

MEETING: CABINET  
DATE: Thursday 14th January, 2016  
TIME: 10.00 am  
VENUE: Committee Room, Town Hall, Bootle

**Member**

Councillor

Councillor Maher (Chair)  
Councillor Atkinson  
Councillor Cummins  
Councillor Fairclough  
Councillor Hardy  
Councillor John Joseph Kelly  
Councillor Lappin  
Councillor Moncur  
Councillor Veidman

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

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

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

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# 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 3 December 2015		(Pages 5 - 10)
* 4.	<b>Determination of the proposal for the closure of St Ambrose Barlow Catholic College</b> Report of the Head of Schools and Families	Ford; Litherland; St. Oswald	(Pages 11 - 56)
* 5.	<b>Public Health Annual Report 2015</b> Report of the Interim Head of Health and Wellbeing	All Wards	(Pages 57 - 84)
* 6.	<b>A565 North Liverpool Key Corridor Scheme - Compulsary Purchase Orders</b> Report of the Head of Locality Services - Commissioned	Linacre	(Pages 85 - 112)
* 7.	<b>M58 Junction 1 - Procurement Strategy</b> Report of the Head of Locality Services - Commissioned	Molyneux	(Pages 113 - 118)
* 8.	<b>Council Tax Reduction Scheme 2016/17 and Council Tax Base 2016/17</b> Report of the Chief Finance Officer	All Wards	(Pages 119 - 162)

* 9.	<b>Revenue Budget 2015/16 Update</b> Report of the Chief Finance Officer	All Wards	(Pages 163 - 186)
* 10.	<b>Medium Term Financial Plan and Budget 2015/16 - 2017/18</b> Report of the Chief Finance Officer to follow	All Wards	
11.	<b>Programme of Meetings 2016/17</b> Report of the Head of Regulation and Compliance	All Wards	(Pages 187 - 212)
* 12.	<b>Klondyke Phase 2 and 3 Site Disposal</b> Report of the Chief Executive	Litherland	(Pages 213 - 226)



THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON TUESDAY, 15 DECEMBER 2015. MINUTE NO. 78 IS NOT SUBJECT TO "CALL - IN."

## CABINET

### MEETING HELD AT THE BIRKDALE ROOM, TOWN HALL, SOUTHPORT ON THURSDAY 3RD DECEMBER, 2015

PRESENT: Councillor Fairclough (in the Chair)  
Councillors Atkinson, Cummins, Hardy,  
John Joseph Kelly, Lappin, Moncur and Veidman

ALSO PRESENT: Councillors Dawson and Weavers

#### 71. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Maher.

#### 72. DECLARATIONS OF INTEREST

No declarations of any disclosable pecuniary interest were received.

#### 73. MINUTES OF PREVIOUS MEETING

##### Decision Made:

That the minutes of the Cabinet meeting held on 5 November 2015 be confirmed as a correct record.

#### 74. SHALE GAS (FRACKING) WORKING GROUP - FINAL REPORT

The Cabinet considered the report of the Head of Regulation and Compliance which incorporated a copy of the report of the Working Group appointed by the Overview and Scrutiny Committee (Regeneration and Environmental Services) to consider the implications set out in Minute No. 30 of the Council meeting held on 24 July 2014 with regard to the licensing and regulatory framework for shale gas developments.

Councillor Weavers, the Lead Member of the Working Group outlined the recommendations set out in the report.

##### Decision Made: That:

- (1) the Head of Regeneration and Housing be requested to establish a Cross-Regulator Working Group, to include Elected Member representation, for all shale gas (and oil) development proposals at all stages;
- (2) the Head of Regeneration and Housing be requested to prepare a "Good Practice and Expectations Document" to provide

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transparency to the industry and the public and that it is appropriately referred to in the explanatory text to Minerals Policy NH8 within Sefton's Local Plan;

- (3) the Head of Regeneration and Housing be requested to ensure that the local validation checklist is updated as appropriate to take account of the issues identified in the Scrutiny report;
- (4) the Head of Regeneration and Housing be requested to ensure that Sefton Council's Statement of Community Involvement is updated as appropriate to take account of the issues identified in the Scrutiny report with respect to matters of community engagement in relation to shale gas (and oil) development;
- (5) the Head of Regeneration and Housing be requested to ensure an Environmental Statement accompanies development that requires it when assessed against the EIA Regulations;
- (6) the Head of Regeneration and Housing be requested to ensure that Environmental Monitoring Plans are agreed at each stage of the shale gas (and oil) development cycle;
- (7) the Head of Regeneration and Housing be requested to ensure that in respect of the Habitat Regulations, any applicant should be advised to engage in early pre-application discussion to ensure that the baseline information provided enables Sefton Council to complete the assessment of likely significant effects of proposed projects; and
- (8) the Head of Regeneration and Housing in consultation with the Chief Finance Officer be requested to complete a regulatory capacity assessment of low, medium and high development scenarios in order to inform resource planning and budget allocation and inform liaison and negotiation with applicants include planning performance agreements of other such similar mechanisms.

## **Reasons for Decision:**

The Working Group has made a number of recommendations that require approval by the Cabinet.

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

None.

## **75. PROCUREMENT PROPOSALS FOR WINTER SERVICE BUREAU AND FORECASTING SERVICES**

The Cabinet considered the report of the Head of Locality Services - Commissioned which provided details of the proposed procurement process for Winter Service Bureau and Forecasting Services in association with Liverpool City Region Authorities.

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

- (1) the procurement of the contract for Winter Service Bureau and Forecasting services be approved by the use of the tender process referred to in paragraph 2.1 of the report;
- (2) the tenders be evaluated using the criteria referred to in paragraph 2.2 of the report; and
- (3) the Head of Service – Locality Services Commissioned be authorised to award the contract to the highest scoring tenderer.

### **Reasons for Decision:**

The recommendation is made in accordance with the Liverpool City Region Authorities constitutions

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

The contract could be tendered as a 'Sefton only' contract which would negate the need to follow OJEU requirements. However, this would increase costs considerably and the Council would no longer have the resilience of sharing information with the rest of the Liverpool City Region Authorities.

## **76. PROVISION OF LIQUID FUELS**

The Cabinet considered the report of the Head of Commissioning Support and Business Intelligence which provided details of the proposed procurement of liquid fuels for the period from 1 January 2016 to 30 September 2017.

### **Decision Made:**

That approval be given to the continuation of the procurement of liquid fuels through the Crown Commercial Services (CCS) Liquid Fuels Supply Framework for the period 1 January 2016 to 30 September 2017.

### **Reasons for Decision:**

Sefton Council needs to procure substantial quantities of liquid fuels in order to operate its daily business and the level of expenditure (approximately £0.76m- £1.12m per annum) required Cabinet approval. It was considered

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that the Council would be best assured of value for money in terms of price and security of supply by continued procurement through the CCS Framework.

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

The Council could decide not to continue procuring Liquid Fuels through the CCS Liquid Fuels Framework and instead undertake its own procurement process. This process would need to be an EU compliant procurement process and would take approximately 6 months to complete. The main risk and the reason this option had not been recommended is it was considered that the separate procurement of lower volumes of fuel (i.e. Sefton procuring fuel alone) was likely to result in a higher price, potentially greater fluctuation in price and potentially less reliable supply. If the Council was to undertake its own procurement process, it was still recommended that procurement continues through the CCS Framework whilst that procurement is undertaken, for the reasons stated above.

## **77. REVENUE BUDGET 2015/16 UPDATE**

The Cabinet considered the report of the Head of Corporate Support which provided details of the Comprehensive Spending Review 2015 announced on 25 November 2015, and the subsequent financial settlement for 2016/17 and its impact on the two-year financial plan; the progress in the achievement of the approved savings for 2015/16 (and any residual savings carried forward from previous years); other financial risks elsewhere in the budget; the current forecast on Council Tax and Business Rates collection; the proposed purchase of two Ultra Low Emission vehicles for inclusion in the Capital Programme; new car parking charges at specific locations and the progression of a Traffic Regulation Order to set the charges on the specified car parks; and the proposed acceptance of grant funding from the Department of Energy and Climate Change for vulnerable occupiers (across the Liverpool City Region) of properties that do not currently have gas central heating.

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

- (1) the details of the Comprehensive Spending Review, announced on 25 November 2015, and the impact of the subsequent financial settlement for 2016/17 on the two-year financial plan be noted;
- (2) the progress to date on the achievement of approved savings for 2015/16 and residual savings carried forward from previous years be noted;
- (3) the wider financial pressures being experienced in the remainder of the Budget be noted;
- (4) the forecast position on the collection of Council Tax and Business Rates be noted;

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- (5) approval be given to the provision of two Ultra Low Emission pool vehicles, as outlined in paragraph 7 of the report, and the inclusion of £10,712 in the Capital Programme;
- (6) approval be given to the recommendations of the Cabinet Member – Regulatory, Compliance and Corporate Services for the introduction of car parking charges at Crosby Lakeside Adventure Centre and Blucher Street, Waterloo; Burbo Bank, Blundellsands and Sumner Road, Formby as set out in paragraph 8 of the report; and the progression of a Traffic Regulation Order to set the charges on the above car parks; and
- (7) approval be given to the acceptance of the offer of grant funding from the Department of Energy and Climate Change for vulnerable occupiers (across the Liverpool City Region) for properties that do not currently have gas central heating; and to the inclusion of the scheme in the Capital Programme and the Council's role of Accountable Body for the scheme.

#### **Reasons for Decision:**

To ensure Cabinet are informed of the latest position on the achievement of savings for the current financial year and to identify wider budget pressures being experienced elsewhere in the budget. To provide an update on the forecast outturn position on the collection of Council Tax and Business Rates. To enable the leasing of two low emission vehicles to be used as pool cars and to approve new car park charges at specific locations as set out in the report. To approve the inclusion of a gas central heating project for vulnerable residents of the Liverpool City Region in the Capital Programme and the Council's role of Accountable Body for the scheme.

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

None.

#### **78. SEFTON LOCAL PLAN - FURTHER POST-SUBMISSION CHANGES**

The Cabinet considered the report of the Chief Executive which provided details of the urgent decision taken by the Leader of the Council on 13 November 2015 to approve a list of post submission changes to the Local Plan for consideration by the Planning Inspector at the Local Plan examination.

#### **Decision Made:**

That the report be noted.

#### **Reasons for Decision:**

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To note the decision taken by the Leader of the Council

**Alternative Options Considered and Rejected:**

None.

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**Report to:** Cabinet **Date of Meeting:** 14<sup>th</sup> January 2016

**Subject:** Determination of the proposal for the closure of St Ambrose Barlow Catholic College

**Report of:** Head of Schools & Families **Wards Affected:** Ford, Litherland and St Oswald's

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

**Exempt/Confidential?** No

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## Purpose/Summary

St Ambrose Barlow Catholic College (known as St Ambrose Barlow Catholic High School) is a voluntary aided secondary school. The Archdiocese Director of Schools and Colleges wrote to the Director of Children's Services on 30 June 2015 formally requesting that the Council start a statutory consultation proposing the closure, by August 2016, of St Ambrose Barlow Catholic High School. Following a consultation process the Council published a statutory notice regarding the proposal to close St Ambrose Barlow Catholic College.

The purpose of this report is to seek a determination on the proposal for the closure of St Ambrose Barlow Catholic College. In accordance with the School Organisation (Establishment and Discontinuance of Schools) Regulations 2013 the decision maker for this proposal is the local authority.

## Recommendation(s)

Cabinet is recommended to:

1. Consider the information on the proposal to close St Ambrose Barlow Catholic College contained in the report;
2. Approve the proposal for the closure of St Ambrose Barlow Catholic College with effect from 31 August 2016.

## 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			X
2	Jobs and Prosperity			X
3	Environmental Sustainability		X	
4	Health and Well-Being		X	
5	Children and Young People	X		

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6	Creating Safe Communities		X	
7	Creating Inclusive Communities			X
8	Improving the Quality of Council Services and Strengthening Local Democracy		X	

**Reasons for the Recommendation:**

The Local Authority has the statutory power to close a maintained school following the statutory process detailed in the report.

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

**(A) Revenue Costs**

It is anticipated that any costs associated with the closure of St Ambrose Barlow Catholic College will be ultimately contained within the DSG or from the Council's Closed Schools Reserve Account. However if the closure proposal was delayed there is a potential financial risk to the Council as the Closed School Reserve Account has finite resources and any escalated deficit may not be contained within the resources available.

**(B) Capital Costs**

N/A

**Implications:**

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

<b>Legal:</b> The consultation on the proposal to close the school and publication of the statutory notice has been carried out in accordance with the requirements of the School Organisation (Establishment and Discontinuance of Schools) Regulations 2013.	
<b>Human Resources:</b> As part of the consultation process meetings were held with staff in the school and their trade union representatives.	
<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 type="checkbox"/>

**Impact on Service Delivery:**

N/A

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

The Chief Finance Officer (FD3946/15) and Head of Regulation and Compliance (LD 3229/15) have been consulted and any comments have been incorporated into the report.



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

There are no alternative viable options.

**Implementation Date for the Decision**

Immediately following the expiry of the “call-in” period for the Minutes of the Cabinet meeting.

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## 1. Background

- 1.1 St Ambrose Barlow Catholic College is a voluntary aided secondary school and, as such, is managed by a Governing Body the majority of which are appointed by the Archdiocese of Liverpool.
- 1.2 St Ambrose Barlow has experienced falling pupil numbers for a number of years. The school has a capacity of 600 pupils and at the start of the consultation process for the proposed closure only had 384 on roll. Since July this number has decreased and at the time of writing this report the school had 164 pupils on roll.
- 1.3 Governing Bodies have a responsibility to ensure their school delivers a good education and a duty to set a balanced budget each year. The Governing Body of St Ambrose Barlow has worked very hard over the last few years to reduce costs and set a balanced budget whilst minimising the impact on standards. This has been against a backdrop of a funding freeze, falling pupil numbers and increasing cost.
- 1.4 The Governing Body of St Ambrose Barlow met on 29 June 2015 to consider the financial position of the school going forward in the light of no foreseeable increase in pupil numbers and increasing cost. The budget situation was exacerbated by pension changes and pay awards which increase staffing costs by around 4.5% and the continued freeze in education funding at 2010 levels. The Governing Body consider that they could not reduce costs further and be able to operate as a school delivering a suitable broad curriculum and a good standard of education. Following this meeting the Archdiocese Director of Schools and Colleges wrote to the Director of Children’s Services on 30 June formally requesting “*the Council to start a statutory consultation proposing the closure by August 2016 of St Ambrose Barlow Catholic High School, Netherton.*” In this letter the Archdiocese Director of Schools and Colleges stated that: “*...unfortunately, as the funding of schools is now almost wholly based on the number of pupils on roll, Governors have been managing with a budget that is half the size of the average Secondary school budget at a time when the Government is insisting on the highest attainment in the broadest choice of subjects. It is simply not possible for the school to cover these increased expectations within the budget available to them. Nor are they able to set a deficit budget as the law does not allow them to do this.*”.

## 2. Statutory Process

- 2.1 The statutory process for discontinuing a school is contained in the School Organisation (Establishment and Discontinuance of Schools) Regulation 2013 and has five stages as follows.

<b>Stage 1</b>	<b>Consultation</b> <b>6<sup>th</sup> July 2015 – 13<sup>th</sup> October 2015</b>	This is the start of the process when the Local Authority provides information about what is being proposed and gathers the views of interested parties to help them develop the proposals. This period usually lasts for a minimum of six
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		weeks.
<b>Stage 2</b>	<b>Publication November 2015</b>	A legal notice is published in the local paper (usually the Champion) and on the Council website which sets out brief details of the proposal for closure and where more information can be found. It also gives details of where objections and comments can be sent and the closing date for these. It marks the start of the representation period or formal consultation.
<b>Stage 3</b>	<b>Representation 25 November – 23 December 2015</b>	This is a four week period from the date the notice is published to allow interested parties the final opportunity to send objections and comments to be taken into consideration by the decision maker. It is classed as the formal part of the consultation process.
<b>Stage 4</b>	<b>Decision Cabinet to make final decision – 14 January 2016</b>	All the objections and comments gathered during the representation period are provided to the decision maker to enable them to make the final decision to close or not.

2.2 At its meeting on the 5th November Cabinet considered the outcome the statutory consultation process with regards to the proposal from the Archdiocese of Liverpool for the closure of St Ambrose Barlow Catholic College. Cabinet resolved to publish a statutory notice for the closure of St Ambrose Barlow Catholic College. The notice was published on the [Council's website](#) and in the Champion Group of Newspapers, in accordance with current legislation, on 25 November 2015 and this was followed immediately by a four week representation period. The notice was also displayed outside the school and in local libraries. A copy of the notice is attached at Annex A.

### **3 Representations Relating to the Proposal**

3.1 At the end of the representation period 2 representations, both from the same person, had been received in response to the published notice.

3.2 The following issues were raised in the representations made:

- Support for pupils who have additional needs and the impact of moving to another school.
- Concerns about travel and transport to other schools.
- The need for information about how to move school and the process for doing this if the decision is to close the school.
- The need for support from the local authority around finding an alternative school.

3.3 The above issues are addressed as part of the 'matters to be considered' below and where we have the contact details of the person making the representations we will contact them to directly respond to their concerns.

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## **4. Decision making process**

- 4.1 In accordance with the School Organisation (Establishment and Discontinuance of Schools) Regulation 2013 the local authority will be the decision-maker for the proposal.
- 4.2 The decision must be made within a period of two months of the end of the representation period or they must be referred to the Schools Adjudicator.
- 4.3 The DfE does not prescribe the exact process by which a decision-maker carries out their decision-making function. However, the body or individual that takes the decision must have regard to the statutory 'Decision-makers Guidance' (attached as Annex B).
- 4.4 When issuing a decision, the decision-maker can:
- reject the proposal;
  - approve the proposal without modification;
  - approve the proposal with modifications, having consulted the LA and/or governing body (as appropriate); or
  - approve the proposal – with or without modification – subject to certain prescribed events (such as the granting of planning permission) being met.
- 4.5 Within one week of making a determination the decision-maker must arrange for their decision and the reasons for it to be published on the website where the original proposal was published. They must arrange for notification of the decision and reasons for it to be sent to:
- the LA (where the Schools Adjudicator is the decision-maker);
  - the governing body/proposers (as appropriate);
  - the trustees of the school (if any);
  - the local Church of England diocese;
  - the local Roman Catholic diocese;
  - any other body that they think is appropriate (e.g. other relevant faith organisation)

## **5. Rights of appeal against a decision**

- 5.1 The following bodies may appeal to the Schools Adjudicator against a decision made by a LA decision-maker, within four weeks of the decision being made:
- the local Church of England diocese;
  - the local Roman Catholic diocese; and
  - the governors and trustees of a foundation, foundation special or voluntary school that is subject to the proposal.
- 5.2 On receipt of an appeal, a LA decision-maker must then send the proposal, representations received and the reasons for its decision to the Schools Adjudicator within one week of receipt. There is no right of appeal on determinations made by the Schools Adjudicator.

## 6. Implementation

- 6.1 The proposer must implement a proposal in the form approved.
- 6.2 Once proposed changes have been implemented, the proposer must inform the Secretary of State by ensuring that the department's Register of Educational Establishments (EduBase) is updated.

## 7. Matters to be considered in determining the Proposal

### 7.1 Financial Position

- 7.1.1 St Ambrose Barlow has been struggling financially for a number of years and the Governing Body has worked hard to reduce costs and set a balanced budget.
- 7.1.2 The table below summarises the financial position of the school over the last two years and the projected financial position for 2015/16 and 2016/17.

Year	2013/14	2014/15	2015/16	Preliminary forecast 2016/17
	£	£	£	£
Total Expenditure	2,981,000	2,695,000	2,606,000	2,627,000
Total Funding	2,781,000	2,482,000	2,426,000	1,176,000
Budget surplus / deficit	(200,000)	(213,000)	(180,000)	(1,451,000)
Balances B'fwd	671,000	471,000	258,00	78,000
Est. Balances C'fwd	471,000	258,000	78,000	(1,373,000)

- 7.1.3 The current financial position indicates that the school is currently overspending by approximately £180,000 this year, at a time when the school is potentially required to increase resource expenditure to raise standards, and will have minimal balances available to support future budget pressures by the end of March 2016. The movement out of the school by a large number of pupils, since the consultation process on closure commenced, means that the revised projected financial position for 31<sup>st</sup> March 2017 is a deficit of over £1.3m.
- 7.1.4 The Governing Body have considered all options and are not able to provide an action plan to address the increasing deficit and bring the budget back into a balanced position. As a result St Ambrose Barlow is, therefore, not financially viable beyond the end of the 2015/16 financial year.

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## 7.2 Impact on Educational Standards

7.2.1 St Ambrose Barlow was inspected in June 2015 and is classed as ‘requiring improvement’ by Ofsted. This is the second such judgement the school has received and the school will be classed as inadequate if they are inspected again and have not become a good school. Given the continued financial pressure the school are not able to invest in improving standards in order to move to good at their next inspection. The school is on the local authorities schools causing concern protocol.

7.2.3 In 2015 the percentage of pupils gaining 5 good GCSEs including English and Mathematics fell by 2 percentage points (49% to 47%) and is nearly 10 percentage points below the average for schools in Sefton. Expected progress in English is 53%, significantly below 2014 Sefton (79%) and national (72%) averages. Expected progress in mathematics is 46%, significantly below 2014 Sefton (58%) and national (66%) averages. (*Please note, 2014 national data used for comparison as 2015 national data is not yet validated or available.*) Some schools in the local area achieved worse outcomes in 2015 but a number achieved significantly better outcomes than St Ambrose Barlow. Overall the outcomes for the school are significantly below the Sefton and NW averages.

## 7.3 Pupil Places

7.3.1 Pupil numbers in secondary schools in South Sefton have been falling over a number of years and this trend will continue for the foreseeable future. St Ambrose Barlow Catholic College has a planned admission number of 120 and provides 600 places for pupils aged 11 to 16. Places are provided for both boys and girls. The school has no existing specialist provision that is recognised by the local authority as reserved for pupils with special educational needs, and the school is not a special school.

Table 1 shows the pupil numbers at the school over the last 10 years which are consistently well below the capacity of 600.

Table1: Numbers on roll 2006 to 2015

Year	Number on Roll (January School Census)
2006	453
2007	425
2008	426
2009	434
2010	438
2011	430
2012	437

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2013	427
2014	385
2015	382

Current Pupil numbers on roll in December 2015 are:

Y7	Y8	Y9	Y10	Y11	Total
12	38	12	34	68	164

This means that St Ambrose Barlow has 73% surplus places as at December 2015.

There have been 10 first preferences for St Ambrose Barlow from the 2016 admission round. Subject to the decision to close the school the year 6 pupils who have named the school for next year will all be written to in January and offered a chance to name an alternative school.

7.3.2 There are significant surplus pupil places in secondary schools in the south of the Borough. The 2015 School Organisation Data Book indicated that there are 2,085 pupils in schools in the Bootle planning area with 2,957 places (surplus of 872). There are 558 surplus places in the Litherland Area, 577 surplus places in the Crosby Area and 395 surplus places in the Maghull Area. Analysis of individual school data shows that there is sufficient net capacity in other Catholic secondary schools in the area to accommodate all of the pupils from St Ambrose Barlow and significant alternative options should families wish to go to another school. The Archdiocese has given a commitment that all pupils, from St Ambrose Barlow, who want a place at a Catholic school, will be offered one. School Organisation planning shows that there is more than enough capacity to accommodate secondary pupils for the foreseeable future.

## **7.4 Impact on parental choice**

7.4.1 There should be minimal impact on parental choice for parents/ carers in this area. There are a number of both Catholic and Academy High Schools (non-faith) in the area. The local schools are identified in the paragraph below relating to Displaced Pupils

7.4.2 There is a range of different and diverse provision for secondary pupils in the South Sefton Area including Academies, a Free School, faith schools, Community schools and an FE College which provides 14-16 education.

## **7.5 Displaced Pupils**

7.5.1 There are a number of other schools in the South Sefton area. The local Catholic schools are Savio Salesian College, Holy Family Catholic High School and Maricourt Catholic High School. There are sufficient alternative places in these other Catholic schools to provide a place for all children who

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would be displaced by this proposal. The parishes served by St Ambrose Barlow Catholic College will be re-designated to the other local Catholic schools and this will provide priority in the allocation of school places to Catholic children living in the parishes. Subject to approval by the Trustees it is proposed that:

- a) The parish of Holy Spirit will be designated to Savio Salesian College
- b) The parish of Our Lady of Walsingham will be designated to Maricourt Catholic High School and Savio Salesian College (*note that this is a change from the original proposal by the archdiocese following further discussions with the parishes and secondary schools*), and;
- c) The parish of St Benet will be designated to Holy Family Catholic High School

7.5.2 There are also a number of non-Catholic schools in the area and the local ones are: Litherland High School, Chesterfield High School, Maghull High School, St Michael's CE High School, Deyes High School, Hillside High School and the Hawthornes Free School. Parents are entitled to apply for a place at any school.

Details of all schools can be found on the Council's website at:

[www.sefton.gov.uk/admissions](http://www.sefton.gov.uk/admissions); Details of how to apply for another school can also be found on the Council's website at:

[www.sefton.gov.uk/admissions](http://www.sefton.gov.uk/admissions)

7.5.3 The school does not include provision that is recognised by the local authority as reserved for children with special educational needs, and the school is not a special school.

## **7.6 Impact on the community**

7.6.1 Alternative provision in other Catholic high schools will be made between 0.9 miles and 2.5 miles of St Ambrose Barlow Catholic College and recipient schools will work closely to ensure that all services and curriculum routes available to children presently attending St Ambrose Barlow Catholic College are still available wherever practicable.

7.6.2 If the closure proposal is approved then a closure project group will be established to address the many operational issues associated with a school closure and ensure smooth transitions to other schools for pupils.

7.6.3 The site and buildings are owned by the Archdiocese who will keep the site secure and tidy following closure.

## **7.7 Balance of denominational provision**

7.7.1 There are three other Catholic schools in the local area namely: Savio Salesian College, Holy Family Catholic High School and Maricourt Catholic High School. There are sufficient places in alternative Catholic secondary school to provide a place for all children who want one if St Ambrose Barlow Catholic High School closes. Based on primary school populations there will



continue to be sufficient places in Catholic high schools to provide a sufficiency of places for all Catholic children living in South Sefton.

- 7.7.2 The parishes presently served by St Ambrose Barlow Catholic College will be re-designated to alternative local Catholic high schools which will give priority to Catholic children living in those parishes.

## **7.8 Travel**

- 7.8.1 Where a secondary pupil needs to travel more than 3 miles to their nearest appropriate school, or is eligible for home to school transport under the low income criteria, the Local Authority has a duty to provide free transport usually by way of a travel pass which will help to work against increased car use.

- 7.8.2 Any new application for home to school transport will be assessed using the eligibility criteria within the Sefton Home to School Transport Policy taking into account that St Ambrose Barlow Catholic College should no longer be considered as a qualifying school for the purposes of transport. The school will still be considered as an appropriate or qualifying school for those applicants remaining at the school until 2016.

- 7.8.3 Pupils with SEND who have a statement or education health and care plan will have their needs individually assessed.

## **7.4 Archdiocese of Liverpool**

- 7.3.4 The Archdiocese of Liverpool have confirmed in meetings with officers that they are still of the view that St Ambrose Barlow is not viable as a school beyond the current academic year.

## **8. Closure Implementation**

- 8.1 Subject to Cabinet determining to close the school a project management team will be set up to implement the closure proposal by 31 August 2016. This team will comprise of local authority officers, the Archdiocese and will involve representatives from the school.

- 8.2 There will be a school admissions process for families who have pupils remaining in the school. This will commence as soon as possible, with a view to allocating places for September 2016 in March, to give certainty to families and allow the maximum time for planning and transitions. The local authority is not the admission authority for any of the local schools but will work closely with all neighbouring schools to try and ensure that as many pupils as possible can be offered their first choice school.

- 8.3 Pupils with SEND will have a suitable transition period which will be determined and managed between St Ambrose Barlow and the receiving school and discussions with the Headteacher have determined that there is sufficient capacity to do this. Pupils with a Statement or Education, Health, Care Plan will follow the statutory process for transition to a new school. The local authority will discuss options with families and ensure they are supported through the process if required.

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- 8.4 It will be recommended that current year 10 pupils who will be taking their GCSE exams in 2016 move together so that they can continue with the curriculum subjects they are currently studying as this will minimise any disruption they may suffer. The school and the Archdiocese are developing this proposal.
- 8.5 A programme of support will be put in place for staff tailored to their individual circumstances and will contain advice and guidance on applying for jobs, interview techniques, pension advice etc. Staff in the school will be asked what additional support they feel would be helpful to them.
- 8.6 Sefton secondary schools and schools within the Archdiocese have agreed to guarantee an interview for staff from St Ambrose Barlow who meet the essential criteria when applying for jobs.
- 8.7 The project team will develop a plan for managing the school building and assets as part of the closure process as well as the transfer of all school records.

**Annex A – Published Statutory Notice and  
Proposal to discontinue St Ambrose  
Barlow Catholic College**

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## **PROPOSAL TO DISCONTINUE ST AMBROSE BARLOW CATHOLIC COLLEGE, COPY LANE, NETHERTON L30 7PQ**

Proposals published by: Sefton Council

Contact Address: School Organisation & Capital Programme Team, Sefton Council, Town Hall, Oriel Road, Bootle L20 7AE, email: [school.organisation@sefton.gov.uk](mailto:school.organisation@sefton.gov.uk)

Date proposals published: 25th November 2015

School Name: St Ambrose Barlow Catholic College

School Address: Copy Lane, Netherton, L30 7PQ

School Category: Voluntary Aided

### **Implementation**

The proposed date for closure is 31<sup>st</sup> August 2016.

### **Objectives and reason for closure**

The objectives of the proposal are to discontinue St Ambrose Barlow Catholic College in accordance with section 15(1) of the Education and Inspections Act 2006 with effect from 31st August 2016 because the Governing Body is unable to set a balanced budget beyond 31 August 2016. This is a situation that has been generated within the context of low pupil numbers given that the funding of schools is largely based on the number of pupils on roll. Pupil projections demonstrate that an increase in the pupil population is highly unlikely in the short or medium term and there are a significant number of surplus places in other local secondary schools.

The school is currently graded as 'requires improvement' by Ofsted following its latest inspection in June 2015. This is the second consecutive such judgement and the school will be classed as inadequate at their next inspection if Ofsted do not consider they have progressed to being a good school. The school does not have the resources available to improve standards.

### **Pupil numbers**

Pupil numbers in secondary schools in South Sefton have been falling over a number of years and this trend will continue for the foreseeable future. St Ambrose Barlow Catholic College has a planned admission number of 120 and provides 600 places for pupils aged 11 to 16. Places are provided for both boys and girls. The school has no existing specialist provision that is recognised by the local authority as reserved for pupils with special educational needs, and the school is not a special school.

Table 1 shows the pupil numbers at the school over the last 10 years which are consistently well below the capacity of 600.

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Table1: Numbers on roll 2006 to 2015

Year	Number on Roll (January School Census)
2006	453
2007	425
2008	426
2009	434
2010	438
2011	430
2012	437
2013	427
2014	385
2015	382

Current Pupil numbers on roll based on the October 2015 School Census are:

Y7	Y8	Y9	Y10	Y11	Total
14	40	13	40	70	177

This means that St Ambrose Barlow Catholic College has 70.5% surplus places as at October 2015.

There are significant surplus pupil places in secondary schools in the south of the Borough. The 2014 School Organisation Data Book indicated that there were 2,235 pupils in schools in the Bootle planning area with 2,966 places (surplus of 731) and a total net capacity of 3,107. Similarly there were 460 surplus places in the Litherland Area, 468 surplus places in the Crosby Area and 393 surplus places in Maghull Area. These figures have been updated for 2015 and indicate that there are 2,085 pupils in schools in the Bootle planning area with 2,957 places (surplus of 872). There are 558 surplus places in the Litherland Area, 577 surplus places in the Crosby Area and 395 surplus places in Maghull Area. Analysis of individual school data shows that there is sufficient net capacity in other Catholic secondary schools in the area to accommodate all of the pupils from St Ambrose Barlow and significant alternative options should families wish to go to another school. The Archdiocese has given a commitment that all pupils, from St Ambrose Barlow, who want a place at a Catholic school, will be offered one.

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## School Finances

When the governing body of St Ambrose Barlow Catholic College approved the School Budget for 2015/16 they had identified in their budget plan the need to use £201,000 of school balances to support the 2015/16 budget commitments. This left the school with approximately £50,000 of school balances to support future commitments. The Financial projections for 2016/17 (368 students) and 2017/18 (362 students) based on a Year 7 intake of 64 for the next two years showed the school overspending its funding allocation by £340,000 in 2016/17 and £356,000 in 2017/18. With minimal balances to support 2016/17 budget commitments the school was projecting a deficit of -£285,000 at 31<sup>st</sup> March 2017 rising to a deficit of -£640,000 by 31<sup>st</sup> March 2018.

The Governors and the leadership team had worked extremely hard and taken every action open to them to reduce costs within the school and had come to the decision that they could not make any more reductions in expenditure and still deliver a full curriculum. As a result the Governors could not produce an action plan that would bring the school back into a balanced budget position within the permitted timeframe and so had requested the help of the Archdiocese and the Local Authority to consult on the closure of the school. Schools are not legally allowed to set a deficit budget without a financially sustainable action plan that will bring the school back into a balanced budget position.

Since the consultation has taken place more parents have made the choice to send their children to other schools. The school is now overspending by £180,000 in 2015/16 and is projected to have a financial deficit of over -£1,300,000 by 31<sup>st</sup> March 2017 (based on current pupil numbers and existing school financial commitments).

## **Impact on educational standards**

St Ambrose Barlow was inspected in June 2015 and is classed as 'requiring improvement' by Ofsted. This is the second such judgement the school has received and the school will be classed as inadequate if they are inspected again and have not become a good school. Given the continued financial pressure the school are not able to invest in improving standards in order to reach this level at their next inspection.

In 2015 the percentage of pupils gaining 5 good GCSEs including English and Mathematics fell by 2 percentage points (49% to 47%) and is nearly 10 percentage points below the average for schools in Sefton. Expected progress in English is 53%, significantly below 2014 Sefton (79%) and national (72%) averages. Expected progress in mathematics is 46%, significantly below 2014 Sefton (58%) and national (66%) averages. *(Please note: 2014 national data used for comparison as 2015 national data is not yet validated or available.)*

## **Impact on parental preference**

There should be minimal impact on parental preference for parents/ carers choosing a high school in this area. There are a number of both Catholic and Academy High Schools

(non- faith) in the area. Many of the local High schools have multiple places available in all year groups. The local schools are identified in the paragraph below relating to Displaced Pupils.

## **Displaced Pupils**

There are a number of other schools in the South Sefton area. The local Catholic schools are Savio Salesian College, Holy Family Catholic High School and Maricourt Catholic High School. There are sufficient alternative places in these other Catholic schools to provide a place for all children who would be displaced by this proposal. If this proposal is approved the parishes served by St Ambrose Barlow Catholic College will be re-designated to the other local Catholic schools and this will provide priority in the allocation of school places to Catholic children living in the parishes. Subject to approval by the Trustees it is proposed that:

- d) The parish of Holy Spirit will be designated to Savio Salesian College
- e) The parish of Our Lady of Walsingham will be designated to Maricourt Catholic High School, and;
- f) The parish of St Benet will be designated to Holy Family Catholic High School

Additionally, there are also a number of non-Catholic schools in the area and the local ones are Litherland High School, Chesterfield High School, Maghull High School, St Michael's CE High School, Hillside High School and the Hawthorne's Free School. Parents are entitled to apply for a place at any school.

Details of all schools can be found on the Council's website at:

[www.sefton.gov.uk/admissions](http://www.sefton.gov.uk/admissions)

Details of how to apply for another school can also be found on the Council's website at [www.sefton.gov.uk/admissions](http://www.sefton.gov.uk/admissions)

There are no interim arrangements planned and if the proposal is approved the school will close on 31<sup>st</sup> August 2016 but would continue to be operational until that date.

## **Impact on the community**

Alternative provision in other Catholic High schools will be made between 0.9 miles and 2.5 miles of St Ambrose Barlow Catholic College and recipient schools will work closely to ensure that all services and curriculum routes available to children presently attending St Ambrose Barlow Catholic College are still available wherever practicable.

If the closure proposal is approved then a closure project group will be established to address the many operational issues associated with a school closure and ensure smooth pupil transitions to other schools. A key focus for this group will be to work closely with local schools and a range of local agencies to ensure that the offer to displaced pupils and their families following the closure is maintained.

The site and buildings are owned by the Liverpool Archdiocese who will keep the site secure and tidy following closure.

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## **Balance of denominational provision**

There are three other Catholic schools in the local area namely: Savio Salesian College, Holy Family Catholic High School and Maricourt Catholic High School. There are sufficient places in alternative Catholic secondary schools to provide a place for all children who want one if St Ambrose Barlow Catholic High School closes. Based on primary school populations there will continue to be sufficient places in Catholic high schools to provide a sufficiency of places for all Catholic children living in South Sefton.

If this proposal is approved the parishes presently served by St Ambrose Barlow Catholic College will be re-designated to an alternative local Catholic High School which will give priority to Catholic children living in those parishes.

## **Travel**

Where a secondary pupil needs to travel more than 3 miles to their nearest qualifying school, or is eligible under the extended rights criteria for low income families, the Local Authority has a duty to provide free transport usually by way of a travel pass which will help to limit increased car use.

Any new application for home to school transport will be assessed using the standard national home to school distance and income eligibility criteria taking into account that St Ambrose Barlow Catholic College should no longer be considered as a qualifying school for the purposes of transport. The school will still be considered as a qualifying school for those applicants remaining at the school until 2016.

Pupils with SEND who have a statement of special educational needs or education health and care plan will have their transport needs individually assessed.

