

MEETING: CABINET  
DATE: Thursday 18th July, 2013  
TIME: 10.00 am  
VENUE: Town Hall, Southport

**Member**

Councillor

Councillor P. Dowd (Chair)  
Councillor Cummins  
Councillor Fairclough  
Councillor Hardy  
Councillor Maher  
Councillor Moncur  
Councillor Tweed

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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.**

We endeavour to provide a reasonable number of full agendas, including reports at the meeting. If you wish to ensure that you have a copy to refer to at the meeting, please can you print off your own copy of the agenda pack prior to the meeting.

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# A G E N D A

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 are requested to give notice of any disclosable pecuniary interest, which is not already included in their Register of Members' Interests and the nature of that interest, relating to any item on the agenda in accordance with the Members Code of Conduct, before leaving the meeting room during the discussion on that particular item.		
3.	<b>Minutes of Previous Meeting</b> Minutes of the meeting held on 20 June 2013	All Wards	(Pages 5 - 12)
4.	<b>Library Review - Assessment of Alternative Community Proposals</b> Report of the Director of Older People	All Wards	(Pages 13 - 24)
5.	<b>Proposal to review the option of a Combined Authority for the Liverpool City Region</b> Report of the Chief Executive	All Wards	(Pages 25 - 30)
6.	<b>2013/14 Budget Update</b> Report of the Head of Corporate Finance and ICT	All Wards	(Pages 31 - 42)
7.	<b>Capital Allocations 2013/14</b> Report of the Head of Corporate Finance and ICT	All Wards	(Pages 43 - 50)
* 8.	<b>Adult Substance Misuse Treatment Service - Award of Contract</b> Report of the Director of Public Health	All Wards	(Pages 51 - 56)
* 9.	<b>Welfare Reform Update</b> Report of the Cabinet Members Welfare Reform Reference Group	All Wards	(Pages 57 - 72)

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**THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON THURSDAY 4 JULY 2013. MINUTE NO's 11, 12, 14, 15 AND 17 ARE NOT SUBJECT TO "CALL-IN".**

## **CABINET**

### **MEETING HELD AT THE TOWN HALL, BOOTLE ON THURSDAY 20TH JUNE, 2013**

**PRESENT:** Councillor P. Dowd (in the Chair)  
Councillors Cummins, Fairclough, Hardy, Maher,  
Moncur and Tweed

**ALSO PRESENT:** Councillors Tonkiss and Weavers

#### **8. APOLOGIES FOR ABSENCE**

No apologies for absence were received

#### **9. DECLARATIONS OF INTEREST**

No declarations of interest were received.

#### **10. MINUTES OF PREVIOUS MEETING**

##### **Decision Made:**

That the minutes of the Cabinet meeting held on 23 May 2013 be confirmed as a correct record.

#### **11. LOCAL PLAN FOR SEFTON - PREFERRED OPTION DOCUMENT**

The Cabinet heard representations from Mrs B. Porter on behalf of a deputation who had submitted a petition containing the signatures of 26 residents of the Borough, which related to the proposed Local Plan for Sefton and stated:

"We the undersigned support the proposal by the Ainsdale Community Wildlife Trust (A.C.W.T.) to re-establish and extend the sand dune conservation area into the green belt presently occupied by the former Ainsdale Hope High School playing field, to protect it for the future and to enable use by the Ainsdale community at large."

Further to Minute No. 16 of the meeting of the Planning Committee held on 12 June 2013, the Cabinet then considered the report of the Director of Built Environment which presented the Preferred Option Document, a key

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stage in the preparation of Sefton's Local Plan. The Document set out the issues and challenges facing Sefton, which included:

- a vision for Sefton's planning ahead to 2030;
- a strategy for how Sefton's housing, business and other development needs can be met;
- a 'preferred' option indicating where those needs might be met including detailed site allocations;
- details of other options which have been considered and discounted;
- development management policies to help guide development and provide a policy framework for making decisions on planning applications; and
- details of the 12 week consultation arrangements.

This was a corporate strategy document which was being developed within the statutory planning framework. The Preferred Option Document was a key stage in the process of adopting a Local Plan, which would in due course replace the Unitary Development Plan.

The Director of Built Environment circulated an addendum note to the report which set out two minor updates to the Preferred Option document.

Members of the Cabinet raised questions on the following issues referred to in the report and officers responded to the Issues as indicated below:

Councillor Fairclough enquired whether all of the available brown field sites were been made available for housing development.

Response:

The Director of Built Environment confirmed that a comprehensive exercise, including a strategic housing land availability assessment and two 'calls for sites' had ensured that all of the available brown field sites were included in the land supply as set out in the Preferred Option Document.

Councillor Cummins sought clarification on the amount of greenbelt land which would be utilised under the Preferred Option Document for development purposes.

Response:

The Director of Built Environment indicated that based on the supply of 510 units per year until 2030, 3.2% of the available greenbelt land in the Borough would be used for development purposes under Option 2 in the Preferred Option Document. The requirement for 510 net additional units per year would be reviewed during 2014 when new population and household information data is due to be released.

Councillor Moncur enquired about the life span of the Local Plan.

Response:

The Director of Built Environment indicated that the Local Plan would

operate for 15 years from the adoption of the Plan but that the housing requirement took account of need from the revocation of the North West Regional Spatial Strategy in 2013 and the backlog of housing supply for the current plan period.

Councillor Hardy enquired how long the New Homes Bonus Scheme would continue.

Response:

The Director of Built Environment indicated that the scheme could end at any time but reiterated that the predominating factor in the Local Plan would be to meet housing need within the Borough and not maximise New Homes Bonus. He added that significant New Homes Bonus had also been secured by bringing vacant homes back into use rather than new development.

Councillor P. Dowd commented that there was a view that the Council was selling off its available land for a large capital receipt and enquired if this was the case.

Response:

The Director of Built Environment indicated that there was little land within the proposed land supply under option 2 which was in the Council's ownership.

Councillor Tweed enquired how the Council would enforce any proposals for affordable housing to be provided to meet the growing housing need within the Borough.

Response:

The Director of Built Environment indicated that policies were contained in the Preferred Option Document and in local agreed policies for the provision of 30% affordable housing on developments which had 15 or more units. The majority of 'Affordable' Housing would be in the form of social rented accommodation or let at the Governments 'affordable' rented level of 80% of market rents. Shared ownership would account for the remainder, allowing people on to the housing ladder with a share of a property, 'ramping' up to 100% as disposable income increases.

Councillor Maher commented that while the focus of public concern was around green belt issues, there were other very positive policies in the Preferred Option Document including those relating to 'fast food' outlet exclusion zones around local schools to protect young people. He asked officers to ensure that those wider issues were communicated.

Councillor P. Dowd enquired about the arrangements for consultation on the Preferred Option Document

Response:

The Director of Built Environment indicated that the Council would be holding a 12 week consultation period commencing on 8 July 2013 and the

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responses to the Preferred Option Document would be reported to the Planning Committee and Cabinet in due course for consideration. The Consultation arrangements had been approved by the Public Consultation and Engagement Panel and included a media campaign, mail drops to community groups in liaison with colleagues in the youth, health and housing services and various consultation events throughout the Borough

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

## **Decision Made:**

That:

- (1) the petition be noted and taken into account during the consideration of responses to the consultation on the Preferred Option Document;
- (2) the Council be recommended to:
  - (i) approve for consultation, the further evidence which supports the Preferred Option Document, as outlined in Section 18 of the report;
  - (ii) approve the approach to consultation on the Preferred Option Document, as outlined in Section 20 of the report;
  - (iii) approve the Preferred Option Document for consultation, including a correction to the land proposed for development, south east of Hightown, as set out in Section 19 and the plan attached to the report; and the amendments set out in the addendum note to the report; and
  - (iv) grant delegated powers to the Head of Planning Services to make minor editorial changes to the Document before it is published, as referred to in section 20.7 of the report.

## **Reasons for Decision:**

To enable the Preferred Option Document and supporting evidence to be available for public consultation.

## **Alternative Options Considered and Rejected:**

The report set out three options which included different levels of development and growth and it recommended a Preferred Option.

The Council was required to prepare and adopt a Local Plan. It would be necessary to have the Local Plan formally examined by a planning inspector. The Local Plan must meet statutory planning requirements and



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would be assessed for 'soundness'. The Preferred Option presented in the report is considered to be the most appropriate option for Sefton when considering these various requirements.

## **12. MERSEYSIDE AND HALTON JOINT WASTE LOCAL PLAN - ADOPTION OF PLAN**

Further to Minute No. 18 of the meeting of the Planning Committee held on 12 June 2013, the Cabinet considered the report of the Director of Built Environment on the proposed adoption of the Merseyside and Halton Joint Waste Local Plan following a public consultation on the proposed modifications to the Waste Local Plan, which was undertaken between November 2012 and January 2013.

The report explained that all local authorities were required to prepare a Local Plan that provided a policy framework and land allocations for a new waste management infrastructure to meet the identified needs of each Council. The report was in addition to the Local Plan which is referred to in Minute No. 11 above.

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

### **Decision Made:**

That:

- (1) the results of the public consultation on the proposed modifications to the Merseyside and Halton Joint Waste Local Plan, which was undertaken between November 2012 and January 2013, be noted;
- (2) it be noted that the report from the Planning Inspector concluded that, subject to the proposed modifications, the Plan "meets the criteria for soundness in the National Planning Policy Framework" and "provides an appropriate basis for waste planning for Merseyside and Halton over the next 15 years";
- (3) it be noted that several of the Sefton Unitary Development Plan 'saved' policies would be replaced by Waste Local Plan policies including the site allocations; and
- (4) the Council be recommended to adopt the Merseyside and Halton Joint Waste Local Plan as part of the statutory development plan.

### **Reasons for Decision:**

To ensure the Joint Waste Local Plan becomes part of the statutory planning framework, within which, it would be possible to assess proposals for new waste energy infrastructure in Sefton.

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## **Alternative Options Considered and Rejected:**

No. All local authorities are required to have a Plan of this kind.

## **13. COMMUNITY SUPPORT FUND AND CAPITAL PRIORITIES FUND**

Further to Minute No. 97 of the meeting held on 31 January 2013 and Minute No. 142 (3) of the meeting held on 25 April 2013, the Cabinet considered the report of the Director of Corporate Services on the proposed purpose and priorities for the use of the Community Support Fund and the Capital Priorities Fund, and the governance structure for decision making on the utilisation of the financial resources available.

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

## **Decision Made:**

That:

- (1) the purpose of the funds as set out in paragraphs 2.1 - 2.3 of the report be approved;
- (2) approval be given to the delegation of decision making on the: Community Support Fund to the Cabinet Member - Communities and Environment and on the Cabinet Priorities Fund to the Cabinet Member - Regeneration and Tourism; and
- (3) all decisions to be made in consultation with the relevant Cabinet Member portfolio holder and any comments arising from the consultation be included in the reports to the Cabinet Members referred to in Resolution (2) above.

## **Reasons for Decision:**

To enable the Council to achieve its budget reduction targets, but enable alternative methods of service delivery to be explored at no future cost to the Council and to further advance the delivery of priorities determined by the Council

## **Alternative Options Considered and Rejected:**

One option would be to not have these funds in place but this would limit the development of priorities and alternative methods of delivery and potentially prevent new ideas being explored.

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## **14. VEHICLE MAINTENANCE STORES OPERATION SPARE PARTS PROCUREMENT UPDATE**

Further to Minute No. 115 of the meeting held on 14 February 2013, the Cabinet considered the report of the Director of Street regarding the previous decision to outsource the operation of the vehicle maintenance stores and make arrangements for the procurement of spare parts necessary to maintain the Council's vehicle fleet; and the revised proposals for the operation of the stores to remain in-house, and for discounted parts to be sourced from a range of suppliers as opposed to a single source.

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

### **Decision Made:**

That the report be referred to Cabinet Member – Transportation to enable clarification to be sought on issues raised in the report and the Cabinet Member be given delegated powers to take the final decision on the report.

### **Reasons for Decision:**

To enable the Cabinet Member to seek further clarification on issues in the report prior to a decision been taken under delegated powers.

### **Alternative Options Considered and Rejected:**

None

## **15. TRAFFIC SIGNAL MAINTENANCE CONTRACT - TENDER AWARD**

The Cabinet considered the report of the Director of Built Environment on proposals to award a new term service contract for traffic signal maintenance.

### **Decision Made:**

That the report be referred to Cabinet Member – Transportation to enable clarification to be sought on issues raised in the report and the Cabinet Member be given delegated powers to take the final decision on the report.

### **Reasons for Decision:**

To enable the Cabinet Member to seek further clarification on issues in the report prior to a decision been taken under delegated powers.

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## **Alternative Options Considered and Rejected:**

None

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

### **Decision Made:**

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 they 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 favoured exclusion of the information from the press and public.

## **17. TRAFFIC SIGNAL MAINTENANCE CONTRACT - TENDER AWARD - PART 2**

Further to Minute No. 15 above, the Cabinet considered a report by the Director of Built Environment which provided details of the quality and financial assessment of the tenders submitted for the term service contract for traffic signal maintenance.

### **Decision Made:**

That the report be referred to Cabinet Member – Transportation to enable clarification to be sought on issues raised in the report and the Cabinet Member be given delegated powers to take the final decision on the report.

### **Reasons for Decision:**

To enable the Cabinet Member to seek further clarification on issues in the report prior to a decision been taken under delegated powers.

