

Sefton Council



## COUNCIL SUMMONS

To Members of the Metropolitan Borough Council

Dear Councillor

You are requested to attend a Meeting of the Sefton Metropolitan Borough Council to be held on **Thursday 28th January, 2016 at 6.30 pm at the Town Hall, Bootle** to transact the business set out on the agenda overleaf.

Yours sincerely,



Chief Executive

Town Hall,  
Southport

Wednesday 20 January 2016

Please contact Steve Pearce, Democratic Services Manager  
on 0151 934 2046 or e-mail [steve.pearce@sefton.gov.uk](mailto:steve.pearce@sefton.gov.uk)

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

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# **A G E N D A**

**1. Apologies for Absence**

**2. Declarations of Interest**

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. Minutes of Previous Meeting**

(Pages 7 - 30)

Minutes of the meeting held on 19 November 2015

**4. Mayor's Communications**

**Public Session**

**5. Matters Raised by the Public**

To deal with matters raised by members of the public resident within the Borough, of which notice has been given in accordance with the procedures relating to public questions, motions or petitions set out in Paragraph 36 to 46 of the Council and Committee Procedure Rules in Chapter 4 of the Council Constitution.

**Council Business Session**

**6. Questions Raised by Members of the Council**

To receive and consider questions to Cabinet Members, Chairs of Committees or Spokespersons for any of the Joint Authorities upon any matter within their portfolio/area of responsibility, of which notice has been given by Members of the Council in accordance with Paragraph 48 to 50 of the Council and Committee Procedure Rules, set out in Chapter 4 of the Council Constitution.

**7. Public Health Annual Report 2015**

(Pages 31 -  
58)

Report of the Interim Head of Health and Wellbeing

**8. Council Tax Reduction Scheme 2016/17 and Council Tax Base 2016/17**

(Pages 59 -  
102)

Report of the Chief Finance Officer

- |  |  |                      |
|--|--|----------------------|
| <b>9. Pay Policy</b>   | Report of the Chief Personnel Officer                            | (Pages 103 -<br>120) |
| <b>10. Programme of Meetings 2016/17</b>                                   | Report of the Head of Regulation and Compliance                  | (Pages 121 -<br>146) |
| <b>11. Constitutional Amendment Relating to "Call-in"</b>                  | Report of the Head of Regulation and Compliance                  | (Pages 147 -<br>150) |
| <b>12. Local Government Act 1972 - Section 85 - Attendance at Meetings</b> | Report of the Head of Regulation and Compliance                  | (Pages 151 -<br>154) |
| <b>13. Membership of Committees 2015/16</b>                                | To consider any changes to the Membership of any committees etc. |                      |
| <b>14. Motion Submitted by Councillor Moncur</b>                           | To consider the following Motion submitted by Councillor Moncur: |                      |

"Public Health Grant Allocation Formula

In October 2015 the Government announced a short consultation on the changes to the public health grant allocation formula. This followed the announcement in June that the Department of health was reducing its spending on in year public health grants to local authorities by £200 million. The reduction was labelled 'department of health non-NHS' and represented a cut of 7.4% of the total £2.8billion provided to Local Authorities for 2015-16.

The potential impact of the in-year reduction and revised formula is stark, with the most deprived authorities facing the greatest cuts. Sefton's 15-16 grant was cut by £1.3million and the forecast for 16-17 will see a further reduction of around £3.5million.

This reduction violates the new burdens doctrine. Local Authorities inherited new duties for public health in April 2013 and further responsibilities in 2015, namely the provision of the Prime Ministers personally championed flagship universal health visiting service. We are expected to honour these commitments with a devastating reduction in funding. This will exacerbate existing inequalities within Sefton and between our borough and more affluent local authority areas.

The reduction is at odds with the Governments expressed

desire to strengthen prevention in order to reduce health and social care demand. It also disregards analysis by NICE that shows public health interventions are a good use of public money that can result in future savings for the NHS and are also good value for money.

Sefton's population suffers from a number of serious public health problems, which need to be addressed urgently. Prevention is absolutely crucial in overcoming the challenges of smoking, child and adult obesity and alcohol related harm. Reductions in services will disproportionately affect the most vulnerable who urgently require lifestyle interventions.

