

MEETING: CABINET  
DATE: Thursday 21st July, 2011  
TIME: 10.00 am  
VENUE: Town Hall, Southport

**Member**

Councillor

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

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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 23 June 2011		(Pages 5 - 10)
* 4.	<b>Transformation Programme 2011-2014</b> Report of the Chief Executive	All Wards	(Pages 11 - 22)
5.	<b>Watercourse Maintenance and Flooding Working Group (2008/09) - Flood and Water Management Act 2010</b> Report of the Director of Corporate Commissioning	All Wards	(Pages 23 - 46)
* 6.	<b>Local Sustainable Transport Fund</b> Report of the Director of Built Environment	All Wards	(Pages 47 - 54)

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**THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON TUESDAY 5 JULY 2011.**

## **CABINET**

### **MEETING HELD AT THE TOWN HALL, BOOTLE ON THURSDAY 23RD JUNE, 2011**

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

#### **14. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Booth, Brodie-Browne and Shaw.

#### **15. DECLARATIONS OF INTEREST**

No declarations of interest were received.

#### **16. MINUTES OF PREVIOUS MEETING**

**RESOLVED:**

That the Minutes of the Cabinet Meeting held on 26 May 2011 be confirmed as a correct record.

#### **17. TRANSFORMATION PROGRAMME 2011-2014**

Further to Minute No. 6 of the meeting held on 26 May 2011, the Cabinet considered the report of the Chief Executive which provided an update on the progress made under the Transformation Programme and the implementation of the savings proposals, reviews and cessation of external funding, previously approved by the Council.

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 approved savings proposals, reviews and cessation of external funding as set out in the report be noted;
- (2) the proposed changes in priorities associated with paragraphs 3.1.1, 3.1.2 and 3.1.3 in the report be deferred for consideration at a future meeting; and
- (3) the progress to date on public consultation and engagement set out in the report be noted.

# Agenda Item 3

CABINET- THURSDAY 23RD JUNE, 2011

## **18. SECONDARY ICT CENTRE TO PROVIDE BUSINESS CONTINUITY AND DISASTER RECOVERY**

The Cabinet considered the report of the Head of Corporate Finance and ICT which set out the risk that exists in having a single ICT Data Centre and detailed proposals for the provision of a secondary Data Centre facility to provide business continuity and disaster recovery.

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

RESOLVED: That

- (1) the risk that exists by having only one ICT Data Centre be noted;
- (2) the need for a secondary ICT Data facility be approved;
- (3) the selection of the Prinovis site in Liverpool as the most cost effective solution be approved;
- (4) approval be given to the inclusion of £250,000 in the capital programme funded from earmarked reserves; and
- (5) approval be given to the virement of £35,000 from the IT Development budget to meet the ongoing revenue costs of the project.

## **19. HEALTH INEQUALITIES WORKING GROUP - RECOMMENDATIONS**

Further to Minute No. 254 of the meeting held on 14 April 2011, the Cabinet considered the report of the Director of Corporate Commissioning on the proposals by the relevant Officers for the implementation of the recommendations in the report by the Overview and Scrutiny Health Inequalities Working Group.

RESOLVED: That

- (1) the proposals put forward by the Strategic Director – People, to progress recommendations (1) to (3) of the Working Group be accepted; and
- (2) the proposals put forward by NHS Sefton to progress recommendations (4) to (7) and (9) of the Working Group be accepted.

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## **20. INTRODUCTION OF CHARGES ON WATERLOO CAR PARKS**

Further to Minute No. 180 of the meeting held on 27 January 2011, the Cabinet considered a report by the Director of Built Environment on proposals for the introduction of charges on car parks in Waterloo in order to generate income in the Revenue Budget previously approved by the Council.

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

RESOLVED: That

- (1) approval be given to the introduction of charges on the Civic Hall and Hougoumont Avenue car parks in Waterloo as set out in the report; and
- (2) approval be given to the inclusion of £40,000 in the capital programme for the works necessary to install the pay and display machines and associated signage, to be funded from earmarked reserves.

## **21. DAVENHILL PRIMARY SCHOOL EXTENSION AND REFURBISHMENT PHASE 2**

The Cabinet considered the report of the Director of Built Environment which provided details of the tenders received for the second phase of the Davenhill Primary School refurbishment proposals.

RESOLVED: That

- (1) the lowest tender submitted by Conlon Construction Limited of Preston in the sum of £1,584,777 be accepted;
- (2) the Head of Corporate Legal Services be authorised to enter into a contract with the successful tenderer; and
- (3) 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, the Chair of the Overview and Scrutiny Committee (Children's Services) had been consulted under Rule 15 of the Access to Information Procedure Rules of the Constitution, to the decision being made by the 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 such a delay would mean that the works could not commence in the school summer holiday period, leading to disruption to the operation of the school.

# Agenda Item 3

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## **22. AWARD OF CONTRACT FOR HIGHTOWN COASTAL DEFENCES PHASE 2**

Further to Minute No. 50 of the meeting held on 17 December 2009 and Minute No. 84 of the meeting of the Cabinet Member – Environment held on 12 January 2011, the Cabinet considered the report of the Director of Built Environment which provided an update on the discussions held with the preferred contractor on the target cost for the second phase of the Hightown Sea Defences Contract.

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

RESOLVED: That

- (1) approval be given to a contract being entered into with the preferred Contractor, Birse Coastal of Cheadle Hulme;
- (2) a target cost of no greater than £1.15m be approved for inclusion in the Capital Programme; and
- (3) approval be given to the release of the balance of the Section 106 funds for the future revenue costs of environmental and maintenance works following the capital scheme.

## **23. HOUSING MARKET RENEWAL FUTURE ACTIVITY - PART 1**

The Cabinet considered a report by the Director of Built Environment which set out the potential implications of the cessation of Housing Market Renewal funding by the Government and sought authority to use the New Homes Bonus allocation for 2011/12 to fund activity and prudential borrowing in order to fund the completion of the incomplete elements of the Housing Market Renewal Programme.

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

RESOLVED: That

- (1) approval be given to the inclusion of £9.32m in the capital programme to meet both contractual obligations and the costs of future activity in respect of Housing Market Renewal, in order to remove any liabilities relating to the cessation of dedicated funding;
- (2) approval be given to the expenditure outlined in (1) above being funded from the following sources:-
  - (a) the £2.4m New Homes Bonus allocation for 2011/12, paid as £0.4m per annum for six years;



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- (b) estimated £5.7m of future New Homes Bonus monies generated in the Housing Market Renewal Area between 2012/13 and 2019/20 inclusive; and
  - (c) £1.22m of prudential borrowing previously earmarked by the Cabinet for housing purposes;
- (3) it be noted that because the New Homes Bonus allocation, detailed in the report, would be paid to the Council over a number of years, short term borrowing may be required to finance the expenditure over the early part of the programme;
- (4) approval be given to the submission of bids for grant funding support, utilising the above funding sources as 'match funding'; and
- (5) the Housing Market Renewal Programme be reviewed in the light of any successful bids for funding and any changes that may be made in the future by the Government to the New Homes Bonus Scheme.

## **24. 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.

## **25. HOUSING MARKET RENEWAL FUTURE ACTIVITY - PART 2**

Further to Minute No. 23 above, the Cabinet considered a further report by the Director of Built Environment which set out the legal implications of implementing the proposals for the completion of the Housing Market Renewal Programme.

RESOLVED:

That the report be noted.

## **26. AFFORDABLE HOUSING PROGRAMME 2011-2015**

The Cabinet considered the report of the Director of Built Environment on the changes to the funding regime for new affordable housing funded by the Government via the Homes and Community Agency and proposals to ensure continued investment in new affordable housing in the Borough.

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

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RESOLVED: That

- (1) approval be given to the principles set out in Paragraphs 6.1 to 6.7 of the report relating to securing new supply, land supply, conversions and reinvestment, supported housing, tenancy strategy, alternative investment and empty homes; and
- (2) the prioritisation of the bids submitted to the Affordable Housing Programme for Sefton as set out in Paragraphs 6.8 and 6.9 of the report, be approved.

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**Report to:** Cabinet

**Date of Meeting:** 21<sup>st</sup> July 2011

**Subject:** Transformation Programme 2011-2014

**Report of:** Chief Executive

**Wards Affected:** All

**Is this a Key Decision?** No.

**Is it included in the Forward Plan?** Yes

This report is not a key decision in itself but forms part of the process for setting the Council's budget and Council Tax.

**Exempt/Confidential**

No

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## **Purpose/Summary**

To report the progress of the Transformation Programme

To report the progress of approved savings proposals, reviews and cessation of external funding

## **Recommendation(s)**

**The Cabinet is recommended to:**

- 1) Note progress to date on approved savings proposals, reviews and cessation of external funding; and
- 2) Note progress to date on Public Consultation and Engagement.

**How does the decision contribute to the Council's Corporate Objectives?**

	<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	Jobs and Prosperity			√
3	Environmental Sustainability		√	
4	Health and Well-Being		√	
5	Children and Young People		√	
6	Creating Safe Communities		√	
7	Creating Inclusive Communities		√	
8	Improving the Quality of Council Services and Strengthening Local Democracy	√		

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## **Reasons for the Recommendation:**

The 2011/12 budget contains £44m savings and it is imperative that implementation continues to be closely monitored so that any necessary corrective action can be taken in a timely way. In addition the Council continues to forecast a significant budget gap over the next three years and additional budget savings will need to be identified over the coming months to ensure that future year's budgets can be balanced.