## **Alternative Options Considered and Rejected:**

None

# Agenda Item 4

**Report to:** Cabinet

**Date of meeting:** 18<sup>th</sup> July 2013

**Subject:** Library Review – Assessment of Alternative Community Proposals

**Report of:** Director of Older People

**Wards Affected:** All

**Is this a Key Decision?** No

**Is it included in the Forward Plan?** No

**Exempt/Confidential** No

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## **Report Summary**

On 23<sup>rd</sup> May 2013, Cabinet agreed to the Strategic and Implementation Plan for the library review, and requested that a report be brought back to this meeting for consideration on the Alternative Community proposals for libraries.

This report provides Officers' assessment of the Community proposals received to date for Cabinet to consider.

The report is arranged in a number of sections and annexes as indicated below:

	<b>Section</b>	<b>Annex</b>
Background	1	
Assessment Criteria	2	
The Assessment Gateway	3	A
Assessment of Community proposals	4	
Consultation with the Trade Unions	5	
Update on other Library Review issues	6	

## **Recommendations**

That :

- 1) The Officers' assessment of the Community proposals at the first gateway be approved, and the proposals submitted by the ABC group and Birkdale Library Action group (paragraph 4) be rejected;
- 2) The Sefton CVS and Aintree Library Action Group proposals pass the first gateway and Officers be authorised to carry out an in depth assessment of those proposals;
- 3) Any future decisions relating to the Sefton CVS and Aintree Library Action Group proposals be delegated to the Cabinet Member - Children's, Schools, Families and Leisure;
- 4) The consideration of any new proposals that may come forward be delegated to the Cabinet Member - Children's, Schools, Families and Leisure provided that such new proposals come forward at least two months before the proposed date of closure of the library in question;
- 5) The receipt of a nomination under the Community Right to Bid provisions of the Localism Act 2011 in respect of Carnegie Library in Crosby be noted; and

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- 6) Community groups/organisations be thanked for their efforts in submitting community proposals for the libraries and that the hard work and commitment made by them is recognised.

## 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		√	

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

### (A) Revenue Costs.

This report provides an assessment of proposals for the operation of community run libraries; as such, there are no financial implications of this report. The criteria as set out in the report, assumes that there will not be any additional ongoing revenue support to any community run library.

### (B) Capital Costs.

#### Implications:

None as a result of this report

#### Legal -

Under Section 7 of the Public Libraries and Museums Act 1964, Library authorities [i.e. local authorities who exercise Library functions] have a statutory duty to provide a "*comprehensive and efficient*" Library service for all persons desiring to make use thereof. Under Section 1 of that Act, the Secretary of State has a duty to secure the proper discharge by local authorities of their functions in relation to libraries. In addition, the provisions of the Equality Act 2010 must be taken into consideration in relation to the way in which an authority plans and delivers Library services. In particular, an authority must comply with the Public Sector Equality Duty to eliminate discrimination and advance equality of opportunity in accordance with Section 149 of the Equality Act 2010, the full text of which can be found at:

<http://www.legislation.gov.uk/ukpga/2010/15/section/149>.

Cabinet has agreed the definition for a comprehensive and efficient library service in relation to Sefton which is set out in Cabinet reports of 11<sup>th</sup> October 2012 and 14<sup>th</sup> February 2013.

If the Council decides to allow the Community to operate Community run libraries, these will not form part of the Council's statutory library function, and as such will sit outside of the statutory framework.

## **Human Resources –**

There are no HR issues arising directly from this report

## **Equality –**

The framework of the remaining library provision meets the Equality Act 2010 requirements. Any additional library facilities will be a welcomed addition.

## **Impact on Service Delivery:**

This report deals with the Community proposals to run alternative library services and the assessment of these proposals. There is no further impact on the Council's service delivery, as these were assessed as part of the Equalities Analysis Report contained in the report to Cabinet 14<sup>th</sup> February 2013.

## **Reasons for the Recommendations**

The Council will need to make a decision on whether to accept the Community proposals for the provision of alternative library services.

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

Consultation has taken place across Departments to enable the assessment of the Community proposals. A number of discussions, meetings, email correspondence and support have been given to the Community groups, since the original decision was made by budget Council on 28<sup>th</sup> February 2013.

As part of the Council's internal consultation process the views of the recognised Trade Unions have been sought on the proposals put forward by the Community groups.

The Head of Corporate Finance & ICT (FD 2376) and Head of Corporate Legal Services (LD1691) have been consulted and any comments have been incorporated into the report.

## **Are there any other options available for consideration?**

The Council at its meeting on 28<sup>th</sup> February 2013 stated that it would consider proposals from Community groups/organisations to run alternative library services. This report sets out the community proposals received to date, and Officers' assessment of their viability.

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## **Implementation Date for the Decision**

Immediately, following the call-in period, following the publication of the minutes

## **Contact Officers:**

Steve Deakin, Head of Health & Wellbeing

Tel: 0151 934 2372

Email: [steve.deakin@sefton.gov.uk](mailto:steve.deakin@sefton.gov.uk)

## **Relevant reports**

Overview and Scrutiny (Regeneration and Environmental Services) Report 13<sup>th</sup> April 2010:

<http://modgov.sefton.gov.uk/moderngov/documents/s9204/Libraries%20Final%20Report.pdf>

Cabinet Report 16<sup>th</sup> February 2012:

<http://modgov.sefton.gov.uk/moderngov/documents/s37234/Transformation%20Programme%202011%202014.pdf>

Cabinet Report 11<sup>th</sup> October 2012:

<http://modgov.sefton.gov.uk/moderngov/documents/s42139/Review%20of%20Library%20Services%20Final%20Report.pdf>

Overview and Scrutiny (Regeneration and Environmental Services) 1<sup>st</sup> November 2012:

<http://modgov.sefton.gov.uk/moderngov/documents/s44512/Overview%20and%20Scrutiny%20Committee%20Regeneration%20and%20Environmental%20Services%201%20November%202012.pdf>

Cabinet Report 14<sup>th</sup> February 2013:

<http://modgov.sefton.gov.uk/moderngov/documents/s44513/Transformation%20Programme%20Revenue%20Budget.pdf>

<http://modgov.sefton.gov.uk/moderngov/documents/s44529/Review%20of%20Library%20Services%20v1%200%20Final.pdf>

Cabinet Report and Council report 28<sup>th</sup> February 2013:

<http://modgov.sefton.gov.uk/moderngov/documents/s44841/Two%20Year%20Financial%20Plan%20Revenue%20Budget%2013-14.pdf>

Cabinet Report 23<sup>rd</sup> May 2013

<http://modgov.sefton.gov.uk/moderngov/documents/s46541/Libraries%20Report.pdf>

Cabinet Member (Children's, Schools, Families and Leisure) Report 25<sup>th</sup> June 2013

<http://modgov.sefton.gov.uk/moderngov/documents/s47327/Alternative%20Library%20Proposals%20Assessment%20Criteria%20-June%202013.pdf>



## **Background Documents**

### ABC Library Group proposals

ABC Business Plan 090513

ABC LG Appendix A SMBC Libraries May 2013

### Aintree Library Action Group proposals

Aintree Expression of Interest June 2013

Aintree Library Indicative Costs

Aintree Maintenance Management Report

### Birkdale Library Action Group proposals

BLAG Business Plan 2013-15

BLAG Business Plan Costs

### Sefton CVS proposals

CVS – Birkdale Library Proposal Costings Version 18042013

CVS – Birkdale Library supporting information 300513

CVS Birkdale Appendix One

These background documents can be accessed via the Council's website at:

<http://modgov.sefton.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13457&path=0>

# Agenda Item 4

## **1. Background**

- 1.1 On 23<sup>rd</sup> May 2013 a report was considered and approved by Cabinet on the implementation plan for library closures. This report also identified that a number of community groups had submitted alternative proposals to run library services in locations where closure has been agreed. The Leader of the Council referred to the alternative proposals, which had been submitted, and indicated that they would need to be assessed by Officers to ensure they were sustainable and feasible, and that the details would be considered at the meeting of the Cabinet to be held 18<sup>th</sup> July 2013.
- 1.2 A report detailing the assessment criteria for evaluating Community proposals was considered and approved by the Cabinet Member (Children's, Schools, Families and Leisure) on 24<sup>th</sup> June 2013. Officers were authorised to assess the Community proposals received to date using the approved criteria, and to report the outcome to Cabinet on 18<sup>th</sup> July 2013 for consideration.
- 1.3 This report sets out the assessment of Community proposals for Cabinet to consider.

## **2 Approved Assessment Criteria for the Community Proposals**

- 2.1 The Cabinet Member in approving the assessment criteria agreed to adopt a "gateway process" to make a first assessment of the Community proposals which would be based on 3 themes (Financial Support, Asset Management and Governance) with a pass or a fail mark required; there was to be no scoring or matrix involved at this stage.
- 2.2 This allowed a proposal to be assessed against a basic set of criteria before requiring a more detailed evaluation. If a proposal passes through the first gate a more in depth evaluation will be undertaken that would provide a qualitative assessment.
- 2.3 If a proposal were to fail at the first gate, the Community group would be advised as to why it failed. It would be for them to decide whether or not to submit a new proposal for consideration, which must be received by the Council at least two months before the proposed date of closure of the library in question. This is because plans to de-commission the building will be well advanced, including notice on contracts. Any new proposal would be assessed using the same methodology, provided that the Council had not formally engaged with another organisation regarding the use of that particular library building. Any new proposals should be for a wholly run community run facility without Council staffing.
- 2.4 Should a proposal pass the first gate there is no guarantee that the on-going negotiations with the community group will reach a successful conclusion. The Council will need to be satisfied that the all of the legal, property, governance and financial requirements can be met by the community group and that any risks and liabilities for the Council are mitigated.

### 3. The Assessment Gateway

3.1 The Assessment Gateway comprises two Gateway assessments and details of these are contained at **Annex A** of the report.

### 4 Officers' Assessment of Community Proposals using the Approved Criteria – "First Gateway"

4.1 Four proposals have been received to date from Community Groups to provide alternative library services, these include:-

- a) Aintree Library Action Group
- b) ABC Library Group (Ainsdale, Birkdale and Churchtown)
- c) Birkdale Library Action Group
- d) Sefton CVS (Birkdale)

Details of these proposals are contained as Background Documents to this report for Members' information.

4.2 An assessment of the proposals submitted by the groups above has been undertaken using the "first gateway" method by an internal group of officers taken from Legal, Finance, Property Management, Neighbourhoods and Library Services.

4.3 The outcome of the assessments is:-

Community Group	First Gateway Assessment	Comments
Aintree Library Action Group		
1. The proposal does not require on-going financial support from the Council?	Pass	Meets financial requirements, there is no on-going financial support required
2. Does the Proposal provide a credible plan to maintain the Asset during the life of the proposed Agreement?	Pass	Meets asset management requirements. The proposal identifies how the asset will be maintained.
3. Does the Proposal demonstrate and evidence that there are or will be the necessary Governance structures in place to allow the Council to formally undertake contractual negotiations?	Pass	Proposal demonstrates and evidences the proposed governance structures
4. Recommendation	Pass to 2 <sup>nd</sup>	

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	gateway	
<p>ABC Library Group</p> <p>1 The proposal does not require on-going financial support from the Council?</p> <p>2. Does the Proposal provide a credible plan to maintain the Asset during the life of the proposed Agreement?</p> <p>3. Does the Proposal demonstrate and evidence that there are or will be the necessary Governance structures in place to allow the Council to formally undertake contractual negotiations?</p>	<p>Fail</p> <p>Fail</p> <p>Fail</p>	<p>There is an on-going revenue cost to the Council, as required to employ the staff and pick up liabilities for increases in pension and NI costs.</p> <p>No Asset plan, proposal is reliant upon the Council to maintain the buildings.</p> <p>No Governance structure or evidence of one.</p>
<p>4. Recommendation</p>	<p>Fails 1<sup>st</sup> gateway</p>	
<p>Birkdale Library Action Group</p> <p>1. The proposal does not require on-going financial support from the Council?</p> <p>2. Does the Proposal provide a credible plan to maintain the Asset during the life of the proposed Agreement?</p> <p>3. Does the Proposal demonstrate and evidence that there are or will be the necessary Governance structures in place to allow the Council to formally undertake contractual negotiations?</p>	<p>Fail</p> <p>Fail</p> <p>Fail</p>	<p>There is an on-going revenue cost to the Council, as required to employ the staff and pick up liabilities for increases in pension and NI costs.</p> <p>No Asset plan, proposal is reliant upon the Council to maintain the buildings.</p> <p>No Governance structure or evidence of one.</p>
<p>4. Recommendation</p>	<p>Fails 1<sup>st</sup> gateway</p>	
<p>Sefton CVS</p> <p>1. The proposal does not require on-going financial support</p>	<p>Pass</p>	<p>Meets financial requirements, there is no on-going financial support</p>

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from the Council?		required
2. Does the Proposal provide a credible plan to maintain the Asset during the life of the proposed Agreement?	Pass	Meets asset management requirements. The proposal identifies how the asset will be maintained.
3. Does the Proposal demonstrate and evidence that there are or will be the necessary Governance structures in place to allow the Council to formally undertake contractual negotiations?	Pass	Already a Company limited by guarantee, with agreed and tested Governance arrangements already in place.
4. Recommendation	Pass to 2 <sup>nd</sup> gateway	

4.4 Three of the groups have made a proposal in respect of Birkdale Library, and it is the view of Officers that the bid from Sefton CVS should be progressed to the next stage, together with the proposal from Aintree Library Action Group.

