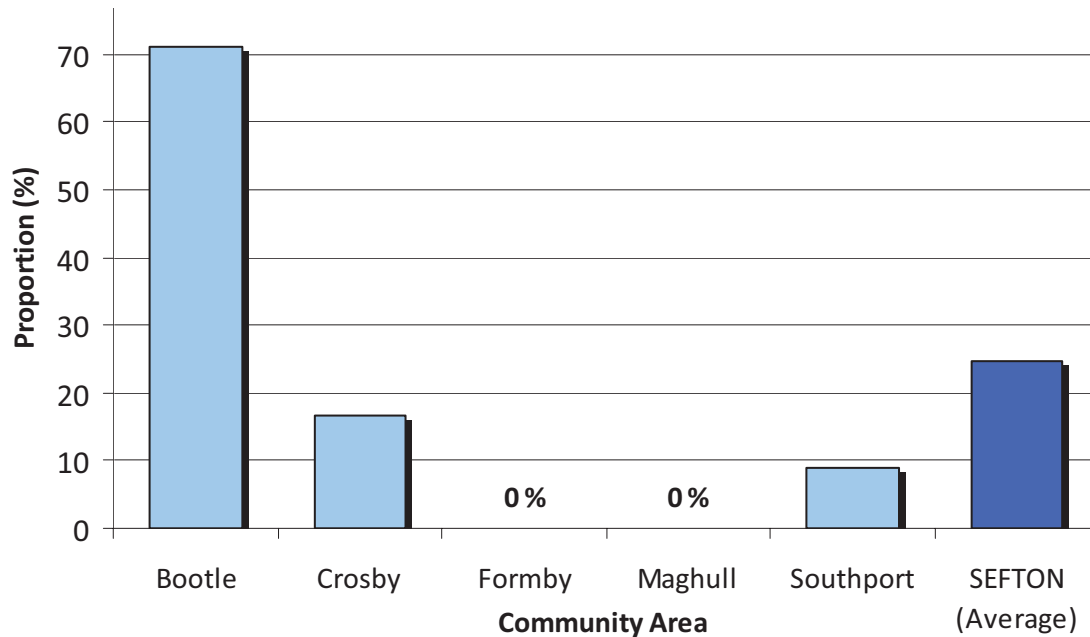
2.23 About 1 in 4 of Sefton's residents live in the 20% most deprived areas in the country and 1 in 10 lives in the 20% least deprived areas in the country. This diversity leads to some major inequalities across the borough, for example major variation in health and life expectancy within a short distance.

Figure: The 20% most and least deprived areas in Sefton



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Figure: proportion of population living in the 20% most deprived areas



2.24 Average life expectancy levels for both men and women across the borough have improved over the past ten years. However it is still below the average life expectancy for England. Significantly, the rate of improvement has not been as great in the most disadvantaged parts of the borough. This is particularly true for women. People living in the poorest parts of Sefton die at younger ages than in the rest of the borough. Men living within two miles of each other can have a difference in their life expectancy of more than eleven years. As our population continues to age there are increasing issues with health and the number of households with someone living with a long-term disability continues to grow.

2.25 Sefton is a safe place to live compared to England as a whole. However there are variations within Sefton. In 2008 the areas that had the highest recorded levels of crime were south Sefton and central Southport, with parts of Bootle having five times as much crime reported than parts of Formby (Linacre ward 1054, Ravenmeols ward 193).

## Summary

2.26 Sefton is a diverse place with number of distinctive communities. It contains areas that enjoy wealth, a high standard of living and an attractive environment. However, there are also areas in Sefton that are amongst the most deprived nationally whose residents are significantly disadvantaged by where they live. In many ways it is this diversity and range of settlements that help give Sefton its identity. Sefton's other defining feature is its coastal location and the benefits this brings in term of the environment and the economy. The features and characteristics of Sefton described above underlie the issues and challenges set out in the next section.



## 3 Issues & challenges

3.1 The following key issues have been identified as needing co-ordinated action by the Council and other agencies within the lifetime of this plan. They have come to light in the course of discussions with many local people and organisations and through an assessment of Sefton's current performance across a range of issues. They have been consistently identified as important issues. These priorities are supported by studies and other evidence.

3.2 As explained in Section 2, the issues are listed under a number of characteristics of 'sustainable communities':

1. Quality homes and neighbourhoods
2. Environmentally sensitive
3. Well connected
4. Thriving
5. Healthy, inclusive and safe

3.3 In addition, there are a number of key priorities that cut through all of the sustainable community characteristics. The main priority is the continued focus on regeneration. This is because there are large differences in living standards and life chances between different areas of Sefton. Parts of Bootle and central Southport are amongst the most deprived neighbourhoods in the country. The solutions to these inequalities are long term and involve a whole host of measures including, better housing, more educational and job prospects, improving the quality of the built and natural environment and addressing health and crime problems.

### **1. Quality homes and neighbourhoods**

#### **Meeting needs for new homes**

3.4 Our study on housing land (Strategic Housing Land Availability Study, 2010) tells us that about 4850 of the homes can be provided within the urban area, assuming we don't build at very high densities or on green space or important employment land.

3.5 Whilst there is a mix of house types and tenures across most of Sefton, there is less choice in south Sefton where there are more terraced houses, and more homes owned by housing associations.

#### **Issue**

***How can we meet the need for new homes, ensure they are of the right type and built at the right time?***

#### **Providing affordable homes**

3.6 Our study on housing needs (Strategic Housing Needs Assessment, 2009) reveals that there is a need for affordable housing in most parts of the Borough, but particularly in the north. The planning system has not been able to provide much new affordable housing and funds for direct provision through housing associations are declining.

#### **Issue**

***Where and how can we provide more affordable housing, particularly in parts of the Borough where housing is least affordable and where there is the greatest need?***

#### **Homes for older people**

3.7 Sefton has an ageing population, and there is an increasing need for more specialist accommodation for older people and for gypsies and travellers.

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## Issue

***How can we meet specialist housing needs?***

### **Existing Housing Stock**

3.8 4.8% of the Borough's homes are empty, which is higher than the regional average. Bringing these back into use could help meet the need for affordable homes and also help to improve the local neighbourhood. Many homes, both vacant and occupied, are also of a poor quality and need improving.

## Issue

***How can we reduce the number of empty homes and improve the condition of the ageing housing stock?***

### **Local distinctiveness**

3.9 Sefton contains many distinctive towns and villages that have different characters often linked to their buildings and open space. New development has not always recognized this distinctiveness and there is a view that in some areas the standard of development of development has not been high enough. We need to protect those areas which are a local asset, and improve other areas.

## Issue

***How can we ensure that future development is designed to integrate well with existing communities and be of a high standard of design?***

**In summary: how can we provide homes for all sections of our population in a way which recognizes the different character of different parts of the borough?**

## **2. Environmentally sensitive**

### **Protecting and enhancing the natural environment**

3.10 Sefton includes many areas valued for its environment which are popular with visitors. New development could also put more pressure on these sites which are often have international and national nature conservation importance.

3.11 Most of Sefton has a variety of green spaces, but not all are maintained to the highest standard. A greater variety of green areas can make places more attractive, contribute to people's health and reduce the effects of climate change.

## Issue

***How can we meet our development needs without harming the quality of the environment in Sefton?***

3.12 A legacy of former manufacturing and industrial uses in Sefton has left a large number of sites contaminated and costly to bring back into use.

## Issue

***How can we make better use of our former industrial sites?***

### **Meeting the challenge of climate change**

3.13 A study on flood risk in Sefton [Strategic Flood Risk Assessment, 2009] identifies a number of sources of flooding within Sefton including from the sea, from rivers and surface water flooding. Much of Sefton is low-lying, which makes it potentially vulnerable to flooding from a variety of sources, and also necessitates pumped drainage systems which are expensive to maintain.

## Issue

***How do we make sure so that development which would be vulnerable to flooding is steered away from areas at risk wherever possible?***

3.14 High levels of car use leads to pollution, and in some areas adds to the amount of carbon emissions.

## Issue

***How can we reduce the reliance on the car and make other forms of travel more attractive in order to reduce the use of carbon and improve air quality?***

**In summary: How can we best look after the high quality parts of our environment, improve those parts which are poor, and take steps to face the challenge of climate change?**

## **3. Well connected**

### **Improving access**

3.15 There are a number of challenges to improving access in the Borough e.g.

- ◇ east-west links across the Borough
- ◇ access for our rural communities
- ◇ access to key services (e.g. to hospitals)
- ◇ frequency of public transport at evenings and weekends
- ◇ Southport's links to national rail & motorway networks.

## Issue

***How do we improve access to facilities and services, particularly for those in rural areas?***

### **Traffic congestion**

3.16 Increased car use has led to problems with congestion on many of Sefton's roads, particularly in the Crosby area. This is not only bad for the environment (see xx above) but also for the economy and the ability for people accessing services.

## Issues

***How do we reduce traffic congestion?***

***How can we ensure that new development is built in accessible locations?***

### **Infrastructure**

3.17 Many areas in Sefton are poorly served by essential infrastructure (such as roads, water, electricity, sewers and gas) services and facilities. Often new development has not contributed enough to resolving these issues and in some cases has made the problem worse by increasing demand in areas with restricted capacity.

## Issue

***How can we make the most of our existing infrastructure and make sure that we can co-ordinate all the new infrastructure the Borough needs?***

**In summary: How can we improve access where it is poor, and make sure that appropriate access and services are integrated with new development?**

## **4. Thriving**

### **Worklessness & the employment market**

3.18 Sefton has a high level of worklessness and some areas, particularly south Sefton, have unemployment rates which are twice as high as the national average. Sefton has the lowest number of

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businesses per 1,000 population of any authority in Merseyside and relies very heavily on the public sector for many of its jobs.

## **Issue**

***How can we increase enterprise, develop skills & sustain business growth to reduce the number of people who are not in education, employment or training?***

## **Employment land**

3.19 Sefton has a limited supply of employment land and needs to be able to identify sufficient land to meet future employment needs.

## **Issue**

***How do we make sure that land currently used for employment is protected for that purpose? Where do we find new land which will be suitable for employment when the current supply of land comes to an end?***

3.20 The Port is critically important to the economy of the Liverpool City Region and provides a significant number of jobs for people in Sefton, either directly in the Port or in the associated maritime economy. The expansion of the port is restricted by a lack of available land. Land that is available has nature value. Activity associated with the Port can have an impact on local communities through traffic, and noise and air pollution, and this needs to be carefully considered in any proposals for expanding the Port's operations.

## **Issue**

***How can we enable the Port to grow whilst ensuring no unacceptable harm to amenity and that appropriate compensation is provided for any impact on protected wildlife sites?***

## **Promoting Sefton's centres**

3.21 Our centres are changing in character as they adapt to changing patterns of retailing and many are showing signs of struggling to adapt. Centres may have to change their role in order to compete and survive. This is likely to mean different things for different centres.

## **Issue**

***How can we ensure that our local centres remain competitive and viable, and continue to perform a valuable role within their communities?***

**In summary: What can we do to help Sefton's economy grow and promote good quality jobs and training for local people?**

## **5. Healthy, inclusive and safe**

### **Improving health**

3.22 The ageing population will increase the number of people living with long-term illnesses and disabilities. The types, amount and location of essential services and facilities will also be an important factor as more focus will be placed on how accessible these are.

3.23 There are major inequalities in health across the Borough. In particular, there is a difference in life expectancy of 10 years between parts of the borough which are only 2 miles apart and in parts of Bootle many more households include someone with a limiting long-term illness.

**Issue**

***How can we address the causes of deprivation in order improve health and raise the quality of life within Sefton's the most deprived households?***

**Perception of crime**

3.24 Although crime levels in Sefton as a whole are lower than the Merseyside average, some concentrations of crime exist in south Sefton and central Southport. There is also a perception that there are high levels of crime and anti-social behaviour. This prevents people from enjoying a sense of community, prevents open spaces and facilities being used, particularly in the evenings, causes stress and illness and leads to areas becoming undesirable places to live.

**Issue**

***How can we help make sure development contributes to neighbourhoods that are safer and feel safer and will be used by everyone?***

**In summary: How can we help to make Sefton healthier and safer?**

**Questions:**

1. Do you agree with the issues and challenges listed above?
2. Is there anything else you would like to add?
3. Have we included anything you think is not a key issue for Sefton?

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## 4 Vision

4.1 Sections 1 to 3 have provided us with a baseline of how Sefton is now and enabled us to identify the key issues that the Core Strategy will focus on. From this we have derived a **vision** which sets out the we would want Sefton to look at the end of the Core Strategy period, i.e. at 2027. To support to vision (set out in paragraphs 4.2 – 4.9 below) we have also identified four overall **aims** for the Core Strategy, and a set of **objectives** based on specific issues to help implement these.

### Vision

4.2 Sefton has retained all that makes it special – its varied and distinctive communities, and an outstanding natural environment in a coastal location. Sefton has become a much more sustainable place to live for all by promoting development that achieves a balance between the environmental, economic and social needs of the borough. In particular the regeneration of Bootle and central Southport has continued to improve the lives of residents in these areas and provide better prospects for those in most need. Sefton continues to contribute and benefit from being an integral part of the Liverpool City Region.

4.3 Residents in all our towns and villages are able to enjoy healthier lifestyles as a result of better housing, safer neighbourhoods, less pollution, improved opportunities for recreation and better access to services. This has helped to reduce the problems of health inequalities associated with Bootle and respond to the issues associated with an ageing population.

4.4 Sefton has helped to reduce the causes of climate change through limiting the amount of carbon from its own activities and those activities which it can influence, and by accommodating new forms of renewable energy. New development has been located and designed to adapt to problems associated with climate change, such as the increased risk from flooding and, where practicable, defences have been strengthened against coastal erosion.

4.5 We have made better use of our built and natural resources by giving priority to bringing underused land and buildings back into use. There has been a particular focus on bringing back into use vacant industrial land in Bootle, and vacant homes in Bootle and central Southport. This has helped us to limit our use of undeveloped land and to protect land which has natural, recreational and cultural value. Opportunities to enhance the natural environment have been taken where appropriate and we have balanced the recreation, tourism and other economic pressures on these areas, particularly the coast, with their natural value.

4.6 New homes have been well integrated into our towns and villages and have helped to provide more choice in terms of size, tenure and type. These have been designed to a high standard and in many cases are suitable and adaptable for those with a specialist need. We have provided more accommodation in Southport and Formby able to meet the specific needs of our increasing number of older people.

4.7 It is easier to get around in Sefton both because new homes are located close to existing facilities and services and new services and facilities are provided in places which are easy to get to. This means that people do not have to depend so much on the car and has helped reduce congestion. In some areas development has helped to provide new services.

Improvements to the existing transport network, such as the Thornton to Switch Island link and a station at Maghull North, have helped reduce local congestion.

4.8 While traditional employment areas in Sefton, such as manufacturing and the public sector, have continued to decline, new job opportunities have been provided in the private sector. These are linked to tourism, recreation and leisure, broadening the rural economy and developing renewable energy. These changes have been encouraged by the protection and improvement of our employment areas, by growth in local entrepreneurship and improvements in the education and skills of our local people. The Port continues to play a key part in Sefton's economy. The economic growth in Sefton has been balanced with the impact on local communities and the environment.

4.9 Our individual communities are served by thriving town and local centres which meet a range of needs including shopping, leisure, employment and culture. Southport and Bootle provide a wider range of services and facilities that attract people from outside Sefton. Maghull and Crosby centres have attracted a wider range of facilities and are now better able to meet the needs of their own residents. A new role has been found for Seaforth centre so that it is better able to serve its local community, and new uses have been secured for former shops in the many shopping parades located in our area.

4.10 The **Aims** of the Core Strategy are:

1. To support urban regeneration in Sefton, especially in Bootle and central Southport
2. To support sustainable development
3. To maintain and enhance the distinctiveness of Sefton and its individual communities
4. To make sure Sefton contributes and benefits from its place within the Liverpool City Region

4.11 The **Objectives** of the Core Strategy are:

1. To ensure that development is designed to a high quality and respects local character.
2. To manage new housing provision to meet the needs of a changing population.
3. To meet the affordable and special housing needs of Sefton's residents.
4. To make sure that development integrates and enhances essential infrastructure, services and facilities
5. To make sure that everyone has easy access to services, facilities and jobs without having to rely on the car.
6. To support Sefton's town and local centres so they are able to meet local and wider needs for shopping, leisure and other services.

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7. To promote a wider based economy in terms of job type, skills and the local labour supply, and support existing businesses and small start-up businesses.
8. To make the most of the value of the Port to the local economy, while making sure that the impact on the environment and local communities is kept to a minimum.
9. To enable people living in Sefton to live a healthy life and in safe and secure environments.
10. To preserve and enhance Sefton's natural and built environment.
11. To mitigate and adapt to the effects of climate change and to reduce Sefton's carbon footprint.

## **Sustainability Appraisal (SA)**

This considered the draft vision and objectives of the Core Strategy and sought to measure how compatible these were with Sefton's sustainability objectives. It led to a number of minor changes of emphasis. Whilst we needed to provide more detail about some issues, the SA did not recommend a substantial change to the focus of the Core Strategy.

## **Questions**

- ◇ Do you agree that the Vision is appropriate and relevant to Sefton?
- ◇ If not, what changes do you suggest?
- ◇ Do you agree that the Objectives are the right ones we should focus on for Sefton?
- ◇ If not, what changes do you suggest?



## 5. Options

5.1 Having determined the Core Strategy vision and objectives through an assessment of the issues, the next stage is to consider the options for implementing these.

5.2 For the past 30 years, Sefton's development needs have been able to be met within its built-up area.

5.3 However, the urban area has now filled up to the point where we need to consider looking beyond the urban area in order to meet needs over the period of the Core Strategy. This is particularly important as all the land outside the built-up area of Sefton lies within the Green Belt. The Government says that existing Green Belt boundaries should not be changed unless there are exceptional circumstances.

5.4 There are two types of development which our studies tell us will be difficult to meet within the built-up area for the period of the Plan. These are the need for new homes and jobs.

### Land for new homes

5.5 The need to find land for new homes is particularly pressing:

- a 'housing land availability' study has identified the number of dwellings we think we will be able to provide within the built-up area over the period of the Core Strategy;
- a 'housing requirement' study has looked at the number of houses Sefton is likely to require over the same period.

5.6 If we continue to build enough new homes to meet our emerging housing needs, we will not have enough supply to meet the demand. Supply would be likely to run out just after halfway through the period of the Core Strategy period.

### Can we increase the supply of homes?

5.7 We have looked at the potential of the following to provide new homes:

- ◇ building at higher densities
- ◇ making the most of unused or underused land e.g.
  - land last used for industry
  - former school sites
  - green spaces which are not valued by the local community
- ◇ making the most of underused buildings e.g. empty homes and unused upper floors above shops.

5.8 We have looked at these carefully, but there is little scope for more than a modest amount of additional development from all these sources. The greatest potential is from land designated as green space. However, even where the green space has few obvious benefits, it is often valued by the local community, and so we don't anticipate that this will provide many dwellings.

### Could other authorities help us meet our needs?

5.9 Another study (a Greater Merseyside Overview Study) is currently being carried out to assess whether other local authorities could help meet some of our needs. However, initial conclusions are that West Lancashire and Knowsley are in a similar position to ourselves, and cannot meet all their housing needs within their own built-up areas. Liverpool may be

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able to make a modest contribution but only in respect of a small proportion of Bootle and Netherton's unmet housing needs, and not anywhere else in the Borough.

## Land for new jobs

5.10 Our employment land study assessed our need for employment land over the period of the plan. It concluded that in order to meet the needs of the local economy, we will need to retain all the land which is already designated for employment uses. It recommended that most vacant or underused employment sites should be improved and made available for new employment uses. Taking these sources of supply together we should be able to meet the needs of most of the Borough to 2027.

5.11 However, the study recommended that a new site should be identified to meet the employment needs in the north of the Borough, as a successor site for the Southport Business Park. This site should be around 25 hectares (gross) in size and should be available from the early 2020s onwards.

5.12 There is no suitable land of this size which is available within the built-up area. The draft Overview Study seems to be concluding that no adjoining authorities would be able to help Sefton meet these needs.

## Possible options

5.13 In accordance with good practice, we will continue to promote development in the urban areas first, especially where this will support the regeneration of our most deprived communities.

5.14 **Three broad options** have been identified.

5.15 Given the constraints of land supply, it is considered that the only realistic alternatives are based on accommodating different numbers of homes, and the implications of this for the population of the Borough, rather than different locations where development might take place. However, each approach to accommodating homes will have different implications on how much land is required for development and where this might be.

5.16 The three options actually share many of the same key underlying principles that are essential if many of the objectives are to be met, such as helping to achieve sustainable development and the focus on regeneration.

5.17 All three options will also contribute broadly equally to achieving particular plan objectives and vision. This includes a high standard of design (e.g. energy efficiency, safety and security, sustainable drainage, respecting local character), and reducing Sefton's carbon footprint by reducing the need for travel by private car, reducing waste, and preparing for climate change.

5.18 Once we have described the options, this Paper will set out the broad implications of each option for development in the different community areas of Sefton. Some areas may be more suitable for development than others because of the potential impact of development, for example on a sensitive environment, or because of the effect on existing services or facilities.

5.19 Within each option, development will be located away from the areas most likely to be affected by flooding. Where it is necessary to build in an area most likely to be affected by flooding – mainly within existing urban areas – all options will require development to be built in order to be able to withstand this risk.

5.20 The three options are

- Option One – urban containment
- Option Two – meeting identified needs
- Option Three – stabilising Sefton’s population.

5.21 None of the options will lead to a larger population for Sefton. Both Options One and Two will result in fewer people living in Sefton in the future than do now. In the case of Option One, there will be significantly fewer people living in Sefton in 2027 than do now. In the case of Option 2, there will be a smaller loss, but there will still be nearly 7,000 fewer people in 2027 than now.

5.22 Each of these options is explained in turn below. There is also a diagram showing the implications for each option at the end of this section. The development land implications for each option, and how these needs would be met, is clearly set out. Where exactly they would be met is described in the next section.

## **Option One – urban containment**

5.23 Under this option, development will only be permitted on suitable sites in Sefton’s existing urban area. No development land is proposed in the Green Belt. Only needs which can be met within the urban area will be met.

### **Land for new housing**

5.24 A recent study indicated we could build approximately 4850 new homes on sites in the urban area on sites that are suitable, available and deliverable. The Core Strategy will set out the need for new homes for Sefton for a 15 year period from adoption (in 2012). Therefore, under this option the number of houses built each year would on average be no greater than **285 homes per year** (i.e. 4850 divided by 17 years).

5.25 Potential housing sites in Sefton’s urban areas are not spread equally across the borough. The table below shows the potential housing capacity in each of the main settlement areas.

Southport	1793
Formby	221
Sefton East (including Maghull)	154
Crosby	460
Bootle & Netherton	1866
Other small sites (< 0.1 hectare)	348
<b>Total</b>	<b>4842</b>

5.26 The potential housing sites are mainly concentrated in Southport, Bootle & Netherton. Whilst these areas have traditionally been where most new housing has taken place, they may not necessarily be the best places to meet local needs. This is particularly true given the high level of need for affordable housing in Southport and Formby, and the lower viability of

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sites in Bootle & Netherton, which may mean that fewer homes are built in these areas compared to the supply.

5.27 Overall, this option would enable us to meet very few of our affordable housing needs (and none in the second part of the Core Strategy period), as this would depend totally on there being a supply of suitable and viable sites in the urban areas. The location of available sites does not necessarily match where the affordable housing need is, which as far as possible should be met in the area where the need arises.

## **Land for new businesses and employment**

5.28 As with housing, development for employment purposes would be restricted to existing sites within the built-up area. The latest assessment of employment land in Sefton found that there were 57 hectares of available employment land. A key recommendation of the employment study is to provide an extra 25 hectare site for a new business park to replace the Southport Business Park to the east of Southport once it has been fully developed. It is anticipated that this will be needed from the early 2020s onwards. As this cannot be accommodated in the built up area, under this option, we would not be able to meet this requirement.

5.29 This option is also likely to have a harmful effect on the labour force, particularly as Sefton's population is growing older. Fewer people will be available of working age and this may mean more people are likely to commute to work in Sefton, as there will be fewer people in Sefton of working age.

## **Other uses**

5.30 As all new homes would be located in existing urban areas it is unlikely that there would be a need for substantial new infrastructure. Existing infrastructure could be improved to meet demand created by new developments. However as many urban sites are small or have high development costs associated with them, the opportunities to improve infrastructure may be limited.

5.31 Another consequence of this option is that the population of Sefton is likely to decrease significantly, and faster than it has in the past. As a result, there is likely to be less demand for schools and other social facilities, and the demand for services and shops will also reduce. This could therefore make it harder to attract investment.

## **Green Belt Implications**

5.32 Under this option, land in the Green Belt would not be needed or considered for development purposes for the entire period of the plan. Once all of the Borough's urban sites had been developed, no further development in the Green Belt would be permitted for as far ahead as can be anticipated.

## **5.33 Advantages**

- This Option would not involve any encroachment into Green Belt land, and existing settlement boundaries would be maintained.
- By restricting development opportunities to the urban area, this Option would promote urban regeneration as little development could take place elsewhere.
- It would put limited additional pressure on infrastructure, as the population will decrease.

- There would be lower carbon emissions as this option would require fewer homes and less construction.

## 5.34 Disadvantages

- This Option would not meet the housing needs of the local community, including providing a wider choice of new homes, for affordable, market and specialist needs
- This Option would lead to a more rapid decline in population, potentially affecting the viability of local services or facilities in some areas. Local young people, families, and others who cannot get a house would either leave Sefton or live in unsuitable accommodation.
- Sefton's population would have a greater proportion of older people and fewer skilled people available for work; also, people would also leave Sefton due to lack of suitable housing – both of these would harm Sefton's economy;
- This could lead to greater inequality as more people are unable to find suitable accommodation.
- At some point in the plan period we would run out of land for new homes and jobs
- This option has, potentially, the least scope to meet biodiversity targets (e.g. to create new habitat) or to enhance green space. This is partly because less development in total may reduce the total contributions from developers towards enhancing the existing provision.

## 5.35 Policy Implications

- We would not need to identify any development sites in Green Belt.
- We would need to reduce our targets for providing affordable homes or meeting the needs of the elderly, as only a small proportion of our identified needs could be met.
- We would have to review the implications for local services and facilities of a more rapidly declining population. For example, fewer schools would be required.

## **Option Two – Meeting Identified Needs**

5.36 Under this option sufficient land will be allocated to meet Sefton's emerging housing and employment needs to 2027. This would allow Sefton to meet household growth. We would also be able to meet more of our need for affordable housing.

## **Housing**

5.37 A study has recently been completed which looked at the number of new homes that would be required to meet Sefton's housing needs, based on the housing needs that will arise in Sefton during the Core Strategy.

5.38 The study concluded that Sefton needs **480 new homes per year** (8160 in total over the plan period) to meet anticipated household needs. There is also a small unmet housing need of about 360 homes that has not been met during the period of 2003-10. Over the period of the Core Strategy, under this option there is a need to find land for 8520 new homes. As only about 4850 new homes can be built in the urban areas, this leaves a shortfall of 3670 homes. As all of Sefton's land outside the urban area is within the Green Belt, some of this would have to be released for development.

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5.39 This figure is broadly consistent with the housing target contained within the Regional Spatial Strategy (RSS) for the North West, and would be consistent with the scale of development we have achieved over the past decade.

5.40 Under this Option, we could identify a number of larger development sites that would provide a greater number of affordable home, and in areas with high affordable housing needs. This option would allow us to provide significantly more affordable homes than under the 'urban containment' option.

## **Employment**

5.41 There is a need to identify land for a replacement site when the Southport Business Park is developed. This would need to be available in the early 2020s and be approximately 25 hectares in size.

## **Other uses**

5.42 Providing new homes in Green Belt will require more services. This will include space for new roads, green spaces, shops and other facilities, and may require nearby existing services to be improved.

## **Green Belt Implications**

5.43 Under this option, land would be identified adjacent to all of our main urban areas. In most areas, this would only be needed to meet our future housing needs. However, in Southport, or failing this, in Formby we would need to identify a site that would meet the area's long term employment needs.

### 5.44 Advantages:

- This option is based on up-to-date research on the increase in housing needs and would be able to meet the vast majority of the Borough's needs for homes and jobs
- There would be a more gradual decline in population than under Option One
- This figure would allow more affordable homes and specialist elderly accommodation to be built in the later part of the Core Strategy period, as these would be provided on larger greenfield sites. This Option would also allow a greater number of much needed family homes to be built in Sefton.
- This level of house building would help to provide continuing support for local services and facilities.
- This option would include some larger sites in the Green Belt that may allow for improvements to infrastructure to be made in the existing local urban area.
- This option has, potentially, considerable scope to meet biodiversity targets (e.g. for new habitat creation), and to provide new and enhanced green spaces
- This option allows a choice to be made as to which Green Belt sites would provide the most sustainable development.
- This option most closely matches historic house building rates in Sefton.

### 5.45 Disadvantages:

- This option would involve some encroachment into the Green Belt, potentially including up to 3800 homes on the edge of the existing urban area, although this could be spread across the Borough, thereby minimising the impact in any single area.
- There would be a potential loss of some Grade 1 agricultural land on the edge of the built up area.

- There would be a greater impact on existing infrastructure than under the 'containment' option (Option One). Many of the sites are at the end of existing networks (e.g. roads, water supply), and so the existing infrastructure may have limited capacity.
- Unless this option is very carefully phased in terms of both timing and the distribution of development between settlement areas, it could undermine Sefton's commitment to urban regeneration, especially in Bootle / Netherton and Southport.

## 5.46 Policy Implications

- This Option represents a broad continuation of the current rates of new house building and would identify sufficient land for new jobs.
- It would be possible to spread development across our area, and relate the amount of new development to locally generated needs. Each area would be able to take its 'fair share' of development in the Green Belt, except Bootle and Netherton.
- The additional development could be accommodated through a number of smaller and medium-sized sites. If larger sites were identified this would have implications for investment in new infrastructure, and the size of some of the settlements.
- The development of land in Green Belt would potentially allow for new facilities to be built including new green spaces, local shops, and the development of low carbon homes. Detailed master planning would be required to ensure they were designed to a high quality, including the necessary green space and other new facilities, and that they contributed to the character of the local area.
- More people would leave Sefton than would move to it, although the difference would not be great – there would be an overall fall in population of 7,000.

## **Option Three – Stabilising Sefton's Population**

5.47 This option would seek to maintain Sefton's population at current (2010) levels and provide the development land and infrastructure to support this. In 2027, the number of people living in Sefton would be similar to the number living here now. More people would be attracted to move to Sefton, and fewer people would move to other areas than do at present. Household size would also continue to decline slightly, which will also increase the need for more new homes.

## **Land for New Housing**

5.48 Based on current populations levels and trends, such as the number of people living in each household, we would need to provide an additional **650 a year** to retain the population at 2010 levels. From the period 2010 to 2027 this would be an overall requirement of 11050 new homes. Under this option there is also an outstanding housing need of about 1550 homes that will not have not been met during the period 2003-10 This gives a total requirement of 12600 more homes. Given that there is capacity in the urban area of 4850 homes this leaves a shortfall of 7750 new homes to be located outside of Sefton's urban area in the Green Belt.



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5.49 This Option would involve identifying a number of large development sites that could potentially cross-subsidise the building of greater numbers of affordable homes than would be possible under either Options One or Two.

## **Land for New Businesses and Employment**

5.50 There is a need to identify land for when the Southport Business Park is developed. This would need to be available after 2020 and be approximately 25 hectares in size.

5.51 Under this Option, it would also be possible as part of mixed-use developments to cross-subsidise the provision of future, additional, employment land in the eastern part of south Sefton towards the end of the Core Strategy period to meet needs arising at the end of the period and beyond. This would have to be located in eastern part central Sefton as there are no suitable sites adjacent to south Sefton, where this need would originate. It would also have the benefit of making these communities more sustainable by increasing the employment opportunities available.

## **Other uses**

5.52 As with Option Two the provision of new homes would have to include enough land to provide infrastructure necessary for the development. Even though this option would not seek a larger population than Sefton's current population it would result in new areas of growth (more so than under Option Two) and would have to be supported by new roads, open spaces, shops and other facilities.

## **Green Belt Implications**

5.53 Under this Option, land would need to be developed in the Green Belt almost from the start of the plan period, in order to ensure that we have a 5 year supply of housing land available at any one time.

5.54 Advantages:

- This would halt the decline in Sefton's population stabilising it at 2010 levels
- A stable population would help to maintain existing levels of services and facilities.
- The number of large new housing developments which would be likely under this option would cross-subsidise larger numbers of affordable homes and specialist elderly accommodation, helping to address identified shortfalls across the Borough.
- New development could secure major benefits for local communities in the form of new parks and facilities, and could provide a significant number of sustainable low-carbon homes.
- The total amount, location and scale of new development in the Green Belt means that this option, potentially, provides the greatest opportunities for low carbon energy. It is also likely to provide a significant number of sustainable low-carbon homes.
- The total amount, location and scale of new development in the Green Belt means that this option, potentially, provides the greatest opportunities to meet biodiversity targets (e.g. for new habitat creation), and to provide new and enhance existing green space.
- Under this option, it would be possible to ensure Sefton has a generous long-term employment supply as it would be possible to provide a site to meet future needs (beyond the end of the Core Strategy period) arising in south Sefton as well as the identified need for a further site in north Sefton.



## 5.55 Disadvantages:

- This option would entail significant encroachment into Sefton's Green Belt, including the use of some more constrained sites. This would involve major expansions to a number of the Borough's settlements, including 7700 new homes in Green Belt, and the identification of land for 2 new business parks.
- This would result in the loss of the greatest amount of land in the Green Belt
- Those settlements which have a greater proportion of more suitable Green Belt land would have to take a greater share of new housing. This would affect central Sefton more than any other area.
- This option would have the greatest impact on existing infrastructure and significant investment would be needed to improve and provide new infrastructure. This would be costly and may mean that development is not viable in some locations.
- This option would entail much greater losses of Grade 1 agricultural land than either of the other options.
- Unless this option is carefully phased in terms of both timing and the distribution of development between settlement areas, it could harm regeneration of the urban area
- This option would require an almost immediate release of Green Belt sites so that a five year supply of housing land can be maintained. This could put at risk the chance of some of our most difficult urban sites being developed.
- This option implies a potentially unrealistic level of house building that is significantly higher than has been regularly achieved by Sefton in the recent past
- This could potentially, because of the scale of housing proposed under this option and the need to attract more people from outside Sefton, risk undermining fragile urban housing markets, including those in neighbouring local authority areas such as Liverpool.

## 5.56 Policy Implications

- We would need to identify a large amount of land in Green Belt for housing development and the choice of sites would be limited
- This amount of Green Belt development would have implications for the size of a number of the Borough's settlements. This would require a high level of investment in new infrastructure, although the significant development value created would be able to meet most if not all of these costs.
- There would be likely to be a concentration of development in and around central Sefton. This would change the historic pattern of development over the last three decades, which has largely taken place in Bootle and Southport.
- The development of large areas of land in Green Belt would potentially allow for new facilities to be built including new green spaces, local shops, and the development of low carbon homes. Detailed master planning of these sites would be required to ensure they were of high design quality, including the necessary green space and other new facilities, and that they contributed to the character of the local area.

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## Conclusions

5.57 An assessment of the three available options show that each has their advantages and disadvantages.

**5.58 HOWEVER WE FEEL THAT OPTION TWO – MEETING LOCAL NEEDS – IS OUR PREFERRED OPTION.** There are a number of reasons why this is the case:

5.59 Although Regional Spatial Strategy (RSS) is likely to be abolished before the Core Strategy is published, Option Two most closely matches the housing requirement it proposes for Sefton (500 homes a year) and which our Core Strategy ought to be consistent with.

5.60 We also think that the amount of land identified in the Green Belt under Option Two is consistent with what RSS terms 'non- strategic' as it is meeting local needs. The extent of Green Belt land required for Option Three would be likely to be considered 'strategic' because it is catering for people moving into the Borough. Given the proposed scale of development, it would be more difficult to justify.