Early decision making in relation to budget issues continues to be essential as this will help to mitigate the impact of the consequential changes by giving sufficient time to undertake the required formal consultation / notification processes.

## **What will it cost and how will it be financed?**

The Head of Corporate Finance and ICT has been involved in the preparation of this report.

### **(A) Revenue Costs**

The forecast revenue gaps for the years 2012/13 to 2014/15 are £20.05m, £7.6m and £10.9m respectively. The Council needs to take action over the coming months in order for a balanced budget to be agreed for 2012/13. This report together with the Medium Term Financial Plan 2012/13 – 2014/15 underpins the detailed financial position of the Council for the coming years and provide a framework for Revenue planning for the three years 2012/13, 2013/14 and 2014/15.

### **(B) Capital Costs**

As previously advised an application has been made to the DCLG to allow the Council to capitalise any statutory redundancy costs incurred in 2011/12. The Council has recently been informed that it has passed the first stage of the bidding process; a provisional sum of £3m has been agreed. Sefton needs to reply to the DCLG (in October) confirming the amount that it actually needs to capitalise. This is to prevent authorities bidding for more than they need and therefore reducing the amount available for other councils. In order for the Council to complete the return, it is essential that as many cost reduction decisions (which involve redundancies) are made before October. The potential exists for a reduction of the £3m, if the Council cannot provide evidence of the cost of redundancy.

## **Implications:**

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

### **Legal**

There are no direct legal implications arising from the contents of this report. However in the course of each of the individual projects to achieve the savings outlined in the attached annex and appendices, detailed consideration should be given to both the legal and equality implications. Such consideration will also need to be evidenced to ensure that the Council's decision making processes are defensible.

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## Human Resources;

Currently there are 84 individuals formally at risk of redundancy as a result of service reorganisations and cessation of external funding. These figures are likely to increase later in the year when the implications of several large service reviews are known. Regular consultation on proposed changes will continue with the trade unions and employees will be informed of developments by their respective Service Directors. Employees within service areas are aware that their status may change subject to the outcome of these reviews. Also a number of areas have adopted revised working practices and reduced hours to avoid redundancies. These helpful amendments have been achieved following further consultation.

## Equality

1. No Equality Implication	<input type="checkbox"/>
2. Equality Implications identified and mitigated	<input checked="" type="checkbox"/>
3. Equality Implication identified and risk remains	<input type="checkbox"/>

**Impact on Service Delivery:** See Section 3 of the report

## What consultations have taken place on the proposals and when?

Strategic Directors

Director of Corporate Support Services,

Director of Commissioning,

Head of Personnel,

Head of Finance & ICT (**FD 870**)

Head of Corporate Legal Services have been consulted and any comments have been incorporated into the report. (**LD 216/11**)

## Are there any other options available for consideration?

None

## Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet

**Contact Officer:** Jan McMahon, Head of Transformation Services

**Tel:** 0151 934 4431

**Email:** [jan.mcmahon@sefton.gov.uk](mailto:jan.mcmahon@sefton.gov.uk)

## Background Papers:

The following papers are available for inspection by contacting the above officer(s).

Reports to Cabinet and Council 3<sup>rd</sup> March 2011 *Transformation Programme and Final Revenue Budget Items 2011/12*

Report to Cabinet 14<sup>th</sup> April 2011 *Transformation Programme 2011/12*

Report to Cabinet 26<sup>th</sup> May 2011 *Transformation Programme 2011- 14*

Report to Cabinet 23<sup>rd</sup> June 2011 *Transformation Programme 2011- 14*

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## 1. Introduction/Background

- 1.1 The approved savings within the 2011/12 budget continue to be implemented. The implementation of these savings continues to be very closely monitored and this report identifies progress made. This indicates that good progress continues to be made at this stage.
- 1.2 The forecast revenue gaps for the years 2012/13 to 2014/15 are £20.05m, £7.6m and £10.9m respectively. Early identification and consideration of options for how these savings can be achieved will be required and this will build on the consultation and engagement being undertaken.
- 1.3 Members will recall that it has already been identified that the required reductions will only be achieved with a radical redesign of Council services and by enhancing the Council's ability to manage the risk and demand associated with the critical services.
- 1.4 The prioritisation process must be supported by timely decision making, in relation to budget issues, as given the scale of savings required it is imperative that Council continues to take further steps to reduce its spending.

## 2. Transformation Programme Update

- 2.1 Members will recall that in 2010/11 an assessment of the relative priority of existing services was undertaken and agreed by Council.
- 2.2 On 9<sup>th</sup> July 2011 Officers and Members met to give early consideration to how to meet the financial objectives set by Government. This will build on the ongoing prioritisation process and the consultation and engagement being undertaken and the identification of further options.
- 2.3 Annex A identifies current progress in terms of approved savings proposals, reviews and cessation of external funding.

Achieved (Reported to Cabinet June 2011)	£32,575,820
Achieved (June/July) 2011	£870,000
<b>Total Achieved to date</b>	<b>£33,445,820</b>
Progress is satisfactory (Green)	£1,390,031
Review scheduled/risk of saving not being fully achieved (Amber)	£8,663,000
Known shortfalls/significant risk of saving not being fully achieved (Red)	£413,431
Total Approved Savings	43,912,282

- 2.4 Cabinet is asked to note progress to date.
- 2.5 Decommissioning Plans continue to be developed and progress against these plans will be monitored by the Transformation Team. Any issues identified will be reported to future Cabinet meetings.
- 2.6 The tables below detail the current position of received expressions of interest in Voluntary Early Retirement/Voluntary Redundancy (VER/VR) and associated savings

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Number of Expressions of Interest approved by Cabinet December 2009	50
Number of Expressions of Interest approved by Chief Executive (since 3 <sup>rd</sup> December 2009)	208
Number of Expressions of Interest declined since September 2009 – this includes potential bumps	46
Number of Expressions of Interest decision pending	25
Number of Expressions of Interest withdrawn by employee	37

<b>Year</b>	<b>Savings £000</b>
2010/2011	2,526
2011/2012	3,256
2012/2013	389
<b>Total</b>	<b>6,171</b>

The above savings have been incorporated into approved savings proposals, where appropriate. The opportunity to express an interest in VER/VR remains open to the workforce and is positively promoted.

### **3. Funding & Service Changes**

- 3.1 The new senior management structure came into effect on 1<sup>st</sup> July. Three posts were not appointed to and in accordance with the resolution of the employment Procedures Committee will be advertised internally and externally. Work is now ongoing to establish the subsequent tier and realise further savings.

### **4. Public Consultation and Engagement**

- 4.1 YouChoose went live 6<sup>th</sup> July after being demonstrated to Cabinet Members. It can be accessed through the Transforming Sefton webpages, which have recently been refreshed. Bespoke work with the voluntary sector and the People Directorate is underway to ensure that we capture the views of young people. It was previously reported that a Citizens Panel survey would be undertaken in July, jointly with NHS Sefton. However, after a review of the methodology of consultation being proposed, it was felt that it would be more appropriate to hold a series of Focus Groups of the Citizens Panel in September, which would allow the feedback in the YouChoose tool to be used to inform the Focus Group deliberations. Proposals for the Focus Groups will be submitted to the Public Engagement and Consultation Panel. Members of the Strategic Leadership Team have also been using a range of stakeholder, partnership and community meetings to discuss the budget implications for next year and take feedback. A final report of the findings will be produced in the autumn to inform the budget setting process for next year.

- 4.2 Cabinet is asked to note the progress made.

### **5. Equality Impact Assessment**

- 5.1 The Council will continue to impact assess all proposals for changes to services in order to meet its public duties with regard to equality and diversity.

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## 6 Conclusion

- 6.1 Members will be fully aware that we are on track to achieve the vast majority of the £44m savings that were approved in March. We are now faced with finding a further £20m next year with further reductions required in the following two years. The Council will continue to have to make difficult decisions around service cessation and reduction and identify real innovation in service delivery that may mitigate some of the implications.
- 6.3 As noted earlier in the report the application, made to the DCLG, to allow the Council to capitalise any statutory redundancy costs incurred in 2011/12 has passed the first stage of the bidding process; a provisional sum of £3m has been agreed. Sefton needs to reply to the DCLG (in October) confirming the amount that it actually needs to capitalise. In order for the Council to complete the return, it is essential that as many cost reduction decisions (which involve redundancies) are made before October. The potential exists for a reduction of the £3m, if the Council cannot provide evidence of the cost of redundancy.
- 6.4 On 9<sup>th</sup> July Councillors and the Strategic Leadership Team met to explore a planned way forward that will continue to address the budget gap presently faced by the Council. This planned approach will enable us to further strengthen practice in a number of areas such as consultation and engagement, equality impact assessment and risk management.
- 6.5 Creating the capacity to develop and implement the required change remains an issue. Early decision making will contribute to this but it must also be recognised that considerable resource will continue to be directed into the development, assessment and implementation of proposals.