Many of the services provided through the public health grant are indispensable elements within our comprehensive National Health Service, e.g. sexual health, school nursing, health screening etc. It is difficult to see how reducing these services will not compromise the NHS five year forward view's call for a 'radical upgrade in prevention and public health'.

As such we agree with the British Medical Association's view that the Governments disregard of the benefits of a properly funded public health service is short sighted and imprudent.

This Council firmly believes that it is more important than ever that the distribution of available resources reflects the needs of areas (i.e. the level of deprivation and health inequalities). And that the Government should prioritise and protect investment in ill-health prevention and public health services.

The Council therefore calls on the Government to:-

- (i) Re-consider its short-sighted proposals to revise the public health grant funding formula, which in effect reallocates essential prevention funding from the most deprived local authorities to the least deprived; and
- (ii) Publish or conduct an equality impact assessment in respect of the application of revised formula, in order that the impact of the formula can be fully understood, and the government therefore be held to account for the consequences."

## **15. Motion Submitted by Councillor Dawson**

To consider the following Motion submitted by Councillor Dawson:

"The Council notes the ever-growing pressures upon Health and Social Services resulting from an increasing aged

population.

The Council welcomes the all-party initiative by former Health Ministers Norman Lamb, Alan Milburn and Stephen Dorrell calling for an independent Commission to examine the provision of Health and Community Care services in England and Wales to see how such services can be provided more efficiently and effectively.

The Council notes how Health and Social Services have been provided to each part of Northern Ireland for decades by a single Authority which, since 2009 has been a single Health and Social Care Board for the province and would wish this method of organisation and delivery of services to be one of the issues investigated by a Commission.

The Council confirms its commitment to co-operate with local NHS commissioners and providers with the aim of providing a seamless service to local residents which fully addresses their Health and Care needs.”

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

## COUNCIL

### MEETING HELD AT THE TOWN HALL, SOUTHPORT ON THURSDAY 19TH NOVEMBER, 2015

PRESENT: The Mayor (Councillor Kermode) in the Chair  
The Deputy Chair (Councillor Cluskey) Vice Chair

Councillors Atkinson, Ball, David Barton, Jo Barton, Maria Bennett, Veronica Bennett, Bliss, Bradshaw, Brennan, Brodie - Browne, Byrom, Carr, Carragher, Cummins, Dams, Dawson, Dodd, Dutton, Fairclough, Maureen Fearn, Lord Fearn, Gatherer, Grace, Hale, Hands, Hardy, Hartill, Jamieson, Jones, Keith, John Kelly, John Joseph Kelly, Kerrigan, Killen, Lappin, Daniel Lewis, Dan T. Lewis, Maher, McGuire, Moncur, Murphy, O'Brien, Page, Preece, Robinson, Roche, Sayers, Shaw, Thompson, Tweed, Veidman, Weavers, Webster and Welsh

#### 54. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ashton, Booth, Burns, Dowd, Friel, Mahon, McGinnity, McKinley, Owens and Spencer.

#### 55. DECLARATIONS OF INTEREST

No declarations of any disclosable pecuniary interest were received.

#### 56. MINUTES OF PREVIOUS MEETING

RESOLVED:

That the Minutes of the Council Meeting held on 17 September 2015 be approved as a correct record.

#### 57. MAYOR'S COMMUNICATIONS

##### 1. Deaths of Former Councillors David Pearson and Charlie Hopkins and Terrorist Incidents in Paris

The Mayor reported on the sad death of former Councillor David Pearson on 16 November 2015. David represented the Dukes Ward from May 1991 to May 2012 and was the Mayor of Sefton in 2003/04.

The Mayor indicated that the Civic Funeral would be held on Thursday 26 November 2015 at St. James Church, Lulworth Road,

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Southport, commencing at 11.30am following a private cremation to be attended by family members only.

The Leader of the Council (Councillor Maher) also reported on the sad death of former Councillor Charlie Hopkins on 17 October 2015 and indicated that the funeral was held on 3 November 2015. Charlie represented the Netherton Ward from May 1973 to May 2000.