5.61 In summary, Option Two offers the following benefits:

- It would seek to link future development to identified needs in Sefton. In particular this could benefit many households who have a specialist housing need, and provide much needed new family housing.
- It would make sure that Sefton's longer term employment land requirements can be met.
- It will provide a flexible supply of land for development so that Sefton is an attractive place to invest.
- It would include some larger sites that could provide an opportunity to improve local infrastructure.
- It will restrict the amount of Green Belt land required for development to that which is essential for Sefton's anticipated needs.
- It allows a choice to be made on which Green Belt sites would provide the most sustainable development.
- It would enable a new Green Belt boundary for the Core Strategy period to be set which best reflects the current demographics of Sefton.
- It provides an annual housing requirement which is close to the level of buuiklding which has taken place in recent years.
- While still resulting in a decline of population, this is likely to be modest, and matches recent trends best.
- It would still allow us to provide a focus on regeneration and developing sites in the urban area, particularly in the first part on plan.

5.62 As a result it is proposed that the **preferred option** will be for a strategy which **meets identified needs**.

5.63 For the period of the Core Strategy this will include a requirement for **480 new homes** in Sefton per year and for **25 hectares** of new employment land in north Sefton post 2020.

### **Are other options possible?**

5.64 The fact that we have put forward these three options does not mean that we cannot consider other options. If you think that a different option would be appropriate, then it would be possible to suggest this together with your reasons.

### **Sustainability appraisal of the options**

A sustainability appraisal was carried out for the three options for the Core Strategy. This considered the different numbers of homes which each proposes and tested this against the range of sustainability objectives. The appraisal concluded that each option had strong and weak elements.

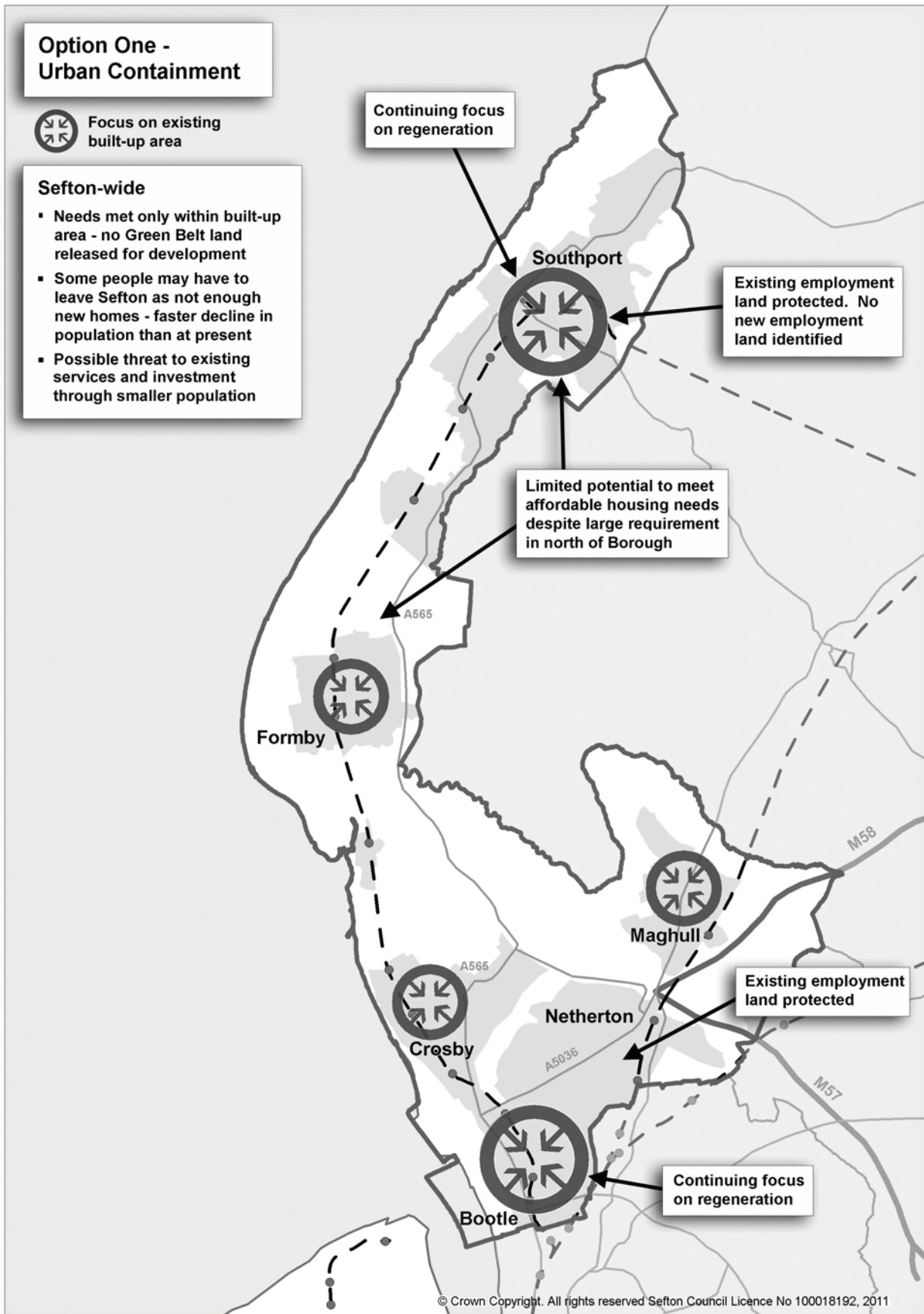
The general view was that the options that proposed least growth scored well on environmental grounds but poorly on economic and social issues. It also concluded that a middle option was often a compromise option with many positives being gained without significantly effecting the environment.

The appraisal recognised that some key sustainability objectives would be relevant to all options, such as improving accessibility, continuing regeneration programmes and the need for good design, and that these would be explored in detail once the preferred option was chosen.

### **Questions**

- ◇ Do you agree that Option 2 [meeting identified needs] is the preferred option?
- ◇ If not, what option do you support?
- ◇ If you do not agree with any of the options described, would you like to suggest an alternative option?

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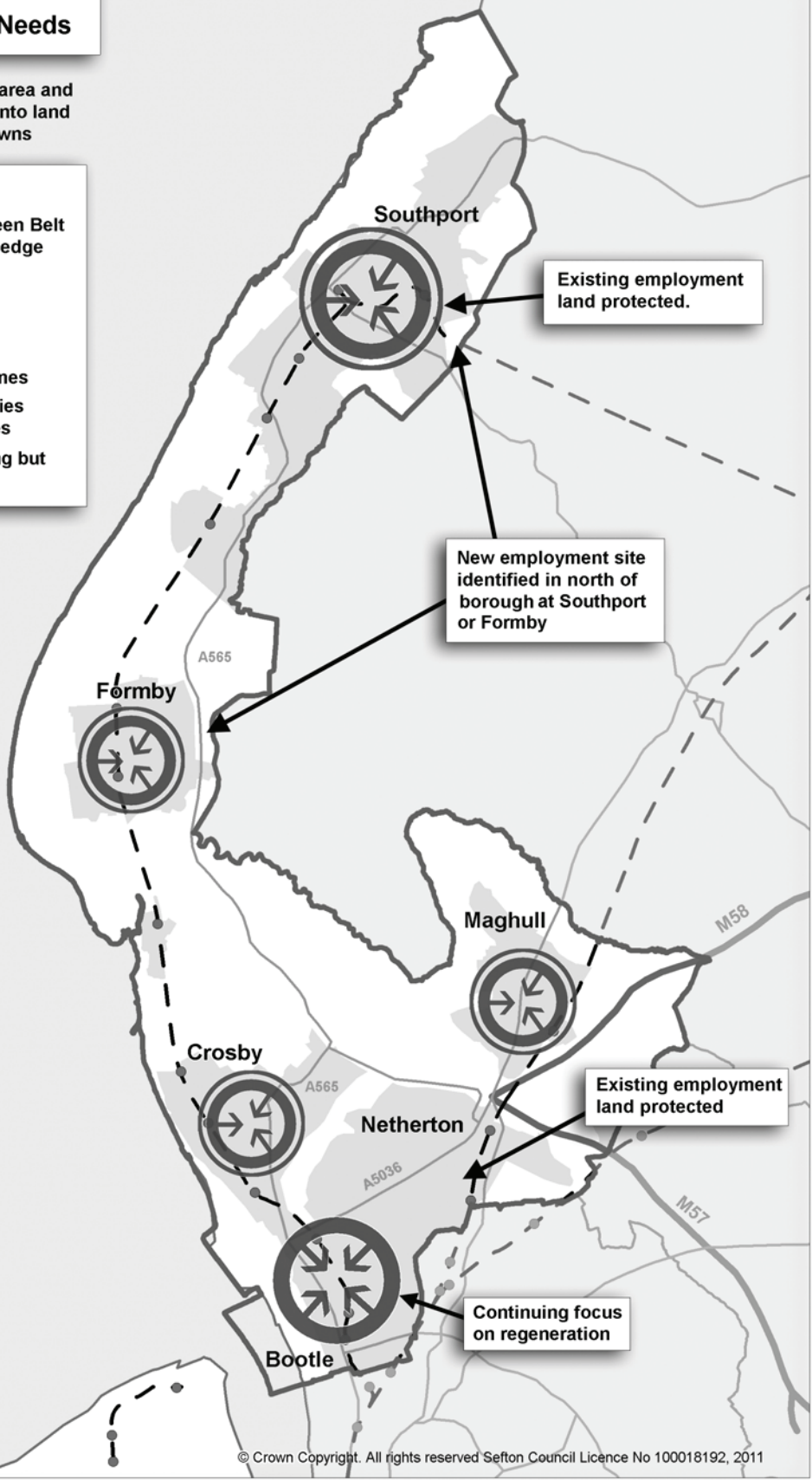
**Option Two - Meeting Identified Needs**



Focus on built-up area and some expansion onto land at edge of main towns

**Sefton-wide**

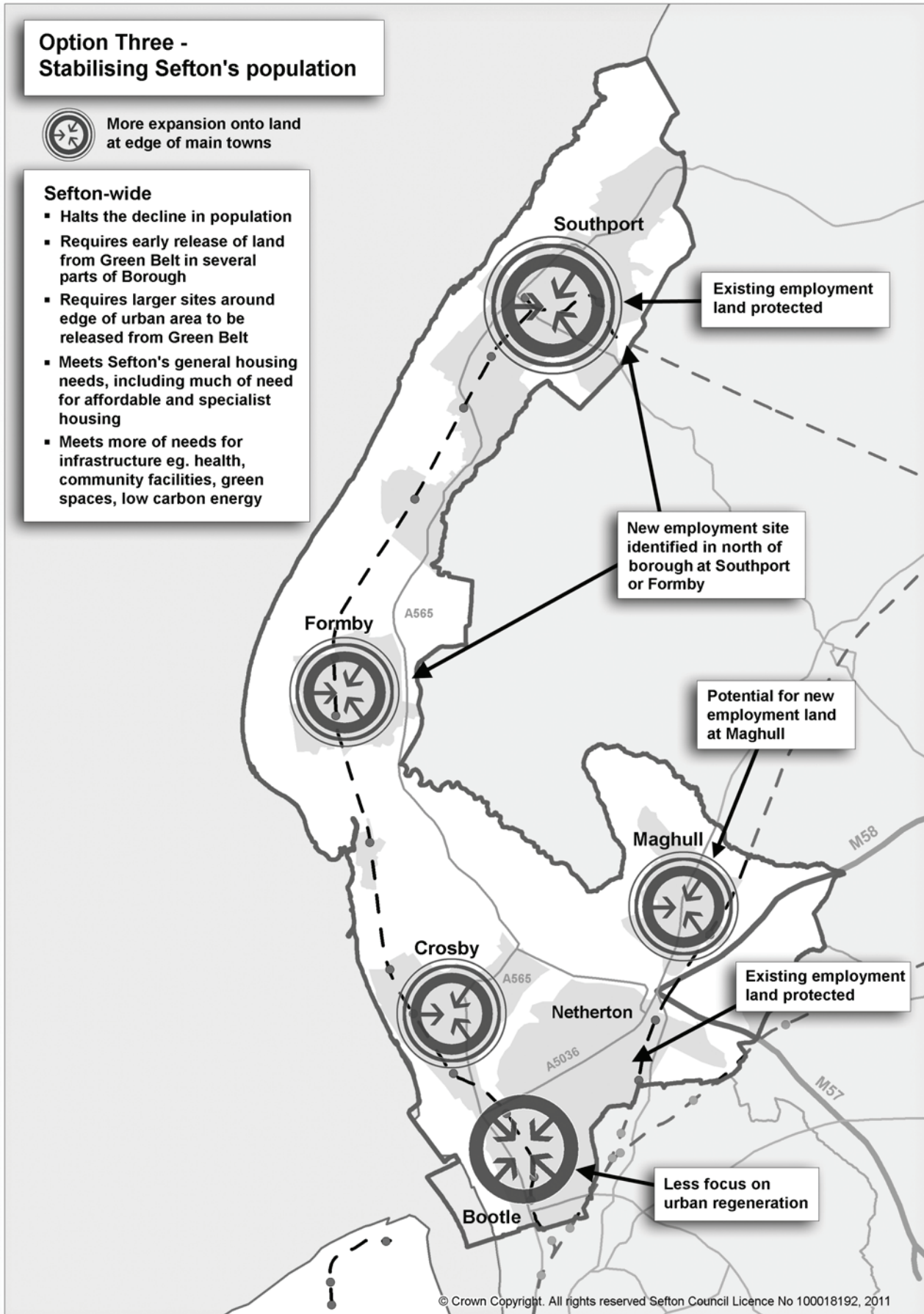
- Sites released from Green Belt for new homes around edge of urban area
- Meets Sefton's general housing needs
- More scope to meet need for affordable homes
- Provision of new facilities eg. shops, green spaces
- Population still declining but at slow rate



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## 5a Options in summary

	<b>Urban containment</b>	<b>Meeting identified Needs</b>	<b>Stabilising Sefton's Population</b>
<b>Explanation</b>	<p>Development will only be permitted on suitable sites in Sefton's existing urban area. No development land would be identified in the Green Belt</p> <p><b>Homes: 285 per annum</b>  <b>Employment: Within existing urban sites</b>  <b>Green Belt: No change during Core Strategy period</b></p>	<p>Sufficient land will be allocated to meet Sefton's emerging development needs for the Core Strategy plan period. This option will also seek to make sure that development is in locations that will best meet Sefton's identified needs.</p> <p><b>Homes: 480 per annum</b>  <b>Employment: Within existing urban sites and additional 25 ha</b></p>	<p>Maintain Sefton's population at current (2010) levels and provide the development land and infrastructure to support this.</p> <p><b>Homes: 650 per annum</b>  <b>Employment: Within existing urban sites and additional 25 ha</b></p>
<b>Advantages</b>	<p>Would not require releasing any land from the Green Belt.</p> <p>By restricting development to urban areas could assist with urban regeneration.</p> <p>Would put limited pressure on existing infrastructure.</p> <p>Lower carbon emissions and use of resources with fewer homes and construction.</p>	<p>There would be a more gradual decline in population than with option one.</p> <p>Housing needs of Sefton's residents would be largely met.</p> <p>Would provide a greater number of affordable and special needs homes than option one.</p> <p>The level of development would support construction and associated industries.</p> <p>The level of new homes would support local services and facilities.</p> <p>Development of larger sites in Green Belt may allow some improvements to infrastructure.</p> <p>Would provide considerable scope to meet biodiversity targets and new/improved green spaces.</p> <p>This option most closely matches recent building rates in Sefton.</p>	<p>This would halt the decline in Sefton's population.</p> <p>Would help maintain existing level of services and facilities.</p> <p>Could provide the greatest amount of affordable and special needs homes.</p> <p>Could secure major benefits for local community facilities</p> <p>Would be option most likely to achieve renewable and low carbon energy.</p> <p>Most scope to improve infrastructure.</p> <p>Greatest opportunities to meet biodiversity targets and new/improved green spaces.</p>
<b>Disadvantages</b>	<p>This option would make sites in the Green Belt vulnerable to challenge by developers.</p> <p>Would lead to a more rapid decline in population and could affect viability of local services.</p> <p>Could shift the burden of Sefton's unmet housing need on our neighbouring authorities, who also have a shortage of development land.</p> <p>Would not provide much affordable or special needs housing and none in the second part of the Core Strategy period</p> <p>Could affect economic growth as labour supply would diminish &amp; some skilled labour would be likely to leave Sefton.</p> <p>Could lead to greater inequality and more people would not have housing needs met.</p> <p>Would have the least scope to meet biodiversity targets or improve/provide new green space.</p> <p>Least scope to provide renewable/low carbon energy.</p>	<p>This option would require significant encroachment into the Green Belt..</p> <p>There would be a loss of some grade 1 agricultural land.</p> <p>This option would put greater pressure on existing infrastructure than option one.</p> <p>If not carefully phased this option could undermine Sefton's commitment to urban regeneration.</p>	<p>Substantial encroachment into Sefton's Green Belt.</p> <p>Would need to use greater number of sites which have natural value or are grade 1 agricultural land.</p> <p>Would have the greatest impact on existing infrastructure.</p> <p>If not carefully phased could undermine Sefton's commitment to urban regeneration.</p> <p>Could undermine wider regeneration objectives of the Liverpool City Region.</p> <p>Would require an almost immediate release of Green Belt sites.</p> <p>This option would require a higher level of house building than that historically achieved.</p>

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## **6. How will we decide where will new development should go? (The spatial strategy)**

6.1 The Council's spatial strategy is based on our Vision for what Sefton will be like in 2027. Its purpose is to make Sefton's communities more sustainable, that is improving people's quality of life. In view of the issues identified earlier, the need to regenerate Bootle and central Southport will remain a priority.

6.2 In Bootle, this means that we should continue to improve people's lives in this area by providing better quality and a wider choice of housing in more attractive environments, and providing better prospects for people in most need. We want to make sure that jobs are available close to where people live and that people have easy access to the services and facilities they need.

6.3 In central Southport, the focus will be on continued investment in the town centre and seafront areas. This will enable Southport to continue to compete as a quality shopping centre and popular 'classic resort'.

**6.4 As a result, Bootle and Southport will remain the focus for new development.**

6.5 Earlier sections on Sefton's Profile and Issues and Challenges highlighted the national and international importance of much of Sefton's coast. Sefton also contains many areas that are classified as being the best and most versatile agricultural land, which should normally be protected from development.

6.6 As the environment is intrinsic to what Sefton special, it is important that these areas should be protected from development if at all possible. This means that most other land, and in particular land that has previously been developed, in our main urban areas should be developed before land in our rural area.

**6.7 Consequently, development in the urban areas should take precedence over land in the rural area.**

6.8 There are many opportunities in the urban area where development can take place. Many of these are identified in our housing land supply study. Because of the limited extent of available and developable land within our urban areas, we need to make the most of our use of vacant and under-used land and buildings in the urban area. Therefore, we will encourage the re-use or redevelopment of all suitable land in the urban areas, so as to minimise the need to develop 'greenfield' land.

6.9 We will promote the efficient use of land. However, this does not necessarily mean building at high densities. New development should reflect the character and density of the area where it is located. It should not erode the distinctiveness of our towns and villages, but 'fit in' with the local environment.

6.10 Sefton has a higher than average number of empty homes. Whilst the Council does not have the resources and cannot force private owners to bring these back into use, we will encourage the re-use of empty homes. This will help to improve the appearance of the local environment in areas where there is a concentration of empty properties, and may provide more affordable housing.



**6.11 We will make the most efficient use of land in our urban areas, in order to minimise the need to develop land in the Green Belt.**

6.12 Section 3 and the Green Space Study set out the increasing importance of urban green spaces, not only in making our towns and villages attractive neighbourhoods in which to live, but also in encouraging healthier lifestyles and helping to adapt to some of the effects of climate change. The quality of a borough's green spaces also helps attract investment and visitors.

6.14 These areas are also generally important to their local communities. Therefore, even though we need to maximise the amount of new development that can be accommodated in the urban areas to meet future needs, it is important that the majority of these green spaces are retained. However, there may be a small number of sites that do not have any benefits and are not valued by their local communities, where development might be welcome. There may also be some scope on the sites of former schools and other institutions where it may be possible to develop part of the site, whilst improving the rest of the site or a nearby area.

6.15 We also need to retain the majority of our existing employment land to allow local businesses to expand and to help attract new companies to Sefton.

**6.16 Not all land in the urban area is suitable for development.**

6.17 The diverse nature of Sefton means that wherever possible development should take place to meet local needs in the areas where the need arises. In the case of housing, needs generated in Bootle and Netherton should be largely met in this area, and in the case of land for new employment in the future, the need to identify a successor site for the Southport Business Park should be met in either Southport or Formby.

**6.18 In order to reflect the different needs arising in the different parts of Sefton, we will seek to meet locally generated needs in the areas in which they arise.**

6.19 One of the key principles of a sustainable community is that major new developments which a lot of people visit should be located in places that are easily accessible by public transport, walking and cycling so that there are realistic alternatives to the car.

6.20 Complementing this, we will seek to ensure that our town, district and local centres are vital, viable and attractive locations that people will want to visit. These will continue to be the focal point not only for further retail investment, but also all other services, facilities and other appropriate uses so that it is easy for people to combine trips. We will also need to protect and enhance the range of local employment opportunities that are provided in these areas.

**6.21 Development which generates significant journeys should be located in accessible locations such as town, district and local centres, and on sites which are easy to get to by public transport.**

**6.22 In order to take advantage of the fact they are easy for most people to get to, we need to ensure that our town, district and local centres remain attractive locations which serve their local community. Appropriate development will be directed to these locations.**

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6.23 it is important that new development incorporates the necessary infrastructure to support it. We have talked to the main infrastructure providers to identify where the existing networks are at or near capacity, so we know what the priorities are. However, we will also need to ensure that developers provide the appropriate infrastructure to support their development. These requirements will be set out in our Infrastructure Delivery Plan.

6.24 New development should be in accessible locations. Most services and facilities are located in our urban areas, and these areas are also the best-served by public transport. Where development cannot be accommodated in an existing urban area, it should be located on the edge of our main towns and villages to benefit from these facilities. This will also help to support existing services and facilities and reduce the need for new ones.

6.25 Whilst we have not ruled out development on the edge of any of our smaller villages, this will only be considered if the development would allow these settlements to grow in proportion to their size and in a way that will support existing service provision, or enable the provision of services and facilities that are currently unavailable.

**6.26 Where new development cannot be accommodated within an existing urban area, it should be located in the most sustainable locations possible, and should be accompanied by appropriate infrastructure.**

6.27 A new challenge we face is to make sure that new development is located and designed so that it has the least impact on climate change. Specifically, we need to ensure that development is not located in areas at risk of flooding unless there are no other suitable alternatives available. Development will also be directed away from areas that are at risk of coastal erosion or rising sea levels.

**6.28 Development should not be located in areas at risk of flooding unless there are no other alternatives. New development should be designed to mitigate any potential impact.**

6.29 We also need to promote all aspects of sustainable development, including incorporating sustainable construction and design.

**6.30 New development should be well-designed and as sustainable as practicable.**

6.31 Most new housing has taken place in Southport and Bootle over the past 30 years and this is where future needs are likely to be greatest in the future. However, land is beginning to run out in these areas, and there is no Green Belt immediately adjacent to Bootle. Furthermore, land adjacent to Netherton was identified as being an area that should remain open in order to prevent Netherton merging with either Sefton village or Maghull.

6.32 A few areas have been identified as having development potential around Southport. However, the main areas identified as having potential in the Green Belt are next to the settlements in central Sefton – Crosby, Maghull, Aintree and Formby.

6.33 We also need to take into account the ability of settlements to accommodate new development – do they have the appropriate infrastructure; could additional development help to sustain and support existing service provision; or could this be provided as a result of further development? This includes services and facilities such as roads, water, sewerage,

gas and electricity, shops, schools, health facilities, green spaces and other community facilities, and access to public transport.

6.34 In Sefton, the larger settlements are usually well provided with these facilities and services, but they tend to be lacking in many of our villages. The scale of development that would be appropriate relative to the size of the settlement would mean that the maximum amount of development that should be contemplated (10% over 10 years) is such that the expansion of most villages would not be able to support the provision of many new services. Consequently, most of the villages would not be sustainable locations for further development, and this would not support any existing services or facilitate any which may exist or be currently lacking. The only possible exception to this is Hightown, which is not only the largest village, but also one with a limited range of local services and a rail station.

## **Spatial priorities for new development – draft policy CS1**

**A.** In meeting Sefton’s future development needs, the following is the preferred sequence for identifying land:

- The first preference is for unused or underused land and buildings in the urban area
- Only when this has been substantially used would Green Belt land become available for development. This will be identified as follows:
- in accordance with the findings of the Green Belt Study; and
- to ensure that local needs are met in the town in which they arise or as close as possible to the town in which they arise if land is not available.

**B.** All proposals for development in Sefton will be assessed against the following principles:

- Development should be located and designed to reduce the impact of climate change
- Development should seek to reduce the use of resources and where appropriate incorporate the use of on-site or decentralised renewable energy
- Development should be located close to existing homes, jobs and services, and in locations accessible by walking, cycling and public transport to reduce the use of the private car
- Development should be designed and built to a high standard and be sensitive to the [positive] character of the area in which it is situated
- Development should meet a locally identified need
- Development should not compromise the wider regeneration objectives of the plan and where possible positively contribute to these aims
- Development should provide or be served by a good choice of services and facilities that are accessible to all
- Development should not detract from the role of Sefton’s town and local centres and if possible should enhance them
- Development should be served by appropriate infrastructure and where possible help improve local deficiencies in infrastructure
- Development should not cause significant harm to any important environmental or recreational asset
- Development should not create risk to people or property, including from traffic, pollution and contamination.

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## How much development is needed in each settlement?

6.35 Under all 3 options, we would seek to maximise the amount of development in the urban area. Our draft SHLAA Update<sup>1</sup> indicates that approximately 4,850 additional homes net of clearance replacement can be accommodated in the urban area. This figure, and the net capacity of the each Area Committee areas may be reviewed following engagement with our Housing Market Partnership and the public.

Settlement / Area Committee area	Net capacity	%	Average no of homes per year
Bootle & Netherton	1866	38.5	110
Crosby	460	9.5	27
Formby	221	4.6	13
Sefton East (Maghull & Aintree)	154	3.1	9
Southport	1793	37.0	105
Other small sites (< 0.1 hectare)	348	7.1	20
<b>Total</b>	<b>4842</b>	<b>100</b>	<b>285</b>

4850 /17 = 285 dwellings per year.

6.36 Table 2 compares the supply to the number of people living in each area<sup>2</sup>.

Settlement / Area Committee area	Maximum supply	Population	% of population
Bootle & Netherton	2149	72,729	26.6
Crosby & Hightown	463	47,377	17.3
Formby & Ince Blundell	234	24,009	8.8
Maghull & Aintree	155	39,252	14.4
Southport	1804	89,936	32.9
<b>GRAND TOTAL:</b>	<b>5154</b>	<b>72,729</b>	<b>100.0</b>

6.37 From this it can be seen that Bootle and Netherton have a greater supply of land in their area than is needed to meet their pro rata population needs, whilst the supply in central Sefton (Crosby, Formby & Maghull) is considerably less than would be needed.

6.38 Table 3 compares the future supply with where development has historically taken place over the past 20 years<sup>3</sup>:

<sup>1</sup> Draft SHLAA Update, February 2011

<sup>2</sup> Source: ONS Mid 2009 population estimates

<sup>3</sup> Review of former RSS requirement for Sefton, NLP, February 2011

Table 3

Settlement / Area Committee area	2000 - 2010			1990 - 2010		
	Number built	No. per year	%	Number built	No. per year	%
Bootle & Netherton	1,829	183	38.3	3475	174	35.9
Crosby & Hightown	498	50	10.4	944	47	9.7
Formby & Ince Blundell	231	23	4.8	612	31	6.3
Maghull & Aintree	539	54	11.3	1,193	60	12.3
Southport	1,683	168	35.2	3,464	173	35.8
<b>GRAND TOTAL:</b>	<b>4,780</b>	<b>478</b>		<b>9,688</b>	<b>484</b>	

6.39 These tables show that there is a reasonable correlation between the level of houses built in each area relative to its current population, and that it would therefore not be unreasonable to assume that future housing should be allocated to each Area Committee area based on their existing population.

**Table4:**

**Annual housing requirement based on the distribution of the existing population**

	% of Sefton's population	285	480	650	Urban capacity (net of clearance replacement + small sites)
<b>Southport</b>	32.9	1594	2685	3635	1866
<b>Formby</b>	8.8	426	718	972	221
<b>Crosby</b>	17.3	838	1412	1912	460
<b>Sefton East Parishes</b>	14.4	698	1175	1591	154
<b>Bootle &amp; Netherton</b>	26.6	1289	2170	2939	1793
<b>Sefton TOTAL</b>	<b>100.0</b>	<b>4845</b>	<b>8160</b>	<b>11050</b>	<b>4850</b>

**Option One – 285 dwellings a year**

6.40 Under Option One, we would only be building the number of homes that can be accommodated in the urban areas. This broadly replicates past trends, which show that most development has historically taken place in Bootle, Netherton & Southport. Very little new development would occur in central Sefton. Only Bootle and Netherton would be capable of meeting their pro rata need under this option.

6.41 We would not be seeking to meet future employment needs that cannot be met in the urban area.

**Option Two – 480 dwellings a year**

6.42 Under Option Two, we would split the number of homes required over the plan period (2010 – 2027) between the numbers that can be accommodated in the urban area, and then calculate the shortfall that would need to be identified in the Green Belt.

6.43 This is shown in Table 4.

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Settlement / Area Committee area	Urban capacity (net of clearance replacement + small sites allowance)	Total pro rata need (2010 – 2027)	Unmet need	Estimated capacity of Green Belt sites in each area
Bootle & Netherton	1866	2685	819	0
Crosby	460	718	258	1404
Formby	221	1412	1191	2286
Sefton East (Maghull & Aintree)	154	1175	1021	4661
Southport	1793	2170	377	1714
<b>Total</b>	<b>4,842</b>	<b>8,160</b>	<b>3,666</b>	<b>10,065</b>

6.44 Under this option, no area will be able to meet its future pro rata needs wholly within the urban area. As all land not in the urban area is within the Green Belt, land within each Area Committee area will need to be released. With the exception of Bootle and Netherton, where none of the unmet need can be met in the Green Belt, all the areas are more than able to meet their pro rata requirements under this option. However, if the unmet pro rata needs generated in Bootle and Netherton are to be met, these would have to be met in an adjoining area. This means that one or more areas (Crosby and / or the Sefton East Parishes area) would have to accommodate these needs, and it would not possible to allocate land in the Green Belt on an entirely proportionate basis.

6.45 As set out in our spatial strategy (above), the most sustainable locations for new development are on the edge of the urban area. Therefore we would look at those areas identified through the Green Belt Study that are adjacent to the urban area before any land on the edge of villages.

6.46 Under the spatial strategy, the areas on the edge of the main settlements that could contribute towards meeting the outstanding need could yield more capacity than is needed. Decisions could be based on which areas would have least impact on the openness of the Green Belt, and are the most sustainable or best located in relation to existing services and facilities.

6.47 Under this option, it would also be necessary to identify a site of at least 20 hectares, preferably on the eastern edge of Southport to accommodate a successor site to the Southport Business Park when this is fully developed. If no suitable site can be found, then this site could be potentially be located adjacent to the Formby Bypass in Formby.

### **Option three – 650 dwellings a year**

6.48 Under this option, far more land in the Green Belt would be needed than under Option Two, as shown in Table 5.

**Table 5**

Settlement / Area Committee area	Urban capacity (net of clearance replacement + small sites allowance)	Total need (2010 – 2027)	Unmet need	Estimated capacity of Green Belt sites in each area
Bootle & Netherton	1866	3635	1769	0
Crosby	460	972	512	1404
Formby	221	1912	1691	2286
Sefton East (Maghull & Aintree)	154	1591	1437	4661
Southport	1793	2939	1146	1714
<b>Total</b>	<b>4,842</b>	<b>11050</b>	<b>6555</b>	<b>10,065</b>

6.49 The unmet pro rata need generated in Bootle and Netherton will double. As there is no suitable land in the Green Belt adjacent to these areas where development could take place, this unmet need would have to be met in other parts of Sefton. As with Option Two, this means that it would not possible to allocate land in the Green Belt on a proportionate basis.

6.50 In all other parts of Sefton, it will be possible to meet future housing needs on the edge of the main urban areas. However, there will be less choice about which sites are developed. It should also be possible to avoid developing on the edge of any village, unless there was an over-riding need for development that would support an existing service or facility or secure the provision of a service or facility that is currently lacking.

6.51 In order to provide long term employment needs in the south of Sefton that will emerge after 2026, it would be possible under this option, to identify a site of at least 20 hectares which could be cross-subsidised by the development of any land in the Green Belt for housing.

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## 7 Sites in the Green Belt

### Identifying suitable land in the Green Belt

7.1 A study was carried out in 2010 to look at all of the Green Belt in Sefton with a view to identifying areas of land which could be developed without harming the purposes of including land in the Green Belt. This included land that has to be kept open in order to prevent nearby towns and villages from merging, and land where development would lead to urban sprawl, because it is not adjacent to any urban area.

7.2 The study has also taken account of land which has a high risk of flooding, or which has a national or international nature conservation value, and these areas have also been ruled out of further consideration.

7.3 Although sites have been assessed to ascertain if they good access to services and facilities, this has not been used to identify whether a site is more accessible than other sites, since this can change. This is because new services and facilities could be required to be provided in conjunction with any development that may take place.

7.4 At this stage, we have not contacted any landowners to find out whether there is any possibility of their land being developed, so not all of the land identified as being potentially suitable will actually be available. This will only become apparent at the end of the consultation we are currently carrying out on the draft Green Belt Study & Core Strategy Options.

7.5 Our housing and employment land supply studies have indicated that land will be need to be identified for development in the Green Belt for both housing and employment under both Options Two and Three (see Section 5).

### Criteria for bringing forward sites for development

7.6 In Section 6 'The Spatial Strategy' we have set out that our first priority will continue to be development within our urban areas, with development taking place in the Green Belt only as a last resort. Land in the Green Belt will only be considered for development when the supply of sites in the urban area is largely exhausted, and we no longer have a 5 year supply of identified suitable, available and deliverable housing land. This will be identified in the housing trajectory in our Annual Monitoring Report<sup>1</sup> and future SHLAA updates, which will indicate how many homes can still be built in our urban areas.

7.7 We will also seek to ensure, through both our (draft) spatial priorities policy and the (draft) Green Belt release policy, that when land in the Green Belt is released for housing, it will not adversely impact on any regeneration priorities. These relate primarily to the regeneration of housing markets in Bootle and Litherland, and to development in Southport, including Town Lane, Kew.

7.8 The (draft) Green Belt release policy will also set out the triggers for when, where and how much land in the Green Belt needs to be released to meet identified employment needs.

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<sup>1</sup> The Annual Monitoring Report is produced each year and reports on changes that have taken place in Sefton during the previous year.



7.9 In section 5, we have explained that under Option Two, there is a requirement for about 3,650 more homes that would need to be built outside our urban areas based on demographic trends. This would mean that there would be about 7,775 more households (but about 7,000 fewer people) than live here now.

7.10 This need increases to about 6,550 more homes under Option Three, although the same number of people would live in Sefton as do now.

7.11 The Green Belt Study has indicated that there is sufficient land around the edge of all our main urban areas except Bootle and Netherton to meet pro rata housing needs. Even under Option Three we will have some choices about which areas of land area developed in some areas.

7.12 Apart from the fact that they are in the Green Belt, many of the areas are affected to various degrees by constraints such as flood risk, local wildlife designations and different agricultural land classifications. However, these do not affect the whole of Sefton in the same way. In addition, the constraints affecting land around one settlement are likely to be different to those affecting land adjacent to another. This means that some compromises will have to be made, and that they may vary across Sefton.

7.13 The Green Belt Study included an assessment of whether any parcel (the 'unit' by which land in the Green Belt was assessed) was well-contained by strong physical boundaries, as this will define where development takes place in the future. As these are less likely to lead to urban sprawl than other parcels, then sites with existing physical boundaries should be given precedence over other sites where there is a choice about where development could take place on the edge of any settlement.