## **Consultation**

The consultation period commenced on 6 July 2015 and the following parties were consulted:

- Sefton MBC, Children, Schools and Families
- Families of pupils, governors, teachers and other staff at the school
- Pupils at the school
- The Director of Children, Schools and Families
- Ward Councillors for Netherton & Orrell
- Ward Councillors for St Oswald's
- Mr Peter Dowd, MP for Bootle
- Dr J Pugh, MP for Southport



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- Mr W Esterson, MP for Sefton Central
- Archdiocese of Liverpool
- Diocesan Director of Education, Liverpool Diocese
- Head teachers, staff and governors of all Sefton schools
- Parents of pupils at feeder primary schools (Holy Spirit Catholic Primary, Our Lady of Walsingham Catholic Primary and St Benedict's Catholic Primary School).
- Trade unions and professional associations representing teaching and other staff at the school
- Director of Education at Liverpool LA
- Director of Education at Lancashire LA
- Director of Education at Knowsley LA

A copy of the consultation document is available at [www.sefton.gov.uk/stambrosebarlow](http://www.sefton.gov.uk/stambrosebarlow)

Consultation meetings were held at the school as follows:

13<sup>th</sup> July 2015 at 4.00pm for all staff at the school

13<sup>th</sup> July 2015 at 6.30pm for all parents and carers of pupils at the school and all parents and carers of pupils at feeder primary schools

16<sup>th</sup> July 2015 at 6.00pm for all members of the school governing body

23<sup>rd</sup> September 2015 at 3.30pm for all staff at the school

23<sup>rd</sup> September 2015 at 6.00pm for all parents and carers of pupils at the school and all parents and carers of pupils at feeder primary schools

The consultation ended on 13<sup>th</sup> October 2015 and a petition with 173 signatures as well as numerous letters and emails were received during the consultation period. 130 comments were received via the online comment form on the Sefton website. The following main issues were raised:

- Concern about why parents were not aware of the financial position of the school before the consultation
- Why could more money not be made available?
- Concern about the timing of the consultation so close to the end of term
- Concern that their children would not cope with moving to other schools
- Concern about the support for vulnerable pupils in other schools and through transition

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- Concern about additional cost of travel to other schools.
- Concern about the standards in other schools
- Why was more not done to encourage parents from feeder schools to go to St Ambrose Barlow?
- What will happen to the land if the school closes?
- Were there alternatives to closure?
- Concern about the closure of the last secondary school in Netherton
- Concern about the disruption/impact on their children's education.

The issues raised were responded to in meetings, the consultation documentation or by written/e-mailed response.

No options which addressed the financial viability of the school were put forward during the consultation period.

## **The procedure for responses**

A public notice was published in a local newspaper on 25<sup>th</sup> November 2015. The notice is displayed at all main entrances to the school, and in the local library. It is also available on Sefton Council's website at: [www.sefton.gov.uk/stambrosebarlow](http://www.sefton.gov.uk/stambrosebarlow)

Within four weeks from the date of publication, any person may send in a response supporting, objecting or commenting on the proposal to the School Organisation & Capital Programme Team, Sefton Council, Town Hall, Oriel Road, Bootle L20 7AE, or by emailing [school.organisation@sefton.gov.uk](mailto:school.organisation@sefton.gov.uk). The final date for sending in written representations is 23<sup>rd</sup> December 2015.

**ANNEX B: School Organisation Maintained  
Schools  
Annex B: Guidance for Decision-makers  
January 2014**

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Department  
for Education

# School Organisation

**Maintained Schools**

**Annex B: Guidance for Decision-makers**

**January 2014**

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## Summary

### Key points

1. This Annex is for local authorities, the Schools Adjudicator and governing bodies in their roles as decision-makers. It is relevant to the 2013 School Organisation Regulations<sup>1</sup>. Decisions on proposals published before 28 January 2014 must be made with regard to the previous Decision-makers Guidance.
2. The table in [Annex A.5](#) sets out the decision-maker for each type of school organisation proposal. The department does not prescribe the exact process by which a decision-maker carries out their decision-making function; however, decision-makers must have regard<sup>2</sup> to this guidance when making a decision.
3. The decision-maker should consider the views of those affected by a proposal or who have an interest in it, including cross-LA border interests. The decision-maker should not simply take account of the numbers of people expressing a particular view. Instead, they should give the greatest weight to responses from those stakeholders likely to be most directly affected by a proposal – especially parents of children at the affected school(s).

1 In the case of the removal of a Foundation or Foundation majority this guidance is relevant to The School Organisation (Removal of Foundation, Reduction in Number of Foundation Governors and Ability of Foundation to Pay Debts) (England) Regulations 2007.

2 Under paragraphs 8(6) and 17 of Schedule 2 to the EIA 2006 and regulation 7 of the Prescribed Alterations Regulations.

3 The prescribed events are those listed under paragraph 8 of Schedule 3 to the Prescribed Alterations Regulations (for prescribed alterations), regulation 16 of the Establishment and Discontinuance Regulations (for closures and new schools) and paragraph 16 of Schedule 1 to the Prescribed Alterations Regulations (for foundation and trust proposals).

### Related proposals

4. Any proposal that is 'related' to another proposal must be considered together. A proposal should be regarded as 'related' if its implementation (or non-implementation) would prevent or undermine the effective implementation of another proposal. Where proposals are 'related', the decisions should be compatible.
5. Where a proposal is 'related' to another proposal to be decided by the Secretary of State (e.g. for the establishment of a new academy) the decision-maker should defer taking a decision until the Secretary of State has taken a decision on the proposal, or where appropriate, grant a conditional approval for the proposal.

### Conditional approval

6. Decision-makers may give conditional approval for a proposal subject to certain prescribed events<sup>3</sup>. The decision-maker must set a date by which the condition should be met but can modify the date if the proposer confirms, before the date expires, that the condition will be met later than originally thought.

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7. The proposer should inform the decision-maker (and the Secretary of State via [schoolorganisation.notifications@education.gsi.gov.uk](mailto:schoolorganisation.notifications@education.gsi.gov.uk) in the case of school closures) when a condition is modified or met. If a condition is not met by the date specified, the proposal should be referred back to the decision-maker for fresh consideration.

## Publishing decisions

8. All determinations (rejected and approved – with or without modifications) must give reasons for such a decision being made. Within one week of making a determination the decision-maker must arrange (via the proposer as necessary) for the decision and the reasons behind it to be published on the website where the original proposal was published. The decision-maker must also arrange for the bodies below to be notified of the decision and reasons<sup>4</sup>:

- the LA (where the Schools Adjudicator or governing body is the decision-maker);
- the governing body/proposers (as appropriate);
- the trustees of the school (if any);
- the local Church of England diocese;
- the local Roman Catholic diocese;
- the parents of every registered pupil at the school – where the school is a special school;
- any other body that they think is appropriate; and
- the Secretary of State via [schoolorganisation.notifications@education.gsi.gov.uk](mailto:schoolorganisation.notifications@education.gsi.gov.uk) (in school opening and closure cases only).

<sup>4</sup> In the case of proposals to change category to foundation, acquire/remove a Trust and/or acquire/remove a Foundation majority the only bodies the decision-maker must notify are the LA and the governing body (where the Schools Adjudicator is the decision-maker).

## Factors to consider

9. Paragraphs 10 to 78 of this annex set out some the factors that decision-makers should consider when deciding a proposal. Paragraphs 10 to 29 are relevant to all types of proposals. Paragraphs 30 to 78 are more relevant to certain types of proposals (as specified). These factors are not exhaustive and the importance of each will vary depending on the type and circumstances of the proposal. All proposals must be considered on their individual merits.



## **Factors relevant to all types of proposals**

### **Consideration of consultation and representation period**

10. The decision-maker will need to be satisfied that the appropriate consultation and/or representation period has been carried out and that the proposer has had regard to the responses received. If the proposer has failed to meet the statutory requirements, a proposal may be deemed invalid and therefore should be rejected. The decision-maker must consider all the views submitted, including all support for, objections to and comments on the proposal.

### **Education standards and diversity of provision**

11. Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the aspirations of parents, raise local standards and narrow attainment gaps.

12. The decision-maker should also take into account the extent to which the proposal is consistent with the government's policy on academies as set out on the department's website.

### **Demand**

13. In assessing the demand for new school places the decision-maker should consider the evidence presented for any projected increase in pupil population (such as planned housing developments) and any new provision opening in the area (including free schools).

14. The decision-maker should take into account the quality and popularity of the schools in which spare capacity exists and evidence of parents' aspirations for a new school or for places in a school proposed for expansion. The existence of surplus capacity in neighbouring less popular schools should not in itself prevent the addition of new places.

15. Reducing surplus places is not a priority (unless running at very high levels). For parental choice to work effectively there may be some surplus capacity in the system as a whole. Competition from additional schools and places in the system will lead to pressure on existing schools to improve standards.

### **School size**

16. Decision-makers should not make blanket assumptions that schools should be of a certain size to be good schools, although the viability and cost-effectiveness of a proposal is an important factor for consideration. The decision-maker should also

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consider the impact on the LA's budget of the need to provide additional funding to a small school to compensate for its size.

## **Proposed admission arrangements (including post-16 provision)**

17. In assessing demand the decision-maker should consider all expected admission applications, not only those from the area of the LA in which the school is situated.

18. Before approving a proposal that is likely to affect admissions to the school the decision-maker should confirm that the admission arrangements of the school are compliant with the School Admissions Code. Although the decision-maker cannot modify proposed admission arrangements, the decision-maker should inform the proposer where arrangements seem unsatisfactory and the admission authority should be given the opportunity to revise them.

## **National Curriculum**

19. All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community<sup>5</sup>.

<sup>5</sup> Under sections: 90, 91,92 and 93 of the of the Education Act 2002.

## **Equal opportunity issues**

20. The decision-maker must have regard to the Public Sector Equality Duty (PSED) of LAs/governing bodies, which requires them to have 'due regard' to the need to:

- eliminate discrimination;
- advance equality of opportunity; and
- foster good relations.

21. The decision-maker should consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed, for example that where there is a proposed change to single sex provision in an area, there is equal access to single sex provision for the other sex to meet parental demand. Similarly there should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area, while ensuring that such opportunities are open to all.

## **Community cohesion**

22. Schools have a key part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.

## **Travel and accessibility**

23. Decision-makers should satisfy themselves that accessibility planning has been properly taken into account and the proposed changes should not adversely impact on disadvantaged groups.

24. The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes.

25. A proposal should also be considered on the basis of how it will support and contribute to the LA's duty to promote the use of sustainable travel and transport to school.

## **Capital**

26. The decision-maker should be satisfied that any land, premises or capital required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement. A proposal cannot be approved conditionally upon funding being made available.

27. Where proposers are relying on the department as the source of capital funding, there can be no assumption that the approval of a proposal will trigger the release of capital funds from the department, unless the department has previously confirmed in writing that such resources will be available; nor can any allocation 'in principle' be increased. In such circumstances the proposal should be rejected, or consideration deferred until it is clear that the capital necessary to implement the proposal will be provided.

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## **School premises and playing fields**

28. Under the School Premises Regulations all schools are required to provide suitable outdoor space in order to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely.

29. [Guidelines](#) setting out suggested areas for pitches and games courts are in place although the department has been clear that these are non-statutory.

## Factors relevant to certain types of proposals: Expansion

30. When deciding on a proposal for an expansion on an additional site (a 'satellite school'), decision-makers will need to consider whether the new provision is genuinely a change to an existing school or is in effect a new school (which would trigger the academy presumption in circumstances where there is a need for a new school in the area<sup>6</sup>). Decisions will need to be taken on a case-by-case basis, but decision-makers will need to consider the following non-exhaustive list of factors which are intended to expose the extent to which the new site is integrated with the existing site, and to ensure that it will serve the same community as the existing site:

- The reasons for the expansion
- What is the rationale for this approach and this particular site?
- Admission and curriculum arrangements
- How will the new site be used (e.g. which age groups/pupils will it serve)?
  
- What will the admission arrangements be?
  
- Will there be movement of pupils between sites?
- Governance and administration
- How will whole school activities be managed?
  
- Will staff be employed on contracts to work on both sites? How frequently will they do so?
  
- What governance, leadership and management arrangements will be put in place to oversee the new site (e.g. will the new site be governed by the same governing body and the same school leadership team)?
- Physical characteristics of the school
- How will facilities across the two sites be used (e.g. sharing of the facilities and resources available at the two sites, such as playing fields)?
  
- Is the new site in an area that is easily accessible to the community that the current school serves?

<sup>6</sup> Or require an proposal under section 11 of the EIA 2006 for a new maintained school.

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## Expansion of existing grammar schools

31. Legislation prohibits the establishment of new grammar schools<sup>7</sup>. Expansion of any existing grammar school onto a satellite site can only happen if it is a genuine continuance of the same school. Decision-makers must consider the factors listed in paragraph 30 on 'expansions' when deciding if an expansion is a legitimate enlargement of an existing school.

7 Except where a grammar school is replacing one of more existing grammar schools. See paragraph 53 .

## Changes to boarding provision

32. In making a decision on a proposal to close a school that has boarding provision, or to remove boarding provision from a school that is not closing, the decision-maker should consider whether there is a state maintained boarding school within reasonable distance from the school. The decision-maker should consider whether there are satisfactory alternative boarding arrangements for those currently in the school and those who may need boarding places in the foreseeable future, including the children of service families.

## Addition of post-16 provision

33. In assessing a proposal to add post-16 provision, decision-makers should look for evidence that the proposal will improve, extend the range, and increase participation in high quality educational or training opportunities for post-16 pupils within the LA or local area.

34. The decision-maker should also look for evidence on how new places will fit within the 16-19 organisation in an area and that schools have collaborated with other local providers in drawing up a proposal.

35. The decision-maker may turn down a proposal to add post-16 provision if there is compelling and objective evidence that the expansion would undermine the viability, given the lagged funding arrangements, of an existing high quality post-16 provider.

36. Decision-makers should consider the viability of a proposal bearing in mind the formulaic approach to funding; that the school will have to bear any potential diseconomies of scale; and the impact of future demographic trends.

37. A proposal should take account of the timeline for agreeing 16-19 funding which will be available in the most recent guidance on the department's website. Decision-makers should note that post-16 funding runs on an August – July academic year cycle.

## Changes of category to voluntary-aided

38. For a proposal to change the category of a school to voluntary-aided, the decision-maker must be satisfied that the governing body and/or the Foundation are able and willing to meet their financial responsibilities for building work. The decision-maker may wish to consider whether the governing body has access to sufficient funds to enable it to meet 10% of its capital expenditure for at least five years from the date of implementation, taking into account anticipated building projects.

## Changes to special educational need provision – the SEN improvement test

39. In planning and commissioning SEN provision or considering a proposal for change, LAs should aim for a flexible range of provision and support that can respond to the needs of individual pupils and parental preferences. This is favourable to establishing broad categories of provision according to special educational need or disability. Decision-makers should ensure that proposals:

- take account of parental preferences for particular styles of provision or education settings;
- take account of any relevant local offer for children and young people with SEN and disabilities and the views expressed on it;
- offer a range of provision to respond to the needs of individual children and young people, taking account of collaborative arrangements (including between special and mainstream), extended school and Children's Centre provision; regional centres (of expertise) and regional and sub-regional provision; out of LA day and residential special provision;
- take full account of educational considerations, in particular the need to ensure a broad and balanced curriculum, within a learning environment where children can be healthy and stay safe;
- support the LA's strategy for making schools and settings more accessible to disabled children and young people and their scheme for promoting equality of opportunity for disabled people;
- provide access to appropriately trained staff and access to specialist support and advice, so that individual pupils can have the fullest possible opportunities to make progress in their learning and participate in their school and community;
- ensure appropriate provision for 14-19 year-olds; and
- ensure that appropriate full-time education will be available to all displaced pupils. Their statements of special educational needs must be amended and all parental rights must be ensured. Other interested partners, such as the Health Authority

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should be involved. Pupils should not be placed long-term or permanently in a Pupil Referral Unit (PRU) if a special school place is what they need.

40. When considering any reorganisation of provision that the LA considers to be reserved for pupils with special educational needs, including that which might lead to children being displaced, proposers will need to demonstrate how the proposed alternative arrangements are likely to lead to improvements in the standard, quality and/or range of educational provision for those children. Decision-makers should make clear how they are satisfied that this SEN improvement test has been met, including how they have taken account of parental or independent representations which question the proposer's assessment.



## **Additional factors relevant to proposals for new maintained schools**

### **Suitability**

41. When considering a proposal for a new maintained school, the decision-maker should consider each proposal on its merits, and take into account all matters relevant to the proposal. Any proposals put forward by organisations which advocate violence or other illegal activity must be rejected. In order to be approved, a proposal should demonstrate that they would support UK democratic values including respect for the basis on which UK laws are made and applied; respect for democracy; support for individual liberties within the law; and mutual tolerance and respect.

### **Competitions (under section 7 EIA 2006)**

42. Where a LA considers that there is a need for a new school in its area it must first seek proposals to establish an academy/free school under section 6A of EIA 2006 (though proposals may also be made under section 10 and 11 of the EIA 2006). In such cases the Secretary of State is the decision-maker. However, in exceptional circumstances where no academy/free school proposals are received (or are received but are deemed unsuitable) a statutory competition under section 7 of the EIA 2006 may be held. Where there is demand for faith places the LA may seek to establish a new faith VA school (see paragraphs 47-51).

43. Where two or more proposals are complementary, and together meet the requirements for the new school, the decision-maker may approve all the proposals.

44. The specification for the new school is only the minimum requirement; a proposal may go beyond this. Where a proposal is not in line with the specification, the decision-maker must consider the potential impact of the difference to the specification.

45. Where additional provision is proposed (e.g. early years or a sixth-form) the decision-maker should first judge the merits of the main proposal against the others. If the proposal is judged to be superior, the decision-maker should consider the additional elements and whether they should be approved. If the decision-maker considers they cannot be approved, they may consider a modification to the proposal, but will need to first consult the proposers and - if the proposal includes provision for 14-19 year olds - the Education Funding Agency (EFA).

### **Capital in competitions**

46. For competitions the LA will be expected to provide premises and meet the capital costs of implementing the winning proposal, and must include a statement to this effect in

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the notice inviting proposals. Where the estimated premises requirements and/or capital costs of a proposal submitted in response to a competition exceed the initial cost estimate made by the LA, the decision-maker should consider the reasons for the additional requirements and/or costs, as set out in the proposal and whether there is agreement to their provision.

## **New voluntary-aided schools (under section 11 of EIA 2006)**

47. Section 11 of the EIA 2006 permits a new VA school to be proposed without the requirement for the Secretary of State's approval. Such a school must be proposed following the required statutory process and may be for a school with or without a designated religious character.

48. Many VA schools are schools with a religious character. The department recognises the important contribution that faith schools make to the education system and that 'faith need' (demand for faith places on choice grounds) may be viewed as separate from 'basic need' (demand for new school places).

49. When assessing basic need, LAs need to look at the general demand for places and if a new school is needed to address basic need, must go down the academy presumption route. Where there is a demand for faith places, the law allows for LAs to seek to establish a new academy with religious designation, or for other proposers to establish new VA schools outside the presumption process.

50. The approval of a new school to meet local demand for faith places may also meet the demand (or some of the demand) for basic need.

51. Legislation allows maintained schools to seek to convert to academy status.

## **Independent faith schools joining the maintained sector**

52. Legislation allows an independent faith school to move into the maintained sector. However, decision-makers must ensure that the decision to proceed with such a proposal is clearly based on value for money and that the school is able to meet the high standards expected of state-funded educational provision. The department would expect the decision-maker to consider the following points:

- that there is genuine demand/need for this type of school place in the local community;
- that the current and projected financial health of the proposer is strong;
- that the proposal represents long term value for money for the taxpayer;
- that the school will be able to deliver the whole of the national curriculum to the expected high standard;
- that all aspects of due diligence have been considered and undertaken; and

□ that the school building is appropriate for the delivery of a high standard of education and in good condition throughout, or can easily be improved to meet such standards.

## **Replacement grammar schools**

53. A new school can only be designated as a grammar school by the Secretary of State where it is being established in place of one or more closing grammar schools<sup>8</sup>. Decision-makers should therefore satisfy themselves that if a new school is proposed as a grammar school it is eligible for designation. Where an existing grammar school is expanding the proposer and decision maker must consider the points listed in paragraph 30.

<sup>8</sup> Under section 104 of the SSFA 1998.

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## **Additional factors relevant to closure proposals** **Closure proposals (under s15 EIA 2006)**

54. The decision-maker should be satisfied that there is sufficient capacity to accommodate displaced pupils in the area, taking into account the overall quality of provision, the likely supply and future demand for places. The decision-maker should consider the popularity with parents of the schools in which spare capacity exists and evidence of parents' aspirations for those schools.

## **Schools to be replaced by provision in a more successful/popular school**

55. Such proposals should normally be approved, subject to evidence provided.

## **Schools causing concern**

56. For all closure proposals involving schools causing concern, copies of the Ofsted monitoring letters for the relevant schools should be made available. Decision-makers should have regard to the length of time the school has been in special measures, requiring improvement or otherwise causing concern. The decision-maker should also have regard to the progress the school has made, the prognosis for improvement, and the availability of places at other existing or proposed schools within a reasonable travelling distance. There is a presumption that these proposals should be approved, subject to checking that there are sufficient accessible places of an acceptable standard available to accommodate displaced pupils and to meet foreseeable future demand for places in the area.

## **Rural schools**

57. There is a presumption against the closure of rural schools. This does not mean that a rural school will never close, but the case for closure should be strong and the proposal clearly in the best interests of educational provision in the area<sup>9</sup>. Those proposing closure should provide evidence to show that they have carefully considered the following:

- alternatives to closure including the potential for federation with another local school or conversion to academy status and joining a multi-academy trust or umbrella trust to increase the school's viability;

<sup>9</sup> Not applicable where a rural infant and junior school on the same site are closing to establish a new primary school on the same site(s).

- the scope for an extended school to provide local community services; and facilities e.g. child care facilities, family and adult learning, healthcare, community internet access etc.;
- the transport implications; and
- the overall and long term impact on local people and the community of closure of the village school and of the loss of the building as a community facility.

58. When deciding a proposal for the closure of a rural primary school the decision-maker must refer to the [Designation of Rural Primary Schools Order](#) to confirm that the school is a rural school.

59. For *secondary schools*, the decision-maker must decide whether a school is to be regarded as rural for the purpose of considering a proposal. In doing so the decision-maker should have regard to the department's register of schools – EduBase<sup>10</sup> which includes a rural/urban indicator for each school in England. Where a school is not recorded as rural on Edubase, the decision-maker can consider evidence provided by interested parties, that a particular school should be regarded as rural.

10 Any school classed as urban will have a rural/urban indicator of either 'Urban>10K – less sparse' or 'Urban>10K – sparse' – all other descriptions refer to rural schools.

## Early years provision

60. In considering a proposal to close a school which currently includes early years provision, the decision-maker should consider whether the alternative provision will integrate pre-school education with childcare services and/or with other services for young children and their families; and should have particular regard to the views of the Early Years Development and Childcare Partnership.

61. The decision-maker should also consider whether the new, alternative/extended early years provision will maintain or enhance the standard of educational provision for early years and flexibility of access for parents. Alternative provision could be with providers in the private, voluntary or independent sector.

## Nursery school closures

62. There is a presumption against the closure of nursery schools. This does not mean that a nursery school will never close, but the case for closure should be strong and the proposal should demonstrate that:

- plans to develop alternative provision clearly demonstrate that it will be at least as equal in terms of the quantity as the provision provided by the nursery school with no loss of expertise and specialism; and
- replacement provision is more accessible and more convenient for local parents.

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## **Balance of denominational provision**

63. In deciding a proposal to close a school with religious character, decision-makers should consider the effect that this will have on the balance of denominational provision in the area.

64. The decision-maker should not normally approve the closure of a school with a religious character where the proposal would result in a reduction in the proportion of relevant denominational places in the area. However, this guidance does not apply in cases where the school concerned is severely under-subscribed, standards have been consistently low or where an infant and junior school (at least one of which has a religious character) are to be replaced by a new all-through primary school with the same religious character on the site of one or both of the predecessor schools.

## **Community Services**

65. Some schools may be a focal point for family and community activity, providing extended services for a range of users, and its closure may have wider social consequences. In considering proposals for the closure of such schools, the effect on families and the community should be considered. Where the school is providing access to extended services, provision should be made for the pupils and their families to access similar services through their new schools or other means.

## **Additional factors relevant to proposals to change category to foundation, acquire/remove<sup>11</sup> a Trust<sup>12</sup> and acquire/remove a foundation majority governing body**

<sup>11</sup> Regulation 19 of The School Organisation (Removal of Foundation, Reduction in Number of Foundation Governors and Ability of Foundation to Pay Debts) (England) Regulations 2007 requires the governing body, LA, trustees and Schools Adjudicator to have regard to guidance when exercising their functions in relation to the removal of: a foundation, a Trust, or a Foundation majority.

<sup>12</sup> A 'Trust school' is a foundation school with a charitable foundation complying with the requirements set out in section 23A of the SSFA 1998. These include that the Trust must have a charitable purpose of advancing education and must promote community cohesion.

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## Standards

66. Decision Makers should consider the impact of changing category to foundation and acquiring or removing a Trust on educational standards at the school. Factors to consider include:

- the impact of the proposals on the quality, range and diversity of educational provision in the school;
- the impact of the proposals on the curriculum offered by the school, including, if appropriate, the development of the school's specialism;
- the experience and track record of the Trust members, including any educational experience and expertise of the proposed trustees;
- how the Trust might raise/has raised pupils' aspirations and contributes to the ethos and culture of the school;
- whether and how the proposals advance/have advanced national and local transformation strategies;
- the particular expertise and background of Trust members. For example, a school seeking to better prepare its pupils for higher education might have a higher education institution as a partner.

67. In assessing standards at the school, the decision-maker should take account of recent reports from Ofsted or other inspectorates and a range of performance data. Recent trends in applications for places at the school (as a measure of popularity) and the local reputation of the school may also be relevant context for a decision.

68. The government wants to see more schools benefit from the freedom to control their own assets, employ their own staff and set their own admissions criteria. However, if a proposal is not considered strong enough to significantly improve standards at a school that requires it, the decision maker should consider rejecting the proposal.



## Community Cohesion

69. Trusts have a duty<sup>13</sup> to promote community cohesion. In addition to the factors outlined in paragraph 22, the decision-maker should also carefully consider the Trust's plans for partnership working with other schools, agencies or voluntary bodies.

<sup>13</sup> Under section 23(A)6 of the EIA 2006.

<sup>14</sup> Under section 113A of the Police Act 1997.

## General points on acquiring a Trust

70. For new Trust schools (foundation schools with a charitable foundation) the decision-maker must be satisfied that the following criteria are met for the proposal to be approved:

- the proposal is not seeking to alter the religious character of a school or for a school to acquire or lose a religious character. These alterations cannot be made simply by acquiring a Trust;
- the necessary work is underway to establish the Trust as a charity and as a corporate body; and
- that none of the trustees are disqualified from exercising the function of trustee, either by virtue of:
  - disqualifications under company or charity law;
  - disqualifications from working with children or young people;
  - not having obtained a criminal record check certificate<sup>14</sup>; or
- the Requirements Regulations which disqualify certain persons from acting as charity trustees.

## Other points on Trust proposals

71. Additionally, there are a number of other factors which should be considered when adding or removing a Trust:

- whether the Trust acts as the Trust for any other schools and/or any of the members are already part of an existing Trust;
- if the proposed Trust partners already have a relationship with the school or other schools, how those schools perform (although the absence of a track record should not in itself be grounds for regarding proposals less favourably);
- how the partners propose to identify and appoint governors. What, if any, support would the Trust/foundation give to governors?

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- to what extent the proposed Trust partners have knowledge of the local community and the specific needs of the school/area and to what extent the proposal addresses these; and
- the particular expertise and background of Trust members.

## General point on removing a Trust

72. If a proposal is for the removal of a Trust, the governing body should consider the proposal in the context of the original proposal to acquire the Trust, and consider whether the Trust has fulfilled its expectations. Where new information has come to light regarding the suitability of Trust partners, this should be considered.

## Suitability of partners

73. Decision-makers will need to be satisfied of the suitability of Trust partners and members. They should use their own discretion and judgement in determining on a case-by-case basis what circumstances might prevent the reputation of a Trust partner being in keeping with the charitable objectives of a Trust, or could bring the school into disrepute. However, the decision-maker should seek to come to a balanced judgement, considering the suitability and reputation of the current/potential Trust. Decision-makers should seek to assure themselves that:

- the Trust members and proposed trustees (where the trustees are specified in the proposals) are not involved in illegal activities and/or activities which could bring the school into disrepute;
- the Trust partners are not involved in activities that may be considered inappropriate for children and young people (e.g. tobacco, gambling, adult entertainment, alcohol).

74. The following sources may provide information on the history of potential Trust partners:

- [The Health and Safety Executive Public Register of Convictions](#)<sup>15</sup>;
- [The Charity Commission's Register of Charities](#); and
- [The Companies House web check service](#).

<sup>15</sup> Appearance on this database should not automatically disqualify a potential Trust member; decision-makers will wish to consider each case on its merits.

## **Land and Assets, when removing a Trust/foundation majority**

75. When removing a Trust, the governing body is required to resolve all issues relating to land and assets before the publication of proposals, including any consideration or compensation that may be due to any of the parties. Where the parties cannot agree, the issues may be referred to the Schools Adjudicator to determine.

76. The Schools Adjudicator will take account of a governing body's ability to pay when determining any compensation. Therefore, all of these issues must be resolved by the point at which the decision is made and the amount of compensation due to either party may be a factor in deciding proposals to remove a Trust.

## **Finance - when removing a Trust/foundation majority**

77. Trusts are under no obligation to provide financial assistance to a school, but there may be instances where the Trust does provide investment. The well-being and educational opportunities of pupils at the school should be paramount, and no governing body should feel financial obligations prevent the removal of a Trust where this is in the best interests of pupils and parents.

## **Other services provided by the Trust - when removing a Trust/foundation majority**

78. Trusts may offer a variety of services to the school, such as careers advice, work experience placements, strategic partnerships with other schools, access to higher education resources and so on. The damage to relationships and/or loss of any of these advantages should be weighed up against the improvements envisaged by a change in governance or the removal of the Trust.

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# Agenda Item 5

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<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	Thursday 14 January 2016
<b>Subject:</b>	Annual Report of the Director of Public Health	<b>Wards Affected:</b>	(All Wards);
<b>Report of:</b>	Head of Health and Wellbeing (Interim)		
<b>Is this a Key Decision?</b>	No	<b>Is it included in the Forward Plan?</b>	Yes
<b>Exempt/Confidential</b>	No		

## Purpose/Summary

To present the Annual Report of the Director of Public Health 2015.

## Recommendation(s)

The Cabinet is asked to receive the report and recommend it to Council for publication

## Council

1. That Council receive the annual report of the Director of Public health; and
2. That Council notes that the report will be published.

## 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>		

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## Reasons for the Recommendation:

The report is the statutory independent report of the Director of Public Health and identifies key health issues affecting the Sefton population.

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

### (A) Revenue Costs

No direct costs associated with the report.

### (B) Capital Costs

No direct costs associated with the report.

## Implications:

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

<b>Financial</b>
<b>Legal</b> Section 73B (5) and (6) of the national Health Service 2006 Act, inserted by section 31 of the health and Social care Act 2012, provides that the director of Public health must produce an annual report and the local authority must publish the report.
<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 of the Proposals on Service Delivery:

This report should be taken into account in all service plans

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

The Chief Finance Officer has been consulted and has no comment on the content of the report as there are no direct financial implications resulting from the report. However, it should be noted that there will be a reduction in Public Health funding in future years. The financial implication for the Council, of this reduced funding, in 2016/17 and future years is not yet known. (FD 3948/15)

Head of Regulation and Compliance have been consulted and any comments have been incorporated into the report. (LD 3231/15)

## **Implementation Date for the Decision**

Immediately following the Committee/Council/meeting.

**Contact Officer: Interim Head of Health and Wellbeing**

**Tel: Tel: 0151 934 3348**

**Email: [margaret.jones@sefton.gov.uk](mailto:margaret.jones@sefton.gov.uk)**

## **Background Papers:**

The following papers are available for inspection on the Council website via this link: (to be inserted by Democratic Services if necessary).

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## **1. Introduction/background**

- 1.1 The Director of Public Health has a duty to publish an annual report on the health of people in Sefton (PHAR).
- 1.2 As austerity measures begin to impact on communities many of those working with families fear that the gains made in health improvement will stall and the gap in health inequalities will widen. With this in mind the focus of this year's report is on how partners across Sefton are responding to the challenge of austerity.
- 1.3 Representatives from the Voluntary, Community and faith sector along with staff from the Local Authority, the NHS, and other public bodies along with elected members attended a Public Health Annual report summit.
- 1.4 The report captures the local understanding of just how austerity policies might change people's life circumstances and how this in turn affects their ability to maintain good health.
- 1.5 The summit provided an opportunity for partners to share examples of interventions and projects that are currently supporting people across Sefton. They also identified a number of key actions for those responsible for commissioning and delivering local services.

## **2 Austerity**

- 2.1 These are actions that aim to control increasing government budget deficits. There are two approaches to achieving this. The first is to reduce spending e.g. reducing welfare benefits, reduce public services, and reduce local authority budgets. The second is to increase taxation.

## **3 Impact of austerity on health and well being**

- 3.1 Austerity is associated with severe material deprivation. People may experience food and fuel poverty as well as homelessness. Physical and emotional wellbeing is also adversely affected.
- 3.2 In the first 25 weeks of the year in South Sefton, 2,723 adults and 2,010 children have used a Foodbank. Over a third of these uses were due to low income, while another third were due to benefit delays or changes in benefits.
- 3.3 Many residents have sought support from schemes provided in partnership between the council and local voluntary sector organisations for essentials such as emergency cash, travel and vouchers for gas and electricity "top ups".

## **4 Working Together for Better health**

- 4.1 Table top discussions identified a number of recurrent themes
  - Increasing demand on voluntary and statutory services to deal with housing and financial difficulties
  - A concern that some vulnerable groups risked being stigmatised by the impact of austerity
  - A frustration with the persistent health inequalities seen in Sefton
  - A need to measure the impact of welfare reforms on the health and wellbeing of people in Sefton and the future demand on services



- The need not to exclude any groups, e.g. young people when considering the impact of austerity
- The need for services and intervention projects to treat people with sensitivity and dignity
- A greater understanding of
  - Hard to reach groups or hidden communities impacted by austerity but not seeking help.
  - Identifying existing support networks that could be developed to help others?
  - Whether commissioners and provider of services are working to complement each other?
  - The level of cooperation between agencies and whether this is really helping families and communities?
- A better way of measuring wellbeing. How do people really experience health in these circumstances?

4.2 Many of those who participated in the summit shared case studies of work they were involved in to help people manage in difficult times. A number are included in the report: May Logan Health Trainers, the South Sefton and Crosby Foodbank, Sefton Young Advisors, Plus Dane housing and the Formby/Hightown/Freshfield Hub. The PHAR webpage will include links to these and other similar projects to enable shared learning and encourage greater collaboration.

4.3 Table 1 at the end of the report summarises the views of participants who design, deliver and use services in Sefton. This table will be included in the background information on the PHAR website.

## 5 Recommendations

5.1 The evidence gathered at the summit challenges partners across Sefton to continue to work together to protect the most vulnerable people and communities. Partners are asked to respond to the following recommendations

1. *We need to agree the best way to measure the impact of austerity on people living in Sefton. This will help us decide what to do to help people where it matters most*
2. *The Council and the NHS should always work together to provide the best possible social and health and wellbeing services.*
3. *Services should be designed through working together. The people of Sefton's voice needs to be heard and valued along with those who deliver services.*
4. *Services should work together to reduce duplication and service competition, and this way of working should be at the forefront of all partnership working.*
5. *All partners should commit to developing "communities of practice" – this is a forum for services to share good practice, exchange ideas and solve problems together.*
6. *Promote and reward new ideas amongst service providers.*
7. *All services working with the public should be prepared to make every contact count.*

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8. *Involve communities, and encourage self-support and support from others in the community.*
9. *We should all focus on what works well, not what is wrong, and share this.*

**Table 1**

<b>What should we be doing more of?</b>	<b>What are we not doing enough of?</b>	<b>What should we stop?</b>
<p><b>For individuals</b></p> <ul style="list-style-type: none"> <li>• LISTEN</li> <li>• Make Every Contact Count – be prepared to help people with all their problems, be prepared to signpost and get other support</li> <li>• Support healthy lifestyle choices</li> <li>• Integrating health and social care services</li> </ul>	<ul style="list-style-type: none"> <li>• Asking people what they want</li> <li>• Single assessments and easy referral process</li> <li>• Celebrating success</li> <li>• Engaging people to be at the heart of services and what we do together for Sefton</li> </ul>	<ul style="list-style-type: none"> <li>• Repeating assessment</li> <li>• Putting up barriers between organisations</li> <li>• Leaving assets, whether people or places untapped</li> <li>• Stop looking at services/problems and service users in silos</li> <li>• Commissioning in isolation, need more collaboration between commissioner and provider</li> <li>• Not including people in developing solutions.</li> </ul>
<p><b>For communities and Sefton as a whole</b></p> <ul style="list-style-type: none"> <li>• Shout out what's good</li> <li>• Share information between services</li> <li>• Monitor and evaluate more</li> <li>• Empower people to do more for themselves               <ul style="list-style-type: none"> <li>○ Sustainability</li> <li>○ Self sufficiency</li> <li>○ Own their wellbeing</li> </ul> </li> <li>• Work together to ensure services carry on seamlessly</li> <li>• Encourage innovation. Providers don't need commissioner permission for everything.</li> <li>• Co-production with community rather than consultation</li> <li>• Share our vision/outcomes/risks as one Sefton</li> <li>• Self-support and peer support</li> </ul>	<ul style="list-style-type: none"> <li>• Recognise the value of volunteers and volunteering (employers could give staff time off for volunteering)</li> <li>• Ensuring services are based on evidence of need</li> <li>• Being positive – focusing on what can be done</li> <li>• Long term planning and less crisis management</li> <li>• Using opportunities and assets to extend what works well</li> <li>• Eliminating competition between organisations and working together</li> <li>• Integration between health and social care</li> <li>• Exchanging ideas</li> <li>• Linking up before commissioning</li> <li>• Sharing commissioning/providing risks</li> </ul>	<ul style="list-style-type: none"> <li>• Working in isolation – work more collaboratively</li> <li>• Being negative – have a more can do attitude</li> <li>• Giving up</li> <li>• Silo working</li> <li>• Being deficit focused</li> <li>• Process driven</li> <li>• Risk averse</li> <li>• Just relying on professional views</li> <li>• Duplications</li> <li>• Competition in commissioning.</li> </ul>



# Sefton Public Health Report 2015 – Good Health in Tough Times

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## Introduction

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As interim Director of Public Health I have a duty to publish an annual report about the health of people in Sefton.

Last year, the annual report focused on child and maternal health. A number of the aims from this report have been met or are ongoing, such as the safe transfer of Health Visiting and Family Nurse Partnership commissioning from NHS England to the council. However, since completing the report, the public sector has faced significant financial challenges. I know that partners have strived to work creatively to ensure that services and support of the highest standard can be delivered to individuals and communities who need it most.

As austerity measures begin to impact on communities many of those working with families fear that the gains we have made in health improvement will stall and the gap in health inequalities will widen. With this in mind I have chosen to focus this year's report on how Sefton is responding to the challenge of austerity and what we must all do to support good health in tough times.