4.5 The proposals have been assessed on the information that has been made available. Cabinet are asked to note that Officers sought further clarification on a number of issues from the 3 proposers for Birkdale library on 29<sup>th</sup> May 2013. Only one response was received from Sefton CVS, and to date no response has been received from either the ABC group or the Birkdale Library Action Group.

## 5. Consultation with Trade Unions

5.1 As part of the Council's internal consultation process a copy of each of the Community proposals was provided to the recognised Trade Unions for comment. Two Trade Unions responded to the consultation and the collective view is that they "do not support the Community Proposals as submitted"

## 6. Update on other Library Review issues

6.1 The Council has received a nomination under the Community Right to Bid provisions of the Localism Act 2011 in respect of Carnegie Library. The nomination has been made by an agent acting on behalf of FOCAL (the Friends of Carnegie Library). Officers are currently assessing whether or not the nomination is valid under the relevant Regulations, but if so the Council has 8 weeks from receipt of a valid nomination to decide whether or not to list the library as an Asset of Community Value. If the asset is so listed, there is likely to be a moratorium period in any disposal process if the Council eventually chooses to dispose of it on the open market. The purpose of the moratorium is to afford the community, in all likelihood FOCAL, an opportunity to bid for the asset. Members are asked to note receipt of that Community Right to Bid and that it does not compel the Council to sell the asset. Officers will bring a further report to the Cabinet Member or Cabinet as appropriate.

# Agenda Item 4

### The Assessment Gateway

#### 1 The “First Gateway” Assessment

The themes for the first “gateway” evaluation are:-

Yes = Pass and No = Fail

<b>1) The proposal does not require on-going financial support from the Council</b>	Pass	Fail
<b>2) Does the proposal provide a credible plan to maintain the asset during the life of the proposed Agreement?</b>	Pass	Fail
<b>3) Does the proposal demonstrate and evidence that there are or will be the necessary governance structures in place to allow the Council to formally undertake contractual negotiations?</b>	Pass	Fail

1.1 To progress beyond the first gate the proposal must:-

1. demonstrate there is no on-going financial costs to the Council
2. demonstrate that there is a plan to maintain the Asset
3. demonstrate that the necessary Governance structures are, or will be, in place.

If the proposal does not score a pass on all three questions the proposal automatically fails.

#### 2 The “Second Gateway” Assessment

The second gateway would consider the following.

	Weighting
<b>1. Deliverability</b> a) Governance b) Planning and Design of Building c) Delivery of Services d) Support from Partners	15%
<b>2. Community Benefits</b> a) Contribution to Neighbourhood Wellbeing b) Community Benefit c) Library Mitigation d) Economic Development and Social Enterprise	20%
<b>3. Financial Viability</b> a) Is proposal Financially Sustainable? b) Robustness of the Business Plan c) Financial Implications – any need for reasonable one off capital from the Council?	50%

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<b>4. H.R Issues</b> a) How the proposal impacts on existing staff b) How the proposal impacts on collective Industrial Relations c) How the proposal uses volunteers d) What level of support is required from the library service	15%
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2.1 There are a total of 500 points available, and to enable the proposal to move to a more formal stage, it would need to score 75%+ of the total marks i.e. 375 points. If a proposal scored between 65% (325) and 74% (374 points) further information would be requested from the organisation before it was decided if the proposal passed / failed to meet the requirements.

2.2 Officers have suggested a weighting of this criteria based on the level of known risk. The rationale for the variances to the weightings is:-

1. Deliverability 15% – The Council would need to be satisfied that the governance arrangements were robust, and that the Council was able to form a legal contract with the organisation. That the organisation was able to deliver the services it was proposing and can meet the statutory requirements for compliance in areas such as Health & Safety.
2. Community Benefits 20% - Does the proposal present an opportunity to improve or safeguard a service that would otherwise have been lost? Is local identity strengthened, and does it facilitate the local community to respond to local issues? Does the proposal support the agreed library mitigation, and will it support the potential for further mitigation? Does the proposal encourage Social Enterprise for example, and/or improve or maintain economic activity in the local area?
3. Financial Viability 50% - It is considered that the financial viability of the proposal carries the greater risk to the successful implementation of any scheme. As such officers would be required to assess if the proposal was “sustainable and viable”. This would require a robust business plan that has allowed for, and has a strategy to cope with unforeseen circumstances. The expectation is that any proposal will be independently financially viable, and it does not impact on the savings the Council have identified from the library review. The proposal will be scrutinised to ascertain if it allows the Council to drive out further efficiencies.
4. HR Issues 15% - Does the proposal have an impact on existing staff roles and responsibilities and will this incur an increased cost to the Council? What are the views of the Trade Unions on the staffing implications and how does this fit with national agreements? Does the proposal meet Volunteering England guidelines, and have Sefton CVS been consulted? What are the management and training arrangements for the use of volunteers? Are these sufficient to cover the proposed opening arrangements, and does the training cover areas such as Health and Safety, and Equalities?



# Agenda Item 5

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**Report to:** Cabinet **Date of Meeting:** 18<sup>th</sup> July 2013

**Subject:** Proposal to review the option of a Combined Authority for the Liverpool City Region

**Report of:** Chief Executive **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 outline the proposal to review the option of a Combined Authority for the Liverpool City Region in order to access national funding opportunities that will be devolved from central government.

## Recommendation(s)

Cabinet is requested to

- (i) Support in principle the agreement by Liverpool City Region Council Leaders and the Mayor of Liverpool to conduct a review into the Combined Authority model across the sub-region.
- (ii) Note that the outcome of the review will be considered by full Council prior to any final decision to proceed.

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

This will be assessed as part of the Review.

	<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:

Consultation has taken place with the Liverpool City Region Leaders and the Mayor of Liverpool who have requested agreement in principle from individual local authorities to conduct a review into a Combined Authority at sub-region level.

Further consultation and engagement will take place with Elected Members regarding the final proposed model to establish a combined authority.

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

There are no direct financial implications of this decision.

## Implications:

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

<b>Legal</b>  Legislation setting out the legal remit of a Combined Authority can be found in Section 103 of the Local Democracy Economic Development and Construction Act 2009. As this report is merely an in principle consideration of a Combined Authority there are no legal implications arising directly from this report.
<b>Human Resources</b>  There are none arising directly from this report.
<b>Equalities</b>  No Equality Implication – <span style="float: right; border: 1px solid black; padding: 2px 10px;">X</span>  There are none arising directly from this report.

## Impact on Service Delivery:

There are no impacts arising directly from this report.

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

The Head of Corporate Finance and ICT (FD2407) and Head of Corporate Legal Services (LD.1722.) have been consulted and any comments have been incorporated into the report.

## **Are there any other options available for consideration?**

Other options considered include the creation of a 'Supervisory Board'- a formal joint committee of Council leaders intended to provide democratic oversight to funding allocated to a LEP area, and the creation of a Liverpool City Region or Conurbation Mayor.

The LCR Leaders and the Mayor of Liverpool have identified the Combined Authority as the preferred option

## **Implementation Date for the Decision**

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

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## **Background Papers:**

There are no background papers available for inspection.

# Agenda Item 5

## 1. BACKGROUND

- 1.1 The recent spending review announced the creation of a £2 billion Single Local Growth Fund to be operation in April 2015 in response to the recommendations outlined within the Heseltine Review. Central government has outlined that access to this funding will be devolved to Local Enterprise Partnerships through a 'single pot' and will require strong governance arrangements to be in place at a sub-region level to manage the 'single pot' and access national funding.
- 1.2 The Liverpool City Region (LCR) is in a position to take advantage of the Government's policy reform agenda, enabling it to perform to its full potential. However, this will require a new model of governance that demonstrates strong financial and democratic accountability and, creating a robust legal entity for the LCR, allowing long-term strategic decisions to be taken at the city region level.
- 1.3 It should also be noted that other City Regions are in advanced discussions in developing their governance arrangements facilitated by existing legislation and there is a risk that the Liverpool City Region will miss out on development opportunities and access to national funding opportunities if action is not taken at this time.
- 1.4 The preferred option proposed for review by LCR Council Leaders and the Mayor of Liverpool is the Combined Authority; a statutory sub-regional governance structure that enables relevant local authorities to work jointly to deliver improvements in economic development, regeneration and transport across a sub-region.
- 1.5 A Combined Authority will deliver greater transparency in the decision making process in the Liverpool City Region. Meetings of the Combined Authority will be held in public and minutes will be published. It will strengthen collaboration and joint working between local authorities in order to promote economic growth. A Combined Authority will also give the City Region a more effective voice in influencing Government policy and investment decisions, as well allowing for greater freedom and flexibilities from Government.
- 1.6 Cabinet are requested to support in principle a review into a Combined Authority model across the sub-region. Cabinet will be kept regularly updated on relevant discussions and negotiations that take place across the city region, and a report will be presented to a future Cabinet meeting which will outline the details of any final proposed model prior to consideration by Full Council.

## 2. Relevant Risks

- 2.1 There is a risk that the Liverpool City Region will miss out access to major funding opportunities and other development opportunities should the appropriate action not be taken to strengthen its existing governance arrangements.
- 2.2 This report requests Cabinet to agree in principle the proposal to create a Combined Authority. A report will be prepared for a future Cabinet/Council meeting that will outline in detail the proposals and a full assessment of relevant risks.



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# Agenda Item 6

**Report to:** Cabinet

**Date of Meeting:** 18 July 2013

**Subject:** 2013/14 Budget Update

**Report of:** Head of Corporate Finance & ICT

**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 inform Cabinet Members of the progress in achievement of the approved savings for 2013-2015.

## **Recommendation(s)**

Cabinet is recommended to: -

- i) Note the progress to date on the achievement of approved savings for 2013-2015;
- ii) Approve the establishment of a transformation budget for 2013/14 of £0.180m, to be financed from the Modernisation Fund.

## **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		√	

## **Reasons for the Recommendation:**

To ensure Cabinet are informed of the latest position on the achievement of savings for the current financial year and to facilitate the achievement of the savings targets for 2014/2015.

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

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

Any under-achievement of the agreed savings for 2013/14 will need to be financed from within any under-spending identified within other areas of the 2013/2014 and 2014/15 budgets, or from the Council's earmarked reserves. Any usage of reserves will reduce the amount available to support the phased introduction of savings in future years.

# Agenda Item 6

## (B) Capital Costs

None.

### Implications:

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

<b>Legal</b>	There are no legal implications arising from this report
<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 (FD2405/13) and Head of Corporate Legal Services (LD1720/13) have been consulted and any comments have been incorporated into the report.

### Are there any other options available for consideration?

None.

### Implementation Date for the Decision

Immediately following call-in.

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### Background Papers:

None



## 1. Introduction

- 1.1 Cabinet approved the 2013/14 budget on 28 February 2013. This included the requirement to achieve savings of £50.800m over the two financial years 2013/14 and 2014/15. There are however savings to be achieved in 2013/14, which were approved by Council in March 2012; these savings total £2.914m and have been shown separately in the attached table for ease of understanding. The total saving target for 2013/14 and 2014/15 is therefore £53.714m
- 1.2 The savings comprised of a large number of amendments to individual service areas. The report presented on 28 February 2013 stated *“Given the scale of the budget reductions any slippage or underachievement will have implications for the financial management of the Council and as such robust management and monitoring arrangements must continue to be operated.”* As part of the process to monitor / manage the budget savings, regular reports will be presented to Cabinet.
- 1.3 In order for the Council to remain within its financial budget, it is essential that as much of the identified saving areas are actually achieved in the appropriate years for 2013/14 & 2014/15. This report presents an update (as at the end of May 2013) on the achievement on all approved savings to be achieved in the 2013/14 financial year (£27.988m). For completeness, any savings for 2014/15, which can be achieved in 2013/14, will also be included.
- 1.4 With regard to the achievement of future savings targets, there is a need to ensure that sufficient capacity exists within the Authority. The need for additional resources is considered further below.

## 2 Approved savings for 2013-2014 – Current position

- 2.1 The table at Annex 1 identifies the current position of the agreed savings for 2013-2014. They are analysed into four categories: -
  - Savings achieved to date (Blue);
  - Progress is satisfactory (Green);
  - Outcome is unknown and is at risk of not being fully achieved (Amber); and
  - Known shortfalls, or significant risk of not being achieved (Red).

This approach is designed to ensure complete transparency, effective risk management and improved consultation and engagement.

It should be noted that individual savings may be categorised into more than one area; for example, part of the work to achieve a required saving may be on track (and a value can be shown in Green), whilst another element is potentially at risk (and therefore shown as Amber).

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- 2.2 A summary of the current position (as at the end of May 2013) of the achievement of savings is shown below: -

	<b>Total £m</b>
<b><u>2013/14 Saving Target items</u></b>	
Achieved (Blue)	17.458
Progress is satisfactory (Green)	6.350
Review scheduled/risk of saving not being fully achieved (Amber)	2.695
Known shortfalls/significant risk of saving not being fully achieved (Red)	1.485
	<hr/>
	27.988
<b><u>2014/15 Saving Target items</u></b>	
Achieved (Blue)	0.225
<b>Total Approved Savings</b>	<hr/> <b>28.213</b> <hr/>

Future reports will also show variances from the current position.