7.14 Where possible, we will identify a number of sites on the edge of each settlement so that locally generated needs arising in that settlement can be met in an ongoing way. This will also ensure that we do not identify more sites in any area than the market could deliver at any time. Where there is a choice of sites on the edge of any settlement, we have identified those sites that we think should be developed first because they have the strongest boundaries and affect fewer constraints.

7.15 Full details about the individual merits of each parcel are set out in the Technical Appendix to the Green Belt Study ([www.sefton.gov.uk/greenbeltstudy](http://www.sefton.gov.uk/greenbeltstudy)).

## **So how will we choose the sites?**

7.16 We will consider the suitability of potential sites taking into account the following factors:

1. How does the site meet the spatial strategy (See Section 6) and the objectives (set out in section 4 – Vision & Objectives)? For example, would the site deliver affordable housing (the greatest need for affordable housing is in north of Borough), or a successor business park to the east of Southport or Formby? Or could it provide a specialist housing e.g. extra care, or a site for gypsies and travellers? Land which is

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in active use for recreation, has a local wildlife value or provides local employment opportunities will generally not be considered suitable for housing.

2. Which are the most contained sites that would not lead to urban sprawl? Sites with strong physical boundaries will normally be preferred to those where a new boundary is required.
3. What are the constraints affecting each parcel, and what compromises would be required if development took place. Are there any alternate sites in the local area with fewer constraints that could be developed first?
4. How accessible is the site? Could improvements reasonably be secured to the existing public transport network?
5. Are there any infrastructure constraints? Would development of one or more sites on the edge of a town or village be able to provide new infrastructure, or would the impact of development place excessive burdens on the existing infrastructure?
6. Whilst the size and notional capacity of the site will be taken into account, larger sites will generally be able to provide more in the way of things like affordable or specialist housing, and infrastructure improvements. However, we will need to ensure that the size of any future development is proportionate to locally generated needs and the size of the settlement where development is proposed.

**Do you agree that these are the right criteria? Are there any other criteria that we should take into account?**

7.17 Once sites have been assessed against these criteria, we need to know whether the landowner is willing to sell, and that the site is available for development. We

7.18 Where sites are taken forward through the Core Strategy, they will have to be developed in accordance with good design principles which will be set out in the Core Strategy. These will include sustainable construction; accessible locations; accessibility by range of means of travel; opportunity to create new green areas etc, as well as the provision of associated infrastructure, and affordable housing etc. Development briefs will be prepared for each area in conjunction with the local community before any development is permitted.

## **How much land should be identified adjacent to each settlement?**

7.19 We have concluded (in Section 6 – the spatial strategy) that the best approach, once land in the urban areas has been largely exhausted, and based on meeting local needs in the area where they are generated, that we should begin by identifying land on the edge of each settlement based on the size of the existing settlement. We have therefore looked at land on the edge of our main settlements first, as these are the usually the most sustainable locations with the best access to local services and facilities.

7.20 Where services and facilities are lacking, and any new development is able to bear the cost of new facilities, then this would become a requirement of the development, and would be set out in a Development Brief or a future Development Plan Document (DPD).

7.21 The Green Belt Study has identified areas on the edge of each of the main settlements, which are capable of meeting those locally generated needs that cannot be met in the urban area. The amount of land, and which sites are identified for future development, will vary between Options Two and Three, as the latter requires more land in the Green Belt being developed. The maximum potential in each area is set out in Section 7 – ‘The Spatial Strategy’.

### **Will any land be identified next to any of Sefton’s villages?**

7.22 Only if we cannot identify sufficient land on the edge of the urban areas will we consider whether any land on the edge of any village may be suitable for development, again considering villages with existing services and facilities first, and within these, sites in the most sustainable locations. Any proposals for further development in any village must be proportionate to the size of the village.

7.23 As part of the Green Belt Study, we carried out an assessment of where services are located, and concluded that only Aintree and Hightown are of a sufficient size, and sufficiently close to the public transport network, that they would be suitable for accommodating any additional development.

7.24 Aintree currently has a population of almost 7,000. There is also a single site south of the M57 motorway which would form the natural extension of Aintree, although part of the site has been identified as having a medium risk of flooding and should therefore be kept open unless there are no other alternative areas available.

7.25 In accordance with Government guidance, if any development is needed in Hightown, we would only suggest that a maximum of 90 additional dwellings should be added to the village (which would represent a 10% increase in the total size of the village). However, this would mean that the only benefits likely to be secured if any development were to take place in this area would be the provision of some affordable housing and public open space.

7.26 The Green Belt Study also identified land on the edge of Ince Blundell and Melling as having some potential for development. However, neither Ince Blundell nor Melling village have any facilities and are poorly served by the public transport network, and their size is such that the amount of development required to support the provision of any services would not be proportionate to the size of these villages. No additional development is therefore proposed in either of these locations.

7.27 Land has also been identified on the edge of Waddicar which is potentially suitable for development. However, over 400 homes have been built in Waddicar over the past 15 years, and service provision has not kept pace with this scale of development. Although it has some local services, it is not well connected with the rest of Sefton either physically or by public transport. An option therefore is that no further development should be

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proposed adjacent to this village. Conversely, would some extra development enable Waddicar to be better linked to local services?

## 1. Meeting Southport's needs

7.28 Under Option One, we would only meet that part of Southport's future housing and employment needs that could be met in the urban area. We have only identified land that could accommodate about 1,800 more homes, which is less than is needed to meet demographic trends and the town's population would therefore fall. Under this option, it is likely that less than 1 in 6 of the town's affordable housing need will be addressed. A smaller population could also put more pressure on existing services and facilities (some may close), and investment in the town centre may not take place.

7.29 Under Options Two and Three, it will be necessary to develop land in the Green Belt. Most would be needed for housing, but there is also an identified need for at least 25 hectares for a successor site to the Southport Business Park to the east of Southport under both options. Housing development should be phased so that any development in the Green Belt would not occur until the site at Town Lane Kew was well underway.

7.30 The Green Belt Study has identified a number of areas around the edge of Southport that do not have to be kept open in order to preserve the integrity of the Green Belt. However, not all of the areas identified as having potential for development are suitable for development, because they do not meet the Core Strategy's objectives, which are set out in Section 4. Most of the excluded areas comprise land which is used for recreation.

7.31 Three sites have been identified which could provide the successor site to the Southport Business Park. These are located adjacent to the Crowland Street / Foul Lane industrial estate.

7.32 Eight areas have been identified as having potential for housing. Most are located on the edge of Ainsdale with two located to the east of Churchtown. The potential sites are listed in Appendix 1.

### Summary of implications for the Green Belt

7.33 No sites in the Green Belt would be developed under Option One. However, future housing and employment needs would not be met.

7.34 Under Option Two, there is only a need to identify land for about 377 more homes in the Green Belt, so less than 1/4 of the areas we have identified as having potential would need to be developed during the plan period.

7.35 Under Option Three, there is a need to identify land that could accommodate 1146 more homes. This will mean that whilst we still have a choice about which sites would have to be developed as we would need to develop about 2/3 of the areas we have identified, we may have to begin making compromises about sites which have a local wildlife designation, or located in less accessible areas.

## 2. Meeting Formby's needs

7.36 Under Option One, we would only meet that part of Formby's future housing needs that could be met in the urban area, as we have only identified sufficient land in the urban area to accommodate about 225 more homes. This is likely to mean that only about 15 new affordable homes would be built, despite there being an identified need for almost 450 units. This means less than 1/ 30th of the town's affordable housing need would be addressed. This would lead to a smaller population, which would put more pressure on existing services and facilities, and some may close.

7.37 Under Options Two and Three, it will be necessary to develop land in the Green Belt to meet Formby's future housing needs. In addition, if land identified to the east of Southport proves unsuitable for development as a successor site for the Southport Business Park, then land north of Formby Industrial Estate would have to be considered as an alternative site for this development.

7.38 A total of 4 sites have been identified on the edge of Formby as not having to be kept open without harming the overall purpose of the Green Belt, and hence where any new housing could take place. Most are located to the east of the railway and are therefore better related to local services and other infrastructure as well as the primary road network. A further site has been identified to the south west of the town. The sites to the northeast of the town have a local wildlife value, and so should not be considered if less constrained sites are available. The potential sites are listed in Appendix 2.

### Summary of implications for the Green Belt

7.39 No sites in the Green Belt would be developed under Option One, but the town's population would decrease, and its large affordable housing needs would not be addressed.

7.40 Under Option Two, there is a need to identify land for about 1,200 more homes in the Green Belt. Under this option we would need to develop about half the area we have identified. This could mean that both of the least constrained sites, which are both located to the south east of the town, would need to be developed during the plan period rather than other sites which have more constraints.

7.41 It could also mean that an area immediately to the north of Hightown is developed.

7.42 Under Option Three, in addition to the above sites, we would also need to develop at least part of the other 2 sites identified on the edge of Formby in order to build the required 1,450 additional homes. The remainder of these sites could potentially meet needs that will arise after the end of the plan period (after 2027).

7.43 Formby Area Committee also includes the village of Ince Blundell. However, due to its lack of facilities and public transport, none of the identified areas are considered suitable for development under with Options Two or Three.

### **3. Meeting Crosby's needs**

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7.44 Under Option One, we would only meet that part of Crosby's future housing needs that could be met in the urban area, as we have only identified land for some 460 dwellings in the urban area. However, it is likely that only 10 new affordable homes would be built, despite there being an identified need for almost 120 units. This means that less than 10% of identified affordable housing needs will be met. A smaller population would also put more pressure on existing services and facilities, and some may close.

7.45 Under Options Two and Three, it will be necessary to develop land in the Green Belt to meet Crosby's future housing needs.

7.46 A total of 9 sites have been identified on the edge of Crosby that may have potential. Of these, two comprise brownfield sites – Hall Road Sidings, Blundellsands and Runnell's Lane Nursery, Thornton. The remaining sites are located along the northern edge of Crosby and Thornton. A number of the sites in this area are used as playing fields, and these have been excluded from consideration. The potential sites are listed in Appendix 3.

7.47 Whilst most of the sites are not affected by any local wildlife designations, an area to the northwest of Crosby has been identified in the past as a potential feeding area of the pink-footed goose. Survey work would need to be undertaken to ascertain if this area is still used, and whether an alternative feeding area might be needed before this area could be developed.

7.48 Hightown village is also included in the Crosby Area Committee area. The site that would have least impact on the openness of the Green Belt, and which is also a sustainable location, is, however, in the Formby Area Committee area. If it is decided that development adjacent to Hightown is proposed, then the total amount of development that could be accommodated should not exceed 10% of the size of the village at present, if the village is to retain its existing character.

## Summary of implications for the Green Belt

7.49 No Green Belt sites would be developed under Option One. As 460 more homes can be accommodated in the urban area, Crosby's demographic needs to the need for affordable housing would not be met.

7.50 Under Option Two, this would leave a requirement for a further 260 to be built in the Green Belt. This would be less than 20% of the potential sites we have identified.

7.51 Under Option Three, just over 500 more homes would be needed in the Crosby area. This represents less than 40% of the areas we have identified, so again not all the potential areas would need to be developed.

## **4. Meeting the needs of Sefton's East Parishes**

7.52 The main settlements in Sefton's East Parishes include Maghull, Lydiate, Waddicar and Aintree, as well as the smaller villages of Melling, Sefton and Lunt. Under Option One, development would be accommodated in the main settlements, but no further development is proposed in the villages. A total of 154 more homes could be provided.



7.53 As the majority of these would be built on sites that are very small and below the threshold when affordable housing would be required, we anticipate only 2 affordable homes would be built in the urban area during the plan period. This would leave a further need for over 90 affordable homes that will not be built under this option.

7.54 Surplus land at Ashworth Hospital East has been identified as a future housing site, and a planning application is anticipated later this year. Although this site is in the Green Belt, it could meet some of the outstanding needs under Option One if planning permission is granted.

7.55 In addition, the Government has recently announced that its plans to redevelop the Ashworth South site as a new prison have been postponed. It is our understanding a definite decision on this site will not be made until at least 2015. As this is a brownfield site on the edge of the urban area, we will keep the situation under review. If the prison is abandoned, we would consider alternative uses for this site, which could include housing or employment, at the appropriate time under Option One.

7.56 Under Options Two and Three, it would be necessary to build in the Green Belt, in order to meet the area's demographic housing needs.

7.57 Six sites have been identified on the edge of Lydiate and Maghull, 4 on the edge of Waddicar, and 3 on the edge of Aintree. A list of the sites is included in Appendix 4. These have the potential to accommodate 3355, 491 & 227 more houses respectively. This is far in excess of what is needed to meet the area's demographic needs.

7.58 Most of the sites in the area contain Grade 1 or 2 agricultural land. This is a national resource, which should normally be protected from development. However, if we are to meet needs arising in this area, then some development will have to take place on good quality agricultural land.

7.59 The sites on the edge of Aintree (including 2 in Melling parish) are partly identified as having a medium risk of flooding, and therefore should not be developed if there are any alternative areas available that are not.

7.60 As Waddicar has had a significant amount of new housing in its area over the past 15 years, which has not been matched by service provision, and it is not very accessible by public transport, this is probably not a sustainable location for more development. Furthermore, none of the sites identified in this area have existing physical boundaries, so they are less suitable for development than other sites which do.

## Summary of implications for the Green Belt

7.61 None of the sites in the Green Belt would be developed under Option One, apart from land at Ashworth East and Ashworth South.

7.62 Under Option Two, there is a need to identify land for about another 1000 homes in this area. We would need less than 1/4 of all the areas we have identified as not having to be kept open to protect the purposes of including land in the Green Belt. Under this

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option, it would be possible to develop a number of smaller sites around the edge of Lydiate and Maghull.

7.63 Under Option Three, there is a need to identify land for about another 1450 homes. Under this option there are more ways that this requirement could be met. For example, it would be possible to develop some smaller sites and one or more larger sites adjacent to Maghull and Aintree. Under this option, we would only need about 1/3 of all the land we have identified on the edge of both these settlements, and none adjacent to Waddicar.

7.64 Under this option it would also be possible to identify a site of at least 25 hectares that could accommodate a Business Park which would help to meet future employment needs in the south of the Borough which are likely to emerge after about 2027.



## APPENDICES

The following pages list the sites in each Area Committee area where there may be scope for development to take place in the Green Belt. In the comments column, we have only included comments relating to the emerging Core Strategy objectives, which were not relevant to the Green Belt Study assessment.

As a result of on-going discussion with land owners and utility & service providers, some of the sites that have been identified may be ruled out from further consideration, or the boundaries of the areas that we have identified as being suitable for development may change.

Full details of our assessment relating to the individual sites can be found in the Green Belt Study ([www.sefton.gov.uk/corestrategy](http://www.sefton.gov.uk/corestrategy)).

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## Appendix 1

The following sites on the edge of Southport have been identified as having some potential:

<b>Green Belt Study site reference</b>	<b>Site location</b>	<b>Potential housing capacity or area (employment sites only)</b>	<b>Comments</b>
S004	Land east of Bankfield Road and south of Moss Lane, Southport (2 areas)	774 (333 N + 441 S)	Two sub-areas have been identified as having potential within this parcel. Both are close to Churchtown local centre. However, the northern area is identified as a Local Wildlife Site and as it is not physically defined, it should not be proposed for development unless areas with fewer constraints can be identified.
S007	Land south of Crowland Street, Southport	25.0 has employment	This is a well-contained site adjacent to Crowland Street industrial estate, and would form the natural extension to this area. However, it site is not adjacent to the primary road network, and is remote form any train station.
S008	Kew Park & Ride site, Foul Lane, Southport	2.76 has	If the site is not needed as a park and ride site, it would form the natural extension to the above site. It is not adjacent to the primary road network, and is remote form any train station.
S009	Former tip, Foul Lane, Southport	11.35 has	This is a well-contained site on the edge of the urban area which contains a mix of non-residential uses. It is not adjacent to the primary road network, and is remote form any train station.
S016	Site of Ainsdale Hope High School, Ainsdale	213	The site is close to Ainsdale village centre & station. The playing fields would not be available for development until late 2015.
S017	Land to rear of Lynton Road, Birkdale	47	This is a well-contained site close to Hillside station. The

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			area is identified as a Local Wildlife Site, so should not be developed unless no other less constrained alternatives.
S026 & S027	Land at Segar's Farm, Ainsdale	506	Unconstrained site on the edge of the urban area. A new junction on the Coastal Road would be needed were the site to be developed. The site is not close to a railway station or a local centre.
S030	Land south of Moss Lane, Ainsdale	128	Unconstrained site on the edge of the urban area. The site is not close to a railway station or a local centre.
S031	The Kennels, Woodvale Sidings, Ainsdale	48	Small infill site on edge of the urban area which does not contribute to the openness of the Green Belt. A small part of the site has a medium risk of flooding (Flood Zone 2). The site is not close to a railway station or a local centre.
<b>Southport - maximum provision in the Green Belt</b>		<b>1714 homes + a maximum of 36.4 hectares employment land</b>	

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## Appendix 2

The following sites on the edge of Formby have been identified as having some potential:

Green Belt Study site reference	Site location	Potential capacity or area	Comments
S044	Land north of Formby Industrial Estate	22.6 has employment land	This is a well-contained site adjacent to the Formby Bypass and is adjacent to the existing Formby Industrial Estate. It could meet the need for a successor site to the Southport Business Park, but only if this need cannot be met to the east of Southport.
S048	Land bounded by Liverpool Road, Formby Bypass & Alt Road, Little Altcar	376	Well-contained site on the edge of the urban area close to many local services, but not public transport. Recreation area would need to be retained or re-located.
S049	Land south of Altcar Lane, Little Altcar	967	Large site close to many local services and rail station. However, the road network west of the railway is constrained. The southern boundary of the developable area is not physically defined.
S053	Land south of Barton Heys Road, Formby	734	Well-contained site to south of urban area, with similar constraints to S048, but slightly less accessible.
S054	Open land at Altcar Rifle Range, north of Mark Road, Hightown	90	The site contains a MOD training centre. It is close to the railway station and local services in the village.
<b>Formby - maximum provision in the Green Belt</b>		<b>2167 + 22.6 hectares employment land</b>	

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## Appendix 3

The following sites on the edge of Crosby have been identified as having some potential:

Green Belt Study site reference	Site location	Potential capacity or area	Comments
S066	Hall Road Sidings, Crosby	12	Brownfield site on the edge of the urban area close to railway station but not other services.
S069	Land north of Crosby & east of the railway	518	On the edge of then urban area close to public transport and some local services. Although this area has no formal wildlife designation, it is an area that has been used as a feeding area of pink-footed goose. Surveys would be needed to ascertain if an alternate feeding area needs to be provided. The site is not close to Crosby village centre, but is otherwise well located in relation to most services.
S077	Land north of Holy Family Secondary School, Crosby	235	A reasonably accessible location on the edge of the urban area. However, the area is not physically defined.
S078	Land east of Virgins Lane, Thornton	64	A reasonably accessible location on the edge of the urban area. However, the area is not physically defined.
S086	Land south of Homer Green & Lunt and east of Thornton	248	A reasonably accessible location on the edge of the urban area. However, the area is not physically defined.
S089	Land at Rothwells Lane, Thornton	150	A reasonably accessible location on the edge of the urban area. However, the area is not physically defined.
S093	Runnells Lane Nursery, Runnells Lane, Thornton	48	Brownfield site on the edge of the urban area, but not very close to many local services.
S095	Land between Thornton, Lunt & Sefton villages	129	A reasonably accessible location on the edge of the urban area. However, the area is not physically defined.
<b>Crosby - maximum provision in the Green Belt</b>		<b>1404</b>	

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## Appendix 4

Areas on the edge of Maghull & Lydiate where development could take place

<b>Green Belt Study site reference</b>	<b>Site location</b>	<b>Potential capacity</b>	<b>Comment</b>
S111	Land bounded by Green Lane & built up area of Maghull	239	An accessible site, but good quality agricultural land.
S112	Land between Maghull Brook, Bell's Lane, Green Lane & built up area of Lydiate	252	An accessible site, but good quality agricultural land.
S123	Land bounded by Liverpool Road, Kenyons Lane & Northway, Lydiate	204	Well-contained site with development on 2/3 of road frontages. Not particularly close to many local services and good quality agricultural land.
S125	Maghull Smallholdings Estate	597	Well-contained site adjacent to urban area and Ashworth Hospital. Not particularly close to many local services and good quality agricultural land.
S129	Land bounded by School Lane, M58, Poverty Lane & railway, Maghull	1425 (+ 30 hectares employment land)	Well-contained site that could deliver significant infrastructure improvements if developed. Good quality agricultural land.
S131	Land bounded by Melling Lane, Leeds & Liverpool Canal and M58	63	Well-contained site between urban area and M58 and close to train station. Good quality agricultural land.
S132	Land between railway & M58, south of the	575	Good quality agricultural land.

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	Leeds & Liverpool Canal		Could provide significant infrastructure improvements to make up for current deficiencies.
<b>Maghull &amp; Lydiate - maximum provision in the Green Belt</b>		<b>3355 + 30 hectares employment land</b>	

## Areas on the edge of Waddicar where development could take place

Green Belt Study site reference	Site location	Potential capacity	Comments
S144	Land north of Rainbow Drive, Waddicar	85	Would round off urban area. Good quality agricultural land. Not close to many local services.
S145	Land between Chestnut Walk & Wadacre Farm,	82	Would round off urban area. Good quality agricultural land. Not close to many local services.
S152	Land north of Spencers Lane & west of the Leeds & Liverpool Canal	124	Would round off urban area. Good quality agricultural land. Not close to many local services.
S158	Land west of Bank Lane, Kirkby	200	Would round off urban area. Good quality agricultural land. Not close to many local services.
<b>Waddicar - maximum provision in the Green Belt</b>		<b>491</b>	

## Areas in Melling parish on the edge of Aintree village

Green Belt Study site reference	Site location	Potential capacity	Comment
S154	Land west of Bull's Bridge Lane, Aintree	122	Good quality agricultural land and part has a medium risk of flooding so should not be developed if other sites are available. Not close to local services.
S155	Land to the north of	105	Good quality agricultural

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	Taunton Drive & Wango lane, Aintree		land and part has a medium risk of flooding so should not be developed if other sites are available. Not close to local services.
<b>Aintree / Waddicar - maximum provision in the Green Belt</b>		<b>227</b>	

## Areas on the edge of Aintree where development could take place

<b>Green Belt Study site reference</b>	<b>Site location</b>	<b>Potential capacity</b>	<b>Comment</b>
S157	Land north of Oriel Drive, Aintree	588	In an accessible location and close to local services, although the northern part of the site may be at medium risk of flooding and contains good quality agricultural land.
<b>Aintree - maximum provision in the Green Belt</b>		<b>588</b>	



## 8 Next Stages

The next stages are as follows.

Stage	When
Options Consultation – This will be a formal period of public consultation when all interested parties will have the opportunity to discuss and comment on the options and some of the background studies.	Expected – late March – late May 2011
Approval of a Preferred Option and draft policies – The Cabinet will make a formal decision based on the evidence provided by the studies and by the formal consultation of a Preferred Option. The Cabinet will also need to approve a number of the key studies.	Expected late Summer 2011
Core Strategy Publication Draft – Approval by Cabinet.	Early 2012
Publication and pre-submission consultation	Early 2012
Examination in Public – The Core Strategy is required to go for a formal public examination. This will be carried out by a Government appointed Inspector.	Summer 2012
Adoption – The Core Strategy is required to be formally adopted by the full Council.	Late 2012

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## Technical Appendix A

### What the Options mean for Different Community Areas

#### What will this mean for my local area?

In a time of reduced public spending it is important for the Council and its partners to concentrate efforts and resources on a number of key priorities. This section looks at what the Core Strategy vision, objectives and spatial strategy will mean for each of Sefton's settlements.

Although it is difficult to put timescales on when many of the aspirations will happen, these will be some of the key priorities of the Core Strategy to 2027.

A map is provided for each area to show where some of the aspirations will be implemented.

#### **Bootle & Netherton**

There will be a continued focus on regeneration in the area with emphasis on improving housing and the local environment (green spaces, public areas etc). We will look at ways to reduce the number of empty homes in the area and at bringing vacant and derelict land back into use.

The Council will work with its partners to reduce the level of deprivation in the Bootle and Netherton areas and to tackle inequalities in health, education, training and job prospect.

All our important employment sites, including Atlantic Park and the Bootle Office Quarter, will be protected and when possible improved. This will help to encourage investment into the Bootle and Netherton area.

We will work with Peel Ports, other employers and local residents to find ways of making the most of the economic potential of the maritime sector whilst decreasing the impact on local people, including reducing problems with heavy traffic, and protecting the integrity of internationally important nature sites.

Bootle Strand will be the focus of new shopping, leisure and other services in the area, with Seaforth Village and Marian Square also providing local facilities. We will look at ways to broaden the role of Seaforth Village Centre so that it provides a better facility for local people.

We will continue to protect and enhance the main parks (e.g. Derby Park) in Bootle and improve access to and through them, taking into account safety/ crime and fear of crime, and their health, recreation and other benefits. We will look at ways to manage the risk of localised, surface water, flooding in the Bootle area.

#### **Crosby**

Crosby and Waterloo centres will be the focus of new shopping, leisure and other services in the area. We will work with the private sector to make sure that any redevelopment proposals are both viable commercially and appropriate to the character of Crosby Village

centre. We will look at ways to make the most of the tourism, recreation and ecological potential of the Crosby Coastal Park, and the Rimrose Valley.

We will look at ways of reducing congestion on the A565 (Crosby Road North and South and Liverpool Road). This will help improve access, safety and help reduce local problems with air pollution. The new Thornton-Switch Island link road will help reduce congestion in the east of Crosby and Thornton, and will include other environmentally sensitive measures such as creation of nature areas and use of sustainable drainage.

We will look at ways to manage the risk of localised flooding in the Crosby area, including through design and layout of development.

The preferable locations for new homes will be within the existing built-up area. This will include the site of the former Littlewoods site. New homes will be built on the edge of Crosby in sustainable locations. We will make the most of the opportunities this provides to enhance green space provision, and access to it, from northern Crosby and Thornton; and take opportunities to protect and enhance green space networks throughout Crosby.

## **Maghull and Sefton East Parishes**

Maghull Town Centre will be the focus of new shopping, leisure and other services in the area. This will include working with partners to make sure that the area has sufficient health facilities.

The preferable locations for new homes in the first instance will be the existing built-up area. Beyond that new homes will be provided on the edge of the built-up area in sustainable locations.. Green space provision linked to these new housing areas will take opportunities to provide green links to existing urban areas as well as providing recreation and new nature areas. Together with partners such as Parish and Town Councils we will investigate the scope to enhance green space networks within existing settlements

We will investigate the potential for, and if practicable encourage take up of, low carbon district heating linked to new development.

We will look at ways to manage the risk of localised flooding in the Maghull area, including including through design and layout of development, and sustainable drainage.

The Council and its partners will look at ways to secure funding for a new train station at Maghull North.

Although we expect most people from the Sefton East area to continue to commute to work we will look at ways of making the most of existing employment opportunities, including in the rural area and opportunities for leisure linked to the canal.

Uncertainty currently exists about the proposed prison site. We will keep this under review and identify an alternative use for this site if the prison does not go ahead.

## **Formby**

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The Council and its partners will look at ways to protect and improve the high quality natural environment that provides the setting for Formby. This will include looking at how we can encourage visitors to travel by public transport and reduce car traffic near the coast.

Formby Town Centre will remain the focus for new shopping, leisure and other facilities in the area.

The preferable locations for new homes in the first instance will be the existing built-up area, including the site of the former Powerhouse. New homes will be built on the edge of the built-up area in sustainable locations. We will make the most of opportunities to provide green space, nature areas and green links to Formby's existing built-up area, as well as enhancing existing green spaces.

We will continue to work with partners, such as the National Trust, to manage visitor pressure on the Sefton Coast, so that recreation and tourism use continues alongside the protection and enhancing of the internationally important Coastal nature sites.

Although we expect most people from the Formby area to continue to commute to work we will look at ways of making the most of existing employment opportunities. The land north of Formby Business Park is a possible location to meet future employment needs after 2020.

The new Thornton – Switch Island link road will provide improved access to the motorway network.

Development will be located away from areas at greatest risk of flooding or coastal erosion. We will look at ways to manage the risk of localised flooding in the Formby area, including accommodating flood water from the River Alt at Lunt Meadows, through design and layout of development, and sustainable drainage. The potential to locate wind turbines in an area between Formby and Ince Blundell will be considered.

## **Southport**

Southport Town Centre will be the main focus of new shopping, leisure and other services in the area. It is a priority to increase the available floorspace in the centre so that Southport can attract a wider range of shops. Southport market will be refurbished.

The smaller local centres of Ainsdale, Birkdale, Churchtown and Shakespeare Street will be protected and promoted as locations in which we will encourage uses that meet a local need.

The preferable locations for new homes in the first instance will be the existing built-up area. New homes will be built on the edge of the built-up area in sustainable locations. The Council will work with partners and developers to provide more homes suitable for Southport's elderly population. Efforts will be made to reduce the amount of empty properties in the area.

We will make the most of opportunities linked to development to provide or enhance green space, nature areas and green walking and cycling links with Southport's existing built-up area, especially central Southport.

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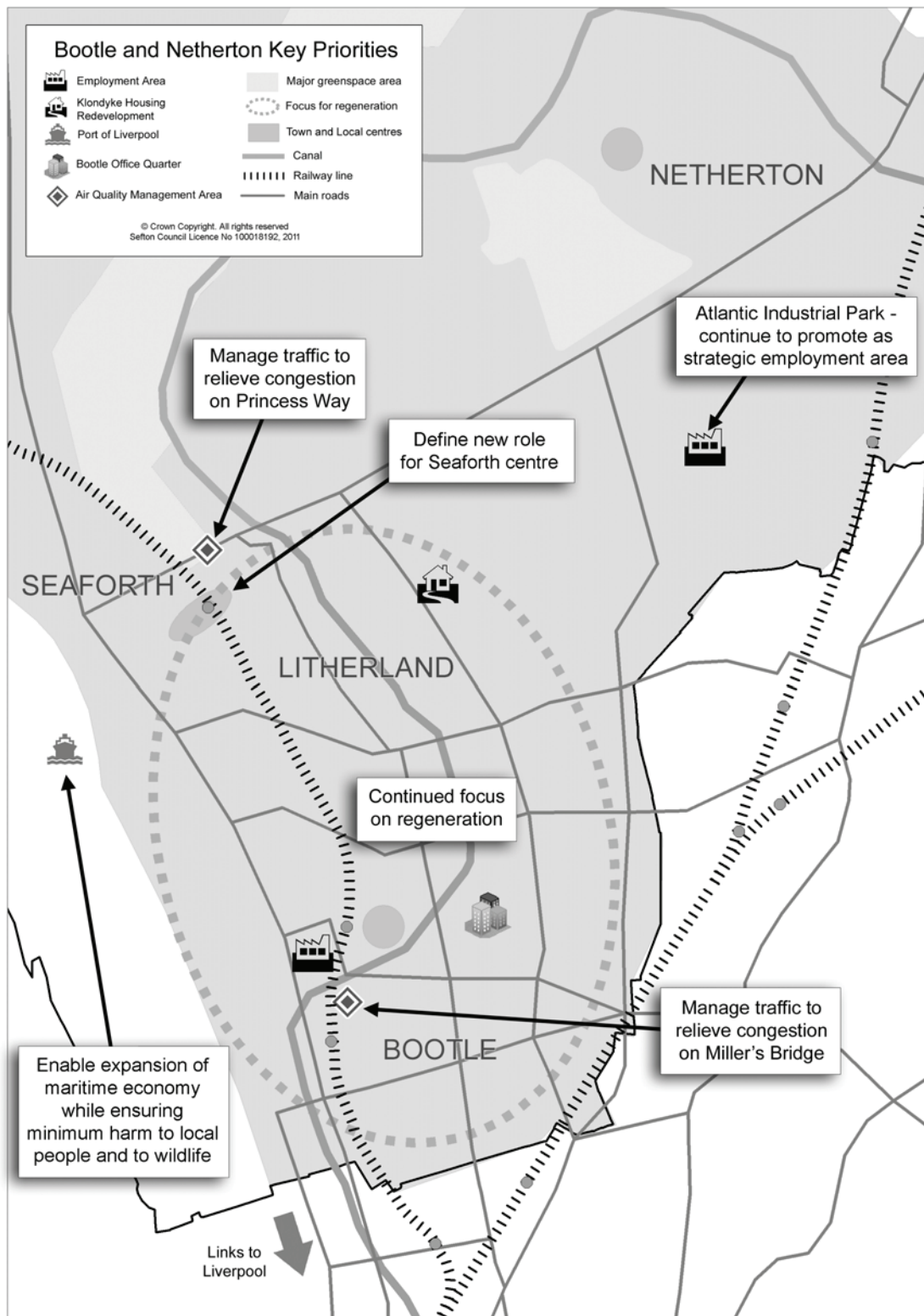
Tourism will continue to be a major employer in the area and we will help protect Southport's assets that help make the town attractive to visitors. On the Coast, we will work towards realising the potential of Pleasureland and Pontins for tourism related development. We will work with partners to both manage visitor pressure and make the most of other tourism linked to the Coast, including the 'Golf Coast' and wildlife especially birds, while continuing to protect and enhance internationally important Coastal nature sites.

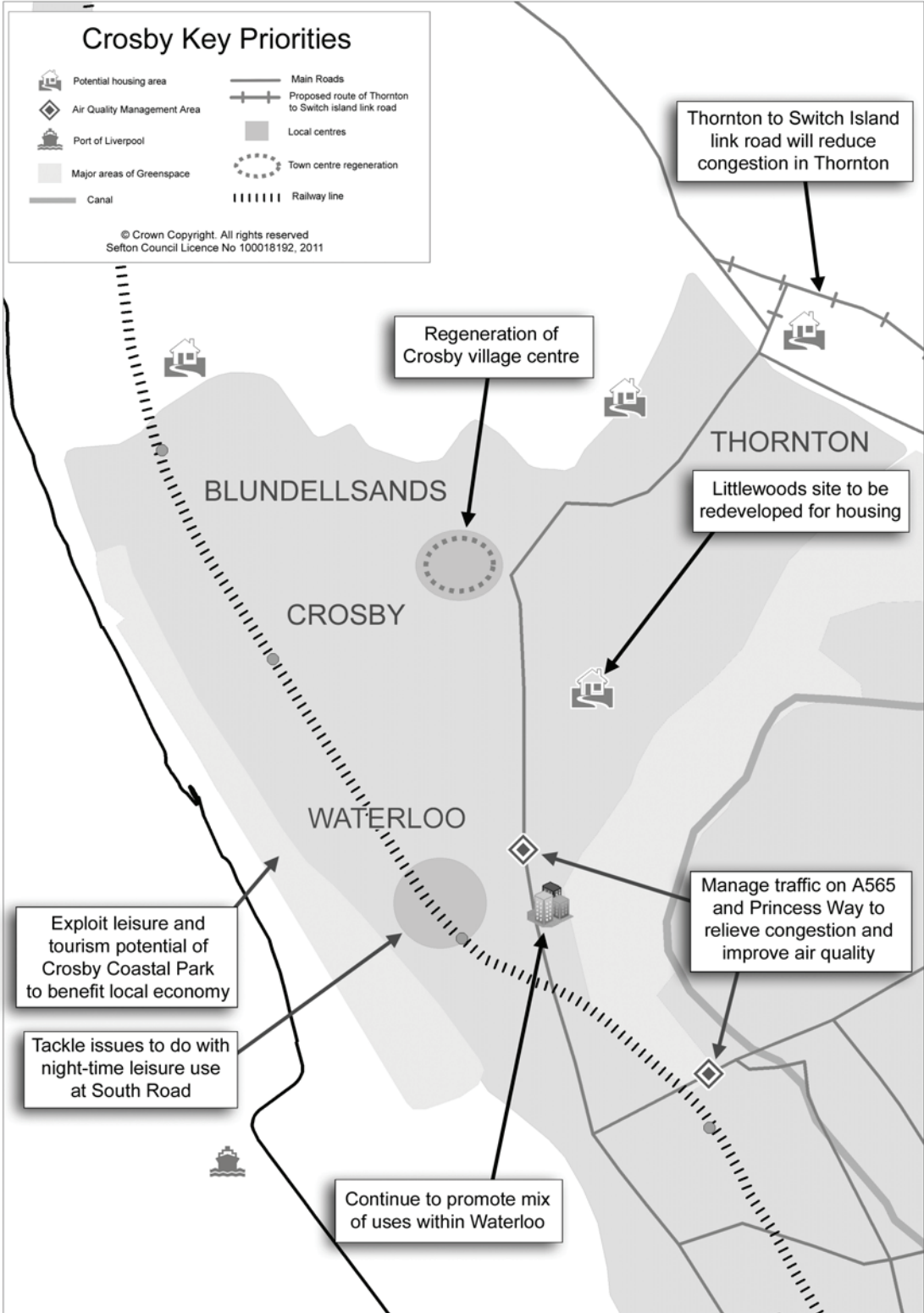
The Southport Business Park will be the main focus for new high quality employment development and we will identify land in a sustainable location for an additional large employment site for when this reaches capacity (estimated to be after 2020).