In October 2015 representatives from the Voluntary, Community and Faith sectors along with staff from the Local Authority, the Health Service, and other public bodies as well as some of our Elected Members attended my Public Health Annual Report health summit. This report captures the local understanding of just how austerity policies might change people's life circumstances and how this in turn affects their ability to maintain good health. You can see from the illustrations that as well as the obvious concerns regarding smoking and alcohol use, there was an agreement that many individuals and families face the challenge of reduced income, difficulties in meeting rent and fuel payments and concerns relating to social isolation and crime in some parts of Sefton.



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However, it is also apparent that Sefton has a wealth of dedicated volunteers and professionals who are expert and experienced sources of support. I hope this report captures the drive and energy of the many agencies that came from across Sefton to share stories of how they worked with communities to improve health. There is only space here to tell a few of those stories, but the report website will include all of the stories shared on the day, with details of how you can get more information.

What follows is a vivid picture of what living in tough times means for people living in Sefton that should help us develop more responsive services. Participants at the summit identified a number of key actions for those responsible for commissioning and delivering local services. Partners across the Local Authority, Clinical Commissioning Groups, NHS, Voluntary Community and Faith sector and others are asked to commit to these commissioning and delivery recommendations. The pressure on budgets and resource drives the need to work together. The message from the summit should be a positive one in that we already have a sound base for collaboration and that partners are able and willing to do more.

Margaret Jones  
Interim Director of Public Health

January 2016



# Agenda Item 5

## Message from Councillor Ian Moncur, Cabinet Member

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“Welcome to Sefton Council's 2015 Public Health Annual Report.

All Directors of Public Health in England are required to produce an independent annual report on the health of their population, highlighting key issues.

This report provides an opportunity to review, reflect on and – in many cases – celebrate all the work that has gone on across the borough.

Some of the key issues in this report include how austerity measures are having an adverse effect on the health and wellbeing of Sefton residents. This can be seen in the increasing number of people seeking help to maintain basic needs for good health such as housing, heating and healthy food.

However, we are working hard together to support families and communities by pulling together to provide practical and timely assistance when they need it.

In terms of looking ahead, we face continued austerity and the uncertainty of the impact of welfare reform. It is vital that we continue to look for new opportunities to support people through these tough times. This is something we will continue to look at for the interests of all our residents.

Finally the report gives us a chance to consider the opportunities and challenges ahead as Public Health continues to be at the forefront at Sefton Council.



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As portfolio holder for Public Health I commend this report and hope you enjoy reading it. Please do get in touch with any feedback or suggestions for topics to cover in future reports."

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## What is Austerity?

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These are actions that aim to control increasing government budget deficits. There are two approaches to achieving this. The first is to reduce public spending e.g. reducing welfare benefits, reduce public services, and reduce local authority budgets. The second is to increase taxation.

## What do we already know about the impact of austerity on health?

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Evidence suggests that austerity is associated with severe material deprivation. People may experience food and fuel poverty as well as homelessness. There have also been reports of increased rates of infectious disease. And research from the UK shows that premature deaths are associated with reductions to Local Authority budgets.

## But how have national austerity policies impacted on Sefton?

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In the first 25 weeks of the year in South Sefton, 2,723 adults and 2,010 children have used a foodbank. Over a third of these uses were due to low income, while another third were due to benefit delays or changes in benefits.

Many residents have sought support from schemes provided in partnership between the council and local voluntary sector organisations for essentials such as emergency cash, travel and vouchers for gas and electricity “top ups”. The numbers are relatively small, but some families have needed help to buy fridges, cookers and even kettles. These are things most of us take for granted when we are buying and cooking food.

**Homelessness** has increased in Sefton in recent years; however the data available is limited. The phenomenon of 'hidden homelessness', such as 'sofa-surfing', and the different groups it affects is largely unknown.



However we do know that between October 2014 and March 2015, the housing support service Light for Life had 1,656 users, of which 30% had issues with homelessness (either immediate homelessness or threatened homelessness).

## Working together for better health



Those attending the summit agreed that more people are using services that support them in times of hardship. Families and single people, including those in work were seeking support from Citizens Advice Bureau, foodbanks and housing organisations to find accommodation and budget for necessities such as rent, food and fuel.

All shared a frustration that health inequalities are persistent within Sefton and called for greater teamwork to address them.

Table top discussions raised some questions that we need to ask:-

- Will demand for these services increase as welfare reforms are implemented?
  - ❖ We need to monitor the impact on services.
- Is there any stigma attached to accessing these services?
  - ❖ If so, we need to ensure services are provided with sensitivity and dignity.
- Are young adults facing the problems previously seen in older adults such as homelessness, substance misuse?

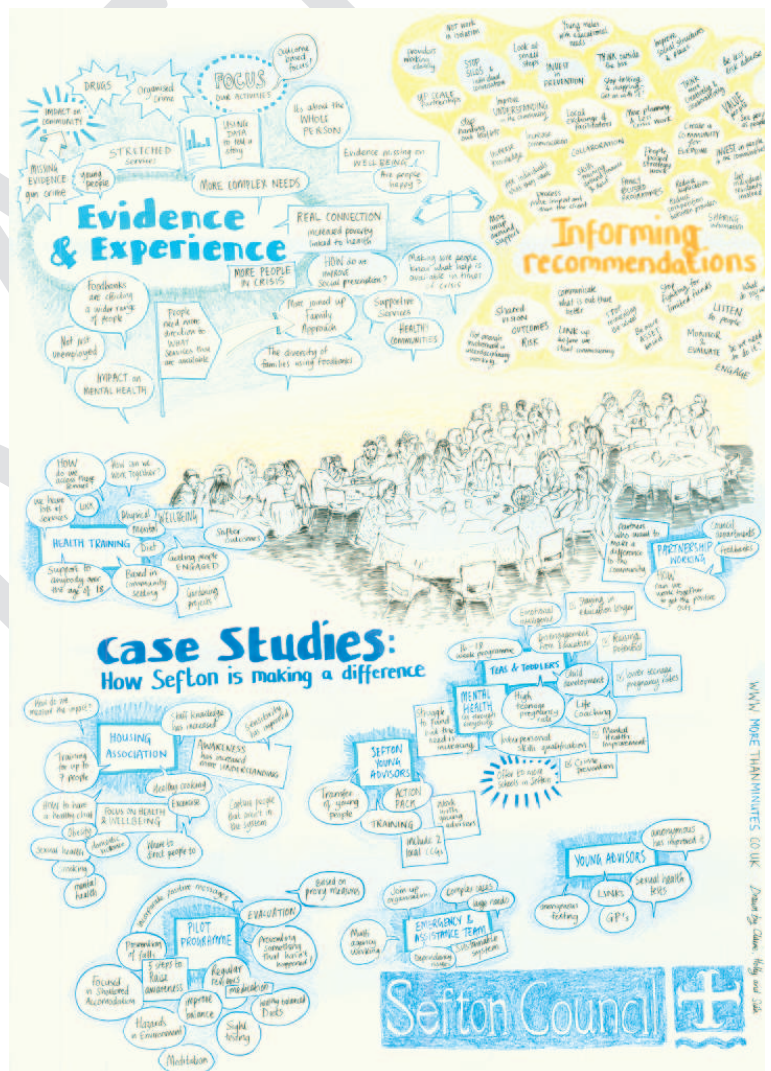
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- ❖ If so, we need to make sure our services can respond in a way that is accessible to younger people [insert link to YA video]

The Sefton Strategic Needs Assessment [insert link] has been updated and includes detailed information on health and social factors raised in the summit discussions (domestic violence, gun and gang crime, fuel poverty, hospital admissions, injuries, employment, and education). But to fully understand the needs of our communities, participants wanted richer information, especially stories that would give us:-



- A greater understanding of:-
  - ❖ Hard to reach groups or hidden communities impacted by austerity but not seeking help.
  - ❖ Whether they are getting the support they need?
  - ❖ Existing support networks that could be developed to help others?
  - ❖ Whether commissioners and providers of services are working to complement each other?
  - ❖ The level of cooperation between agencies and whether this is really helping families and communities?



- A better way of measuring wellbeing. How do people really experience health in tough times and how are they managing to deal with problems raised in this report.



## Local Stories

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Here are just a few great stories of how people in Sefton are making life better for others in their community.

### May Logan Health Trainers



Health trainers offer advice and information about improving health and wellbeing to over 18's. They work with individuals to develop a personal health plan. The health trainers can take referrals from local GPs and will also help people move onto other agencies that can provide additional support if needed.

Having trainers in the Healthy Living Centre has helped people access services and has encouraged the development of informal groups that meet the needs of the local community. This is a way of working that could be developed across Sefton.

If you want to know more in any way, please contact [www.maylogan.org.uk](http://www.maylogan.org.uk)

### South Sefton and Crosby Foodbank

The Brighter Living Partnership is delivering healthy eating cooking courses to families who have used the South Sefton Foodbank. The sessions involve practical cookery with the opportunity to take home tasty fresh food. As well as developing cooking skills, participants are able to shop more efficiently and healthily. This support could be extended across foodbank distribution centres.



If you want to know more in any way, please contact [www.brighterliving.org.uk](http://www.brighterliving.org.uk)

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## Sefton Young Advisors



Sefton Young Advisors work on a range of issues. They are currently talking to children and young people across Sefton to find out what they think about mental health and wellbeing.

This will help local services like MerseyCare and the Children's Adolescent Mental Health Service (Alder Hay) be more responsive to the needs of young people in Sefton. The Young Advisors will also help to train staff to improve the care given.

## Plus Dane Housing

Age Concern, Hugh Baird College, Sefton Partnership for Older Citizens and Sefton Pensioner Advocacy Service have come together to deliver this project. It tackles social isolation in older people by involving them in a range of activities including, trips out, "cook off" and "get active" events. It also encourages more able residents to



support the project. This has led to reduced dependency on health and other services, less isolation and improved relationship building among older people. This approach could be replicated with other tenant groups.

If you want to know more in any way, please contact [www.plusdane.co.uk](http://www.plusdane.co.uk)

## Formby/Hightown/Freshfield Hub

The Hub brings older members of the community together with a number of voluntary, community and faith sector organisations. It provides a meeting place to share information on social and leisure support to combat social isolation. Each of the 4 Hub locations has a trained 'champion'. The Hub also offers a befriending service. The Hub

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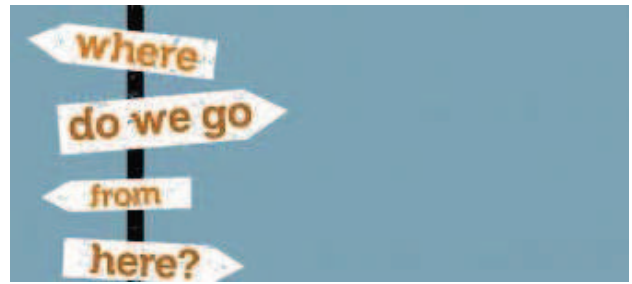
believes this approach has increased access to clubs and services among older people and helped reduce social isolation. The project is working to improve self-sustainability of the project and to increase the numbers of users.

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## Where do we go from here?

Here are some of the thoughts captured on the day. A more detailed list of the comments and recommendations can be found on the Annual Report webpage. We now need to take them forward to support families and communities in Sefton to keep healthy in these tough times.



### What should we be doing more of?

*For individuals*

*For communities & Sefton  
As a whole*

Make every contact count—be prepared to help people with all their problems and be prepared to signpost and get other support

Empower people to do more for themselves:-

- Sustainability
- Self sufficiency
- Own their wellbeing





## What are we not doing enough of?

Engaging people to be at the heart of services and what we do together for Sefton



Eliminating competition between organisations and working together



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What should we stop?

Stop putting up barriers between organisations



Working in isolation—work more collaboratively



Being negative – have a more can do attitude



## For Better Communities

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The evidence gathered at the PHAR summit challenges all of us across Sefton to continue working together to improve services and protect the most vulnerable people and communities. My

challenge to partners is to respond to the recommendations below and ensure that we keep working together in these tough times.

1. We need to agree the best way to measure the impact of austerity on people living in Sefton. This will help us decide what to do to help people where it matters most.
2. The Council and the NHS should always work together to provide the best possible social and health and wellbeing services.
3. Services should be designed through working together. The people of Sefton's voice needs to be heard and valued along with those who deliver services.
4. Services should work together to reduce duplication and service competition, and this way of working should be at the forefront of all partnership working.
5. All partners should commit to developing "communities of practice" – this is a forum for services to share good practice, exchange ideas and solve problems together.
6. Promote and reward new ideas amongst service providers.
7. All services working with the public should be prepared to make every contact count.
8. Involve communities, and encourage self- support and support from others in the community.
9. We should all focus on what works well, not what is wrong, and share this.

**Making Every contact Count**

*Making every contact count is a simple approach that helps improve health. It is a method that supports & encourages conversations that help people consider ways to improve their own health. Organisations can train and support their staff to deliver this.*

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## **Good Health in Tough Times**

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The summit has shown that local people are feeling the impact of austerity measures. However, it also demonstrated the creativity and commitment that communities as well as the voluntary and public services use to support people when they find themselves in times of need. All those who attended the summit expressed a wish to work more closely together to put the needs of Sefton families first. I would encourage everyone to follow that lead.

## **Thanks**

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I would like to thank the following people for their contribution in organising the summit and helping to produce the report:

Anna Nygaard, Rachael Musgrave, Alan McGee, Julie Murray, Paula Bennett, Julie Campbell-Stenhouse, Jayne Vincent, June McGill, Tracy Rooney, Andy Hebdidge, Linda Turner, Phil McHale, Charlotte Smith and all those agencies and community representatives who participated in the day.

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## Useful information

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The following websites will provide further information:-

NHS Choices	<a href="http://www.nhs.uk">www.nhs.uk</a>
Sefton Council	<a href="http://www.sefton.gov.uk">www.sefton.gov.uk</a>
Sefton Council Directory of Services	<a href="http://www.seftondirectory.com">www.seftondirectory.com</a>
Sefton ISIS (Integrated Sexual Health Service)	<a href="http://www.isis.sefton.nhs.uk">www.isis.sefton.nhs.uk</a>
Alcohol Concern	<a href="http://www.alcoholconcern.org.uk">www.alcoholconcern.org.uk</a>
Lifeline Sefton (Substance Misuse Treatment and Alcohol Recovery Service)	<a href="http://www.lifelinereview14.co.uk/service/sefton-stars/">www.lifelinereview14.co.uk/service/sefton-stars/</a>
NHS Smokefree	<a href="http://www.nhs.uk/smokefree">www.nhs.uk/smokefree</a>
Healthy Sefton	<a href="http://www.healthysefton.nhs.uk">www.healthysefton.nhs.uk</a>
Citizens Advice Bureau	<a href="http://www.citizensadvice.org.uk">www.citizensadvice.org.uk</a>

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## Local Stories

Sefton Young Advisors	<a href="http://www.sefton.youngadvisors.org.uk">www.sefton.youngadvisors.org.uk</a>
May Logan Healthy Living Centre	<a href="http://www.maylogan.org.uk">www.maylogan.org.uk</a>
Plus Dane Housing	<a href="http://Plusdane.co.uk">Plusdane.co.uk</a>
Sefton Opera	<a href="http://www.sefton-opera.org.uk">www.sefton-opera.org.uk</a>
St. Leonard's Youth & Community Centre	<a href="http://www.stleonardsyouthandcommunitycentre.com">www.stleonardsyouthandcommunitycentre.com</a>
Alder Hey Children's NHS Trust	<a href="http://www.alderhey.nhs.uk">www.alderhey.nhs.uk</a>

## Partners

South Sefton Clinical Commissioning Group	<a href="http://www.southseftonccg.org.uk">www.southseftonccg.org.uk</a>
Southport & Formby Clinical Commissioning Group	<a href="http://www.southportformbyccg.org.uk">www.southportformbyccg.org.uk</a>
Sefton Council for Voluntary Services	<a href="http://www.seftoncvsvs.org.uk">www.seftoncvsvs.org.uk</a>
Public Health England	<a href="http://www.sefton-opera.org.uk">www.sefton-opera.org.uk</a>
NHS England	<a href="http://www.england.nhs.uk">www.england.nhs.uk</a>

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- Maps of premature deaths across England will help tackle variation, say public health chiefs. *BMJ*2013; 346

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<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	Thursday 14 January 2016
<b>Subject:</b>	A565 North Liverpool Key Corridor Scheme - Compulsory Purchase Orders	<b>Wards Affected:</b>	Linacre;
<b>Report of:</b>	Head of Locality Services - Commissioned		
<b>Is this a Key Decision?</b>	Yes	<b>Is it included in the Forward Plan?</b>	Yes
<b>Exempt/Confidential</b>	No		

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## **Purpose/Summary**

This report is to seek authority from Members to make the Sefton Metropolitan Borough Council (A565 Highway Improvements/Regent Road) Compulsory Purchase Order 2016.

Members will be aware from previous reports that the A565 North Liverpool Key Corridor Major Scheme is being progressed by the Council and Liverpool City Council and as part of the proposals the A565 Derby Road, from its junction with Millers Bridge in Sefton to Bank Hall Road in Liverpool will be dualled. In order to carry out the works it will be necessary to acquire land outside the ownership of the Council and whilst negotiations are ongoing to acquire the land and other interests it is considered necessary to make a compulsory purchase order to acquire those areas of land in Sefton which are necessary to achieve the works to enable acquisition should negotiations not be successful.

## **Recommendation(s)**

- (1) That the Sefton Metropolitan Borough Council (A565 Highway Improvements/Regent Road) Compulsory Purchase Order 2016 be made under Section 239 of the Highways Act 1980 and the Acquisition of Land Act 1981 to secure the compulsory acquisition of the land shown coloured pink on the plan attached at Appendix 1.
- (2) That the draft Statement of Reasons for making the said Order be approved and the Head of Locality Services - Commissioned in consultation with the Head of Regulation and Compliance be authorised to finalise the Statement of Reasons for making the Order based on the attached draft.
- (3) That the Head of Locality Services - Commissioned in consultation with the Head

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of Regulation and Compliance be authorised to make if necessary, minor or technical amendments to the Compulsory Purchase Order boundaries as shown on the plan at Appendix 1.

- (4) That the Head of Regulation & Compliance be authorised to seal the Order and take all necessary and ancillary steps, including the publication and service of all statutory notices and the presentation of the Council's case at any public inquiry to secure the confirmation of the Compulsory Purchase Order by the Secretary of State.
- (5) That the Head of Regulation & Compliance, once the Order has been confirmed, be authorised to take all necessary steps, including the publication of any notices to secure the vesting of the land in the Council, including as necessary the making of any General Vesting Declaration under the Compulsory Purchase (general vesting Declarations) Act 1981 or to serve notices to treat and notices to enter pursuant to the Compulsory Purchase Act 1965 or any legislation replacing or amending the same.
- (6) That the Head of Locality Services - Commissioned be authorised to confirm the Order in the event that the Secretary of State notifies the Council that it has been given the power to confirm the Order if it is still considered appropriate to do so.

## 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		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		x	
8	Improving the Quality of Council Services and Strengthening Local Democracy		x	

## **Reasons for the Recommendation:**

Liverpool City Council, as the scheme's sponsor, have determined a programme for delivery of the scheme to link with other proposed Key Corridor works within and around the Liverpool city centre. They have also committed to achieving indicative spend targets of the Liverpool City Region Growth Fund within 2016/17 and 2017/18. In order to achieve the programme, the City Council has determined that Compulsory Purchase Orders will need to be served on affected properties along the corridor in order to ensure that any land necessary to deliver the Scheme, the dualling of the A565, can be secured within the proposed programme. Whilst negotiations are ongoing with landowners affected by the proposals both within Sefton and Liverpool areas, the tight timescales involved mean that it is necessary to make the proposed Order to secure the land. Liverpool City Council will also be progressing its own compulsory purchases orders in tandem with the Council to ensure that any land required within the Liverpool area can also be delivered to meet the programme.

Liverpool City Council will be taking a report to its Cabinet in January 2016 seeking authority to make two compulsory purchase orders which will cover the remaining areas of the A565 at Derby Road and Great Howard Street, Liverpool which will form the remainder of the Scheme.

The recommendation to make the compulsory purchase order is in line with the recommendations and considerations set out in the previous report to Members dated the 3<sup>rd</sup> September 2015.

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

The Scheme could be delivered as two separate projects, one in Liverpool and the other in Sefton. However, it is clear that the traffic management and control measures necessary for each part of the Scheme would impact greatly on traffic movements within the neighbouring district and, as such, the adjacent works would need to be very carefully programmed and managed.

As set out in the previous report, it is considered sensible that the project should be delivered as one Scheme, phased to minimise disruption and delivered and managed by Liverpool given that they submitted the original project to the Liverpool City Region.

Notwithstanding this, both the Council and Liverpool have entered into a memorandum of understanding which deals with project management on the delivery of the Scheme as well as progressing any necessary compulsory purchase orders. Sefton will therefore retain all necessary controls over works which may take place within the Council's area.

It is also considered important the Scheme is delivered as one project given that the benefits which will be likely to accrue as a result of the delivery of the Scheme are largely dependent on the Scheme being brought forward in its entirety. These benefits are dealt with in more detail below.

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

### (A) Revenue Costs

None

### (B) Capital Costs

The entire scheme cost, including land acquisitions, is estimated as **£24,827m**. The Council's contribution to this cost, including the acquisition of land to deliver the Scheme has been identified as **£1,989m**.

Following a recommendation from Cabinet, the Council has included this Scheme in the Capital Programme 2016/2017 as a priority against available resources.

Funding to deliver the Scheme insofar as it is within Sefton's area has therefore been committed subject to successfully securing funding from the Liverpool City Region Local Transport Body to deliver the project with the benefit of major transport scheme funding.

At its Cabinet meeting on the 7<sup>th</sup> August 2015 Liverpool City Council also committed the necessary funding to deliver the Scheme within the Liverpool area.

Accordingly, subject to grant funding being confirmed, there is funding in place to deliver the Scheme should any compulsory purchase orders be confirmed.

### Implications:

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

<b>Financial</b>	
<b>Legal</b> The Head of Regulation and Compliance will complete the necessary process to serve and administer the notices'	
<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 of the Proposals on Service Delivery:

None

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

The Head of Corporate Finance and ICT (FD.3952/15) notes that the scheme can only progress once funding from the Liverpool City Region Growth Fund has been formally confirmed. Provision within the Capital Programme for 2016/17 and beyond to cover Sefton's share of the cost (estimated in total to be £1.989m) has been made.

The Head of Regulation and Compliance (LD.3235/15) have been consulted and any comments have been incorporated into the report.

## **Implementation Date for the Decision**

Following the Expiry of the Call In Period

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**Contact Officer:** Andrew Dunsmore

Tele: 0151 934 2766

**Email:** [andrew.dunsmore@sefton.gov.uk](mailto:andrew.dunsmore@sefton.gov.uk)

## **Background Papers:**

None

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## 1. Introduction/Background

- 1.1 Coordination of strategic investment for transport is now undertaken at City Region level, through the Combined Authority, together with the Local Enterprise Partnership. The Liverpool City Region (LCR) Growth Plan was submitted to Government in December 2013. In summer 2014 Government announced £232.3m of funding for the City Region over the next 6 years.
- 1.2 Investment in transport infrastructure element of the Growth Plan consists of approximately £120m for 13 major transport schemes and this also includes requirements for approximately 10% contribution to be provided locally.
- 1.3 The North Liverpool Key Corridor scheme is one of the 13 major projects within the Growth Plan. This project consists of improvements to the A565 corridor through North Liverpool and into Sefton, to be delivered in three phases between 2016/17-2018/19.
- 1.4 This scheme consists of three elements, the dualling of the two remaining sections of single carriageway along the A565 between Seaforth and Liverpool and improvements to the parallel Regent Road corridor to improve facilities for walking and cycling. The part of the scheme most relevant to Sefton is the dualling of a section of the A565 from Millers Bridge to Bankhall Street, part of which is located within Sefton.
- 1.5 There will be a requirement for some land acquisition on the eastern side of the A565 to enable the widening, but no buildings are affected on the section within Sefton.
- 1.6 In order to deliver the Scheme it is expected that three compulsory purchase orders will be made. Two will be within the Liverpool Area whilst the third, the subject of this report, will be in Sefton.
- 1.7 The Liverpool Orders proposed are:
  - (i) The Liverpool City Council (A565 Highway Improvements Phase I) Compulsory Purchase Order 2016 which will deal with the acquisition of land and other interests on the eastern side of the A565, known as Great Howard Street, from its junction with Leeds Street and running in a northerly direction to Blackstone Street.
  - (ii) The Liverpool City Council (A565 Highway Improvements Phase II) Compulsory Purchase Order 2016 which will deal with the acquisition of land and other interests on the eastern side of the A565, known as Derby Road, from the junction with Bankfield Street to Bedford Place.
- 1.8 Bedford Place forms the boundary between the Council's area and Liverpool's administration.

## 2. Scheme Details

- 2.1 The Scheme forms part of a package of measures which form part of the North Liverpool Key Corridor (NLKC) improvement scheme. This is a package of measures which aspire to unlock the potential for development and investment in the north Liverpool region whilst seeking to deal with the causes of congestion along the A565 corridor whilst improving east/west movement across the A565.
- 2.2 The A565 is the key route through the north of Liverpool, the port of Liverpool and into Sefton and its upgrade has been an aspiration for many years both for Liverpool and the Liverpool City Region and has its basis in the first local transport plan for Merseyside. Originally the proposals formed part of the Atlantic Drive highways improvement Scheme. This was to be delivered in six phases with the current Scheme forming phases 5 and 6. Phases 1 to 4 have been delivered.
- 2.3 Given the associated problems with the current layout of the A565 in the area affected by the Scheme and the potential to unlock a number of key benefits, the Scheme is still considered to be a key priority in the North Liverpool area.
- 2.4 Appendix 4 shows the proposed works within the Sefton area whilst Appendix 1 shows the areas of land which will need to be acquired to deliver the Scheme within Sefton.
- 2.5 The key features of the modifications within Sefton are as follows;
  - The Central reserve which currently extends from the Millers Bridge junction to the south of the junction with Douglas Place will extend to the Sefton/Liverpool boundary.
  - Access to Princes Street, Bedford Place, Dacre Street and Raleigh Street will be 'left in – left out' only. (Access to Douglas Place, Howe Street and Effingham Street is currently already left in left out).
  - The junction of the A565 and Millers Bridge will have the right turn re-instated.
  - The new alignment provides space for the right turn to be easily accommodated without having an impact on through traffic.
  - No land is required on the western side of the junction and the footway will remain largely as existing.
  - Land is required on the eastern side of the road to accommodate the additional carriageway width that the widening involves. No buildings are required within Sefton – most of the land is either soft and hard landscaping, car parking, or undeveloped redundant former industrial land

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- 2.6 Taken as a whole, the Scheme will deliver the dualling of the A565 from Millers Bridge through into Liverpool to the main junction at Leeds Street. Once delivered it will remove two existing “bottlenecks” which currently exist where the A565 has not been dualled between Millers Bridge and the junction with Bankhall Street moving south within Liverpool and between the Leeds Street Junction in a northerly direction to the junction with Blackstone Street

## 3. Location and Description of the Order Lands

- 3.1 All of the land affected by the proposed order lies to the eastern side of the A565 Derby Road, No residential properties are directly affected by the proposals and although Douglas Place is in close proximity to the dualling works the access to and egress from Dougal Place is already directly onto a dual carriageway. Furthermore, no buildings will need to be acquired or otherwise directly affected to deliver the Scheme within the Council's area

- 3.2 The land and interest which need to be acquired are set out in detail in the Schedule attached at Appendix 2. The Schedule includes land which is already in the Council's ownership but has been included to ensure that any third party rights which may be claimed over the land are acquired as part of this process. The land outside the Council's control which needs to be acquired includes;

- Approximately 357 square metres of land at 319 to 327 (odd) Derby Road
- Approximately 72 sq metres of land at 319 to 327 (odd) Derby Road adjoining Bedford Place
- Approximately 53 sq metres of land at 319 to 327 (odd) Derby Road adjoining Princess Street
- Approximately 457 sq metres of land at 275 Derby Road
- Approximately 34 sq metres of land 265 Derby Road (currently adopted highway but with subsoil in third party ownership)
- Approximately 283 sq metres of land at 255-265 Derby Road (being part adopted and part unadopted highway)
- Approximately 75 sq metres of land at 257-265 Derby Road currently in unknown ownership
- Approximately 82 sq metres of land at the junction of Derby Road and Douglas Place (currently unadopted highway)
- Approximately 9 sq metres of land at Douglas Place and tho the north of 255 Derby Road

- 3.3 It will also be necessary to acquire temporary rights over land to provide for working space associated with the Scheme. Once the works are complete the land will, where necessary, be reinstated and the Council's rights over the land will cease. Rights will need to be acquired over;

- Approximately 283 sq metres of land at 319 to 327 (Odd) Derby Road
- Approximately 64 sq metres of land at 319 to 327 (odd) Derby Road adjoin Bedford Place
- Approximately 279 sq metres of land at 275 Derby Road



## **4.0 The Planning Position**

- 4.1 The works that need to be carried out to deliver the Scheme which underpins the proposed compulsory purchase order has the benefit of permitted development rights as defined by the Town and Country Planning (General Permitted Development) (England) Order 2015 Schedule 2 Part 9. This is the case for all of the proposed dualling works along the A565 in both the Council's and Liverpool's area

## **5.0 Purpose and justification for the use of compulsory purchase powers**

- 5.1 Section 239(3) of the Highways Act 1980 enables a highway authority to acquire land required for the improvement of a highway. These powers are subject to distance limits in that the extent of the land which the highway authority is proposing to acquire must be no more than 220 yards (201 metres) from the middle of the highway or proposed highway. In the present case the proposed works and the acquisition of necessary land and interests will all take place within this limit.
- 5.2 Currently the areas covered by the Scheme and which demonstrate the need for the compulsory purchase powers consist of part of the A565 which runs in a generally north-south direction between Sefton and Liverpool within north Liverpool. The route has been identified as a strategic transport route which enables access to the regional and national transport routes including the M57, M62 and the M6. Although much of the route has already been dualled the areas which form the subject of the Scheme have not been dualled. Although they formed part of the original proposed Atlantic Drive concept, which has a package of measures to improve the A565 amongst other things, as far back as 1994, they are yet to be improved.
- 5.3 The failure to deliver the dualling of the Scheme area, which originally formed phases 5 and 6 of the Atlantic Drive proposals (with phases 1-4 having already been delivered) has led to a number of identified problems associated with the route. The proposals are to complete this dualling and enable the delivery of the benefits identified below.
- 5.4 This is of immediate concern given that north Liverpool area has been identified as an area for potential growth both in terms of employment opportunities and investment.
- 5.5 The need to deliver the Scheme has been highlighted by the current congestion issues along the A565. These were identified in particular by a report commissioned by Liverpool City Council in 2009. This report, A565 Great Howard Street Improvements Option Appraisal 2009 and produced by Liverpool 2020, identified that congestion was identified along the A525 route and this was likely to be exacerbated by anticipated traffic growth from 2008-2023. This congestion affected the flow of traffic along the A565 and highlighted the need for change and that the proposed dualling along the A565 would result in improved journey times along the corridor.

# Agenda Item 6

- 5.6 A further review by Mott MacDonald in 2015 , to assist and support the case for funding to the Liverpool City Region Local Transport Body, confirmed the congestion issues and anticipated future problems and that the two un-dualled parts of the A565 acted as “bottlenecks”. Around 25000 vehicles use the A565 weekly with up to 2500 vehicles using the route at peak times. The Liverpool Waters development and the SuperPort developments will only add to the identified traffic problems, whilst the existing congestion will deter future investment and development in the area. It is anticipated that traffic increase in the area could be around 30% on current levels by 2024 with a change in the nature of the traffic to more freight given the strategic nature of the route and the local developments (Mott MacDonald).
- 5.7 The traffic issues are also compounded by the nature of existing junctions, which tend to deter east west movements across the A565 for both vehicular traffic and pedestrians or cyclists. Whilst the A565 remains a “barrier” it introduces a further deterrent to investment in the area whilst discouraging sustainable forms of transport; congestion and travel delay encourages private transport use at the expense of public transport; increased traffic and delays increases pollution to the detriment of the environment; traffic management which does not support pedestrians or cyclists pushes them to alternative transport modes (usually vehicular).
- 5.8 The area is also visually “poor” which adds to a negative perception of the area in terms of securing investment opportunities. The Scheme will provide opportunities to improve the public realm in the area and bring about positive change.
- 5.9 Added to this are the issues relating to the delivery of economic and social improvements to the Liverpool City Region, particularly in the north Liverpool area. The northern part of Liverpool is currently affected by a number of issues which have identified it as being towards the top of national deprivation tables. Encouraging new investment into this area will have a benefit to the Liverpool city region retaken as a whole whilst also enabling connection between the communities in north Liverpool to south Sefton, Liverpool city centre and beyond. Without the necessary infrastructure to encourage this development opportunity will be lost. Unlocking the potential to develop existing and future sites by improving the A565 is essential
- 5.10 Against these issues, a significant number of benefits can be identified if the Scheme is delivered.
- Improved capacity on the A565 to accommodate freight, commuter and other traffic
  - Improvements to journey time and reliability
  - Improved pedestrian and cyclist access through and across the A565 corridor
  - Improved junction arrangements along the strategic route
  - Unlocking development opportunities along the corridor.

# Agenda Item 6

- 5.11 At its simplest level the improvements proposed by the Scheme will deliver an improved capacity to the strategic road network at the A565 and will encourage investment into the area and improved use of existing facilities.
- 5.12 There will be opportunities to encourage sustainable transport and it is anticipated that the reduction in congestion will improve the environmental impact of the road use in this area. Overall, the permeability of the A565 corridor will be improved; public realm improvements, including street lighting and paving as well as cycling facilities will help tackle current problems in the area. East/West links, across the A565 will also be improved for all forms of transport.
- 5.13 Whilst the primary identifiable business opportunities relate to North Liverpool, the general benefits to the A565 will be of direct benefit to the Council's area and the economic benefits will, at the very least, have an overall benefit to the larger regional issues supported by the Council. Environmental and economic benefits, in the form of promoting sustainable transport will be enhanced by the proposals whilst in real terms, the prospects of economic benefits will be increased through improved access between Liverpool and Sefton and to national and regional routes which will increase the attractiveness of the area to potential developers and investors.
- 5.14 In the balance, there is a very limited anticipated land acquisition involved in this project to deliver the Scheme within the Council's area and the land affected does not include any residential property nor does it directly affect any building. There is also compensation available to any person whose land or occupation of land is directly affected by the proposals.
- 5.15 Although the proposed CPO in Sefton only relates to part of the Scheme, it is important given the above to appreciate that it is an integral part of the Scheme given that it provides for the removal of a key bottleneck and the wider proposals involving Regent Street, albeit outside the compulsory purchase order, add to the benefits that the Scheme can deliver.

## **6.0 Circular 06/04 Compulsory Purchase and the Cichel Down Rules**

- 6.1 Although not specifically related to highways compulsory purchase orders this circular provides general guidance to authorities in England on compulsory purchase orders and the approach to be taken in determining whether or not an order should be confirmed. The guidance was updated in October 2015. The guidance confirms that "compulsory purchase powers are an important tool for local authorities ...to use as a means of assembling land needed to help deliver social and economic change. Used properly they can contribute towards effective and efficient urban...regeneration, the revitalisation of communities and the promotion of business – leading to improvements in quality of life"
- 6.2 Making the CPO in respect of the current proposals would clearly support this approach given the benefits that will accrue should the Scheme be delivered.

# Agenda Item 6

- 6.3 The basic principle underpinning any CPO is set out at paragraph 12; “A compulsory purchase order should only be made where there is a compelling case in the public interest”.
- 6.4 As set out above, there are clear problems associated with the ongoing operation of the A565 but, given the strategic significance of the route its continued use is not in question. Furthermore, not delivering improvements to the route will exacerbate current problems and prevent possible solutions and benefits coming forward to the benefit of the immediate locality, the use of the strategic corridor and the north Liverpool area as well as having an impact potentially on the wider Liverpool City Region.
- 6.5 The benefits identified cannot be achieved without delivering the Scheme and this requires the land identified in the Order to come forward. The land is therefore necessary to the Scheme and there is a clear need for the CPO to be confirmed. Whilst negotiations to acquire the land by agreement will continue the acquisition cannot be guaranteed, without the support of CPO powers, within the programme timeframe.
- 6.6 Failing to deliver the benefits associated with the Scheme will, at the very least, ensure that current problems with the route continue and will fail to deliver already identified “future proof” improvements to manage already identified future impacts.
- 6.7 With the commensurate public realm, environmental and economic benefits to the area there is a clear public benefit to delivering the Scheme.
- 6.8 There is also no financial impediment to delivering the Scheme as funds have been identified by both the Council and Liverpool in their appropriate capital programme to cover the cost of the Scheme and associated activities if grant funding is made available. An outline business case to secure the funding has been submitted and a final decision is expected in March 2016. Accordingly, it is reasonably probable that funding will be available to deliver the Scheme if the CPO is confirmed.
- 6.9 As mentioned above, planning permission is deemed to be granted by reason of the Town and Country Planning (General Permitted Development) (England) Order 2015 and there are no other known impediments that would prevent the Scheme being delivered.
- 6.10 Whilst it must be acknowledged that land interests will be affected by the proposed compulsory purchase order, the interests affected are the minimum necessary to enable the Scheme to be delivered, no private residential premises are affected and no buildings are directly impacted by the proposals within Sefton. Moreover, compensation is legally available to those who may be affected by the proposed order.
- 6.11 On balance, notwithstanding the impact on individual properties, there is a compelling case in the public interest to deliver the Scheme and to support the proposed compulsory purchase order.

## **7.0 Circular 2/97**

- 7.1 Department of Transport Circular 02/97 is still the relevant guidance in respect of compulsory purchase orders for major road schemes.
- 7.2 It provides that the Secretary of State for Transport will require to be satisfied in every case that the land included in the CPO can reasonably be regarded as required for the purposes of the acquisition as stated in the Order. Where the Scheme is one for the improvement or construction of a highway, this will normally mean that the only land to which the CPO should relate will be land falling within the highway as improved or newly constructed. If land outside these limits is required in connection with the improvement or construction of a highway (e.g. as working space) this will need to be made clear (paragraph 18)
- 7.3 The Scheme has been carefully designed to minimise the amount of land that needs to be acquired and where working space has been identified this has been kept to a minimum. The proposed Order and Order land therefore conform to this guidance.
- 7.4 Paragraph 2 to the Circular also identifies that the Secretary of State would “always wish to be sure that Scheme for which he was authorising the compulsory purchase of land would go forward as proposed in the Order. Consequently, it is his practice not to confirm CPO until he is satisfied that the planning permission of aspect of the Scheme to which the Order relates has been granted”. In this case the works underpinning the Scheme benefit from deemed planning permission and can therefore be carried out if the Order is confirmed. There is no planning impediment to the Scheme being delivered.