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## Annex A

### Approved Savings Proposals Tracking Report July 2011 Savings Achieved

Reference	Description	Owner	Value 2011/12
	Reported to Cabinet 14 <sup>th</sup> April 2011		£19,595,136
	Reported to Cabinet 26 <sup>th</sup> May 2011		£10,898,684
	Reported to Cabinet 23 <sup>rd</sup> June 2011		£2,082,000
	Total previously reported		<b>32,575,820</b>
	Redesign of the Youth Service	Peter Morgan	£500,000
SCL9 (a)	Sport & Leisure Centres - Management (Review and restructure Operational Management)	Steve Deakin	£70,000
SCL15(b)	Sport & Leisure Centres - Review Opening Hours (at Splashworld and extend winter closure)	Steve Deakin	£27,000
SCL16 (a)	Sports & Leisure Centres - Discontinue inspections, bench marking services, monitoring, advertising, marketing etc	Steve Deakin	£43,000
SCL15(a)	Sport & Leisure Centres - Review Opening Hours	Steve Deakin	£70,000
	arvato contract	Mike Fogg	£160,000
	Total		33,445,820

**Progress is Satisfactory** e.g. contractual notice periods are being observed

Reference	Description	Owner	Value 2011/12	Progress	Comment
CE1	Modernising Democratic Services/Scrutiny Support - Reductions in staff and running costs for meetings	Andrea Grant	£120,000	Green	ICT development work ongoing. Consultation ongoing.
CE2	Review Civic / Mayoral Service - Reduction in mayoral function	Andrea Grant	£132,000	Green	Staff and Union Consultation ongoing
CE5	Rationalisation of Point of Sale & Bookings Software	Linda Price	£30,000	Green	Review will commence September 2011. The rationalisation of other software and printing has exceeded its target and will meet the 2011/12 slippage in this project
CE15	CAA Fees	Margaret Rawding	£50,000	Green	Notice Period to be observed £50,000 2012/13. Short term savings in audit costs have been used to meet the 2011/12 budget saving until this can be delivered.
CE21	Civic Attendants Service	Andrea Grant	£140,000	Green	
	Cease Merseyside Policy Unit / North-West Policy Forum	Graham Bayliss	£75,600	Green	Notice period

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	Review of Learning & Development	Mike Fogg	£140,000	Green	Recruitment to new structure ongoing. £170k confirmed to date (reported May 2011). Full saving £310,000
CS – M4 (a)	Cease 14-19 Partnership	Peter Morgan	£203,431	Green	Notice issued to staff
CS – M5	Community Learning - Funding Reducing	Peter Morgan		Green	Funding runs August to August. Ongoing consultation with staff. A number of VR/VER expressions of interest are being processed.
PE1	Planning for Play Early Years Team - £175,313	Peter Morgan		Green	BLF ends 31/07/11 Surestart ended 31/03/11 Temporary reduction in staffing hours in place, wider review of Early Years to be progressed.
Tier 2	Sure Start – Aiming High	Peter Morgan	£79,000	Green	£30k achieved (reported May 2011). Staff and Union Consultation ongoing. Full saving £109,000
External Funding	Youth Offending Service N/A There is a reduction of to 20% in external YJB funding	Colin Pettigrew		Green	Restructure is underway
	Review of Specialist Transport - Reduction in overspend.	Jim Black		Green	
CM64	Building Cleaning - Raise income target by £100k	Jim Black	£100,000	Green	Additional income to be monitored.
CM29	Introduce a charge for Development Control advice	Jane Gowing	£30,000	Green	Public consultation underway
22	Car Parks Fees and Charges	Alan Lunt	£200,000	Green	
CM42	Increase fees for Network Mgt activities	Alan Lunt	£30,000	Green	Consultation ongoing
Tier 2	Tourism	Alan Lunt	£60,000	Green	Notice Periods being observed
	<b>Total</b>			<b>1,390,031</b>	

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**Review scheduled to commence at a later date, outcome of review unknown, and risk of saving not being fully achieved**

Reference	Description	Owner	Value 2011/12	Progress	Additional Comments
	Management & Support Costs - 25% reduction	Margaret Carney	£1,622,000	Amber	
	Changes to Terms & Conditions	Mark Dale	£110,000	Amber	£2,890,000 achieved.
	Neighbourhoods Review	Graham Bayliss	£859,000	Amber	Review scheduled for completion September 2011
	Strategic Review of Sure Start Children's Centres	Peter Morgan	£900,000	Amber	Review progressing well
	Review of Emergency Planning	Mike Fogg	£58,000	Amber	Scheduled to commence in July 2011.
	arvato contract	Mike Fogg	£70,000	Amber	Part achieved £360k Negotiations ongoing. Full saving £430k.
3	Income Increase (Disability Related Expenditure: increase % of people's disposable income from 65% to 80%)	Robina Critchley	£52,000	Amber	Shortfall identified to Cabinet 3 <sup>rd</sup> March 2011 £52k
4	Commissioned Services	Robina Critchley	£3,000,000	Amber	Negotiations ongoing
6	Inflation (withhold inflation elements to all providers)	Robina Critchley	£1,513,000	Amber	Legal challenge from Care Homes Association, hearing scheduled 14 <sup>th</sup> July 2011.
7	Staff savings (delete 15 vacant posts)	Robina Critchley	£238,000	Amber	£262k identified to date (May 2011). Full saving £500k.
	Capita contract	Bill Milburn	£112,000	Amber	Negotiations ongoing
Tier 2	Affordable Warmth	Alan Lunt	£49,000	Amber	Reviewing options including exploring external funding opportunities.
	E&TS – Pest Control	Alan Lunt	£30,000	Amber	Reviewing Options
SCL12(b)	Tourism - Reduce opening hours and staffing levels in Tourist Information Centre	Tony Corfield	£30,000	Amber	Ongoing discussions with Mersey Travel
SCL12(c)	Tourism - Relocate Tourism offices to Southport Town Hall	Tony Corfield	£20,000	Amber	Dependency on the Accommodation Strategy
	<b>Total</b>			<b>8,663,000</b>	

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**Known shortfalls or significant risk that the saving will not be achieved or a scheduled review is late in commencing**

Reference	Description	Owner	Value 2011/12	Progress	Comment
CE19(b)	Cease membership of North West Employers	Graham Bayliss	£28,000	Red	12 month notice period to be observed, saving will be delivered in 2012/13
Tier 1	Leisure Centres	Steve Deakin	£95,000	Red	£95,000 shortfall identified <b>Full Saving will be achieved in 2012/13.</b>
Tier 2	Arts & Cultural Services	Steve Deakin	£40,000	Red	£40,000 shortfall identified. <b>Full Saving will be achieved in 2012/13.</b>
Tier 2	Coast & Countryside	Rajan Paul	£10,000	Red	£10,000 shortfall identified <b>Full Saving will be achieved in 2012/13.</b>
Tier 2	Tourism	Tony Corfield	£27,000	Red	£27,000 shortfall identified. <b>Full saving will be achieved in 2012/13</b>
CM61	Charge for replacement Grey/Green Wheelie Bins	Jim Black	£10,000	Red	Charging for delivery of replacement w/bins has now been agreed and will commence by July 2011 however the full income target will not be achieved in 2011/12. <b>Income will be monitored and reported as collected.</b>
CS – M4 (a)	Cease 14-19 Partnership	Peter Morgan	£203,431	Red	Consultation and notice periods observed and this will impact on the saving that can be achieved in 2011/12. <b>Full Saving will be achieved in 2012/13.</b>
	<b>Total</b>		<b>413,431</b>		
	<b>Total Savings</b>		<b>£43,912,282</b>		

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## Savings to be delivered in future years

Reference	Description	Owner	Value 2012/2013	Progress	Comment
CE19(a)	Cease membership of the LGA	Graham Bayliss	£60,000	Green	Notice Period to be observed £60,000 2012/13
CM23	Increase Charge to Schools for Energy Advice	Alan Lunt	£10,000	Green	
CM24	Charge schools for Env Education or stop service	Alan Lunt	£17,500	Green	
23	Car Parks Contract Review (Retendering of Car Park Enforcement Contract from April 2012)	Alan Lunt	£100,000	Green	
26	Homelessness	Alan Lunt		Green	
27	House Renovation Grants	Alan Lunt		Green	

## External Funding Changes – Funding Ceased or Reduced Activities Complete

Reference	Description	Owner
CS-M1	Aim Higher Funding Ceased £89,350	Peter Morgan
CS11	Contact Point Funding Ceased £37, 787	Mike McSorley
	MELS Funding Ceased	Alan Lunt
PE44	Coastal Defence - Project Delivery Funding Ceased	Alan Lunt
PE46	Recycling Education Funding Ceased	Alan Lunt
PE35	Southport Partnership Funding Ceased	Alan Lunt
PE15	Learning Disabilities Project	Robina Critchley

## External Funding Changes – Funding Confirmed & To Be Monitored

Reference	Description	Owner
PE47	Work Place Travel team Funding has been confirmed for a further 12 months	Alan Lunt

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PE45	Environmental Monitoring (Emissions Inventory) Funding for a further 12 months has been confirmed	Alan Lunt
PE3 & 4	Cease TDA funded School Workforce Development Team Additional funding found to deliver the function until end of the 2011 academic year	Peter Morgan

# Agenda Item 5

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**Report to:** Cabinet **Date of Meeting:** 21<sup>st</sup> July 2011

**Subject:** Watercourse Maintenance and Flooding Working Group (2008/09) - Flood and Water Management Act 2010

**Report of:** Director of Corporate Commissioning **Wards Affected:** All

**Is this a Key Decision?** No **Is it included in the Forward Plan?** No

**Exempt/Confidential** No

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## Purpose/Summary

To refer recommendations from the Overview & Scrutiny Committee (Regeneration & Environmental Services) in relation to the Flood and Water Management Act (2010) and the new duties imposed on Sefton as the Lead Local Flood Authority.