Development will be located away from areas at greatest risk of flooding as far as is possible, and we will look at ways to manage the risk of localised flooding throughout Southport. Measures will include design and layout of development, including flood resistance and resilience measures.

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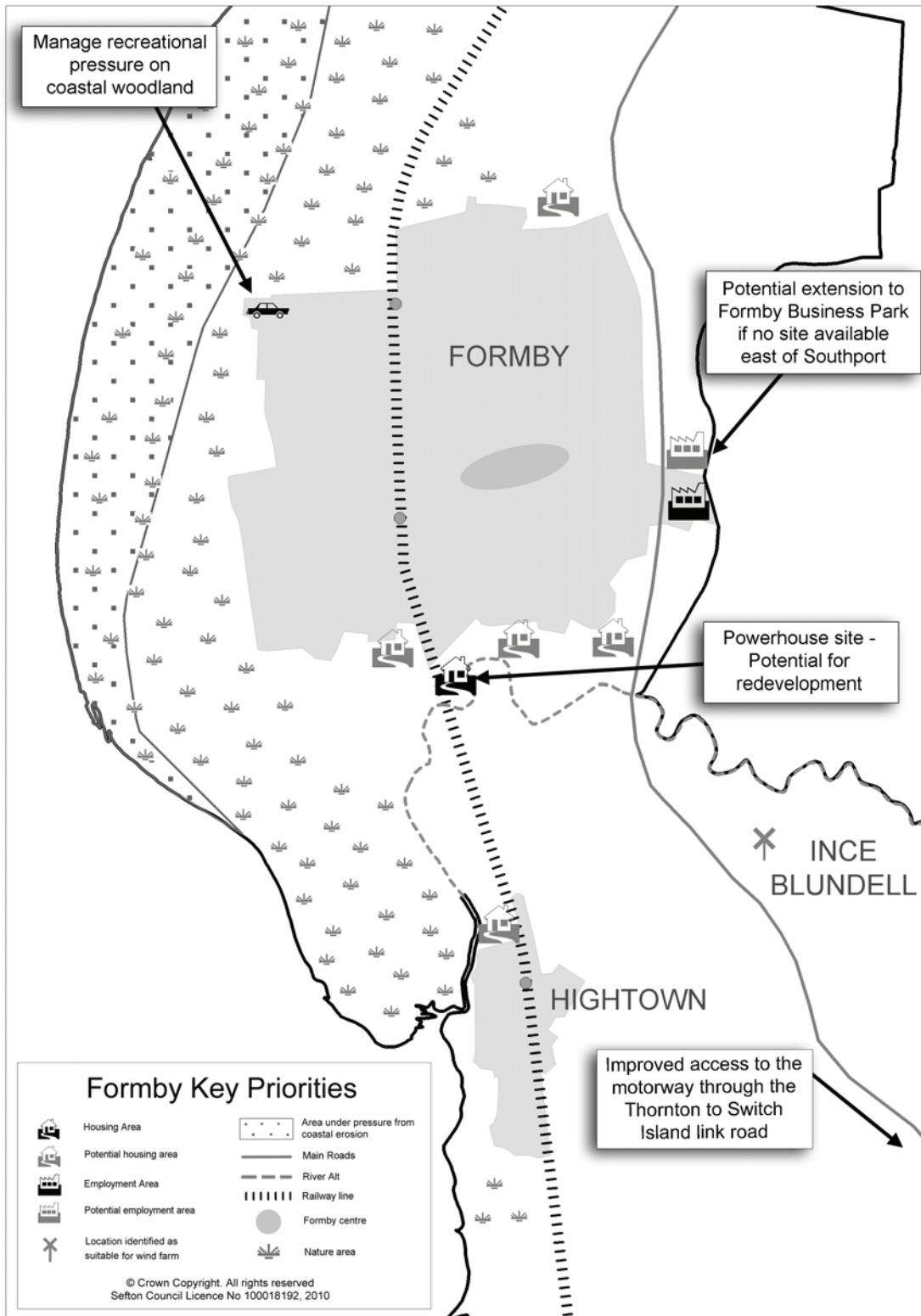
The following maps set out how the vision and objectives of the Core Strategy will affect each of Sefton's main settlements. Please note that these maps are indicative only.



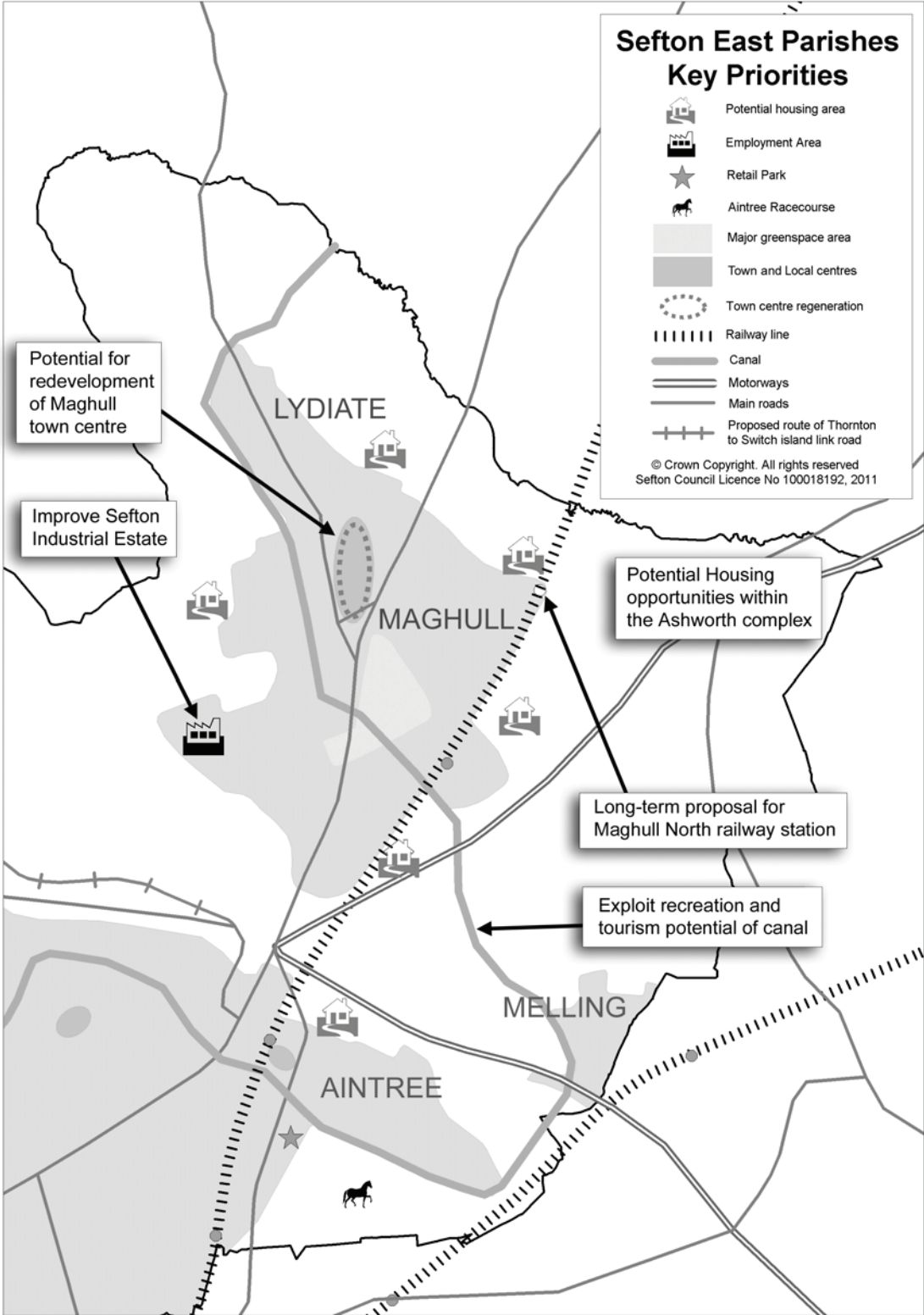




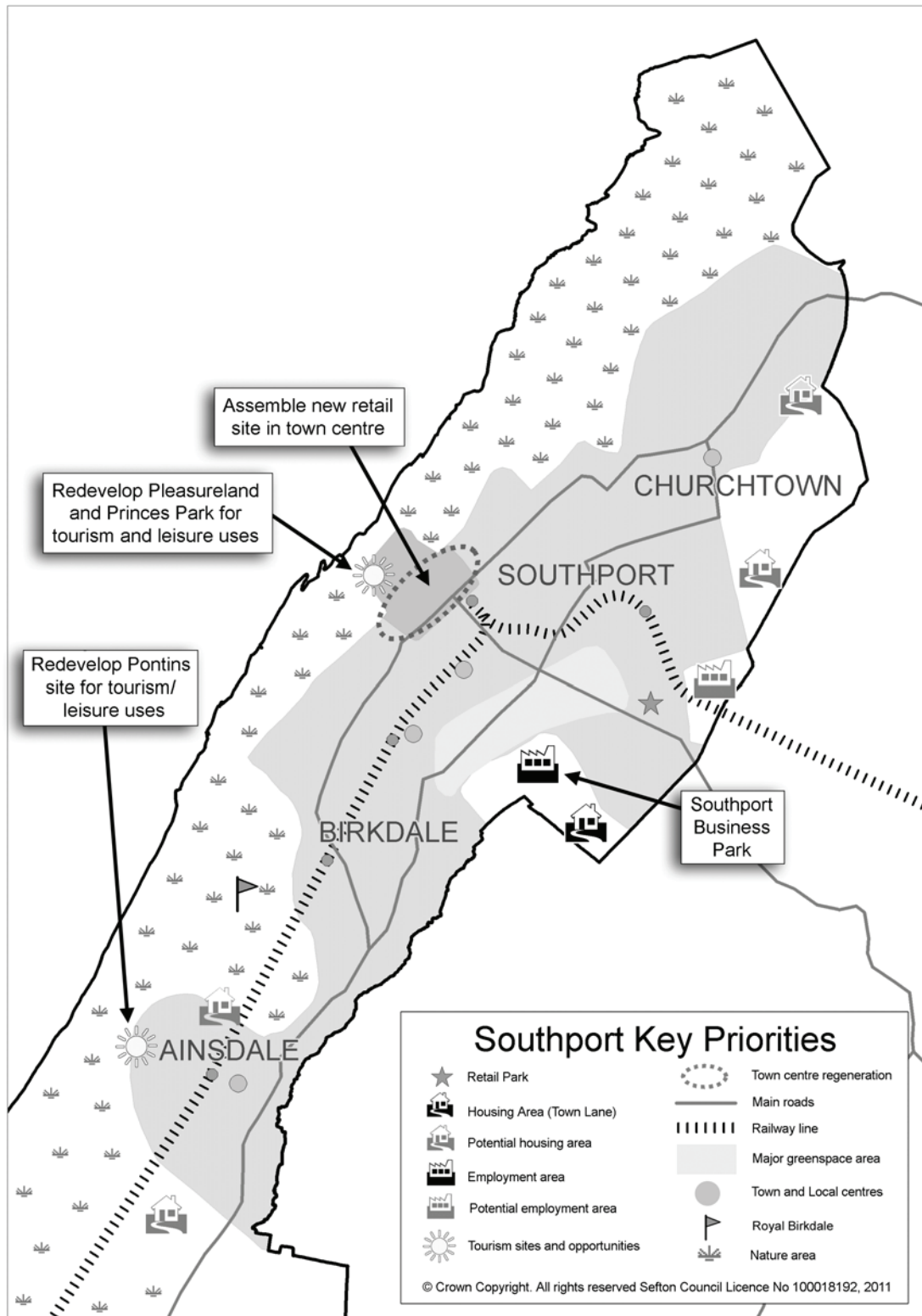
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## Appendix B: How will we implement the Core Strategy?

In order to achieve the Vision of the Core Strategy, we produced a series of objectives. This section sets out possible ways that we may be able to achieve these objectives, including who will do it, when, who will pay and how will we know whether we have achieved it? This Appendix is a first draft of the how we may meet the objectives and will change according to circumstances and to which Option is considered the Preferred Option.

There is currently a lot of uncertainty surrounding the futures of many organisations in the public, private and voluntary sectors, with many uncertainty surrounding future sources of funding. As such, much of what is stated below may change and reflects the best information available to us at the current time.

Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
<b>1. To make sure that development is designed to a high quality and respects local character.</b>	A design policy to ensure that development is of high quality & is sensitive to character of local area [including density] Guidance to outline distinctive elements of the character of each area.	Continuous Through development	English Heritage; civic societies; parish councils; design panel, developers.	<ul style="list-style-type: none"> <li>Percentage new housing which is Building for Life</li> <li>qualitative assessment</li> </ul>
<b>2. To manage new housing provision to meet the needs of a changing population.</b>	A policy will guide the release of land from the Green Belt – it will contain a ‘trigger’ which will enable sites to come forward in good time.	Continuous Through development	Neighbourhood & Investment Programmes Dept; developers; housing associations	<ul style="list-style-type: none"> <li>Monitor 5 yr supply</li> </ul>

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Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
	An Infrastructure Delivery Plan will set out the infrastructure which is needed for individual sites to be developed.	Continuous Through development	Utilities Provider, Sefton Council, Area Committees, Parish Councils, Developers.	<ul style="list-style-type: none"> <li>Monitoring development completions through the Development Management Process.</li> </ul>
<b>3. To meet the affordable and special housing needs of Sefton's residents.</b>	A policy defining affordable housing, what type is required, how much is needed where; size thresholds; when it could be provided on & off-site; economic viability.	Continuous Through development.	Housing associations; developers	<ul style="list-style-type: none"> <li>Number of affordable homes provided in the right places.</li> </ul>
	Approach to achieving extra care accommodation.	Continuous Through development	Sefton Planning, Developers.	<ul style="list-style-type: none"> <li>Annual Monitoring Report showing the amount of extra care provision</li> </ul>
	Bringing vacant homes back into use.	2012 Possible bid for Government empty Homes funding	Sefton based Registered Social Landlords Sefton Housing Market Renewal Team	<ul style="list-style-type: none"> <li>Number of vacant homes brought back into use; change to proportion of homes which are vacant</li> </ul>

Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
<p><b>4. To make sure that development is supported by infrastructure, services and facilities.</b></p>	<p>Maghull North station (not programmed yet; lack of funding, but longer term objective)</p>	<p>Not funded. However may be funded partly out of development. Later part of h plan period.</p>	<p>Merseytravel Network Rail</p>	<ul style="list-style-type: none"> <li>When the station opens for passengers.</li> </ul>
<p>Improvements to access to Port of Liverpool</p>	<p>Improvements to access to Port of Liverpool</p>	<p>Dependent upon the outcome of stage 2 study.</p>	<p>Sefton Council Liverpool City Council Peel Ports, Highways Agency Merseytravel LCR/LEP</p>	<ul style="list-style-type: none"> <li>Completion of proposed package of access improvements</li> </ul>
<p>Infrastructure Delivery Plan will set out clearly what infrastructure is planned and is required to support development.</p>	<p>Infrastructure Delivery Plan will set out clearly what infrastructure is planned and is required to support development.</p>	<p>2012-2027 (maybe updated during that period as changing infrastructure needs are identified). Will be paid for by development.</p>	<p>Sefton Council, utilities companies, developers, Parish Councils.</p>	<ul style="list-style-type: none"> <li>Monitoring as part of the Annual Monitoring Report.</li> </ul>

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Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
<p><b>5. To make sure that everyone has easy access to services, facilities and jobs without having to rely on the car</b></p>	<p>Development within built-up areas is generally already accessible.            For any development that will take place within Green Belt, policy will provide that sites must either already have good links with facilities and services, or can provide them.            Includes public transport, cycling, walking links.            Potential to provide links using existing greenspace.            Improvements to evening and weekend bus services in Netherton and Ford.</p>	<p>Will take place in association with development</p>	<p>Sefton Council            Transport Planning and Development            Control teams,            Merseytravel            Local Transport Plan partners</p>	<ul style="list-style-type: none"> <li>To monitor the amount of new housing within 15 minutes public transport travel time of a) an employment area, b) GP, c) shopping parade d) primary school and accessible open space.</li> <li>Monitor the % of population living within 15 minutes public transport travel time of the above</li> <li>Confirmed provision of new walking and cycling links</li> </ul>
	<p>Local Transport Plan will include priorities from 2011 onwards.</p>	<p>Local Transport Plan (LTP)2011-2024, LTP capital allocation</p>	<p>Sefton Council            Merseytravel            Other infrastructure/utility providers</p>	<ul style="list-style-type: none"> <li>Performance monitoring of LTP</li> <li>Successful delivery of LTP capital programmes</li> </ul>

Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
	Improved bus links in rural areas and urban areas where there is greatest need.	Nothing programmed. However work will be ongoing to try and address the accessibility issues.	Merseytravel, Sefton Council Transport Planning Team, Area Commitees, Parish Council's and Bus Operators.	<ul style="list-style-type: none"> <li>Confirmation of new bus routes/links</li> </ul>
	Improved access through walking and cycling may be improved through. A policy approach will be developed to improve walking and cycling opportunities through new development.	Continuous. Combination of developer contributions and LTP capital allocation	Sefton Council Transport Planning and Development Control teams. Area Commitees and Parish Council's.	<ul style="list-style-type: none"> <li>Confirmed provision of new walking and cycling links</li> </ul>
<b>6. To support Sefton's town and local centres so they are able to meet local and wider needs for shopping, leisure and other services.</b>	Policy to set out a hierarchy of shopping centres in Sefton stating what level of retail and other activity would be appropriate in each. Identify where there is scope for expansion of activities and roles. Making town centres more attractive. Promote redevelopment of town centres where appropriate – Southport/ Crosby/ Maghull.	In the Core Strategy 2012.	Developers (e.g. Sainsbury's, Crosby); owners Business Village Partnerships	<ul style="list-style-type: none"> <li>SPD for Southport town centre identifying the type and amount of new shopping floorspace required.</li> <li>Timescale for development (difficult to specify in current economic climate)</li> <li>Various initiatives to make centres more attractive</li> </ul>



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Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
	<p>Planning Policy Guidance on improving Southport Town Centre.</p>	<p>SPD Southport Town Centre late 2011</p>	<p>Sefton Planning Southport Partnership</p>	<ul style="list-style-type: none"> <li>Annual Monitoring report</li> </ul>
	<p>Bootle Town Centre – Need to refresh and upgrade the existing centre to meet competition</p>	<p>No plans at present</p>	<p>The Strand Shopping Centre, Sefton Council</p>	<ul style="list-style-type: none"> <li>Retail Health Checks</li> </ul>
	<p>Seaforth Centre This may mean consolidation / change of function. Revitalise some shopping parades – may mean contraction &amp; consolidation. Will produce an Area Action Plan (AAP)</p>	<p>AAP produced by 2014 Funding unsure</p>	<p>Sefton Planning, Local businesses, The Stella Precinct.</p>	<ul style="list-style-type: none"> <li>Retail Health Checks.</li> </ul>
	<p>Identification for different roles for different sized centres (including Formby, Crosby, Waterloo, Shakespeare Street and Maghull) through the Core Strategy.</p>	<p>Core Strategy adopted in 2012</p>	<p>Sefton Planning, Retail companies, Area Committees.</p>	<ul style="list-style-type: none"> <li>Retail Health Checks.</li> </ul>



Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
	Improvements to A565 (Crosby and Waterloo) – consultation stage; no significant new works, but improvements within carriageway	Action plan programme covers 2011/12-2014/15 LTP capital allocation, developer contributions	Sefton Council	<ul style="list-style-type: none"> <li>• Completion of highway improvements.</li> <li>• Reduced journey times along route due to reduction in congestion</li> <li>• Reduced traffic accident casualties</li> </ul>
	Burscough Curves	Not programmed and unlikely to take place in lifetime of Core Strategy Delivery dependent on Network Rail	Council to lobby Network Rail and Lancashire County Council	<ul style="list-style-type: none"> <li>• Opening of new rail service using the completed Curves</li> </ul>
	Ormskirk Bypass	Not programmed and unlikely to take place in lifetime of Core Strategy Delivery dependent on Lancashire County Council	Council to lobby Lancashire County Council	<ul style="list-style-type: none"> <li>• When the road opens for use.</li> </ul>
<b>7. To promote a wider based economy in terms of jobs, skills for the local labour supply, and</b>	Policies to: <ul style="list-style-type: none"> <li>- promote Southport Business Park</li> <li>- protect Strategic Employment sites</li> <li>- identify land for successor to Bus Park in north</li> <li>- regenerate existing industrial areas</li> </ul>	Continuous. Sefton Council Regional Growth Fund	Regional Growth Fund Sefton Regeneration Team Framework)	<ul style="list-style-type: none"> <li>• Land allocated for business park in North Sefton</li> </ul>

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Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
<p>support existing businesses and small start-up businesses.</p>	<p>Thornton to Switch Island Link Road (TSIL); - reduces local congestion and provides strategic link to motorway network – also contributes to healthy living and safety and to improving local environment</p> <p>Policy to promote use of local labour – Local labour agreements</p> <p>Stepclever – Help small business start ups in Linacre and Derby</p> <p>Improvement of skills for teenagers over 16 years of age.</p> <p>Improvement of skills - Adult LCR Employment Strategy Partnership</p>	<p>Thornton-Switch Island Link: complete by 2013; Government and Sefton Council funding</p> <p>Continuous. Through development.</p> <p>Continuous. Stepclever</p> <p>Continuous Skills Funding Agency (SFA).</p> <p>Continuous SFA</p>	<p>Sefton Council, Highways Agency</p> <p>Sefton Planning. Developers</p> <p>Stepclever. Small businesses and entrepreneurs, SMBC Regeneration</p> <p>Sefton Regeneration, Further Education Colleges, Private Providers Children's Trust</p> <p>Sefton Regeneration Further Education Colleges, Private Providers</p>	<ul style="list-style-type: none"> <li>When the road opens for use.</li> <li>Annual Monitoring Report.</li> <li>New business start-ups in Linacre &amp; Derby [Stepclever] – Quarterly monitoring on a ward basis for both jobs and businesses.</li> <li>Children's Trust performance monitoring framework</li> <li>Monitoring in the Annual Population Survey.</li> </ul>

Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
<p><b>8. To make the most of the value of the Port to the local economy, while making sure that the impact on the environment and local communities is kept to a minimum.</b></p>	<p>Identify land for the Port to expand including Seaforth Nature Reserve. Where this results in a loss of a protected nature site then compensatory habitat will need to be provided.</p>	<p>2014 Peel Ports Core Strategy (adopted 2012). Post-Panamax development complete by 2014.</p>	<p>Peel Ports Natural England Sefton Council</p>	<ul style="list-style-type: none"> <li>Amount of land identified for development &amp; timescale</li> <li>Compensatory habitat for development on Seaforth Nature Reserve – what, where and by when</li> </ul>
	<p>A policy in the Core Strategy to limit the environmental impact especially on noise, traffic congestion and air pollution.</p>	<p>Development of the Port would have to pay for improvements to highways to limit congestion and air pollution.</p>	<p>Peel Ports Sefton Council.</p>	<ul style="list-style-type: none"> <li>When Proposed access improvements have been implemented.</li> </ul>
	<p>Policy setting out potential to improve access to the Port, based on Port Access Study.</p>	<p>Dependent upon the outcome of stage 2 study.</p>	<p>Sefton Council Liverpool City Council Peel Ports, Highways Agency Merseytravel LCR/LEP</p>	<ul style="list-style-type: none"> <li>Completion of proposed package of access improvements</li> </ul>

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Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
<p><b>9. To enable Sefton's community to live a healthy life and to provide safe and secure environments.</b></p>	<p>Develop policy approach to help achieve the following:</p> <ul style="list-style-type: none"> <li>- improve quality, accessibility and variety of greenspaces/ improve green 'infrastructure'.</li> <li>- increase natural areas in association with development – part of approach to GI.</li> <li>- identify opportunities for more allotments (e.g. in association with development)</li> <li>- identify opportunities to improve existing links for walking and cycling and integrate these</li> </ul>	<p>Continuous</p>	<p>Sefton Council (Transport Planning; Leisure Dept; Coast and Countryside team); Merseytravel NHS Sefton.</p>	<ul style="list-style-type: none"> <li>• Monitoring of Sefton greenspace strategy</li> <li>• Annual Monitoring Report</li> </ul>
	<p>Policy to promote safe and secure design of development</p>	<p>Core Strategy 2012  Through development</p>	<p>Sefton Council, Merseyside Police Architectural Liaison Officer. Developers.</p>	<ul style="list-style-type: none"> <li>• Monitoring as part of AMR</li> </ul>
	<p>Initiatives to improve health e.g. Active Sefton</p>	<p>Continuous. Sefton Council, NHS Sefton.</p>	<p>Sefton Council Leisure Dept; NHS Sefton voluntary and community sectors</p>	<ul style="list-style-type: none"> <li>• Indices of Multiple Deprivation.</li> </ul>

Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
	The Core Strategy will set out a policy approach to provide decent Homes, which are energy efficient.	2012 onwards. Through development.	Sefton Energy team and Planning. Private households and developers	<ul style="list-style-type: none"> <li>Annual Monitoring Report.</li> </ul>
	The Green Deal. The governments new approach to producing more efficient homes.	2012 Private Householders and Government funding through the "Green Deal".	Sefton Energy team, Private "Green Deal" providers. Private Householders and Developers.	<ul style="list-style-type: none"> <li>Monitoring arrangements as yet unclear.</li> </ul>
<b>10. To preserve and enhance Sefton's natural and built environment.</b>	Policy approach will provide both for protection and also enhancement as part of new development e.g. expansion of ecological framework areas.	Continuous Funding unknown although some may come through development.	Sefton Council, Sefton Coastal Partnership Merseyside Environmental Advisory Service (MEAS), Natural England.	<ul style="list-style-type: none"> <li>Ecological Framework update.</li> <li>Annual Monitoring Report</li> <li>Natural England Monitoring</li> </ul>
	Policy approach will also protect the best and most valued natural environment from new development.	Continuous Sefton Planning	Sefton Planning Merseyside Environmental Advisory Service	

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Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
	Creating more biodiversity in our parks	Continuous SMBC Leisure	Sefton Leisure	<ul style="list-style-type: none"> <li>Asset Management Plan Updates.</li> </ul>
11. To mitigate and adapt to the effects of climate change and reduce Sefton's carbon footprint	<p>The Core Strategy will provide a policy approach that will:</p> <ul style="list-style-type: none"> <li>- steer development away from flood risk</li> <li>- promote renewable energy – incorporate within development</li> <li>- promote energy efficiency</li> </ul>	Continuous Through Development	Sefton Planning, Developers.	<ul style="list-style-type: none"> <li>Annual Monitoring Report</li> </ul>
	<p>Planning policies on design of building – sustainable construction Locate development close to facilities/ public transport (easy access)</p>	Continuous Through Development	SMBC Planning, Developers	<ul style="list-style-type: none"> <li>AMR</li> </ul>
	<p>Planning policies on water use, flood resistance/ resilience and sustainable Urban Drainage Systems (SuDs).</p>	Continuous Through Development	SMBC Planning, Developers	<ul style="list-style-type: none"> <li>AMR</li> </ul>

Core Strategy Objective ... based on analysis of issue	How will this be achieved?	When will it be done, and who will pay for it?	Who will be involved?	How will we know if the objective has been achieved?
	<p>Improving the energy efficiency of buildings through Planning Policy and also through the governments Green Deal” Please see section 9 above.</p>	<p>2011 to 2013. Funded by the North West Regional Development Agency (NWRDA), Sefton Council and other partners.</p>	<p>NWRDA and Sefton Council.</p>	<ul style="list-style-type: none"> <li>• Unsure at present of monitoring arrangements.</li> </ul>
	<p>Also the Renewable Energy and Energy Efficiency in Community Housing) REECH programme will help provide renewable energy and efficiency to social housing in some of the most deprived areas of Sefton</p>			<ul style="list-style-type: none"> <li>• Unsure at present of monitoring arrangements.</li> </ul>

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# Agenda Item 16

**REPORT TO:** Cabinet

**DATE:** 17 February 2011

**SUBJECT:** Joint Waste Development Plan: Consultation on Preferred Options  
2 – New Sites Consultation

**WARDS AFFECTED:** None

**REPORT OF:** Andy Wallis, Planning & Development Regeneration Director

**CONTACT OFFICER:** Steve Matthews  
0151 934 3559

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

This report relates to the second Preferred Options stage of the joint Merseyside Waste Development Plan Document (DPD). The first stage identified a number of sites to accommodate waste management facilities. A number of these were withdrawn or not supported following consultation, including a site in Sefton. A replacement site at Farriers Way was presented to the previous Cabinet meeting but not endorsed.

This report seeks reaffirmation of the Council's commitment to identify a replacement site in accordance with its agreement to support the adoption of the joint Merseyside Waste Development Plan Document (DPD).

**REASON WHY DECISION REQUIRED:**

To reaffirm the Council's commitment to identifying a site in accordance with its agreement to support the adoption of the joint Merseyside Waste Development Plan Document (DPD).

**RECOMMENDATION(S):**

That Cabinet reaffirms the Council's commitment to identify a replacement site in accordance with its agreement to support the adoption of the joint Merseyside Waste Development Plan Document (DPD).

**KEY DECISION:** No

**FORWARD PLAN:** No

**IMPLEMENTATION DATE:** Following call in after 17 February 2011

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## ALTERNATIVE OPTIONS:

Failure to identify sufficient sites to manage waste would prevent the Merseyside authorities from completing the Waste Development Plan.

## IMPLICATIONS:

### Budget/Policy Framework:

There are financial implications for future years in order to complete the preparation of the Waste Development Plan. The funding arrangements were agreed by City Region Cabinet on 22<sup>nd</sup> October 2010. Delay in the process of preparing and adopting the Waste DPD and in the subsequent development of facilities required to reduce landfill could have significant harmful financial consequences for all the authorities. Corporate Plan Strategic Objective 9 supports the development of a more sustainable waste management strategy.

**Financial:** There are no direct financial consequences as a result of this report, however Members should be mindful of potential penalties to Sefton (£15,000 per month), if as a result of its actions, the Council fails to agree an alternative site, resulting in the Waste Delivery Plan being delayed. Other more serious financial consequences could arise should the Council fail to comply with the Waste Framework Directive. These issues are raised in section 3 of the report.

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

**Legal:** None

**Risk Assessment:** A separate risk register is maintained for this project. A key

**Asset Management:**

risk identified is the breakdown of the joint commitment and approvals process required to progress the Waste DPD.  
Not applicable

**CONSULTATION UNDERTAKEN/VIEWS**

**LD00049/11 The Acting Head of Legal Services has been consulted and his comments have been incorporated into this report**

**FD 648 The Interim Head of Corporate Finance and ICT has been consulted and his comments have been incorporated into this report**

**CORPORATE OBJECTIVE MONITORING:**

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

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

Minutes to Cabinet 27 January 2011

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## **1. BACKGROUND:**

1.1 The joint Merseyside Waste Development Plan Document (Waste Plan) is a statutory plan and is a key part of Sefton's Local Development Framework. The Merseyside authorities are required to contribute to this important piece of work which must allocate suitable sites, or preferred locations, to meet future needs for waste management facilities in the most sustainable way.

1.2 A key principle in preparing the Waste Plan is that waste should be disposed of close to where it is generated. It is no longer possible to assume that waste can simply be exported outside the Merseyside sub-region. As such there is a need to provide a balance of sites across Merseyside.

## **2. SITE AT FARRIERS WAY:**

2.1 Following an early consultation stage on the Waste DPD Preferred Options (May – June 2010) Sefton was identified as being short of one 'district' site. As such, a further site was identified at Farriers Way at the Netherton Industrial Site. This was to be subject to an additional consultation stage before it was formally added to the Waste DPD before it is published and submitted to the Secretary of State for examination and approval.

2.2 Members will be aware that the proposed replacement site at Farriers Way was not endorsed at the Cabinet meeting of 27 January 2011 (minute 194).

## **3. NEED TO FIND AN ALTERNATIVE SITE:**

3.1 This leaves the future of the Waste DPD in a difficult situation. Sefton has a commitment as a partner in the process to contribute a fair share of sites. Failure to do so would risk the provision of a balanced and sustainable distribution of waste management facilities across Merseyside. If Sefton does not provide an equal share of sites other authorities may question the need to provide their share.

3.2 As Members will know this has been a difficult and costly process and to cancel or further delay the Waste DPD at this stage will have severe financial consequences for Sefton and the other districts. The financial implications for the districts is approximately of £15,000 for each month the Waste Plan is delayed. The other authorities would be unlikely to share this cost and Sefton may have to bear the entire cost. In any case the Liverpool City Region Cabinet has made it clear that the Waste Plan will need to be completed by the end of 2012.

3.3 Failing to find an alternative site could jeopardise the robustness and soundness of the Waste Plan. This could increase the risk of speculative development of waste facilities and remove our ability to resist these.

3.4 Sefton also has a duty to provide for its own waste management needs. Failure to do so would be in non-compliance with the Waste Framework Directive. This is also likely to have significant financial implications.

3.5 In lieu of the decision to not endorse the site at Farriers Way, and the issues set out above, Members are asked to agree another site in due course to reaffirm Sefton's commitment to the Waste Plan process.

3.6 Officers will present further alternative sites along with technical appraisals to Planning Committee in the first instance and then to Cabinet in the near future. One of the sites presented will have to be approved for a six-week public consultation in the summer with the view for its inclusion in the Waste Plan to be published in August.

3.7 Members should note that Sefton has few viable options for finding an alternative site and any replacement site is likely to have significant constraints in terms of planning and deliverability. Notwithstanding this members are asked to consider the wider implications of not identifying a replacement site.

**RECOMMENDATION:**

That Cabinet agrees to identify a replacement site in accordance with its agreement to support the adoption of the joint Merseyside Waste Development Plan Document (DPD).

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# Agenda Item 17

**REPORT TO:** Cabinet Member - Regeneration  
Cabinet

**DATE:** 16<sup>th</sup> February 2011  
17<sup>th</sup> February 2011

**SUBJECT:** Private Sector Housing Enforcement Fees and Charges

**WARDS  
AFFECTED:** All

**REPORT OF:** Alan Lunt – Neighbourhoods & Investment Programmes  
Director

**CONTACT  
OFFICER:** Clare Taylor  
Private Sector Housing Team Manager  
0151 934 2273

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To establish the charges to be made for taking certain enforcement action under the provisions of the Housing Act 2004.

**REASON WHY DECISION REQUIRED:**

The Neighbourhoods & Investment Programmes Director does not have delegated authority to make decisions relating to such matters.

**RECOMMENDATION(S):**

Cabinet Member Regeneration :

is requested to agree the proposed charges for Private Sector Housing Enforcement Fees and to

**Cabinet:**

is requested to approve the scale of enforcement charges under the Housing Act 2004 as set out in Appendix A to this report.

**KEY DECISION:** No

**FORWARD PLAN:** No

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**IMPLEMENTATION DATE:** April 2011

**ALTERNATIVE OPTIONS:** That the scale of enforcement charges is not adopted or is varied from the levels proposed.

## **IMPLICATIONS:**

**Budget/Policy Framework:** The setting of Fees and Charges does not form part of the Council's budget setting process.

**Financial:** It is anticipated that introduction of charges will generate approximately £1,700 per year income.

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

## **Legal:**

### **Risk Assessment:**

There is a risk that the proposed charges may be challenged on appeal as not being reasonable. This can be determined by a Residential Property Tribunal when considering such an appeal. However the Government has not set any limit to the charges and it is felt that the proposed



charges can be justified.