## **8.0 Human Rights Act 1998**

- 8.1 The Human Rights Act 1998 incorporated into UK law the European Convention on Human Rights (“the Convention”). The Convention includes provisions which aim to protect the rights of the individual (including companies and similar bodies). In resolving to make the Order the Council must consider the rights of the property owners affected by the Orders, should they be confirmed, generally and, in particular, under the following Articles of the Convention;

### Article 1 of the First Protocol

“Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law.

The preceding provisions shall not, however, in any way impair the right of a State to enforce such laws as it deems necessary to control the use of property in accordance with the general interest or to secure the payment of taxes or other contributions or penalties”

# Agenda Item 6

## Article 6 – Right to a Fair Trial

In the determination of his civil rights and obligations or of any criminal charge against him, everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law. Judgment shall be pronounced publicly but the press and public may be excluded from all or part of the trial in the interest of morals, public order or national security in a democratic society, where the interests of juveniles or the protection of the private life of the parties so require, or to the extent strictly necessary in the opinion of the court in special circumstances where publicity would prejudice the interests of justice...

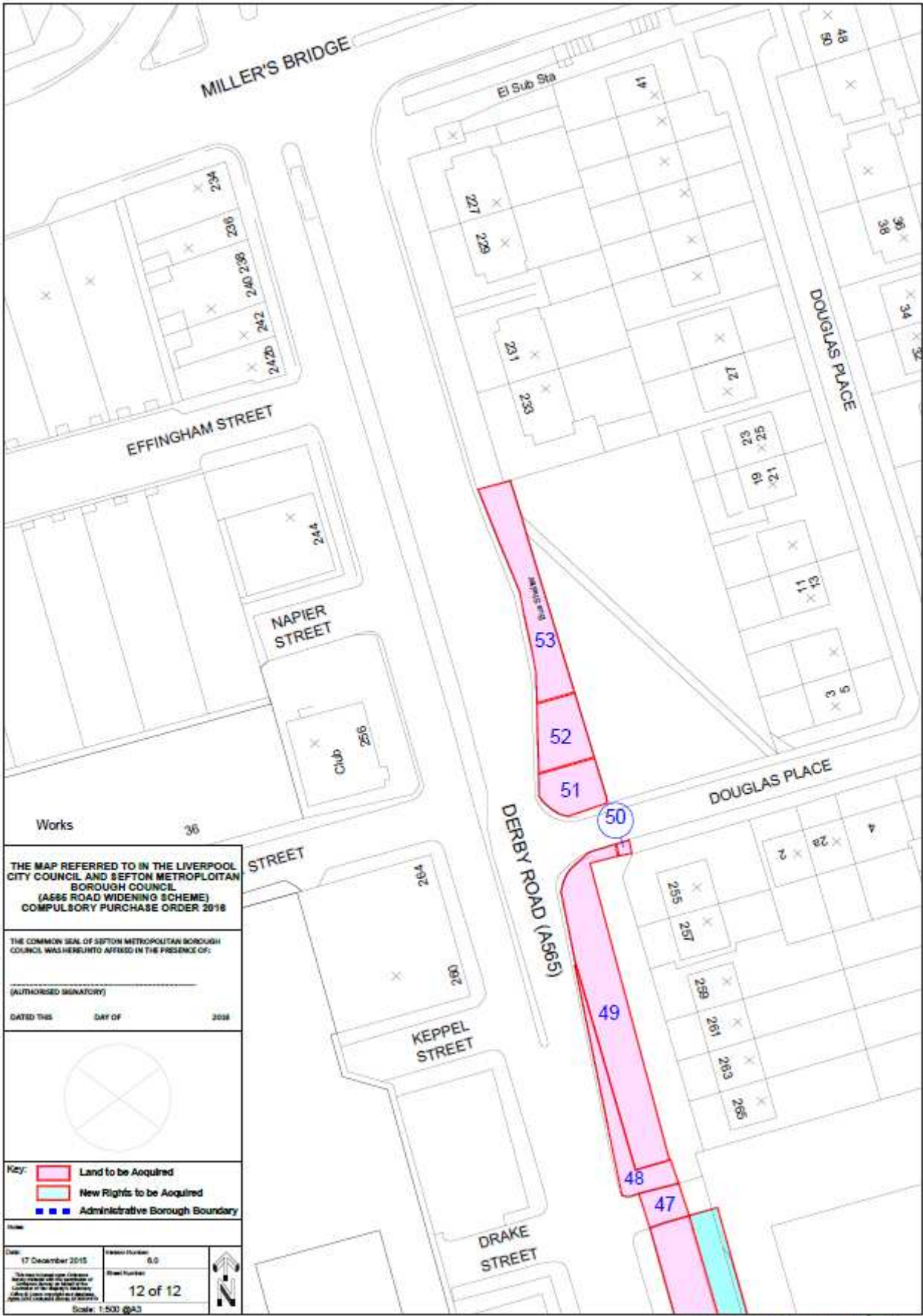
## Article 8 Right to respect for private and family life

1 Everyone has the right to respect for his private and family life, his home and his correspondence.

2 There shall be no interference by a public authority with the exercise of this right except such as is in accordance with the law and is necessary in a democratic society in the interests of national security, public safety or the economic well-being of the country, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedoms of others.

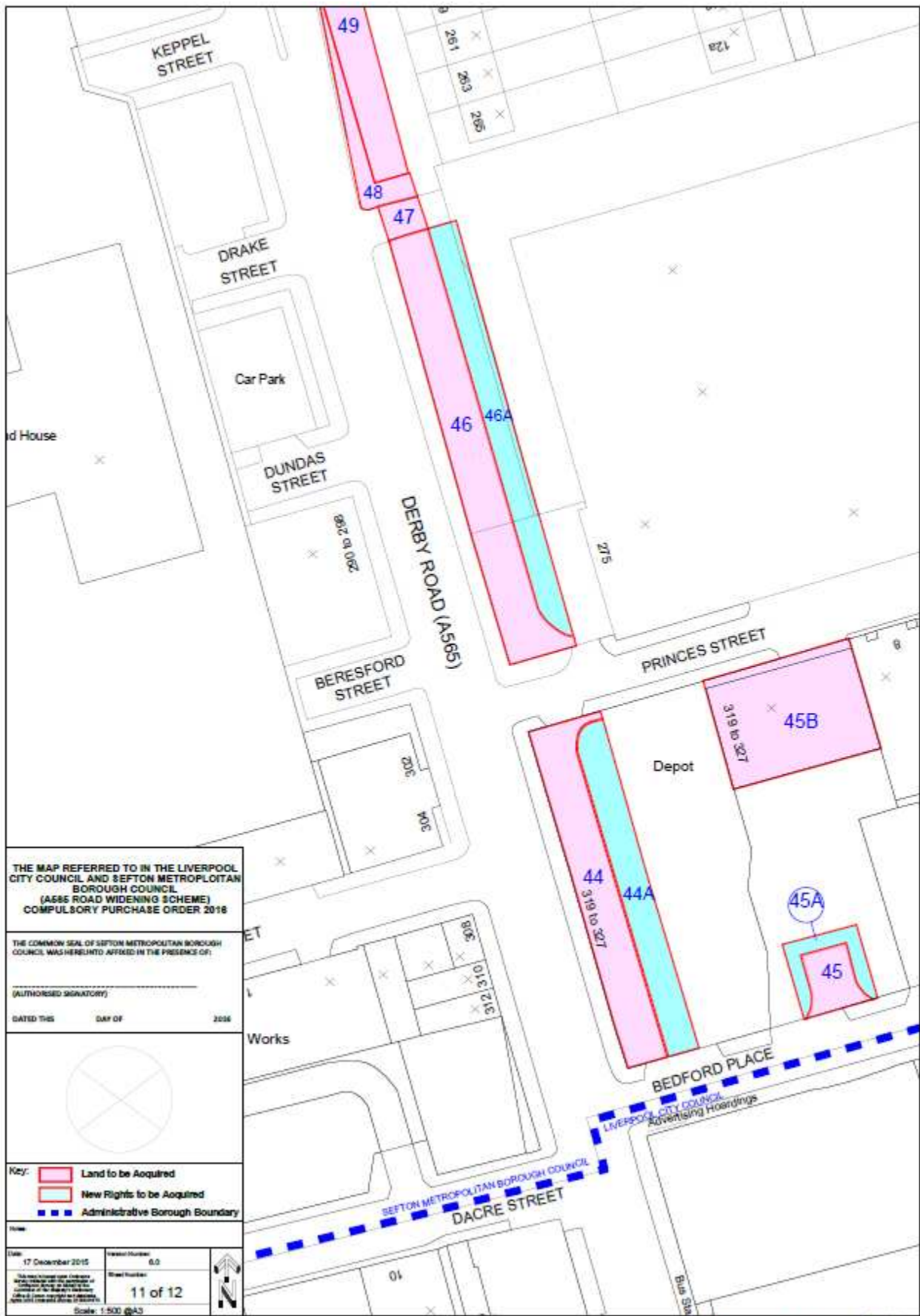
- 8.2 In each of the articles referred to above (and in respect of many of the provisions of the Convention) the rights afforded to an individual are “qualified rights”; this means that they do not prevent proposals affecting those rights. The public authority seeking to affect those rights is obliged to satisfy itself that it has struck the correct balance between the rights of the individuals affected and the public interest in delivering the Scheme.
- 8.3 The works that will be delivered as part of the Scheme will deliver significant public benefits to their area. In the circumstances, and given that the land interests affected by the proposals will be limited, given the scale of the Scheme, it is submitted that the proposed compulsory purchase orders would not constitute an unlawful interference with the individual’s property rights given the overall public benefits which will be delivered if the Scheme is progressed. The Council has also taken every reasonable effort to ensure that the land affected by the Scheme is the minimum necessary to deliver the project.
- 8.4 Furthermore, the compulsory purchase process clearly provides for those affected to have a right to object to any order being confirmed and this objection will be considered by an independent Inspector appointed by the Secretary of State for Transport. Any objection may also be considered through a public hearing. Notwithstanding this, any person affected by the proposed orders will be entitled to compensation proportionate to any loss they may incur as a result of their rights being affected by the Orders.

Appendix 1





# Agenda Item 6







Appendix 2

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**SEFTON METROPOLITAN BOROUGH COUNCIL – A565 ROAD WIDENING SCHEME**

**COMPULSORY PURCHASE ORDER 2016**

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SEFTON METROPOLITAN BOROUGH COUNCIL

Table 1

Number on map (1)	Extent, description and situation of the land (2)	Qualifying persons under section 12(2)(a) of the Acquisition of Land Act 1981 – Name and address (3)			
		Owners or reputed owners	Lessees or reputed lessees	Tenants or reputed tenants (other than lessees)	Occupiers
44 (Land to be acquired)	Approximately 357 square metres of land and premises known as 319 to 327 (odd) Derby Road (A565)	<b>Barry Flanagan</b> 199 Thomas Lane Liverpool L14 5NU (MS163553, MS190522)  <b>Gerard Flanagan</b> 199A Thomas Lane Liverpool L14 5NU (MS163553, MS190522)	–	–	Unoccupied
A (New rights to be acquired)	Approximately 283 square metres of land and premises known as 319 to 327 (odd) Derby Road (A565)  <b>RIGHTS WORDING TO BE INSERTED</b>	<b>Barry Flanagan</b> 199 Thomas Lane Liverpool L14 5NU (MS163553, MS190522)  <b>Gerard Flanagan</b> 199A Thomas Lane Liverpool L14 5NU (MS163553, MS190522)	–	–	Unoccupied

SEFTON METROPOLITAN BOROUGH COUNCIL

Table 1 (cont'd)

Number on map (1)	Extent, description and situation of the land (2)	Qualifying persons under section 12(2)(a) of the Acquisition of Land Act 1981 – Name and address (3)			
		Owners or reputed owners	Lessees or reputed lessees	Tenants or reputed tenants (other than lessees)	Occupiers
45 (Land to be acquired)	Approximately 72 square metres of land and premises known as 319 to 327 (odd) Derby Road (A565)	<b>Barry's Skip Hire Limited</b> 99 Stanley Road Bootle, Liverpool Merseyside L20 7DA (MS163554)	–	–	Unoccupied
Page 104 5A rights be ired)	Approximately 64 square metres of land and premises known as 319 to 327 (odd) Derby Road (A565)  <b>RIGHTS WORDING TO BE INSERTED</b>	<b>Barry's Skip Hire Limited</b> 99 Stanley Road Bootle, Liverpool Merseyside L20 7DA (MS163554)	–	–	Unoccupied
B (Land to be acquired)	Approximately 53 square metres of land and premises known as 319 to 327 (odd) Derby Road (A565)	<b>Barry Flanagan</b> 199 Thomas Lane Liverpool L14 5NU (MS190522)  <b>Gerard Flanagan</b> 199A Thomas Lane Liverpool L14 5NU (MS190522)	–	–	Unoccupied
46 (Land to be acquired)	Approximately 457 square metres of land and premises known as 275 Derby Road (A565)	<b>W.J. Leech &amp; Sons Limited</b> 275 Derby Road (A565) Bootle Liverpool L20 8PL (MS20902)	–	–	<b>W.J. Leech &amp; Sons Limited</b> 275 Derby Road (A565) Bootle L20 8PL

SEFTON METROPOLITAN BOROUGH COUNCIL

Table 1 (cont'd)

Number on map (1)	Extent, description and situation of the land (2)	Qualifying persons under section 12(2)(a) of the Acquisition of Land Act 1981 – Name and address (3)			
		Owners or reputed owners	Lessees or reputed lessees	Tenants or reputed tenants (other than lessees)	Occupiers
46A (New rights to be acquired)	Approximately 279 square metres of land and premises known as 275 Derby Road (A565)  <b>RIGHTS WORDING TO BE INSERTED</b>	<b>W.J. Leech &amp; Sons Limited</b> 275 Derby Road (A565) Bootle Liverpool L20 8PL <i>(MS20902)</i>	–	–	<b>W.J. Leech &amp; Sons Limited</b> 275 Derby Road (A565) Bootle L20 8PL
47 (Land to be acquired)	All interests in approximately 34 square metres of adopted highway known as Derby Road (A565) situated to the south west of 265 Derby Road (A565), except those owned by the acquiring authority	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriel Road Bootle L20 7AE <i>(as highway authority)</i>  <b>W.J. Leech &amp; Sons Limited</b> 275 Derby Road (A565) Bootle Liverpool L20 8PL <i>(in respect of subsoil beneath adopted highway)</i>	–	–	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriel Road Bootle L20 7AE <i>(as highway authority)</i>
48 (Land to be acquired)	Approximately 75 square metres of unadopted footway known as Derby Road (A565) situated to the west of 257 to 265 (odd) Derby Road (A565)	<b>Unknown</b>	–	–	<b>Unoccupied</b>

SEFTON METROPOLITAN BOROUGH COUNCIL

Table 1 (cont'd)

Number on map (1)	Extent, description and situation of the land (2)	Qualifying persons under section 12(2)(a) of the Acquisition of Land Act 1981 – Name and address (3)			
		Owners or reputed owners	Lessees or reputed lessees	Tenants or reputed tenants (other than lessees)	Occupiers
49 (Land to be acquired)  Page 106	All interests in approximately 283 square metres of land and part adopted and unadopted footway known as Derby Road (A565) situated to the west of 255 to 265 (odd) Derby Road (A565), except those owned by the acquiring authority	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriel Road Bootle L20 7AE <i>(MS511226)</i> <i>(also as part highway authority)</i>  <b>One Vision Housing Limited</b> Atlantic House Dunnings Bridge Road Bootle L30 4TH <i>(in respect of subsoil beneath adopted highway)</i>	–	–	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriel Road Bootle L20 7AE <i>(as highway authority)</i>
50 (Land to be acquired)	All interests in approximately 9 square metres of adopted highway known as Douglas Place situated to the north west of 255 Derby Road (A565), except those owned by the acquiring authority	<b>One Vision Housing Limited</b> Atlantic House Dunnings Bridge Road Bootle L30 4TH <i>(MS536541)</i>  <b>Sefton Metropolitan Borough Council</b> Town Hall Oriel Road Bootle L20 7AE <i>(as highway authority)</i>	–	–	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriel Road Bootle L20 7AE <i>(as highway authority)</i>

SEFTON METROPOLITAN BOROUGH COUNCIL

Table 1 (cont'd)

Number on map (1)	Extent, description and situation of the land (2)	Qualifying persons under section 12(2)(a) of the Acquisition of Land Act 1981 – Name and address (3)			
		Owners or reputed owners	Lessees or reputed lessees	Tenants or reputed tenants (other than lessees)	Occupiers
51 (Land to be acquired)	All interests in approximately 70 square metres of land and part adopted and unadopted footway known as Derby Road (A565) situated to the north of the junction with Douglas Place, except those owned by the acquiring authority	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriol Road Bootle L20 7AE (MS511226) (also as part highway authority)	–	–	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriol Road Bootle L20 7AE (as highway authority)
Page 107 to acquired)	All interests in approximately 82 square metres of land and unadopted footway known as Derby Road (A565) situated to the north of the junction with Douglas Place, except those owned by the acquiring authority	<b>Wallace Estates Limited</b> 24 Queen Anne Street London W1G 9AX (MS137456)	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriol Road Bootle L20 7AE (MS64739)  <b>Unknown</b> (in respect of mines and minerals)	–	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriol Road Bootle L20 7AE
53 (Land to be acquired)	All interests in approximately 161 square metres of land and unadopted footway known as Derby Road (A565) situated to the north of the junction with Douglas Place, except those owned by the acquiring authority	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriol Road Bootle L20 7AE (MS511226)	–	–	<b>Sefton Metropolitan Borough Council</b> Town Hall Oriol Road Bootle L20 7AE

SEFTON METROPOLITAN BOROUGH COUNCIL

Table 2

Number on map (4)	Other qualifying persons under section 12(2A) (a) of the Acquisition of Land Act 1981 (5)		Other qualifying persons under section 12(2A)(b) of the Acquisition of Land Act 1981 – not otherwise shown in Tables 1 & 2 (6)	
	Name and address	Description of interest to be acquired	Name and address	Description of the land for which the person in adjoining column is likely to make a claim
44 to 45B	–	–	–	–
46	<b>National Westminster Bank Plc</b> 135 Bishopsgate London EC2M 3UR	As mortgagee to W.J. Leech & Sons Limited as detailed in registered title MS20902	<b>Unknown</b>	Unknown restrictive covenants as contained in a Conveyance dated 15 November 1878 and 3 February 1887 for the benefit of unknown land, registered under title MS20902
46A	<b>National Westminster Bank Plc</b> 135 Bishopsgate London EC2M 3UR	As mortgagee to W.J. Leech & Sons Limited as detailed in registered title MS20902	<b>Unknown</b>	Unknown restrictive covenants as contained in a Conveyance dated 15 November 1878 and 3 February 1887 for the benefit of unknown land, registered under title MS20902
47 to 49	–	–	–	–
50	<b>Prudential Trustee Company Limited</b> Laurence Pountney Hill London EC4R 0HH	As mortgagee to One Vision Housing Limited as detailed in registered title MS536541	–	–
51 to 53	–	–	–	–



**GENERAL ENTRIES**

Party Name	Address
British Telecommunications Plc	81 Newgate Street, London, EC1A 7AJ BT Wayleaves, PP215W, ATE & TRS, Town Walls, Shrewsbury, SY1 1TY
EE Limited	Trident Place, Mosquito Way, Hatfield, Hertfordshire, AL10 9BW
United Utilities Group PLC	Haweswater House, Lingley Mere Business Park, Lingley Green Avenue, Great Sankey, Warrington, WA5 3LP
Hutchison 3G UK Limited	Star House, Grenfell Road, Maidenhead, SL6 1EH
SP Manweb Plc	3 Prenton Way, Prenton CH43 3ET
Virgin Media Limited	Media House, 10-14 Bartley Wood Business Park, Hook, RG27 9UP National Plant Enquiries Team, Communications House, Scimitar Park Industrial Estate, Courtauld Road, Basildon, SS13 1ND

The common seal of  
SEFTON METROPOLITAN BOROUGH COUNCIL  
was hereunto affixed on the            day of  
2016 in the presence of:

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AUTHORISED SIGNATORY

# Appendix 4



**RESIDUAL DESIGN HAZARDS**  
 (The following information has been collected from Pre-construction information and the Active CDM Hazard Management Process.)  
 Please enter project specific hazards here.

**KEY**  
 Existing layout  
 Proposed layout  
 Liverpool County Council / Sefton County Council boundary line

Rev	1	Turning heads added	EL	GMK	Dec 15
Rev	2	Revision details	Other	Appel	Dec 15
Drawn	GMK		Prepared		✓
Design	GMK		For comment		
Checked	GMK		For review		
Approved			For construction		
Date	Dec 15		As instructed		
			Other		



Client:

Project Name:  
 A565 Liverpool  
 North Key Corridor

Drawing Title:  
 Phase 2 works - Overview

Original Drawing Size: A1 Dimension: -  
 Scale: 1:1000 Copyright © Amey

Drawing No: CO00205216/HP/102 Rev: P1

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# Agenda Item 7

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<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	Thursday 14 January 2016
<b>Subject:</b>	M58 Junction 1 - Procurement Strategy	<b>Wards Affected:</b>	Molyneux;
<b>Report of:</b>	Head of Locality Services - Commissioned		
<b>Is this a Key Decision?</b>	Yes	<b>Is it included in the Forward Plan?</b>	Yes
<b>Exempt/Confidential</b>	No		

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## Purpose/Summary

To seek members approval for the procurement strategy aimed at securing a Contractor to complete the design and construction of the proposed new slip roads at the M58 Junction 1.

## Recommendation(s)

1. That approval be given to the Procurement Strategy for the appointment of a Contractor with appropriate design experience to deliver the scheme to deliver new slip roads at the M58 Junction 1.
2. That the Cabinet Member Locality Services be given delegate authority to approve the appointment of the Contractor.
3. That the Cabinet Member Locality Services be given delegate authority to approve the appropriate agreement with Highway England to enable the works to be completed on the motorway network.

## 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		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		x	
8	Improving the Quality of Council		x	

# Agenda Item 7

	Services and Strengthening Local Democracy			
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## **Reasons for the Recommendation:**

The recommendation is needed to enable officers to appoint the Contractor to complete the design and construction of the approved scheme to meet the timescale for Growth Fund money.

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

A number of options have been discussed and considered;

The use of the Use of Highways England Asset Support Framework has been considered but rejected as a viable option following advice from highways England on the basis that the scheme is not of sufficient size to attract interest from the Framework contractors

The use of the Highways England Asset Support Contractor has been similarly rejected due to the timing of the end of the current contract coinciding the proposed start on site.

Separate Procurement Exercises for design and construction could be completed; however it was considered that this option reduced the scope for innovation or flexibility in the approach and that Early Contractor Involvement was favoured by the Department of Transport and Highways England for this type of project.

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

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

None

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

The current scheme estimate for the preferred option is £6.7m. This includes the estimated works, fees and land acquisition costs.

The estimate includes an Optimism Bias (OB) of 44% which effectively is the contingency recommended by the Department for Transport for inclusion in estimates provided for the OBC submission. It is hoped, due to the straightforward nature of the project that the final scheme costs should be below this figure.

The scheme will receive an indicative allocation from The Liverpool City Region Growth Plan of £5.5m towards the project costs. Provision for the net cost of the scheme (estimated at £1.2m)

The Council have approved the inclusion of this scheme in the Capital Programme 2016/17 as a priority against available resources

# Agenda Item 7

## Implications:

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

<b>Financial</b> None
<b>Legal</b> The Head of Regulation and Compliance will seal the Contract with the successful contractor.
<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 of the Proposals on Service Delivery:

None

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

The Chief Finance Officer (FD.3955/15) has been consulted and comments that the scheme was approved by Cabinet in September 2015 for inclusion in the Capital Programme.

The Head of Regulation and Compliance (LD.3234/15) have been consulted and any comments have been incorporated into the report.

## Implementation Date for the Decision

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

## Contact Officer:

Tel: 0151 934 2766

Email: [andrew.dunsmore@sefton.gov.uk](mailto:andrew.dunsmore@sefton.gov.uk)

## Background Papers:

None

# Agenda Item 7

## 1. Introduction/Background

- 1.1 Members will recall a report to Cabinet in September 2015 in which the details of the proposed M58 Junction 1 New Slip Roads scheme were set out. The report sought Members approval for the preferred layout, a recommendation that a financial contribution be included in the Capital Programme 2016/17 as a priority against available resources and approval to begin negotiations with affected landowners.
- 1.2 The report also sought approval for officers to develop a Memorandum of Understanding with Highways England for the procurement and delivery of the scheme. This was on the understanding that Highways England would lead on the procurement process.
- 1.3 Since the approval of the report, the Outline Business Case has been submitted to the City Region and is now undergoing an appraisal process. Subject to a successful review it is anticipated that the Full Business Case will be submitted early in the New Year with the hope that the funding will be secured in the Spring 2016.

## 2. Procurement Proposals

- 2.1 As the project involves works to the Motorway Network, it was considered critical to agree a Procurement Strategy with Highways England which was consistent with Sefton Council's own Contract Procedure Rules. It was originally envisaged that the Council would take advantage of Highway England's Framework and the relationship between Sefton Council and Highways England would be set out in a Memorandum of Understanding between the two parties.
- 2.2 In discussions with Highways England it was agreed that the Asset Support Framework that HE operate would not be an appropriate delivery mechanism for this project. Highways England advised that the Framework was set up for larger Contracts and therefore the Framework contractors would be unlikely to be interested. They also advised that that the Asset Support Contract with Balfour Beatty Mott MacDonald is likely to come to an end before the target date for the works begin on site. No alternative equivalent contract is currently being established which the Council could use. Highways England encouraged the Council to use its own procurement process on the understanding that a Section 6 agreement of the Highways Act 1980 be entered into. This agreement grants powers to the applicant, in this case Sefton Council, to carry out works on highway managed and owned by Highways England.
- 2.3 As a general principle, therefore, it is the proposed procurement strategy is for the Council to appoint a contractor who will develop the scheme design and undertake the construction of the scheme through a process of Early Contractor Involvement (ECI). This is recognised by both the Department for Transport and the Highways England as the most appropriate method of procurement in order to bring about greater certainty of outturn costs and to allow construction of the scheme to proceed as soon as all the statutory processes have been completed and funding confirmed. ECI has been successfully used in the recently completed Brooms Cross Road.



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- 2.4 It is proposed that the works will be procured on a Design and Build basis using the NEC3 Engineering and Construction Form of Contract which provides flexible contractual options. It is to be noted that the Office of Government Commerce (OGC) recommends the use of the NEC3 contracts for the delivery of public sector construction projects.
- 2.5 It is recommended that the project be procured using a restricted tender process, involving two stages. An OJEU notice will be published seeking expressions of interest from suitably qualified and experienced contractors with design expertise. Interested parties will be directed, through the Notice, to The Chest where a Pre-Qualification Questionnaire documents will be available for download. The questions in the PQQ will aim to evaluate and determine the experience and approach of prospective contractors and will involve an assessment of references. Some of questions will determine the Contractors proposals to use local labour and local businesses in the delivery stage.
- 2.6 A panel made up of suitably experienced officers will assess and score the responses. From the responses received, a shortlist of 5 contractors will be developed. This approach conforms to the Public Contracts Regulations and SMBC's own financial and contract procedure rules.
- 2.7 The tenders invited to the 5 Contractors will be assessed on a 70% Price: 30% Quality basis. A formal risk appraisal has been completed, with input from the Council's Central Procurement team, to determine the appropriate level of quality to be included in the assessment. The quality questions will be aiming to understand the prospective tenderers approach to the delivery of the project. These responses will be assessed by the same Evaluation Panel which reviewed the PQQs.
- 2.8 A score will be allocated to each Contractor which will reflect the price and quality score. Further discussion will be held with the highest scoring tenderer to discuss any issues arising from the tendering exercise, to discuss and refine the delivery programme as appropriate.
- 2.9 The securing of land and any necessary permissions, including Planning Consent and Highways England Agreement will be managed and delivered by Sefton Council. To assist in this process a number of specialist consultants are being procured either through a competitive quotation process or by using specialist frameworks.

These include the following;

- Land Reference company – to assess land ownership implications
- Land Agents – to negotiate the acquisition of any necessary land
- Environmental Consultants – to undertake surveys in early 2016 to influence the design process
- Lawyers with CPO experience – to guide the Council through the CPO process (if necessary)

The appointed Contractor will also assist in the completion of all the statutory processes.

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- 2.10 The project will be subject to an ongoing assurance process. This will determine the degree of risk appropriate to each stage in the process and confirm the predicted costs at each stage. These costs will be carefully assessed and appropriate changes made to the scope if necessary to ensure the scheme is maintained within the budget.

# Agenda Item 8

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<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	14 January 2016
	Council		28 January 2016
<b>Subject:</b>	Council Tax Reduction Scheme (CTRS) 2016/17 & Council Tax Base 2016/17	<b>Wards Affected:</b>	(All Wards);
<b>Report of:</b>	Chief Finance Officer		
<b>Is this a Key Decision?</b>	Yes	<b>Is it included in the Forward Plan?</b>	Yes
<b>Exempt/Confidential</b>	No		

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## **Purpose/Summary**

This report seeks to –

- A. Provide Cabinet with feedback received on the recent consultation exercise regarding the proposed amendments to the Council Tax Reduction Scheme for 2016/17.
- B. Cabinet to consider the responses from the consultation.
- C. Provide Cabinet with options for the recommendation to Council for a 2016/17 Council Tax Reduction Scheme.
- D. Provide Cabinet with an updated Council Tax Base for 2016/17

## **The report contains following Annexes listed below:**

**Annex A:** Consultation Report - results of the consultation

**Annex B:** Council Tax Base report 2016/2017

## **Recommendation(s)**

### **Cabinet**

1. That Cabinet considers the responses received to the consultation on options to change the minimum contribution required under the Council Tax Reduction Scheme.
2. That Cabinet recommends to Council on the level of minimum liability for Council Tax Reduction.
3. That Cabinet recommend to Council the 2016/17 Local Council Tax Reduction scheme for approval.
4. That Cabinet delegates consideration of any minor changes in legislation/guidance in relation to the 2016/17 Council Tax Reduction Scheme to the Chief Finance Officer in consultation with Cabinet Member (Regulatory, Compliance and Corporate Services), and that any significant changes in such legislation/guidance and any further recommendations be reported to Council on 28 January 2016

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5. That Cabinet delegate to the Chief Finance Officer consideration and implementation of any minor textual changes to the Council Tax Reduction Scheme for 2016/17
6. That Cabinet recommends that Council approves the relevant Council Tax Base for 2016/17 as set out in Annex C.

**Council:**

1. That the Council approves the level of minimum liability for Council Tax Reduction.
2. That the Council approves the 2016/17 Local Council Tax Reduction Scheme.
3. That Council approves the relevant Council Tax Base for 2016/17 as set out in Annex C.

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

**Reasons for the Recommendation:**

**Local Council Tax Reduction Scheme**

Each financial year the Council must consider whether to revise or replace its Local Council Tax Reduction Scheme. The Council must approve and adopt the 2016/17 Council Tax Reduction scheme by the 31<sup>st</sup> January 2016 to take effect from 1<sup>st</sup> April 2016.

Any decision to revise or replace the scheme would require compliance with statutory provisions in accordance with The Local Government Finance Act 2012 (Chapter 17), schedule 4.

The proposed revision to the Council Tax Reduction Scheme will assist in making the Council Tax more affordable and will help alleviate some of the financial difficulties being faced by our residents on very low incomes. In addition it will align the minimum weekly Council Tax payment with the amount that can be taken by way of regular deductions from certain benefits (for example Income Support or Job Seeker’s Allowance) which in turn will reduce the Council’s collection and recovery costs.

**Council Tax Base**

In accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 1992, as amended, the Council is required to set a tax base for both Sefton Council and for each Parish Area for 2016/2017.

## Alternative Options Considered and Rejected:

To have a more generous Local Council Tax Reduction Scheme other than those proposed in paragraph 6. This would result in reduced income to the Council and would require further budget savings against services in order to achieve a balanced budget.

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

### (A) Revenue Costs

Changes to the Council's tax base and the Council Tax reduction scheme will have an impact on the level of Council Tax income distributed from the Collection Fund to the Council's General Fund in 2016/17. It will also impact on the amounts transferred to the Police and Crime Commissioner, and the Fire and Rescue Service in the year.

The following table shows the impact of the changes to the tax base as well as the reduction in budgeted council tax income as a result of the proposed options to change the Council Tax Reduction Scheme based on 2015/16 Council Tax levels:

	Sefton Council £000	Police & Crime £000	Fire & Rescue £000	Total £000
Council Tax Base 2016/17	-3,661	-444	-198	-4,303
<u>Council Tax Reduction Scheme:</u>				
Option 1 (Minimum of 20%)	0	0	0	0
Option 2a (Minimum of 18%)	174	21	9	204
Option 2b (Minimum of 16%)	383	46	21	450

### (B) Capital Costs

No capital costs are planned for this change in system.

## Implications:

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

<b>Financial</b>
<p><b>Legal</b></p> <p>By Section 5 of Schedule 1A of the Local Government Finance Act 1992 (as amended by the Local Government Finance Act 2012) for each financial year each billing authority <u>must</u></p> <ol style="list-style-type: none"> <li>Consider whether to revise its Council Tax Reduction Scheme or to replace it with another scheme</li> <li>Make any revision to its scheme, or any replacement scheme, no later than 31<sup>st</sup> January in the financial year preceding that for which the revision or replacement is to have effect.</li> <li>If any revision to a scheme, or any replacement scheme, has the effect of reducing or removing a reduction to which any class of person is entitled, the revision or replacement must include such transitional provision relating to that reduction or removal as the authority</li> </ol>

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thinks fit.

- d. Before revising its scheme or making a replacement scheme, an authority must:
- i. Consult any major precepting authority which has power to issue a precept to it.
  - ii. Publish a draft scheme in such manner as it thinks fit and
  - iii. Consult other such persons as it considers are likely to have an interest in the operation of the scheme.

**Human Resources None**

**Equality**

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

**Impact of the Proposals on Service Delivery:**

By reducing the amount low income working age households have to pay, the Council will make administrative savings, with less customer contact for our Customer Services, reducing the need for debt advice and budgeting support.

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

The Chief Finance Officer (FD.3951/15) and the Head of Regulation and Compliance (LD.3234/15) have been consulted and any comments have been incorporated into the report.

**Implementation Date for the Decision**

Following the expiry of the “call-in” period for the Cabinet recommendation to Council and approval by Council 28 January 2016.

**Contact Officer:**

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**Background Papers:**

The following papers are available for inspection on the Council website:

- Equality Impact Assessment – addendum to Equality Analysis Report 2013/14.
- Background document relating to the consultation.

## 1. Introduction/Background

### 1.1 Local Council Tax Reduction Scheme

- 1.2. Local Council Tax Reduction replaced Council Tax Benefit (CTB) with effect from the 1 April 2013. The local scheme rules only apply to working age customers.
- 1.3. The Council is required by law to review the scheme each year irrespective of whether it is being amended.
- 1.4. The current local scheme, which has been in place since April 2013, introduced the following changes to the national scheme:
- The calculation of reduction is based on 80% of the Council Tax bill, rather than 100%. This means all non-pensioner claimants will have to pay a minimum of 20% of the Council Tax due.
  - The capital/savings limit is £6,000, so those with capital exceeding £6,000 are required to make full payment of their Council Tax liability.
  - Council Tax second adult rebate for non-pensioner claimants was removed. Claimants on low income can apply for Council Tax Reduction.
  - Non-dependant deductions – flat rate deductions for working age claimants were introduced at £2 and £5. The reduced charges for non-dependants supported households on low incomes by providing incentive to non-dependants to contribute to the council tax bill.
- 1.5. The scheme must be approved and adopted no later than the 31<sup>st</sup> January in the preceding financial year.

## 2 Review of the Scheme Approved for 2015/16

### 2.1. Local Council Tax Reduction Scheme Review

Further to a requirement to review the Council Tax Reduction scheme the following key areas were evaluated:

- Claimant caseload and expenditure.
- Impact on the most vulnerable claimants.
- Council Tax collection
- Review of scheme principles.
- Council Tax Exceptional Hardship fund - discretionary provision

- 2.2 **Claimant caseload and expenditure @ 01.12.2015** – the table below shows the caseload in comparison to the same date in the previous year and has identified a continuation of a downward trend.

Year	Pensioner Claimants	Working Age Claimants	Total
01.12.2014	14,234	15,379	29,613
01.12.2015	13,490	14,767	28,257

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The working age caseload can be split further:

	2014	2015
* Vulnerable – claimants in receipt of War disablement pension and have a disability.	25	23
Employed	2,785	2,515
Working Age Other	12,559	12,229
<b>Total</b>	<b>15,349</b>	<b>14,767</b>

\* this figure does not include claimants automatically transferred via the DWP for Council Tax reduction. DWP state this data is not available.

## Council Tax Reduction Expenditure

	2014/15 expenditure (RO Return) £000	2015/16 expenditure (Forecast) £000
Working age expenditure	10,364	9,472
Pensioners	12,152	12,431
Total expenditure	22,516	21,903

## Impact on the most vulnerable claimants

2.3. The scheme implemented for 2015-16 continues to address the Council's priorities to minimise the impact on the most vulnerable, by seeking to strike a balance between dealing with Council priorities whilst supporting the financially vulnerable. The mitigating actions include:

- Provision of an Exceptional Hardship Fund – see Section 4
- Maintenance of core aspects of the Government Housing Benefit scheme that provides additional assistance where there are children, disability and caring responsibilities.
- Council Tax collection – 12 month instalment payments continues to be offered to council tax payers.
- Enforcement action – a sensitive approach was adopted to take into account the potential vulnerability of Council Tax support claimants. Processes and correspondence continue to be reviewed and court costs were minimised to external charges only. Customers are sign posted for debt advice and appointments can be arranged with Citizen Advice Bureau for advice on budgeting skills.
- Before cases are referred to Enforcement Companies a vetting stage has been introduced and cases are dealt with under a separate debt recovery process to minimise potential increases in debt.



## 2.4. Council Tax Collection

- 2.4.1. DCLG data for 2014/15 highlights Council Tax collection rates remain high but Councils failed to collect £2.7 billion of council tax for last year. Councils who chose not to introduce a minimum payment saw a smaller increase in arrears than those who opted for a minimum payment. The larger the minimum payment meant Council's saw a bigger increase in arrears. The table below provides an analysis of the number of Councils requiring a minimum payment at various levels (based on figures published by the New Policy Institute):

Minimum Payment level	Count of Local Authority 2013/14	Count of Local Authority 2015/16
0%	97	76
8.5% and under	112	55
20% or less	76	142
More than 20%	41	53
<b>Total</b>	<b>326</b>	<b>326</b>

- 2.4.2 As stated in paragraph 1.4, Sefton's Council Tax Reduction Scheme (CTRS) requires working age claimants to pay a minimum of 20% of the Council Tax due. This one of the higher minimum payments required when compared with other local authorities and has adversely affected the Council's collection rates.