## Recommendation(s)

That the Cabinet consider the recommendations of the Overview & Scrutiny Committee (Regeneration & Environmental Services), set out in Paragraph 1.8, together with the management response and financial implications set out in the report.

(The Chair of the Committee - Councillor Papworth will attend the Cabinet Meeting)

## How does the decision contribute to the Council's Corporate Objectives?

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

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## Reasons for the Recommendation:

To discharge and designate the new duties from the Flood and Water Management Act to an appropriate Officer(s) to ensure compliance.

## What will it cost and how will it be financed?

(A) **Revenue Costs** – None arising from this report

(B) **Capital Costs** – None arising from this report

## Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

<b>Legal</b>		
<b>Human Resources</b>		
<b>Equality</b>		
1.	No Equality Implication	<input checked="" type="checkbox"/>
2.	Equality Implications identified and mitigated	<input type="checkbox"/>
3.	Equality Implication identified and risk remains	<input type="checkbox"/>

**Impact on Service Delivery:** N/A

## What consultations have taken place on the proposals and when? N/A

The Head of Corporate Finance has been consulted and has no comments on this report other than to confirm that the funding for flood defence will be reviewed as part of the 2012/13 and 2013/14 budget setting processes. **FD860/2011**

The Head of Legal Services has been consulted and has no comments on this report. **LD218/11**

The Director of Built Environment has been consulted and his comments are included within the report.

**Are there any other options available for consideration? N/A**

## Implementation Date for the Decision

Following the expiry of the call-in period after the publication of the Cabinet Minutes

**Contact Officer:** Ruth Harrison  
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**Email:** [ruth.harrison@sefton.gov.uk](mailto:ruth.harrison@sefton.gov.uk)



## Background Papers:

Report to Cabinet, 14 April 2011, *Flood and Coastal Erosion Risk Management*

### 1. Introduction/Background

1.1 In October 2009 the Cabinet considered the Final Report of the Watercourse Maintenance and Flooding Working Group. (The recommendations are set out at **Appendix A**)

1.2 After considering the Final Report, Cabinet resolved the following:-

*That:*

(1) *the recommendations be approved and a further report be submitted to the Cabinet setting out a proposed practical way forward, including likely costs and timescales;*

(2) *it be noted that the report will be shared with United Utilities, the Environmental Agency, Parish Councils and other partner agencies; and*

(3) *it be noted that the report should be considered as a "work in progress" and that aspects may need to be revisited over time as conditions dictate.*

1.3 Further to resolution (1) above, in November 2009 Cabinet also considered a report, *Climate Change and Inland Flooding in Sefton*, which set out the effects that climate change may have on inland flooding in Sefton and identified changes and improvements which, if implemented, would reduce these effects now and in the future. Cabinet resolved that: *the report be noted; the proposals set out in the report be supported; and the provision of revenue growth of £122K in drainage budgets, in particular for land drainage, be considered further during the 2010/11 budget process.* No growth was subsequently provided for in the budget setting process.

1.4 The inquiry into the maintenance of watercourses and drainage in the Borough, was undertaken particularly in the light of the Pitt Review which was published in 2008 as a result of the summer floods in 2007. Following on from the 92 recommendations of the Pitt Report we have seen the introduction of the Flood and Water Management Act 2010, which makes Local Authority's responsible for local flood risk and places new duties on Sefton.

1.5 Sefton is the Lead Local Flood Authority (LLFA) which means that the Council must investigate flooding incidents in its area and publish the results. It also means that the Council has a responsibility to establish and maintain a register of structures or features which may have an effect on flood risk in its area. Records must include information on ownership and condition.

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- 1.6 On 14 April 2011 Cabinet considered a report, *Flood and Coastal Erosion Risk Management*, that sought approval for amendments to the Staffing Establishment in order to make adequate provision for undertaking new statutory duties relating to Flood Risk Management. Cabinet resolved:
- (1) *the impact of the new duties, together with existing flood defence and coastal defence responsibilities, be noted;*
  - (2) *the Council's specific grant allocations within the Local Government Finance Settlement of £120,600 in 2011/12 and £157,900 in 2012/13 be noted; and*
  - (3) *approval be given to the allocation of £70,000 out of the above funding to the Flood and Coastal Erosion Risk Management function, from April 2011 in order to facilitate adequate delivery of the new duties, through the creation of one full time equivalent new post, which would provide a redeployment opportunity for staff under risk of redundancy as a result of the Council's budget savings in 2011/12.*

In addition, the Financial Implications section of the above report identified that "It will be necessary to review the level of service in 12 months time when the remaining provisions are fully enacted and again in 2013 when the future funding levels are known".

- 1.7 The Overview and Scrutiny Committee (Regeneration and Environmental Services) at it's meeting held on 14 June 2011 welcomed an update from Ms. Claire Bursnoll, Environment Agency (Merseyside Authorities: Flood Liason Engineer) in relation to the Floods and Water Management Act, actions update. (Minute attached at Appendix B).

- 1.8 **The Committee agreed the following recommendations to be referred to Cabinet:-**

*RESOLVED: That:*

- (1) *Ms. Claire Bursnoll be thanked for the verbal update in relation to the Floods and Water Management Act 2010; and*
- (2) *the Overview and Scrutiny Committee (Regeneration and Environmental Services) advises The Cabinet that:-*
  - (a) *the Council is in danger of breaching the Flood and Water Management Act 2010, in that it has failed to make any real attempt to implement the provisions of the Act;*
  - (b) *there has been no genuine effort to implement the recommendations of this Committee's Working Group (2009), despite their being acclaimed at the time, and it is high time this was addressed;*

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- (c) *there is an urgent need to establish a process by which senior managers, key partners (police services, fire services and communities) and senior politicians become engaged in flood protection planning;*
- (d) *it be recognised that the Council did not fully allocate the £121,000 grant money from the new duties placed on the LLFA as a result of the Floods and Water Management Act 2010 and requests that there should be regular reconsideration of the allocation of funding;*
- (e) *there is significant risk of serious flooding in the Borough (and much recent experience thereof) and requests the Cabinet and the Council to give due consideration to the matter; and*
- (f) *in general, there needs to be a far more determined effort to implement the recommendations of Overview and Scrutiny Committee's, once they have been accepted by the Cabinet.*

1.9 Whilst the Committee understands the extreme financial pressure the Council is under, it urges Cabinet to examine the recommendations as set out in Appendix B and respond appropriately.

1.10 The Director of Built Environment comments upon the resolution from the Overview & Scrutiny Committee (Regeneration and Environmental Services) meeting on 14 June 2011 as follows:

- (1) Close working with the Environment Agency remains essential and Ms. Bursnoll's ongoing contribution to this work is welcomed.
- (2)(a) The report to Cabinet on 14 April 2011, referred to in 1.6 above, clearly identified that a decision not to allocate additional funding for the delivery of the additional duties would *"place the Council at risk of failing to discharge its duties under the Flood Risk Regulations 2009 and the Flood and Water Management Act 2010 and severely reduce the Council's ability to understand, plan and manage the risks from flooding and coastal erosion. Failure to comply with the new duties could result in infraction proceedings under the European Commission Floods Directive"*.

No statutory compliance deadlines have been missed. Additional resources have been allocated and these will need to be reviewed annually, to ensure that the future demands of the legislation are met. Government guidance on the full nature of the new responsibilities is still under development and the implications of this will also need to be monitored.

On 14 June 2011 the Overview & Scrutiny Committee (Regeneration and Environmental Services) also considered a report, *Preliminary Flood Risk Assessment-Preliminary Assessment Report*, that set out

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the timescales for delivery of some major requirements of the above legislation:

- Preliminary Flood Risk Assessments submitted to Environment Agency by 22 June 2011;
- Preliminary Flood Risk Assessments submitted to EU by 22 December 2011;
- Flood Risk and Flood Hazard Mapping submitted to EU by 22 December 2013; and
- Flood Risk Management Plans submitted to EU by 22 December 2015

The minute attached in Appendix B makes reference to a Local Strategy. It is understood that reference to Defra expecting “*progress on a Local Strategy by December 2010*” is a typing error and should say December 2011. There is currently no statutory deadline for completion of the Local Flood Risk Strategy, the strategy will be developed alongside the above and progress will be made by December 2011 as Defra expects. Sefton intends to have an approved strategy completed and in place by December 2012. It is intended that all of the issues raised by Overview & Scrutiny Committee (Regeneration and Environmental Services) will either be addressed within the Strategy or through development of the Strategy.

- (2)(b) It is understood that Overview & Scrutiny Committee (Regeneration and Environmental Services) recognised the need for additional resource in this area of work when making its recommendations to Cabinet. As indicated in 1.3 above Cabinet recognised this need, in November 2009, when resolving to consider the provision of revenue growth in drainage budgets during the 2010/11 budget process. No growth was provided for in the 2010/11 budget and this limited the resource available to progress the recommendations at that time. This has subsequently been addressed by the provision of growth in the 2011/12 budget and the process of amending the staffing establishment and recruiting to the approved additional post is underway.