The Mayor extended his sincere condolences to the family and friends of David and Charlie on behalf of the Council.

Councillors Byrom, Dawson, Jones and Kerrigan paid tribute to the work which David Pearson had undertaken for the Borough and Councillors Brennan, Brodie – Browne and Maher paid tribute to the work which Charlie Hopkins had undertaken for the Borough.

The Mayor referred to the terrorist incidents, which took place in Paris, France on Friday 13 November 2015 and claimed at least 129 lives and resulted in widespread casualties.

The Mayor indicated that the Union Flags at the Town Halls had been lowered to half-mast and the Atkinson Building in Southport was lit up in the colours of the French Tricolour on Monday 16 November 2015 and that a book of condolence was available for people to sign in Bootle and Southport Town Halls.

The Council then stood in silence for one minute as a mark of respect for David Pearson, Charlie Hopkins and the people of Paris.

## **2. Remembrance Sunday – 8 November 2015**

The Mayor reported that he was very honoured to lay the first wreath at the Remembrance Sunday service at King's Gardens, Bootle. The Mayor indicated that it was particularly poignant for the Mayoress and himself, as the name of the Mayoress' Grandmother's first husband was on the cenotaph there, as he was killed during the Battle of the Somme and 10 years ago they had laid flowers at his grave in St Helier.

## **3. Annual Toy Appeal**

The Mayor reported that he would be officially launching the Annual Mayor of Sefton Toy Appeal on 20 November 2015, and encouraged everyone to make a donation to the appeal that would run right up until 23 December and indicated that there would be drop off points at Bootle and Southport Town Halls.



## **4. Mayoral Engagements**

The Mayor reported that he had attended 147 engagements so far during his year of office with the Mayoress and that the Mayor's Twitter account currently had 175 followers.

## **58. MATTERS RAISED BY THE PUBLIC**

The Mayor reported that no matters had been raised by Members of the Public.

## **59. QUESTIONS RAISED BY MEMBERS OF THE COUNCIL**

The Council considered a schedule setting out the written questions submitted by:

- Councillor McGuire to the Leader of the Council (Councillor Maher)
- Councillor McGuire to the Cabinet Member – Localities (Councillor Fairclough)
- Councillor Dawson to the Cabinet Member – Adult Social Care (Councillor Cummins)

together with the responses given. A supplementary question was responded to by the Cabinet Member – Adult Social Care

## **60. POTENTIAL DEVOLUTION OF POWERS AND RESOURCES LIVERPOOL CITY REGION**

The Council considered a report of the Chief Executive which provided an update for Members with regard to the proposed devolution of powers and resources from the Government to the Liverpool City Region (LCR), which indicated that:

- Following the election in May 2015, the new Government indicated their commitment to pursue the devolution agenda in England. The Cities and Local Government Devolution Bill was now progressing through Parliament; allowing for devolution of powers and resources to local areas alongside a preferred governance model of a directly elected Mayor.
- Devolution offered the City Region the opportunity to gain much greater control over its own destiny but it was important to state that devolution is about assuming additional powers, control and resource from central government to enable the City Region and local members to be better able to discharge their existing functions. It was not about assuming powers up from constituent local authorities. This is at the heart of the City Region's proposals which were being negotiated with Government.

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- The City Region’s outline submission to Government as set out in Appendix 1 to the report was made on 4 September 2015 and was focused on a ‘place-based’ approach to:
  - § Accelerate economic growth - growing jobs and increasing productivity;
  - § Public service reform – local re-design and co-ordination of services to reduce costs and improve outcomes across the whole of the public sector; and
  - § Improved social outcomes and better health and wellbeing of local residents.
- The submission and subsequent negotiations had focused on four key areas which needed to be considered by Government alongside their Comprehensive Spending Review (CSR) 2015. They are:
  - i. Economic Development including an investment fund, business support, European Funding, energy and culture
  - ii. Transport
  - iii. Housing and Planning
  - iv. Employment and Skills
- The City Region had undertaken stakeholder engagement and consultation on these themes and broader proposals. This had been a positive exercise with the findings outlined in the consultation section of the report.
- At the time of writing the report, negotiations were ongoing to determine the size and scope of a potential devolution agreement with Government and further details would be presented to Members when they become available.