- 2.3 Whilst it is still early in the financial year, and work is progressing on the implementation of various schemes, the above table gives an indication of the current position against the in-year savings target of £27.988m. At the present time, £24.033m of savings are either “blue” or “green”, leaving some £4.180m currently identified at risk. The position on the schemes will become clearer as the year progresses.
- 2.4 Members will recall that in approving the two-year savings, approval was given to the implementation of all savings, at the earliest opportunity. Given the above position, it is therefore important that as many of the savings for 2014/15 to be achieved during this financial year.
- 2.5 Whilst the Council could call upon reserves in 2013/14 to finance a shortfall of this magnitude, the need to utilise these resources to phase in savings in future years, this action would not be advisable.

### **3 Capacity to achieve existing, and identify new saving options, in 2014/15 and 2015/16 Budget**

- 3.1 The Council needs to ensure that the existing budget savings for 2014/15 can be implemented in time to allow for the full year effect to be achieved in that year. In addition, the anticipated need to make savings in 2015/16 will require options to be identified and appraised as soon as possible. The staffing and support for this process is limited due commitments on existing saving options. An exercise is currently underway to assess the level of capacity required to undertake these tasks.

## 2013-15 LISTED BUDGET SAVINGS PERFORMANCE AT MAY 2013

Totals £k

Savings achieved to date	17,683,000
Progress is Satisfactory	6,350,000
Risk of savings not being fully achieved	2,695,000
Known shortfalls or significant risk that savings will not be achieved	11,408,000

Total of Savings **28,213,000**

## 2012-13 LISTED BUDGET SAVINGS CONTINUING INTO 2013-14

	£	Red	Amber	Green	Blue	Comment
Additional Savings on Critical Services - included in para 6.3 in Report to Cabinet 16th December 2010 (CSF Demand Led Pressures)	690,000				690,000	Saving Achieved in 2013/14
C5.1 Children in Care - Reduce Care Package Costs	396,000				396,000	Year 2 saving of a 3 year programme. Should be achieved from much reduced commissioning packages for children in care ongoing.
E2.1 Supporting People (*)	1,000,000		1,000,000			A report is being drafted for submission to Cabinet regarding the progress of delivery of this saving
E2.2 Supporting People Commissioning Functions	14,000		14,000			
E2.8 Area Finance / Finance Visiting Officers - Review	25,000		25,000			Achievement of saving is dependent on the progress of Phase 2 of the IAS project
E3.13 Library Service - Cease provision of Mobile Library Service	3,000				3,000	Lease of vehicle terminated
E4.5,10,11,12 Parks, Greenspaces, Coast & Countryside Redesign	330,000		15,000	315,000		£15k income based savings forecast should be achieved subject to weather
E4.7 Recharge formal sports users the costs of Grounds Maintenance	20,000			20,000		Full saving will be achieved
Connexions	136,000				136,000	Ongoing savings anticipated as the contract reduces in 13/14 up to its end in April 2014
Elections	200,000			200,000		To be monitored, but likely to be achieved in 2013/14
Treasury Management Additional Savings	100,000			100,000		Built into budget for 2013/2014. Total budget forecast to be achieved.
	<b>2,914,000</b>	<b>0</b>	<b>1,054,000</b>	<b>635,000</b>	<b>1,225,000</b>	

## 2013-15 LISTED BUDGET SAVINGS

## Strategic Management

Senior Management Restructure	150,000				150,000	Saving has been achieved
Subscriptions - Local Government Association Membership	-45,000				-45,000	Budget Adjusted
Subscriptions - North West Employers Membership	-25,000				-25,000	Budget Adjusted
<b>Strategic Management</b>	<b>80,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>80,000</b>	

## Corporate Commissioning and Neighbourhoods

C11.2 Improved procurement of Council wide communications activity	25,000			25,000		Saving is achievable in 2013/14 but savings in 2014/15 are less likely to be achieved at this stage and therefore need to be reviewed
E3.1 Integration of Communications	95,000				95,000	Saving has been achieved
E3.2 Review of Civic Support	60,000				60,000	Saving has been achieved
E3.3 Cessation of Room Bookings Service (linked to review of Civic Support)	20,000			20,000		To be monitored, but likely to be achieved in 2013/14
F4.1 Area Committee Budgets	100,000			100,000		Each area committee has been advised of their reduced allocation for the year and regular monitoring will take place to ensure spending is within budget
F4.3 Double Rating - reduction in line with Council grounds maintenance contracts	33,000			33,000		Consultation Progressing
D1.27 Corporate Commissioning & Neighbourhood Coordination (CCNC) Service - rationalise service	140,000				140,000	Saving achieved through redundancy of two members of staff and cessation of specialist equalities support
Para 3.6 includes prev option D1.29 Double Rating - cessation (2014/15)	30,000			30,000		Consultation Progressing
Democratic Services - Stop servicing all non-member meetings and those non-standing committees without decision-making powers (officer meetings, taxi drivers annual meeting, area partnerships etc)	38,000	38,000				Loss of one post is not considered viable. Saving therefore at risk.
D1.10 Budget realignment - members allowances as agreed by July 2012 Council	147,000				147,000	Saving has been achieved
Area Committees - Reduce from 7 to 3	15,000			15,000		To be monitored, but likely to be achieved in 2013/14
(see also Economy) Withdraw financial support from Southport's Christmas Lights and Christmas Trees across the Borough	10,000				10,000	Saving has been achieved
<b>Corporate Services and Corporate Commissioning</b>	<b>713,000</b>	<b>38,000</b>	<b>0</b>	<b>223,000</b>	<b>452,000</b>	



**Corporate Services**

C12.1	Learning and Development	80,000		80,000		To be monitored, but likely to be achieved in 2013/14
C12.2	Increased housing benefit grant from reduced error rates	250,000		250,000		The council is working with Arvato to secure a reduction and is monitoring the position on a monthly basis
C12.3	Reduced external audit, recoverable VAT fees & improved cash management pension costs	500,000		100,000	400,000	£400k of saving is VAT Shelter Income from OVH. Receipts currently forecast at £300k
E4.1	Learning and Development	75,000			75,000	To be monitored, but likely to be achieved in 2013/14
C12.4/E4.2	Printing & publications/Review of Corporate Support Services	268,000			268,000	Saving has been achieved.
E4.3	Review of risk management inc externally commissioned services	80,000			80,000	Saving has been achieved
D1.11	Risk Management	25,000			25,000	Saving has been achieved
D1.12	Procurement ICT and financial support	25,000			25,000	Saving has been achieved
<b>Corporate Services</b>		<b>1,303,000</b>	<b>0</b>	<b>350,000</b>	<b>555,000</b>	<b>398,000</b>

**Built Environment****Planning**

C1.1	Building Control - Vacancy and mini restructure	20,000			20,000	Saving has been achieved
C1.2	Land Searches - Right size budget land searches income	35,000			35,000	Income on target, likely to be achieved
C1.3	Planning DC - Commissioned technical advice	28,000			28,000	Income on target, likely to be achieved
C1.4	Planning DC - Pre-application - charge	6,000			6,000	Income on target, likely to be achieved
C1.5	Planning DC - Increase planning application fee	50,000	50,000			Significant risk of not achieving due to legislative changes
C1.6	Planning DC - Consultancy	12,000			12,000	Saving has been achieved ( but please note there is an error in the amount taken from the actual budget line that needs correcting)
<b>Planning</b>		<b>151,000</b>	<b>50,000</b>	<b>0</b>	<b>69,000</b>	<b>32,000</b>

**Environment**

	Environmental Health - Reduced services and supplies	55,000			55,000	Base budget adjusted April 2013
	Environmental Health - Reduced ECO Centre costs	15,000			15,000	Base budget adjusted April 2013
	Licensing (taxi etc) - Licensing reserve (one-off)	240,000			240,000	Local Licensing Reserve available to apply
	Environment - Trading Standards - staff restructuring	30,000			30,000	Restructure in progress - compulsory redundancies in hand, saving effective from August
	Built Environment - Pest Control - introduction of a charge	20,000		20,000		Target implementation from October subject to Arvato project delivery & then public willingness to pay
<b>Environment</b>		<b>360,000</b>	<b>0</b>	<b>20,000</b>	<b>30,000</b>	<b>310,000</b>

**Investment Programme**

C3.3	Contracted Services - Defer re-instatement of highway management funding for a further two years	800,000	40,000		760,000	Potential overspend of £40,000 due to an issue over budgetary provision affecting the Highways Maintenance budget
C3.4	Development Control - Highway development control income target	40,000			40,000	On target and will continue to be monitored
	Street Lighting - Review of lighting options	15,000			15,000	Salix loan, to be repaid from central resources, will enable work to progress on changing street lighting bulbs
C3.2	Home Improvements - Housing Improvement Agency service brought in-house	37,000			37,000	Savings of £37k recovered by reducing available revenue budget for 2013/14 at the outset of the Financial year, from £128,600 down to £91,600. We anticipate that projected spend will be contained within the reduced budget.
	Investment & Infrastructure - Increase income from Network Management	38,000	38,000			This additional savings target is speculative and never proposed by the Director. There are no facilities currently in place to suggest that this is achievable
<b>Investment Programme</b>		<b>930,000</b>	<b>78,000</b>	<b>0</b>	<b>815,000</b>	<b>37,000</b>

**Economic Development and Tourism**

D1.8	To relocate staff from The Investment Centre to Magdalen House	36,000			36,000	Savings on rental of premises. Staff moved Feb 13. Need to confirm lease end date (David Street)
D1.25	Re-financing the Mersey Forest subscription to make a saving on the revenue budget; accept voluntary reduction in working hours from two staff; and make further savings in supplies and services	51,000			51,000	Mersey Forest subscription to be refinanced. Staff hours already reduced. On target.
(see also Neighbourhoods)	Withdraw financial support from Southport's Christmas Lights and Christmas Trees across the Borough	20,000			20,000	Full saving will be achieved
<b>Economic Development and Tourism</b>		<b>107,000</b>	<b>0</b>	<b>0</b>	<b>107,000</b>	<b>0</b>

## Street Scene

## Landscape Services

C5.1	Ground Mtce incl grass cutting - Contractors indexation/eff. Discounts FYE	50,000		50,000	Saving achieved	
C5.2	Parks incl Nursery and net of frontline - Fernery/Aviary shop	10,000		10,000	Saving achieved	
C5.3	Cemeteries & Crematoria - Restructure staffing	15,000		15,000	Saving achieved	
C5.4	Parks incl Nursery and net of frontline - Further changes to Parks Management and standards in parks	50,000	50,000		These savings will be achieved in 2014/15 as originally proposed	
F1.2	Ground Mtce incl grass cutting - Recharging grounds mtce/utility costs for adult football/sport users/bowlers	85,000		85,000	Full Saving will be achieved	
F1.4	Cemeteries & Crematoria - Increase burial and cremation charges	400,000		330,000	70,000	Income based savings forecast should be achieved subject to demand for funerals
<b>Landscape Services</b>		<b>610,000</b>	<b>50,000</b>	<b>0</b>	<b>415,000</b>	<b>145,000</b>

## Direct Services

C6.1	Commercial waste increased income	100,000		100,000		On track - additional work being received from private companies.
C6.2	Public conveniences reviewed for efficiency savings	20,000		20,000		Being achieved, all toilets to remain open, coin mechanisms doors have been fitted at Hesketh and Row Lane. Implementation for charge will be effective from 01/06/2013.
C6.3	School Crossings - Review crossing service and transport costs	40,000			40,000	Saving has been achieved
C6.4	Catering - Other catering activity (income target)	100,000		100,000		Saving is being achieved
C6.5	Vehicle Management and Mtce - MOT Testing (income target)	50,000		50,000		On track to be achieved, MOT bay to be made operational (Rolling stock and Emissions Kit)
C6.6	Careline Service/Security Force (income target)	125,000	125,000			Discussions to develop promotional capability, recover costs, take payments, and introduce monthly receipt of payments ongoing. Resolution needed in order to meet increased income target.
C6.7	Recycling - Rephase cardboard recycling to August 2014	1,000,000			1,000,000	Saving has been achieved
C6.8	Recycling - Right size recycling budget following new contract	200,000			200,000	Saving has been achieved
E1.1	Review of Cleansing Services	100,000		100,000		Review has been completed 15 operative 1 post has have left the organisation following VRVER being granted and suitable bump arrangements have taken place.
	Street Cleansing - Bulky Items Collection Service - Restructure Crews and introduce charge for bulky items	150,000	150,000			Currently being monitored on a monthly basis, potential reduction of a crew to achieve full saving. Fly tipping calls have increased by 3% may have a connection with the introduction of a charge, the situation will be monitored.
	Street Scene - Building Cleaning - change frequency of office cleaning	50,000	50,000			Discussions to restructure service and budgets ongoing
	Street Scene - Cleansing - Cease provision of free Plastic Sacks, excluding premises with difficult access	60,000			60,000	Saving achieved; last batch of plastic sacks has been circulated, new collection process to commence in June 2013.
	Public Conveniences increase charges	40,000		40,000		Being achieved, all toilets to remain open, coin mechanisms doors have been fitted at Hesketh and Row Lane. Implementation for charge will be effective from 01/06/2013.
D1.33	Cleansing Service - Reorganisation of workload and work patterns	25,000		25,000		On track
F1.6	Community Meals - Increased Budget - Catering	-29,000			-29,000	Budget has been increased
F1.6	Community Meals - Increased Budget - Vehicle Maintenance	-18,000			-18,000	Budget has been increased
<b>Direct Services</b>		<b>2,013,000</b>	<b>0</b>	<b>325,000</b>	<b>435,000</b>	<b>1,253,000</b>