Despite the absence of earlier provision of additional resource some progress has still been made against the Overview & Scrutiny Committee (Regeneration and Environmental Services) recommendations and compliance with the new legal duties, in particular, in September 2009 the Coastal Protection Team were made responsible for leading on “all-source” flooding issues, including continuing to monitor and improve understanding of the emerging new roles and duties; undertaking the Capita Technical Services Contract Client/Project Sponsor role; and liaison with the Environment Agency and other local authorities.

An update on progress against the Committee’s recommendations was provided at the Overview & Scrutiny Committee (Regeneration and Environmental Services) meeting on 8 March 2011 and is provided in

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Appendix C to this report. Further developments since March 2011 are reflected in additional notes added at the end of Appendix C.

The enhanced role of the Coastal Protection Team has now been formally recognised, following Cabinet approval in April 2011, by the re-designation of the team as the Flood and Coastal Erosion Risk Management (FCERM) Team and the inclusion of the approved additional resource. This will enable delivery of a more comprehensive approach to FCERM including leading the implementation of the new duties under the Flood Risk Regulations 2009 and the Flood and Water Management Act 2010 and delivery of the Overview & Scrutiny Committee (Regeneration and Environmental Services) recommendations.

- (2)(c) An operational officer Working Group, the *Making Space for Water Group*, has been established. This is now chaired by the FCERM Team Leader and membership includes officers from the Council's Planning and Emergency Planning services; Capita Symonds Land Drainage Team; United Utilities; and the Environment Agency. The Group is currently reviewing its terms of reference and developing terms of reference for a Strategic Group that it is envisaged would include Elected Members and senior officers. The Overview & Scrutiny Committee (Regeneration and Environmental Services) will continue to be an essential forum for engaging Elected Members in flood protection planning and where decisions are required from the Executive they will be addressed through the Cabinet Member Environmental, Cabinet Member Streetscene & Transportation, or Cabinet as appropriate.
- (2)(d) The approach proposed within the report to Cabinet on 14 April 2011 was developed within the context of the current significant reduction in Council funding and on the basis of identifying the minimum resource required with the most cost-effective deployment of that resource to deliver against the new duties and the other issues/pressures identified in that report. Regular review of the adequacy of that resource, on at least an annual basis, is essential and was explicit within the Cabinet Report. It is suggested that the annual review of resource should be considered by the Overview & Scrutiny Committee (Regeneration and Environmental Services) alongside an Annual Report of progress.
- (2)(e) Flood and coastal erosion risk management is a significant issue for Sefton, given its long coast and extensive areas of low lying land, with approximately 90% of its area reliant on pumped drainage, there is a significant risk of serious flooding in the Borough. The Council has recognised this in categorising FCERM as a "front-line" service in the recent service-prioritisation process and in allocating some additional resource despite the current significant reduction in Council funding.
- (2)(f) This is a matter for Cabinet to consider.

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## APPENDIX A

### **Original Recommendations from the Watercourse Maintenance & Flooding Working Group**

#### **1.0 General**

- 1.1 Cabinet and Chief Officers should note that since December 2008 the local authority has become the lead authority for flood risk management and all aspects and should make the appropriate arrangements in response to this new role.
- 1.2 Sefton should immediately establish a 'Sefton Flooding Group', along the lines of the successful Group now operating in Wirral. This Working Group should take forward the recommendations set out in this report.
- 1.3 Information should be made available to all residents and local businesses that sets out the contact details and areas of responsibility relating to flooding and what support flooded homeowners can expect.
- 1.4 The Council needs to ensure that their riparian ownership responsibilities are fulfilled, and seek to find ways to enforce individuals' responsibilities.
- 1.5 the Council should take on board the recommendations of the Pitt review, the Government's forthcoming flooding Bill and the actions proposed therein and take note of the comments on the Bill made by the Drainage Services Manager as part of the consultation process.
- 1.6 Cabinet be recommended to take note of the recently prepared Flood Risk Assessment.
- 1.7 the Council should take account of the financial and other implications of the forthcoming report on climate change to be submitted by the Drainage Services Manager.

#### **2. Coastal / Tidal Flood Risks**

- 2.1 Plans should be implemented to protect the area between the Coastguard Station & Hightown
- 2.2 The Council needs to discuss the repair of the "Training Bank" with interested parties

#### **3. Watercourse / Fluvial Flood Risks**

- 3.1 Within the authority's budgetary constraints the funding and development of a regular maintenance programme of the strategic watercourses across the Borough should be considered and the acceleration of the production of a definitive map of all watercourses should be investigated.
- 3.2 The Council should request the Environment Agency to install remote monitoring of water levels in the Lunt/Maghull area must be as a matter of urgency.
- 3.3 the Council should make efforts to provide assistance to residents whose properties have been subject to flooding as a result of the flooding of watercourses outside of the cartilage of their premises (for example from a neighbouring property).

- 3.4 the Council should consider introducing a policy prohibiting any further culverting of open watercourses and encouraging existing culverts to be re-opened wherever possible.
- 3.5 the Council should instigate a programme to comply with its duty to inspect and maintain watercourses where culverted under the highway, firstly by compiling a comprehensive record of all such watercourses and then implementing a regular inspection and maintenance programme thereof.

#### **4. Land and Highway Flood Risks**

- 4.1 Residents should be notified in good time when gully cleansing is due to take place so that they can avoid parking over gully drainage grates.
- 4.2 Within the authority's budgetary constraints the funding and development of a more proactive response to flooding and maintenance across the Borough should be considered.
- 4.3 there is a need to ensure the proper screening of gully drainage grates etc. when highway surfacing works are carried out.

#### **5. Pluvial or Surface Water Flood Risks**

- 5.1 The Planning Department should look at means of enforcing planning permission for hard landscaping across the Borough (for example flagging front and rear gardens).
- 5.2 The Planning Department should endeavour to ensure that a flood risk assessment is included as part of the planning application process
- 5.3 The Planning Department should consider methods of ensuring that building does not take place above existing watercourses

#### **6. Sewer or Foul Flood Risks**

- 6.1 Sefton should publicise the responsibility of individuals, and private contractors, to not to dispose of certain materials down our domestic drains
- 6.2 The council should consult with United Utilities with a view to agreeing a practical schedule of sewer replacements within the borough.
- 6.3 The working group is concerned that the budget for the maintenance of gullies has been significantly reduced to the extent that gullies are now only able to be cleaned once per year and feels that the decision in respect of this budget should be revisited.

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## Appendix B

### Extract from Minutes

Overview and Scrutiny Committee (Regeneration and Environmental Services) – 14 June 2011

#### **5. FLOODS AND WATER MANAGEMENT ACT - ACTIONS UPDATE**

The Chair, Councillor Papworth welcomed Ms. Claire Bursnoll, Environment-Agency (Merseyside Authorities: Flood Liaison Engineer) to the meeting.

Ms. Bursnoll briefed Members on how the Flood and Water Management Act (2010) came about and referred to the 92 recommendations of the Pitt Review (2008). She explained that Sir Michael Pitt had published his review after the UK Summer floods (2007).

Ms. Bursnoll updated the Committee on progress in relation to Flood Risk Management and with particular reference to:-

##### **1. The Floods and Water Management Act (FWMA)**

It was reported that following the UK Summer 2007 floods, which caused £3.2 billion of damage, lessons had been learnt that if put in place could reduce the impact of flooding in Sefton. Ms. Bursnoll referred to the following duties which had already been enacted with a direct resource implication:-

- **Local Strategy** – Defra expected progress on a Local Strategy by December 2010. It was explained that the work on the Local Strategy should follow on from the June Preliminary Flood Risk Assessment. The Local Strategy should:-
  - understand local flood risk;
  - identify and cost management solutions;
  - identify funding options;
  - understand land use planning and development function to ensure surface water is managed from new developments;
  - identify what Sefton won't do and evaluate the risks; and
  - communicate plans to the Community.
- **Duty to Investigate** – As the Lead Local Flooding Authority (LLFA), Sefton must investigate flooding incidents in its area. The results must be published.
- **Duty to maintain a register** – As the Lead Local Flooding Authority (LLFA), Sefton must establish and maintain a register of structures or features which may have an effect on flood risk in its area. Records must include information on ownership and condition.



## 2. Next Steps – Work Load for 2011

It was reported that Sefton must demonstrate that they:-

- Understand the risk;
- Plan for that risk;
- Maintain and Improve defences;
- Communicate the risk to outside bodies and communities;
- Understand their spatial awareness;
- Have Emergency Plans in place.

## 3. Concern relating to awareness at senior management level within Sefton MBC

Ms. Bursnoll reported that the key issue for Sefton was to designate Officers to have a direct responsibility to take the several duties that have been placed on the LLFA forward. She emphasised the importance of this matter as the LLFA.

## 4. Concern that not all funding assigned from central government has been made available for new duties

Ms. Bursnoll explained that the Government provided £121,000 to Sefton to carry out the new duties. It was reported that the funding was part of the Area Based Grant (local service Support Grant) and was unringfenced which meant that Sefton had secured £70,000 of the money for those new duties. It was reported that wherever possible a request to designate the relevant amount to enable Sefton to discharge their duties as the LLFA could be fulfilled.