**Asset Management:**                      NA

**CONSULTATION UNDERTAKEN/VIEWS**

Benchmarking comparisons have been undertaken with other Local Authorities

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

**FD 616 /2011**

The Head of Corporate Legal Services has been consulted and has no comments on this report. **LD 00028/11**

**CORPORATE OBJECTIVE MONITORING:**

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

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

Housing Act 2004

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## 1. BACKGROUND

The Housing Act 2004 (the Act) introduced the Housing Health and Safety Rating System to replace the previous Housing Fitness Standard together with new provisions for the enforcement of housing standards with effect from 6 April 2006. In addition the Act introduced provisions for the licensing of Houses in Multiple Occupation (HMO), selective licensing of other private rented accommodation and management orders for empty dwellings or other dwellings that should be licensed.

Authority to administer the provisions of the Housing Act 2004 was delegated to the Neighbourhoods & Investment Programmes Director. Section 49 of the Act allows for reasonable charges to be made for enforcement action.

The Council may make reasonable charges for certain activities involving the service of notices or making of orders etc and consideration has been given to the most appropriate form and level of such charges. Some authorities charge on the basis of the actual time spent by individual officers on each case whilst others charge on the basis of a fixed fee.

A comparison of practices elsewhere is presented below at Appendix B.

Within Merseyside, Liverpool, Wirral and St Helens all charge on the basis of officer time, but have a maximum fee of £300 per notice, whereas Knowsley charge a fixed rate which varies with Notice type, (unless there are exceptional circumstances which would warrant the charge to be increased), though this is currently under review by them.

It should be noted that if charges are applied to the service of Statutory Notices, the number of appeals to notices served may well increase, which in turn would incur a cost to defend those appeals. However, it is not felt that this should prevent the Housing Authority from using its power to recover reasonable expenses incurred in taking enforcement action.

## 2. METHODOLOGY

It is proposed that a scale of fixed fees be adopted in Sefton as set out in the **APPENDIX A**. These fees are based upon an hourly rate for a Technical Officer of £36.14 and an average estimated time for the completion of the different procedures. The hourly rate should adequately reflect the normal salary range of officers involved in the enforcement procedure including employer costs and on costs. The time taken for each procedure has been estimated from experience in housing enforcement procedures. Provision is included for dealing with exceptional cases.

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An example of the time taken to take enforcement action (Improvement Notice) is set out in the chart below:

	<b>Action</b>	<b>Time (Hrs)</b>
	Initial inspection including travel time	2
	Land Registry Enquiry	£4.00
	Drafting and sending schedule of works, Requisition for Information form & cover letter to landlord	3
	Monitoring informal compliance inc. revisit, telephone calls, reminder letter	2
	Drafting and serving Notice with cover letter	2
	Monitoring formal compliance inc. revisit, telephone calls, reminder letter	2
	<b>TOTAL</b>	<b>11</b>

The alternative would be to monitor the actual time taken by all staff involved in the process and charge according to their different salaries, with on costs etc. This however is likely to result in different charges between officers for the same enforcement action. This has the potential to confuse landlords and raise concerns of unfair or inconsistent procedures.

It is not proposed to charge for the service of a Hazard Awareness Notice as this is considered to be a form of informal action within the Private Sector Housing Enforcement Policy and is also a form of action which may commonly be used to advise owner occupiers of the condition of their homes.

In line with the other Merseyside Local Authorities, it is proposed to set a maximum charge of £300 per notice, which is considered reasonable and justifiable.

The proposed charges will be reviewed annually and in light of experience to ensure that they effectively recover the Council costs in taking enforcement action.

### **3. FINANCIAL**

Enforcement action has traditionally been at a low level within Sefton and most cases dealt with on an informal basis. The likely revenue to the Council in introducing these charges, based on the number of notices served during the last 12 months is approximately £1,700 per annum. An additional benefit is likely to be made in terms of officer time as it is envisaged that Landlords are more likely to co-operate with officers informally, thus preventing the need to serve Statutory Notices.

### **4. CONCLUSION**

The Housing Act 2004 provides for the Council to make reasonable charges for certain enforcement procedures. A scale of such fees is proposed for adoption by the Private Sector Housing Team of the Neighbourhoods & Investment Programmes Department. The scale of fees would be made readily available on the Councils website and shared with interested parties e.g. Landlords forum.

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## APPENDIX A

### SCALE OF ENFORCEMENT CHARGES – HOUSING ACT 2004

1. The following charges shall normally be applied under section 49 Housing Act 2004

Section of the Act	Type of Enforcement Action	Charge
11 or 12	Improvement Notice	£ 300
20 or 21	Prohibition Order	£ 300
40	Emergency Remedial Action	£ 150
43	Emergency Prohibition Order	£ 300
28 or 29	Hazard Awareness Notice	Nil
17	Review of Suspended Improvement Notice	£ 100
26	Review of Suspended Prohibition Order	£ 100
265 of Housing Act 1985	Demolition Order	£ 300

2. Where the enforcement procedure includes obtaining specialist reports or surveys such as electrical safety report, gas safety report or structural engineers report etc the cost of that report **will be** added to the above fees.
3. Where the enforcement procedure results in two forms of action such as an Improvement Notice and a Prohibition Order or Emergency Remedial Action then the charge for the second action will be reduced to £ 100
4. In exceptional cases the Neighbourhoods & Investment Programmes Director may increase the amount of the standard fee where in their opinion the work involved is significantly greater than average due to the size of the property or extent of deficiencies. In such cases the charge will be calculated at the rate of £37.14 per hour as at April 2011, to be increased by inflation in subsequent years.
5. The Neighbourhoods & Investment Programmes Director may reduce or waive the above fees where in their opinion the circumstances are exceptional and would result in hardship for the individual(s) responsible for the payment of the charge.

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## Appendix B

Council	Rationale	Average/typical charge
Liverpool	Done on case by case basis average £300	£300
Halton	Nil	0
Knowsley	Under review proposed fee £462. Overall price is discounted by 50% if paid within 30 days of invoice date.	£231/£462
Wirral	Case by case on hourly rate £31 per hour previously capped at £300	£300
Blackburn with Darwen	Reviewed each April.	£250
Blackpool Council	Increases each year- agreed costs on sub regional basis with Wyre and Fylde	£375
Bolton	£432.00 - Plus £28.90 per additional hour over 8 hours. Overall price is discounted by 50% if paid within 28 days of invoice date.	£216/£432
Bury	09/10 which is reviewed annually	£310
Manchester City Council	£42.00 per hour, max charge £300.00	£300
Oldham	All applicable Housing Act notices served. Subject to review 09/10	£300
Rochdale	under review	£0
Salford	Nil	£0
Stockport Council	Nil	£0
Tameside	Approval given at beginning of June 09. No inflationary increase built in but subject to review in 12 months.	£350
Trafford	Charge is increased each April in line with inflation. This charge is for improvement notices only (not including suspended notices).	£233.67
Warrington	Concessions to satisfy the Residential Property Tribunal [Fees] [England] Order 2006	£150
Wigan	2010-11 (The charge is increased by the rate of inflation each April)	£337

Approximate average: £282

Note 1. Average based on: -

Those that charge including proposed fees in blue

Those that charge on a case by case basis using their average

Those that apply a discount using the lower rate

Note 2. The figures provided by GM Private Sector Housing Group were collated in 09/10

**REPORT TO:** Cabinet Member – Regeneration  
Cabinet

**DATE:** 16<sup>th</sup> February 2011  
17<sup>th</sup> February 2011

**SUBJECT:** Merseyside Sub – Regional Choice Based Lettings Scheme  
– Allocations Policy

**WARDS  
AFFECTED:** All

**REPORT OF:** Neighbourhoods and Investment Programmes Director

**CONTACT  
OFFICER:** Neil Davies, Strategy Manager, 934 4837

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

To consider the outcome of the recent consultation exercise and seek approval to a new Choice Based Allocations Policy, to be adopted by the five Merseyside Local Authorities participating in the Sub –Regional Scheme, and further note progress toward the introduction of this scheme

**REASON WHY DECISION REQUIRED:**

This is a new Policy, and the NIP Director has no delegated authority to approve such a policy.  
In turn, approval is necessary if Sefton are to continue to participate in this project with its Local Authority and RSL Partners

**RECOMMENDATION(S):**

**Cabinet Member - Regeneration**

1. To request the Cabinet to approve the revised Choice Based Allocations Policy attached to this report.
2. Note progress toward the introduction of the sub-regional Choice Based Lettings Scheme.

**Cabinet**

1. To approve the revised Choice Based Allocations Policy attached to this report.
2. Note progress toward the introduction of the sub-regional Choice Based Lettings Scheme.

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**KEY DECISION:** Yes

**FORWARD PLAN:** Yes

**IMPLEMENTATION DATE:** The Allocations Policy will become operational when the scheme is ready for implementation, which will follow on from legal agreements being entered into and the design and implementation of a new sub regional IT system, all of which is likely to be finalised around October 2011. The policy needs to be agreed now, to allow the IT system to be designed around the Policy requirements, and for the system to be tested before going into operations.

**ALTERNATIVE OPTIONS:**

The alternative option would be not to adopt the new Allocations Policy, but continue to operate a “Sefton Only” Policy. However, this would mean Sefton would not be able to participate in the sub-regional scheme and would be unable to take advantage of procurement of a joint sub-regional IT system and the efficiencies which are expected to be gained from this.

**IMPLICATIONS:**

**Budget/Policy Framework:** Sefton already operate a Choice Based Allocations Scheme in partnership with One Vision Housing. However, the proposal is to adopt a revised Choice Based Allocations Policy in line with the other participating Local Authorities.

**Financial:** Provision of £50,000 already exists within the Council’s capital programme to cover the procurement and set up costs of the new IT system, which is required to operate the new Scheme. There are no direct revenue cost implications anticipated. It is expected that the new IT system will help to generate future revenue savings, by reducing Sefton’s contribution to the operation of the scheme.

<b><u>CAPITAL EXPENDITURE</u></b>	<b>2010/ 2011 £</b>	<b>2011/ 2012 £</b>	<b>2012/ 2013 £</b>	<b>2013/ 2014 £</b>
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				



Specific Capital Resources				
<b><u>REVENUE IMPLICATIONS</u></b>				
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?				

**Legal:**

In order for this proposal to proceed, a Partnership Agreement will be entered into between the 5 participating Local Authorities

**Risk Assessment:**

The Partnership Agreement between the Local Authorities will detail the governance and future management of the SR-CBL. Included in this will be details the process and notice period that will be required in the future, should any of the partners wish to withdraw from the scheme. Although the SRCBL scheme is a partnership it is the intention for each Local Authority to have a contract with the IT systems supplier to ensure that the service can continue if there are any changes to the number of partners and to protect the data and information.

The risks associated with the implementation of the scheme in Sefton have been minimised as a CBL system is known to our lead RSL partner and customers.

**Asset Management:**

N/A

**CONSULTATION UNDERTAKEN/VIEWS:** Each of the Local Authorities has undertaken a public consultation exercise, the results for Sefton are summarised at Appendix 1.  
 The Head of Corporate Legal Services has been consulted and has no comments on this report - LD 00041/11.  
 The Interim Head of Corporate Finance & Information Services has been consulted and has no comments on this report. **FD634/2011**

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## CORPORATE OBJECTIVE MONITORING:

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

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

Cabinet Report – 5<sup>th</sup> August 2010  
Cabinet Report – 14<sup>th</sup> May 2009

## 1. Background

1.1 On the 14<sup>th</sup> of May 2009, Cabinet agreed that Sefton should, in principle, become part of a sub- regional choice based lettings (CBL) Scheme.

1.2 On the 5<sup>th</sup> August 2010, Cabinet received a further, more detailed report on progress to date, considering a number of matters such as; a draft allocations policy, proposed governance arrangements for the CBL scheme, procurement and provision of a new IT system, and the implementation of a consultation exercise with stakeholders. It was resolved that:

- (1) a draft allocations policy be approved for consultation according to statutory guidance
- (2) The proposed governance arrangements be approved
- (3) Approval be given to the appointment of Abris as the IT Supplier
- (4) The estimated set up costs of the scheme be approved
- (5) That the Neighbourhoods and Investment Programmes Director be authorised to enter into an agreement with the other local authorities (Halton, Knowsley, Liverpool, Wirral) to govern the implementation of the contract with Abris referred to above
- (6) The Neighbourhoods and Investment Programmes Director in consultation with the Head of Corporate Legal Services be authorised to enter into a Contract with Abris for the provision of the IT system.
- (7) The one-off set up costs be met from existing provision in the Housing Capital Programme, approved by the Council on 8<sup>th</sup> July 2010.
- (8) Approval be given to the continued development of the scheme with sub-regional partners
- (9) A further report be submitted to the Cabinet Member Regeneration and Cabinet on the results of the consultation exercise on the Allocations Policy.

## 2. Consultation Exercise

- a. The key stakeholders included RSL's with housing stock in Sefton (who would be encouraged to let their housing stock via the CBL scheme) and households currently registered on the Housing waiting list. The 5 Merseyside Authorities agreed to a standard questionnaire for the exercise. In Sefton, this questionnaire was accessible via the Council's website, which also contained an explanation of the proposed CBL Scheme, and draft Policy.
- b. All stakeholders received a letter, informing them of the consultation exercise, and inviting them to complete a questionnaire; either on line, or by downloading and returning a completed hardcopy.
- c. Only 17 completed questionnaires were returned. The results of these are summarised at Appendix 1. All were returned hard copies, 72% were current waiting list applicants, 18% represented stakeholders, and 10% were unidentified.

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- d. However, the level of responses in the other local authority areas varied, Liverpool 515 responses, Wirral 127, Knowsley 23, Halton 42.

## 3. Revising the Policy

3.1 During December 2010, following the consultation exercise, officers of the 5 local authorities have considered the responses received and have undertaken an exercise to revise the draft CBL Allocations Policy, where this was agreed to be appropriate.

3.2 Appendix 2 outlines the 'main' changes agreed and applied to the draft policy. Appendix 3 is the resulting revised, agreed policy, which Members are asked to approve.

3.3 In general the consultation has resulted in relatively minor changes being applied to the draft policy. However there are two areas which generated detailed debate and have led to two changes in the policy from the draft presented to Cabinet in August 2010. These are

- the effect that a poor tenancy history of rent arrears or anti-social behaviour should have on a person's housing application and
- the award of a priority for housing to people who are working but otherwise not in housing need.

These changes have resulted in the number of priority Bands for applicants on the Housing Register changing from four (A, B, C and D) in the policy which was approved for consultation, to six (A, B, C, D, E and F) in the proposal presented for approval by the five partner local authorities now.

3.4 The proposed distinction between 'working' and 'non-working' applicants in the Low Priority bands [D & E], results from consultation results in the other local authority areas in favour of this. The answer to this question (Q8) in Sefton was neutral on this point.

- 3.5 With regard to the issue of poor tenancy history the policy now proposes that applicants with a poor tenancy history will be treated in two different ways according to the severity of their previous unacceptable behaviour. Firstly where a RSL are satisfied that the applicant, or a member of their household, has been guilty of unacceptable behaviour serious enough to make them unsuitable to be a tenant, they will be deemed "**ineligible**" to join the housing register. Secondly, for less serious behaviour such as lower rent arrears or a history of minor anti social behaviour, which was not serious enough to warrant their exclusion from the register, the applicant will be afforded "**Reduced Preference**" and placed into a new priority Band F, until they have addressed their rent arrears or can demonstrate that their behaviour has improved.

## **4. Progress and Next Steps**

4.1 The Policy is currently being considered for approval by all 5 local authorities, over February and March. Assuming all 5 give approval, the 5 local authorities will enter into a common agreement concerned with the commissioning of the CBL scheme, and future governance arrangements.

4.2 The Council will also finalise and enter into a contract with Abrisas for the supply of a new CBL IT system.

4.3 This system will ultimately be hosted and operated by One Vision Housing, on behalf of the Council. While there is an existing Service Level Agreement, officers and OVH will need to review and revise this to take account of the new system being introduced.

4.4 It will likely take Abrisas six months to design a CBL IT system around the Policy, install and test this system, before it will go into operation (circa October 2011).

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## APPENDIX 1

### Sub Regional Choice Based Lettings Scheme Consultation questionnaire - Sefton

**Q. 1 Are you currently registered on the Homesearch database? Yes/no**

**A.** 72% Yes and 18% No 10% No response

**Q. 2 Do you agree that the new banding system gives priority to those most in need of housing? Yes / no / don't know**

**A.** 48% Yes, 24% No, 28% Don't know

**Q. 3 Do you think too high a priority has been given to any of these needs? Yes / no / don't know**

**A.** 24% Yes, 42% No, 28% Don't know

**If yes, which?**

Under-occupation and adaptations should not come above medical conditions made worse by housing conditions

**Q. 4 Do you think too low a priority has been given to any of these needs?**

Yes / no / don't know

**A.** 24% Yes, 48% No, 28% Don't know

**If yes, which?**

Harassment; DV; Victims of Hate Crime; Young People Leaving Care; Move-on from Supported Housing; over 65's

**Q. 5 Do you think all types of housing need are reflected in the bands?**

Yes / no / don't know

**A.** 60% Yes, 18% No, 22% don't know

**If no, what has been missed out?**

Domestic violence

**Q. 6 Do you think applicants should be given reduced opportunity for rehousing if they have a history of anti-social behaviour or rent arrears?**

Yes / no / only in severe cases

**A.** 36% Yes, 30% No, 34% only in severe cases

**If yes, should an application be**

Suspended for a period / have a reduced priority / be bypassed for an offer

**A.** 12% suspended for a period, 12% "have a reduced priority", 12% "be bypassed for an offer", 64% didn't say

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**Q. 7 Government guidance suggests awarding additional priority to those who are working but on low incomes, or on employment training schemes, or who do voluntary community work. Do you think additional priority should be granted for these groups? Optional answer for each category was "Yes or No"**

Employed on low income	42%Yes, 42% No, 16% no comment made
In employment training	42% Yes, 42% No, 16% no comment made
Community volunteering	48% Yes, 42% No, 10% no comment made

**Q. 8 Subject to certain criteria, the policy provides some opportunity for people to bid for property in one of the other Council areas involved in the scheme. Would you be interested in doing this? Yes / no / don't know**

**A.** 54% Yes, 12% No, 34% Don't know

Comment: this option is a good opportunity for younger families but as an older person I would not find it suitable



## APPENDIX 2

### Main changes to SrCBL policy following consultation

#### Chapter 1

- 1.1 Greater clarity to legal wording and partnership arrangements, with a commitment to review the policy in future

#### Chapter 2

- Improved wording for Local Lettings Plans,(2.2) sheltered (2.4), extra care (2.5) and adapted accommodation (2.6)

#### Chapter 3

- Ineligibility divided into Immigration status (3.4) and Unacceptable behaviour (3.5)
- Unacceptable behaviour explained more fully
- Section on 16/17 year olds amended (3.6)
- Section on offenders/ex-offenders added (3.8)
- Renewal procedure explained more fully (3.12)

#### Chapter 4

- Changed from suspensions to unacceptable behaviour. Whole chapter has been altered.
- Further wording on ineligibility due to unacceptable behaviour (4.1, 4.2)
- Section on notifying applicants who are ineligible due to unacceptable behaviour (4.3)
- Section added on Reduced Preference status due to unacceptable behaviour which is not serious and rent arrears (4.4)
- Section added on modifying unacceptable behaviour / rent arrears (4.5)

#### Chapter 5

- Banding altered from 4 to 6 Bands to take into account applicants who are working and those with Reduced Preference status (5.1)
- Date of entry onto Band amended to take into account 6 Bands and put into table(5.3)
- Band B
  - Applicants in hostels amended to those hostels with Supported People funding (5.5.1.2)
  - Under-occupation separated from Health/Welfare (high) (5.5.4)
- Band C
  - Amended homeless, not in priority need working (5.6.2)
  - Added homeless but intentional with priority need (5.6.4)
- Band D
  - Changed to general needs and working (5.7)
- Band E
  - Added for general needs not working (5.8)
- Band F

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- Added for reduced preference status (5.9)
- Wording for Cross Boundary mobility amended for clarity (5.10)
- Bedroom standard altered to CLG standard(5.12)

## **Chapter 6**

- added guide to size and type of property an applicant can apply for (6.2.4)
- number of reasonable offers which will be made is explained in a table (6.5.3)

## **Chapter 7**

- No change

## **Chapter 8**

- Slight changes only, and made clearer

Final Draft for Approval

Appendix3

## **PROPERTY POOL PLUS**

**Sub Regional**

**Choice Based Lettings**

**Allocations Scheme**

January 2011

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## CHAPTER 1

### 1.1 Introduction

- 1.1.1 The following Councils are members of a Sub Regional Choice Based Lettings Scheme, known as Property Pool Plus, and have adopted this common allocations scheme (as required by the Housing Act 1996 amended by the Homelessness Act 2002):

Halton Borough Council  
Knowsley Metropolitan Borough Council  
Liverpool City Council  
Sefton Metropolitan Borough Council  
Wirral Metropolitan Borough Council

The five Councils are known as the Scheme Councils.

- 1.1.2 The scheme applies to all properties available to the Scheme Councils for nomination purposes.
- 1.1.3 The Scheme Councils also endorse the use of this policy by Housing Associations for lettings for which the Scheme Councils do not have nomination rights.
- 1.1.4 The Housing Associations, known as the Scheme Landlords, who have agreed to participate are listed below.

Arena Housing Association  
Beechwood and Ballantyne Community Housing Association  
Cobalt Housing  
Cosmopolitan Housing  
Contour Housing  
Crosby Housing Association  
Guinness Northern Counties  
Halton Housing Trust  
Knowsley Housing Trust  
Leasowe Community Homes  
Liverpool Mutual Homes  
Liverpool Housing Trust  
One Vision Housing  
Pierhead Housing Association  
Plus Dane Group  
RegendaFirst  
Riverside/ECHG  
South Liverpool Housing  
Venture Housing Association  
Villages Housing  
Wirral Methodist Housing Association

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## Wirral Partnership Homes

- 1.1.5 The Scheme Councils and Scheme Landlords are collectively known as the Scheme Partners who operate in the Scheme Area.
- 1.1.6 The Councils of Halton, Knowsley and Sefton have each agreed to contract out the function to administer the scheme to Scheme Landlords. In Wirral the scheme will be administered through the Council and in Liverpool the scheme will be administered through the City Council in partnership with the Scheme Landlords in their area. The organisation which administers the Scheme in a particular Scheme Council area is known as the Administering Scheme Partner.
- 1.1.7 The Administering Scheme Partners for the Scheme Council areas are as follows:
- Halton: Halton Housing Trust  
Knowsley: Knowsley Housing Trust  
Liverpool: Liverpool City Council and Scheme Landlords  
Sefton: One Vision Housing  
Wirral: Wirral Council
- 1.1.8 To improve the service to applicants and to avoid duplication an applicant can apply to any of the Administering Scheme Partners or through the scheme website. Applicants who apply to the Scheme Partners will be assessed on a consistent basis and can apply for vacancies across the whole Scheme Area.
- 1.1.9 Property Pool Plus features a common application form, a common housing register, a common allocations policy and a shared IT system. It is intended that this approach will offer a simple, accessible service for customers as well as creating efficiencies for Scheme Partners.
- 1.1.9 The scheme will be subject to periodic review. Where this results in a significant change it will be approved through each participating Scheme Council approval process.

## **1.2 Aims and principles of the Property Pool Plus Scheme**

- 1.2.1 The overall aim of this Scheme is to ensure that all social housing in the Scheme Area is allocated fairly and objectively to those most in need, having regard to any law, official guidance and good practice.
- 1.2.2 The aims of the Property Pool Plus Scheme are to:
- Contribute to the development of balanced communities and sustainable regeneration, including encouraging current and future social housing tenants into employment;



- Stimulate new markets and interest in social housing in the Scheme Area;
- Contribute to the strategic objectives outlined in the Scheme Councils' Housing and Regeneration strategies;
- Improve the quality of service to customers and ensure that applicants have ready access to information on their prospects of housing through the scheme;
- Increase customer choice and broaden housing options by facilitating cross boundary movement within the constraints of the availability of accommodation throughout the Scheme Area;
- Work sub-regionally in partnership to achieve efficiencies of scale and extend opportunities to meet people's housing demands, needs and aspirations across the Scheme Area.

### 1.2.3 The principles of the Scheme are to:

- Operate a lettings policy based on housing need, which is simple, easy to understand, transparent, open and fair reflecting local priorities;
- Ensure that every application is dealt with fairly and consistently in accordance with Equal Opportunities;
- Give adequate priority to people who fall within the Government's 'Reasonable Preference' categories;
- Prevent homelessness and give adequate priority to homeless people to reduce the use of temporary accommodation, whilst maintaining a balance between the needs of the homeless and other applicants ;
- Empower applicants by giving them more opportunity to express choice and preferences about where they want to live, whilst having regard to the availability of housing resources and the high demand for housing;
- Make best use of housing stock by minimising re-let times and by the marketing of 'difficult to let' properties;
- Reduce under-occupation of social housing and therefore assist in the re-housing of overcrowded applicants and other priority need applicants;
- Ensure that supported housing goes to those for whom this type of housing is most suitable and who are in the greatest need of the support;
- To make best use of public funds.

## 1.3 Statement on Choice

1.3.1 The Scheme Partners are fully committed to enabling applicants to play an active role in choosing where they live, whilst continuing to house those people in the greatest need, making the best use of the available housing stock and complying with all relevant legislation.

1.3.2 It is important to realise that the demand for accommodation is higher for some types of property and for some areas than others. In making a decision about the options available, applicants need to consider their housing need priority against the availability of properties in any given area.

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- 1.3.3 Applicants can determine whether they are likely to be successful when placing a bid as they will be informed of their position on the shortlist for that vacancy at the time of making the bid. This enables an applicant to make an informed choice when deciding which property to apply for and whether social housing is a realistic option in their circumstances.

## **1.4 The Legal Framework**

- 1.4.1 The Housing Act 1996 and the Homelessness Act 2002 state that local authority allocation schemes must afford reasonable preference to certain categories of person over those with no reasonable preference. These reasonable preference categories include:

- people who are homeless (within the meaning of Part VII of the Housing Act 1996 as amended by the Homelessness Act 2002);
- people owed a duty by any local housing authority under section 190(2), 193(2), or 195 (2) of the 1996 Act (or under section 65 (2) or 68(2) of the Housing Act 1985) or who are occupying accommodation secured by any such authority under section 192(3). These sections relate to people who are homeless or threatened with homelessness;
- people occupying unsanitary or overcrowded housing or otherwise living in unsatisfactory housing conditions;
- people who need to move on medical or welfare grounds (including grounds relating to disability);
- people who need to move to a particular locality in the district of the authority where failure to meet that need would cause hardship (to themselves or to others).

- 1.4.2 However, there is no requirement to give equal weight to each of the reasonable preference groups, and Councils may identify additional preference groups providing they do not dominate the Scheme at the expense of those in the statutory reasonable preference groups. The prioritisation scheme set out at 5.1.1 reflects this approach.

- 1.4.3 This Scheme has been framed to address these requirements, and with due regard to the requirements of the 'Allocation of Accommodation Code of Guidance for Local Authorities' November 2002, supplementary guidance 'Allocation of Accommodation: Choice Based Letting' August 2008, and 'Fair and flexible: statutory guidance on social housing allocations for local authorities in England' December 2009.

- 1.4.4 Every application for housing received will be considered according to the facts unique to that application, as every applicant's individual circumstances will vary.

## **1.5 Equality and Diversity**

- 1.5.1 The Scheme Partners are committed to promoting equality of opportunity within the housing allocation process and eliminating unfair and unlawful discrimination in its policies, procedures and practices.
- 1.5.2 The aim of the Scheme is to deliver a quality service without prejudice and discrimination to all its customers, regardless of age, ethnicity, disability, gender, marital status, religious or political persuasion, sexual orientation or culture and lifestyle choice.
- 1.5.3 The Scheme Partners will continue to improve their service to all their customers including addressing the needs of disadvantaged and under-represented groups. This will be achieved by monitoring of the Scheme Register, routine analysis of letting outcomes and regular consultative meetings with stakeholders to ensure that the operation of the Scheme meets the needs of all customers.
- 1.5.4 All Scheme Partners have in place corporate policies and action plans aimed at eliminating discrimination and valuing diversity.

## **1.6 Information Sharing, Confidentiality and Data Protection**

- 1.6.1 The Scheme Partners will share information in accordance with their existing protocols which will be further developed across the sub region to ensure consistency in sharing information with other statutory and voluntary organisations.
- 1.6.2 The information which an applicant provides relating to their housing application will be treated as confidential in accordance with guidelines on handling personal data. These guidelines relate to the Data Protection Act 1998 that covers both electronic and manual records and governs what can be done with the data, including collecting, storing, using and disposing of it.

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## CHAPTER 2

### 2.1 Allocations and nominations

2.1.1 This Scheme constitutes the nominations agreement between the Scheme Councils and the Scheme Landlords. The Scheme Landlords will be required to allocate at least 50% of their lettings through the Scheme. However, the Scheme Landlords will be encouraged to exceed this proportion in agreement with their Scheme Council.

2.1.2 All properties owned by Scheme Landlords that become vacant will be recorded on the Property Pool Plus Scheme. Those properties that the Scheme Landlord wishes to allocate as Direct Lets (see Section 2.3) will not be advertised through the Scheme. However, information concerning these properties will be made available through the Property Pool Plus feedback mechanism.

### 2.2 Local Letting Plans

2.2.1 There may be occasions when Scheme Landlords will want to adopt Local Letting Plans for a limited period of time to address issues in particular neighbourhoods such as severe anti-social behaviour. This would involve the temporary use of revised allocations criteria for the affected area. Such plans will be developed and agreed with the relevant Scheme Council to ensure they do not unduly disadvantage those in reasonable preference groups. Local Lettings Plans will be published by the Scheme Partners and properties affected by such plans will be clearly identified when they are advertised.

### 2.3 Housing Association Direct Lets

2.3.1 In certain circumstances a Scheme Landlord will allocate properties directly to applicants outside the Choice Based Letting Scheme. Illustrative examples of Direct Lets are as follows:

- Where an allocation is required to ensure protection of the public for example following a decision made by a multi agency public protection panel meeting;
- Where a customer has been referred as part of the Witness Protection Scheme;
- Where a sensitive let is required for a particular property because of issues such as drug dealing, violence, public protection or anti-social behaviour;
- Where a Scheme Landlord tenant's home is being repaired and they need to be moved from the property on a temporary or permanent basis;
- Where an applicant from outside the Scheme Area needs to move due to extenuating circumstances e.g. where life is at risk. In this instance, the

applicant may be considered for a direct let even when there is no local connection with the area;

- Where accommodation is required following emergencies, such as fire, flood, serious harassment or other major incidents;
- Where a targeted offer is made to an applicant who is statutory homeless;
- Where a targeted offer is made to a young person leaving the Care of the local authority;
- Where a targeted offer is made to an applicant living in a Scheme Council clearance area;
- Any other reason as supported by the Scheme Landlord's policies and procedures.

## **2.4 Sheltered Accommodation**

2.4.1 Sheltered housing is designed for older applicants, generally those over the age of 55 years, as a way of providing independent living with added security and support. Scheme Landlords may have differing eligibility criteria for this type of accommodation and this will be made clear in the labelling of properties when advertised. Occasionally, a vacancy may be allocated to younger applicants who have identified support needs.

2.4.2 Sheltered accommodation will be included in the Property Pool Plus scheme in all the Scheme Areas except in the Liverpool City Council area, where there are separate arrangements using Access Liverpool Service. Applicants who wish to move to sheltered accommodation in the Liverpool area are advised to contact Access Liverpool Service for more information.

## **2.5 Extra Care Housing**

2.5.1 Extra Care Housing offers accommodation for older applicants who may need additional care and support services and there are specific assessment criteria to ensure an appropriate balance of residents with high/medium/low care needs.

2.5.2 Extra Care housing vacancies may be advertised as part of the Property Pool Plus scheme, but Scheme Landlords will directly match vacant properties to applicants who meet their qualifying criteria following a detailed assessment of their need for this type of accommodation. Applicants are advised to contact the relevant Administering Scheme Partner for more information.

## **2.6 Adapted Properties**

2.6.1 Some properties are adapted, for example there may be a stair lift or level access shower. To meet the needs of disabled applicants, preference for adapted vacancies will be given to those applicants whose needs best

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match the particular adaptations. In general, the suitability of a property must be supported by the applicant's Occupational Therapist.

2.6.2 Adapted accommodation will be included in the Property Pool Plus scheme with the exception of the Liverpool City Council area where there are separate arrangements using Access Liverpool Service.

## 2.7 Target Setting and Quotas

2.7.1 It is important that priority for accommodation goes to those in greatest housing need. However, this does not mean that, in operating a choice based lettings scheme, every property which is advertised will be open to bids from households in all Bands. An allocation scheme may include other objectives, such as:

- ensuring a balance between meeting the housing needs of existing tenants and new applicants;
- promoting more sustainable and balanced communities;
- the need to meet a Scheme Council's legal responsibilities to homeless and vulnerable applicants, people living in overcrowded and insanitary conditions and people with an urgent need to move for reasons such as harassment, domestic violence etc;
- the need to meet strategic responsibilities, for example in relation to applicants being displaced through the clearance scheme.

2.7.2 To achieve these objectives, Scheme Councils may choose to target a percentage of lettings to applicants in particular Bands or Sub Bands. Bands and Sub Bands are described in Section 5.1.1.

2.7.3 Where such percentage targets are set, they will be published annually on the Property Pool Plus website and at Scheme Partners' offices so that applicants may see what proportion of properties will be allocated to different Bands, helping them to identify how long they might expect to wait before making a successful bid.

## CHAPTER 3

### **3.1 Registration on the Property Pool Plus Scheme**

- 3.1.1 The Property Pool Plus Scheme is a way of presenting housing options to applicants within the Scheme Area. Scheme Partners will normally no longer use the traditional method of 'matching' applicants to properties. Instead applicants will be encouraged to choose the property in the area in which they wish to live.
- 3.1.2 Applicants who wish to apply for social housing owned by the Scheme Landlords must register on the Property Pool Plus Register.

### **3.2 Assistance for Vulnerable Applicants**

- 3.2.1 Applicants indicating the need for support to take part in the Property Pool Plus Scheme will be offered help and assistance by the Administering Scheme Partners. This need may be due to a physical disability, learning disability, illness, language difficulty or for any other reason that may make it harder for someone to participate in the Scheme.
- 3.2.2 The support may include proxy bidding on behalf of applicants who are unable to access the scheme, mailing copies of the advert to those people who are housebound and have no internet access, adverts and other documents in large print and other languages and formats.

### **3.3 Who can apply for accommodation?**

- 3.3.1 The Property Pool Plus Register is open to anyone aged 16 years or over, unless they are specifically ineligible as outlined in Sections 3.4 and 3.5.
- 3.3.2 The Scheme Councils do not intend to restrict access to the Property Pool Plus Scheme on the basis of financial means. However Scheme Landlords may take the financial circumstances of applicants into account and decline a nomination through the scheme if they consider that the applicant has the financial means to resolve their own housing situation.

### **3.4 Ineligibility (Immigration status)**

- 3.4.1 Under the Housing Act (1996), Local Authorities must consider whether applicants are eligible for housing assistance. An applicant may be ineligible due to their immigration status.

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3.4.2 Persons from abroad who are subject to immigration control under the Asylum and Immigration Act 1996 are not eligible for housing assistance unless they:

- Have refugee status;
- Have exceptional leave to remain provided there is no condition that they shall not be a charge on public funds;
- Have Indefinite leave to remain under certain conditions;
- Are Nationals of a country that has ratified the European Convention on Social and Medical Assistance or the European Social Charter, providing they are habitually resident in the Common Travel Area.