The Council also considered the supplementary report of the Chief Executive, which indicated that on 17 November 2015, the Chancellor of the Exchequer had announced that a proposed Devolution Agreement had been reached with Liverpool City Region (subject to Council ratification) which was signed by the five local authority Leaders, the Mayor of Liverpool, and the Chair of the Local Enterprise Partnership. The Agreement would deliver a major transfer of resources, powers and responsibilities from Government to the City Region, alongside governance changes to adopt a directly elected City Region Mayor.

The City Region Leaders and the Mayor of Liverpool have negotiated hard to secure the best possible package of devolved powers and resources for the City Region, which would give the City Region greater control and influence over approximately £3bn of national funding over 5 years alongside increased powers and responsibilities in the key areas of;

economic development, transport, employment and skills and housing and planning. This would enable elected Members, together with their communities and local businesses, to make more decisions locally which would otherwise have been made in Whitehall.

The chance to bring powers and resources down from Government directly to the City Region was important to all local authorities in the context of on-going austerity. Having local decision-making powers over significant areas of national government expenditure is a much better position to be in than having priorities for local services and funding determined by Whitehall officials and Government Ministers in London.

The key elements secured in the proposed Agreement set out in Appendix 1 to the supplementary report included:

- Establishment of a Single Investment Fund that draws together City Region and national funding streams as a single pot to invest in economic growth. This would be made up of a range of budgets to be determined after the Comprehensive Spending Review, including any successors to Local Growth Fund, Regional Growth Fund and Growing Places Fund. Instead of bidding for such funding streams, the commitment was for such funding to be given to the City Region as a flexible multi-year settlement;
- The Single Investment Fund would also benefit from an additional £30m annual allocation over the next 30 years, equating to £900m of total investment which the City Region would use to invest in projects to create jobs and drive forward economic growth;
- Longer term certainty over the Special Rail Grant to the City Region which would allow the procurement of new trains for the Merseyrail network, replacing existing rolling stock with newer, faster trains with greater capacity;
- A devolved and consolidated multi-year transport settlement;
- The ability to franchise bus services in the City Region to achieve an improvement in the local bus offer to residents and businesses;
- Devolution of the Government's business support services which would enable the City Region to provide a fully integrated and locally delivered business support service;
- Greater control over the skills system, including full devolution of the Adult Skills Budget which would enable the City Region to address the mismatch between the supply of skills and the needs of employers;
- The ability to co-design future employment support programmes with Government to ensure that they address local needs and to

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develop a new household approach to supporting residents into work;

- Strategic planning powers to accelerate economic growth and housing development and give clarity and certainty to potential developers. This included the establishment of a Mayoral Development Corporation with the power to establish Mayoral Development Zones to aid the development and delivery of the City Region's key strategic sites;
- Recognition of the unique asset and potential of the River Mersey including a commitment to consider a business case for a tidal power scheme for the River Mersey/Liverpool Bay area which could ultimately generate low carbon energy for business and consumers; and
- Support for a place based strategy for culture and creativity, a statement of support for the City Region's ambition for a National Migration Museum and the exploration of options for a sustainable and viable business model for National Museums Liverpool.

The supplementary report indicated that the proposed deal was the first step in a long term devolution journey towards a genuine place based relationship with national government which would, over time, provide for significant influence or control over all public expenditure in our local areas. It also reinforced the role of the City Region at the heart of the "Northern Powerhouse" and recognised the unique and significant contribution the City Region would play in driving forward the economy of the North.

The proposed deal was subject to the agreement of individual local authorities and endorsement was also being sought from the Combined Authority and Local Enterprise Partnership.

The Governance principles which the City Region would adopt were outlined in Appendix 2 of the supplementary report and demonstrated the safeguards that had been built into the arrangements. The Elected Mayor would act as the Chair of the Combined Authority and Members of the LCR Combined Authority would provide a supporting and advisory function to the Mayor and the Combined Authority.

The Liverpool City Region Mayor would be required to consult the Combined Authority on his/her strategies, which it may reject or amend if two thirds of the constituent council members agreed to do so. The Combined Authority would also examine the Mayor's spending plans and would be able to reject or amend his/her plans, if two thirds of the members agree to do so. The Mayor and the Combined Authority would be scrutinised and held to account by the Combined Authority Scrutiny Panel.