### 2.4.3 Sefton Council Tax Collection 2014/15:

The table below shows the amount of Council Tax billed and collected during 2014/15:

Recorded at 31 March 2015	Liability Raised £000	Received In Year £000	Collection Rate %
CTRS Cases - Working Age	4,038	2,912	72.1%
CTRS Cases - Pensioner Age	1,966	1,968	100.1%
Other Council Tax Payers	118,743	115,235	97.0%
<b>Total</b>	<b>124,747</b>	<b>120,115</b>	<b>96.3%</b>

- 2.4.4 The total collection rate has fallen from 97.2 % in 2012/13 before Council Tax support was localised, to 96.2% in 2013/14 and 96.3% in 2014/15. This is despite the proactive work officers have undertaken with people affected by the Council Tax Reduction Scheme.

The in-year collection rate for working aged CTRS Cases is significantly lower than for pensioner age CTRS cases and other Council Tax payers. This reflects the difficulty low income working age householders are facing in paying at least 20% of their Council Tax as required by the current Council Tax support scheme. Since the year-end the Council has collected further amounts and at 2<sup>nd</sup> December 2015 the collection rate for 2014/15 had increased to 79.7% for working age CTRS cases.

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## 2.5 Attachment of Benefit (AOB) – collection for Council Tax

- 2.5.1 There is a growing number of working age Council Tax support claimants falling into arrears i.e. failing to pay the Council Tax minimum contribution of 20% for the year. One recovery option open to the Council in respect of benefit claimants is to apply for an attachment to benefits (AOB) via the courts. Under this option the Court can require a payment of up to £3.70 per week to be made by the DWP directly from the claimant's benefits in order to meet Council Tax arrears. However, the maximum deduction of £3.70 is lower than the minimum weekly Council Tax charge for all property bands in 2015/16 so this creates a problem of growing levels of uncollectable debt. This is because current legislation does not allow the Council to take any other form of debt recovery (i.e. use of Enforcement Agents) whilst AOB is in place. In an attempt to mitigate this, people on AOB have received a letter asking them to contact the Council for advice, to make alternate payment arrangements or seek financial advice from CAB. Early indication has shown limited success.
- 2.5.2 There is also a further difficulty in the collection of Council Tax debt by way of Attachment of Benefits (AOB). This arises because Council Tax is not the highest priority of debt administered by the DWP, so the level of recovery will be affected when people have multiple debts i.e. rent and energy debts are given a higher priority.:
- 2.5.3 Below is how much debt is currently being recovered under AOB and the amount of debt still waiting recovery by AOB

### **AOB's currently in payment as at 30.11.15 include:**

£967,777 outstanding debts (all years including current year for AOB only)  
 5,967 number of cases receiving £3.70 per week recovery.  
 Estimated to take 46 weeks to clear all years, assuming circumstances remain unchanged from the 30.11.2015.

### **AOB's pending recovery as at 30.11.15 include:**

£2,249,296 outstanding debts, for all years including current year  
 9655 number of cases pending recovery from DWP.  
 Recovery will not commence until other priority debt paid.

- 2.5.4 The forecast for future Council Tax receipts is adversely affected by the growing debt of a household, and this may in some circumstances be further worsened by reductions in housing benefits and other benefits or income. Therefore there is an increasing risk of bad debt to the Council in future years.

## 3. Review of scheme principles

- 3.1. The local Council Tax Reduction Scheme is based on 5 principles and the review is summarised below:

Principle	(CTRS) Scheme working for non-pensioner claimants?
The Council will continue to support work incentives	<b>Yes</b> – rules based on the Government initial default scheme and Housing Benefit regarding the treatment of earnings from employment continues to be in place under the local scheme.
The Council will continue to recognise the additional needs	<b>Yes</b> – the Council has retained the carer premium for those eligible for Carer's Allowance and the various disability

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<p>of our most vulnerable residents.</p>	<p>premiums for those in receipt of Disability Living Allowance, Attendance Allowance, Long Term Incapacity Benefit, Severe Disablement Allowance and other qualifying benefits.</p> <p>Procedures were reviewed for the collection of non-payment of Council Tax to ensure non-disproportionate impact on the most vulnerable households. Also financial budgeting skills and advice is made available to all claimants.</p> <p>The Council Tax Exceptional Hardship Fund – is available with fair and transparent criteria for awards.</p>
<p>The Council will continue to recognise the additional needs of families with children</p>	<p><b>Yes</b> – Child Benefit and Child Maintenance payments are not taken into account when calculating the income for CTRS. Also the Council continue to award the Disabled Child premium and disregard child care costs as administered under the Government Housing Benefit scheme.</p> <p>The Council will continue to include the Family Premium when calculating the Council Tax reduction. This will be removed for all new housing benefit claims from the May 2016.</p>
<p>The Council supports households staying together to make better use of housing in Sefton and reduce homelessness.</p>	<p><b>Yes</b> - The amount of Council Tax Reduction when other adults live in the household has been reduced.</p> <p>This is known as a non-dependant deduction.</p> <p>These charges were reviewed for claimants receiving Universal Credit and changes made for clarity for the 2015/16 scheme.</p>
<p>The Council will continue to have due regard to the Armed Forces Covenant</p>	<p><b>Yes</b> – War Disablement and War Widows pensions in calculating CTRS, including any Armed Forces compensation in accordance with the covenant is disregarded.</p>

## 4. Council Tax Exceptional Hardship Fund (EHF)

- 4.1. A key feature of the local scheme is the creation of a hardship fund to mitigate against potential issues for vulnerable claimants. The Council set aside an exceptional hardship fund which is administrated within agreed policy and procedures.
- 4.2. The following is a breakdown of awards for period 01.04.2015 – 31.10.2015
  - 689 claimants received an award
  - 702 claims refused
  - Amount spent = £83,395
- 4.3. When residents are actively reminded and debt recovery commences through the court proceedings a larger volume of applications for EHF are received. This is reflected in the phasing of the payments falling into the 2<sup>nd</sup> half of the year.
- 4.4. It is clearly recognised that the support provided is an important means by which vulnerable residents are provided with assistance to meet their Council Tax liability. It is

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also considered that the hardship scheme has met its aim of mitigating the impact of welfare reforms on vulnerable residents and that this should continue to be a feature of the current scheme.

4.5 Further details are covered in the Equality Impact Assessment addendum.

## **5. Summary of local Council Tax Reduction Scheme review**

5.1. From its inception in April 2013, the local Council Tax reduction scheme has delivered financial support to a significant number of vulnerable residents. However the number of claimants eligible for relief has continued to reduce since the start of the scheme in April 2013. In April 2013 there were 32,913 council tax support claimants (15,403 pensioner age and 17,510 working age). By October 2015 the number of claimants had reduced by 13.1% to 28,585 (13,595 pensioner age and 14,990 working age). This appears to be due to reduced demand as the general economy improves.

5.2 In 2013/14 the actual cost of scheme was £24.1 million. As a result of the reduction in the number of claimants the cost of the scheme had fallen by £1.7 million to £22.4 million (forecast) on 1 October 2015.

5.3. The forecast saving could be used to increase the level of support provided to low income households or to protect council services from cuts as a result of reductions in government grant in 2016/17. Alternatively it could provide a mixture of both

5.4 The review of the scheme highlighted that where a claimant is placed on an attachment to benefit the maximum weekly deduction of £3.70 per week does not cover the amount of debt billed. This is because the current local scheme requires all working-age claimants to pay at least 20% of their Council Tax liability. At this level the minimum weekly charge ranges between £3.96 in Band A and £11.88 in Band H in 2015/16.

5.5 This means that the minimum weekly charge in all Council Tax bands is higher than the maximum weekly payment under an AOB. So when a claimant goes on to an AOB the Council will not be able to collect 100% of their tax liability. This leads to an annual shortfall that ranges between £14 in Band A and £425 in Band H.

5.6 It also means that claimants who choose not to pay and are paying less than those that choose to pay their Council Tax bill.

5.7 The majority of working age CTRS claimants occupy properties in Band A (65.9%) or Band B (22.1%). Bands C to H make up only 12.0% of working age CTRS claimants.

5.8 The number of working age CTRS claimants on AOB follows a similar pattern. The percentage of claimants on AOB in 2014 was Band A (79.4%) and Band B (15.3%). Bands C to H made up only 5.3% of claimants on AOB.

5.9 In order to reduce the potential growth in AOBs and the resulting uncollectable debt it would make sense to consider reducing the minimum weekly payment required under the CTRS in-line with the maximum weekly payment under an AOB at either Band A or Band B. This would mean reducing the minimum payment from 20%.

## **6. Proposed revisions to 2015/16 Local Council Tax Reduction Scheme (CTRS) in 2016/17**

6.1 Two proposals have been made to reduce the minimum payment level required under the CTRS. The proposals are aimed at reducing the level of uncollectable debt arising as a result of the growing number of claimants on Attachment to Benefits (AOB). They would also reduce the cost of administration and enforcement of Council Tax collection, and

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would assist low income families in Sefton who will be affected by the Government's Welfare reform changes.

## 6.2 The proposed options included in the consultation:

<b>Option 1 – No change from 20% Council Tax contribution</b>	No change to the existing Council Tax reduction scheme. The council tax reduction will be calculated in the same way as now. People of working age will continue to pay a minimum contribution of 20%
<b>Option 2 a) 18% Council Tax contribution</b>	<ul style="list-style-type: none"><li>• Minimum weekly payment for Band A becomes £3.56</li><li>• The forecast net cost of this change is £204,000</li></ul>
<b>Option 2 b) 16% Council Tax contribution</b>	<ul style="list-style-type: none"><li>• Minimum weekly payment for Band B becomes £3.70</li><li>• The forecast net cost of this change is £450,000</li></ul>

6.3 Option 2a and 2b represent an increase in support to CTRS claimants across all bands. They will improve collection rates, reduce council tax administration and enforcement costs, reduce the level of uncollectable debt, ensure that those who choose to pay do not pay more than those that choose not to pay, and at 16% would allow the Council to recoup more of the debt outstanding from previous years.

6.4 Because the CTRS is part of the Collection Fund, the costs and savings are shared between the Council, the Police & Crime Commissioner, and the Fire and Rescue Service. The forecast impact of the options on each of these bodies is shown below:

Cost of each proposal	Sefton Council £000	Police & Crime £000	Fire & Rescue £000	Total £000
Option 1 - 20% Contribution	0	0	0	0
Option 2a - 18% Contribution	174	21	9	204
Option 2b - 16% Contribution	383	46	21	450

## 7. Council Tax Reduction Scheme 2016/17 – Consultation

7.1 Before making changes to the local scheme, the Council must consult with major preceptors prior to publishing a draft scheme, then consult with such persons as it considers likely to have an interest in the scheme. This will include local people, landlords, organisations and community support groups and particularly those that may be affected by the proposed changes e.g. those in receipt of Council Tax reduction.

7.2 The consultation consisted of the following:

- a) A detailed background document was made available with the questionnaire. This was to ensure that residents completing the questionnaire had all the relevant information available to help them understand the Council's position and the reasons for proposed changes to the scheme. The Council also offered to make available the information and questionnaire in different formats and hard copy to ensure all people could express their view.
- b) Letters were issued to the precepting authorities – Merseyside Police and Merseyside Fire and Rescue Service.

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Merseyside's Police & Crime Commissioner has responded to say that she supports Option 1 (e.g. no change to the existing scheme). She has also indicated that she could not support any change that would increase the costs of the existing scheme, which would ultimately have a negative impact on the tax base and the level of Police precept which she could potentially raise.

- c) Letters were issued to stakeholders inviting them to take part in the consultation survey.
- d) Communication included a press release, Twitter, Council's website, flier to all landlords, attendance at various forums and the use of plasma screen at both Bootle and Southport enquiry offices.
- e) As part of the consultation, equalities questions were asked in connection to gender, age, disability and ethnicity. The consultation responses do not indicate any disproportional impact.

7.3 The consultation commenced on the 23<sup>rd</sup> November and ended on the 20<sup>th</sup> December 2015.

7.4 Consultation report see Appendix A

## 8. **Equality Impact Assessment**

8.1 A full equality impact assessment was published as part of the design and implementation of CTRS for 2013/14. This assessment has been reviewed in the context of the proposed options for 2016/17 and found there is no disproportionate impacts as the mitigating actions put in place for the 2013/14 scheme will remain. The addendum to the original assessment is available on the Council Website to review in line with the proposed options.



# Consultation Report: The Sefton Council Local Council Tax Reduction Scheme 2016-17



# Agenda Item 8

## **Consultation Report** **The Sefton Council Local Council Tax Reduction** **Scheme 2016/17**

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As it is required to do by law, the Council is reviewing the Council Tax Reduction Scheme which supports residents with low incomes in paying their Council Tax. The Scheme has been running since April 2013, and has successfully supported pensioner and working age households.

As part of the Council's consideration of its 2016/17 and future years' budgets it must consider a range of service reductions and pressures upon our local communities. One of the options that Council considered as part of the scheme review is whether to change the level of support provided to those working-age households in our community on the lowest of incomes:-

### **Pensioners**

The Council does not propose to make any changes to the scheme for pensioner claimants. This is because scheme for pensioners is prescribed by the Government at a national level. So pensioner claimants will continue to receive the same level of support as in 2015/16, except where their circumstances change or there are changes in Government legislation.

### **Non-Pensioners**

The Council Tax Reduction Scheme in Sefton currently requires all working-age claimants to pay at least 20% of their Council Tax bill irrespective of their financial circumstances.

The Council could choose to maintain the level of support it currently provides or consider alternative options which would be more generous to working-age claimants. For example, this could be done by reducing the minimum percentage payable by working age claimants under the Council Tax Reduction Scheme in 2016/17:-



A

## Option 1 - No Change to Existing Council Tax Reduction Scheme

We will work out Council Tax in the same way as we do now. This means that people of working age will continue to pay a minimum contribution of 20%.

## Option 2 - Provide more Council Tax support to working-age claimants.

This could be done by reducing the minimum payment that is currently being charged from 20% to a lower percentage, say 18% or 16%.

## **The Consultation**

The Council has been consulting with the public on the proposed Local Council Tax Reduction Scheme 2016-2017.

Consultation commenced on 23<sup>rd</sup> November 2015 and ended on 20<sup>th</sup> December 2015. Members of the public were able to view a copy of the proposed scheme on the Council's website and then complete an on-line questionnaire giving their views. Members of the public could also send their comments by email.

Information on the proposed changes has also been sent to the Major Precepting Bodies asking for their comments.

## **Consultation Responses**

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### **Responses from Preceptors**

#### Police & Crime Commissioner for Merseyside

The Police and Crime Commissioner has responded to say that she supports Option 1 (e.g. no change to the existing scheme). She has also indicated that she could not support any change that would increase the costs of the existing scheme, which would ultimately have a negative impact on the tax base and the level of Police precept which she could potentially raise.

#### Aintree Village Parish Council

The Parish Council has no comments to make.

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## Other Responses from Members of the Public

The following anonymous comments have been received from members of the public

*It is my opinion that the present Status Quo on Cancel tax reduction should be maintained not reduced.*

## Questionnaire Results

53 responses were received by the closing date on 20<sup>th</sup> December 2015.

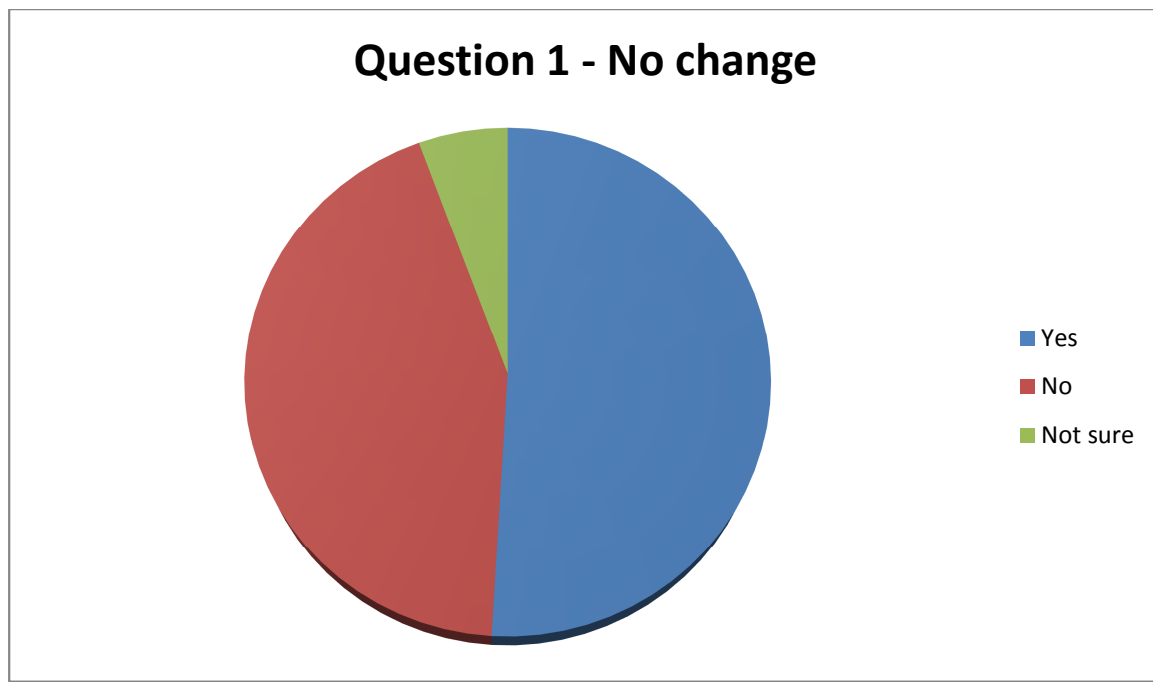
The following paragraphs give details of the questions asked and responses.

### Question 1

Do you agree that the Council should adopt Option 1 - that the current Council Tax Reduction scheme should remain unchanged and that people of working age should pay a minimum contribution of 20%.

Response	No of responses	%
Yes	27	51
No	23	43
Not sure	3	6
Total	53	100

A



Please tell us why:

The following comments were received from those who **Agreed** with option 1 (no change):-

- As the reductions per individual for option 2 (as shown by the examples) are so small as to be insignificant it would be better for any surplus income from option 1 to reduce the budget gap
- I believe it should remain the same too many harsh cut backs are being made to vital services
- this is fair and expected now
- They receive the same service as people who pay the full amount
- I have been out of work for nine years, I have applied for thousands of jobs. I worked as a design engineer at the same company for 33 years. We do not get help the young get too much
- an 80% reduction is more than enough, I'm sure people can make savings elsewhere such as doing without an expensive mobile phone for example.
- If they can afford Sky TV they can afford to pay Council Tax

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A

- All residents use services in some way and they all should contribute
- 20% is already very low. I am not entitled to any reduction. I am on a very low already. But I am not entitled to any help. Who will carry the burden of the shortfall? I cannot afford to pay more.
- 80% is a significant discount already. Economy is picking up, should result in more jobs and hours available to those working
- Times are hard for everyone and as we are supposed to be living in the Big Society and all in it together, keeping the minimum contribution should remain unchanged. I am almost certain that any reduction is only likely to get passed on to others who are already struggling so is this fair?
- I note that there is no option to increase the minimum contribution. When local services are being cut, it is disgraceful that the council is considering reducing the minimum payment. Presumably council tax payments will increase for those of us who do not benefit from the reduction scheme. Utterly disgusting.
- Sefton Council repeatedly write off £ millions each financial year in unpaid Council Tax receipts. This in turn lowers what the Council can spend on all services . In addition there is also the unrecoverable on costs the Council incurs each year pursuing these debts.
- All working people should pay something towards their Council Tax. Let's face it where will you find the short fall to pay for the Services that are provided.
- People of working age should pay the full rate of Council Tax as they get the same Services as the retired person who pays the full amount if required. Every year you wipe out 12 million pounds in unpaid Council tax and Business Rates surely you have a system after all these years to go out and retrieve this outstanding money. It's the same old story we haven't the staff to do this. So if you reduce the amount that people pay how will you get back the lost revenue. Oh I suppose you will hike up everyone else's rate bill.
- They are already receiving enough benefits, they need to budget better to pay their bills, like the rest of us who have had to pay full council tax even when on low wages

A

- Because many people are on low wage who don't qualify.... we don't want to have to subsidise this scheme.... it's a community charge everyone should pay it.

The following comments were received from those who **Disagreed** with option 1 (no change):-

- My family finds it hard enough paying our council take as we only earn £13,000 per year. So I think low income families should pay less.
- 20% is far too high and causes severe hardship.
- Whilst desirable that all should pay a fixed contribution the council should have the discretionary power to reduce the burden in cases of extreme hardship
- because those who only get £73.00 per week to live off (JSA & Some ESA) claimants They simply do not have enough money to be able to pay this 20% short fall because of the government cuts, It is also unfair to expect this group of people to be able to pay
- It should rise to 25% at least
- They get peanuts for benefits so 20% is a fortune for them
- people on low income have to pay for increase costs in other areas such as utility bills. If there is an opportunity to lower this cost it should be explored
- needs to be related to ability to pay a number of your examples failed to identify weekly /annual income which makes it difficult to make an informed decision. I have assumed it is on a sliding income scale but not sure. Percentage should taper down re income, therefore have three levels of reduction.
- With the government cutbacks on people, we are worse off and so even a small reduction in Council Tax would be welcomed.
- I think that everyone should pay the same amount - working people pay tax, why should they be penalised by offering other people a discount.

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A

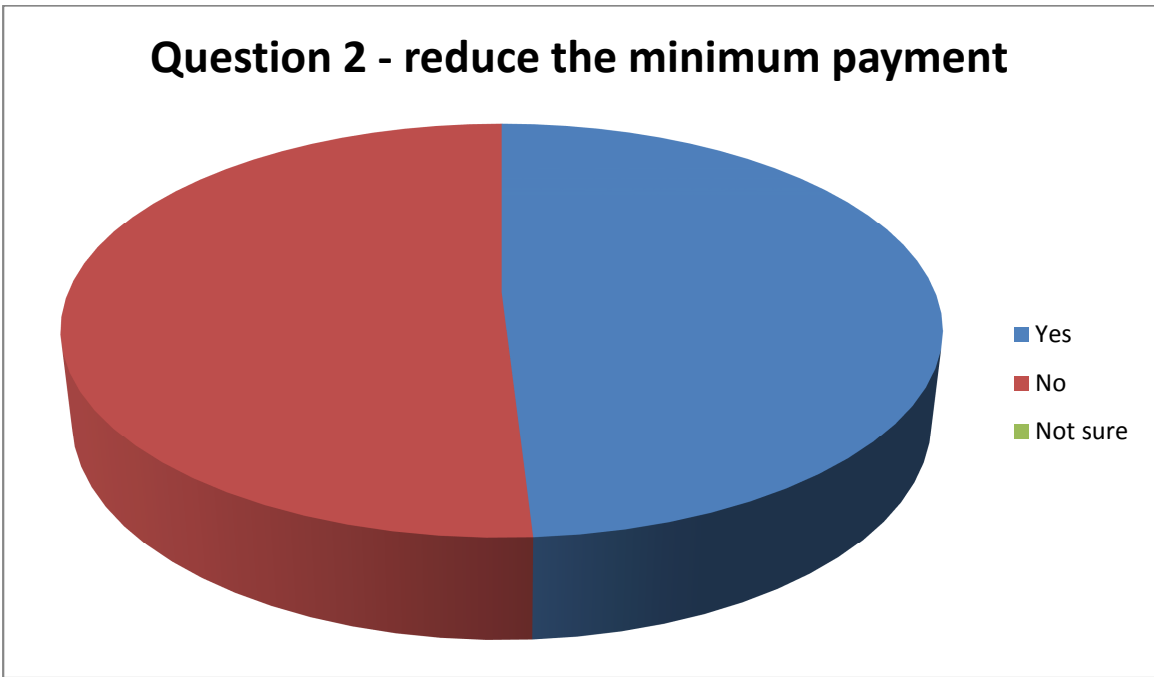
- it's not fair or reasonable to expect low income council tax payers to pay more than the law says you can deduct from their benefits so I am fully in favour of bringing the reduction scheme in line with the law
- I am currently receiving ESA, HB and CTB. I have also been affected by the bedroom tax. The current arrangement has placed a great deal of pressure upon myself.
- Please see below. For many people, these are days of financial hardship not seen for many years, because of sanctions, 'bedroom tax', etc. It still seems to be extremely hard, if not virtually impossible, for some people to get a job in north Merseyside - particularly the long term unemployed, people with certain disabilities, a criminal record, etc.
- The current 20% minimum payment is too high particularly for those families being squeezed by the Government's benefit cuts and freezes.
- Not for those on the basic levels of income for ESA/JSA/ as from my experience they do not have sufficient to cover basic living cost, any under occupation charges and this is leading to high rent arrears , fuel poverty etc. Also collection is more difficult and debt to the council increases
- I've always believed it to be totally unfair that anyone without the means should be forced to make any amount of contribution towards the tax.
- Because the long term benefits in your consultation info suggest option 2 is better.
- this is due to zero hour contracts, not guaranteed set hours. plus I work but my wages just about cover my household bills and I have had to take on a second job in order to pay travel costs to and from work as well as pay for food. plus my daughter has idiopathic juvenile arthritis and I receive no additional help for this as we have never claimed or asked for help.
- Many of those involved will be suffering from cuts to other benefits and so need all the help they can get.

A

Question 2

Do you think that the Council should adopt Option 2 – that the minimum payment for working age claimants should be reduced?

Response	No of responses	%
Yes	26	49
No	27	51
Not sure	0	0
Total	53	100



Please put any comments on Option 2 in this box

The following comments were received from those who **Agreed** with Option 2:

- I think the council should be enabled to reduce the burden to any percentage a reviewing officer deems appropriate given the case.
- Working families are finding it difficult in these times. To reduce their part of council tax will show that the council understands their difficulty.

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A

- Any reduction can only help people to not live in poverty
- other benefits are being cut or not increased as cost of living is increasing. reducing the minimum payment may alleviate pressures on their budget
- comment as above re ability to pay and income level.
- People are worse off under the current government, so any savings would be great.
- it's not fair or reasonable to expect low income council tax payers to pay more than the law says you can deduct from their benefits so I am fully in favour of bringing the reduction scheme in line with the law as even though it's only a few pounds pw difference that few pounds can be spent on other essentials
- Yes as long as services for those who require them are unaffected. Council tax should be in proportion with services used
- If council tax is easier to collect from the onset, then the cost of administrating the service should also fall in tandem and so a rational reduction may not have any significant impact on council budgets.
- I believe as much help as possible should be given to those in dire financial need, for instance those sanctioned by the Employment Service. I personally would not mind paying more in order to achieve this.
- This proposal would make the minimum payment more affordable for low income families. You only have to look at the number of people using food banks to realise how badly poorer families have been affected by the Government's welfare cuts. I agree that Sefton should do something to help them.
- Should be reduced as far as possible
- I think Sefton should certainly make the Council Tax more affordable for those 15,000 or so working-age residents on low incomes.
- Because I think the reasons you have given in your information make sense. to have less pressure on recourses.



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A

- All residents regardless of income and occupying a house or flat should pay for services provided from council tax collections It makes for "grown up" responsibility.
- It should be a calculation based on their ability to pay. If you are of working age AND you have an income of some kind, then you should be paying SOMETHING. Quantity however should differ for circumstances.
- This would help counteract cuts to other benefits for those with the lowest incomes

The following comments were received from those who ***did not agree*** with the proposals:

- The reductions in payments per individual are so small as to be insignificant.
- I don't believe it should be reduced they use all the same services as everyone else.
- All treated the same
- I think that everyone should pay the same amount - working people pay tax, why should they be penalised by offering other people a discount.
- They get too much help, they will never work because of the help they get
- See comment for question one
- All residents use services in some way and they all should contribute
- working age claimants should be encouraged to get out and WORK!
- See comments from previous question.

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A

- In an ideal world with unlimited resources maybe. But are we not all in this together trying to manage on limited resources and incomes. What is the point in marginalising this emotive subject further. What about OAP's were do they figure in this. As indeed single parents widows etc who equally may fall just outside your threshold. What are Sefton going to do for them ?
- There is no reduction for early payment of Council Tax or Business rates ie if payed in full. Every year you wipe out at least 12 million pounds in unpaid Council tax and Business Rates surely you should be going after these people. It's the same people all the time paying up and getting nothing back.
- There is no reduction for people who want to pay off their bills in full, so why should a working claimant get the bonus of getting a reduction. My husband and I live on our small pensions and I bet someone working would be on more than us if two people in the household and working and we would not qualify.
- I do not want to pay more or lose any more services
- Everyone should pay the charge there should be no reductions. If reductions are made they should be banded across all low wage earners.

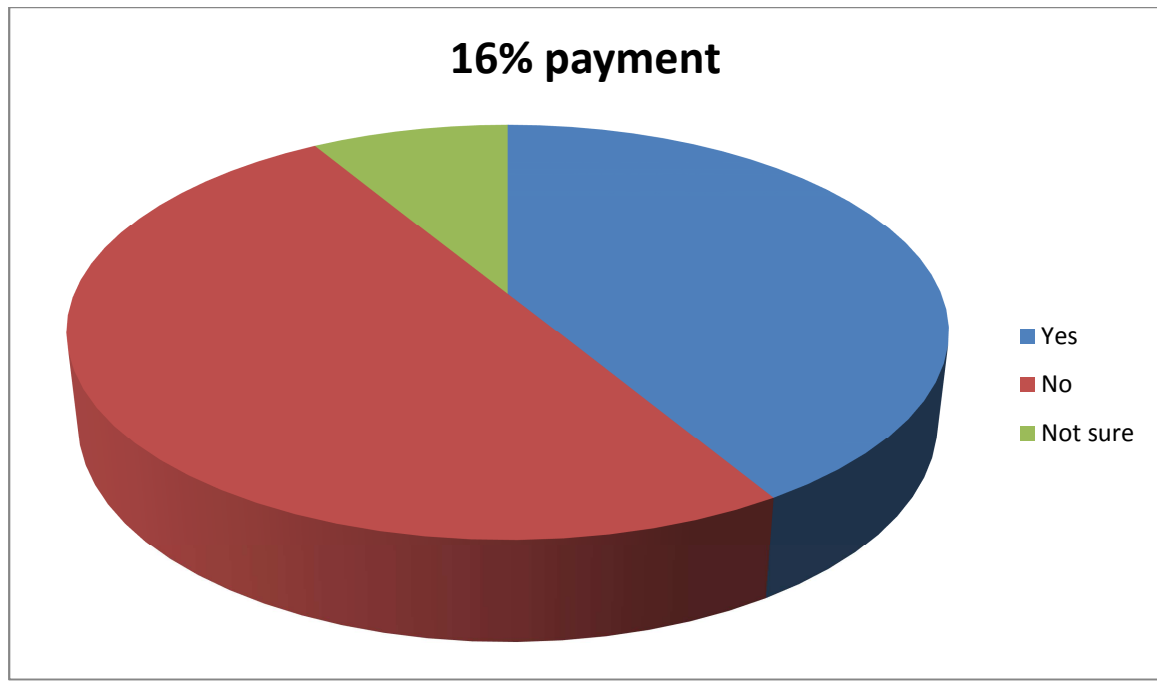
## Question 3

If the Council does reduce the minimum payment for working age claimants, what percentage of the Council Tax Bill should be paid?

16%

Response	No of responses	%
Yes	24	45
No	29	55
Total	53	100

A



Please tell us why:

The following comments were received from those who **Agreed** that the percentage should be 16%

- Would help a lot of families out.
- If you do go with option 2 then the smallest % will be of greater help
- Because any reduction made would mean that there would be a shortfall which would need to be added to other payees.
- The lowest reduction possible to assist people
- If the percentage is to be reduced it needs to be the most the LA can afford whilst making an actual difference to the people concerned
- relate to income
- Savings are savings, it all helps those who are worse off.
- same answer as question 1&2

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A

- This will provide a better reduction for the people living on the smallest amount of money.
- I personally would like to see it at zero % for those who (even temporarily) have zero income.
- As a Sefton tax payer I support the lowest minimum payment option proposed. In fact I would go further and reduce the percentage to 15% as used by many other Council's. I think this strikes a better balance. The council tax benefit system was not very generous. The local system of support is now even worse for non-pensioners. I would be happy to pay slightly more Council Tax in order to help those who are suffering most from the cuts imposed by the current Government.
- reduce to 16/% if not more
- Still too much really. As close to 0% as is possible would be my preferred option.
- It needs to be scrapped or as little as possible as living on benefits is already tough for most families and it's often the children who have to go without.
- But only for band B
- This should be affordable to most people, even those who are heavily dependent on benefits.
- again due to zero hour contracts

The following comments were received from those who **Disagreed** that the percentage should be 16%

- Too high.
- Our Councils are struggling as it is making harsh cut backs to vital services.
- 20 or 16% it would still be too much to those on JSA /ESA to be able to afford, or is it acceptable that they go hungry or freeze in the cold in order to pay their council tax?
- 25%

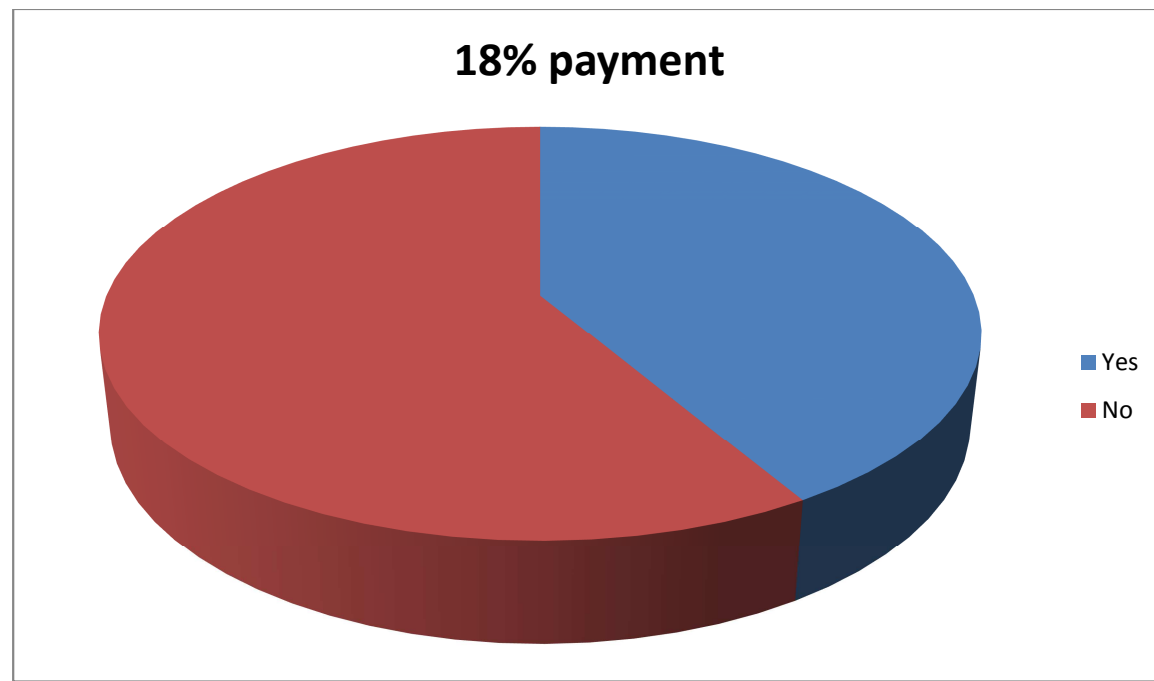
A

- 25%
- I think that everyone should pay the same amount - working people pay tax, why should they be penalised by offering other people a discount.
- Leave it as it is. Save the cost of changes.
- All residents use services in some way and they all should contribute
- 20% down to 16% is too great a drop considering that huge amount of workers in Sefton are public sector workers and therefore have only had a maximum 1% (if lucky) rise and these people are likely the ones to be targeted to make up the difference or reduction as they are in full time employment. Again, not fair!!
- SHOULD NOT REDUCE . Why does the Council not offer a discount to all those people and business's in the Borough who pay on time and in full. Other more forward thinking Authorities try to maximise income and prompt payment by offering a % discount on full and early payment. Why can't Sefton show some imitative instead of sitting on its hands.
- If you lower the amount they pay, the people who pay full council tax will have to pay more or more cuts will be implemented
- Although on low incomes there is also a need to consider other Council Tax payers and the overall need to deal with the problem of cuts to the budget.

18%

Response	No of responses	%
Yes	22	42
No	31	58
Total	53	100

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Please tell us why:

The following comments were received from those who **Agreed** that the percentage should be 18%

- A 2% cut is better than nothing am sorry but if I had my way council tax would go up for everyone then we wouldn't have to suffer all these harsh cuts
- relate to income
- I think that everyone should pay the same amount - working people pay tax, why should they be penalised by offering other people a discount.
- same answer as question 1&2
- Only a marginal decrease so it becomes affordable but direct services provided have minimal impact
- They should pay as much as possible, we're all in this together.
- But only for band A
- See comments from previous question.

A

- This seems fair and especially to households paying full council tax. claimants will still be getting a reduction. without affecting services provided by Sefton.
- This would help to increase the amount available to low paid residents whilst keeping the overall cost to a lower amount

The following comments were received from those who **Disagreed** that the percentage should be 18%

- Too high.
- Too much for other council tax payers to make up.
- 25%
- This percentage does not make enough of a difference to alleviate the pressures people on low income are facing at the moment
- let's go for 16% and help as many people as possible.
- Please see above. I think it's a good general principle that everybody pays something, but not when you've got nothing to pay with! The effect of sanctions can be ongoing as people have to pay back payday lenders, etc., so even if the reduction took effect weeks afterwards it could still be helpful.
- Would make little difference
- All residents use services in some way and they all should contribute
- The historical problem with Sefton under all party leaderships is that there has always been a perception that it is north south divide in the Borough. Little has been done to make the Borough more inclusive to all residents. This scheme is even more evidence of such a policy. I would suggest that all THE MEMBERS AND OFFICERS TAKE A TRIP TO KNOWSLEY AND HAVE A LOOK AT HOW A PROACTIVE AUTHORITY WORKS FOR EVERYONE.
- If you lower the amount they pay, the people who pay full council tax will have to pay more or more cuts will be implemented

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## About Yourself

### Gender

Response	No of responses	%
Female	19	36
Male	28	53
Prefer not to say	6	11
Total	53	100

### Age

Response	No of responses	%
18-24	0	0
25-39	7	13
40-59	27	51
60-74	12	23
75-84	2	4
Prefer not to say	5	9
Total	53	100



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A

Do you have a long term illness, health problem or disability which limits your daily activities?