3.4.3 Similarly Persons from abroad who are not subject to immigration control but who are not habitually resident in the Common Travel Area (the UK, Channel Islands, Isle of Man, Republic of Ireland) are not eligible for housing assistance.

3.4.4 If it has been established by the Administering Scheme Partner that an applicant is ineligible on the grounds of their immigration status then their application will be removed from the housing register and no waiting time on the register will be accrued. This decision will be made by an appropriate Senior Officer from the Administering Scheme Partner.

3.4.5 Any applicant who has been found to be ineligible on the grounds of immigration status has the right to a review of this decision (see Chapter 8).

## **3.5 Ineligibility (Unacceptable behaviour)**

3.5.1 In addition a Scheme Council can decide that an applicant is to be treated as ineligible for an allocation of housing by them (Section 160 (7) Housing Act 1996) if they are satisfied that:

- the applicant, or a member of their household, has been guilty of unacceptable behaviour serious enough to make them unsuitable to be a tenant, and
- at the time their application is considered, the applicant or a member of their household is unsuitable to be a tenant by reason of that behaviour.

3.5.2 The only behaviour which may be regarded by the Scheme Council as unacceptable for the purposes of the Act is;

- behaviour of the person concerned which would, if they were a secure tenant of the Scheme Council at the time, entitle the Scheme Council to a possession order under section 84 of the Housing Act 1985 in relation to any of the grounds in Part 1 of Schedule 2 (other than Ground 8). The Scheme Council must be satisfied that a court would decide that it was reasonable to grant a possession order and that the possession order would not be suspended



- behaviour of a member of their household which would (if they were a person residing with a secure tenant of the authority) entitle the Scheme Council to such as possession order.

3.5.3 If the Administering Scheme Partner has reason to believe that Section.160A (7) may apply they must consider all of the following:

- That they are satisfied that there has been unacceptable behaviour that would lead to a possession order being granted both in terms of the grounds for possession, and the 'reasonableness' of the order in regard to the interest of the parties, and the public. In taking a view on whether it would be entitled to a possession order, the Administering Scheme Partner will need to consider fully all the factors that a court would take into account in determining whether it was reasonable for an order to be granted, and
- Having concluded there would be entitlement to an order, the Administering Scheme Partner will need to satisfy itself that the behaviour is serious enough to make the person unsuitable to be a tenant. They will also consider whether if the possession order was granted, that it would not be suspended by the court. The basis for this suspension of order will be factors beyond the applicant's control rather than behaviour that is deemed to be wilful or deliberate, and
- The Administering Scheme Partner will need to satisfy itself that the applicant is unsuitable to be a tenant by reason of the behaviour in question – in the circumstances at the time the application is made. Where previous unacceptable behaviour is being considered, the Administering Scheme Partner will be required to take into account behaviour that can be shown to have improved. In making this decision the Administering Scheme Partner will consider recommendations from appropriate panels, for example the Knowsley High Priority Resettlement Panel, where they confirm that the applicant is engaging with support providers and is demonstrating an ongoing commitment to resolve any behavioural issues.

3.5.4 If it has been established that an applicant is ineligible on the grounds of unacceptable behaviour then their application will be classed as ineligible and no waiting time on the register will be accrued.

3.5.5 The application will remain ineligible until such time as the applicant can provide evidence of mitigation or modification of their behaviour (see Section 4.5)

**3.6 16/17 year olds**

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3.6.1 Applicants aged 16 or 17 years may register on Property Pool Plus but will not normally be offered a tenancy before they reach 18 years of age. If a pressing need to house such individuals is established by either the Housing Options Service or Children and Young People's Service, the Scheme Landlord may require a rent guarantor and a support plan.

## **3.7 Councillors, Board Members, employees and close relatives**

3.7.1 People who are Councillors, Board Members, employees and their close relatives (this would include partner / spouse, parent, brother, sister or child) of the Scheme Partners may register on the Property Pool Plus Scheme but this must be declared at the point of registration. Failure to do so may be considered as withholding relevant information and may affect any future tenancy.

## **3.8 Offenders and ex-offenders**

3.8.1 When registering on the Property Pool Plus scheme all applicants are required to state whether they have any criminal convictions, not including 'spent' convictions. In most cases, a conviction will be 'spent' when the rehabilitation period has expired.

3.8.2 The existence of criminal convictions will not prevent an applicant from being included on the Property Pool Plus register unless this conviction was as a result of unacceptable behaviour serious enough to make them unsuitable to be a tenant (see section 3.5 on ineligible applicants).

3.8.3 Applicants who are in custody may register on the Property Pool Plus scheme but will be unable to bid for vacancies until two weeks prior to their release date.

3.8.4 Ex-offenders will be offered advice and assistance by the Housing Options service when released from custody or whilst in custody if it is sought.

## **3.9 The Property Pool Plus Register**

3.9.1 There are several ways that an applicant may register on the Property Pool Plus Register:

- on line by visiting the Property Pool Plus website;
- by returning an application form which can be requested by telephone;
- in person by visiting a Scheme Partner office or Scheme Council One Stop Shop.

The full list of access points and phone numbers is available on the Property Pool Plus website.

- 3.9.2 The Scheme Partner with whom the applicant is registered is known as the Administering Scheme Partner for that application. The Administering Scheme Partner will be the point of contact responsible for registering, amending, renewing and assessing that application, and dealing with any requests for review of a decision.
- 3.9.3 Applicants will be asked to provide current information to confirm the circumstances of all household members before the application can be checked and assessed. Applicants should be aware that it is a criminal offence to provide false information or deliberately withhold information upon which their application will be assessed.
- 3.9.4 Applicants may be asked to provide references at initial registration by some Administering Scheme Partners. These may be from a current or previous landlord or someone who knows the applicant in an official capacity such as local community representative, advice worker, health visitor, social worker or probation officer. It is appreciated that some applicants have difficulty in providing a reference and these will be considered on an individual basis. In addition Scheme Landlords will normally request references if an applicant is being considered for an offer (see Section 6.3.3)
- 3.9.5 The information that an applicant has provided will be verified before an applicant can apply for vacancies. Following verification, some applicants may be found to be ineligible due to their immigration status as explained in Sections 3.4 or on the basis of unacceptable behaviour as explained in Section 3.5. In these instances, their application will be classed as ineligible.

## **3.10 Assessment of an application**

- 3.10.1 Applications will be assessed to ensure that people with the greatest housing need are given the greatest opportunity to move to more suitable accommodation. The assessment will be undertaken by authorised officers of the Administering Scheme Partner.
- 3.10.2 For some assessments, the views of assessment panels will be taken into consideration. Such panels may contain representatives from relevant organisations including other Housing Associations, support agencies, social Services and Probation who are in a position to provide a broader understanding of the circumstances relating to a particular applicant. An example of such a panel would be the Knowsley High Priority Resettlement Panel.
- 3.10.3 The assessment will be based on the household's current circumstances and the type of accommodation they currently live in. Assessments of need will be carried out initially at registration but also later if there is a change in circumstances. Applicants may be required to provide supporting evidence from appropriate agencies such as Health or Social Services, Police or Probation.

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- 3.10.4 The assessment will take into account the applicant's recent housing history and, if it is considered that they have moved in order to deliberately worsen their housing situation, then they may be placed in Band E (No Priority) for a period of 12 months.
- 3.10.5 The application of any applicant who knowingly provides false information in support of their application will be given Reduced Preference and placed in Band F for a period of 12 months. If as a result of false information being provided a tenancy is created, then the tenant may be subject to possession proceedings on the grounds of misrepresentation.
- 3.10.6 Applicants will be placed in a Band according to their housing need (See Chapter 5). Applicants who have more than one housing need, for example health need and overcrowding, will be placed in the Band which affords greatest priority.
- 3.10.7 Applicants whose current or previous behaviour is considered to be unacceptable, but which is not deemed serious enough to justify a decision to treat them as ineligible, may be given Reduced Preference status. This includes applicants with current or former rent arrears and is explained in Chapter 4.

## **3.11 Change in Circumstances**

- 3.11.1 If an applicant's circumstances change it is the responsibility of the applicant to inform the Administering Scheme Partner promptly in order that their application can be reassessed. Examples of changes of circumstances could include:
- change of address or name;
  - increase in household size due to the birth of a child or addition of household member;
  - decrease of household size due to bereavement or person leaving the household;
  - relationship breakdown;
  - the serious deterioration of, or improvement in, a health condition
  - threat of homelessness;
  - rent arrears in their private or social tenancy;
  - a change in employment status
  - a change in local connection with an area.
- 3.11.2 Applicants' date of registration will not be affected if they change address providing they have not been re-housed to a social housing tenancy. However, their housing need priority may be affected (see Chapter 5).

3.11.3 It is also important that the applicant advises the Administering Scheme Partner of any changes to their contact details as this may affect the ability of the Scheme Landlord to contact them.

## **3.12 Renewal of applications**

3.12.1 To ensure that accommodation is allocated fairly, and to take account of any change in circumstances affecting an applicant's eligibility or current or future housing need, applicants are required to renew their application every 12 months.

3.12.2 The renewal procedure will be the responsibility of the applicant's Administering Scheme Partner who will issue an invitation to renew an application either by letter or email. This will take place annually on the anniversary of the registration date. Applicants will be required to respond within 4 weeks, after which their application will be cancelled.

3.12.3 However, if an applicant contacts their Administering Scheme Partner within 6 months of the cancellation their application will be reinstated and they will retain their original registration date. After the 6 month period, applications will remain permanently cancelled.

## **3.13 Cancelled Applications**

3.13.1 Applications will be cancelled in the following circumstances:-

- the applicant has been re-housed to social housing;
- the applicant has successfully moved under a mutual exchange scheme;
- a request to cancel an application has been received from an applicant (or their Advocate);
- there is no reply to renewal letters;
- letters to the applicant are returned by the Post Office;
- notification has been received that the applicant is deceased.

3.13.2 Applications which are cancelled will not accrue any waiting time on the register except for applications which are cancelled and then reinstated as part of the renewal process as described in Section 3.12.3.

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## CHAPTER 4

### 4.1 Applicants with a history of unacceptable behaviour

- 4.1.1 Applicants with a history of unacceptable behaviour, by the applicant, member of their household or any other person who would reasonably be expected to live and be re-housed with them, may be given reduced opportunity to be considered for an offer of accommodation through the Property Pool Plus Scheme, if it is considered proportionate and reasonable to do so.
- 4.1.2 The aim of this is to project a clear message to current and future applicants for re-housing that partners of the Property Pool Plus Scheme are committed to achieving stable, balanced and sustainable neighbourhoods, tackling anti-social behaviour and promoting good tenancy conduct.
- 4.1.3 Depending upon the seriousness of the unacceptable behaviour, including rent arrears, the application may be;
- Assessed as ineligible to be included on the Register due to unacceptable behaviour (See Section 3.5)
  - Given Reduced Preference status and placed in Band F (see Chapter 5)

### 4.2 Applications which are ineligible due to unacceptable behaviour

- 4.2.1 The criteria for ineligibility due to unacceptable behaviour have been developed on specific grounds and are structured to facilitate a period of time where the applicant will be given an opportunity to demonstrate that they are committed to addressing any previous or current unacceptable behaviour.
- 4.2.2 The decision that an applicant is ineligible due to unacceptable behaviour will be made by an appropriate Senior Officer from the Administering Scheme Partner.
- 4.2.3 The grounds upon which the Administering Scheme Partners may rely on include (though not exclusively):
- Rent lawfully due that has not been paid (current or former tenancy)
  - Conduct likely to cause nuisance and annoyance within the locality (anti-social behaviour)
  - Any conviction relating to allowing the property to be used for immoral purposes, or an indictable offence committed within the locality of the dwelling-house
  - Domestic Violence
  - Condition of the property due to neglect
  - Condition of the property due to ill-treatment
  - Grant of the tenancy by misrepresentation

4.2.4 When making the decision to assess an application as ineligible due to unacceptable behaviour, the following factors will be taken into consideration:

- when the unacceptable behaviour took place;
- the length of time that has elapsed;
- what subsequent steps the applicant has taken to address the unacceptable behaviour
- whether there has been any change in circumstances including health, dependents and the individual circumstances of the applicant.

Each application will be considered on its individual merit and any previous or current extenuating circumstances will be taken into account. Administering Scheme Partners will give necessary credence to balancing the individual's housing needs with the unacceptable behaviour that warrants consideration for classifying the application as ineligible.

4.2.5 Where the individual needs of an applicant or their household are deemed to outweigh the unacceptable behaviour being considered, then the application will not be classed as ineligible. However the Administering Scheme Partner may still rely on setting agreed conditions to ensure the unacceptable behaviour is addressed. The application will be awarded the appropriate priority according to their housing need.

4.2.6 In such circumstances where an applicant, by default or refusal, fails to address the unacceptable behaviour, then the Administering Scheme Partner may withhold an offer of accommodation until such time as the unacceptable behaviour is addressed.

4.2.7 The assessment of an application as ineligible due to unacceptable behaviour will normally occur at initial registration. However, this may be applied at any stage during the application and lettings process if tenancy breaches occur or previous unacceptable behaviour is later identified.

4.2.8 The length of time the application is held to be ineligible will initially be for a 12 month period and will be subject to an annual review. If after this period there has been no satisfactory attempt to address the unacceptable behaviour; or there has been a repetition of this behaviour; or another ground has been breached, then the application may be held to be ineligible for a further 12 month period. There is no limit to the number of times that the application can be assessed as being ineligible.

4.2.9 As indicated, all ineligible applications will be reviewed after 12 months, or earlier on request from the applicant if they can provide satisfactory evidence of mitigation or modification of their unacceptable behaviour.

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4.2.10 Applications which are classed as ineligible do not accrue waiting time. Therefore the registration date for a previously determined ineligible application will be the date at which the applicant has demonstrated that they have addressed or modified their behaviour and are no longer assessed as ineligible due to unacceptable behaviour.

4.2.11 An applicant whose unacceptable behaviour is not deemed to be serious enough to make them ineligible may have their application re-designated to Reduced Preference Status (see Section 4.4).

## **4.3 Notifying applicants who are classed as ineligible due to unacceptable behaviour**

4.3.1 All applicants will be notified in writing of a decision to assess their application as ineligible. This notification will include:

- reasons why the application has been assessed as ineligible, and
- length of time for which the application will be assessed as ineligible, and
- steps they must take to address the grounds that make them ineligible, and
- the date by when the decision will be reviewed, and
- a right of review of the decision to deem the application ineligible.

4.3.2 Applicants who have had their application deemed as ineligible due to unacceptable behaviour have a right to ask for a review of the decision (see Chapter 8 Review of decisions).

4.3.3 If the applicant is able to demonstrate they were not guilty of unacceptable behaviour sufficient to result in their being ineligible to register on the Property Pool Plus Scheme, then their application will be registered from their original date of registration and placed in the appropriate band.

4.3.4 If an applicant, who has previously been assessed as ineligible because of unacceptable behaviour, considers that this should no longer apply they must submit information demonstrating that they have modified or mitigated their behaviour.

4.3.5 If the Administering Scheme Partner then considers the applicant to be suitable to be a tenant, the applicant will no longer be considered ineligible and the applicant will be registered from the date of this latest decision, not the original date of application.

4.3.6 If the Administering Scheme Partner does not consider that the applicant is now suitable to be a tenant, the applicant will remain ineligible.

## **4.4.2 Reduced Preference Status**



- 4.4.1 Applicants whose current or previous behaviour is considered to be unacceptable but which is not deemed serious enough to justify a decision to treat the applicant as ineligible will be given Reduced Preference Status.
- 4.4.4 This less serious unacceptable behaviour may relate to the same grounds set out in 4.2.3 above but where a possession order would not reasonably be sought or granted. It will also include other forms of unacceptable behaviour such as previous poor tenancy conduct, threatening behaviour towards staff or evidence of property abandonment
- 4.4.5 Rent arrears which will be taken into consideration include current arrears for both social and private sector tenancies and arrears from former social and private sector tenancies which were terminated in the past 6 years. Checks will be made as to the reason the arrears have accrued and extenuating circumstances will be taken into account.
- 4.4.6 As a general guide, the level of rent arrears which will result in Reduced Preference Status is 4 weeks' gross rent unpaid by the applicant where the rent is due weekly. Rent owed due to delays in payment of Housing Benefit will not be taken into account.
- 4.4.7 If appropriate, Reduced Preference Status will be given to applicants who have otherwise been assessed and placed in Bands A, B, C D, and E. However, each application will be considered on its individual merit and any extenuating circumstances will be taken into account. Administering Scheme Partners will give necessary credence to balancing the individual's housing needs and the unacceptable behaviour or level of rent arrears that warrants consideration for Reduced Preference Status.
- 4.4.8 Applicants with Reduced Preference Status will be placed in Band F until such time as the applicant can either provide evidence of mitigation or modification of their behaviour or reduction of the rent arrears, (see Section 4.5).
- 4.4.9 All applications with Reduced Preference will be formally reviewed every 12 months but an applicant can request a review of their Reduced Preference Status at any stage (see Chapter 8).

## **4.5 Modifying Unacceptable Behaviour including rent arrears**

- 4.5.1 If as a result of an applicant's unacceptable behaviour, they are considered to be ineligible or they are awarded Reduced Preference Status, then the applicant will be required to provide evidence that they have taken the necessary steps to modify this behaviour. Their application will then be reviewed and their status amended if appropriate.

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4.5.2 The applicant will be required to reach agreement with the Administering Scheme Partner as to what is acceptable to enable their application to be reinstated.

4.5.3 In all instances, the applicant will be required to demonstrate they are able to satisfactorily maintain a tenancy. The following indicative criteria may apply:

4.5.3.1 In the case of outstanding debts owed:

- Debt is cleared, or
- Debt is reduced to an agreed level, or
- Regular periodic payments are maintained to reduce the debt over an agreed period of time, and
- Applicant is able to demonstrate they have been able to satisfactorily maintain a tenancy since, where applicable.

4.5.3.2 In the case of anti-social behaviour:

- Signed authority under the Data Protection Act to allow supporting information to be gathered.
- Evidence of satisfactory non-offending history, (where applicable)
- Evidence of co-operation with professional support agencies, (where applicable)
- Evidence of treatment for any substance dependency issues (where applicable)
- Co-operation in any multi-agency risk assessment process (where applicable)
- Applicant is able to demonstrate they have been able to satisfactorily maintain a tenancy (where applicable).

## CHAPTER 5

### 5.1 Assessment of housing need

5.1.1 Once an application has been assessed it will be categorised in one of the following Bands according to the relevant housing need that exists;

<b>BAND</b>	<b>REASON FOR HOUSING NEED</b>
Band A Urgent Priority	Health/Welfare (Urgent) Statutory Homeless (Unintentionally with priority need) Regeneration Overcrowded (2 or more bedrooms)
Band B High Priority	Health / Welfare (High) Overcrowded (1 bedroom) Disrepair Under occupation
Band C Medium Priority	Health/Welfare (Medium) Homeless (no priority need) Homeless (intentional with priority need) Living with family and friends
Band D Low Priority	No assessed need and in employment
Band E No Priority	No assessed need and not in employment
Band F Reduced Priority	Reduced preference status due to unacceptable behaviour

5.1.2 The assessment of housing need will be made by appropriate designated officers from the Administering Scheme Partner.

### 5.2 Prioritising applications within bands

5.2.1 Applicants in Band A are prioritised in order of the reasons for housing need as listed in the table above. However some properties may be targeted for specific housing needs when a property is advertised (see Section 2.7)

5.2.2 There are some important differences in the way applications in Bands B and C are prioritised for accommodation in different Scheme Council areas.

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- 5.2.3 For Halton, Knowsley, Sefton and Wirral applications in Bands B and C are prioritised within each Band by date of entry into the Band and there is no distinction between the different housing need reasons.
- 5.2.4 For Liverpool, applicants in Bands B and C are prioritised in the order set out in the table above and by date of entry within each Band. For example, applicants in Band B Health and Welfare (High) will receive priority over those in Band B Overcrowded (1 Bed) even though an applicant in Overcrowded (1 Bed) may have an earlier date of entry into the Band. However preference may be given to a particular reason for housing need when a property is advertised to meet local priorities.
- 5.2.5 For all Scheme Council areas applicants in Bands D to F are prioritised within each Band by date of entry into the Band.
- 5.2.6 When applicants are prioritised for a property, if there is more than one applicant with the same date of entry into the Band, the applicants will be further prioritised in order of date of registration.

## 5.3 Date of entry into Band

- 5.3.1 The initial date of entry into a Band following assessment is shown in the table below;

<b>Initial Band</b>	<b>Date of entry</b>
A	Date the reason for housing need has been fully assessed and confirmed
B	Date the reason for housing need has been fully assessed and confirmed. For applicants in hostel or supported accommodation it will be the date at which they first moved into the accommodation or date of registration whichever is the later
C	Date the reason for housing need has been fully assessed and confirmed
D	Date the employment status has been confirmed
E	Registration date
F	Date the Reduced Preference status has been fully assessed and confirmed

5.3.2 If an applicant is subsequently reassessed and is placed in a higher Band, the date of entry into the Band is shown below;

Higher Band	Date of entry
A	Date the reason for higher housing need has been fully assessed and confirmed
B	Date the reason for higher housing need has been fully assessed and confirmed. For applicants in hostel or supported accommodation it will be the date at which they first moved into the accommodation or date of registration whichever is the later
C	Date the reason for higher housing need has been fully assessed and confirmed
D	Date the employment status has been confirmed
E	Registration date

5.3.3 However if an applicant's priority is reduced to Band F and they subsequently address the reason for their reduced preference status they would go back to their previously assessed Band with the original Band assessment date, not the date they left Band F.

5.3.4 If an applicant is subsequently reassessed and placed in a lower Band, the date of entry is as follows;

Lower Band	Date of entry
B	Date the reason for higher housing need was fully assessed and confirmed
C	Date the reason for higher housing need was fully assessed and confirmed
D	Date the reason for higher housing need was fully assessed and confirmed
E	Registration date
F	Date the Reduced Preference status has been fully assessed and confirmed

5.3.4 If an applicant loses a priority due to a change in circumstances, but is later reassessed for a further higher priority, the date of entry into the Band is the date that the reason for the most recent priority is fully assessed and confirmed.

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## 5.4 Band A – Urgent Priority

### 5.4.1 Health and Welfare (Urgent)

5.4.1.1 Responsibility for carrying out assessments, banding and inclusion into this Sub Band will be the Scheme Council or an appropriate Senior Officer from the Administering Scheme Partner and monitored by the Scheme Council.

5.4.1.2 These will include;

- applicants with severe long term health conditions causing substantial disabilities that are unable to access any essential facilities in their current accommodation.
- applicants with an exceptional welfare need, including severe incidents of violence where other temporary resolutions are not possible and where continued occupation of their current dwelling could place lives at risk.
- applicants ready to be discharged from hospital or residential care where they are unable to access any essential facilities within their home
- applicants temporarily or permanently displaced from their accommodation through the intervention of Private Sector Housing/Environmental Health teams of the Scheme Councils using the Housing Act 2004 and/or 1985 to deal with Category 1 and/or 2 Hazards in the premises or Public Health legislation to deal with conditions which are prejudicial to health
- applicants temporarily or permanently displaced from their living accommodation through the intervention of Fire and Rescue Services using Fire Safety Legislation to deal with conditions which pose an imminent risk to occupiers safety
- applicants who need to move to suitable adapted accommodation because of a serious injury, medical condition or disability which he or she or a member of their household has sustained as a result of service in the Armed Forces.

5.4.1.3 Applicants need to move urgently and therefore they will be expected to be actively bidding for suitable vacancies. Help and assistance in the bidding process will be available including the placing of bids on their behalf if required. Applications will be reviewed regularly to ensure that applicants are actively bidding for suitable vacancies and are being realistic in their choice.

5.4.1.4 Applicants who are not actively bidding for suitable accommodation will be given one reasonable offer of accommodation, refusal of which will prompt a reassessment of the application. This may result in the applicant remaining in the same Band but with a revised date of entry into the Band which will be the date of refusal of the offer. Responsibility for this will be the Scheme Council or a Senior Manager within the Administering Scheme Partner. When considering the "reasonableness" of an offer, it should be recognised

it may not be possible to provide an offer in the applicant's specific area of choice, but every effort will be made to meet this request.

## 5.4.2 Statutory Homeless (unintentionally)

5.4.2.1 This will include applicants who are accepted by the Homeless Service as being owed a full housing duty under Part VII of the Housing Act 1996 (as amended by the Homelessness Act 2002).

5.4.2.2 Applicants need to secure housing urgently and therefore they will be expected to be actively bidding for vacancies. This would mean that they will be expected to check the advert each week and apply each week for vacancies in their own Scheme Council area which are suitable for their household in terms of size and type, but not necessarily in the area they would prefer. Help and assistance in the bidding process will be available including the placing of bids on their behalf if required. Applications will be reviewed regularly to ensure that applicants are actively bidding for suitable vacancies and are being realistic in their choice.

5.4.2.3 Applicants who are not actively bidding for suitable accommodation will be given one reasonable offer of accommodation, unreasonable refusal of which will prompt a reassessment of the application. The applicant will be placed in the appropriate Band; this may result in the applicant being placed in Band D or Band E. When considering the "reasonableness" of a refusal, it should be recognised that it may not be possible to provide an offer in the applicant's specific area of choice, but every effort will be made to meet this request.

## 5.4.3 Regeneration

5.4.3.1 This will include residents being displaced as a result of their home being included in a Regeneration Area for clearance or redevelopment by the Scheme Council or by a Scheme Landlord in partnership with the Scheme Council. Only those schemes approved by the Scheme Council will be included in this Sub-Band.

5.4.3.2 This housing need is given urgent priority to ensure Scheme Council regeneration programmes can proceed. Applicants are prioritised in accordance with the identified priority order for the Scheme Council Clearance areas.

5.4.3.3 Because of the need to re-house residents in a programmed manner, some may receive targeted offers outside the arrangements for the scheme. For example, but not exclusively, when;

- the applicant's land/property is urgently needed for redevelopment, or the remaining residents are at risk, or existing funding is at risk; or

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- it can be demonstrated the needs of the resident are more urgent than those other applicants who are currently placed in this Sub Band.

This reason for housing need does not include those applicants who are required to move temporarily as a result of an improvement scheme and will later return to their original home or scheme.

## 5.4.4 Overcrowded by two or more bedrooms

- 5.4.4.1 This will include applicants who, by the application of the bedroom standard outlined in Section 5.12, are overcrowded in their current property and require two or more additional bedrooms.

## 5.5 **Band B – High Priority**

### 5.5.1 Health / Welfare (High)

#### 5.5.1.1 This will include:

- victims of harassment, domestic violence, victims of hate crime
- people with a severe long term health condition that causes a permanent and substantial disability who are unable to access some of the facilities within the home
- applicants living in an area/community that has a serious detrimental effect on their mental health issues
- young people leaving the Care of the Local Authority
- applicants from hostel and supported accommodation where funding is provided by the Supporting People Programme or adult social services and where the residents are expected to move on within two years or where the support is no longer required. (Applicants will only be included if they have been assessed as ready to move on from such schemes and where their continued support needs have been assessed and, if required, are in place. The assessment procedure may vary in different Scheme Council areas and may include the use of an assessment panel)
- members of the Armed Forces who will be discharged within 3 months and who have no medical needs
- formal referrals from Social Services under the Children Act where it is confirmed the applicants have an urgent need to move
- applicants who are tenants of adapted properties owned by the Scheme Landlords where the adaptations are no longer required and where the property is designated by the Scheme Council as being in demand by other priority cases.

- 5.5.1.2 Applicants living in hostel or supported accommodation which are funded by the Supporting People programme or adult social services will be awarded a priority and placed in Band B when they have been assessed as ready to move on from the scheme. The date of entry into the Band will be the date they moved into the hostel or the date of registration, whichever is the later.



This is to enable a swift move-on from the accommodation so releasing a bed space which can be used by another person.

## 5.5.2 Overcrowded by one bedroom

5.5.2.1 This will include applicants who, by the application of the bedroom standard outlined in Section 5.12, are overcrowded in their current property and require one additional bedroom.

## 5.5.3 Disrepair

5.5.3.1 This will include applicants whose accommodation has been inspected by Private Sector Housing/Environmental Health Teams of the Scheme Councils under the Housing Act 2004 to deal with Category 1 and/or 2 Hazards in the premises or Public Health legislation to deal with conditions which are prejudicial to health and where: -

- enforcement action is considered appropriate to remove the hazards/threats to health, and
- the time scales for undertaking the improvement works are such that it is reasonable for the applicant to seek alternative accommodation.

## 5.5.4 Under-occupation

5.5.4.1 Applicants who are tenants of social housing in the Scheme Area who are under occupying their present home. The priority is given for a move to suitable accommodation for example, single applicants or couples under-occupying a 3 bedroom property would normally be expected to move to 1 or 2 bedroom accommodation.

## **5.6 Band C – Medium priority**

### 5.6.1 Health/Welfare (Medium)

5.6.1.1 This will include:

- applicants whose long term health condition is made worse by their living conditions
- people whose relationship has permanently broken down and who have to leave a shared home
- people who need to move to a particular locality to give or receive care or support
- applicants from hostel or supported accommodation where funding is not provided by Supporting People Programme or adult social services.

### 5.6.2 Homeless with no Priority Need

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5.6.2.1 This will include applicants who are accepted by the Homeless Service as being eligible for assistance, homeless, not in priority need in accordance with the Housing Act 1996 Part VII (as amended by the Homelessness Act 2002).

## 5.6.3 Living with Family and Friends

5.6.3.1 This band includes applicants who do not have a tenancy of their own, who are living with family/friends, are not overcrowded or with any other identified housing needs but want to secure a home of their own. This will include applications from people who live in separate addresses but are looking to secure joint re-housing. The date of application will be the date they were assessed as having this need and applicants must provide supporting documentation of their situation to ensure they are not creating a priority need.

## 5.6.4 Intentionally Homeless

5.6.4.1 This will include applicants who are accepted by the Homeless Service as being eligible for assistance, homeless and in priority need but intentionally so, in accordance with the Housing Act 1996 Part VII (as amended by the Homelessness Act 2002). Applicants will also be assessed against Band F Reduced Preference criteria and if appropriate will be placed in Band F

## **5.7 Band D – Low priority**

5.7.1 We want to encourage people who can, to work and want to raise levels of aspiration and ambition. We will offer increased priority to applicants who are working and who are therefore making a contribution to the sub regional economy.

5.7.2 This Band will include households where at least one adult household member is in employment but who have no recognised housing need and do not satisfy the criteria to be included in one of the other bands.

5.7.3 For the purposes of this Allocations Scheme employment is described as having a permanent contract, working as a temporary member of staff or being self-employed. Applicants will only qualify if the worker has been employed for 9 out of the last 12 months and has been working for a minimum of 16 hours per week. Verification will be sought at point of application as well as point of offer under the same terms. Applicants must provide payslips, P60, bank statements or a verifying letter on headed paper in order to qualify.

5.7.4 Applicants must inform the Administering Scheme Partner of any changes to their employment status. This will also be checked at the time of any offer.

## **5.8 Band E – No priority**

5.8.1 This will include applicants who are not in employment, with no recognised housing need or those who do not satisfy the criteria to be included in one of the other bands.

## **5.9 Band F – Reduced Priority**

5.9.1 Applicants who have a Reduced Preference Status due to unacceptable behaviour (see Section 4.4)

## **5.10 Local Connection**

5.10.1 In order to give reasonable preference to local residents, priority for rehousing within each Scheme Council Area will take into consideration a local connection within that area.

5.10.2 To demonstrate a local connection with a Scheme Council Area, an applicant must satisfy at least one of the following criteria;

- Have lived in the Scheme Council Area for 6 months out of the last 12 months or 3 years out of the last 5 years;
- Have a permanent job in the Scheme Council Area;
- Have a close family association (parent, adult child or adult brother/sister) who is currently living in the Scheme Council Area and have done so for more than 5 years;
- Have a need to be in a specific Scheme Council Area to be near to a particular health facility for long term treatment;
- Have a need to be in a specific Scheme Council Area to give or receive caring support;

5.10.3 Unless an applicant needs to move to another area for safety reasons, priority due to Statutory Homeless (Unintentionally) and Regeneration in Band A will be awarded for the applicant's current Scheme Council Area only.

5.10.4 With the exception of priority due to Statutory Homelessness (Unintentionally) and Regeneration in Band A, applicants in Bands A, B, C and D will be awarded that priority for the Scheme Council Areas for which they can demonstrate a local connection.

5.10.5 Applicants in Bands A, B, C and D may apply for vacancies in Scheme Council Areas other than those with which they have a local connection, but their housing need will not be taken into consideration and they will be considered to be in Band E when bidding for those vacancies.

5.10.6 Applicants in Bands E and F may apply for vacancies in all Scheme Council Areas and local connection will not be taken into consideration.

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5.10.7 Those applicants with a housing need who live outside the combined Scheme Area may be considered for a priority Band but only if they can demonstrate a local connection with one of the Scheme Council Areas and the priority will apply only to vacancies in that Scheme Council Area.

5.10.8 Those applicants who do not have a local connection with any Scheme Council in the Scheme Area will be placed in Band E. An exception to this would be a need to move to another area for safety reasons.

5.10.9 Applicants must inform the Administering Scheme Partner of any changes to their local connection with an area, for example a change of address of a relative. This will also be checked at the time of any offer.

## **5.11 Cross Boundary Mobility**

5.11.1 Scheme Partners have agreed that a maximum of 5% of all properties advertised through the Scheme will be let to applicants living in another Scheme Council Area. This will include applicants in Bands A, B, C and D who can demonstrate a local connection with the accepting Scheme Council Area as outlined in Section 5.10.2., and applicants in Bands E and F who have no local connection.

5.11.2 The 5% maximum does not apply to 'readily available' properties (see Section 6.1.1.5)

## **5.12 Bedroom Standard**

5.12.1 The standard to be applied is as follows;

5.12.2 One bedroom is required for the applicant and their partner. One bedroom is then added for the following people living with the applicant:

- pair of children aged under 10 years regardless of gender;
- pair of adolescents aged 10 to 20 years of the same gender;
- any single adult aged 21 years or more;
- a carer/group of full time carers as recognised by Social Services;

5.12.3 Due to the shortage of larger properties, applicants who are eligible for four bedroom properties may also be considered for larger three bedroom properties, for example a three bedroom property with two separate living rooms where one can be considered to be used as a bedroom.

5.12.4 Households with an expectant mother are treated as though the child has been born once the Pregnancy Maternity Certificate (MATB1) has been provided.

## **5.13 Staying contact with children**

- 5.13.1 Where an applicant has staying contact with children, the children will only be considered as part of that housing application if the applicant can provide proof they live with the customer for the majority of the time (over 50%). The proof may be documentation from the court or solicitor, or written confirmation from the child's other parent.
- 5.13.2 Where access has been shared equally between two partners, it is unlikely that accommodation of the same size will be made available to both parents. Usually, a parent with staying contact for children for less than 50% of the time may be allocated an additional bedroom for those children, for example a single person may be eligible for a two bedroom property.

## **CHAPTER 6**

### **6.1 Advertising vacant properties**

- 6.1.1 Properties will be advertised on a weekly cycle in the form of an advert and/or Newsletter which can be viewed:
- on the Property Pool Plus website
  - at Council One Stop Shops
  - at offices of the Scheme Landlords
  - at a variety of community facilities and
  - by mail to housebound applicants who do not have internet access

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- 6.1.2 The adverts will include a description of the property, form of tenure, rental charge, property size and any disabled adaptations.
- 6.1.3 Properties will be advertised displaying any specific criteria or restrictions on who may bid for such properties e.g. if there is a restriction on age group or family size. Properties will be offered to applicants who meet the property criteria in order of Band and then date of entry into that Band.
- 6.1.4 When it has not been possible to allocate a property after the first advert, the landlord may re-advertise the property to include households who were previously excluded from applying.
- 6.1.5 There may be some properties which have been advertised but the Scheme Landlord has not been successful in letting the property. In these instances, the Scheme Landlord may let the property on a 'first come, first served' basis. These are known as 'readily available' properties.