## People

## Learning and Support

C7.1	Complementary Education Improved use of technology (EOTAS)	100,000				100,000	Reduced payments to schools - saving achieved in 12/13 ongoing
C7.2	Pupil Attendance - teaching element	65,000				65,000	) Savings from Vulnerable children missing school (£40k) and
C7.3	Pupil attendance and welfare - school absence prevention and action	60,000				60,000	) Welfare Enforcement budgets (£85k). Saving of £126k was achieved from these two budget areas in 12/13.
C7.4	Speech and Language Therapy	95,000				95,000	Saving on salary costs Primary and Special LEA - future costs to be found by schools
C7.5	School Improvement Team	50,000				50,000	Savings taken from a number of running expense budgets for the School Improvement Team. All of these areas were underspent in 2012/13
E2.2	Admissions efficiencies	40,000				40,000	Savings from two staff VRs March 12 / May 13 appeals and student support within the admissions team
E2.3	Educational Psychology Team Restructure	50,000				50,000	Staffing restructure will achieve this saving through a post reduction in the Psychology service
D1.3	Statutory Provision Budget Realignment	9,000				9,000	See also C7.1 saving being achieved in 12/13 ongoing - Vulnerable children Complementary Education
D1.4	Budget realignment Welfare and Pupil Attendance - Teaching elements to Dedicated Schools Grant	25,000				25,000	Staff saving being achieved in this area
D1.5	School Admission, Appeals and Student Support - Reduction in administration costs (supplies and services)	19,000				19,000	Savings taken from a number of running expense budgets within general administration EFB61. Savings already being achieved in 12/13 ongoing.
D1.6	Connexions - Budget realignment	60,000				60,000	Connexions contract reducing in 13/14 until it comes to an end in April 2014 when things will be renegotiated at a much reduced level in line with further savings to be achieved in 14/15 (£400k).
<b>Learning and Support</b>		<b>573,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>573,000</b>	

## Children's Social Care

E2.1	Review of the Commissioning of all residential care beds	400,000				400,000	High confidence this saving will be achieved following a review of the inhouse residential services. Savings expected to commence July 2013 when new structures are in place. Savings being met out of Children in Care and Respite services. £400k represents a part year saving which will increase towards the additional £600k saving expected in 14/15.
7	Social Care - Central Management Costs and Support Costs - restructure/realign	100,000				100,000	Savings being achieved through a number of VRs in the Social Care senior management team and savings on Legal Fees
<b>Children's Social Care</b>		<b>500,000</b>	<b>0</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	

## Early Intervention and Prevention

	Reduce Connexions post in YOS	24,000				24,000	Post saving from vacancy being achieved in 12/13 ongoing
	Delete sessional worker posts	54,000				54,000	Post saving from vacancy being achieved in 12/13 ongoing
C8.3	Delete parenting co-ordinator post	43,000				43,000	Post saving from vacancy being achieved in 12/13 ongoing
C8.4	Data support for the Children Centre Management System	28,000				28,000	Post saving from vacancy being achieved in 12/13 ongoing
C8.5	Reorganisation of disabled children database workload	20,000				20,000	LEA Youth Supply staff costs now being found by schools budgets
E2.4	EIP Service restructure	140,000				140,000	Savings found from CWD Transitions/Aiming Higher Team/Childrens Fund & Carers and Youth Service budgets. High confidence these will be achieved
D1.1	Integrated Youth Support (Targeted Youth Support & Strengthening Families Team) & Reduce YOS Budget Realignment	92,000				92,000	Savings achieved from deletion of a vacant post in YOS (£30k) and deletion of an old contracts budget (£62k)
D1.2	Offset Substance Misuse work from DAT Public Health budget - realignment	124,000				124,000	Service to be fully funded from Public Health funding coming into the Council (12/13 it was 50% funded)
D1.16	Healthy Schools - Transfer function of coordination and consultant roles to schools	35,000				35,000	Gradual wind-down of this service to schools
D1.23	Aiming High - Review of Integrated Short Breaks - Budget realignment	55,000				55,000	Savings taken from running expense budgets already underspending in 12/13 ongoing
<b>Early Intervention and Prevention</b>		<b>615,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>615,000</b>	

Adult Social Care						
C9.1	Drug Service Single point of assessment	224,000			224,000	Now commissioned from Public Health budget
C9.2	Adult Social Care Budget realignment	120,000			120,000	Business as usual savings achieved
E2.7	Reduced social workers	135,000			135,000	Achieved by VR/VER
D1.15	Reconfiguration of the Supporting People commissioning team	125,000		125,000		Now part of broader integration of commissioning function process
F1.6	Community Meals - Migrating users to alternative providers	185,000			185,000	Letters to service users and providers have been distributed. Support is in place for service users seeking alternate provision for community meals. Migration complete by 30 June 13
New Option (Options F3.2, D1.39, AND D1.41 should be considered as one option)						Transformation manager is now in place. Assessments of client need are being undertaken. Costs are being analysed. Plans are being drawn up and once a final draft is complete it will be impact assessed and an assessment will be made on progress towards the saving target
	Day Care and respite provision	1,200,000	1,200,000			Saving is anticipated to be on target. This is a part year saving. A plan is in place. Consultation is complete. The next stage is to brief Cabinet Member on the saving. Re-calculation and re-assessment will begin in July 2013 including notification to existing clients
D1.38	Social Care - Subsidies - Increase client contributions for a range of non-residential services	319,000			319,000	As at end May £81k has been recovered by reviews undertaken. The position will continue to be monitored as surplus/unspent direct payments are identified and reclaimed
D1.40	Recover surplus/unspent direct payment funds at regular and earlier intervals and cease the first year one-off workplace insurance payment	752,000		671,000	81,000	
<b>Adult Social Care</b>		<b>3,060,000</b>	<b>1,200,000</b>	<b>796,000</b>	<b>504,000</b>	<b>560,000</b>
Public Health						
D1.13	Integration Efficiencies	600,000			350,000	250,000
<b>Public Health</b>		<b>600,000</b>	<b>0</b>	<b>0</b>	<b>350,000</b>	<b>250,000</b>
<b>Health and Wellbeing</b>						
	Leisure Operations - Improved Membership retention	200,000			200,000	Collection rate improving and should reach target
	Eze Fitness contract - terminate	55,000	55,000			Currently under negotiation
	Leisure Operations - increase in income	150,000		150,000		Too earlier to predict income levels
	Reduce supplies and services budget	23,000			23,000	budget reduced
	Reduce revenue growth for utility charges	200,000			200,000	budget reduced
	Review all management arrangements	320,000	36,000		284,000	Two members of staff retained for 3 months to finalise the library review and Atkinson
	Crosby Civic Hall - pilot external arrangements, with option of closure if unsuccessful	46,000			46,000	Budget reduced
	Management fee reduction - Formby Pool Contract	50,000			50,000	Negotiations coming to a successful conclusion
	Libraries - Review of Service	150,000			150,000	implementation plan agreed by Cabinet 23/5/13
<b>Health and Wellbeing</b>		<b>1,194,000</b>	<b>91,000</b>	<b>150,000</b>	<b>684,000</b>	<b>269,000</b>

£250k of this required saving has been achieved by charging in existing central department costs into the Public Health budget to provide support services to the Public Health function. The remaining £350k will be achieved by the successful identification of other Council activity, that falls into the definition of public health expenditure, as defined by the grant conditions. Such expenditure can then, with the agreement of the Director of Public Health, be commissioned using the Public Health ring-fenced budget with the aim of achieving public health outcomes



**Authority Wide Savings/Financing Options**

F3.1, F3.3, F4.2 & D1.2B	Review of Commissioning - reducing funding support to community groups - Commissioning & Neighbourhood Coordination	96,000			96,000	This saving has been achieved through the cessation of the Benefitting Older Persons Fund and a reduction in funding to Selton CVS
F3.1, F3.3, F4.2 & D1.2B	Review of Commissioning - reducing funding support to community groups - Older People	300,000			300,000	Affected groups have been notified and relevant budgets have been reduced accordingly
F3.1, F3.3, F4.2 & D1.2B	Review of Commissioning - reducing funding support to community groups - Young People and Families	282,200			282,200	Savings made from reduced commissioning with voluntary groups for delivery of services
F3.1, F3.3, F4.2 & D1.2B	Review of Commissioning - reducing funding support to community groups - Provisions, Reserves, Corporate Spend	800			800	
C12.5	Cash limit general non-pay budgets in 2013/14 and 2014/15 (retains £0.5m excessive inflation provision in each year and retains inflation for specific contracts)	3,218,000			3,218,000	Budget reduced. Only risk is if departments cannot remain within cash limited budgets due to excessive inflationary increases, e.g. utilities costs.
	NHS support for Social Care	1,488,000			1,488,000	Grant being received. Only risk is being able to justify the use of funding to the NHS.
	Terms & Conditions - Freezing increments for 2 years	1,500,000			1,500,000	Terms and Conditions changed so increments not being paid.
	Business Rates - Small Business Rates Relief - S31 Grant	1,171,000			1,171,000	Grant being received.
	Levies	1,180,000			1,180,000	Reduced levies being paid.
	Transport Authority - Recharge	631,000		631,000		Discussions are taking place with Merseyside Integrated Transport Authority (MITA) to agree methodology for recharging
	Council Tax - Council Tax Freeze Grant	1,180,000			1,180,000	Grant being received.
	<b>Authority Wide Savings/Financing Options</b>	<b>11,047,000</b>	<b>0</b>	<b>0</b>	<b>631,000</b>	<b>10,416,000</b>

**Integration**

I1.1	Commissioning, Business Intelligence and data	125,000			125,000	Implementation of restructure ongoing. Figures will be firmed up by Sam Tunney and Kate Payne in time for June meetings
I1.2	Learning & Development, Training, Professional Training and CPD	250,000			250,000	To be monitored, but likely to be achieved in 2013/14
	<b>Integration</b>	<b>375,000</b>	<b>0</b>	<b>0</b>	<b>375,000</b>	<b>0</b>

**Use of One-Off Resources to Support the Budget**

		<b>843,000</b>			<b>843,000</b>	Resources available to be utilised if required.
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**Total Savings Requirement 2013/14**

		<b>25,074,000</b>	<b>1,507,000</b>	<b>1,641,000</b>	<b>5,693,000</b>	<b>16,233,000</b>
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SAVI - UNABLE TO BE ACHIEVED FROM SPECIFIC SERVICE AREA BUT WILL BE ACHIEVED FROM OTHER AREA WITHIN WHOLE OF SERVICE

E2.5	Review all management arrangements		-22,000		22,000	Head of Libraries post can be met from vacancies within the Libraries Service pending the implementation of the revised staffing structure.
		<b>25,074,000</b>	<b>1,485,000</b>	<b>1,641,000</b>	<b>5,715,000</b>	<b>16,233,000</b>



2014-15 LISTED BUDGET SAVINGS ACHIEVED IN 2013-14

People

Adult Social Care

E2.7	Reduced social workers	135,000				135,000	Achieved by VR/VER - Budget currently being utilised in 13/14 to support additional social work capacity required to undertake assessments in initial phase of planned Day Care/Respite saving The full saving requirement in 2014/15 is £200k. To date £90k has been secured towards this saving
D1.35	Section 117 After Care Funding	90,000				90,000	
<b>Adult Social Care</b>		<b>225,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>225,000</b>	
<b>Total Savings Requirement 2014/15</b>		<b>25,801,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>225,000</b>	

SAVINGS UNABLE TO BE ACHIEVED FROM SPECIFIC SERVICE AREA BUT WILL BE ACHIEVED FROM OTHER AREA WITHIN WHOLE OF SERVICE

Libraries - Review of Service			-40,000	40,000			Depending on the costs of mitigation within the library review it may be possible to achieve additional savings to off set the local history saving.
	25,801,000	-40,000	40,000	0		225,000	

DIS Page 41	<b>E SUMMARY</b>					
	Total Savings Requirement 2012-13 Continuing	2,914,000	0	1,054,000	635,000	1,225,000
	Total Savings Requirement 2013-14	25,074,000	1,485,000	1,641,000	5,715,000	16,233,000
	Total Savings Requirement 2014-2015	25,801,000				225,000
	<b>PERFORMANCE OF ALL LISTED SAVINGS TO MAY 2013</b>	<b>53,789,000</b>	<b>1,485,000</b>	<b>2,695,000</b>	<b>6,350,000</b>	<b>17,683,000</b>

# Agenda Item 6

**Report to:** Cabinet  
Council

**Date of Meeting:** 18 July 2013  
5 September 2013

**Subject:** Capital Allocations 2013/14

**Report of:** Head of Corporate Finance & ICT    **Wards Affected:** All

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

**Exempt/Confidential**            No

**Purpose/Summary**

To provide Members with details of the latest capital projects that have been recommended for inclusion within the Capital Investment Plan for 2013/14 by the Strategic Capital Investment Group (SCIG), including those schemes which are proposed to be funded from the Capital Priorities Fund.

**Recommendation(s)**

Cabinet : -

- i) Recommends that Council approve the proposed capital schemes, detailed at Appendix A, in the Capital Investment Plan, to be funded from Single Capital Pot resources and the Capital Priorities Fund.

Council is: -

- i) Recommended to approve the inclusion of the schemes detailed in the report, within the Capital Programme for 2013/14.

**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 inform Members of the recommendations of the Strategic Capital Investment Group and to allow Members to consider if these should be recommended to Council for inclusion within the Capital Investment Plan and to inform Members of schemes to be financed from the Capital Priorities Fund.