RESOLVED: That:

- (1) Ms. Claire Bursnoll be thanked for the verbal update in relation to the Floods and Water Management Act 2010; and
- (2) the Overview and Scrutiny Committee (Regeneration and Environmental Services) advises The Cabinet that:-
  - (a) the Council is in danger of breaching the Flood and Water Management Act 2010, in that it has failed to make any real attempt to implement the provisions of the Act;
  - (b) there has been no genuine effort to implement the recommendations of this Committee's Working Group (2009), despite their being acclaimed at the time, and it is high time this was addressed;
  - (c) there is an urgent need to establish a process by which senior managers, key partners (police services, fire services and communities) and senior politicians become engaged in flood protection planning;

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- (d) it be recognised that the Council did not fully allocate the £121,000 grant money from the new duties placed on the LLFA as a result of the Floods and Water Management Act 2010 and requests that there should be regular reconsideration of the allocation of funding;
- (e) there is significant risk of serious flooding in the Borough (and much recent experience thereof) and requests the Cabinet and the Council to give due consideration to the matter; and
- (f) in general, there needs to be a far more determined effort to implement the recommendations of Overview and Scrutiny Committee's, once they have been accepted by the Cabinet.

## Appendix C

### Summary of Working Group Recommendations, Action Approved and Progress Update

The following update on progress against the Overview and Scrutiny Committee (Regeneration and Environmental Services) recommendations was provided at the Overview & Scrutiny Committee meeting on 8 March 2011. Further developments since March 2011 are reflected in additional notes that follow the table below.

No	Recommendation	Action	Update
<b>A</b>	<b>General</b>		
(i)	Cabinet and Chief Officers should note that since December 2008 the local authority has become the lead authority for flood risk management and all aspects and should make the appropriate arrangements in response to this new role.	A report of the Strategic Director Regeneration and Environmental Services was presented to the Cabinet Member Communities on 4th November 2009, concerning the combined implications for Sefton of the draft Flood and Water Bill/Pitt Review. It recommended that a 'Project Team' should be set up to report back to Members various options for implementing the new roles and responsibilities and the likely cost implications.	<p>A specific Project Team has not been established to date.</p> <p>In the interim the Coastal Protection Team have continued to monitor and improve understanding of the emerging roles and have led on all-source flooding issues, including undertaking the Capita Technical Services Contract Client/Project Sponsor role and liaison with the Environment Agency and other local authorities. Limited resources have constrained the level of activity possible.</p> <p>A better understanding now exists of the new roles and most of the duties (excluding SUDs) will be in place by 1<sup>st</sup> April 2011. Government has allocated specific funding, via non-</p>

			<p>ring-fenced ABG, for 2011/12 and 2012/13.</p> <p>A report is being prepared to update Cabinet and propose a way forward.</p>
(ii)	<p>Sefton should immediately establish a 'Sefton Flooding Group', along the lines of the successful Group now operating in Wirral. This Working Group should take forward the recommendations set out in this report.</p>	<p>A working group is being established which will be Chaired by a Chief Officer. In the first instance this will be Council Officers only who can consider in detail the composition and remit of the group.</p>	<p>The Working Group has not been established to date but discussions are underway with Clair Bursnoll, Environment Agency, to progress this issue.</p>
(iii)	<p>Information should be made available to all residents and local businesses that sets out the contact details and areas of responsibility relating to flooding and what support flooded homeowners can expect.</p>	<p>Details of how this can be progressed to be considered by working group as one of first issues. A lot of information is currently provided/available by a number of different agencies but there is a need to ensure provision of a consistent, current and user-friendly message. It is not envisaged that implementation of this action will be problematic.</p>	<p>See A(ii) above. Practical experience was gained during the urban flooding incident in Bootle during the summer of 2010 that will help inform delivery of this action.</p>

(iv)	The Council needs to make landowners aware of their riparian responsibilities in relation to watercourses which cross their land and seek to find ways to enforce action from these individuals, while ensuring that the council's own riparian ownership responsibilities are fulfilled.	Initial action is to identify and map watercourses and responsibilities which will be dependent on funding being made available next year. Following this, responsibilities need to be communicated to riparian owners as part of an awareness raising campaign. If owners are not discharging their responsibilities properly the Council and partner agencies can consider enforcement action. The Working group will establish likely cost of enforcement action with Legal Services (enforcement)  Raise with corporate communications at meeting of working group (publicity)  Links to C(i) and definitive map to identify locations and ownership.	No significant progress. See C(i) below.
(v)	the Council should take on board the recommendations of the Pitt review, the Government's forthcoming Flood and Water Bill and the actions proposed therein and take note of the comments on the Bill made by the Drainage Services Manager as part of the consultation process.	Dealt with at Recommendation (i)	See A(i) above.
(vi)	Cabinet be recommended to take note of the recently prepared Flood Risk Assessment.	Flood Risk Assessment approved by the Cabinet (Minute No. 137 1 October 2009 refers)	Action Completed.
(vii)	the Council should take account of the financial and other implications of the forthcoming	Overview and Scrutiny (Regeneration and Environmental Services) on 20th October 2009 received a report on Climate Change and Flooding, which	No budgetary growth was provided for within the 2010/11 budget.

	report on climate change to be submitted by the Drainage Services Manager.	included proposed future funding changes for the drainage function which were recommended to Cabinet. Cabinet considered this report on 25th November 2009 and referred budget implications to the 2010/11 budget process.	Current and future budgetary provision must be considered in the context of the current financial constraints and the Council's service priorities.
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**B Coastal / Tidal Flood Risks**

(i)	The existing plans developed to protect the area between the Coastguard Station & Hightown need to be brought forward and implemented as soon as practicable.	This work is underway and the Strategy Document for the length of coast from Crosby to Formby Point will be presented to Council for final approval early in 2010.	The Crosby to Formby Point Strategy is completed and the Hightown scheme is being progressed.
(ii)	The Council needs to discuss the repair of the "Training Bank" with interested parties	This issue has been discussed with the Environment Agency and will continue to be pursued within the constraints of current grant aid rules.	Following adoption of the second generation of Shoreline Management Plans, management of the Training Bank forms one of the actions detailed and will be carried forward into the Action Plan for the Council arising from the Shoreline Management Plan.

**C Watercourse / Fluvial Flood Risks**

(i)	Within the authority's budgetary constraints the funding and development of a regular maintenance programme of the strategic watercourses across the Borough should be considered and the acceleration of the production of a definitive map of all watercourses should be investigated.	The report of the Strategic Director Regeneration and Environmental Services which was presented to the Cabinet Member Communities on 4th November 2009, concerning the combined implications for Sefton of the draft Flood and Water Bill/Pitt Review, had as one of its recommendations that Members note that Overview and Scrutiny (Regeneration and Environmental Services) on 20th October 2009 received a report on Climate Change and Flooding, which included future funding changes for this service which was recommended to Cabinet. Any additional funding would be, in part, utilised to develop	The authority does not have a definitive map of its own assets or the assets of others that contribute to flood defence. This would be required before we can develop a regular risk based approach to the management of watercourses.  No budgetary growth was provided for within the 2010/11 budget.
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		strategic watercourse maintenance across the Borough. In addition, funding opportunities are being exploited through DEFRA and the Environment Agency	Current and future budgetary provision must be considered in the context of the current financial constraints and the Council's service priorities.
(ii)	The Council should request the Environment Agency to install remote monitoring of water levels in the Lunt/Maghull area as a matter of urgency.	A letter on behalf of Members has been sent to the Environment Agency and a reply is awaited.	The Environment Agency are currently undertaking hydrological studies and modeling exercises in these areas, part of these studies will include a review of remote water level monitoring locations.
(iii)	The Council should make efforts to provide assistance to residents whose properties have been subject to flooding as a result of the flooding of watercourses outside of the curtilage of their premises (for example from a neighbouring property) by way of emergency contact numbers or reporting procedures.	Links to A(iv) identify methods of communication e.g. leaflet with Council Tax Bill, local press etc, raise with corporate communications at meeting of working group. Assistance needs to be available for a wide range of potential incidents from single property flooding to a major emergency.	This action has not been completed to date. Practical experience was gained during the urban flooding incident in Bootle during the summer of 2010 that will help inform delivery of this action.  Capita, on behalf of Sefton, are in the process of applying for resilience funding that might help a limited number of properties.