## 6.2 Bidding for vacancies

- 6.2.1 Applicants are required to bid for a property if they want to be considered for it and may bid for a maximum of 3 properties each week. Applicants who do not meet the eligibility criteria for a property will not be able to bid for the vacancy.
- 6.2.2 Applicants may bid for vacancies in a variety of ways;
- on line by visiting the Property Pool Plus website
  - by telephone service
  - by text message
  - in person by visiting a Scheme Partner office or Council One Stop Shop.
- 6.2.3 The Property Pool Plus Scheme has the facility to allow applicants to view their position on the shortlist, when they make a bid for a property. This will enable applicants to make an informed choice as to whether they wish to withdraw a bid where they may be unsuccessful.
- 6.2.4 The type and size of property that an applicant may apply for, can vary depending upon household size and other circumstances. The following table is a general guide only and will vary depending upon the availability of property and demands in particular areas.

Household type	Property type
Single person	Bedsit, one or two bedroom flat, maisonette or bungalow
Couple	One or two bedroom flat, maisonette or bungalow
Couple who need separate bedrooms due to medical reasons	Two bedroom flat, maisonette or bungalow

Two person household, not a couple	Two bedroom flat, maisonette or bungalow
Household with one child or baby expected	Two bedroom house or family flat/maisonette
Household with two children	Two or three bedroom house or family flat/maisonette
Household with three children	Three bedroom house or family flat/maisonette
Household with four or more children	Large three bedroom, four bedroom and larger houses
Household of adults, no children	Appropriate size flat, maisonette or house to allow one bedroom per adult or pair of partners
Households with specific requirements due to health needs relating to disability	Ground floor flat or bungalow Adapted house
Household requiring support due to old age or other vulnerability	Sheltered or supported accommodation Extra Care accommodation

6.2.5 There may be exceptions to the above guide in terms of property type, for example one or two bedroom houses may be advertised for singles or couples. This will be made clear on the property advert. The age group criteria for property will vary according to the Scheme Landlords' own rules.

6.2.6 There may be exceptions to the above guide in terms of household type, for example households requiring a full time carer or needing an extra bedroom on health or welfare grounds, including space for medical equipment, will be able to apply for a larger property. This will be considered on an individual basis and the applicant will be fully advised.

### 6.3 Short listing of applications

6.3.1 As the advertising cycle proceeds, applicants who have bid for an advertised property will be short listed according to the Banding criteria outlined in Chapter 5 and any qualifying letting criteria or property criteria specified on the property advert.

6.3.2 Each Scheme Landlord may follow a different process when administering the shortlist. Applicants who are being considered for an offer following their bid will be contacted by the Scheme Landlord who owns the property

6.3.3 Before an offer is confirmed, all Scheme Landlords reserve the right to carry out pre-tenancy checks which may include;

- confirmation that application details are correct

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- confirmation of tenancy history including rent arrears and anti social behaviour issues
- confirmation of employment status if applicable
- confirmation of local connection if applicable
- take up of references if required.

6.3.4 References may be from a current or previous landlord or someone who knows the applicant in an official capacity such as local community representative, advice worker, health visitor, social worker or probation officer. It is appreciated that some applicants have difficulty in providing a reference and these will be considered on an individual basis.

## **6.4 Reasons why an applicant may be bypassed for an offer**

6.4.1 In some situations a property will not be offered to the highest ranked applicant who has expressed a preference for it. Short listed applicants may be bypassed for a number of reasons such as:

- if an applicant bids for a property and their household details do not match the household criteria set out in the advert
- if an applicant bids for a property that does not meet their specified health needs. For example if an applicant has been given health priority, or a specific health recommendation has been made for level access accommodation without stairs and an applicant bids for a house with stairs
- if there is evidence which had not been identified at initial verification, that an applicant owes money to any Housing Association, Local Authority or private landlord due to rent arrears, damage, costs through abandonment or any other identified housing related costs. In this instance the application will be reviewed and may be given Reduced Preference status (see Section 4.4)
- if there is evidence which had not been identified at initial verification, that an applicant or a member of their household has committed serious anti social behaviour. In this case, the application will be reviewed and may be deemed ineligible due to unacceptable behaviour (see Section 3.5) or may be given Reduced Preference status (see Section 4.4)
- if the applicant is a Council or Housing Association tenant and their current property is considered to be in a state of significant disrepair or neglect and there is evidence that disrepair/neglect/damage to the property has been directly caused by the applicant or a member of their household. In this case, the application will be reviewed and may be given Reduced Preference status (see Section 4.4)
- if an applicant's position on the shortlist is due to their employment and this status has changed
- if an applicant's position on the shortlist is due to their local connection with an area and this has changed



- if the applicant has already bid for another property and this has been offered to them
- if the property is adapted and the applicant does not need those specific adaptations
- no response has been received when the applicant has been contacted by telephone or letter, despite reasonable efforts
- the applicant's family is considered to be too small to fully occupy the property and if there are other applicants on the shortlist who would fully occupy the property.

6.4.2 This is not an exhaustive list and is a general guide as each case will be assessed individually and the personal circumstances of each applicant will be taken into account. Any short listed applicant who is bypassed can request a review of the decision, using the Review procedure in Chapter 8 of this Scheme.

## **6.5 Number of offers**

6.5.1 To ensure applicants only bid for properties in which they are genuinely interested, and in order to be as fair as possible to all applicants, the number of offers an applicant can refuse is limited. When the limit is reached, a review of their application and priority will be made by the Administering Scheme Partner.

6.5.2 When an offer is refused, an assessment will be made as to whether this was a reasonable offer. With the exception of homeless applicants (where the decision about the 'reasonableness' of a refusal will be made by the Housing Options Service in accordance with legislation), the Scheme Landlord making the offer will be responsible for deciding whether or not the reason for refusing an offer is considered to be reasonable. As a guide, the following factors may be taken into account;

- the property is in the immediate location of someone who could present a danger to the applicant;
- the property has stairs which the applicant is unable to manage and this is confirmed by the health assessment;
- the applicant needs an adapted property or the current adaptations do not satisfy the applicant's needs and this is confirmed by an Occupational Therapist.

This list is not exhaustive and each case will be assessed individually.

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- 6.5.3 If it is considered that the offers made were reasonable, then the following will apply.

Band A - Health /Welfare (Urgent)	One reasonable offer only
Band A - Statutory Homeless (Unintentional)	One reasonable offer only
Band A - Regeneration	No limit
Band A - Overcrowded (2 or more bed)	Two reasonable offers
Band B - High Priority	Two reasonable offers
Band C - Medium Priority	Three reasonable offers
Band D - Low Priority	Three reasonable offers
Band E - No Priority	Three reasonable offers
Band F - Reduced Priority	Three reasonable offers

- 6.5.4 In all instances, with the exception of cases outlined in Section 6.5.4.1 below, an application is reviewed following the refusal of the stated number of reasonable offers. If the circumstances remain the same, the applicant will remain in the same Band but the entry date will be altered to the date of the latest refusal. However, if the circumstances have altered the application will be placed in the appropriate Band.

- 6.5.4.1 For applicants in Band A (Statutory Homeless (Unintentional)) the application is reviewed following the refusal of one offer and if the offer was reasonable, the applicant will be placed in a lower appropriate Band. .

## 6.6 Feedback on Lettings

- 6.6.1 The Property Pool Plus Scheme will publish the outcome for recently advertised vacancies on the website The information provided will include:

- Property size and type
- Property location
- Number of applicants who applied for each property
- Band and effective date of successful applicant

This will allow applicants to see where properties are more likely to become available and where they may have the best chances of making a successful 'bid'. Information will also be provided for vacancies which have been allocated as a result of a direct let to applicants on the Property Pool Plus Register.

- 6.6.3 The Scheme Partners will also produce analytical statistics on lettings to determine demand, availability of properties and gaps in provision to inform future housing strategy.

## CHAPTER 7

### 7.1 Information and advice

7.1.1 Information and advice on the Allocations Scheme will be provided free of charge.

7.1.2 The following help is available to all applicants who apply to go onto the Scheme Register:

- Help to complete a housing application form;
- Written and verbal information to help them understand how their application will be dealt with;
- The opportunity to contact staff to find out whether their needs can be met and, if so, guidance on how long they may have to wait for accommodation;
- Help with reviews and complaints where appropriate (see Chapter 8).

### 7.2 Contact details

7.2.1 A list of the contact details for the Scheme Partners within the Property Pool Plus scheme can be found on the website.

### 7.3 Support services

7.3.1 Some applicants may need support in setting up, managing or maintaining a tenancy.

7.3.2 Every effort will be made by the Scheme Partners to identify applicants who need some level of support via:

- Their Scheme Register application;
- Referrals from staff and other agencies such as Social Services, Probation and Age Concern;
- Referrals from family members;
- Requests from applicants themselves.

7.3.3 The applicant may be contacted to obtain more details of their needs to decide what type of support they need, for example:

- Advice on the Property Pool Plus scheme and assessment procedure;
- Help to select a property;
- Support in setting up and maintaining a tenancy.

7.3.4 If they need help to select a property, this can be given by a nominated relative, friend or support worker who can bid for properties on their behalf.

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7.3.5 If the applicant needs help to set up a tenancy every effort will be made by the Scheme Partners to refer them to the most appropriate housing support service provider.

## **7.4 To prevent homelessness**

7.4.1 Every effort will be made to identify applicants where threatened homelessness may be prevented. Applicants' details will be forwarded to the relevant Housing Options Team who will contact the applicant giving advice and assistance e.g. dealing with an applicant's mortgage provider or landlord or referring them to the Citizens Advice Bureau.

## **7.5 Independent advice**

7.5.1 An applicant may wish to get independent advice about the Property Pool Plus scheme or any decisions made about their application. Shelter, Citizens Advice Bureau and local solicitors are some of the organisations operating within the Scheme Area who may offer free, independent advice to people about their housing application.

## CHAPTER 8

### 8.1 Review of Decisions

8.1.1 Excluding the right to request a review of a decision made under the homelessness process which is covered under a different procedure, applicants have the right to request a review of a decision as to how their application has been dealt with. Reviews are likely to centre around 2 main areas of the process, which are:

- Issues connected with their Registration on the Scheme;
- Issues connected with the Selection Process for a particular property.

8.1.2 Requests for a review arising because the applicant has not informed the Administering Scheme Partner of any changes to their application will be dismissed, for example if an applicant has been bypassed due to no contact and the applicant has not informed the Administering Scheme Partner of a change in their contact details.

### 8.2 Request for a review of a Registration Decision

8.2.1 The Administering Scheme Partner who registered the application will deal with all requests for a review concerning any decision in relation to an applicant's registration on the Scheme. The request for a review can be made in person, by telephone, by email or in writing within twenty one days from the date they were advised of the decision. The request for a review may cover any issue concerning their application, such as:-

- Decision to deem an applicant ineligible to register on the Scheme Register due to immigration status or unacceptable behaviour;
- How their application was processed;
- Decision not to award a priority;
- Removal or review of a priority;
- Decision to give Reduced Preference Status due to unacceptable behaviour
- Alteration of date of entry into a Band following refusal of reasonable offers.

8.2.2 The review procedure is as follows;

#### Stage 1

The review will be carried out by a Senior Officer for the Administering Scheme Partner who was not involved in the original decision. A response will be provided within 15 working days.

#### Stage 2

If the applicant is not satisfied with the response of the Stage 1 review, they may request a review of the decision by stating their reasons to their

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Administering Scheme Partner within 21 days of notification. An acknowledgement will be issued within 10 working days. The review will be carried out by a designated panel from the Local Board of the Property Pool Plus scheme composed of representatives of the Scheme Council and Scheme Landlords in that Scheme Area, but not including the Scheme Partner responsible for the original decision. A meeting will be convened within 15 working days and a decision will be provided within 10 working days of the meeting.

- 8.2.3 If applicants are still dissatisfied then they may seek other forms of external redress, such as the Ombudsman or through the relevant legal process.

## **8.3 Request for a review of a Selection Process Decision**

- 8.3.1 All requests for a review of a decision concerning any aspect of the Selection Process for a particular property will be dealt with by the respective Scheme Landlord.

- 8.3.2 The request for a review can be made in person, by telephone or in writing within twenty one days from the date of publication of the outcome of the vacancy on the website.

- 8.3.3 Any issue that relates to the Selection Process for a property will be dealt with in this way. This may include: -

- The decision not to offer a particular property to an applicant
- The decision to withhold or withdraw an offer based on anti-social behaviour, neighbour nuisance or rent history
- Lettings Criteria used for a property
- The nature of Verification Checks made by the Scheme Landlord.

- 8.3.4 The review procedure is as follows;

### Stage 1

The review will be carried out by a Senior Officer for the Scheme Landlord who was not involved in the original decision. A response will be provided within 15 working days.

### Stage 2

If the applicant is not satisfied with the response of the Stage 1 review they may request a review of the decision by stating their reasons in writing to the Scheme Landlord within 21 days of notification. An acknowledgement will be issued within 10 working days. The review will be carried out by a designated panel from the Local Board of the Property Pool Plus scheme composed of representatives of the Scheme Council and Scheme Landlords in that Scheme Area, but not including the Scheme Landlord responsible for the original decision. A meeting will be convened within 15 working days and a decision will be provided within 10 working days of the meeting.

- 8.3.5 If applicants are still dissatisfied then they may seek other forms of external redress, such as the Ombudsman or through the relevant legal process.

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# Agenda Item 19

**REPORT TO:** Cabinet

**DATE:** 17<sup>th</sup> February 2011

**SUBJECT:** Additional Grant funding from Homes and Communities Agency to fund acquisitions in the Klondyke area of Bootle

**WARDS AFFECTED:** Litherland, Netherton and Orrell

**REPORT OF:** Alan Lunt - Neighbourhoods and Investment Programmes Director

**CONTACT OFFICER:** Tom Clay, HMR Programme Manager  
0151-934 4849

**EXEMPT/  
CONFIDENTIAL:** No

**PURPOSE/SUMMARY:** To advise Cabinet of a further offer from the Homes and Communities Agency (HCA) to provide £849,000 to fund further acquisitions of properties to be redeveloped in the Klondyke area of Bootle and seek Cabinet approval to enter into a Grant Agreement with the HCA and commit the expenditure accordingly.

**REASON WHY DECISION REQUIRED:**

The Neighbourhoods and Investment Programmes Director does not have delegated authority to make decisions relating to such matters.

**RECOMMENDATION(S):**

**That the Cabinet:**

- 1) Agrees to accept the offer of a further £849,000 of grant funding made by the Homes and Communities Agency to fund further acquisitions in the Klondyke area of Bootle;
- 2) Authorises the Acting Head of Corporate Legal Services to enter into a Grant Agreement with the Homes and Communities Agency accordingly; and
- 3) Agrees, because of the timescales for utilising this funding, to delegate authority to the Neighbourhoods and Investment Programmes Director to approve the individual additional acquisitions to be funded, up to this amount.

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**KEY DECISION:** No

**FORWARD PLAN:** N/A

**IMPLEMENTATION DATE:** Upon the expiry of the call in period for the minutes of the meeting

**ALTERNATIVE OPTIONS:** The Council could refuse the offer of this grant. However, this would mean that the Council was unable to continue the acquisition of properties to be redeveloped in the Klondyke area until further resources had been identified.

**IMPLICATIONS:**

**Budget/Policy Framework:** N/A

**Financial:**

	2010/2011 £	2011/2012 £	2012/2013 £	2013/2014 £
<b><u>CAPITAL EXPENDITURE</u></b>				
Gross Increase in Capital Expenditure	849,000			
Funded by:				
Sefton Capital Resources				
Specific Capital Resources: HCA Grant	849,000			
<b><u>REVENUE IMPLICATIONS</u></b>				
Gross Increase in Revenue Expenditure	0			
Funded by:	0			
Sefton funded Resources	0			
Funded from External Resources	0			

Does the External Funding have an expiry date? Y/N	31 <sup>st</sup> March 2011
How will the service be funded post expiry?	Capital expenditure: N/A

**Legal:** The Council is legally able to enter into Grant agreements with the HCA for this purpose.

**Risk Assessment:** Acceptance of the grant will reduce the risk exposure of the Council.

**Asset Management:** N/A

**CONSULTATION UNDERTAKEN/VIEWS**

The Head of Corporate Legal Services has been consulted and has no comments on this report - LD 00052/11

FD:655 The Interim Head of Corporate Finance and Information Services has been consulted and has no comments on this report.

**CORPORATE OBJECTIVE MONITORING:**

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

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

# Agenda Item 19

## **Background**

1. The Homes and Communities Agency (HCA) has identified a further £849,000 it is able to provide to Sefton MBC in the current financial year for acquisitions of properties in the Klondyke area of Bootle which are intended for demolition (Phases 2 & 3).
2. The funding is being made available on condition that it is spent on the agreed purpose within the financial year.
3. The Council has now committed its available funding for acquisitions in the Klondyke area from within the approved HMR budget and from the additional £1 million reported to Cabinet on the 13<sup>th</sup> January 2011. There is currently no certainty over future funding after the 1<sup>st</sup> April 2011, and many remaining home owners wish to sell and have agreed terms.
4. The funding should enable the acquisition of up to a further 16 properties by 31<sup>st</sup> March 2011.
5. Consent to enter into a Grant Agreement with the HCA is required urgently to ensure that the acquisitions can be completed by 31<sup>st</sup> March 2011.

# Agenda Item 20

**REPORT TO:** Cabinet

**DATE:** 17<sup>th</sup> February 2011

**SUBJECT:** ROK Building Ltd (in Administration)

**WARDS AFFECTED:** Linacre, Litherland, Derby, Dukes, Kew, Norwood

**REPORT OF:** Peter Moore  
Environmental and Technical Services Director

**CONTACT OFFICER:** David Kay  
Client Manager  
Tel: 0151 934 4527

**EXEMPT/CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

The report is to update members on the position with regards to ROK Building Ltd (In administration).

**REASON WHY DECISION REQUIRED:**

To enable the Environmental and Technical Services Director to act in order for the works to be recommenced and completed as soon as possible and in a manner most advantageous to the Authority.

**RECOMMENDATION(S):**

Cabinet is recommended to:

- (i) Note the update on the situation with regards to ROK Building Ltd (In administration) and the potential implications for the Authority.
- (ii) Consider the recommendations submitted prior to the meeting.

**KEY DECISION:** No

**FORWARD PLAN:** Not Appropriate

**IMPLEMENTATION DATE:** Immediately following expiry of call in.

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## **ALTERNATIVE OPTIONS:**

All reasonable alternative options will be considered with priority being given to those affording the Council the best opportunity to complete the outstanding works as quickly as possible and at no additional cost.

## **IMPLICATIONS:**

### **Budget/Policy Framework:**

There are currently capital provisions totalling £3,032,000 £1,895,870 and £780,260 in connection with the Southport Market, Lander Road Primary and Kew Woods Primary projects respectively.

### **Financial**

The financial implications can only finally be established upon conclusion of Capita Symonds' review of the cost submissions and following discussions with the administrator / bondspersons.

It is hoped that any additional costs arising will be met from monies held against ROK Building Ltd or by a claim against the bond although, based on the current completion costs, there is an indication that the total cost may increase by up to £70,000. Every effort will however be made to reduce the increased costs and contain the total scheme cost within the funding available.

In the event that it is not possible to contain the overall scheme costs within the existing funding available then details of additional funding requirements, and proposals to meet such requirements, will be reported to Members for approval before any commitment is made.

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<b><u>CAPITAL EXPENDITURE</u></b>	<b>2010/ 2011 £</b>	<b>2011/ 2012 £</b>	<b>2012/ 2013 £</b>	<b>2013/ 2014 £</b>
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<b><u>REVENUE IMPLICATIONS</u></b>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	N/A			
How will the service be funded post expiry?	N/A			

**Legal:** See below

**Risk Assessment:** Details of the risks associated with the recommendations will be provided on the day of the meeting.

**Asset Management:** Not Applicable

## **CONSULTATION UNDERTAKEN/VIEWS**

The Children's Schools and families and the Leisure Services and Tourism Department have been consulted and any comments have been taken into account in preparing this report.

FD comment: The Interim Head of Corporate Finance & Information Services has been consulted and has no comments on this report. (FD 638)

LD Comment: The Head of Corporate Legal Services has been consulted and his comments have been incorporated into this report. (LD 00043/11)

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## CORPORATE OBJECTIVE MONITORING:

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

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

Children Schools and Families and Leisure Services and Tourism Capital Programmes



## **1.0 Background**

- 1.1 ROK Building Ltd, who had been engaged to carry out various contracts on behalf of the Authority, entered administration on 8<sup>th</sup> November 2010.
- 1.2 Members will recall that reports advising of this, and providing updates of progress, have been presented to Cabinet at its meetings on 16<sup>th</sup> December 2010 and 27<sup>th</sup> January 2011.

## **2.0 Current Situation**

- 2.1 ROK Building Ltd, working in conjunction with the appointed administrators, have undertaken to complete the outstanding defects on the St Peters House project.
- 2.2 As previously advised ROK Building Ltd will not however be able to complete the works on the other three projects at Southport Market, Lander Road and Kew Woods schools.
- 2.3 The Authority's technical services consultant, Capita Symonds, have identified the exact position on each project and identified a cost for completion with the proposed replacement contractor.
- 2.4 Capita Symonds are currently reviewing these costs in detail and seeking to establish the administrators and bondspersons views on the proposals for completion of the works with the most competitive of the original unsuccessful tenderers.
- 2.5 The situation is constantly evolving and an update will be provided to Members on the day of the meeting.

## **3.0 Options to Proceed**

- 3.1 It is hoped that the support of the administrator and bondspersons can be secured, prior to the Authority entering into a contract for completion of the works thereby removing the risk that the Authority's actions would be subsequently challenged.
- 3.2 In the event however that the support of the administrator and bondspersons can not be secured within a reasonable timescale then it may be necessary to consider proceeding without these reassurances.
- 3.3 Clearly, if proceeding without the prior support of the administrator and bondspersons, the Authority would have to be confident that the adopted proposals were reasonable and did not therefore present a significant risk that the Authority's costs would not be met.

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- 3.4 Capita Symonds will therefore, upon completion of their detailed consideration, provide advice on what risks, if any, there will be in proceeding as currently proposed.
- 3.5 In the event that Capita Symonds' advice is such that there will be some risk in proceeding as proposed then it may be necessary to consider whether this risk is acceptable in order to allow an immediate recommencement of the works.
- 3.6 In the event however that Capita Symonds believe that the current identified costs are unreasonable, and / or present an unacceptable level of risk, then it may be necessary to consider an alternative option and to invite further tenders for the outstanding works.
- 3.7 A detailed recommendation will be made to Members at the meeting in respect of each outstanding project.

## **4.0 Financial Implications**

- 4.1 The Environmental and Technical Services Director remains confident that, in respect of the contracts at Southport Market and Kew Woods, any additional costs incurred in completing the outstanding works can be met from monies retained by the Council under the contract or through claims against the performance bonds.
- 4.2 Subject to ongoing review it appears that the costs to complete the Lander Road contract may exceed the total of the retained monies and maximum bond value by up to £70,000. Every effort will be made to reduce the increased costs and contain the total scheme cost within the funding available
- 4.3 In the event that it is not possible to contain the overall scheme costs within the existing funding available then details of additional funding requirements, and proposals to meet such requirements, will be reported to Members for approval before any commitment is made.

## **5.0 Recommendation**

Cabinet is recommended to:

- (i) Note the update on the situation with regards to ROK Building Ltd (In administration) and the potential implications for the Authority.
- (ii) Consider the recommendations made on the day of the meeting.

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**REPORT TO:** Cabinet Member – Leisure & Tourism  
Cabinet

**DATE:** 9<sup>th</sup> February 2011  
17<sup>th</sup> February 2011

**SUBJECT:** Leisure and Tourism Department – Fees and Charges  
2011/12

**WARDS AFFECTED:** All

**REPORT OF:** Graham Bayliss, Leisure & Tourism Director

**CONTACT OFFICER:** Steve Deakin, Assistant Leisure & Tourism Director  
Tel no: 0151 934 2372

**EXEMPT/CONFIDENTIAL:** No

**PURPOSE/SUMMARY:**

1. To propose increases to the fees and charges for 2011/12 for the services delivered by the Leisure & Tourism Department.
2. To propose the introduction of new charges for the new facilities / services operated by the Department.
3. To introduce revised charges for specific services approved as part of the Council's budget process.

**REASON WHY DECISION REQUIRED:**

In order to implement new or revised charges on the 1<sup>st</sup> April 2011.

**RECOMMENDATION(S):**

Cabinet Member – Leisure & Tourism

1. Recommends to Cabinet that the fees and charges for 2011/12 attached at Annex A be accepted.

Cabinet

1. Approves the Leisure & Tourism Department fees and charges for 2011/12 attached at Annex A

**KEY DECISION:** No

**FORWARD PLAN:** No

**IMPLEMENTATION DATE:** Following the expiry of the call in period for the minutes of this meeting

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## ALTERNATIVE OPTIONS:

Apply no increase in charges, which will impact on the decisions made by Council in order to balance its budget for 2011/12, or apply a smaller increase in charges for services not affected by the Council's budget decisions.

## IMPLICATIONS:

**Budget/Policy Framework:** Fees and Charges are in general outside the budget setting framework.

**Financial:** None

**Legal:** None

**Risk Assessment:** None

**Asset Management:** None

## CONSULTATION UNDERTAKEN/VIEWS

The Interim head of Corporate Finance and Information Services has been consulted and his comments have been incorporated into the report FD 633

## CORPORATE OBJECTIVE MONITORING:

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

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

None

## 1. Introduction

- 1.1 The consideration of Fees and Charges are generally outside the budget setting framework and delegated to the Cabinet Member to determine the need to increase Fees and Charges and make the appropriate recommendations to Cabinet.
- 1.2 The Cabinet Member will recall that due to the economic downturn the majority of Fees and Charges in 2009/10 and 2010/11 were frozen, at the 2008/9 level in an attempt to stimulate business.
- 1.3 There have been a number of factors that Officers have taken into consideration in proposing the increases in Fees and Charges for 2011/12, these include:-
  - i) The Governments decision to cease the free swimming initiative in June 2010.
  - ii) The increase in VAT from 17.5% to 20% from 1<sup>st</sup> January 2011
  - iii) The increase in inflation. RPI was 4.7% in November 2010
  - iv) The Council's budget decisions to increase some charges to generate revenue.
- 1.4 The increase in VAT by 2.5% from the 1<sup>st</sup> January 2011 was not applied to the fees and charges for 2010/11. It was considered to be commercially prudent to absorb the increase and apply it when the Council normally increases its charges from the 1<sup>st</sup> April. In PR terms if we had applied the increase it would have been seen as two increases in three months, and could have risked individual memberships and contracts being cancelled with the resultant loss of income.
- 1.5 The fees and charges for the forthcoming financial year are considered in December / January. In determining the potential level of increase the Department has traditionally used the All items RPI for the previous November as the inflation base. This index for November 2010 stood at 4.7%.
- 1.6 The Council at its meetings in November / December 2010 approved a number of savings packages which included increasing the fees and charges for certain services by 2% above inflation. This decision has been applied to the proposed increases to fees and charges.
- 1.7 As a result of the factors identified above the average increase in charge for Leisure & Tourism activities is 9.2%. Some charges will exceed this average and some will have reduced, as we undertake an annual benchmarking exercise to ensure that our pricing strategy is competitive with other leisure providers locally.

The full list of proposed fees and charges for 2011/12 are attached at Annex A.

## 2. Proposed Changes and New Charges

- 2.1 As part of the budget savings for 2011/12, the Council accepted a number of increases in income that have been incorporated into the proposed fees and charges. These include:-
  - a) Cemeteries and Crematoria – increased income of £35,500.

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In order to achieve the required level of increased income the charges for burial and cremation will need to increase by an average of 7%.

- b) Sports and Leisure Centres – increased income of £93,500  
In the proposals approved by Council was the introduction of an annual leisure card that would entitle the card holder to a discount on certain activities. The introduction of this card and other charge increases has been factored into the proposals to achieve the required income.

2.2 Last year we introduced flexible charging to a number of areas that will allow for such things as promotional packages to be offered to try and stimulate demand as the current set charges are restrictive and provide no scope for Managers to offer discounts for promotional activities or react to changes in the market place in what is a very competitive leisure market. It is proposed to retain this pricing strategy in a number of areas, but restrict the offer to those clients that have purchased a Leisure Card.

2.3 It is proposed to implement a number of new charges, which will enhance the services provided and contribute towards the savings target. The new charges include:-

- i) Parks and Open Spaces – Allotments. There is a large waiting list for an Allotment, so it is therefore proposed to let half plots were appropriate.
- ii) Southport Golf Course. There are a number of proposed new charges that should assist in generating income and stimulate demand amongst younger users. These include the introduction a telephone booking fee, and the setting of a Colts tariff (for young people aged 17 to 21) for daily play and season tickets.
- iii) Sports Facilities – There are a number of proposed new charges that should assist in generating income. These include new family swim passes, new direct debit charges for the fitness suites, new half day permits for Athletics and Cycling, and water sport event packages.

2.4 There are some charges that are no longer applicable or relevant, and should be redefined or deleted. It is proposed to delete / reduce the following charges:-

- i) Registrars Service – Individual Citizenship ceremony. This fee is for an additional £130 for an individual citizenship ceremony which mirrored the full ceremony, involving the Mayor and use of the one of the Council Chambers. There has been no take up of this Service in the past 2 years. This has now been amended, to become a short notice individual ceremony, which we are often asked for, but can't provide at reasonable cost. This will take place in the Superintendent Registrar's Office without the presence of the Mayor.
- ii) Libraries – Commercial Notice Boards. The level of income taken in offering this service is negligible. It is proposed to cease to offer the notice boards for Commercial activity, and allow bonafide Community groups free use.

### 3. Recommendations

Cabinet Member – Leisure & Tourism

1. Recommends to Cabinet that the fees and charges for 2011/12 attached at Annex A be accepted.

Cabinet

1. Approves the Leisure & Tourism Department fees and charges for 2011/12 attached at Annex A



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SEFTON MBC  
Leisure and Tourism  
Review of Charges 2011/12

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Proposed 2011/12 Charges	Actual difference
			£ p	£ p	£ p
<b>CEMETERIES:</b>					
<b>BURIAL FEES - Private Graves</b> - interment in a grave granted exclusive right of burial of the body of :-					
a) a person aged up to and including 16 years	) )		free	Free	0.00
- non resident	) )		485.00	517.00	32.00
b) a person over 16 years	) )				
- resident	) )				
Grave upto 6' feet deep ( 2 interments)	) (O) )	1.04.10	513.00	547.00	34.00
Grave upto 7' 6" Deep (3 interments)	) )		575.00	614.00	39.00
Grave upto 9' Deep (4 interments)	) )		609.00	650.00	41.00
- non resident	) )		940.00	1003.00	63.00
<b>Brick Graves &amp; Vaults</b>					
Full Interment in a brick grave or vault	) (O) )	1.04.08	opening fee plus £677	opening fee plus £744	26.00
Interment of cremated remains in a private grave or vault	) )	1.04.08	135.00	144.00	9.00
Scattering of cremated remains in a private grave or vault	) (O) )		27.00	29.00	2.00
<b>USE OF CEMETERY CHAPEL</b>					
Duke Street/Thornton	) (O) )	1.04.10	144.56	155.00	10.44
<b>DUKE STREET MEMORIAL GARDEN</b>					
Vase Plaque	) (S) )	1.04.08	248.00	270.00	22.00
20 year lease	) )		170.00	185.00	15.00
Renewal of lease	) (S) )	1.04.08	178.00	194.00	16.00
Petal Tablet	) (S) )	1.04.08	144.00	157.00	13.00
20 year lease	) )		144.00	157.00	13.00
Renewal of lease	) (S) (	01.11.10	120.00	123.00	13.00
Granite Plaque on metal stand	) (S) (	01.11.10	120.00	123.00	13.00
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated					
1					

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SEFTON MBC  
Leisure and Tourism  
Review of Charges 2011/12

ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges		Proposed 2011/12 Charges		Actual difference	
			£	p	£	p	£	p
<b>EXCLUSIVE BURIAL RIGHTS</b>								
Exclusive right of burial in graves, brick graves, & Vaults								
- resident	) (E)	1.04.10	643.00		686.00		43.00	
- non resident	) )		1073.00		1145.00		72.00	
Purchase of undersized grave for cremated remains								
- resident	) (E)	1.04.10	489.00		522.00		33.00	
- non resident	) )		974.00		1039.00		65.00	
Right to erect or place on a private grave :-								
a) Flat stone (Jewish section)	) (E)	1.04.08	107.00		114.00		7.00	
b) headstones (max. 3 feet)	) )		107.00		114.00		7.00	
c) foundation and flagstone	) )		25.00		27.00		2.00	
Exhumations	) )		1132.00		1208.00		43.00	
Capping Chamber	) (O)	1.04.08	Contractor costs+20%		Contractor costs+20%			
Remove Memorials	) )		100.00		107.00		7.00	
Replace memorials ( includes NAMM fixing)	) )		33.00		35.00		2.00	
Registration of change in title in grant of Exclusive Rights of Burial and Copy grant								
	) (O)	1.04.08	23.00		24.50		1.50	
Search Fees (genealogy)	) )	1.04.08	6.00		6.50		0.50	
Casket Burial	) )		Opening fee + Depth fee+33% or 1/3rd		Opening fee + Depth fee+33% or 1/3rd			
Failure to observe allotted funeral times-Funeral Directors	) (O)	1.04.08	81.00		155.00		74.00	
Wooden name plate on stand (Thornton only)	) ) ) (S)	1.04.08	35.00		38.00		3.00	
Name Tag (for shrubs) (Southport only)	) ) ) )		17.70		19.00		1.30	
Short Notice Burials	) )		interment fee plus £96		interment fee plus £105		4.00	
Sunday Burial	) (O) ) )	1.04.08	interment fee plus £224		interment fee plus £246		9.00	
Call-out fee for unlocking and preparation of Chapel and Mortuary out of hours - per hour	) (O)	1.04.08	50.00		53.00		3.00	
Alteration of Arrangements for Burial or Cremation	) (S)	1.04.08	70.00		75.00		5.00	
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 2								

**SEFTON MBC**  
Leisure and Tourism  
Review of Charges 2011/12

ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Proposed 2011/12 Charges	Actual difference
			£ p	£ p	£ p
<b>CREMATORIA</b>					
Cremation fees					
N.B. Charges now include for disposal or collection of remains					
a) a person up to and including aged 16 years	) (E )	1.04.07	Free	Free	0.00
b) a person over 16 years old	) (E )	1.4.10	470.00	501.00	31.00
Large coffin 7' x 30"	) (E )		Cremation fee + 33%	Cremation fee + 33%	new charge
Medical Referees charge	) (E )		19.00	20.50	1.50
Assistance with "self managed" funeral conducted without a Funeral Director	) (E )	1.04.07	fee + 50%	fee + 50%	0.00
Deposit & Disposal of Cremated Remains at Crematoria :-	) )				
a) temporary deposit per month (1st 28 days free - max 6 months)	) )		52.00	55.00	3.00
b) scattering of remains from other crematoria	) (E )	1.04.07	27.00	29.00	2.00
other crematoria	) )				
d) polytainers for forwarding remains (incl. postage & packing)	) )		52.00	55.00	10.00
e) oak caskets	) )		58.00	62.00	4.00
<b>INSCRIPTIONS IN BOOK OF REMEMBRANCE</b>					
a) 2 line inscription	) )		43.00	47.00	4.00
b) 3-5 line inscription	) (S )		58.00	63.00	5.00
c) 3-5 line inscription with motif	) )	1.04.10	77.00	84.00	7.00
d) 6-8 line inscription	) )		149.00	162.00	13.00
e) 6-8 line inscription with motif	) )		125.00	136.00	11.00
Minature books of remembrance with :-					
a) 2 line inscription	) )		60.00	65.00	5.00
b) 3-5 line inscription	) )		72.00	78.00	6.00
c) 3-5 line inscription with motif	) (S )	1.04.10	78.00	85.00	7.00
d) 6-8 line inscription	) )		137.00	149.00	12.00
e) 6-8 line inscription with motif	) )		151.00	164.00	13.00
f) Additional Inscriptions fee	) )		Fee Less 23.50	Fee Less 23.50	
Memorial card with :-					
a) 2 line inscription	) )		25.00	27.00	2.00
b) 3-5 line inscription	) )		35.00	38.00	3.00
c) 3-5 line inscription with motif	) (S )	1.04.10	47.00	51.00	4.00
d) 6-8 line inscription	) )		95.00	103.00	8.00
e) 6-8 line inscription with motif	) )		114.00	124.00	10.00
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 3					