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

### (A) Revenue Costs

Any revenue costs of these additional capital schemes will be met from existing revenue budgets.

### (B) Capital Costs

Schemes that are to be funded from grant funding will be met from the single capital pot, whilst schemes to be approved from the Capital Priorities Fund will be funded from revenue resources already approved.

## Implications:

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

<b>Legal</b> Devolved Formula Capital grant funding is ring-fenced and can only be used for its intended purpose
<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:

The capital schemes will provide improved classroom facilities, allow modern lighting columns to be introduced and aid the development of local communities.

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

The Head of Corporate Finance and ICT (FD2406/13) and Head of Corporate Legal Services (LD1721/13) have been consulted and any comments have been incorporated into the report.

## Are there any other options available for consideration?

The options available to Members for the use of non ring-fenced capital grant allocations are included in the body of the report.

## Implementation Date for the Decision

After Council.

**Contact Officers:** Jeff Kenah and Amanda Langan

**Tel:** 0151 934 4104

**Email:** Jeff.kenah@sefton.gov.uk

## Background Papers:.

None

## 1. Introduction

- 1.1 Cabinet and Council were notified on 25 April 2013 and 14 May 2013 of the Government Capital Allocations for 2013/14. The report presented the allocation of that grant funding as follows: -
- Grant funding treated as pre allocated;
  - Single capital pot bids recommended by the Strategic Capital Investment Group (SCIG), with the schemes to be funded from the 2013/14 capital allocation; and
  - Schemes to be funded from revenue with no call upon the single capital pot.
- 1.2 Council approved schemes for inclusion in the Capital Investment Plan, including schemes classed as pre allocated, those funded from Direct Revenue Funding and those to be funded from the Single Capital Pot. Council also referred a number of schools' schemes and a Street Lighting scheme back for further consideration by SCIG.

## 2 Schemes for Further Consideration

- 2.1 The Strategic Capital Investment Group met on 24 June 2013 to consider further schemes for approval and recommended that the schemes detailed in Appendix A be put forward to Cabinet and Council for inclusion within the Capital Investment Plan.
- 2.2 The schemes identified for inclusion total £0.460m. Of this amount, £0.260m relates to schemes at schools. Discussions have taken place with the schools with regard to the financial position of the Council and consequently the school's ability to contribute to the costs of the schemes. As a result, the schools have agreed to contribute as follows: -

Stanley High £0.040m to the total cost of £0.180m

Litherland Moss Primary £0.020m " " " " " £0.080m

- 2.3 As a consequence of the above, the net call on the Single Capital Pot has reduced to £0.400m, leaving £0.858m still unallocated. A number of other schemes are still to be assessed and a further report will be presented to a future Cabinet meeting.
- 2.4 Should there be an underspend on any scheme, these resources will be returned to the Single Capital Pot. Conversely, any overspend on schemes will not automatically illicit any additional funding and the schemes on the list with the least priority within the bid will not be carried out.

## 3 Capital Priorities Fund

- 3.1 As noted in the report to Cabinet and Council on 28 February 2013, an additional £1m of capital funding was released from Council reserves aimed at assisting the development of town centres across the Borough, youth employment and the local economy. This £1m was included in the Capital Investment Plan and Cabinet on 25 April 2013 approved £0.050m to be paid to the North West Training Council from this amount.

# Agenda Item 7

- 3.2 The Strategic Capital Investment Group, on 24 June 2013, have now recommended further amounts to be allocated from this fund. These are detailed at Appendix A and total £0.326m which brings the total amount approved from the fund to £0.376m.

## **4 Property Intervention Fund**

- 4.1 The Strategic Capital Investment Group on 24 June 2013 considered an item regarding the delivery of a feasibility study on potential sites on Dunningsbridge Road Corridor. It was agreed that the cost of £0.040m be approved from the Property Intervention Fund and there would therefore be no call on the Single Capital Pot resources.

## **5 Adult's Personal Social Services Grant 2012/13 £807,910**

- 5.1 The grant for the transformation of Adult Social Care is not ring-fenced and was included in the February report to Cabinet and Council as being retained to support the transformation of Adult Social services, including service remodelling and systems development. Details are currently being developed to identify the prioritisation of this resource, taking into account requirements arising from the 2013-15 budget proposals approved by Council. The allocation of this resource will be presented to Cabinet when schemes have been developed.

**APPENDIX A**

<b>BID NUMBER</b>	<b>Total Cost of Scheme £'000</b>	<b>School Contribution £'000</b>	<b>Single Capital Pot Funding £'000</b>	<b>Scheme Name</b>	<b>Scheme Description</b>	<b>Applicant Department</b>
<b><i>SINGLE CAPITAL POT BIDS – RECOMMENDED</i></b>						
1	180	40	140	Stanley High School - Refurbished Science Laboratories	To provide 2 refurbished science labs by altering existings labs that are in poor condition. . The total cost of the scheme is £0.180m; a £0.040m contribution has come from the school	Learning & Support Services
2	80	20	60	Litherland Moss Primary School - Remodelling & Refurbishment	Design Fees up to Tender Stage only for the Remodelling & refurbishment of school providing new entrance, a new admin block, kitchen & boiler house and also address early years provision. The total cost of the scheme is £0.080m; a £0.020m contribution has come from the school	Learning & Support Services
3	200	0	200	New Street Lighting Columns (boroughwide)	Replacement of Street lighting columns	Investment Programmes and Infrastructure
<b>Total</b>	<b>460</b>	<b>60</b>	<b>400</b>			

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<b>BID NUMBER</b>	<b>Funding required 2013/14 £'000</b>	<b>Scheme name</b>	<b>Scheme description</b>
<b><i>CAPITAL PRIORITIES FUND – RECOMMENDED</i></b>			
1	40	Crosby Town Centre – Master Plan Approach	To create an agreed vision and ambition for Crosby Town Centre to re-establish public confidence and increase prospects for business retention, business growth and jobs.
2	40	Bootle Office and Learning Campus – Vision and Prospectus	To create an agreed vision and Office/Learning Campus and communicate the vision & opportunities to investors & respond to the new Planning Policy Framework. To support the Council's accommodation strategy and asset management function
3	50	Southport – Investment Strategy and Master Plan Approach	To Create a Visitor Economy Strategy in conjunction with private sector delivery partners including Council key assets. To create a Prospectus for Inward Investment, support business retention & growth and raise and retain additional business rates
4	40	Dunningsbridge Employment Corridor – A Master Plan, Feasibility and Viability	To overcome site constraints to help unlock Employment Land & Property Opportunities. To unlock external public & private sector investment, help companies realise growth plans and raise and retain additional business rates
5	54	Merseyside Superfast Broadband	To establish superfast broadband connection to 850 additional SMEs and give 210 SMEs business assistance. To access £12m of external funding and create additional jobs
6	30	Modelling future impact of projected traffic growth on Air Quality Management Areas	To improve understanding of the potential impact of traffic growth on AQMAs and health impact assessments.
7	35	People's Site (Feasibility, Design and Costs)	To unlock strategy for 1 <sup>st</sup> phase of development of site and support construction jobs and support residential land supply
8	37	A Strategy for International Sefton	To provide marketing events & activities with partners leading up to the International Festival of Business 2014. To support jobs & growth, promote Sefton as a business destination and support Sefton business to export
<b>Total</b>	<b>326</b>		





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# Agenda Item 8

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**Report to:** Cabinet **Date of Meeting:** 18<sup>th</sup> July 2013

**Subject:** Adult Substance Misuse Treatment Service – Award of Contract

**Report of:** Director of Public Health **Wards Affected:** All

**Is this a Key Decision?** Yes **Is it included in the Forward Plan?** Yes

**Exempt/Confidential** No

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## Purpose/Summary

To report the outcome of the re-commissioning and tendering of an Adult Substance Misuse Treatment Service for Sefton.

To seek approval from Members to award a contract for the provision of an Adult Substance Misuse Treatment Service for a 2-year period, plus an option to extend annually for up to a further three years, commencing on the 1<sup>st</sup> October 2013.

## Recommendation(s)

That Cabinet:

Agrees to award a contract for the provision of an Adult Substance Misuse Treatment Service to the bidder with the highest score, namely Tenderer B, for a 2-year period, with an option to extend annually for up to a further three years, commencing on the 1<sup>st</sup> October 2013.

## 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	√		

# Agenda Item 8

## Reasons for the Recommendation:

To secure integrated, recovery-orientated, treatment services for substance misusing adults in Sefton.

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

### (A) Revenue Costs

Recognising the current cost of the separate existing services, the anticipated cost-efficiencies that might be gained from the commissioning of an integrated service and the ongoing budget pressures faced by the Council, a nominal “ceiling price” for the service was included within the Invitation to Tender document. All submitted bids were within that nominal “ceiling price”. The cost for providing this service will be approximately £3.6m per annum, a total of £7.214m over the first two years of the contract. This cost can be met within the budget allocated for this purpose. The proposed structure of the contract award, namely for 2-year period, plus an option to extend annually for up to a further three years, allows for variations in volume in recognition of the uncertainty over the Public Health budget allocation from central government beyond the second year.

### (B) Capital Costs

None

## Implications:

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

<b>Legal</b>	
The National Health Service Act 2006, as amended by section 12 of the Health and Social Care Act 2012, provides that each local authority must take steps as it considers appropriate for improving the health of the people in its area. The commissioning of suitable recovery-orientated substance misuse treatment services is considered necessary to meet those responsibilities in Sefton.	
<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:

Implementing the new contract will enable the provision of a recovery-orientated and client-centric all-substance misuse treatment service for Adults in Sefton.

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

The Head of Corporate Finance and ICT has been consulted and her comments have been incorporated into the report. Budget provision for the proposal exists within the ring-fenced Public Health budget (FD 2391/13)

Head of Corporate Legal Services has been consulted and any comments have been incorporated into the report (LD1706 ).

Consultation took place with Stakeholders, including Service Users and current and prospective service providers, at a Stakeholder Event held at Bootle Town Hall on 27th November 2012. This event presented the Commissioner's understanding of needs, current and emerging patterns of substance misuse, current service delivery models within the borough and vision for future substance misuse services in Sefton. The session also engaged stakeholders in Workshops to test the analysis/understanding and help develop/confirm the outcomes sought. Further specific consultation was undertaken with Service User Groups as the Service Specification was developed. Consultation was also undertaken with the shadow Sefton Health and Wellbeing Board and Sefton Strategic Integrated Commissioning Group prior to finalising the Service Specification and Tender Documents/assessment methodology.

Once the contract has been awarded specific consultation with service users and the new providers will take place to ensure smooth implementation of the new service and minimum disruption for service users.

**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 Meeting.

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**Background Papers:**

There are no background papers available for inspection.

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## Introduction/Background

1. The current contracts for substance misuse services expired on or around 31st March 2013. As with other contracts transferring from the NHS, as part of the transfer of Public Health to the Local Authority, these contracts have been extended to ensure continuation of services until such time as they are re-commissioned, in this case until the new contract comes into force on 1st October 2013.
2. Currently different elements of the substance misuse treatment/recovery services in Sefton are delivered through separate contracts with a range of different service providers (e.g. the treatment services for drugs and for alcohol are delivered by different service providers through very different service specifications). Whilst there has been considerable modernisation and change within service delivery in Sefton, this model does not provide sufficiently for a joined-up and holistic approach to substance misuse and recovery.
3. In commissioning the new service the Council has sought to commission a recovery-orientated, evidence-based, and client-centric substance misuse treatment service for individuals and families in Sefton. The service will deliver personalised and structured support to help clients with their recovery, by addressing the reasons, consequences and harms that flow from all forms of substance misuse so as to allow people to regain control over their lives.
4. It is intended that the outcomes achieved by the new contract/service will include the following:
  - Substantially more opiate users moving from treatment to recovery;
  - Improved access and more people receiving treatment for alcohol, cannabis, steroids, prescription medication and other addictive substances causing harm;
  - Improved health and wellbeing, in individuals, their families and local communities;
  - More service users making a positive contribution to local communities and achieving their aspirations;
  - More voluntary sector/community support led by ex-service users;
  - Improved responses to safeguarding issues for adults and vulnerable children;
  - Reductions in anti-social disorder and crime hotspots;
  - Reductions in substance related domestic violence incidents;
  - Fewer hospital admissions and health problems.
5. It is intended that the improvements for Service users will include:
  - Tailored care with more focus on what service users want & need;
  - More opportunities for recovery & moving on in their journey (challenge & support);
  - More support groups led by service users (Recovery Champions);
  - More opportunities to volunteer and work in the voluntary sector;
  - More opportunities to access housing, training, employment - whatever service users need to rebuild their lives;
  - Better access to information, advice, guidance for all including those currently not accessing services.

## Process

6. A full open procurement process was engaged in order to award the contracts, with the contract being advertised using an e-procurement portal "The Chest". Submissions were invited from either Sole Contractors, Prime Contractors with sub-contracted third parties providing some of the service or consortia of agencies working in partnership and exercising effective "end-to-end" accountability for all elements of the treatment service.
7. Recognising the uncertainty of future funding, in particular the uncertainty over the Public Health budget allocation from central government beyond the second year, the Invitation to Tender made it clear that the price agreed for the contract is subject to the ongoing availability of sufficient funding and that in the event that during the contract period the Local Authority does not have sufficient funds to cover the price of the contract the Contractor will develop and agree a contract variation with the Commissioner such that the contract price remains within the funding available.
8. The formal procurement process has now been completed and resulted in the receipt and assessment of submissions from four prospective providers. The prospective providers, listed by prospective Prime Contractor but in no particular order, were as follows:
  - Lifeline Project Ltd.
  - Mersey Care NHS Trust
  - South Staffordshire & Shropshire Healthcare NHS Foundation Trust
  - Crime Reductions Initiatives (CRI)

It is important to note that the above order does not correspond with the order of tenders in paragraph 11.