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The timescales for future action set out in the supplementary report indicated that there would be a period where the necessary legislative arrangements were made by Government, to allow for a directly elected Mayor for the City Region. The Cities and Devolution Bill would require Royal Assent and subsequently a Liverpool City Region Order would be laid by the Secretary of State to give effect to the necessary legislation to enable Mayoral elections to take place in May 2017. A separate “Buses Bill” was planned for introduction later in the current parliamentary session.

It was moved by Councillor Maher, seconded by Councillor Fairclough:

“That this Council:

- (1) Notes the report and supplementary report of the Chief Executive;
- (2) Approves the Liverpool City Region Devolution Agreement as outlined in Appendix 1 and agrees to adopt a Directly Elected Mayor with effect from May 2017 based on the Governance Principles outlined in Appendix 2 of the supplementary report;
- (3) Notes that the Governance Principles will be incorporated into a formal constitution and will be the subject of a further report in due course;
- (4) Agrees to explore with Government further opportunities for devolution, noting that any proposals will be presented to future meetings of the Council for consideration and approval before being agreed and implemented; and
- (5) Reserves the right to withdraw from the Devolution Agreement if Government fail to deliver on the proposals as outlined in the Devolution Agreement attached in Appendix 1 of the supplementary report.”

Following debate, on a show of hands, the Mayor declared that the Motion was carried by 43 votes to 13 and it was

RESOLVED:

That this Council:

- (1) Notes the report and supplementary report of the Chief Executive;
- (2) Approves the Liverpool City Region Devolution Agreement as outlined in Appendix 1 and agrees to adopt a Directly Elected Mayor with effect from May 2017 based on the Governance Principles outlined in Appendix 2 of the supplementary report;
- (3) Notes that the Governance Principles will be incorporated into a formal constitution and will be the subject of a further report in due course;

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- (4) Agrees to explore with Government further opportunities for devolution, noting that any proposals will be presented to future meetings of the Council for consideration and approval before being agreed and implemented; and
- (5) Reserves the right to withdraw from the Devolution Agreement if Government fail to deliver on the proposals as outlined in the Devolution Agreement attached in Appendix 1 of the supplementary report.

## **61. GAMBLING ACT 2005 - FINAL DRAFT REVISED STATEMENT OF GAMBLING LICENSING POLICY**

Further to Minute No. 20 of the meeting of the Licensing and Regulatory Committee held on 21 September 2015, the Council considered the report of the Head of Regulation and Compliance on the revised Statement of Gambling Licensing Policy.

It was moved by Councillor Kerrigan, seconded by Councillor Fairclough and

RESOLVED:

That the revised Statement of Gambling Licensing Policy, as set out in Annex 2 of the report be approved.

## **62. MEMBERSHIP OF COMMITTEES 2015/16**

Councillor Grace proposed the following changes:

- Councillor Spencer to replace Councillor Veronica Bennett as a Member of the Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services and Councillor Roche to be her Substitute Member.
- Councillor O'Brien to replace Councillor Veronica Bennett as a Member of the Licensing and Regulatory Committee.

Councillor Keith proposed the following changes:

- Councillor Booth to replace Councillor McGuire as the Substitute Member for Councillor Jo Barton on the Overview and Scrutiny Committee (Regeneration and Skills).
- Councillor McGuire to replace Councillor Booth as the Substitute Member for Councillor Weavers on the Overview and Scrutiny Committee (Regeneration and Skills).

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Councillor Jamieson proposed the following changes:

- Councillor Jones to replace Councillor Dutton as a Member of the Audit and Governance Committee and Councillor Dutton to be his Substitute Member.
- Councillor Hartill to replace Councillor Ball on the Licensing and Regulatory Committee.
- Councillor Jamieson to replace Councillor Ball as the Conservative Group Whip.

## **RESOLVED:**

That the changes to the membership of the Committees be approved.