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ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges		Proposed 2011/12 Charges		Actual difference
			£	p	£	p	
Memorials (Southport only)							
a) Reface existing stone	) )	1.04.08	49.00		53.00		4.00
b) Additional inscription on existing stone	) )		78.00		85.00		7.00
c) Additional Letters - per letter	) )	1.04.08	7.00		7.50		0.50
d) Commemorative plaques - Leased:-	) (S) )						
- Ten Year Lease	) )		267.00		291.00		24.00
- Renewal Charge	) )	1.04.08	190.00		207.00		17.00
- Replacement Charge (10 yrs)	) )		139.00		151.00		12.00
e) Metal Flower Inserts	) )		8.00		9.00		1.00
Use of Crematorium Organ - per service		1.04.09	8.00		9.00		1.00
Replacement Brass Plaque	) )	1.04.08	94.00		102.00		8.00
Exhumation of cremated remains	) (S) )	1.04.08	fee for burial of Cremated remains + 50%		fee for burial of Cremated remains + 50%		
Provision of bench (if space available)	) )		Cost of Bench plus 10%		POA		
Short Notice Funerals	) (O) )	1.04.08	fee + £95.00		fee + £101.00		6.00
Failure to observe allotted funeral times - Funeral Directors	) (O) )	1.04.08	81.00		155.00		74.00
Alterations to Arrangements for Burial or Cremation	) (S) )	1.04.08	70.00		75.00		5.00
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 4							

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Leisure and Tourism  
Review of Charges 2011/12

Details	Vat Rate	Date of Last Increase	2010/11 Charges		Proposed 2011/12 Charges		Actual difference	
			£	p	£	p	£	p
<b>Registrars</b>								
For a Registrar to attend an								
Approved Wedding Venue	) )	1.04.10	266.50		279.00		12.50	
Monday to Thursday	) )		316.50		331.00		14.50	
Friday - Saturday	) )		416.50		436.00		19.50	
Sunday / Bank Holiday	) )							
Council Chamber	) )	1.04.10	126.50		132.00		5.50	
Monday to Thursday	) (E)		146.50		153.00		6.50	
Friday- Saturday	) )							
Additional Charge for Short Notice	) )							
Individual - Citizenship Ceremony	) )	1.04.10	130.00		46.00		-84.00	
3 year Registration for Licensed premises	) )							
New application	) )	1.04.10	1,500.00		1571.00		71.00	
Renewal	) )		950.00		995.00		45.00	
Naming or Renewal of Vows (Council Chamber)	) (S)	1.04.10	135.00		144.00		9.00	
Monday - Thur	) )		180.00		192.00		12.00	
Friday-Saturday	) )							
Identity Checking Service	) (S)	1.07.10	45.00		46.00		1.00	
Single adult applicant	) )		60.00		61.00		1.00	
Joint application (husband & wife)	) )		70.00		71.50		1.50	
Family application (husband, wife & 2 children)	) )		20.00		20.50		0.50	
Each additional child on parent's application	) )		25.00		25.50		0.50	
Children under 18 applying separately from parents (per child)	) )		60.00		61.00		1.00	
One parent & up to 2 children	) )		70.00		71.50		1.50	
One parent & up to 3 children	) )							
Copy Certificates	) (E)	1.04.10	20.00		20.00		0.00	
Priority - Same Day- Monday-Friday (includes statutory Certificate fee - currently £9.00)	) )							
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 5								

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ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>LIBRARIES &amp; ARTS</b>						
<b>Overdue Charges</b>						
Adult 1st week - 1st day	) )	1.04.07	0.10	0.12	n/a	0.02
12 pence per day up to day 20	) )	1.04.07	0.20 - 2.00	0.24 - 2.40	n/a	0.04 - 0.40
21 days to 39 days charged at the rate of 20 pence per day to a maximum of £6.00	)(N) )	1.04.07	2.20 -6.00	2.60-6.00	n/a	0.40
Child 1st week - 1st day	) )	1.04.07	0.01	0.01	n/a	0.00
1 pence per day for 150 days to a maximum of £1.50	) )	1.04.07	0.02 - 1.20	0.02-1.50	n/a	0.01-0.50
C.D. Music Loan Charge-per item per week	)(S) )	1.04.10	up to 1.50	up to 1.50	1.70	0.00
DVD/Video Loan Charge-per item per week	)(S) )		up to 2.00	up to 3.00	3.50	1.00
C.D. Rom Playstation loan per item per week	)(S) )		up to 2.75	up to 2.75	3.00	0.00
Reservation fee	)(O) )	1.04.08	0.80	0.80	n/a	0.00
Reservation fee (per item). For items borrowed outside Sefton		1.04.07	2.00	2.50	n/a	0.50
Reservation fee (children up to 16)			free	free	n/a	0.00
Reservation fee (visually impaired people) for spoken word and large print books		1.04.07	free	free	n/a	0.00
Lost Tickets - replacements	) )		1.20	1.20	n/a	0.00
Administration charge for lost items (per item)	)(O) )	1.04.10	1.00	1.00	n/a	0.00
Local History - research fee	)(O) )	1.04.08	20.00	30.00	n/a	10.00
Sale of Discarded items -			) Prices to be ) set by the ) Leisure Director	) Prices to be ) set by the ) Leisure Director		
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 6						

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Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>Commercial Notice Boards -</b>						
A5 or under - per week	) )		up to 0.80	} Free for		0.00
A4 or under - per week	) (S) )		up to 1.10	} Community		0.00
A3 or under - per week	) )	1.04.10	up to 1.90	} Groups		0.00
A2 or under - per week	) )		up to 2.90	} No Commercial		0.00
Display of leaflets per week	) )		up to 3.40	} usage		0.00
Photocopying - per copy(A4 or under) b/w	) )	1.04.10	up to 0.20	up to 0.20	n/a	0.00
Photocopying -per copy (A4 or under) colour	) )		up to 1.10	up to 1.10	n/a	0.00
Photocopying - per copy(A4 or above)	) (S) )	1.04.10	up to 0.35	up to 0.35	n/a	0.00
Photocopying - per copy(A4 or above) colour	) )		up to 1.50	up to 1.50	n/a	0.00
Microfilm/Microfiche	) )					
- per copy (A4 or under)	) )	1.04.07	0.50	0.50	n/a	0.00
- per copy (A3 or under)	) )	1.04.07	1.00	1.00	n/a	0.00
Reproduction fees for local historical material	) )					
- per item (personal use)	) )	1.04.07	4.00	4.00	n/a	0.00
- for publication - print	) (S) )	1.04.07	18.50	18.50	n/a	0.00
- radio/TV/video	) )	1.04.07	45.00	45.00	n/a	0.00
Display Space Charge	) (S) )	1.04.07	Negotiable + 27.5% Commission	Negotiable + 27.5% Commission	n/a	
Commercial Sales	) (S) )	1.04.07	35% Commission	35% Commission		
Items for Sale	) )	1.04.09	Prices to be set by Leisure Director	Prices to be set by Leisure Director		
<b>LIBRARY PREMISES -</b>						
Lettings - per hour						
Mon to Sat	) (S) )	1.04.10	30.00	30.00	n/a	0.00
Min. charge (after discounts) per hour	) (S) )	1.04.10	25.50	25.50	n/a	0.00
<b>N.B. Hirers of rooms in the Authority's establishments must be covered by Public Liability Insurance.</b>						
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 7						

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ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>ATKINSON ART GALLERY</b>						
Hire of pictures - per 6 month period	) )				}	
Pictures - valued £200-£1,000	) (S) )		31.90		}	
Pictures and / or Prints - valued less than £200	) )	1.04.08	14.30		}	
Commission on sales	) )		up to 33%		}	<b>Buildings</b>
Hire of Room (s) in Art Gallery			Negotiated fee subject to approval of the hire by LD		}	<b>closed</b>
					}	<b>for</b>
					}	<b>development</b>
					}	<b>until</b>
					}	<b>September</b>
					}	<b>2012</b>
					}	
					}	
<b>SOUTHPORT ARTS CENTRE</b>						
Lettings - Commercial	) )		Charges to be calculated by approved formula.		}	
- Local Societies	) (E) )	1.4.97			}	
					}	
					}	
<b>CROSBY CIVIC HALL</b>						
Lettings - Commercial	) )		Charges to be calculated by approved formula.	Charges to be calculated by approved formula.	n/a	
- Local Societies	) (E) )	1.4.97				
- large lecture room per hour	) (E) )					
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 8						



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ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>PARKS &amp; OPEN SPACES</b>						
<b>OUTDOOR RECREATION</b>						
Bowling Greens						
<i>N.B. These charges are maximum charges which Bowling Clubs, operating under a management agreement, may levy but can reduce if they wish.</i>						
<b>Crown Greens -</b>						
Per 4hr session	) )		2.50	2.75	3.00	0.25
Per day (during winter)	) )		2.00	2.20	2.50	0.30
Evening (floodlight)	) )		2.50	2.75	3.00	0.25
Over 60s per 4hr session	) )		2.00	2.20	2.50	0.30
Season ticket	) )		60.00	66.00	75.00	9.00
Season ticket - over 60s	) (S) )	1.04.08	36.00	40.00	50.00	10.00
Competitions-per player per match	) )		2.00	2.20	2.50	0.30
Reservation permit (Crosby only)	) )		2.50	2.75	3.00	0.25
<b>Leisure Passport</b>						
Bowls - use of greens between 2pm and 4pm (Mon.-Sat.)		(S)				
- Annual Fee (over 60's)		(S)	28.00	32.00	40.00	4.00
- 1/2 yearly fee (over 60's)		(S)	16.00	20.00	30.00	4.00
- Annual Fee (under 60's)		(S)	36.00	40.00	50.00	4.00
- 1/2 yearly fee (under 60's)			28.00	32.00	40.00	4.00
<b>Tennis:-</b>						
Per person per hour	) )		1.70	1.90	2.50	0.60
Season ticket	) (S) )	1.04.08	29.00	32.00	40.00	3.00
Hire of court - per season	) )		245.00	270.00	320.00	25.00
<b>Allotment Rents:-</b>						
Annual Rents (fixed for 2 years)	) )					
300 sq yd plot	) (E) )	1.04.10	31.00	34.00	n/a	3.00
200 sq yd plot	) )		29.00	32.00	n/a	3.00
Half Plot (150 sq yd)		new	24.00	26.50	n/a	2.50
Half Plot (100 sq yd)		new	22.00	24.50	n/a	2.50
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 9						

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Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>Playing Fields - Cricket and Football</b>						
N.B. These charges are maximum charges which Clubs, operating under a management agreement, may levy but can reduce if they wish.						
Cricket - season	) )	1.4.10	423.50	465.00	n/a	41.50
- per match	) )		64.15	70.00	n/a	5.85
	) )					
	) )					
Football (with accommodation)	) )					
Senior Season	) )					
- Saturdays - full use	) )		726.00	800.00	n/a	74.00
- half use	) )		417.50	460.00	n/a	42.50
- Sundays - full use	) )		726.00	800.00	n/a	74.00
- half use	) )		417.50	460.00	n/a	42.50
Junior Season	) )					
- Sat/Sun - full use	) )		203.50	225.00	n/a	21.50
- half use	) (S) )	1.04.10	126.50	140.00	n/a	13.50
	) )					
Football (no accommodation)	) )					
Senior Season	) )					
- Sat/Sun - full use	) )		320.70	355.00	n/a	34.30
- half use	) )		217.80	240.00	n/a	22.20
	) )					
Junior Season / Mini Soccer	) )					
- Sat/Sun - full use	) )		165.00	180.00	n/a	15.00
- half use	) )		110.00	120.00	n/a	10.00
	) )					
Evening Games (with accommodation)	) )		96.80	105.00	n/a	8.20
	) )					
All Weather Pitches in Parks (no accommodation)	) )		free			0.00
<b>Playing Fields - Hockey and Rugby</b>						
Hockey (with accommodation)	) )					
- season - full use	) )	1.04.08	320.70	350.00	n/a	29.30
- half use	) )		187.55	200.00	n/a	12.45
	) )					
Hockey (no accommodation)	) )					
- season - full use	) )		199.65	220.00	n/a	20.35
	) (S) )					
Rugby (with accommodation)	) )					
- season - full use	) )	1.04.08	726.00	800.00	n/a	74.00
- half use	) )		417.45	460.00	n/a	42.55
	) )					
Rugby (no accommodation)	) )					
- season - full use	) )		320.70	350.00	n/a	29.30
	) )					
Pavilion - meetings	) )					
- Mon/Sat	) )	1.04.08	66.55	75.00	n/a	8.45
- Sunday	) )		102.85	115.00	n/a	12.15

VAT Classifications - (S) Standard Rate (20%)  
- (E) Exempt  
- (O) Outside the Scope  
- (N) Zero Rated

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ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>SOUTHPORT GOLF COURSE</b>						
<b>Active Sefton Leisure Card - Annual charge</b>						
Adult (from aged 17)		new		5.00	n/a	
Child - up to and including age 16		new		2.00	n/a	
Family		new		10.00	n/a	
<b>Green Fees</b>						
Adult - Mon/Friday	) )	1.4.08	11.00	11.50	13.00	0.50
- Sat/Sun/Bank Hols	) )		13.00	13.50	15.00	0.50
Telephone Booking Fee Daily Green Fee only		new	0.00	1.00	1.00	1.00
Leisure Passport: Mon - Fri only			7.80	8.20	9.00	0.50
- Summer (Play allowed mornings only)						
Colts - (Aged 17 up to & inc 21 years)						
Monday to Friday		new		8.50	10.00	
Sat/Sun/Bank Holidays		new		10.50	12.00	
Child (up to an including aged 16 years)	) (S) )	1.04.08	7.00	7.00	7.00	0.00
Non player - adult	) )		1.00	1.00	1.00	0.00
- child	) )		1.00	1.00	1.00	0.00
Summer Twilight Ticket - Mon-Fri	) )		8.00	8.50	9.00	0.50
Summer Twilight Ticket - Sat-Sun-Bank Holiday		1.04.08	11.00	11.50	12.00	0.50
Winter Twilight Ticket - Mon-Fri		new		4.50	4.50	
Winter Twilight Ticket - Sat-Sun-Bank Holiday		new		4.50	4.50	
<i>(twilight ticket only to be issued no more than 2 hours before sunset)</i>						
<b>Season Tickets</b>						
- Mon/Friday only	) )		341.00	375.50	n/a	34.00
- Mon/Friday only - 5 instalments		1.4.08	370.00	420.00	n/a	50.00
- Mon/Fri & Sat or Sun ( 6 days only)	) )		468.00	514.50	n/a	46.50
- Mon/Fri & Sat or Sun - 5 instalments			515.00	565.00	n/a	50.00
<b>Colts:</b>						
- Mon/Friday only		new		218.50	n/a	
- Mon/Friday only - 5 instalments		new		269.00	n/a	
- Mon/Fri & Sat or Sun ( 6 days only)		new		328.50	n/a	
- Mon/Fri & Sat or Sun - 5 instalments		new		378.00	n/a	
Child - Mon/Friday	) (S) )	1.04.08	105.00	105.00	n/a	0.00
Child - Mon/Friday - 5 instalments			125.00	125.00	n/a	0.00
Over 60s - Mon/Friday only *	) )		208.00	243.50	n/a	35.50
Over 60s - Mon/Friday only * - 5 instalments			240.00	293.00	n/a	50.00
Over 60s - 6 days only *	) )		286.00	329.50	n/a	43.50
Over 60s - 6 days only * - 5 instalments			320.00	370.00	n/a	50.00
<b>Compulsory Insurance, in addition to green fee:-</b>						
- per round		1.04.09	1.00	1.00	1.00	0.00
- per season ticket		1.04.09	6.50	6.50	6.50	0.00
<b>* Restricted Times &amp; use, (after 11am Mon - Fri From 1st April - 31st October)</b>						
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 11						

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ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>SPORT &amp; RECREATION</b>						
<b>LEISURE CENTRE CHARGES</b>						
<b>Active Sefton Leisure Card - Annual charge</b>						
Adult (from aged 17)		new		5.00	n/a	
Child - up to and including age 16		new		2.00	n/a	
Family		new		10.00	n/a	
<b>Swimming Charges</b>						
Adult	) )		up to 3.70	up to 3.70	4.20	0.00
Child - up to and including age 16	) (S )	1.04.10	up to 2.10	up to 2.10	2.60	0.00
O.A.P.	) )		up to 2.10	up to 2.10	2.60	0.00
Adult Leisure Pass			2.10	2.10	2.30	0.00
Child Leisure Pass		new		1.20	1.40	
Family Swim for 4			8.50	9.90	11.50	1.40
Family Swim for 5		new		11.00	12.60	
Active Sefton Swim Pass - monthly		new		26.50	n/a	
Active Sefton Swim pass Leisure Pass - Monthly		new		22.00	n/a	
Active Sefton Family of 4 Swim Pass - Monthly		new		60.00	n/a	
Active Sefton Family of 5 Swim Pass - Monthly		new		70.00	n/a	
Locker Hire (£1.00 refundable)			1.20	1.30	1.50	0.10
Spectators ( Aged 3+)	) (S )	1.4.00	0.30	0.30	Free	0.00
Spectators under 3			Free	Free	Free	
Private School Swimming - per student	) (S )		3.00	4.00	n/a	1.00
Swimming Lessons [per 10 week course]						
Adult	) N )		Prices to be set	Prices to be set		
Junior	) )		by Leisure Director	by Leisure Director		
Hire of Whole Pool Area - Private use per hour	) )	1.04.08	87.25	89.00	95.00	1.75
Parties			Prices to be set	Prices to be set		
			by Leisure Director	by Leisure Director		
Club Letting Whole Pool - fees per hour - Monday to Sunday			57.50	60.00	70.00	2.50
Gala fee (Minimum hire 2 hours)	) )		175.00	185.00	210.00	10.00
Leaner pool Hire per hour		new		65.00	75.00	
Swimming Lane Hire (One Lane) - per hour		new		16.00	19.00	
Swimming Lane Hire (Two Lanes) - per hour		new		30.00	35.00	
PHAB Club		new		30.00	n/a	
<b>Sauna/Steam</b>						
Adult - (incl free swim)			up to £5.00	up to £5.00	6.00	0.00
Adult - Leisure Pass (Mon to Fri 9.00am - 5.00 pm)			3.50	3.50	4.50	0.00
<b>Fitness Suite</b>						
Adult	) (S )		up to 6.50	up to 6.50	7.00	0.00
Adult Leisure Pass			4.00	4.00	4.50	0.00
Child - up to and including age 16	) (S )	1.04.10	up to 4.00	up to 4.00	4.50	0.00
Special sessions only			up to 2.00	up to 2.00	2.50	0.00
GP Referral			1.50	1.50	2.00	0.00
<b>Inductions</b>						
Adult			22.00	17.50	19.50	0.00
Child			5.00	5.00	6.00	0.00
GP Referral			3.00	5.00	6.00	0.00
<b>Annual Fitness Packages - clients must purchase a leisure card</b>						
Platinum Card - single payment	)			324.50	n/a	
Platinum Card Direct Debit - 1 month free	)	new	up to 380	378.00	n/a	-2.00
Gold Card - single payment	)	1.04.10		302.50	n/a	
Gold Card Direct Debit - 1 month free	)	new	up to 360	348.00	n/a	-12.00
Silver Card - single payment	) (S )			247.50	n/a	
Silver Card Direct Debit - 1 month free	)	new	up to 335	300.00	n/a	-35.00
Leisure Passport - single payment	)			248.00	n/a	
Leisure Pass Direct Debit - 1 month free	)	new	up to 285	270.00	n/a	-15.00
Student		new		252.00	n/a	
Active Workforce				252.00	n/a	12.00
Active Referral				252.00	n/a	12.00
Active Kidz			156.00	180.00	n/a	14.00
Corporate Memberships				Prices set by the Leisure Director		
*All passes include free use of Health Suite						

VAT Classifications - (S) -

- (0) -

- (N) Zero Rated

SEFTON MBC  
Leisure and Tourism  
Review of Charges 2011/12

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>LEISURE CENTRE CHARGES - CONTINUED</b>						
<b><u>Sports Hall</u></b>						
Equipment Hire	) (S)	1.04.07	1.50	2.00	3.00	0.00
Deposit	) (S)		5.00	5.00	5.00	0.00
<b><u>Badminton Court / Table Tennis / Short Tennis / Trampolining</u></b>						
-Use per hour	) )					
- Adult - Peak	) )		8.00	8.50	9.00	0.50
- Adult - Off Peak	) )	1.04.08	5.00	5.50	6.50	0.50
- Child - Peak	) )	new		6.50	7.00	
- Child - Off Peak	) )	new		4.50	5.50	
Leisure Passport - Peak	) )		4.50	4.75	5.50	0.25
Leisure Passport - Off Peak	) )		2.80	3.00	4.50	0.20
<b><u>Hire of Hall</u></b>						
Quarter Hall - Peak	) )		13.50	13.50	15.00	0.00
Quarter Hall - Off Peak	) )		7.70	7.70	8.50	0.00
Half Hall - Peak	) )		29.00	29.00	33.00	0.00
Half Hall - Off Peak	) (S)	1.04.08	21.00	21.00	25.00	0.00
Whole Hall - Peak	) )		43.00	43.00	47.00	0.00
Whole Hall - Off Peak	) )		29.00	29.00	33.00	0.00
Commercial Bodies	) )		negotiated	negotiated		
			at Premium rates	at Premium rates		
<b><u>Hire of Activity Studio / Meeting Room</u></b>						
Full Studio	) )					
Half Studio	) (S)	1.04.09	40.00	45.00	48.00	5.00
Meetings - Incl Coffee	) )		40.00	28.00	32.00	-12.00
	) )					
<b><u>Dance Studio</u></b>						
All Studio Classes	) (N)		4.50	5.00	5.50	0.50
Leisure Passport	) (N)		2.20	3.00	3.50	0.80
GP Referral classes	) )		2.00	2.50	3.00	
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 13						

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Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		
<b>LITHERLAND SPORTS PARK</b>						
<b>Fitness Suite</b>						
Adult	) (S)		up to 6.50	up to 6.50	7.00	0.00
Adult Leisure Pass			4.00	4.00	4.50	0.00
Child - up to and including age 16	) (S)	1.04.10	up to 4.00	up to 4.00	4.50	0.00
Special sessions only			up to 2.00	up to 2.00	2.50	0.00
GP Referral			1.50	1.50	2.00	0.00
<b>Inductions</b>						
Adult			22.00	17.50	19.50	-4.50
Child			5.00	5.00	6.00	0.00
GP Referral			3.00	5.00	6.00	0.00
<b>Annual Fitness Packages - clients must purchase a leisure card</b>						
Platinum Card - single payment	)			324.50	n/a	
Platinum Card Direct Debit - 1 month free	)	new	up to 380	378.00	n/a	-2.00
Gold Card - single payment	)	1.04.10		302.50	n/a	
Gold Card Direct Debit - 1 month free	)	new	up to 360	348.00	n/a	-12.00
Silver Card - single payment	) (S)			247.50	n/a	
Silver Card Direct Debit - 1 month free	)	new	up to 335	300.00	n/a	-35.00
Leisure Passport - single payment	)			248.00	n/a	
Leisure Pass Direct Debit - 1 month free	)	new	up to 285	270.00	n/a	-15.00
Student		new		252.00	n/a	
Active Workforce				252.00	n/a	12.00
Active Referral				252.00	n/a	12.00
Active Kidz			156.00	180.00	n/a	14.00
Corporate Memberships			Prices set by the Leisure Director			
*All passes include free use of Health Suite						
<b>Synthetic Turf Pitch</b>						
Adult - Whole Pitch Hire - per hour	S		90.00	90.00	95.00	0.00
Adult - Half Pitch Hire - per hour	S	1.04.08	50.00	50.00	54.00	0.00
Adult - 5 a side Pitch - per hour	S		36.00	36.00	38.50	0.00
Junior - Whole Pitch Hire - per hour	S		60.00	58.00	63.00	-2.00
Junior - Half Pitch Hire - per hour	S	1.04.08	37.00	36.00	39.00	-1.00
Junior - 5 a side Pitch - per hour	S		24.00	24.00	25.50	0.00
Community Sports Development Programmes	E		Price to be set by Leisure Director			
Commercial Activities (Soccer Schools etc.)	S		Price to be set by Leisure Director			
<b>Athletics</b>						
Annual Permit - Adult	S		68.00	70.00	78.00	2.00
Annual Permit - Child	S		40.00	41.00	48.00	1.00
Full Day Permit - Adult	S	1.04.08	3.80	5.50	6.30	1.70
Half Day Permit - Adult	S	new		3.00	3.80	0.00
Full Day Permit - Child	S		2.30	3.30	4.20	1.00
Half Day Permit - Child	S	new		2.00	2.80	0.00
School Track Hire - Term Time - 9.00am - 5.00pm	E		35.00	Price to be set by Leisure Director		
Athletics Meetings	S		Price to be set by Leisure Director			
<b>Cycling</b>						
Annual Permit - Adult	S		35.00	40.00	48.00	5.00
Annual Permit - Child	S		20.00	28.00	35.00	8.00
Full Day Permit - Adult	S	1.04.08	2.60	5.50	6.30	2.90
Half Day Permit - Adult	S	new		3.00	3.80	0.00
Full Day Permit - Child	S		1.70	3.30	4.20	2.30
Half Day Permit - Child	S	new		2.00	2.80	0.00
Cycling Meeting	S		Price to be set by Leisure Director			
Activity Studio - Full Studio	S		40.00	45.00	48.00	5.00
Activity Studio - Half Studio	S	1.04.08	23.00	28.00	32.00	5.00
Activity Studio - Commercial Bookings	S		Price to be set by Leisure Director			

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Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>SPLASHWORLD - per 1 1/2 hour session</b>						
<i>Off Season - session is 2 hours</i>						
Adults (over 16's)	(S)	1.04.08	up to 8.00	7.00	8.50	-1.00
Juniors (6 years to 15 years)			up to 6.00	5.00	6.50	-1.00
Juniors (3 years to 5 years) restrictions on some rides			up to 5.00	4.00	5.50	-1.00
Toddlers (under 3 years)			Free	Free	Free	
Family Ticket (2 Adults + 2 children)			up to 25.00	21.00	28.00	-4.00
Family Ticket (2 Adults + 3 children)		new		25.00	32.00	
Leisure Pass:						
Adults (over 16's)			up to 6.00	5.50	6.50	-0.50
Juniors (6 years to 15 years)			up to 4.50	4.20	5.50	-0.30
Juniors (3 years to 5 years)			up to 3.50	3.00	4.00	-0.50
Spectators			2.00	3.00	3.00	0.00
Spectators - Leisure Pass			Free	Free	Free	
Gold Pass - Full day ticket - no time restrictions						
Adults (over 16's)		new		11.50	13.50	
Juniors (6 years to 15 years)		new		9.00	11.00	
Juniors (3 years to 5 years) restrictions on some rides		new		8.00	10.00	
Toddlers (under 3 years)		new		Free	Free	
Family Ticket (2 Adults + 2 children)		new		34.00	36.00	
Family Ticket (2 Adults + 3 children)		new		38	40.00	
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 15						

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Details	Vat Rate	Date of Last Increase	2010/11 Charges		Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£	p	£	p	£
<b>CROSBY LAKESIDE ADVENTURE CENTRE</b>							
<b>Lakeside Fitness Suite</b>							
Adult	) (S)		up to 6.50		up to 6.50	7.00	0.00
Adult Leisure Pass	) (S)		4.00		4.00	4.50	0.00
Child - up to and including age 16	) (S)	1.04.10	up to 4.00		up to 4.00	4.50	0.00
Special sessions only	) (S)		up to 2.00		up to 2.00	2.50	0.00
GP Referral	) (S)		1.50		1.50	2.00	0.00
<b>Inductions</b>							
Adult	) (S)		22.00		17.50	19.50	-4.50
Child	) (S)		5.00		5.00	6.00	0.00
GP Referral	) (S)		3.00		5.00	6.00	0.00
<b>Annual Fitness Packages - clients must purchase a leisure card</b>							
Platinum Card - single payment	) (S)				324.50	n/a	
Platinum Card Direct Debit - 1 month free	) (S)	new	up to 380		378.00	n/a	-2.00
Gold Card - Single payment	) (S)	1.04.10			302.50	n/a	
Gold Card Direct Debit - 1 month free	) (S)	new	up to 360		348.00	n/a	-12.00
Silver Card - Single payment	) (S)				247.50	n/a	
Silver Card Direct Debit - 1 month free	) (S)	new	up to 335		300.00	n/a	-35.00
Leisure Passport - Single payment	) (S)				248.00	n/a	
Leisure Pass Direct Debit - 1 month free	) (S)	new	up to 285		270.00	n/a	-15.00
Student	) (S)	new			252.00	n/a	
Active Workforce	) (S)				252.00	n/a	12.00
Active Referral	) (S)				252.00	n/a	12.00
Active Kidz	) (S)		156.00		180.00	n/a	14.00
Corporate Memberships			Prices set by the Leisure Director				
*All passes include free use of Health Suite							
<b>Lakeside Learning:- (Classroom Hire)</b>							
Prices to be set by the Leisure Director							
<b>Lakeside Hospitality:- (Functions &amp; Events)</b>							
Prices to be set by the Leisure Director							
<b>Lakeside Lodge:- (Overnight Accomodation)</b>							
Prices to be set by the Leisure Director							
<b>Lakeside Bistro:- (Bar and Restaurant)</b>							
Prices to be set by the Leisure Director							
<b>Lakeside Watersports:- (lake and water activities)</b>							
Group Sessions: (10 users with a recognised leader)							
<b>Standard Bookings</b>							
Young People - up to 2 hours	) (S)		80.00		90.00	n/a	10.00
Young People - up to 3 hours	) (S)		120.00		135.00	n/a	15.00
Adults - up to 2 hours	) (S)	1.4.10	100.00		115.00	n/a	15.00
Adults - up to 3 hours	) (S)		150.00		170.00	n/a	20.00
<b>Sefton Residents &amp; Groups</b>							
Young People - up to 2 hours	) (S)		60.00		76.00	n/a	16.00
Young People - up to 3 hours	) (S)		90.00		115.00	n/a	25.00
Adults - up to 2 hours	) (S)	1.4.10	75.00		100.00	n/a	25.00
Adults - up to 3 hours	) (S)		112.50		128.00	n/a	15.50
<b>Facility Membership</b>							
Adult Annual Lake Membership	) (S)		85.00		97.50	110.00	12.50
Concession Annual Lake Membership	) (S)		50.00		67.50	78.00	17.50
Family Annual Lake Membership	) (S)	1.4.10	220.00		250.00	265.00	30.00
Adult Annual Lake & Fitness Suite Membership	) (S)		355.00		410.00	433.00	55.00
Monthly Membership; minimum 3 months	) (S)		15.00		17.50	18.50	2.50
Watersports Membership per month	) (S)		50.00		57.50	61.00	7.50
<b>Boat &amp; Equipment Storage</b>							
Small Container	) (S)		250.00		287.50	n/a	37.50
Large Container	) (S)	1.4.10	500.00		575.00	n/a	75.00
Boat Park Space	) (S)		100.00		115.00	n/a	15.00
<b>Daily 'Pay &amp; Play' Usage</b>							
Peak Rate - 08:00 - 17:00	) (S)	1.4.10	10.00		11.50	13.00	1.50
Off-Peak Rate - 17:00 - 22:00	) (S)		5.00		5.50	6.50	0.50
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated							



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Details	Vat Rate	Date of Last Increase	2010/11 Charges	Leisure Card Proposed 2011/12 Charges	Non Leisure Card Proposed 2011/12 Charges	Actual difference
			£ p	£ p		£ p
<b>CROSBY LAKESIDE - CONTINUED</b>						
Lake Event - Package A - 1 day course - 2 day course	S	new		17.50 25.00	n/a n/a	
Lake Event - Package B - 1 day course - 2 day course	S	new		12.00 17.50	n/a n/a	
Lake Event - Package C - 1 day course - 2 day course	S	new		12.00 17.50	n/a n/a	
Lake Event - Package D - 1 day course - 2 day course	S	new		7.50 10.00	n/a n/a	
Adult Activity Courses - per day inclusive of equipment						
Sailing		new		75.00	n/a	
Windsurfing		new		60.00	n/a	
Power Boating		new		87.50	n/a	
Paddling		new		60.00	n/a	
Instructor Training		new		60.00	n/a	
Multi Activity		new		60.00	n/a	

VAT Classifications - (S) Standard Rate (20%)  
- (E) Exempt  
- (O) Outside the Scope  
- (N) Zero Rated

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ANNEX A

Details	Vat Rate	Date of Last Increase	2010/11 Charges	Proposed 2011/12 Charges	Actual difference
			£ p	£ p	£ p
<b>COASTAL MANAGEMENT</b>					
<b>THE ALT CENTRE / AINSDALE DISCOVERY CENTRE</b>					
Hire of centre - per day (8.00 am - 10.30 pm)	) )	1.04.07		)	
Morning only (8.00 am-12 noon) (1 Nov - 31 Mar)	) )			)	
(1 Apr - 31 Oct)	) )			)	
Afternoon only (12noon-4.00pm) (1 Nov - 31 Mar)	) )			)	
(1 Apr - 31 Oct)	) )			) prices to	
Evening only (6.00pm-10.30pm) (1 Nov - 31 Mar)	) (S) )	1.04.07		) be set	
(1 Apr - 31 Oct)	) )			) by the	
Hire by Community Groups	) )			) Leisure	
Information pack	) )			) Director	
Formby map & guide	) )			)	
Photocopying - per sheet	) )			)	
Coastal Footpath Leaflet	) )	1.04.07		)	
Sticker	) )			)	
Badge	) )			)	
Individual leaflet	) )			)	
<b>LIFEBOAT ROAD CAR PARK</b>					
Charge per car Spring/Summer per visit	) (S) )	1.04.10	3.50	flexible system 4.00 - 5.00	0.50 - 1.50
Season Ticket	) (S) )	1.04.10	35.00	40.00	5.00
VAT Classifications - (S) Standard Rate (20%) - (E) Exempt - (O) Outside the Scope - (N) Zero Rated 18					

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Details	Vat Rate	Date of Last Increase	2010/11 Charges	Proposed 2011/12 Charges	Actual difference
			£ p	£ p	
<b>TOURISM</b>					
<b>Southport Brochure</b>					
Price per copy on personal application to the TIC.	N	1.4.00	1.00	1.00	0.00
<b>Foreshore Car Park</b>					
Free parking to invalid carriages, where the driver is in receipt of a Government grant for the vehicle (road fund licence is so endorsed) and Blue badge holders. These charges are suspended when Special Events are held					
Cars and Motorcycles:-					
Daily Charge (Flexible system is in operation)	S	1.4.02	fixed rate £3.50	flexible system 4.00 - 5.00	0.50 - 1.50
Seasonal Foreshore Parking Contract	S	1.4.07	35.00	40.00	5.00
<b>Victoria Park, Kings Gardens &amp; Princes Park</b>					
<b>Bowls</b>					
N.B. These charges are maximum charges which the Bowling Club, operating under licence, may reduce if they wish					
<b>Flat Greens</b>					
Per session	)	1.4.10	3.00	3.50	0.50
Family ticket - per session	)		10.00	11.00	1.00
Weekly ticket	)		15.00	16.00	1.00
<b>Croquet</b>					
N.B. These charges are maximum charges which the Croquet Club, operating under licence, may reduce if they wish					
Per session	S	1.4.10	5.00	5.50	0.50
<b>Pitch &amp; Putt (Classic Golf) - Flexible charging system</b>					
Charge per game	S	1.4.10	From 3.00 upto 5.00	From 3.50 up to 5.50	0.50
<b>Caravan Fees ( charges applicable for caravan rallies only )</b>					
Per van per night - Summer	)	1.4.10	6.00	6.50	0.50
- Winter	) S	1.4.10	3.00	4.00	1.00
VAT Classification (S) Standard Rate (20%) (E) Exempt (O) Outside the scope (N) Zero Rated					
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