9. Bids were evaluated according to a number of standard criteria, cost, quality measures and an interview. The Standard Criteria produced a Pass or Fail assessment, with only those passing being fully assessed. In the full assessment cost accounted for 30%, quality accounted for 60% and the Interview accounted for 10% of the overall score. Only those bidders within 10% of the leading bidder following the cost and quality assessment were taken forward to interview, this resulted in interviews for three of the four bidders.
10. The Standard Criteria and Quality Measures included:

### Standard criteria:

- Past experience / evidence of technical experience
- Financial viability
- Appropriate Insurance
- Equality submission
- Health and safety performance
- Evidence of professional conduct

### Quality measures:

- Nature of service model/service configuration proposed
- Engagement of service users with service/treatment

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- Service user involvement in service design, delivery and performance monitoring
- Achievement of sustainable recovery for service users
- Engagement/integration with local agencies/stakeholders
- Service governance and leadership
- Planning & performance management
- Forecasted levels of service activity and outputs
- Workforce and peer mentor/recovery champion development
- Added Social Value
- Implementation plans

11. The evaluation was conducted by officers from: Commissioning, Public Health, Finance, Occupational Health and Safety, Equalities, and a local GP (representing the Sefton CCGs). A service user from a neighbouring Borough was also involved in the Interview process. Support and moderation was undertaken by officers in Corporate Procurement. The officers involved scored each section against agreed criteria, with scores then being added into the overall bid scoring.

12. Following evaluation, final scoring for the Tenders submitted is as follows:

	TENDER A	TENDER B	TENDER C	TENDER D
<b>% SCORES</b>				
PRICE (30%)	30.00	29.13	28.80	29.10
QUALITY (60%)	48.00	48.00	25.20	42.30
INTERVIEW (10%)	6.80	8.40	0.00	3.20
<b>TOTAL (%)</b>	84.80	<b>85.53</b>	54.00	74.60

As stated in paragraph 9 above, following the cost and quality assessment only those bidders within 10% of the leading bidder were taken forward to interview. Tender C was not within 10% of the leading bidder, was not therefore taken forward to interview and consequently has a zero Interview score in the table above.

13. Subject to approval by Cabinet, and at the expiration of the call-in period, the highest-scoring Tenderer will be selected as the contractor with whom the Council intends to contract.



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**Report to:** Cabinet

**Date of Meeting:** 18 July 2013

**Subject:** Welfare Reform Update

**Report of:** Cabinet Members Welfare Reform Reference Group **Wards Affected:** All

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

**Exempt/Confidential** No

## **Purpose/Summary**

To update Cabinet on the work of the Member led Welfare Reform Reference Group which sets the direction for welfare reform mitigation which encompasses:-

- A. Impact of implementation of Welfare Reform legislation so far
- B. Work that partners and the Council are doing collectively around mitigation of impact where possible
- C. Preparation work for further Welfare Reform legislation impacts

## **Recommendation(s)**

It is recommended that:

- 1. The incredible energy and commitment from partners and within the Council to mitigate the impact wherever possible is noted and encouraged
- 2. The timeline for implementation of Welfare Reform legislation as set out in Appendix A is noted
- 3. The considerable progress to date on the Partnership Action Plan themes as set out in Section 2 is noted
- 4. The update on Emergency Limited Assistance Scheme (ELAS) as set out in Section 3 is noted
- 5. The emerging issues and proposed mitigation measures are understood and endorsed by Members as set out in Section 4
- 6. Priority short term support wherever possible is offered to families most affected by the Benefits Cap and that the Discretionary Housing Payments Policy is amended to include this priority as set out in para 4.2. d

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

### Reasons for the Recommendation:

- (i) Ensure that the Cabinet is fully informed of the emerging impact of Welfare Reform
- (ii) Enable the Council to focus efforts and capacity in the most appropriate ways to try and mitigate the impact of Welfare Reform wherever possible
- (iii) To put into place any mitigating actions if possible and work with partners to do so

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

#### (A) Revenue Costs

Existing officer and partner time is the major resource. The use of the pump priming resource element of £200,000 agreed by Cabinet on 31 July 2013, is also supporting some of the infrastructure that is needed to mitigate the impact wherever possible.

#### (B) Capital Costs

n/a

## Implications:

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

<b>Legal</b> – Welfare Reform Act 2012 and S1 Localism Act 2011	
<b>Human Resources</b>	
<b>Equality</b>	
1. No Equality Implication	<input type="checkbox"/>
2. Equality Implications identified and mitigated	<input type="checkbox"/>
3. Equality Implication identified and risk remains	<input checked="" type="checkbox"/>

**Impact on Service Delivery:** The partner Action Plan has been put into place and the Welfare Reform Reference Group established to mitigate wherever possible the impacts of Welfare Reform. However, it remains clear that even with partner engagement, the Council will only ever be able to make a marginal impact.

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

The Head of Corporate Finance (FD.2395) and Head of Corporate Legal Services (LD.1710) have been consulted and any comments have been incorporated into the report.

## Are there any other options available for consideration?

The proposed mitigation measures have been developed in partnership with key organisations such as JobCentre Plus, Citizens Advice Bureau, One Vision Housing and the voluntary, community and faith sector. Various options have been discussed and suggested at the vibrant and well attended partner workshops as well as internal workshops. All of these have been considered for deliverability and viability. The options put forward are those that are considered to have a practical and realistic outcome.

## Implementation Date for the Decision

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

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**Background Papers:**  
None

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## 1.0 BACKGROUND AND POLICY CONTEXT

1.1. The previous Cabinet report of 31 January 2013 set out the implications of the Welfare Reform Act 2012. It outlined each element of Welfare Reform and the initial response of the Council working with partners in terms of mitigation. Agreed recommendations were as follows:

- Mitigation partner action plan endorsed
- Cabinet Member Reference Group established to oversee the direction of welfare reform
- Progress report to be brought back to Cabinet every six months.

1.2. There are two significant groups looking at Welfare impact in Sefton and potential mitigation measures. These are the Welfare Reform Reference Group comprising Cabinet Members – Communities and Environment, Children, Schools, Families and Leisure and Health and Older People. This group meets monthly and provides leadership and direction for the Council on Welfare Reform and have delegated authority on Emergency Limited Assistance Scheme. This report as shown above is submitted on their behalf and shows the breadth of issues relating to welfare reform implementation- but also the depth, commitment and activity of partners across Sefton. The Welfare Reform Partners Group which is a sub group of the Sefton Borough Partnership Operations Board is the group that brings together key partners from Voluntary, Community and Faith sector, Citizens Advice Bureau, One Vision Housing on behalf of Registered Social Landlords, JobCentre Plus and the Council. This group looks at how collectively we can mitigate the impact of Welfare Reform on the community. The discussions and decisions from each group

1.3. This report sets out progress in terms of mitigation to date, reflection on the impact of some legislation now in place and how the Council and partners are planning actions as the reforms take further effect. A timeline of when changes will impact in each year is attached at Appendix A.

## 2.0 CURRENT POSITION – RESPONSE TO WELFARE REFORM SO FAR

2.1 Work continues to progress the key themes identified in the Partner Mitigation Action Plan. This is based on the very well attended and positive workshops that have been held with partners. The following sets out “You Said” which is a collective term for all participants in the workshops and the partnership effort that has happened since:

### 2.1.1 Influencing Policy and Strategy

#### ***You said:***

Don't produce lots of strategy documents but focus on influencing existing and new policies and strategies:

#### ***What has Happened:-***

- City Region Conference was convened in March 2013 to bring together key partners around opportunities for mitigation. Sefton was highlighted as an

area of best practice in terms of its approach and activity relating to welfare reform mitigation. Further conference planned to assess impact of changes in near future.

- Cumulative impact tool has been developed for Welfare Reform which will also provide information to the Child Poverty Commission
- One Vision Housing has piloted paying housing benefit direct to tenants with mixed results which has informed their future plans.

## 2.1.2 Information and advice provision

### ***You said:***

Focus on providing specialist advice and information services to people potentially affected by welfare reform changes to build their resilience to cope with the changes.

### ***What has happened:-***

- Citizens Advice Bureau (CAB) are already commissioned by the Council to provide advice and information across Sefton. In April – mid June 2013 they provided initial gateway assessments to over 500 people in the Goddard Hall office. 51% of requests were for benefits advice
- CAB has produced a mapping tool showing where people can access advice and information. Posters are being displayed in accessible well used venues by the public i.e Council One Stop Shop, community centres
- CAB have successfully secured over £300,000 Lottery funding. Key elements include training frontline staff in public, private and not for profit organisations to be able to effectively signpost and make 'warm referrals', creation of a new central advice website with online referrals facility and a single telephone number for advice.

## 2.1.3 Awareness Raising/Training and Workforce Development

### ***You said:***

Upskill organisations to make sure that they are aware and understand what the impending Welfare Reform legislation means and the impact on our communities.

### ***What has happened:-***

- CAB have successfully delivered training on Welfare Reform to over 145 people in the Council and partner organisations. The feedback from this has been exceptionally positive with 83.4% saying it was excellent. Further training will be available if needs be around particular areas and groups
- Welfare rights forum is currently being established to share best practice, manage workloads and influence social policy
- Limited funding has been provided to CAB to provide additional awareness and training sessions for partners on welfare reform as well as developing partner capacity

## 2.1.4 Financial Inclusion

### ***You said:***

Tackle illegal money lending, payday loans and try and help people not to get into debt.

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## ***What has happened:-***

- A successful Illegal Money Lending Event was held in February 2013 half term in conjunction with the local schools and community. It raised awareness of loan sharks and provided information about alternative ways of managing money.
- Several locally community organised welfare reform events have been held to raise awareness of advice and support offers. These have been well attended by residents and organisations and more are planned.
- Work is ongoing around community based bank accounts and how credit unions can support people to budget more effectively.
- CAB have secured two years funding from United Utilities to offer financial capability sessions for parents in South Sefton
- A very limited amount of funding has been allocated to tackle illegal money lending

## **2.1.5 Foodbanks**

### ***You said:***

Create foodbanks to make sure that people in crisis have access to emergency food provision. Make sure that we work alongside existing food giving models.

### ***What has happened:-***

- Southport and South Sefton Foodbanks launched on 10 May 2013. By mid June they had fed 237 people. 76 from Linacre ward.
- Crosby Foodbank opened on 21 June 2013.
- Maghull Foodbank hopes to be open by September 2013
- Formby churches are sorting out being a distribution point for Southport Foodbank
- Pump priming funding has been made available for infrastructure costs associated with the development of Foodbank provision

## **2.1.6 Furniture Recycling**

### ***You said:***

Focus on making sure that people in need have access to something to cook on, keep cold food in, sleep and sit on wherever possible

### ***What has happened:-***

- Sefton Helping Hand Service (SHSS), a local community organisation operate a crisis package (kettle, microwave, toaster, bed, fridge and settee) for those in need linked to Emergency Limited Assistance Scheme
- Council has provided temporary accommodation at Pendle Drive, Litherland to store furniture, etc
- One Vision Housing has agreed to give all pre-loved good condition furniture to them for redistribution and a potential base for the future.
- Sefton Credit Union offer affordable low cost loans for white goods.
- Limited pump priming for SHSS for infrastructure

## 2.1.7 Clothesbanks and Charity Shop Networks

### ***You said:***

Provide where possible cheap clothing or clothes swap schemes for people in need

### ***What has happened:-***

- Parenting 2000 have set up a school uniform bank with five schools in the South Sefton area
- The Council's Education Welfare Service collect school uniform donations and distribute to those in need
- New booklet showing all of the charity shops and services has been produced by Sefton CVS

## 2.1.8 Communication

### ***You said:***

Lets have all the information about Welfare Reform in Sefton consistent with clear key messages shared by all partners

### ***What has happened:-***

- Sefton Borough Partnership Operations Board retain this as a strategic priority and monitor the strategic direction of partners on Welfare Reform
- South Sefton Area Partnership retains this as a strategic priority and is monitoring the impact on South Sefton, the area most affected by Welfare Reform
- Welfare Reform Partner Group as sub group of the Operations Board continues to meet and ensure that partners are fully engaged in supporting mitigation of Welfare Reform and communicating to their respective sectors
- Council website page operational and hyperlinked to partner websites with details of offers of support from partner organisations by area
- Specific workshops around welfare reform issues have been held with high levels of attendance (over 90 people at each one). These have covered development of specific actions such as foodbanks and created the overall action plan. In March 2013, a specific training/raising awareness session on illegal money lending to enable partner organisations and Council officers to spot the signs was held.
- Internal Council officer workshop has been held to share information on Sefton progress and to listen to officer experiences.

## 3.0 Update on Emergency Limited Assistance Scheme

3.1 ELAS at 25 June 2013 is at week 12 of its operation. Cash payments are coming to an end as arrangements have now been firmed up around the use of Foodbank vouchers and "Paypoint" services.