Response	No of responses	%
Yes	12	23
No	35	66
Prefer not to say	6	11
Total	53	100

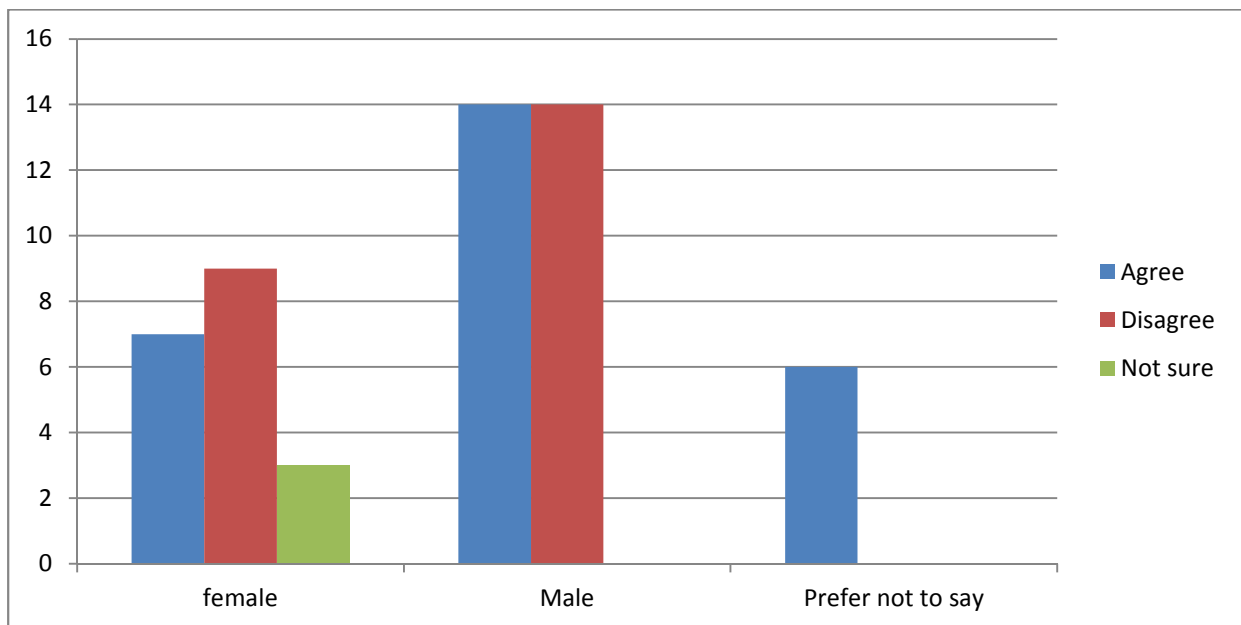
Which of these describes your ethnic group?

Response	No of responses	%
White	44	83
Black	1	2
Asian	0	0
Mixed	0	0
Other	0	0
Prefer not to say	8	15
Total	53	100

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The following statistics for **Option 1 (no change)** have been obtained:-

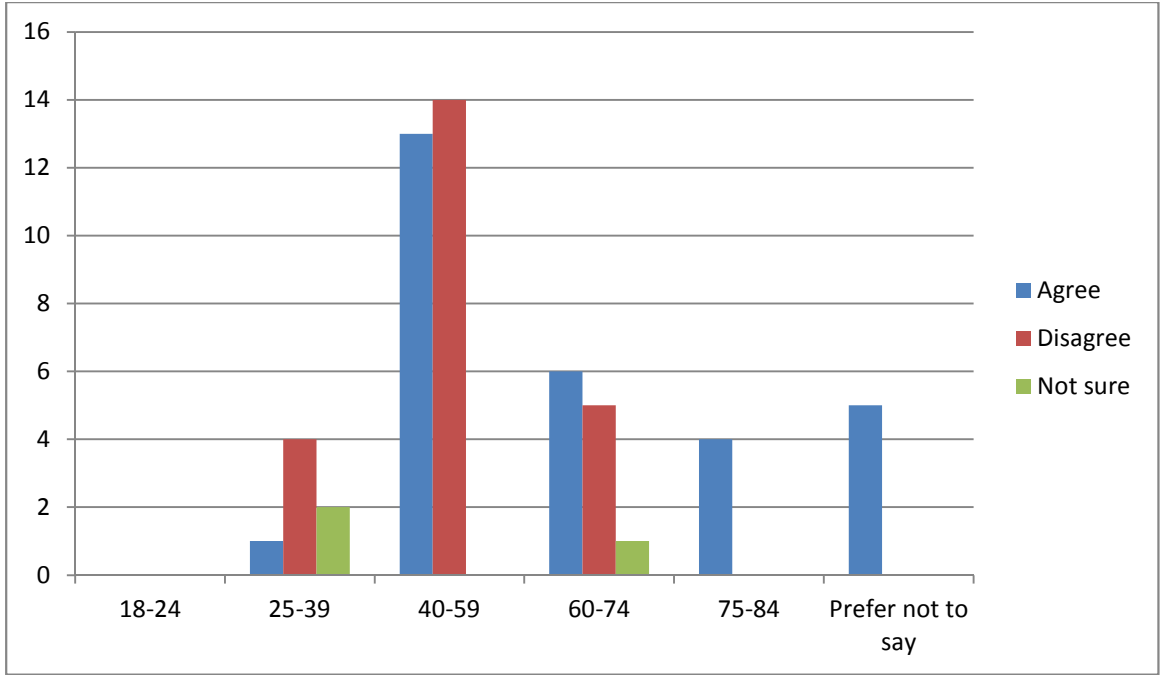
Gender	Agree	Disagree	Not Sure
Female	7	9	3
Male	14	14	0
Prefer not to say	6	0	0
Total	27	23	3



## Option 1 - Gender

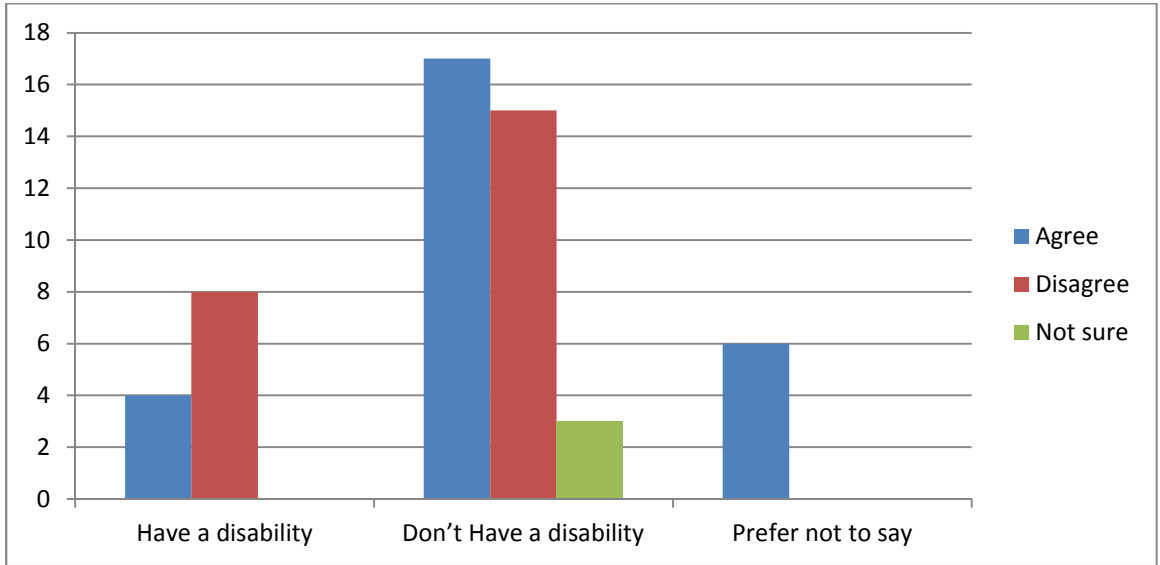
Age	Agree	Disagree	Not Sure
18-24	0	0	0
25-39	1	4	2
40-59	13	14	0
60-74	6	5	1
75-84	2	0	0
Prefer not to say	5	0	0
Total	27	23	0

A



**Option 1 - Age**

Disability	Agree	Disagree	Not Sure
Have a disability	4	8	0
Don't have a disability	17	15	3
Prefer not to say	6	0	0
<b>Total</b>	<b>27</b>	<b>23</b>	<b>0</b>

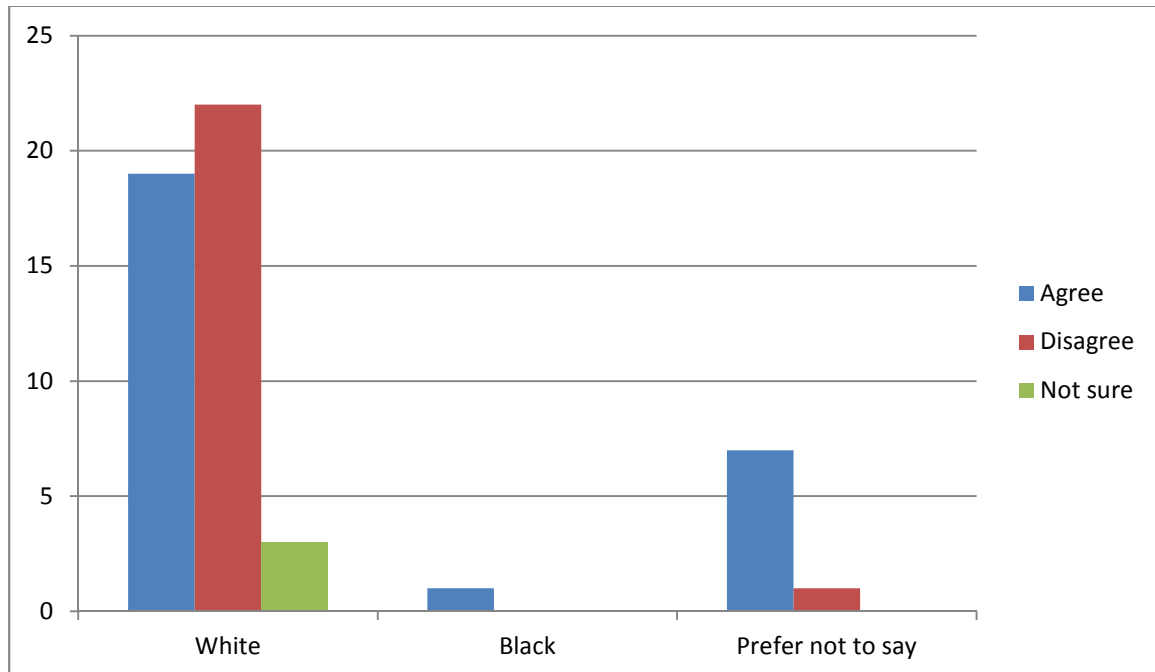


**Option 1 - Disability**

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A

Ethnicity	Agree	Disagree	Not Sure
White	19	22	3
Black	1	0	0
Prefer not to say	7	1	0
Total	27	23	0

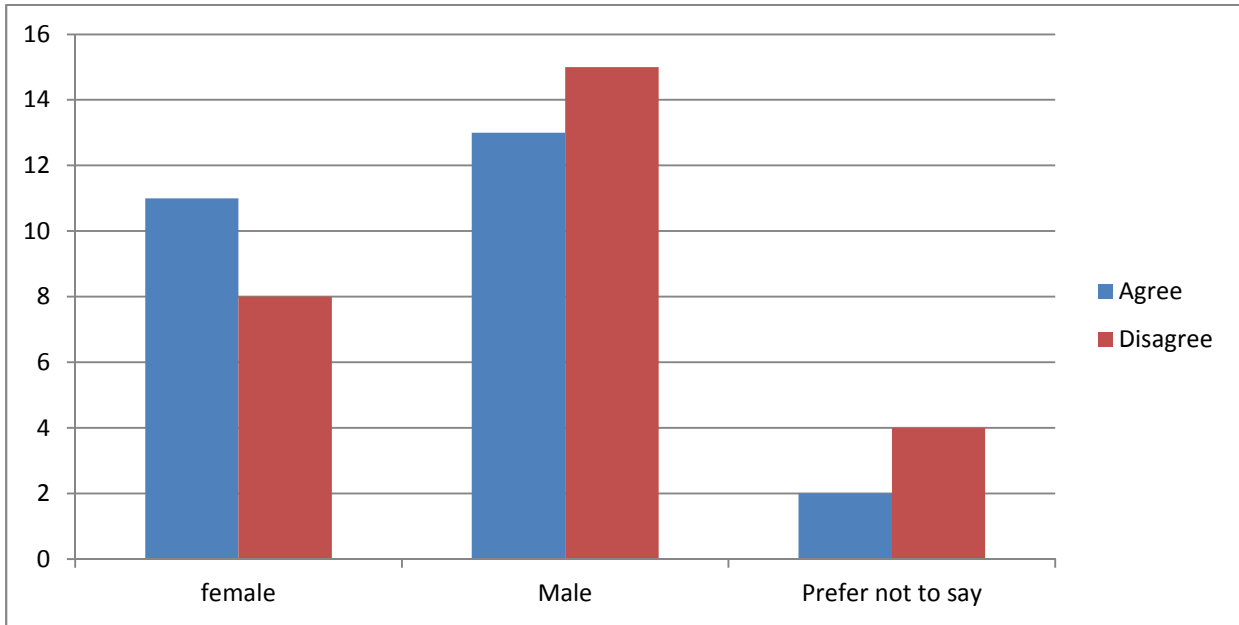


## Option 1 - Ethnicity

A

The following statistics for **Option 2 (provide more Council Tax Support)** have been obtained:-

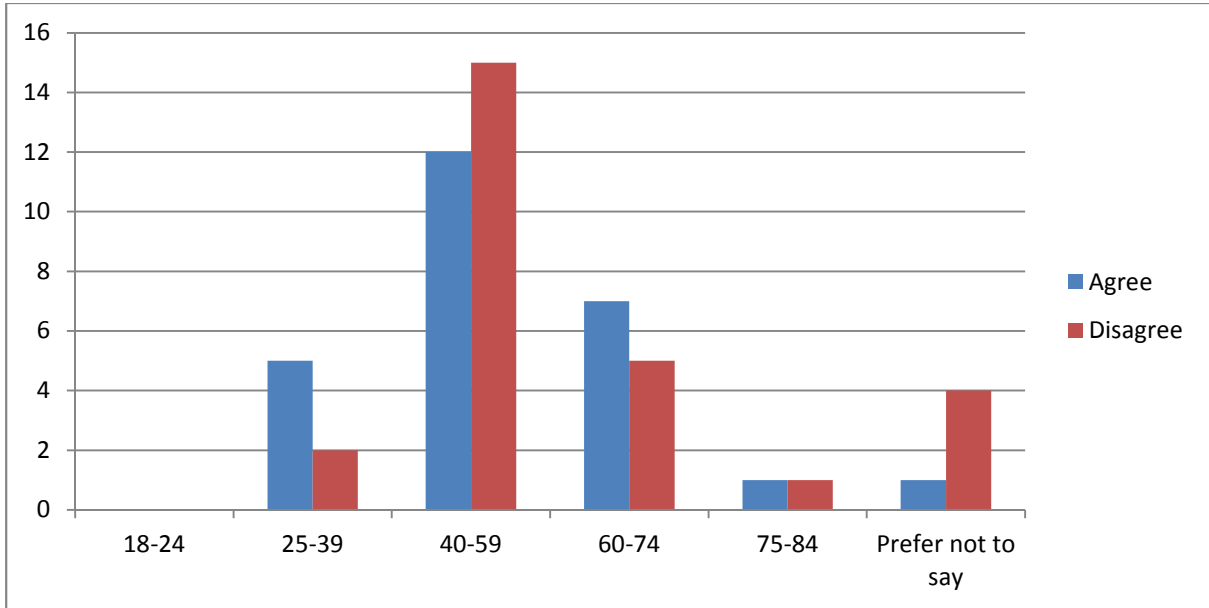
Gender	Agree	Disagree
Female	11	8
Male	13	15
Prefer not to say	2	4
<b>Total</b>	<b>26</b>	<b>27</b>



**Option 2 - Gender**

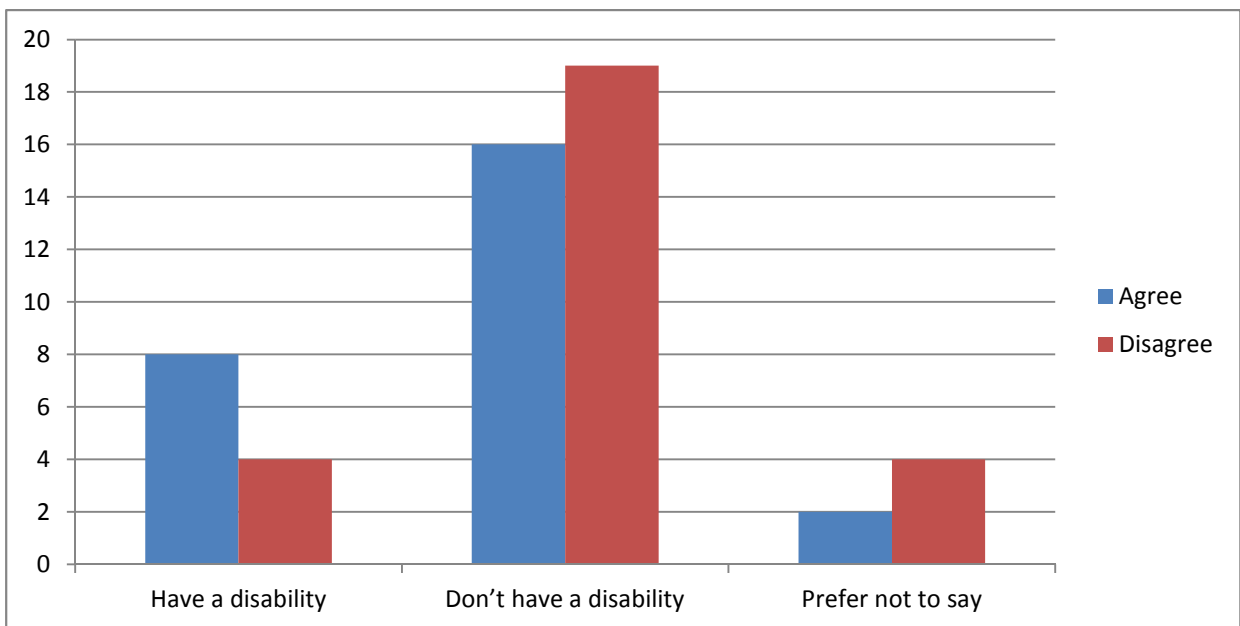
Age	Agree	Disagree
18-24	0	0
25-39	5	2
40-59	12	15
60-74	7	5
75-84	1	1
Prefer not to say	1	4
<b>Total</b>	<b>26</b>	<b>27</b>

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## Option 2 - Age

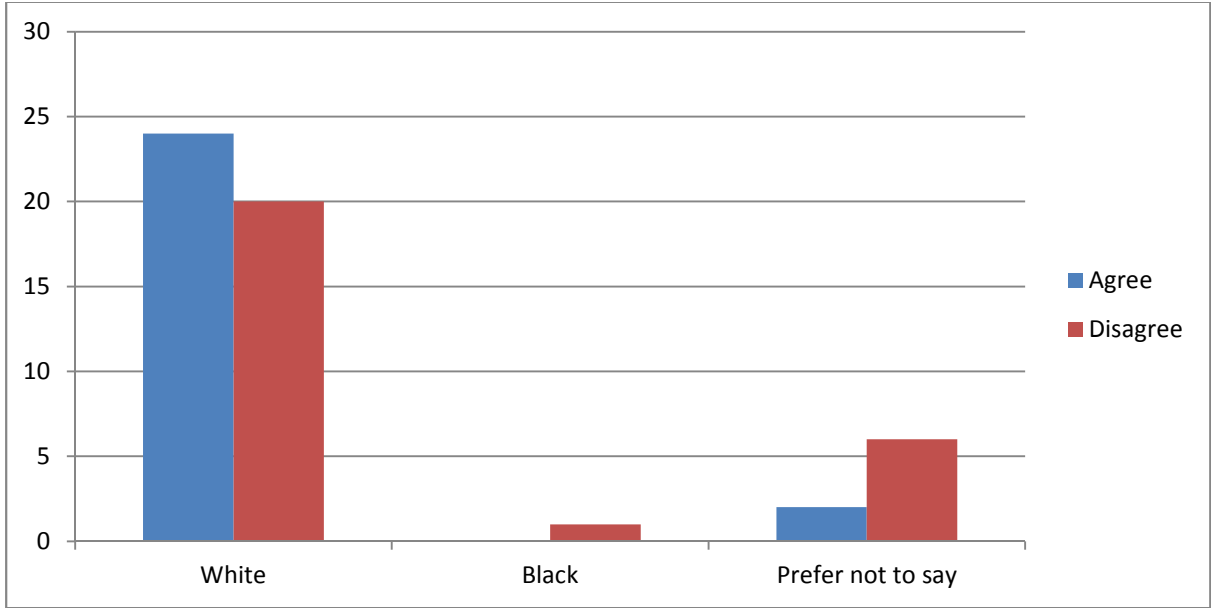
Disability	Agree	Disagree
Have a disability	8	4
Don't have a disability	16	19
Prefer not to say	2	4
Total	26	27



## Option 2 - disability

A

Ethnicity	Agree	Disagree
White	24	20
Black	0	1
Prefer not to say	2	6
Total	26	27



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With regard to the changes to the percentage payable to **16% or 18%** the following statistics have been obtained:-

Gender	16%		18%	
	Agree	Disagree	Agree	Disagree
Female	10	9	14	5
Male	12	16	5	23
Prefer not to say	2	4	3	3
Total	24	29	22	31

Age	16%		18%	
	Agree	Disagree	Agree	Disagree
18-24	0	0	0	0
25-39	5	2	3	4
40-59	13	14	10	17
60-75	4	8	6	6
75-84	1	1	1	1
Prefer not to say	1	4	2	3
Total	24	29	22	31

Disability	16%		18%	
	Agree	Disagree	Agree	Disagree
Have a disability	8	4	5	7
Don't have a disability	14	21	15	20
Prefer not to say	2	4	2	4
Total	24	29	22	31



A

Ethnicity	16%		18%	
	Agree	Disagree	Agree	Disagree
White	21	23	20	24
Black	0	1	0	1
Prefer not to say	3	5	2	6
Total	24	29	22	31

Other Responses

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## ANNEX B

### SETTING THE COUNCIL TAX BASE FOR 2016/17

#### 1. Setting the Council Tax Base

- 1.1 The Council Tax Base is the link between the Council's budget and the level of Council Tax. The tax base will be used to calculate the Council Tax in Sefton, once the Council's budget has been agreed. The Council is required to calculate its own tax base as well as the tax base for each parish council within its boundary and have them approved by the 31 January 2016.
- 1.2 The calculation of the Council Tax Base takes into account many factors such as the rate of new building and the trends in people living on their own (Sole Occupier Discount).
- 1.3 The tax base calculation assumes a collection rate of 98.0% in 2016/17, which is an increase of 0.5% over 2015/16.

#### 2. Council Tax Base for Sefton Council in 2016/17

- 2.1 The Council has considered elsewhere in this report three alternative options for the minimum level of payment required under the Council Tax Support Scheme. The options considered are 20% (Option 1), 18% (Option 2a) and 16% (Option 2b). The tax base calculation for each of these options is set out below:

Tax Base for Sefton Council		Band D Equivalents		
		Option 1 20%	Option 2a 18%	Option 2b 16%
H	Dwellings on the Banding List	109,503.7	109,503.7	109,503.7
Q	<u>Exemptions and Discounts</u>			
	Exempt Dwellings	-1,856.1	-1,856.1	-1,856.1
	Disabled Persons Reductions	-151.1	-151.1	-151.1
	Sole Occupier & Status Discounts	-10,248.4	-10,248.4	-10,248.4
	Empty Property – Discounts	-284.7	-284.7	-284.7
	Total	-12,540.3	-12,540.3	-12,540.3
E	Empty Homes Premium	253.3	253.3	253.3
J	Adjustments	-644.6	-644.6	-644.6
Z	Council Tax Support Scheme	-13,827.0	-13,961.4	-14,123.6
B	Collection Rate Adjustment	-1,654.9	-1,652.2	-1,649.0
	MOD Properties	7.0	7.0	7.0
	<b>Council Tax Base</b>	<b>81,097.2</b>	<b>80,965.5</b>	<b>80,806.5</b>

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- 2.2 The tax base for 2016/17 under Option 1 is 81,097.2 Band D equivalent dwellings. This is an increase of 2,778.2 in comparison with the tax base for 2015/16 that was 78,319. An analysis of the changes between the tax base for 2015/16 and Option 1 for 2016/17 is provided in the table below:

Tax Base for Sefton Council		Band D Equivalents		
		2015/16	2016/17 Option 1	Change
H	Dwellings on the Banding List	109,158.7	109,503.7	345.0
Q	<u>Exemptions and Discounts</u>			
	Exempt Dwellings	-2,016.4	-1,856.1	160.3
	Disabled Persons Reductions	-154.1	-151.1	3.0
	Sole Occupier & Status Discounts	-9,855.3	-10,248.4	-393.1
	Empty Property – Discounts	-325.0	-284.7	40.3
	Total	-12,350.8	-12,540.3	-189.5
E	Empty Homes Premium	211.6	253.3	41.7
J	Adjustments	-1,161.3	-644.6	516.7
Z	Council Tax Support Scheme	-15,538.2	-13,827.0	1,711.2
B	Collection Rate Adjustment	-2,008.0	-1,654.9	353.1
	MOD Properties	7.0	7.0	0
	<b>Council Tax Base</b>	<b>78,319.0</b>	<b>81,097.2</b>	<b>2,778.2</b>

- 2.3 The main reason for the changes in the tax base are:

Dwellings on the Banding List: The number of properties on Banding List has increased by 431 (0.3%) in the year.

Exempt Dwellings: The number of vacant dwellings owned by a charity (Exemption B) has decreased by 189 and the number of dwellings where the occupation is prohibited by law (Exemption G) has decreased by 54 during the year. The number of dwellings occupied by the severely mentally impaired (Exemption U) has increased by 50 during the year.

Sole Occupier & Status Discounts: The number of homes receiving sole occupier discounts has increased by 1,803 (3.9%).

Empty Homes Premium: The number of homes that have remained unoccupied for more than 2 years has increased by 101 (18.7%) during the year.

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Adjustments: The number of dwellings forecast to be demolished in the year has reduced by 200. The number of dwellings expected to be built in the year has increased by 167. The banding list adjustment applied in 2015/16 was -0.5%, this has been reduced to -0.25% in 2016/17 to reflect recent experience.

Council Tax Support Scheme: The number of council tax support claimants reduced during 2014/15. The 2015/16 tax base assumed that claimant numbers would return to the higher level experienced in 2013/14. However, claimant levels have continued to fall in 2015/16. As a result a large council tax surplus is now being forecast for 2015/16. The assumption used in the 2016/17 tax base has been changed. The calculation assumes that the cost of council tax support discounts will remain at the level recorded on 30 November 2015. This change has resulted in the most significant increase in the tax base this year.

For Option 1 no adjustment has been made for potential increases or decreases in discounts in 2016/17. For the Option 2a and Option 2b the calculation contains an adjustment to reflect the forecast increase in the cost of support given to low income households as a result of lowering the minimum payment level from 20% to 18% and 16% respectively.

Collection Rate Adjustment: The collection rate assumed in the tax base calculation has been increased from 97.5% in 2015/16 to 98.0% in 2016/17.

### 3. Council Tax Base in Parish Areas for 2016/17

- 3.1 There are also new tax base figures for each parish area in 2016/17. The following table provides details of the new tax base for each parish under each of the three council tax support scheme options:

Tax Base for Parish Areas	Band D Equivalents		
	Option 1 20%	Option 2a 18%	Option 2b 16%
Parish of Aintree Village	2,000.89	1,998.54	1,995.69
Parish of Formby	8,996.39	8,991.36	8,985.26
Parish of Hightown	849.98	849.61	849.17
Parish of Ince Blundell	157.96	157.65	157.28
Parish of Little Altcar	305.26	305.04	304.75
Parish of Lydiate	2,017.84	2,015.79	2,013.34
Parish of Maghull	6,491.13	6,485.06	6,477.75
Parish of Melling	969.85	968.69	967.26
Parish of Sefton	233.18	232.66	232.02
Parish of Thornton	760.79	760.11	759.30

- 3.2 The tax base calculation for each of the parish areas is based on the same assumptions made in the calculation for Sefton Metropolitan Borough Council.

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<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	14 January 2016
<b>Subject:</b>	Revenue Budget 2015/16 Update	<b>Wards Affected:</b>	(All Wards);
<b>Report of:</b>	Chief Finance Officer		
<b>Is this a Key Decision?</b>	Yes	<b>Is it included in the Forward Plan?</b>	Yes
<b>Exempt/Confidential</b>	No		

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## **Purpose/Summary**

To inform Cabinet of, and seek approval for: -

- i) Progress in the achievement of the approved savings for 2015/16 (and any residual savings carried forward from 2014/15);
- ii) To highlight other financial risks elsewhere in the budget;
- iii) The forecast on Council Tax and Business Rates collection;
- iv) The acceptance of the offer of grant funding from Veolia UK towards the installation of a skate park within Killen Green Park. Also, to approve the inclusion of the scheme in the Capital Programme; and
- v) The temporary extension of two contracts with Liverpool Community Health.

## **Recommendation(s)**

Cabinet is recommended to:-

- i) Note the progress to date on the achievement of approved savings for 2015/16 and residual savings carried forward from previous years;
- ii) Note the wider financial pressures being experienced in the remainder of the Budget;
- iii) Note the forecast position on the collection of Council Tax and Business Rates; and
- iv) Accept the offer of grant funding from Veolia UK and approve works to install a skate park within Killen Green Park, as outlined in paragraph 7, and include £86,315 in the Capital Programme;
- v) Approve the extension / amendment of the Smoking Cessation Service contract for 12 months until 31 March 2017, and the Healthy Sefton phone line contract for six months, until 30 September 2016, as set out in paragraph 8.

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

<u>Corporate Objective</u>		Positive Impact	Neutral Impact	Negative Impact
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 identify wider budget pressures being experienced elsewhere in the budget. To provide an update on the forecast outturn position on the collection of Council Tax and Business Rates. To enable a skate park to be installed in Killen Green Park which will reduce antisocial behaviour, increase community spirit and the development of the park. The report seeks the temporary extension of two contracts with Liverpool Community Health pending the procurement of the new Integrated Wellness Service.

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

#### (A) Revenue Costs

##### i) 2015/16 Revenue Budget

Any under-achievement of the agreed revenue budget savings for 2015/16 (and residual savings from previous years) will need to be financed from within any surpluses identified within other areas of the 2015/16 budget, or from the Council’s general balances. Any usage of balances will reduce the amount available to support the phased introduction of savings in future years.

The current financial position on approved savings indicates that about £2.893m (unchanged from the previous month) are at significant risk of not being achieved (the “Red” marked items in Annex A). Should other budget savings not be identified at the year end, then an equivalent level of general balances would be required to support the budget.

As at the end of November, a number of other budget pressures in the remainder of the Council’s Budget are identified in the report. In previous years, surpluses have tended to materialise toward the end of the financial year as departments restrain spending in order to remain within budget. The budget forecast will be closely monitored throughout the remainder of the year.

The temporary extension of the two Liverpool Community Health contracts will be contained within existing revenue budgetary provision.



## **(B) Capital Costs**

The cost of installing a skate park in Killen Green Park is estimated to be £86,315. This will be funded by Cr8 grant awarded by Veolia UK (£30,000), a contribution from the L30's Millions group (£30,000) and the remainder being funded by section 106 monies (£26,315).

### **Implications:**

#### **Legal:**

**Human Resources** None

#### **Equality**

No Equality Implication

Equality Implications identified and mitigated

Equality Implication identified and risk remains

### **Impact on Service Delivery:**

None.

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

The Chief Finance Officer is the author of the report (FD 3957/15)

The Head of Regulation and Compliance has been consulted and any comments have been incorporated into the report. (LD 3240/15)

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

None.

### **Implementation Date for the Decision**

Immediately following the call-in period following the publication of the Cabinet Minutes

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**Background Papers:** None

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## 1. Introduction

- 1.1 The Council approved a two year financial plan for 2015/16 to 2016/17 which requires a large change programme of £55m to be implemented over these two years. This follows on from significant savings target in the previous three years. It should be noted that only £50m of the £55m target has so far been identified. Council on 5 March agreed that the remaining £5m would be matched against balances, pending identification of further saving options.
- 1.2 This report presents the latest position on the achievement of agreed savings for 2015/16 (£20.162m), plus the ongoing savings requirements carried forward from previous years. It is important that the Council continues to remain within budget and also has a sound financial base for the future financial challenges that are expected beyond 2016/17.
- 1.3 The current financial position on the remainder of the Council's budget is also highlighted in the report.
- 1.4 The report also outlines the current position regarding other key income streams for the Authority, Council Tax and Business Rates, as variations against expected receipts will affect the Council's financial position.
- 1.5 The Strategic Capital Investment Group (2<sup>nd</sup> November 2015) has referred the installation of a skate park in Killen Green Park scheme to this Cabinet for approval and inclusion in the capital programme.
- 1.6 The report also seeks Cabinet approval to the temporary extension of the Smoking Cessation Service contract for 12 months until 31 March 2017, and the Healthy Sefton phone line contract until 30 September 2016.

## 2. Approved savings for 2015/16 (and previous years carry forward savings)

- 2.1 The table at Annex A identifies the current position of the agreed savings for 2015/16. 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).

- 2.2 The position as at the end of November 2015 for the achievement of savings is that £24.520m of the total required savings in 2015/16 £29.159m (for the current

year and carry-forward items) have been delivered or are on plan; with £1.746m are at some risk of not being fully achieved. This leave a further £2.893m of savings that are unlikely to be achieved in 2015/16 (identified as "Red"). At the present time, it is still anticipated that the savings will be achieved in 2016/17.

- 2.3 All budget savings will continue to be closely monitored, with regular reports being presented to Cabinet and Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services). Officers will continue to be mindful of the ongoing financial position and take appropriate action where further efficiencies can be found which do not require a change of policy.

### **3. Other Potential Budget Variations**

- 3.1 In addition to the potential budget shortfall on the above specific saving areas, there are a number of other financial risks / potential areas of surplus that have been identified elsewhere in the Budget. The main areas of variation to the general budget are noted below: -
- 3.1.1 The service pressures experienced by Specialist Transport (STU) in 2014/15 are continuing; the latest forecast is that the additional expenditure above budget will total £2.3m. A review of transport policies is underway but any changes are limited and will be subject to consultation and discussion with Members over the coming year.
- 3.1.2 The Children Social Care budget is showing a forecast demand exceeding approved budget of £1.9m. This is an adjusted position to the last monitoring figures (£2.4m) - as it reflects the transfer of the budgets for *Children with Disabilities* from Children's Social Care to Schools and Families responsibility. The deficit of £1.9m is mostly due to increasing numbers of children in care and the cost of care packages and special guardianships orders. It is anticipated that the work in creating the new Community Adolescents Service using £1.1m DfE Innovation Grant may help alleviate some cost pressures concerning the care of young people aged 13 upwards.
- 3.1.3 The Schools and Families related services are continuing to report a surplus and at this point it is estimated at £0.6m. This is an adjusted position to the last reported figures (£1.1m surplus), as it reflects the transfer of the budgets for *Children with Disabilities (CWD)* from Children's Social Care to Schools and Families responsibility. The transferred CWD service currently has a forecast deficit of £0.5m. The remainder of Schools and Families services have a forecast surplus of £1.1m, and this mainly relates to staff vacancies across the service, much of which will be reduced through approved savings in 2016/17.
- 3.1.4 The Admin Buildings and Other Properties budgets are forecasting a deficit arising from rent reviews at Merton House and Magdalen House, for which the Council has an unavoidable contractual commitment under the terms of the respective lease agreements, means that budgetary pressures will continue. In addition, reduced rental income from Council properties, where tenants have vacated premises, makes the achievement of income targets difficult. Accommodation issues, particularly the review of future requirements, is a high priority for the Council and a strategy to consolidate staff and functions in a core holding of

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retained freehold sites across the Borough is designed to reduce costs in the medium term.

- 3.1.5 The Adult Social Care budget is continuing to show a deficit position of £1.9m. As part of the Medium Term Financial Plan there is an expectation for 2015/16 that £3m savings will arise from the Better Care Fund Programme to support Adult Social Care commitments this financial year. To date no savings have been found leaving a shortfall of £3m in the Adult Social Care budget. However, surpluses on the employee budget resulting from vacant posts (£0.5m) and on the Housing Related Support budget (£0.6m), both in anticipation of 2016/17 savings, are offsetting £1.1m of the £3m shortfall for this financial year.
- 3.1.6 In previous years, service department surpluses have tended to materialise toward the end of the financial year as departments restrain spending in order to remain within budget. The budget will be closely monitored over the remainder of the financial year and further action will be taken if the financial position does not improve.