### **63. MOTION SUBMITTED BY COUNCILLOR BRADSHAW**

It was moved by Councillor Bradshaw, seconded by Councillor Dan T. Lewis:

#### Trade Union Bill

“The Council notes:

- In July 2015, the Government announced its Trade Union Bill - a wide-ranging set of proposals which, taken as a package, will undermine the basic right to strike and make it harder for workers to organise effectively in trade unions.
- The proposals include ending the ban on employers bringing in agency workers to cover for permanent staff during industrial action - which fundamentally undermines the right to strike.
- The proposals will also bring in new restrictions on pickets and protests during strikes. Unions will have to give the details of a lead picketer on every picket line to the police and employers - and the Government have even floated the idea of making all picketers give their details to the police. They may even be required to submit a campaign plan to the police and employers two weeks in advance - setting out what they intend to do, whether they will use a loudspeaker or carry a banner and even what strikers intend to put on social media, such as Facebook or Twitter.
- The Government have also proposed new thresholds for turnout in strike ballots, plus additional thresholds for those working in "important public services".
- The Government want to grant Ministers the power to unilaterally cut so-called "facilities time" in the public sector. This is paid time-off

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mutually agreed between employers and unions for union reps to represent their members and negotiate with their employer.

- The Government also proposes to prohibit public sector employers assisting unions to collect their membership subscriptions through payrolls - even though this is used for a variety of other staff benefits such as cycle-to-work schemes and childcare vouchers, and even though unions often meet the costs of this.

The Council further notes:

- The human rights organisations Liberty, Amnesty International and the British Institute of Human Rights have said that the Government's proposals "would hamper people's basic rights to protest and shift even more power from the employee to the employer".
- The Government refuses to allow trade unions to ballot their members electronically, which could help increase engagement.
- Trade unions take industrial action for a wide range of reasons including defending wages and pensions, conditions at work and safety.
- Strikes in the UK are at historically low levels.

The Council believes:

- No worker ever wants to go on strike - but it is a crucial last resort for workers when their employer refuses to listen to their views, negotiate with them or compromise.

The right to strike and protest are fundamental rights which should be valued and respected in a free and democratic society.

- Without the right to strike, workers will be unable to defend their jobs or pay, stand up for decent services and achieve fairness and safety at work.
- The Government's proposals will undermine constructive employment relations in Sefton. We believe harmonious industrial relations are achieved by meaningful engagement with trade unions and their members.
- That, in the spirit of localism, councils should be free to build positive industrial relations that work for their communities without central government interference.

The Council resolves:

1. To support the trade unions campaign to protect the right to strike;



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2. To write to the Secretary of State for Business, Innovation and Skills stating the Council's opposition to the Government's proposals on trade unions;
3. To write to the Secretary of State for Communities and Local Government and the Minister for the Northern Powerhouse stating the opposition to the interference of Central Government in local industrial relations as it is against the spirit of localism;
4. Write to all MPs in Sefton informing them of our position and encouraging them to oppose the Trade Union Bill;
5. To continue to value the importance of meaningful workforce engagement and representation through trade unions in Sefton; and
6. In the event that the Government's proposals become law, in so far as is lawful for the council as an employer:
  - (i) to continue to allow recognised trade unions to use subscriptions through payroll, or otherwise support trade unions' efforts to move members onto direct debit subscriptions, through allowing access to workers and as much notice as possible of any changed arrangements;
  - (ii) to maintain current arrangements on "facility time" for trade union reps to represent their members; and
  - (iii) to commit not to use agency workers to break strikes."

Following debate, on a show of hands, the Mayor declared that the Motion was carried by 49 votes to 7 and it was

## **RESOLVED:**

### Trade Union Bill

The Council notes:

- In July 2015, the Government announced its Trade Union Bill - a wide-ranging set of proposals which, taken as a package, will undermine the basic right to strike and make it harder for workers to organise effectively in trade unions.
- The proposals include ending the ban on employers bringing in agency workers to cover for permanent staff during industrial action – which fundamentally undermines the right to strike.
- The proposals will also bring in new restrictions on pickets and protests during strikes. Unions will have to give the details of a lead picketer on every picket line to the police and employers - and the Government have even floated the idea of making all picketers give

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their details to the police. They may even be required to submit a campaign plan to the police and employers two weeks in advance - setting out what they intend to do, whether they will use a loudspeaker or carry a banner and even what strikers intend to put on social media, such as Facebook or Twitter.