3.2 By 14 June 2013, 2,347 applications had been received from 1,811 applicants. 1,200 have been agreed. The average amount of the award is £43 which is less than the average DWP award of £62. The highest number of applications are from 16 - 45 year olds at 76%. 86.5% of applicants reside in South Sefton with over 36% coming from Linacre ward.

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- 3.3 The Welfare Reform Reference Group has agreed that the operation of the ELAS scheme with its current temporary staffing arrangements should continue as planned until 31 December 2013 with a continuous rigorous review of performance and spend. All spending is on target and within the amounts awarded by the Council.
- 3.4 An analysis of Linacre ward ELAS applications has been undertaken at the request of the Welfare Reform Reference Group.

This showed that:

1. 712 applications were submitted with 379 being agreed.
2. Highest number of applications were from single females with dependent children (35.8%)
3. 333 (46.7) applicants had dependent children 16 and under. 220 of these had children under 5 years old
4. Four main categories for asking for help:
  1. Awaiting benefits 7%
  2. Benefit Sanctions- 5%
  3. Lost or stolen money– 7%
  4. Ran out of money – 81%

## 4.0 Emerging Impacts and Potential Mitigation Measures identified by the Council and Partners

- 4.1 Much of the work on Welfare Reform has been planning for the changes and putting some of the necessary infrastructure in place, especially with the voluntary, community and faith sector. However, the intention has always been to take stock of the actual impact of the changes as they start to hit and reflect on what potential mitigation measures could be put into place if anything. A further workshop for all partners is planned for September 2013 to share experiences and discuss potential mitigation from a resident and volunteer perspective.
- 4.2 The following sets out a snapshot of some experiences of our partners and the outcomes of an internal session with Council officers involved in the Welfare Reform agenda. There are potential mitigation measures included where possible, but these are very marginal and are “tinkering around the edges” as the Council and partners cannot mitigate the impacts in their entirety.
- a) **Impact** - One Vision Housing are experiencing a drop in income and a lack of demand for three bed roomed houses because of fears over the Bedroom Tax. They are currently considering their strategy for debt collection.

**Potential Mitigation Measures** - Debt collection policies and the real possibility of cumulative debt are being discussed by the Council and Registered Social Landlords

- b) **Impact** - CAB has seen over 500 people in their Bootle office from beginning of April 2013 to 10 May 2013 and on average are unable to see over 75 plus people a week. Request for benefits advice is rising from 40% of the Bureau workload to 51%.



A real issue of concern which comes through partners and Council frontline staff is the level of stress that communities are under. Staff and volunteers in some cases are struggling to provide support for people preventing in crisis as there is not a solution to the issues. Volunteers which are the lifeblood of organisations like CAB are under considerable stress and are reporting that they do not feel that they can make a difference which is what they signed up to do.

**Potential Mitigation Measures** - CAB has been awarded a further £200,000 from the Emergency Limited Assistance Scheme and the Community Support Fund. This is for work in South Sefton to enable them to recruit more volunteers and therefore undertake more assessments and extend the opening hours. The stress and pressure on staff and volunteers is a serious issue and building resilience is a key element of the draft Council Action Plan.

- c) **Impact** - Concerns have been raised about the level of awareness and understanding of the impact of welfare reform by JobCentre Plus. For example, people are presenting at CAB asking for foodbank vouchers after being sent there by JobCentre Plus. The JobCentre Plus has the facility to provide foodbank vouchers direct and are potentially building up further capacity issues for CAB. Similarly, JobCentre Plus have referred people direct to the Council for ELAS when they offer a short term benefit advances loan for people whose benefits have not been paid.

Organisations have also requested details of where benefit sanctions have been applied to understand what support clients may need. Anecdotal experiences of where benefit sanctions have been applied have been told to organisations like St Leonards and Sefton@Work within the Council. Work is ongoing to see what information about benefit sanctions can be provided and if so to whom.

**Potential Mitigation Measures:** The above issues are being addressed by building up direct relationships with the local Job Centre Managers and this is a key priority action to keep flagging issues up and addressing them. This will become increasingly important as the Department Work and Pensions (DWP) Local Support Services Framework takes effect.

There is another City Region Welfare Reform Conference planned for September 2013 and this will be another opportunity for the Council and partners in Sefton to continue to lobby DWP about having realistic expectations of the capacity of Sefton to respond and the need for DWP to understand the needs of customers and potential access to support services.

- d) **Impact** - Arvato have seen the highest ever levels of customer contact in their One Stop Shops and Contact Centre in the last two months as a result of Council Tax Reduction Scheme (CTRS) and Welfare Reform, especially Housing Benefit concerns. In Sefton, there are 3,700 households affected by Housing Benefit reductions with the average reduction per household being £12.65 per week. The total reduction is likely to be £2.4m.

82 families who may be most affected by the Benefit Cap have now been identified by DWP. The impact for some families is expected to be at its highest £150 per week this relates to loss of Housing Benefit. Implementation date is

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between 15 July- September 2013. There is no indication of who will be affected first as the system works on National Insurance numbers.

**Potential Mitigation Measures** - Work is ongoing in the Council and with partners to undertake some case management with these families if they wish to access support to try and help them to cope with reduced income and build their personal resilience. This will not replace the amount lost, but will try and mitigate some of the impact and potentially increased costs to the Council and partners.

A Discretionary Housing Payments Fund (DHP) of £547,790.00 is available to provide financial assistance for those affected by Housing Benefits reductions. In April and May 2013, the volume of applications has increased by 747% on the same period last year. By end of the first quarter to June 2013, £133,000 has been paid or committed. This equates to 24% of the available resource. No cases of benefits cap are included to end of June 2013 since this only comes into effect in July 2013. Whilst a few cases have been committed for six months all will be reviewed after three or six months and the commitments arising from in year reviews have not been included in those figures. 686 decisions have been made with 354 being refused and 332 granted. It should be noted that in some cases 68% related to under-occupancy in the social rented sector.

The Discretionary Housing Payments may be used to support families affected by the benefit cap. There is pressure on this fund, however it is being managed to contain the range of demands within the budget available. It is accepted that this is challenging given the pressures of welfare reform. If the number of claims continues at the rate of this first quarter, this may lead to an overspend against the fund. However, it is anticipated that the first quarter will be the highest quarter, with the exception of the benefit cap. Members may wish to use the DHP to support families with the benefits cap.

CAB continue to provide debt advice through the One Stop Shops. Arvato work closely with RSLs and provide a dedicated officer to OVH to assist with priority cases.

A DWP employee will be co-located within the Council in the next few weeks to support the implementation of the benefit cap

The Welfare Reform Reference Group are asking Cabinet to prioritise support for those families most affected wherever possible. As a short interim measure, it is recommended that the Discretionary Housing Payments Fund includes them as a priority group for support and the policy amended to reflect this. Recommendation 5 refers to this.

Confirmation is also being sought from Arvato for resource arrangements beyond 31<sup>st</sup> December 2013.

- e) **Impact** - There are reports of an increase in illegal money lending and payday loans which are both issues that the Welfare Reform Reference Group and Partner Group continue to look for ways to address them.

**Potential Mitigation Measures** - On 9 August 2013, there is a community event called Boofest, Council staff will be carrying out questionnaires about illegal

money lending and providing information about it. Riverside Housing Association will be holding a raising awareness session outside the Strand- date to be arranged. Awareness raising days in Southport and work with local schools are being planned. Leaflets warning of the dangers of loan sharks are being put in every food parcel from the foodbanks in the south and north of Sefton. Ward Members will be kept fully informed and involved in this work as it develops.

It is acknowledged that providing alternatives to payday loans is still a major gap going forward. Work is going on at a national level which Sefton is looking at closely. Locally, Sefton Credit Union offers emergency loans to existing Council employees only. Work is ongoing around community bank accounts as a way forward. This is very much an area under development.

- f) **Impact** – The fact that benefits are accessed online is a continuing issue for Sefton as digital exclusion is a problem in some of Sefton’s communities. CAB estimate that 37% of clients will need support to make this digital transition.

**Potential Mitigation Measure** – The Council recognises that capacity issues have hindered the pushing forward on this agenda. An internal workshop is in the process of being organised to identify what can be done. Sefton CVS are currently refreshing the mapping of all Voluntary, Community and Faith organisations that may be able to assist.

- g) **Impact** - Linked to Welfare Reform is the fact that 32,000 Sefton households have migrated from Council Tax Benefit to local Council Tax Reduction Scheme from April 2013. This has meant a further 17,330 Sefton households paying more Council Tax since April 2013. Council Tax collection is currently running at 0.5% below last year levels.

**Potential Mitigation Measures-** Initially for those residents in arrears and subject to Court proceedings – only cost is £3 that the court charges them. The approach to collection of money is one of encouragement to pay through letters and phone calls.

As above the Council and OVH and other RSLs are discussing cumulative debts and agreeing a common approach. An exceptional Hardship Fund does exist for those customers in financial difficulty with paying their Council Tax.

## 4.3 Initial Priority Actions Identified by Internal Council Workshop

4.3.1 These are initial priority actions proposed by the above which need to be explored in further detail:-

- Increase the availability and provision of information, advice and support.
- Identify further funding streams that exist within the council that are related to Welfare Reform linking in with the existing work already undertaken.
- Supporting families most affected back into work.
- Optimise the opportunities afforded to the council in the Local Plan for our residents and communities
- Training for frontline staff & support.
- To adopt a holistic to those Not in Education, Employment or Training (NEET)

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- Utilise the options available through the Complex Families contract to improve residents skills.
- To monitor and mitigate the potential for increasing homelessness due to the impacts of Welfare Reform.
- To develop a sustainable model for community resilience
- More collaborative working with DWP
- Ensure that we have the right information in the right places.

5. Resources to support the impact of Welfare Reform are tabled below.

<b>Funding stream</b>	<b>Amount</b>	<b>Purpose of funding</b>
<b>CTRS hardship fund</b>	£143k	To assist CTR applicants to meet their CT liability
<b>Welfare assistance</b>	£955k (Plus £250k administration)	To help Sefton residents to pay for items that they may need in a 'crisis'
<b>Troubled families</b>	£660k (Attachment fees)	The Government has provided this funding in order to provide intensive interventions for 'troubled families'. The DCLG are providing an 'up front' attachment fee, with potential more funding to follow, based on results. The amount of funding for 2013/ 2014 is yet to be agreed, but is likely to be around £660k Arvato have worked with Sefton Council and have identified 11 'troubled families' that will be affected by the benefit cap
<b>Children's Act (Section 17 funding)</b>	£60k	Sefton MBC set aside Council money for 'Preventative and Support budgets', to support children and families. The £60k is the budgeted amount that Sefton receives for looking after children and care leavers. In reality, the team spends more than twice that amount as the budgets weren't aligned when the functions of the teams changed. The extra funding comes out of Sefton's budget
<b>Homelessness</b>	£88k	The Council has a Homelessness Prevention Grant of £88k. The vast majority of this funding is used for Southport Housing Centre. The centre helps with a wide range of housing related issues including rent arrears, tenant rights, landlord rights, disrepair and homelessness. They also advise and support landlords, tenants, homeowners and the homeless

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<b>Independent Living Fund</b>	Care package funding of circa £200 per week for the disabled person	<p>The ILF is a Non-Departmental Public Body of the Department for Work and Pensions and provides discretionary trust funding to allow disabled people to live independently.</p> <p>The ILF currently provides payments to 19,136 disabled people nationally. Local Authorities provide care packages to 16,128 of these disabled people of in excess of £200 per week. The funding comes out of Sefton's budget.</p> <p>The DWP carried out a consultation on the future of the ILF – the response is attached at Appendix 6.</p> <p>The Government will close the ILF in 2015 and will devolve funding to Local Government</p>
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## Appendix A

### Welfare Reforms – Outline Timeline for Changes

The following timelines are subject to change, and some in relation to Universal Credit are 'best guess' estimations.

	CHANGE
2013	Abolition of Council Tax Benefit – Introduction of localised Council Tax Reduction Schemes
	Abolition of Community Care Grants and Crisis Loans for general living expenses – Introduction of localised Welfare Assistance Schemes
	Replacement of Crisis Loan Alignment payments with a new national scheme of Short Term Advances – Administered by DWP
	Introduction of Universal Credit in pathfinder area (Tameside) reduced to 1 pilot site, from initial 4.
	Introduction of Housing Benefit Size Criteria in Social Rented Sector (Bedroom Tax)
	Introduction of Personal Independence Payments (PIP) to replace Disability Living Allowance for new claimants in pathfinder areas – Includes Merseyside
	Introduction of Personal Independence Payments (PIP) to replace Disability Living Allowance for new claimants nationally
	Introduction of a Benefit Cap (Limiting the total amount of benefit payable to working age customers)
	Introduction of Universal Credit to replace Job Seekers Allowance
	Commencement of re-assessment of limited Disability Living Allowance awards
2014	National rollout of Disability Living Allowance re-assessments
	Migration of Incapacity Benefit claimants to Employment Support Allowance completed
	Introduction of Universal Credit for in work customers
	New out of work HB claims transition to Universal Credit commences
	Changes to Pension Credit to support customers with children in full time education
2015	New in work HB claims transition to Universal Credit commences
	Proposed closure of Independent Living Fund (ILF) and devolvement of funding to Local Government
	Change in Circumstance and JSA HB claims transition to Universal Credit commences
	All other HB claims transition to Universal Credit commences

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	CHANGE
	Pensioner HB claims move to Housing Support as part of Pension Credit
	Re-assessment of all Disability Living Allowance claims completed
	Transfer of all claimants on legacy benefits to Universal Credit completed

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