## **4. Council Tax Income – Update**

- 4.1 Council Tax income is shared between the billing authority (Sefton Council) and the two major precepting authorities (the Fire and Rescue Authority, and the Police and Crime Commissioner) pro-rata to their demand on the Collection Fund. The Council's Budget included a Council Tax Requirement of £104.087m for 2015/16 (including Parish Precepts), which represents 85.2% of the net Council Tax income of £122.191m.
- 4.2 The forecast outturn at the end of November 2015 is a surplus of -£5.165m on Council Tax income. This is an increase of -£0.108m compared to the surplus previously reported (-£5.057m) for the end of October 2015. The increase in surplus is due banding list changes (+£0.102m), exemptions and discounts (+£0.045m), empty homes premium (-£0.042), and the council tax reduction scheme (-£0.063m).
- 4.3 The surplus will be distributed between the Council and major preceptors as follows:

<b>Council Tax Surplus (-) to be distributed</b>	<b>%</b>	<b>£'000</b>
Sefton Council	85.2	-4,400
Police & Crime Commissioner	10.2	-529
Fire & Rescue Authority	4.6	-236
<b>Total</b>	<b>100</b>	<b>-5,165</b>

- 4.4 Due to Collection Fund regulations, the Council Tax surplus will not be transferred to the General Fund in 2015/16 but will be carried forward to be distributed in future years. The MTFP assumed a surplus of £511k would be transferred to the General

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Fund in 2016/17. The following table shows the forecast budget position based on the information provided above:

Impact on Budget / MTFP	2016/17 £'000
Council Tax Surplus - Forecast	-4,400
Less Council Tax Surplus - MTFP	511
Variation	-3,889

## 5. Council Tax Reduction Scheme – Update

- 5.1 Local Council Tax Reduction Scheme (CTRS) discounts replaced Council Tax Benefit in April 2013. The CTRS placed a significant new burden on local authorities meaning that the monitoring of Council Tax income is even more important than before. The following paragraphs provide an update of the position for Sefton as at the end of November 2015.
- 5.2 Overall the net CTRS is forecasting a favourable outturn position of -£2.443m. This forms part of the Council Tax surplus forecast in paragraph 4.2. This is an increase of -£0.063m compared to the surplus previously reported (-£2.380m) for the end of October 2015. The increase in surplus is due a reduction in the number of claims for council tax support from 28,400 on 1 November 2015 to 28,257 on 1 December 2015.
- 5.3 CTRS Claimant numbers have reduced since April 2013 and income collection in CTRS cases has been better than initially forecast. Details of CTRS claimant numbers and council tax collection against CTRS cases are shown below: -

Number of CTRS Claimants	03/04/14	01/04/15	01/12/15
Working Age - Employed	2,900	2,748	2,538
Working Age - Other	13,125	12,601	12,229
Working Age - Total	16,025	15,349	14,767
Pensioners	14,655	13,925	13,490
Total	30,680	29,274	28,257

Council Tax Collection CTRS Claimants 2015/16 to date (Data at 02/12/15)	Liability Raised £000	Income Received	
		£000	%
Working Age - Employed	1,288	672	52.2
Working Age - Other	2,529	1,352	53.5
Working Age - Total	3,817	2,024	53.0
Pensioners	1,874	1,520	81.1
Total	5,691	3,544	62.3

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Council Tax Collection CTRS Claimants 2014/15 (Data at 02/12/15)	Liability Raised £000	Income Received	
		£000	%
Working Age - Employed	1,415	1,161	82.1
Working Age - Other	2,663	2,090	78.5
Working Age - Total	4,078	3,251	79.7
Pensioners	2,004	2,002	99.9
Total	6,082	5,253	86.4

## 6. Business Rates Income – Update

6.1 Since 1 April 2013, Business Rates income has been shared between the Government (50%), the Council (49%) and the Fire and Rescue Authority (1%). The Council's Budget included retained Business Rates income of £32.134m for 2015/16, which represents 49% of the net Business Rates income of £65.580m. Business Rates income has historically been very volatile making it difficult to forecast accurately.

6.2 The forecast outturn at the end of November 2015 is a surplus of -£2.995m on Business Rates income. This is an increase of £0.073m compared to the surplus previously reported (-£2.922m) for the end of October 2015. The variation is due an increase in gross charges (+£0.011m), small business rate relief (+£0.029m) mandatory rate reliefs (+£0.030m), discretionary rate reliefs (+£0.027m) and other rate reliefs supported by Section 31 grants (-£0.170m).

6.3 The forecast surplus will be distributed between the Government, the Council and the Fire and Rescue Authority as follows:

Business Rates Surplus (-) to be distributed	%	£'000
Central Government	50	-1,497
Sefton Council	49	-1,468
Fire & Rescue Authority	1	-30
Total	100	-2,995

6.4 Due to Collection Fund regulations, the Business Rates surplus will not be transferred to the General Fund in 2015/16 but will be carried forward to be distributed in future years. The MTFP assumed a deficit of £324k would be transferred to the General Fund in both 2016/17 and 2017/18. The following table shows the forecast budget position including the Section 31 grants due in respect of small business rates doubling, retail relief, new empty property relief, and reoccupation relief:

Impact on Budget / MTFP	2015/16 £'000	2016/17 £'000
Forecast Business Rates Surplus (-) / Deficit		-1,468
Less Deficit Forecast in MTFP		-324
Section 31 Grant - Business Rate Reliefs	-274	
<b>Total</b>	-274	-1,792

6.5 Members should be aware that changes to the rating list as a result of appeals and the number and value of appeals at the year-end could have a significant influence on the final outturn position.

## **7. Capital Scheme – Killen Green Park**

7.1 The scheme was considered and approved by the Strategic Capital Investment Group on Monday 2<sup>nd</sup> November and is now being put forward for approval. Cabinet is recommended to add this scheme to the Capital Programme.

7.2 The need for this project has come from residents and stakeholders around Killen Green Park in Netherton. The proposed masterplan for the park has been informed by issues raised by residents around anti-social behavior, with areas of the park requiring investment and the need for activities that young and older people can engage with in the area. Proposed improvements include improvements to entrances, boundary railings, play area, and a dog walking area fence.

7.3 The L30s Millions group believes that installing a skate park would benefit at least three of the agreed key themes: reducing antisocial behaviour, increasing community spirit and the development of Killen Green Park. Therefore the group has allocated £30,000 towards the cost of the installation from their first year's budget (2015/16). However, this allocation is not enough to fund the proposed works. Therefore, in July 2015, a bid was submitted to the Cr8 grant programme awarded by Veolia UK. This funding is to fund the remaining cost of the skate park capital works. Sefton Council was informed this bid was successful on 11<sup>th</sup> September 2015 resulting in an allocation of £30,000.

7.4 The remainder of the required budget for the improvement work will be funded through £26,315 Section 106 monies allocated by the Ward Members. This takes the total work budget for the scheme to £86,315.

7.5 Cabinet is recommended to add £86,315 to the Capital Programme.

## **8. Liverpool Community Health – Temporary Contract Extensions**

8.1 The current smoking cessation contract with Liverpool Community Health (LCH) expires on 31 March 2016. Due to the delay in the procurement of the Integrated Wellness Service (IWS), it is proposed that LCH will be asked to provide an interim service for 2016/17. It is recommended that the contract is extended for 12 months

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until 31 March 2017. It is anticipated that the service will require approximately 50% reduction in contract value and will be a more specialist/targeted service. This will require negotiation with LCH. The anticipated cost is £600,000.

- 8.2 In addition, the Healthy Sefton Phone Line currently provided by LCH also expires on 31 March 2016. This service will need to be extended to maintain a referral system until the new IWS Hub is running. This may only require a 6 month extension at a cost of £34,000.



## 2013-16 LISTED BUDGET SAVINGS PERFORMANCE AT NOVEMBER 2015

<b>Savings achieved to date</b>	16,974,850
<b>Progress is Satisfactory</b>	7,544,246
<b>Risk of savings not being fully achieved</b>	1,746,100
<b>Known shortfalls or significant risk that savings will not be achieved</b>	2,893,450
<b>Total of Savings</b>	<b>29,158,646</b>

		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2012/13 E2.8	Area Finance / Finance Visiting Officers - Review	25,000			25,000		The proposed restructure of the Welfare Rights, ELAS , Financial Assessment, Payment and Billing Teams associated with approved savings RTC55 and E2.8 was originally presented to Trade Unions in July 2015. During the subsequent consultation period revised job descriptions were presented for evaluation. These have been subject to consultation and moderation and a revised restructure has been presented to Trade Unions and staff. It is anticipated, subject to completion of consultation, that the changes will be implemented in February 2016. It is anticipated that the full savings will be realised in 2016/17.
2013/14 E2.8	Area Finance / Finance Visiting Officers - Review	75,000	33,800		41,200		The proposed restructure of the Welfare Rights, ELAS , Financial Assessment, Payment and Billing Teams associated with approved savings RTC55 and E2.8 was originally presented to Trade Unions in July 2015. During the subsequent consultation period revised job descriptions were presented for evaluation. These have been subject to consultation and moderation and a revised restructure has been presented to Trade Unions and staff. It is anticipated, subject to completion of consultation, that the changes will be implemented in February 2016. It is anticipated that the full savings will be realised in 2016/17.
2015/17 No Ref	MTFP adjustment 14/15 growth £3.9m to £3m	900,000				900,000	The Community Care budget has been reduced by this amount in 15/16. This budget will be closely monitored during the year to ensure deliverability of this saving
2015/17 Ref 2	Community Equip't - Improved efficiency	72,000				72,000	Actions have been taken to ensure this saving is achieved. However there is an increased demand pressure on the community equipment budget in 2015/16 with more clients requiring support due to the increased developments in Community Services. The demand pressures are being funded from within the Better Care Fund.
2015/17 Ref 28ii	Day Care - Day Care Review	250,000	160,000		90,000		Negotiations are underway with the provider, however contractual notice periods may impact on the amount saved in 2015/16
2015/17 Ref 29	Adult Social Care - Social care services will be required to contain net demographic growth within existing budgets for the duration of the plan. The figure has been adjusted to reflect Cabinet's previous decision relating to the underachievement of the services 2014/15 budget savings requirement. This assumption will need to be kept under close scrutiny to ensure deliverability	1,000,000				1,000,000	The Community Care budget has not been increased in 15/16 for potential demographic growth. This budget will be closely monitored during the year to ensure deliverability of this saving

		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 55	Client Contribution - Restructuring and integrating the above service with the specialist Substance Misuse Housing and Welfare Rights Team	54,000			54,000		The proposed restructure of the Welfare Rights, ELAS , Financial Assessment, Payment and Billing Teams associated with approved savings RTC55 and E2.8 was originally presented to Trade Unions in July 2015. During the subsequent consultation period revised job descriptions were presented for evaluation. These have been subject to consultation and moderation and a revised restructure has been presented to Trade Unions and staff. It is anticipated, subject to completion of consultation, that the changes will be implemented in February 2016. This particular saving will be achieved in full in 2015/16 due to current vacancies/agreed VRs.
2014/15	Disabled Facilities Grant - Capitalisation	1,000,000			1,000,000		Depends on sufficient alternative resources being identified.
2014/15 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)	3,250,000				3,250,000	Budget reduced. Only risk is if departments cannot remain within cash limited budgets due to excessive inflationary increases, e.g. utilities costs.
2014/15 F3.1, F3.3, F4.2 & D1.28	Review of Commissioning - reducing funding support to community groups - Commissioning & Neighbourhood Coordination	261,000		261,000			This is a Council wide saving which impacts on all VCF budgets, and cannot therefore be achieved in full from Commissioning and Neighbourhood Coordination. The saving will impact on the Council wide VCF review which is forecast to take effect in 2016/17.
2015/17 Ref 25	General inflation provision - Remove general inflation provision set in MTFP at 2%. This will require all services to deliver general efficiency in the delivery of all services	2,180,000				2,180,000	Budget Provision reduced.
2015/17 Ref 27	Levies - Merseyside Waste and Recycling Authority and the Integrated Mersey Transport Authority have been requested to support the Council by finding 10% efficiency savings in setting their budgets for 2015/16/17	1,700,000	509,150			1,190,850	MRWA Levy did not reduce (although Transport Levy reduced by more than anticipated to partially offset this). Full saving (additional £2m reduction in 2016/2017) will need to be discussed with levying bodies.
2015/17 Ref 28i	Review of previous budget assumptions and implications of previous budget decision - The estimates of the financial implications of all budget decisions have been reviewed in the light of implementation of options and subsequent changes in service demand. The original Medium Term Financial Plan can be revised to take account of this updated information.	765,000				765,000	Budget provisions reduced for Corporate Items. £136,000 relates to Building Maintenance recharges to Capital.
2015/17 Ref 95	New Options - Funding of highways, ICT and other developments from capital resources	1,000,000			1,000,000		Will be achieved subject to identification of suitable relevant expenditure through the year.



		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 97a	New Options - Remove the discretionary support to Parish Councils for Council Tax Reduction Scheme	25,000				25,000	Parishes notified and payments reduced.
2015/17 Ref 98	Budget Planning Assumptions - Management Arrangements	300,000				300,000	First stage of Senior Management Restructure completed from which saving will be achieved.
2012/13 C5.1	Children in Care - Reduce Care Package Costs	396,000	396,000				This saving (£396k) is part of a £1.188m saving proposal phased over 3 years commencing 2012/13. It was very much in line with the Department's strategy to reduce our reliance on children placed in high cost Residential Care/Independent Foster placements and move them towards less expensive In-House Fostering with better outcomes for the child. The Department has made, and is continuing to make progress in this respect. However, Government policy and Family Court practice has been to increase the speed and number of children achieving permanence through Adoption; Special Guardianship and Residential Orders. There is an ongoing financial support associated with this practice, which has led to a significant financial burden on the Authority. Special Guardianship Orders overspent by £634k and Adoption Allowances by £148k in 2014/15, the latter of which was partially offset by one-off Adoption Reform Grant. These areas are forecast to overspend in 2015/16. <b>*The number of Looked After Children currently stands at 453. These savings assume LAC numbers remaining at 400.</b>
2014/15	Review pathway of support for children with additional needs to increase effectiveness and efficiency	400,000				400,000	Achieved - This is based on a Health Contribution of 25% of the total cost of the new Respite Service
2014/15 D1.7	Social Care Commissioned Services - travel efficiencies	100,000				100,000	Achieved - Saving comes from work done via the restructured social care sections from 3 budget areas - reduced family support / Residency Orders / Care Matters
2014/15 E2.1	Review of the Commissioning of all residential care beds	600,000	395,000			205,000	This was part of a £1m saving phased over two years. Year 1 (2013/14) was set at £400k and was fully achieved through a restructure of In House Residential care. The balance (£600k) was for achievement in 2014/15 and was to be partially met from ongoing savings arising out of the In House Residential review (£305k), with the remainder (£295k) to be met from savings around Social Care Residential Agency Placements. In respect of the In House Residential saving, this was achieved except for £100k which was due to unexpected additional pay costs at Springbrook paid in October and in respect of overtime/relief staff for all homes. In respect of the Social Care Residential Agency placement saving, none of this was achieved as there was an overspend against the budget of £573k in 2014/15. There is currently a £1.00m projected overspend on Social Care Residential Agency placements in 2015/16. <b>*The number of Looked After Children currently stands at 453. These savings assume LAC numbers remaining at 400.</b>
2014/15 I1.3	Financial Assessments	250,000	250,000				Work ongoing to identify and allocate savings.
2014/15 I1.4	Customer Access Point	250,000	250,000				Work ongoing to identify and allocate savings.
2015/17 Ref 59	Outreach Respite Recovery - Restructure the delivery team	96,000		38,650	57,350		This team is now part of the Community Adolescent Service, work has been done to identify £57,350 of savings which can be achieved in 16/17. Whilst two members of staff are seconded to a union there is also a further saving of £38,650, however this can not be taken out of the budget unless the post becomes permanently vacant.

		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 60	Locality Assessment - Redesign of Common Assessment Framework team Implement a stronger Lead Practitioner model Implementation of electronic –common assessment framework (E-CAF)	72,000				72,000	Achieved
2015/17 Ref 64	Children's administrative support - Service redesign	43,000			43,000		The 2015/16 of £43k saving is currently 'not yet achieved but in progress'. A review of the administrative support structure has been completed and proposals for a restructure are currently being prepared, which if approved (and subject to consultation) will result in achieving the total saving of £63k (£20k in 2016/17). It is anticipated that the proposed restructure will be presented in late November 2015.
2015/17 Ref 97b	Budget Planning Assumptions - Review of services for vulnerable children	350,000	350,000				Likely to be unachievable - residential agency budget forecast to be significantly overspent.
2014/15 E2.6	Central Support	202,000				202,000	This saving has been achieved
2015/17 Ref 11	Procurement - Reduction in non-staffing expenditure	16,000			16,000		The budget has been reduced and the saving is being achieved.
2015/17 Ref 7	Commissioning - Decrease in non-staffing expenditure	36,000				36,000	Actions have been taken to ensure this saving is achieved
2014/15 C5.4	Parks incl Nursery and net of frontline - Further changes to Parks Management and standards in parks (saving requirement £50,000)	19,000				19,000	The original saving was predicated on the negotiation of a discount on the inflationary element of the grounds maintenance contract. The inflationary increase was to be 1% less than indicated by the relevant index, provided that the index increased by at least 2%. In the event the relevant index registered a nil increase, which meant that although the negotiated reduction was redundant, the saving has actually been overachieved.
2014/15 F1.5	Parks and Green spaces - Increase Fees - allotments (saving requirement £40,000)	15,000			15,000		Of the £40k savings requirement in 2014/15 – only £25k was achieved because of the notice period required for fee increases for allotment holders. The full £15k saving is therefore expected to be achieved this year.
2015/17 Ref 35	Libraries - Review of operation and management of libraries including book fund and opening times	200,000				200,000	Saving will be achieved in 2015/16
2015/17 Ref 39	Neighbourhoods - Reduction and re-prioritisation of activity	150,000				150,000	Saving will be achieved in full in 2015-16'
2015/17 Ref 44	Parks Maintenance - Botanic Gardens Shop Closure	15,000				15,000	The 2015/16 phased saving has been overachieved due to early implementation of an appropriate solution, part of 2016/17 phased saving will be achieved during 2015/16
2015/17 Ref 46	Parks Maintenance - The recharging of the cost of statutory checks to sports pavilions and repairs and maintenance of sports pavilions and associated hard infrastructure to sports users.	15,000			15,000		Saving likely to be achieved during 2015/16 subject to no decrease in use and full recovery of income from user groups



		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 47	Further Changes in Style and Standards of Parks Management - Further Changes in Style and Standards of Parks Management	80,000	30,000		50,000		This saving cannot be fully achieved until the parks have been redesigned and contractual changes have been implemented, it is envisaged that a part saving of £50k will be achieved in 2015/16 with the remaining £30k in 2016/17.
2015/17 Ref 48	Parks Maintenance - Reduction in GM Contracts	60,000	30,000		30,000		This saving is based upon a contractual arrangement which will result in a £30k saving being achieved over the two year (2015/17) budget period.
2015/17 Ref 58	Youth Offending Team - Merge services and potential to reduce management capacity	120,000				120,000	Achieved
2015/17 Ref 72	Arts - Review management and opening times at the Atkinson	120,000		60,000	60,000		Review completed and implementation started on 5th May 2015. Due to notice periods there will be a reduced saving in 2015/16, but the saving will be achieved in full in future years.
2014/15 C12.1	Learning and Development	50,000			50,000		Saving is likely to be achieved.
2014/15 C12.2	Increased housing benefit grant from reduced error rates	250,000			250,000		Anticipated that saving will be achieved from prescribed area.
2014/15 E4.1	Learning and Development (saving requirement £75,000)	16,000		16,000			Charging regime now in place from April 2015 after Learning and Development Board approval exact figure to be achieved dependent upon take up of places
2014/15 E4.2	Review of Corporate Support Services (saving requirement £114,000)	20,000				20,000	This saving has been achieved
2015/17 Ref 19	Finance - Reduced debt management charges	390,000			390,000		On Target
2015/17 Ref 28b	Reduced accommodation costs - Lease on Houghton Street	76,000	76,000				Saving unachievable as it is a duplication of 2015/16 Saving Ref 67 (£60k).
2015/17 Ref 67	Property Management - Closure and disposal of operational properties	60,000				60,000	Saving expected
2015/17 Ref 80	Learning & Development - Reduction in activity associated with learning and development	80,000		80,000			Amalgamation of budgets to take place, Employee VER/VR and Apprenticeship charging subject to Finance assistance
2015/17 Ref 81	Personnel - Reduction in Personnel resource and efficiency savings	100,000				100,000	Achieved
2013/14	Management fee reduction - Formby Pool Contract	50,000		50,000			Independent review has taken place and the results have indicated that discussions should take place with a view to revising the Contract Management fee. These discussions are progressing. It is anticipated this saving will be found from elsewhere within the service.
2014/15 C10.2	Eze Fitness contract - terminate	18,000				18,000	Saving will be achieved in 2015/16
2015/17 Ref 20	Health Protection and Infection Control - Efficiency following re-procurement of service	52,000				52,000	Savings have been identified and can be met in 2015/16

		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 26	Additional public health grant - Utilise increase in the public health grant to support the ongoing delivery of the Council's Health and Well Being strategy priorities	<b>544,000</b>				<b>544,000</b>	SLT Paper approved to use the <b>2014/15</b> public health grant support the co - commissioning of Health Trainers over 3 years on a non recurrent basis. The Public Health grant for 2015/16 has been allocated to the efficiency savings. <b>This target has been met.</b>
2015/17 Ref 52- Revised	New Options - Review of the CHAMPS service - improved commissioning across Merseyside; reduced social marketing activity and reduction in support for health protection.	<b>28,000</b>				<b>28,000</b>	The saving has been identified and agreed within 2015/16.
2015/17 Ref 53	Sports Leisure - Review and Restructure Management/Administration/Operations including deletion of Service Manager post. Retender direct debit collection. Reduce agency payments. Energy efficiency.	<b>470,000</b>		<b>54,450</b>	<b>20,000</b>	<b>395,550</b>	Review and restructure completed and implemented on 5th May. Due to notice periods there will be a reduced saving in 2015/16, but the saving will be achieved in full in future years.
2015/17 Ref 73	Sports Leisure- Active Sports - Increase in income due to increased charges and new programmes	<b>84,000</b>		<b>54,000</b>	<b>20,000</b>	<b>10,000</b>	Charges increased on 1st April. Programmes started at the beginning of the schools holidays in July, with good attendances.
2015/17 Ref 74	Sports Leisure Aquatics - Maximise pool time at Meadows offering more swimming lessons to meet demand	<b>36,000</b>		<b>5,000</b>	<b>26,000</b>	<b>5,000</b>	Some increase in demand already, but needs to be monitored over the year.
2015/17 Ref 75	Public Health-Internal restructure to reflect the need to strengthen the influencing role of the team, and reduced need for commissioning capacity	<b>316,000</b>				<b>316,000</b>	Public Health have restructured the existing 2014/15 team and efficiency savings have been identified and met for 2015/16.



		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 83	Integrated Wellness - Integration of Lifestyle services	1,500,000		500,000	1,000,000		Full Target savings have not been achieved as the final IWS specification has to agreed by cabinet. It is unlikely a new commissioned service will be in place before September 2016. Extending existing contracts will result in approx 250K per quarter more than the planned cost of the new service.
2015/17 Ref 84	Substance Misuse - Reduction in Substance Misuse spend	300,000				300,000	Public health will make full saving of £300k for 15/16.
2015/17 Ref 85	Affordable Warmth - Cessation of SEARCH scheme and Easier Breathing Project	54,000				54,000	The funding has been ceased and public health can confirm savings target has been met for 2015/16.
2015/17 Ref 87	Public Health - Reduction in funding for commissioned intelligence work	50,000				50,000	Efficiency savings have been identified and public health can confirm target has been met for 2015/16.
2013/14 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	18,650				18,650	The commitment to pay an £18,650 annual subscription for the Mersey Forest ended in March 2015. Until that point the saving was identified as being unachievable. In 2015/16 the subscription has been renegotiated to £9,250 per annum which will be shared between Coast & Countryside, Public Health and Investment & Employment. By re-prioritising our budget, the new level of subscription can be contained within the fully reduced 2015/16 budget for this service.. The saving will therefore be made in full.
2014/15 D1.9	Budget re-alignment of salaries to be funded from grants, contracts and reserves	116,000	116,000				This saving cannot be achieved. The Economic Development Service only has a core budget of £197,650, part of which is to fund the Head of Service. Part of this budget is being transferred to Regeneration and Housing as part of the Senior Management Restructure. The capacity of the service to generate surpluses from externally funded projects is limited as most European funded projects only provide 50% - 60% grant support, with the remaining 40% -50% match funding mainly coming from Economic Development reserves. These reserves continue to diminish as none of the staff involved in these projects are core funded.
2015/17 Ref 22	Tourism - Revised estimate following policy decision	27,000		27,000			Currently tendering new concessions that should generate income to meet the 27k requirement. However we may receive a reduced income from the Pier for 15/16 and will make a substantial loss on the ice cream licence agreement for Kings Gardens (worth over 20k). This potential loss of income needs to be factored into any judgement about the ability to achieve the saving. Consequently there remains a risk that the saving will not be fully achieved.
2015/17 Ref 63	14-19 Services - Changes to commissioning arrangements for Information, Advice & Guidance	80,000				80,000	Achieved
2015/17 Ref 91	Tourism - Additional income from events	13,000			13,000		As the target is built around income generation, achievement is dependent on market response. To date, the events are ahead of the previous year so the additional income should be achieved. The fireworks event, held at the beginning of October 2015, benefitted from favourable weather conditions and is likely to have an improved financial performance (compared to the 2014 event) of about £19K. Income levels will, however, remain potentially volatile and achievement of savings this year will not guarantee a similar outcome in future years.
2013/14	Street Lighting - Review of lighting options	15,000	15,000				Pilot Street Lighting switch off scheme A565 and A59. The savings achieved have been negated by the increase in provider electricity unit rate charges in September 2013
2014/15	Street Lighting - Review of lighting options	49,000	49,000				These savings have been negated by the increase in provider electricity unit rate charges in September 2013. The scheme still delivered a reduction in energy need and no action would have resulted in an increase in the funding requirement.

		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2014/15	Investment & Infrastructure - Increase income from Network Management	12,000				12,000	Achieved
2015/17 Ref 33	Highways Infrastructure - To continue for a further 2 years the reduction of £800k which was introduced as an annual saving in previous years	800,000				800,000	Spend will be restricted within the available (reduced) budget.
2015/17 Ref 33	Highways Infrastructure - Reduction in Highways Maintenance programmes to focus on preventative, critical and high risk works'	160,000				160,000	Spend will be restricted within the available (reduced) budget.
2015/17 Ref 49	Coast - Reduction to visitor and site management activities. Extension to the length of the life guard contract on reduced terms. Car-parking income charges	75,000			56,000	19,000	The 2015/16 phased saving will be overachieved, part of 2016/17 phased saving will be achieved during 2015/16 due to early implementation of an appropriate solution.
2015/17 Ref 65	Highway management, development, design and safety - Changes to charges Service reorganisations	170,000			170,000		Changes have been introduced and are being monitored, service changes are on-going. Income to offset expenditure on Permits currently on target. Overall savings currently on target however income can fluctuate but will be monitored closely
2015/17 Ref 68	FCERM (Flood and Coastal Erosion Risk Management) - Reduction in service, Reduced response times. Reduction in works delivery	82,000			44,200	37,800	Allocation of funding to Capital plus reduction in revenue funding achieved. Service revision will deliver the balance of the saving (£44.2K)
2013/14 C6.1	Commercial waste increased income	100,000			100,000		Additional income was difficult to achieve in 2013/14 and 2014/15, in part due to the general economic downturn across the private sector. An Officer post has been dedicated to generating additional business opportunities to maximise potential additional sources of income in 2015/16. In addition, new marketing and promotional systems are in place.
2013/14 C6.4	Catering - Other catering activity (income target)	100,000			100,000		Saving is being achieved
2013/14 C6.5	Vehicle Management and Mtce - MOT Testing (income target)	7,600			7,600		£42,400 of total saving requirement of £50,000 achieved in 2013/14. Second MOT bay now operational therefore full saving expected to be achieved in 2015/16.
2013/14 D1.19	Street Scene - Building Cleaning - change frequency of office cleaning	19,000			19,000		Due to the closure of a number of Council buildings there was a slight under-achievement of this saving target. However, new additional income and a review of the operation of the service should result in the achievement of the savings in 2015/16.
2013/14 D1.32	Public Conveniences increase charges	40,000			40,000		Savings were not achieved in previous years due to one off costs of fitting coin mechanised doors at facilities that were previously provided free of charge. This reduction is being achieved in 2015/16 but continues to be dependant on the level of maintenance and vandalism costs.
2014/15	Cleansing - Charge for Green Waste collections - A 2014/15 / 2015/16 proposal for an opt-in charge	1,000,000				1,000,000	Saving achieved



		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2014/15 C6.2	Public conveniences reviewed for efficiency savings	20,000		20,000			Savings were not achieved due to one off costs of fitting coin mechanised doors at facilities that were previously provided free of charge. Savings may be achieved in 2015/16 but will be dependant on the level of maintenance and vandalism costs. Although charges have been increased / introduced, the financial benefit to the Council has been less than expected due to the relative ease of avoiding payment (particularly at busy periods). This issue is currently being reviewed.
2014/15 C6.2	Public conveniences reviewed for efficiency savings	20,000			20,000		This saving is being achieved in 2015/16 but continues to be dependant on the level of maintenance and vandalism costs.
2014/15 C6.6	Careline Service/Security Force (income target)	75,000		75,000			Some additional income has been achieved so far, leaving £75k still to be found. However, there is a pressing need to introduce a Direct Debit collection system to meet customer expectations and assist with the development of income generating opportunities, however this system is yet to be introduced.
2014/15 D1.19	Street Scene - Building Cleaning - change frequency of office cleaning	50,000		50,000			Due to the closure of a number of Council buildings this saving target may not be achieved. This will be reviewed further over coming months.
2014/15 D1.33	Cleansing Service - Reorganisation of workload and work patterns	25,000			25,000		On track to be achieved.
2014/15 F2.1	Street Cleansing - Bulky Items Collection Service - Restructure Crews and introduce charge for bulky items	60,000		15,000	45,000		It is expected that the service will recover at least £45k of this, and plans are currently being developed to try and address the projected £15k shortfall by year end.
2015/17 Ref 3	Burials and Cremations Service - Increased income as result of increased service activity	390,000			390,000		This saving should be achieved subject to continued demand for funeral services
2015/17 Ref 32	Street Cleansing - Further expand the use of electric vehicles and reduce the number of cleansing operatives delivering a manual service	360,000			360,000		The whole Street Cleansing Service is currently being reviewed in terms of efficiencies and deliverability. At this stage it is expected that the full required saving will be achieved during the year.
2015/17 Ref 4	Catering Services - Increased income as result of increased service activity	66,000			66,000		A planned increase in service activity over the year has enabled the required additional income to be generated.
2015/17 Ref 5	Commercial Waste Skips Services - Increased income as result of increased service activity	45,000			45,000		The Commercial Waste Service continues to develop additional external opportunities and new external contracts. As such, it is expected that the additional income target will be achieved during the coming year.
2015/17 Ref 70	Public Conveniences - Closure of all public conveniences	60,000		60,000			Closure of the public conveniences is to be achieved on a phased basis over a two year period. Plans continue to be developed with a view to deliver the operation of the public conveniences at no cost to the Council.
2015/17 Ref 71	Bulky Items - Increasing collection charge from £7.50 to £10 per collection	48,000			48,000		The new increased charge, coupled with the return of previously leased vehicles and the subsequent reduction in transport costs, should deliver the required saving by year end.

		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 8	Sefton Care Line and Sefton Securities - Increased income as result of increased service activity	238,000		188,000	50,000		An exercise has been undertaken to initially define the scope of internal work which can be provided via Sefton Arc. As such, additional work which would previously have been outsourced is now being undertaken by Sefton Arc across a range of Council facilities and services. In addition, new products and services have been developed to meet the increasing requirements for the use of Assistive Technology in all relevant areas via social work teams, re-ablement work, etc. This will all have a positive impact upon cost recovering opportunities for the Council going forward, but still requires further development. As such, it will be difficult to meet in full the additional revenue target for this particular year, but efforts will continue to identify and provide new opportunities for SeftonArc to undertake an increasing volume of previously outsourced work.
2015/17 Ref 88	Catering - To increase the charge for each meal by 10p in September 2015 (start of the school term) and by a further 10p from September 2016	200,000			200,000		The increase in the price of a school meal has been designed to generate the required level of additional income. It was expected that there would be no negative effect on school meal take up. This has now been evaluated for the period since the introduction of the new price in September, and as such, it is expected that the required level of additional income should be achieved.
2015/17 Ref 89	Building Cleaning - To increase fees and charges to schools	70,000		70,000			Contract fees and charges are being increased across all external contracts operated by the Building Cleaning Service. As clients renew each contract there will be more certainty that the required level of additional income will be generated by year end. It should therefore be possible by January 2016 to accurately predict whether the required level of additional income is to be generated within the required timeframe.
2015/17 Ref 90	Commercial Waste - To increase fees and charges	10,000			10,000		Fees and charges have been increased accordingly and it is expected that the Commercial Waste Service will provide the necessary increase in income by year end.
2015/17 Ref 93	New Options - Increase Cremation and Burial Fees by 5% above inflation	150,000			150,000		Fees have been increased and this saving should be achieved subject to continued demand for funeral services
2015/17 Ref 28i	Building Maintenance - Recharge Salaries to Capital Schemes	136,000			136,000		On Target
2015/17 Ref 37	Housing Standards - Reduction in housing enforcement services including cessation of corporate illegal traveller sites co-ordination	40,000				40,000	One Technical Officer post will be deleted from the establishment and other adjustments will achieve the financial saving required. The saving was linked to an 'approved proposal' to cease corporate illegal traveller site co-ordination services. This has been reviewed by Legal Services, who indicate that the Council has a legal obligation to provide this, or similar, service. <b>EC Panel have approved to increase a member of the team's working week from 28 to 36 hours - the cost of this will be offset by an increase in income from 4 new pitches at the Gypsy site.</b>
2015/17 Ref 40	Planning - Realign and reduce revenue budgets – including consultancy budgets	72,000				72,000	Achieved
2015/17 Ref 41	Planning - Increase in income across parts of the service Development Management, Building Control, and Technical Support [land charges] in light of economic forecast	130,000			130,000		On Target
2015/17 Ref 43	EEMS (Energy and Environment) - Reduction in Carbon reduction service and community energy service	42,000				42,000	Reduction of discretionary spend budget, deletion of post, use of external funds = yr1 & 2 savings target achieved.
2015/17 Ref 9	Home Improvements DFG - Re-profiling the allocation of costs and increasing the level of recharges	10,000			10,000		Saving on target to be achieved.

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		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 92	New Options - Funding revenue consequences of planning projects from Section 106	500,000			500,000		Will be achieved subject to identification of suitable relevant expenditure through the year.
2014/15	Area Committees - Reduce from 7 to 3	5,000			5,000		Anticipated that saving will be achieved from Democratic Services Budget
2014/15	Parking - Strategic Review of Parking	100,000			100,000		Proposals relate to charging, technological improvements and replacement of equipment. Budget Council on 6th March 2014 agreed to reduce this saving from £300k to £100k.
2014/15 D1.30	Built Environment - Pest Control - introduction of a charge (saving requirement £10,000)	1,500	1,500				2014 - 15 £1.5k of £10k income target not achieved . Target is also unlikely to be achieved in 2015/16
2015/17 Ref 1	Registration Service - Increased income as result of increased service activity	54,000			54,000		This saving should be achieved subject to continued demand for wedding services
2015/17 Ref 12	Member's Allowances - Reduce the budget provision for Members Allowances –as agreed by the Council on 5 July 2012	35,000				35,000	This has been removed from the budget and is achieved.
2015/17 Ref 21	Civic Services - Civic Services (Attendants) – Voluntary Redundancy	20,000				20,000	This has been removed from the budget and is achieved.
2015/17 Ref 23	Trading Standards - Deletion of vacant post and reduction in supplies / services	114,000			114,000		On Target
2015/17 Ref 24	Democratic Services - Voluntary reduction in support staff hours	14,000				14,000	This has been removed from the budget and is achieved.
2015/17 Ref 42	Trading Standards - General reduction in enforcement activity. Limit resident service request response	55,000				55,000	Deletion of two posts. Saving achieved.
2015/17 Ref 50	Environmental Health - Reduction in front line environmental health regulatory services. Reduction in pest control services but retain full rat control service	200,000			50,000	150,000	Saving will be achieved by 31/03/2016
2015/17 Ref 6	Coroners - Shared service agreed cost reduction due to completion of mortgage	24,000				24,000	Saving achieved
2015/17 Ref 66	Parking - Review of service and charging regimes	180,000	180,000				The £180K is made up of two elements. £80K is achievable following the introduction of new car park charges. However the time frame for that being achieved has slipped a little and will become fully effective in 2016/17. £100k relates to a proposal to cease the refund of car park charges at both Bootle and Dunes Leisure Centres. Due to a range of factors including the expansion of capacity at these centres and the competitive nature of the leisure industry, officers are now of the view that the removal of the car park refund would impact adversely on the commercial effectiveness of the leisure centres, to the extent that it would bring into question the current business planning assumptions.

		SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2015/17 Ref 69	Regulatory Services Support - Reduction in administrative support due to changes in working practices and increase to online services	24,000			24,000		On Target
2015/17 Ref 78	Legal Services - Restructure of the legal management department Removal of the Monitoring Officer's budget.	134,000			134,000		On Target
2015/17 Ref 10	SEN 0-4 Inclusion Funding - Improved efficiency	12,000				12,000	Achieved
2015/17 Ref 13	Learning Support - LAC - Reduction in the LA budget	10,000				10,000	Achieved
2015/17 Ref 14	Complementary Education - Removal of vacant posts from the establishment	51,000				51,000	Achieved
2015/17 Ref 15	Education Psychology - Spend to be directed to DSG High Needs Funding	25,000				25,000	Achieved
2015/17 Ref 16	SEN Assessments & Monitoring - Spend to be directed to DSG High Needs Funding	36,000				36,000	Achieved
2015/17 Ref 17	DCATCH - The scheme has already closed to new pupils, saving reflects cohorts of pupils completing the programme	15,000				15,000	Achieved
2015/17 Ref 18	LEA playing fields maintenance - Improved efficiency in maintenance scheme	52,000				52,000	Achieved
2015/17 Ref 57	Attendance Welfare Service - Improved administration of legal procedures. Reduced eligibility for service interventions. Increase income	50,000				50,000	Achieved
2015/17 Ref 61	School Standards and Effectiveness - Reduction in the Local Authority support provided to schools which are not in receipt of statutory intervention, requiring improvement or are assessed at risk of being less than good	60,000				60,000	Saving achieved.
2015/17 Ref 62	Schools Regulatory Services-An end to end review of activity, policies, procedures and processes.	60,000		18,000	42,000		£18K unlikely to be achieved salary costs
2013/14 C11.2	Improved procurement of Council wide communications activity	10,896			10,896		It is anticipated that this saving will be achieved in the prescribed area

	SAVING REQUIREMENT	Red	Amber	Green	Blue	Comment
2014/15 C11.2 Improved procurement of Council wide communications activity	75,000	52,000		23,000		A value for money/ full cost recovery review of the Communications team income targets has identified that this shortfall of £52k will not be met. The Strategic Support team will continue to seek out further income opportunities and savings over the coming months, however the further increase in the income target for the year 2016/17 is not at this time achievable.
2015/17 Ref 76 Corporate Communications Team - Deletion of vacant posts and Team restructure	104,000		104,000			Restructure is now complete and it is anticipated that the full year saving will be achieved by the end of the budget plan period
<b>Use of One-Off Resources to Support the Budget</b>	930,000				930,000	
<b>Total Savings Requirement 2013-2016</b>	<b>29,158,646</b>	<b>2,893,450</b>	<b>1,746,100</b>	<b>7,544,246</b>	<b>16,974,850</b>	

SAVING  
REQUIREMENT

Red

Amber

Green

Blue

Comment

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

**Total Savings Requirement  
2015/16 ie includes 12/13, 13/14  
and 14/15 continuing**

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29,158,646	2,893,450	1,746,100	7,544,246	16,974,850
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**Report to:** Cabinet  
Council

**Date of Meeting:** 14 January 2016  
28 January 2016

**Subject:** Programme of Meetings – 2016/17 Municipal Year

**Report of:** Head of Regulation and Compliance

**Wards Affected:** All

**Is this a Key Decision?** No

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

**Exempt/Confidential**

No

## **Purpose/Summary**

To seek approval of a Programme of Meetings for the 2016/17 Municipal Year.