(iv)	<p>The Council should consider introducing a policy prohibiting any further culverting of open watercourses.</p>	<p>The new Flooding and Water Bill places responsibility for this on Council rather than the Environment Agency in the future. There may be occasions where the Council has no control over culverting of open watercourses, e.g. permitted development for statutory undertakers. Cabinet members and Chief Officers should be advised that they should not use their permitted development rights to culvert open watercourses on land they control. However, in many cases – e.g. linked to a development proposal – planning permission will be required for culverting. The Planning &amp; Economic Regeneration Director considers that a policy limiting further culverting is best approved within the Core Strategy and subsequent local development documents. This should also require new development schemes to take appropriate opportunities to restore existing culverts to open channels. In the interim, it is proposed that the ‘Sustainability in Design’ information note be amended to say that the Council will not look favourably on further culverting. The Environment Agency has indicated that it does not support further culverting, unless for access reasons.</p>	<p>Process being put in place, likely to be reflected in a supplementary planning document (SPD) that would support an overarching flood risk policy within the core strategy.</p>
(v)	<p>The Council should instigate a programme to comply with its duty to inspect and maintain watercourses where culverted under the highway, firstly by compiling a comprehensive record of all such watercourses and then implementing a regular inspection and maintenance programme thereof</p>	<p>Funding opportunities are being exploited through DEFRA and the Environment Agency to investigate and map watercourses throughout the Borough. The total estimated cost of undertaking this work by individual catchments is in the region of £220k. this is the first step towards identifying the requirement comprehensively. This will then be fed into existing maintenance regimes and prioritised within the emerging asset management plan. On a note of caution, however, continued budget pressures for highway maintenance will impact on this</p>	<p>No significant progress.</p>



		objective being delivered.	
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**D Land and Highway Flood Risks**

(i)	Residents should be notified in good time when gully cleansing is due to take place so that they can avoid parking over gully drainage grates.	At the next monthly progress meeting the gully cleansing contractor will be requested to supply an annual programme showing, on a weekly basis, roads in which he expects to cleanse gullies.	<p>The Gully Contractor now provides an annual programme detailing the daily cleansing programmes. A weekly report is then provided of works done, problems encountered etc.</p> <p>Residents enquiring about gully cleansing can now be advised when their street is due to be done/has been done. Proactive publication on the internet will now be explored.</p>
(ii)	Within the authority's budgetary constraints the funding and development of a more proactive response to flooding and maintenance across the Borough should be considered.	Gully maintenance is now undertaken on an annual basis as opposed to twice yearly. However, an additional cleansing visits programme is being developed based on known local flooding hotspots.	Hotspots system has been instigated. Procurement of a new Gully Cleansing Contract is currently underway.

<p>(iii)</p>	<p>There is a need to ensure the proper screening of gully drainage grates etc. when highway surfacing works are carried out</p>	<p>At present the agreed process is that gullies are checked at the design stage and any that are found to be blocked are reported to the drainage team for cleaning. This is typically no longer than 68 weeks before the works start on site. They are visually assessed again at the pre-start meeting (approx 2 weeks in advance of works) and if they are still found to be blocked, are chased up with the drainage team. During the surfacing operations the standard method of working is for the planing contractor to cover the gratings with plastic bags. When surfacing materials are being laid the contractor places a tin plate over the cover before the machine passes over it and then it is removed by the operatives and the surrounding area raked smooth. On completion of surfacing, the contractor is required to remove any debris that has fallen into the gully pot, this is done by the use of a vacuum attachment on the mechanical sweeper. This is supplemented by the manual removal of debris should this be required. Capita are managing this process on behalf of the Council and have been asked to remind contractors of the need to do this properly. The supervising team will also be reminded of their obligations in checking that the work has been done. In addition to support this, it is proposed to introducing a check sheet for each scheme which will require 'signing off' at the end of the construction works to confirm that the gullies have been checked for acceptability.</p>	<p>This action has been undertaken, although some further monitoring is needed to measure effectiveness.</p> <p>The drainage team receive notifications of highway surfacing works and carry out pre and post work checks on gulleys.</p>
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**E Pluvial or Surface Water Flood Risks**

(i)	The Planning Department should look at means of enforcing planning permission for hard landscaping across the Borough (for example flagging front and rear gardens).	Noted that Planning permission is now required for most hardsurfacing of front gardens or driveways. Levels of public awareness and acceptance of this requirement are high. The hardsurfacing of rear of gardens is permitted development. Where Surface Water Management Plans provide the evidence to justify this in the future, options such as the removal of these permitted development rights can be considered for particular areas of Sefton. This would mean that planning permission would be required for hardsurfacing in rear gardens as well.	Process being put in place, likely to be reflected in a supplementary planning document (SPD) that would support an overarching flood risk policy within the core strategy.
(ii)	The Planning Department should endeavour to ensure that a flood risk assessment is included as part of the planning application process	Site flood risk assessments as part of the planning application process are already a requirement in areas where there is an identified flood risk, e.g. for all development adjacent to brooks, ditches or canals, and for all development on sites of over 1.0 hectare within Flood Zone 1 and all development within Flood Zones 2 and 3 (in line with national planning policy in PPS25) or on sites identified as requiring a site specific Flood Risk Assessment in Sefton's Strategic Flood Risk Assessment, local plans or planning guidance.	This action is being delivered.

(iii)	The Planning Department should consider methods of ensuring that building does not take place above existing watercourses	The Council will continue to take this approach where it is aware of the watercourse (or culvert). For sites which include or are next to a Main River watercourse, the prior written consent of the Environment Agency is also required for any proposed works, buildings, fences, pipelines or other structures or tree or shrub planting in, under, over or within 8 metres of the top of the bank/retaining wall of the Main River watercourse. The Director of Planning and Economic Regeneration considers that a planning policy limiting development immediately above or adjacent to existing watercourses is best approved within the Core Strategy, which is currently being prepared, and subsequent local development documents. A policy should also require new development schemes to take appropriate opportunities to restore existing culverts to open channels. In the interim, it is proposed that the 'Sustainability in Design' information note be amended to say that the Council will not look favorably on building above existing watercourses.	Process being put in place, likely to be reflected in a supplementary planning document (SPD) that would support an overarching flood risk policy within the core strategy.
<b>F Sewer or Foul Flood Risks</b>			
(i)	Sefton should publicise the responsibility of individuals, and private contractors, not to dispose of certain materials down our domestic drains	Officers from the Corporate Communications Team to be invited to a working group meeting to discuss available publicity options. This will need to be in conjunction with United Utilities who are responsible for the sewerage system.	No significant progress.

(ii)	The council should consult with United Utilities with a view to agreeing a practical schedule of sewer replacements within the borough	Joint working with United Utilities, as part of the development of surface water management plans and flood risk identification will identify opportunities where sewer replacements will have combined benefits. However, United Utilities funding opportunities are tied into their 5 year plan with OFWAT	Position remains the same.
(iii)	The working group is concerned that the budget for the maintenance of gullies has been significantly reduced to the extent that gullies are now only able to be cleaned once per year and feels that the decision in respect of this budget should be revisited.	Overview and Scrutiny (Regeneration and Environmental Services) on 20th October 2009 received a report on Climate Change and Flooding, which included proposed future funding changes for the drainage function which was recommended to Cabinet. Any increase in the gully cleansing budget allocation would enable a return to twice yearly gully cleansing.	No budgetary growth was provided for within the 2010/11 budget.  Current and future budgetary provision must be considered in the context of the current financial constraints and the Council's service priorities.

#### Further Developments Since 8 March 2011

- A(iii) A review of information on the website is underway, pages will be updated with a coordinated message for all sources of flooding
- A(iv) To increase awareness amongst landowners of their riparian responsibilities in relation to watercourses which cross their land, draft leaflet(s) raising addressing risk and responsibilities for residents in the Formby area are due to be completed and submitted to O&S Committee (E&R) on 2 August 2011 for their consideration.
- B(i) Birse Coastal have been appointed as contractor for Hightown Scheme, which has also been approved by Planning Committee for delegation to Officers. On 23 June 2011 Cabinet approved entering into contract with Birse Coastal for the delivery of the scheme with a target cost of no greater than £1.15m being included in the Capital Programme. Work is due to commence later this summer.
- C(i) With regard to the development of strategic watercourse maintenance across the Borough, a programme is being developed with Capita to create a register of assets within Sefton from existing information. It is estimated that this will be substantially

completed by December 2011. This process will identify areas that will require additional investigation, these will be prioritised to investigate areas likely to be at higher risk and achievable within budgets

- C(iii) Capita applied, on behalf of Sefton, for resilience funding to help progress this issue for a limited number of properties. Unfortunately we have recently been advised that that application was unsuccessful. Further applications will be submitted when the next opportunity arises.
- C(v) In connection with the duty to inspect and maintain watercourses where culverted under the highway, the Formby “Ditch Management Programme” is due to start at the end July/early August.
- D(ii) On 26 May 2011 Cabinet approved the award of new Highways and Drainage Maintenance Contracts, including the award of the Gully Cleansing Contract to Graysons H & E Services, Formby.

# Agenda Item 6

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<b>Report to:</b> Cabinet Council	<b>Date of Meeting:</b> 21 <sup>st</sup> July 2011 1 <sup>st</sup> September 2011
<b>Subject:</b> Local Sustainable Transport Fund	
<b>Report of:</b> Director of Built Environment	<b>Wards Affected:</b> All
<b>Is this a Key Decision?</b> Yes	<b>Is it included in the Forward Plan?</b> No
<b>Exempt/Confidential</b>	No

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## Purpose/Summary

To advise the Cabinet of the success of bids into the Local Sustainable Transport Fund and to seek authority to begin to commit the funds

## Recommendation(s)

It is recommended that:-

Cabinet:

- (i) note the successful bids;
- (ii) recommend the Council to approve the inclusion of £575,000 in the Capital Programme, phased as indicated in paragraph 3.2
- (iii) authorise officers to commence commitment of the funds; and
- (iv) approve the establishment of Sefton Council as the lead Accountable Authority for the Project subject to agreement with West Lancashire Council; and
- (v) note that the proposal was a Key Decision which, unfortunately, had not been included in the Council's Forward Plan of Key Decisions because at the time of the Forward Plan it was not known if the bid was going to be successful and the announcement was not made until 5<sup>th</sup> July 2011. Consequently, the Chair of the Overview and Scrutiny Committee (Regeneration and Environmental Services) has been consulted under Rule 15 of the Access to Information Procedure Rules of the Constitution, to the decision being made by 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 delivery of the project needs to commence at the earliest opportunity.

Council approve the inclusion of £575,000 in the Capital Programme, phased as indicated in paragraph 3.2

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## How does the decision contribute to the Council's Corporate Objectives?

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

### Reasons for the Recommendation:

To allow the funds to be committed to commence delivery of the bid and ensure the required spend is made in the current financial year.

### What will it cost and how will it be financed?

#### (A) Revenue Costs

£975,000 of grant available over the four years of the fund (until 31 March 2015), including £190,000 in 2011/12

#### (B) Capital Costs

£575,000 of grant available over the four years of the fund, including £80,000 in 2011/12

All funds will be met by the Department for Transport through the Local Sustainable Transport Fund



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## Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

<b>Legal</b>	None
<b>Human Resources</b>	None
<b>Equality</b>	
1. No Equality Implication	<input checked="" type="checkbox"/>
2. Equality Implications identified and mitigated	<input type="checkbox"/>
3. Equality Implication identified and risk remains	<input type="checkbox"/>

## Impact on Service Delivery:

None

## What consultations have taken place on the proposals and when?

The Head of Corporate Finance & ICT (FD 861/2011) has been consulted and her comments have been incorporated into this report.

Head of Corporate Legal Services (LD 219/11) has been consulted and any comments have been incorporated into the report.

## Are there any other options available for consideration?

No

## Implementation Date for the Decision

Following the expiry of the "call-in" period for the Minutes of the Cabinet Meeting

**Contact Officer:** Dave Marrin  
**Tel:** 0151 934 4295  
**Email:** dave.marrin@sefton.gov.uk

## Background Papers:

Local Sustainable Transport Fund application form

# Agenda Item 6

## Introduction

- 1.1 At the meeting of the Cabinet held on 14<sup>th</sup> April 2011, Members approved the progression of bids for inclusion in the Local Sustainable Transport Fund (LSTF) in partnership with the Merseyside Integrated Transport Authority (ITA) and West Lancashire District / Lancashire County Councils.

## 2.0 The Bids

### 2.1 The Merseyside Bid

- 2.1.1 The Merseyside project submitted by Merseytravel was for £4.877m, to be used across Merseyside to support sustainable access to employment. This project is a key component of a larger £27m bid being considered by the Government for a decision later this year. The Merseyside key component project focuses on working with employers to develop workplace travel plans and active workforce initiatives, providing travel advice and supporting travel to employment and training and also improving facilities for walking and cycling.
- 2.1.2 Sefton will receive £725,000 from the Merseyside project to work with local businesses in addressing transport issues, to continue the work of the neighbourhood travel team in providing travel information and practical assistance to help people get to jobs, interviews or training and to improve accessibility for pedestrians and cyclist to key employment locations.
- 2.1.3 The bid has been approved in full and will be administered by Merseytravel as the lead Authority. The Merseyside Bid is not considered as part of this report and will be subject to a further report to a future meeting of the Cabinet.

### 2.2 The Sefton / West Lancashire Visitor Economy Project Bid.

- 2.2.1 This project covers an area along the Sefton Coast from Waterloo to Southport and inland incorporating western parts of West Lancashire including Ormskirk and Burscough. The project will promote and develop opportunities for enjoying the area by sustainable transport and by promoting walking and cycling as attractions in themselves. It will benefit the local economy by improving the visitor experience, extending the time visitors spend in the area, attracting new visitors and providing new leisure experiences for local residents, as well as reducing carbon emissions from leisure and tourism related travel.
- 2.2.2 The project includes specific support for the expansion of the Southport cycle hire scheme; Seasonal re-opening of the Kew park and ride site in Southport; developing and promoting the visitor offer throughout the area; improving facilities for pedestrians and cyclists at key locations; and developing new and improved leisure routes and facilities. The project will be very much a partnership between the Councils, both local Primary Care Trusts, Sefton CVS, West Lancs CVS working together with local leisure and tourism businesses. It has been supported by both Merseytravel and Lancashire County Council.
- 2.2.3 Sefton's joint bid with West Lancashire to support and promote the visitor economy of the area has been granted £1.55m out of the original bid of £1.71m. The part of the bid which was unsuccessful was for a total of £160,000, to develop a low carbon travel and tourism education package.

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## 3.0 The Sefton / West Lancashire Visitor Economy Project

3.1 The project has secured a total of £1.55m with a further £1.485m being identified in local contributions through Local Transport Plan capital contributions; Sustrans Connect 2 funding; developer contributions; Merseyrail contribution to cycle hire operation; income from Park & Ride; Heritage Lottery Fund; staff time and input from partner organisations (e.g. PCTs, CVS) either directly or in kind. Private sector participants in the project (e.g. hotels, visitor attractions, leisure companies etc.) will also be encouraged to contribute to the project, either directly or in kind.

3.2 The package costs are summarised below.

Southport cycle hire	£k	2011-12	2012-13	2013-14	2014-15	Total
	Revenue	45	45	40	40	<b>170</b>
	Capital					
Southport Eastern Park and Ride	£k	2011-12	2012-13	2013-14	2014-15	Total
	Revenue	75	90	90	90	<b>345</b>
	Capital					
Developing and promoting the visitor offer	£k	2011-12	2012-13	2013-14	2014-15	Total
	Revenue	70	140	130	120	<b>460</b>
	Capital					
Improved facilities for walking and cycling	£k	2011-12	2012-13	2013-14	2014-15	Total
	Revenue					
	Capital	10	35	35	35	<b>115</b>
Leisure routes and facilities	£k	2011-12	2012-13	2013-14	2014-15	Total
	Revenue					
	Capital	70	170	120	100	<b>460</b>
<b>GRAND TOTAL</b>		<b>270</b>	<b>480</b>	<b>415</b>	<b>385</b>	<b>1550</b>

3.3 Members will note that there is significant spend profiled for 2011/12 and in order to deliver the aims of the project and meet this spend it is necessary to commence committing funds at the earliest opportunity.

3.4 In view of the above the Cabinet is requested to authorise officers, in liaison with colleagues in West Lancashire, to commence commitment of the funds identified for 2011/12. Details of these commitments will be subject to further subsequent reports to the Cabinet Member – Street Scene and Transportation.

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- 3.5 It is suggested that Sefton be the lead accountable authority for the project, a formal agreement between the Authorities will be pursued by Officers of Sefton Council working with Officers of West Lancashire District Council with a view to assessing any risks involved. It is considered that the risks involved are minimal as a large proportion of the funding for the project is revenue and will be spent mainly within Sefton (Cycle Hire and Park & Ride) The principal resource in West Lancashire will be staff resources via a post funded through the project and hosted by Sefton Council. A small amount of Capital fund will be expended in West Lancashire and that will be subject to close control through the governance arrangement to be agreed with West Lancashire.
- 3.6 The letter confirming the offer of the grant is attached for Members information.

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## Department for **Transport**

Dave Marrin  
Traffic Services Manager  
Sefton Council  
(via email)

Jessica Matthew  
Deputy Director Sustainable Travel  
Department for Transport  
2/15 Great Minster House  
76 Marsham Street  
London  
SW1P 4DR  
Direct Line: 020 7944 4749  
lstf@dft.gsi.gov.uk

Web Site: [www.dft.gov.uk](http://www.dft.gov.uk)

8 July 2011

Dear Mr Marrin,

### **Sefton & West Lancashire Visitor Economy Project**

Thank you for your tranche 1 bid to the Local Sustainable Transport Fund, submitted in April. This letter is to inform you that Ministers have decided not to fund the bid in full, but instead agreed to fund defined elements of your bid as set out below. We received a very healthy response to the Fund and a large number of bids which Ministers fully considered before arriving at their decisions.

Your bid was generally considered to comprise a coherent package of mutually supporting measures and provided clear evidence of the benefits for the local economy. However, Ministers have decided not to fund the “low carbon travel and tourism education” package as they did not feel that it sufficiently addressed the strategic objectives of the Fund. The Department would be happy to provide further feedback and advice. Please contact Richard Mace in the first instance ([richard.mace@dft.gsi.gov.uk](mailto:richard.mace@dft.gsi.gov.uk) ; 020 7944 6647).

The Department’s funding contribution to the project will be paid as resource and capital grant as follows:

	£m	Revenue	Capital	Total
<b>2011/12</b>		0.190	0.080	0.270
<b>2012/13</b>		0.275	0.205	0.480
<b>2013/14</b>		0.260	0.155	0.415
<b>2014/15</b>		0.250	0.135	0.385
<b>Total</b>		0.975	0.575	1.550

There will be no opportunity to carry forward any unspent funds into subsequent financial years. In order to manage funding levels nationally, we would be open to any requests to bring forward expenditure from 2012/13 into 2011/12. Please contact Richard Mace should you wish to do so.

We will write to you shortly with a formal offer of grant under Section 31 of the Local Government Act 2003. The letter will include the full terms and conditions under which the grant is to be provided. These conditions will include accepting full financial responsibility for the project going forward and a commitment to submitting quarterly reports to the Department on progress and expenditure. You will be asked to confirm these conditions in writing.

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Thank you for taking the time to develop your bid to the Fund. My team and I look forward to working with you and we wish you every success in implementing the project and realising the benefits for your local communities.

Yours sincerely,

A handwritten signature in cursive script that reads "J. Matthew".

**Jessica Matthew**