## **Recommendations:**

### **Cabinet**

That the Programme of Meetings for the Cabinet, Public Engagement and Consultation Panel, Sefton Safer Communities Partnership and the Health and Wellbeing Board for 2016/17 as set out in Annexes A and E of the report be approved; and

### **Council**

That

1. the Programme of Meetings for the Council, Member Briefing Sessions; Regulatory Committees; Overview and Scrutiny Committees and Area Committees for 2016/17 as set out in Annexes B, C and D of the report be approved; and
2. the Programme of Meetings for the Cabinet, Public Engagement and Consultation Panel, Sefton Safer Communities Partnership and the Health and Wellbeing Board for 2016/17 as set out in Annexes A and E of the report be noted.

## **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		√	

# Agenda Item 11

7	Creating Inclusive Communities		√	
8	Improving the Quality of Council Services and Strengthening Local Democracy	√		

**Reasons for the Recommendation:**

To enable the business of the Council and its various Committees/bodies to be conducted during the 2016/17 Municipal Year.

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

**(A) Revenue Costs**

None.

**(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>	
<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 Programme of Meetings for 2016/17 will be published on the Council’s website for the benefit of the residents of Sefton and the wider general public. This will raise awareness of the Council’s political management system and allow the opportunity for the public to engage in the Council’s democratic processes.

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

The Chief Finance Officer (FD 3937/15) has been consulted and notes there are no direct financial implications arising from this report.



The Head of Regulation and Compliance (LD3220/15) is the author of this report and will also be the author of the report referred to in Paragraph 3 below.

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

No. The Council has to produce a timetable of meetings.

**Implementation Date for the Decision**

In respect of the Programme of Meetings for the Cabinet, Public Engagement and Consultation Panel, Sefton Safer Communities Partnership and the Health and Wellbeing Board the implementation date will be upon the expiry of the call-in period of the minutes of the Cabinet meeting.

In respect of the Programme of Meetings for the Council, Member Briefing Sessions; Regulatory Committees; Overview and Scrutiny Committees and Area Committees; immediately following the Council meeting.

**Contact Officer:** Paul Fraser  
**Tel:** 0151 934 2068  
**Email:** paul.fraser@sefton.gov.uk

**Background Papers:**

There are no background papers available for inspection.

# Agenda Item 11

## 1. Introduction/Background

- 1.1 The Council is required to establish a Programme of Meetings for the 2016/17 Municipal Year.
- 1.2 The following annexes are attached to the report:
  - Annex A - Programme of Meetings for the Cabinet in 2016/17
  - Annex B - Programme of Meetings for the Council, Members' Briefing Sessions and Regulatory Committees in 2016/17
  - Annex C - Programme of Meetings for the Overview and Scrutiny Committees in 2016/17
  - Annex D - Programme of Meetings for the Area Committees in 2016/17
  - Annex E - Programme of Meetings for the Public Engagement and Consultation Panel, Sefton Safer Communities Partnership and the Health and Wellbeing Board in 2016/17.
- 1.3 Similar to the arrangements put in place last year once the programme of meetings have been approved, an "in-house" diary will be produced for Members of the Council to purchase through their Group Whips.

## 2. Programme of Meetings 2016/17

- 2.1 The key principles of the Programme of Meetings are as follows:
  - Five Ordinary Council Meetings to be held every 8 weeks on a Thursday commencing at 6.30 p.m. plus the Budget Council Meeting to be held on 2 March 2017.
  - Council will not meet on the same day as Cabinet.
  - Members' Briefing Sessions to be held at 5.00 p.m. prior to the five Ordinary Council Meetings.
  - No meetings will be held:
    - In the period between Christmas and New Year (Dec 2016/Jan 2017).
    - In April 2017 except for the meetings of the Planning Committee, Cabinet and Council.
  - As far as possible no meetings will be held during the school half term holiday weeks.
  - The venues for all meetings (other than Area Committees) alternate between Bootle and Southport Town Halls.
  - Cabinet Meetings to be held on a Thursday at 10.00 a.m. The first meeting to be held on 26 May 2016.
  - Planning Committee to meet every four weeks on a Wednesday, commencing at 6.30 p.m.
  - Planning Visiting Panel to meet 2 days prior to each meeting of the Planning Committee to undertake site visits as agreed by the Committee.
  - Each of the 4 Overview and Scrutiny Committees to meet bi monthly, 5 times during the year commencing at 6.30 p.m. – the main Overview and Scrutiny work will be done by the Working Groups to be established on an ad hoc basis.

# Agenda Item 11

- Special meeting of the Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services) to be held on 14 February 2017 to scrutinise the Cabinet budget process.
- Overview and Scrutiny Management Board to meet 5 times per year, commencing at 4.30 p.m.
- Licensing and Regulatory Committee to meet quarterly on a Monday commencing at 6.30 p.m.
- Meetings of the Licensing Sub-Committee to be convened as and when required.
- Audit and Governance Committee to meet every quarter (4 meetings per year) on a Wednesday commencing at 3.00 p.m. in order to meet statutory requirements etc.
- Pay and Grading Committee to be convened as and when required.
- Each Area Committee to meet quarterly and commence at 6.30 p.m. The meetings will be held at venues across the Committee's geographical area at suitable venues.
- Health and Wellbeing Board to meet 4 times per year.
- The dates for the Public Engagement and Consultation Panel, which are not public meetings are included in the Corporate Calendar.

### **3. Area Committees**

- 3.1 Annex D sets out a recommended programme of Area Committee meetings for 2016/17. Consultation is currently being undertaken on the future of the Council's three Area Committees; and the Central Sefton Area Committee meeting on 18 January 2016 will conclude such consultation. Following receipt of the views from each of the Area Committees, the Cabinet Member – Regulatory, Compliance and Corporate Services will consider a report on the next steps. If the decision is taken to retain the Area Committees in their current format then, subject to the approval of Council, the programme set out in Annex D could be adopted. If an alternative model of engaging members of the public in Council business is approved following the consultation exercise then the programme of meetings set out in Annex D can be abandoned or revised as appropriate.

### **4. Calendar of Meetings**

- 4.1 A copy of the Calendar of Meetings for 2016/17 and associated annexes are attached.

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**ANNEX A**  
**METROPOLITAN BOROUGH OF SEFTON**  
**PROGRAMME OF CABINET MEETINGS - 2016/2017**

Meeting	Day	Time	Venue	2016								2017					
				May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
CABINET	Thur.	10.00 a.m.	B	26		21				6		1		2	9		
			S		23			1		3		12	16		6		

Key to Venues:

B - Bootle Town Hall

S - Southport Town Hall

**ANNEX B**  
**METROPOLITAN BOROUGH OF SEFTON**  
**PROGRAMME OF COUNCIL, MEMBERS' BRIEFING SESSIONS AND REGULATORY COMMITTEE MEETINGS ETC. - 2016/2017**

Meeting	Day	Time	Venue	2016								2017						
				May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
COUNCIL	Thur.	6.30 p.m.	B	19←					22				26		2→		16↓ Tue	
			S	17↑ Tue			14				17						20	11°
MEMBERS' BRIEFING SESSIONS Prior to each Ordinary Council Meeting	Thur.	5.00 p.m.	B						22				26					
			S			14				17						20		
AUDIT AND GOVERNANCE COMMITTEE	Wed.	3.00 p.m.	B		29							7						
			S						7						22			
EALS (FOR PERSONNEL RES) - as and when required	Thur.	-																
NSING AND REGULATORY COMMITTEE	Mon.	6.30 p.m.	B		20								9					
			S						19							20		
LICENSING SUB-COMMITTEE - as and when required			B															
			S															
PLANNING COMMITTEE	Wed.	6.30 p.m.	B		↓1	6	31			19		14		8	29			
			S		8		3	28		16			11		8	26		
PLANNING VISITING PANEL	Mon	10.00 a.m.	B		6	4	1/ 30Tue	26	17	14	12	9	6	6 28 Tue	24			
PAY AND GRADING COMMITTEE – as and when required																		

↑ Annual Meeting 2016/17 - commences at 6.00 p.m. (\*Venue to be determined)  
 ← Adjourned Annual Meeting - Appointment of Committees etc. for 2016/17 (Tuesday)  
 → Budget Meeting  
 ↓Mandatory Planning Committee

° Annual Meeting 2017/2018 - commences at 6.00 p.m. (Venue to be determined)  
 ↓ Special Meeting - Appointment of Committees etc. for 2017/2018 (Tuesday)

**ANNEX C**  
**METROPOLITAN BOROUGH OF SEFTON**  
**PROGRAMME OF MEETINGS FOR OVERVIEW AND SCRUTINY COMMITTEES - 2016/2017**  
**(All Tuesday)**

Meeting	Venue	2016								2017				
		May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
OVERVIEW AND SCRUTINY COMMITTEE (Adult Social Care) (6.30 p.m.) (Tue)	B		28				18					28		
	S					6				10				
OVERVIEW AND SCRUTINY COMMITTEE (Regulatory, Compliance and Corporate Services) (Tue) (6.30 p.m.)	B					13				17	*14			
	S		14					1				7		
OVERVIEW AND SCRUTINY COMMITTEE (Regeneration and Skills) (p.m.) (Tue)	B			5					8			14		
	S					20				24				
OVERVIEW AND SCRUTINY COMMITTEE (Children's Services Safeguarding) (p.m.) (Tue)	B					27				31				
	S		21					15				21		
OVERVIEW AND SCRUTINY MANAGEMENT BOARD (4.30 p.m.) (Tue)	B					27		8			28			
	S		14							10				

\* Special meeting to consider Budget proposals.

**ANNEX D**  
**METROPOLITAN BOROUGH OF SEFTON**  
**PROGRAMME OF MEETINGS FOR AREA COMMITTEES 2016/2017**

Meeting	Day	Time	Venue	2016								2017				
				May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
CENTRAL SEFTON	Wed/Thu	6.30 p.m.	TBC		16			14				5		9		
SOUTH SEFTON	Mon/Wed/Thu	6.30 p.m.	TBC		9			7				16		15		
SOUTHPORT	Wed	6.30 p.m.	TBC		22			21			7			22		

Venues:  
TBC – to be confirmed



**ANNEX E**  
**METROPOLITAN BOROUGH OF SEFTON**  
**PROGRAMME OF MEETINGS FOR PARTNERSHIP MEETINGS- 2016/2017**

Meeting	Day	Time	Venue	2016								2017				
				May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
PUBLIC ENGAGEMENT AND CONSULTATION PANEL ^	Fri	10.00 a.m.	B			8		16		11		20		17		
			S													
SEFTON SAFER COMMUNITIES PARTNERSHIP	Thu	10.00 a.m.	B		9		11		13		8	19		16		
			S													
HEALTH AND WELLBEING BOARD	Wed.	2.00 p.m.	B		15			14			14			15		
			S													

etings video conferenced to Southport Town Hall

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# Agenda Item 11

## SEFTON COUNCIL CALENDAR OF MEETINGS 2016/17

MAY 2016		
SUN	1	
MON	2	<b>BANK HOLIDAY</b>
TUE	3	
WED	4	
THU	5	<b>COUNCIL AND POLICE AND CRIME COMMISSIONER ELECTIONS</b>
FRI	6	
SAT	7	
SUN	8	
MON	9	
TUE	10	
WED	11	
THU	12	
FRI	13	
SAT	14	
SUN	15	
MON	16	
TUE	17	<b>6.00 ANNUAL COUNCIL (VENUE TO BE DETERMINED)</b>
WED	18	
THU	19	<b>6.30 ADJOURNED ANNUAL COUNCIL (B)</b>
FRI	20	
SAT	21	
SUN	22	
MON	23	
TUE	24	
WED	25	
THU	26	<b>10.00 CABINET (B)</b>
FRI	27	
SAT	28	
SUN	29	
MON	30	<b>BANK HOLIDAY</b> SCHOOL HALF-TERM HOLIDAY WEEK
TUE	31	
MAY 2016		

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JUNE 2016		
WED	1	6.30 MANDATORY PLANNING COMMITTEE TRAINING SESSION (B)
THU	2	
FRI	3	
SAT	4	
SUN	5	
MON	6	10.00 PLANNING VISITING PANEL (B)
TUE	7	
WED	8	5.00 PLANNING TRAINING SESSION (S) 6.30 PLANNING COMMITTEE (S)
THU	9	10.00 SEFTON SAFER COMMUNITIES PARTNERSHIP (B) 6.30 SOUTH SEFTON AREA COMMITTEE
FRI	10	
SAT	11	
SUN	12	
MON	13	
TUE	14	4.30 OVERVIEW AND SCRUTINY MANAGEMENT BOARD (S) 6.30 OVERVIEW AND SCRUTINY (REGULATORY, COMPLIANCE AND CORPORATE SERVICES) (S)
WED	15	2.00 HEALTH AND WELLBEING BOARD (B)
THU	16	6.30 CENTRAL SEFTON AREA COMMITTEE
FRI	17	
SAT	18	
SUN	19	
MON	20	6.30 LICENSING AND REGULATORY (B)
TUE	21	6.30 OVERVIEW AND SCRUTINY (CHILDREN'S SERVICES AND SAFEGUARDING) (S)
WED	22	6.30 SOUTHPORT AREA COMMITTEE
THU	23	<b>10.00 CABINET (S)</b>
FRI	24	
SAT	25	
SUN	26	
MON	27	
TUE	28	6.30 OVERVIEW AND SCRUTINY (ADULT SOCIAL CARE) (B)
WED	29	3.00 AUDIT AND GOVERNANCE (B)
THU	30	
JUNE 2016		

# Agenda Item 11

JULY 2016		
FRI	1	
SAT	2	
SUN	3	
MON	4	10.00 PLANNING VISITING PANEL (B)
TUE	5	6.30 OVERVIEW AND SCRUTINY (REGENERATION AND SKILLS) (B)
WED	6	5.00 PLANNING TRAINING SESSION (B) 6.30 PLANNING COMMITTEE (B)
THU	7	
FRI	8	10.00 PUBLIC ENGAGEMENT AND CONSULTATION PANEL (B)
SAT	9	
SUN	10	
MON	11	
TUE	12	
WED	13	
THU	14	5.00 MEMBERS' BRIEFING (S) 6.30 COUNCIL (S)
FRI	15	
SAT	16	
SUN	17	
MON	18	
TUE	19	
WED	20	
THU	21	10.00 CABINET (B)
FRI	22	
SAT	23	
SUN	24	
MON	25	
TUE	26	
WED	27	
THU	28	
FRI	29	
SAT	30	
SUN	31	
JULY 2016		

# Agenda Item 11

AUGUST 2016		
MON	1	10.00 PLANNING VISITING PANEL (B)
TUE	2	
WED	3	5.00 PLANNING TRAINING SESSION (S) 6.30 PLANNING COMMITTEE (S)
THU	4	
FRI	5	
SAT	6	
SUN	7	
MON	8	
TUE	9	
WED	10	
THU	11	10.00 SEFTON SAFER COMMUNITIES PARTNERSHIP (B)
FRI	12	
SAT	13	
SUN	14	
MON	15	
TUE	16	
WED	17	
THU	18	
FRI	19	
SAT	20	
SUN	21	
MON	22	
TUE	23	
WED	24	
THU	25	
FRI	26	
SAT	27	
SUN	28	
MON	29	<b>BANK HOLIDAY</b>
TUE	30	10.00 PLANNING VISITING PANEL (B)
WED	31	5.00 PLANNING TRAINING SESSION (B) 6.30 PLANNING COMMITTEE (B)

# Agenda Item 11

SEPTEMBER 2016		
THU	1	10.00 CABINET (S)
FRI	2	
SAT	3	
SUN	4	
MON	5	
TUE	6	6.30 OVERVIEW AND SCRUTINY (ADULT SOCIAL CARE) (S)
WED	7	3.00 AUDIT AND GOVERNANCE (S) 6.30 SOUTH SEFTON AREA COMMITTEE
THU	8	
FRI	9	
SAT	10	
SUN	11	
MON	12	
TUE	13	6.30 OVERVIEW AND SCRUTINY (REGULATORY, COMPLIANCE AND CORPORATE SERVICES) (B)
WED	14	2.00 HEALTH AND WELLBEING BOARD (B) 6.30 CENTRAL SEFTON AREA COMMITTEE
THU	15	
FRI	16	10.00 PUBLIC ENGAGEMENT AND CONSULTATION PANEL (B)
SAT	17	
SUN	18	
MON	19	6.30 LICENSING AND REGULATORY (S)
TUE	20	6.30 OVERVIEW AND SCRUTINY (REGENERATION AND SKILLS) (S)
WED	21	6.30 SOUTHPORT AREA COMMITTEE
THU	22	5.00 MEMBERS' BRIEFING (B) 6.30 COUNCIL (B)
FRI	23	
SAT	24	
SUN	25	
MON	26	10.00 PLANNING VISITING PANEL (B)
TUE	27	4.30 OVERVIEW AND SCRUTINY MANAGEMENT BOARD (B) 6.30 OVERVIEW AND SCRUTINY (CHILDREN'S SERVICES AND SAFEGUARDING) (B)
WED	28	5.00 PLANNING TRAINING SESSION (S) 6.30 PLANNING COMMITTEE (S)
THU	29	
FRI	30	
SEPTEMBER 2016		

# Agenda Item 11

OCTOBER 2016		
SAT	1	
SUN	2	
MON	3	
TUE	4	
WED	5	
THU	6	10.00 CABINET (B)
FRI	7	
SAT	8	
SUN	9	
MON	10	
TUE	11	
WED	12	
THU	13	10.00 SEFTON SAFER COMMUNITIES PARTNERSHIP (B)
FRI	14	
SAT	15	
SUN	16	
MON	17	10.00 PLANNING VISITING PANEL (B)
TUE	18	6.30 OVERVIEW AND SCRUTINY (ADULT SOCIAL CARE) (B)
WED	19	5.00 PLANNING TRAINING SESSION (B) 6.30 PLANNING COMMITTEE (B)
THU	20	
FRI	21	
SAT	22	
SUN	23	
MON	24	SCHOOL HALF-TERM HOLIDAY WEEK
TUE	25	
WED	26	
THU	27	
FRI	28	
SAT	29	
SUN	30	
MON	31	
OCTOBER 2016		



# Agenda Item 11

NOVEMBER 2016		
TUE	1	6.30 OVERVIEW AND SCRUTINY (REGULATORY, COMPLIANCE AND CORPORATE SERVICES) (S)
WED	2	
THU	3	<b>10.00 CABINET (S)</b>
FRI	4	
SAT	5	
SUN	6	REMEMBRANCE SUNDAY
MON	7	
TUE	8	4.30 OVERVIEW AND SCRUTINY MANAGEMENT BOARD (B)      6.30 OVERVIEW AND SCRUTINY (REGENERATION AND SKILLS) (B)
WED	9	
THU	10	
FRI	11	10.00 PUBLIC ENGAGEMENT AND CONSULTATION PANEL (B)
SAT	12	
SUN	13	
MON	14	10.00 PLANNING VISITING PANEL (B)
TUE	15	6.30 OVERVIEW AND SCRUTINY (CHILDREN'S SERVICES AND SDAFEGUARDING) (S)
WED	16	5.00 PLANNING TRAINING SESSION (S) 6.30 PLANNING COMMITTEE (S)
THU	17	5.00 MEMBERS' BRIEFING (S) <b>6.30 COUNCIL (S)</b>
FRI	18	
SAT	19	
SUN	20	
MON	21	
TUE	22	
WED	23	
THU	24	
FRI	25	
SAT	26	
SUN	27	
MON	28	
TUE	29	
WED	30	
NOVEMBER 2016		

# Agenda Item 11

DECEMBER 2016		
THU	1	10.00 CABINET (B)
FRI	2	
SAT	3	
SUN	4	
MON	5	
TUE	6	
WED	7	3.00 AUDIT AND GOVERNANCE (B) 6.30 SOUTHPORT AREA COMMITTEE
THU	8	10.00 SEFTON SAFER COMMUNITIES PARTNERSHIP (B)
FRI	9	
SAT	10	
SUN	11	
MON	12	10.00 PLANNING VISITING PANEL (B)
TUE	13	
WED	14	2.00 HEALTH AND WELLBEING BOARD (B) 5.00 PLANNING TRAINING SESSION (B) 6.30 PLANNING COMMITTEE (B)
THU	15	
FRI	16	
SAT	17	
SUN	18	
MON	19	
TUE	20	
WED	21	
THU	22	SCHOOL CHRISTMAS BREAK
FRI	23	COUNCIL OFFICES CLOSED
SAT	24	
SUN	25	<b>CHRISTMAS DAY</b>
MON	26	<b>BANK HOLIDAY</b>
TUE	27	<b>BANK HOLIDAY</b>
WED	28	COUNCIL OFFICES CLOSED
THU	29	COUNCIL OFFICES CLOSED
FRI	30	COUNCIL OFFICES CLOSED
SAT	31	
DECEMBER 2016		

# Agenda Item 11

JANUARY 2017		
SUN	1	<b>NEW YEAR'S DAY</b>
MON	2	<b>BANK HOLIDAY</b>
TUE	3	
WED	4	
THU	5	6.30 CENTRAL SEFTON AREA COMMITTEE
FRI	6	
SAT	7	
SUN	8	
MON	9	10.00 PLANNING VISITING PANEL (B) 6.30 LICENSING AND REGULATORY (B)
TUE	10	4.30 OVERVIEW AND SCRUTINY MANAGEMENT BOARD (S) 6.30 OVERVIEW AND SCRUTINY (ADULT SOCIAL CARE) (S)
WED	11	5.00 PLANNING TRAINING SESSION (S) 6.30 PLANNING COMMITTEE (S)
THU	12	<b>10.00 CABINET (S)</b>
FRI	13	
SAT	14	
SUN	15	
MON	16	6.30 SOUTH SEFTON AREA COMMITTEE
TUE	17	6.30 OVERVIEW AND SCRUTINY (REGULATORY, COMPLIANCE AND CORPORATE SERVICES) (B)
WED	18	
THU	19	10.00 SEFTON SAFER COMMUNITIES PARTNERSHIP (B)
FRI	20	10.00 PUBLIC ENGAGEMENT AND CONSULTATION PANEL (B)
SAT	21	
SUN	22	
MON	23	
TUE	24	6.30 OVERVIEW AND SCRUTINY (REGENERATION AND SKILLS) (S)
WED	25	
THU	26	5.00 MEMBERS' BRIEFING (B) 6.30 COUNCIL (B)
FRI	27	
SAT	28	
SUN	29	
MON	30	
TUE	31	6.30 OVERVIEW AND SCRUTINY (CHILDREN'S SERVICES AND SAFEGUARDING) (B)
JANUARY 2017		

# Agenda Item 11

FEBRUARY 2017		
WED	1	
THU	2	<b>10.00 CABINET (B)</b>
FRI	3	
SAT	4	
SUN	5	
MON	6	10.00 PLANNING VISITING PANEL (B)
TUE	7	
WED	8	5.00 PLANNING TRAINING SESSION (B) 6.30 PLANNING COMMITTEE (B)
THU	9	
FRI	10	
SAT	11	
SUN	12	
MON	13	SCHOOL HALF-TERM HOLIDAY WEEK
TUE	14	6.30 OVERVIEW AND SCRUTINY (REGULATORY, COMPLIANCE AND CORPORATE SERVICES) BUDGET MEETING (B)
WED	15	
THU	16	<b>10.00 CABINET (BUDGET) (S)</b>
FRI	17	
SAT	18	
SUN	19	
MON	20	
TUE	21	
WED	22	
THU	23	
FRI	24	
SAT	25	
SUN	26	
MON	27	
TUE	28	4.30 OVERVIEW AND SCRUTINY MANAGEMENT BOARD (B)      6.30 OVERVIEW AND SCRUTINY (ADULT SOCIAL CARE) (B)
FEBRUARY 2017		

# Agenda Item 11

MARCH 2017		
WED	1	
THU	2	<b>6.30 BUDGET COUNCIL (B)</b>
FRI	3	
SAT	4	
SUN	5	
MON	6	10.00 PLANNING VISITING PANEL (B)
TUE	7	6.30 OVERVIEW AND SCRUTINY (REGULATORY, COMPLIANCE AND CORPORATE SERVICES) (S)
WED	8	5.00 PLANNING TRAINING SESSION (S) 6.30 PLANNING COMMITTEE (S)
THU	9	<b>10.00 CABINET (B)</b> <span style="float: right;">6.30 CENTRAL SEFTON AREA COMMITTEE</span>
FRI	10	
SAT	11	
SUN	12	
MON	13	
TUE	14	6.30 OVERVIEW AND SCRUTINY (REGENERATION AND SKILLS) (B)
WED	15	2.00 HEALTH AND WELLBEING BOARD (B) <span style="float: right;">6.30 SOUTH SEFTON AREA COMMITTEE</span>
THU	16	10.00 SEFTON SAFER COMMUNITIES PARTNERSHIP (B)
FRI	17	10.00 PUBLIC ENGAGEMENT AND CONSULTATION PANEL (B)
SAT	18	
SUN	19	
MON	20	6.30 LICENSING AND REGULATORY (S)
TUE	21	6.30 OVERVIEW AND SCRUTINY (CHILDREN'S SERVICES AND SAFEGUARDING) (S)
WED	22	3.00 AUDIT AND GOVERNANCE (S) <span style="float: right;">6.30 SOUTHPORT AREA COMMITTEE</span>
THU	23	
FRI	24	
SAT	25	
SUN	26	
MON	27	
TUE	28	10.00 PLANNING VISITING PANEL (B)
WED	29	5.00 PLANNING TRAINING SESSION (B) 6.30 PLANNING COMMITTEE (B)
THU	30	
FRI	31	
MARCH 2017		

# Agenda Item 11

APRIL 2017		
SAT	1	
SUN	2	
MON	3	SCHOOL SPRING HOLIDAY
TUE	4	
WED	5	
THU	6	10.00 CABINET (S)
FRI	7	
SAT	8	
SUN	9	
MON	10	
TUE	11	
WED	12	
THU	13	
FRI	14	GOOD FRIDAY
SAT	15	
SUN	16	EASTER SUNDAY
MON	17	EASTER MONDAY
TUE	18	
WED	19	
THU	20	5.00 MEMBERS' BRIEFING (S) 6.30 COUNCIL (S)
FRI	21	
SAT	22	
SUN	23	
MON	24	10.00 PLANNING VISITING PANEL (B)
TUE	25	
WED	26	5.00 PLANNING TRAINING SESSION (S) 6.30 PLANNING COMMITTEE (S)
THU	27	
FRI	28	
SAT	29	
SUN	30	
APRIL 2017		

# Agenda Item 11

MAY 2017		
MON	1	<b>BANK HOLIDAY</b>
TUE	2	
WED	3	
THU	4	<b>POTENTIAL MAYOR FOR THE CITY REGION ELECTION</b>
FRI	5	
SAT	6	
SUN	7	
MON	8	
TUE	9	
WED	10	
THU	11	<b>6.00 ANNUAL COUNCIL (VENUE TO BE DETERMINED)</b>
FRI	12	
SAT	13	
SUN	14	
MON	15	
TUE	16	<b>6.30 ADJOURNED ANNUAL COUNCIL (B)</b>
WED	17	
THU	18	
FRI	19	
SAT	20	
SUN	21	
MON	22	
TUE	23	
WED	24	
THU	25	
FRI	26	
SAT	27	
SUN	28	
MON	29	<b>BANK HOLIDAY SCHOOL HALF-TERM HOLIDAY WEEK</b>
TUE	30	
WED	31	

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# Agenda Item 12

5	Children and Young People		X	
6	Creating Safe Communities	X		
7	Creating Inclusive Communities	X		
8	Improving the Quality of Council Services and Strengthening Local Democracy		X	

## Reasons for the Recommendation:

Officers do not have delegated authority to take the recommended actions.

The scheme represents the next phase of the former Housing Market Renewal programme in the Klondyke, and will result in the completion of new build housing construction as part of that envisaged when the Transition Programme was approved by Cabinet in 2011.

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

### (A) Revenue Costs

No additional revenue costs will arise as a result of proposals contained in this report.

### (B) Capital Costs

There is a capital cost, shown in the confidential appendix, to acquire the outstanding ownership interests from Adactus Housing, which will be met from a compensation package, which includes the capital receipt due from Bellway Homes for their acquisition of the Klondyke 2-3 site, plus disposal of the Z Blocks land asset to Adactus, plus financial resources from within the existing HMRI Capital programme. Council Valuation officers have negotiated the value of the Council owned site with Adactus Housing, on the basis of a full open market value. The District Valuer has assisted in this process. Officers believe the value represents a fair, full market value.

## Implications:

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

<b>Financial</b>	
<b>Legal</b> Ownership of private interests in the Klondyke 2-3 site has been acquired by voluntary negotiations with former property owners. Unlike earlier phases of the Klondyke scheme, there has been no need to pursue any compulsory purchase [CPO]. The Council need to acquire Adactus ownership interests in order to complete ownership of the entire site.	
<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	
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**Impact of the Proposals on Service Delivery:**

Pursuing the course of action set out in this report, will allow the completion of housing redevelopment in the Klondyke area, and the construction of 142 new homes for sale on a brownfield site.

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

The Council has been pursuing a phased regeneration scheme for the Klondyke area, which began under the Housing Market Renewal Programme. Previous phases/sites were compulsory purchased by the Council in order to redevelop with new housing.

There are no viable alternative options for the Klondyke Phase 2-3 site, other than to leave the site undeveloped, which would be contrary to the express purpose and aims of the Councils regeneration plan, begun under the former Housing Market Renewal Programme (HMR).

Bellway Homes Limited is the Council's appointed 'lead developer' partner for the HMR programme in the Klondyke area of Bootle. As such the Council has previously entered into an Overarching Development Agreement (ODA) with Bellway Homes Limited until 2018.

This agreement gives Bellway 'first call' on HMR development opportunities in the Klondyke area. Hence there is no alternative option or opportunity to dispose of the land by any other means, until after this date.

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

The Chief Finance Officer (FD3945/15.) comments that the proposals contained in this report to acquire the Klondyke 2-3 site, at a cost shown in the confidential appendix, require the use of an equivalent value of capital receipts. Members are reminded that these resources would not then be available to support other potential new start capital schemes in 2016/17.

The Head of Regulation & Compliance (LD.3228/15) have been consulted and any comments have been incorporated into the report.

**Implementation Date for the Decision**

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

**Contact Officer:** Neil Davies

**Tel:** 0151 934 4837

**Email:** neil.davies@sefton.gov.uk

**Background Papers:**

There are No relevant papers available for inspection.

# Agenda Item 12

## 1. Introduction/Background

- 1.1 The Klondyke Phase 2-3 area forms part of the (former) Housing Market Renewal priority area in the Klondyke area of Bootle.
- 1.2 The Klondyke was identified as one of Sefton's priority areas for intervention in 2003, following extensive research and consultation with the local community. The area was selected to be part of the Housing Market Renewal programme primarily because of the extent of housing market failure and the poor residential offer provided by the existing housing.
- 1.3 In July 2004, members approved the adoption of Supplementary Planning Guidance detailing the adopted strategy for the area. This included the re-development of approximately 800 obsolete terrace houses in the Klondyke estate, in parallel with the development of under used and contaminated former industrial land adjacent to the Leeds Liverpool canal.
- 1.4 To date significant progress has been made to complete the masterplan strategy. Three canal side sites have been complete, together with the (majority of the) former Penpol industrial site and redevelopment of the Klondyke Phase 1 former housing area.
- 1.5 As a result of the withdrawal of Government funding for the HMR Programme, Cabinet approved a revised programme of activity in June 2011. It is fair to say that the revised HMR programme and budget (as stated in the Cabinet report) were based on an assessment of .... *the bare minimum requirement to meet contractual and existing commitments and to remove liabilities in order to bring the programme to a controlled end.* When the programme and budget were set in 2011, the priority activities were to rehouse remaining residents, complete the acquisition of houses and properties in the Klondyke estate, assemble ownership of sites, demolish the properties and provide sites for new housing development.

## 2. Acquisition of outstanding Adactus property ownership interests

- 2.1 In the Klondyke Phase 2/3 area the Council have acquired all private ownerships by agreement. In this area, Adactus HA own 214 homes (now plots, following demolition), which they acquired from Riverside HA. The Cabinet report in 2011, noted;

*Adactus Housing Association acquired by agreement from Riverside Housing Association 214 units..... Their intention in doing so was to secure the units for re-development (to support the Council's regeneration plans). If the Council had acquired such interests, the Land Compensation Act requirement would have required purchase at full market value.*

- 2.2 Adactus HA wish to recover the cost/investment they incurred when they purchased these properties, on disposal of their property ownership to the Council. If the Cabinet agree to meet this request, this will represent a saving of circa £9m-£10million, compared to the cost the Council would have incurred if it

had continued to purchase the properties at full market value from the former owners.

2.3 Since 2011, Cabinet approved the entering into an arrangement with Adactus, allowing the Council to demolish their properties. However, this does not overcome ownership, and would prohibit any new development proceeding until this was resolved. Demolition of the former properties in Klondyke Phase 2-3 area was completed in October 2015.

2.4 In order to acquire the outstanding ownership interests from Adactus Housing, it is proposed to provide a compensation package, which includes the capital receipt due from Bellway Homes for their acquisition of the Klondyke 2-3 site, plus disposal of the Z Blocks land asset to Adactus, plus financial resources from within the existing HMRI Capital programme. Council Valuation officers have negotiated the value of the Council owned site with Adactus Housing, on the basis of a full open market value. The District Valuer has assisted in this process. Officers believe the values represent a fair, full market value.

2.5 The total value of this package would meet the valuation request from Adactus.

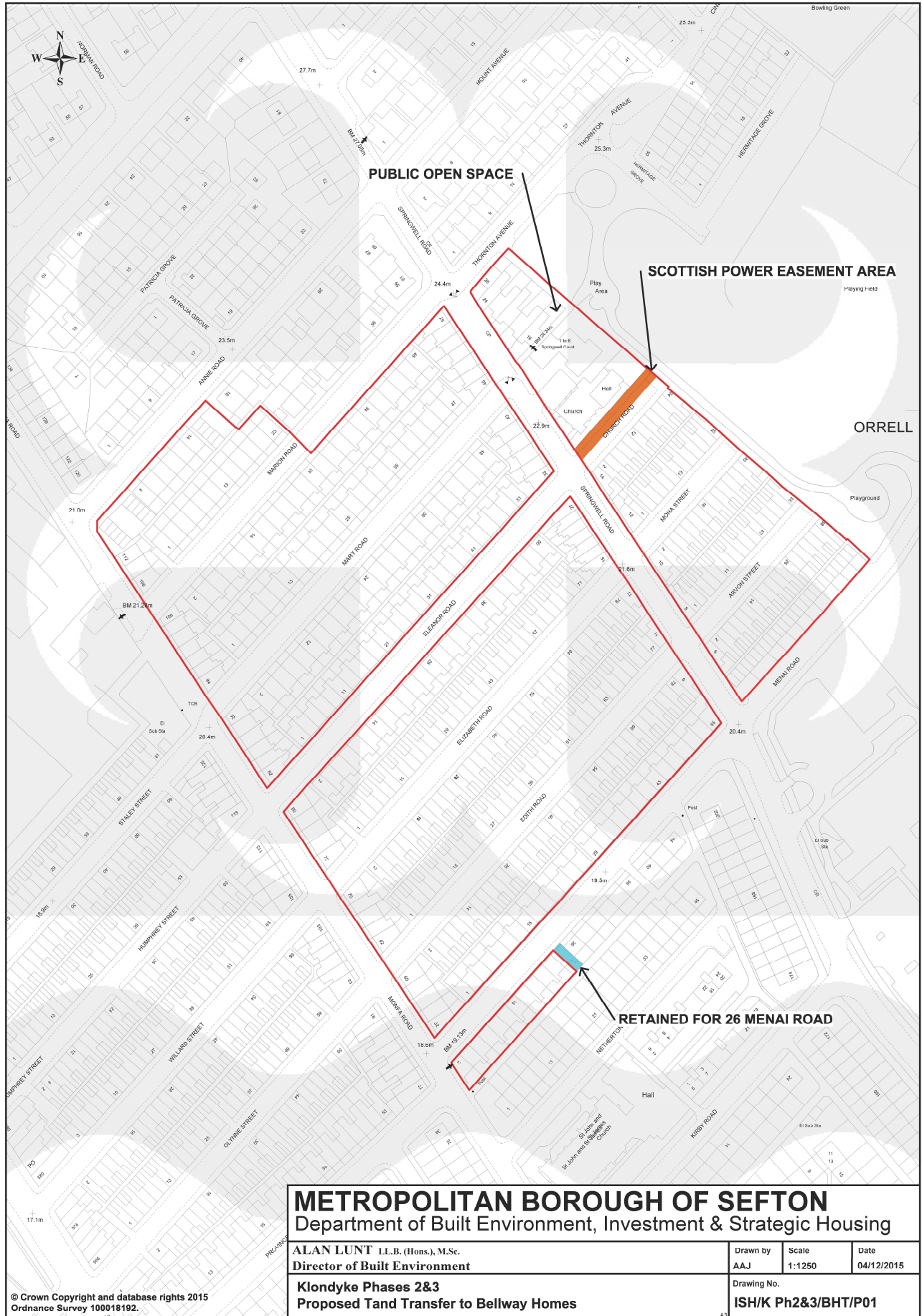
### **3. Disposal of the Klondyke 2-3 site to Bellway Homes Limited**

3.1 Disposal of the site to Bellway Homes can only occur once the Council has secured ownership of the whole site. The new housing scheme proposed by Bellway for the site will see 142 properties constructed, all for open market sale, together with the provision of new public open space. The scheme has planning approval. The Planning Application and Approval for the re-development of this area of the Klondyke is available for inspection on the Councils' Web Site (Planning Application Reference DC/2014/00642).

3.2 Under the terms of the Overarching Development Agreement with Bellway, any site disposed to Bellway uses a residual land value, calculated on an open book basis by assessing the scheme's estimated final value against the estimated cost of construction, including the developer return. As part of the disposal process the schemes value and cost are verified by the appropriate Council officers, in order to determine any land value. This is set out in Appendix 1. A further appraisal will be carried out at the end of the development to assess actual value and costs for the scheme. Under the terms of the ODA the Council will receive a share of any overage (additional profit due to lower than anticipated construction costs, or higher than anticipated values) generated by the scheme.

3.3 Below is a plan showing the site boundary.

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**METROPOLITAN BOROUGH OF SEFTON**  
 Department of Built Environment, Investment & Strategic Housing

ALAN LUNT LL.B. (Hons.), M.Sc.  
 Director of Built Environment

Drawn by AAJ	Scale 1:1250	Date 04/12/2015
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**Klondyke Phases 2&3**  
 Proposed Tand Transfer to Bellway Homes

Drawing No. <b>ISH/K Ph2&amp;3/BHT/P01</b>
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