- The Government have also proposed new thresholds for turnout in strike ballots, plus additional thresholds for those working in "important public services".
- The Government want to grant Ministers the power to unilaterally cut so-called "facilities time" in the public sector. This is paid time-off mutually agreed between employers and unions for union reps to represent their members and negotiate with their employer.
- The Government also proposes to prohibit public sector employers assisting unions to collect their membership subscriptions through payrolls - even though this is used for a variety of other staff benefits such as cycle-to-work schemes and childcare vouchers, and even though unions often meet the costs of this.

The Council further notes:

- The human rights organisations Liberty, Amnesty International and the British Institute of Human Rights have said that the Government's proposals "would hamper people's basic rights to protest and shift even more power from the employee to the employer".
- The Government refuses to allow trade unions to ballot their members electronically, which could help increase engagement.
- Trade unions take industrial action for a wide range of reasons including defending wages and pensions, conditions at work and safety.
- Strikes in the UK are at historically low levels.

The Council believes:

- No worker ever wants to go on strike - but it is a crucial last resort for workers when their employer refuses to listen to their views, negotiate with them or compromise.

The right to strike and protest are fundamental rights which should be valued and respected in a free and democratic society.

- Without the right to strike, workers will be unable to defend their jobs or pay, stand up for decent services and achieve fairness and safety at work.

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- The Government's proposals will undermine constructive employment relations in Sefton. We believe harmonious industrial relations are achieved by meaningful engagement with trade unions and their members.
- That, in the spirit of localism, councils should be free to build positive industrial relations that work for their communities without central government interference.

The Council resolves:

1. To support the trade unions campaign to protect the right to strike;
2. To write to the Secretary of State for Business, Innovation and Skills stating the Council's opposition to the Government's proposals on trade unions;
3. To write to the Secretary of State for Communities and Local Government and the Minister for the Northern Powerhouse stating the opposition to the interference of Central Government in local industrial relations as it is against the spirit of localism;
4. Write to all MPs in Sefton informing them of our position and encouraging them to oppose the Trade Union Bill;
5. To continue to value the importance of meaningful workforce engagement and representation through trade unions in Sefton; and
6. In the event that the Government's proposals become law, in so far as is lawful for the council as an employer:
  - (i) to continue to allow recognised trade unions to use subscriptions through payroll, or otherwise support trade unions' efforts to move members onto direct debit subscriptions, through allowing access to workers and as much notice as possible of any changed arrangements;
  - (ii) to maintain current arrangements on "facility time" for trade union reps to represent their members; and
  - (iii) to commit not to use agency workers to break strikes.

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## 64. MOTION SUBMITTED BY COUNCILLOR CARRAGHER

It was moved by Councillor Carragher, seconded by Councillor Dan T. Lewis:

### Transatlantic Trade and Investment Partnership

“The Council notes:

1. That the EU and USA launched negotiations in July 2013 on a Transatlantic Trade and Investment Partnership (TTIP).
2. That negotiations are underway to determine which goods and services TTIP will apply to and if new rules can be agreed to protect investors, harmonise standards, reduce tariffs and open new markets throughout the EU and USA.
3. That there has been no impact assessment about the potential impact on local authorities.
4. That there has been no scrutiny of the negotiating texts by local government and no consultation with local government representatives.
5. That MPs are also unable to scrutinise the negotiating documents.

This Council believes that:

1. TTIP could have a detrimental impact on local services, employment, suppliers and decision-making.
2. A thorough impact assessment of TTIP on local authorities must be undertaken before the negotiations can be concluded.
3. The proposed Investor State Dispute Settlement (ISDS) mechanism has been used by corporations to overturn democratic decisions by all levels of governments at significant public cost. Local decision-making must be protected from ISDS.
4. The EU's food, environmental and labour standards are better than those in the US and TTIP negotiations must raise and not lower these standards across the EU and USA.
5. Sourcing supplies and employment locally is important to strengthening local economies and meeting local needs. TTIP must not impact on local authorities' ability to act in the best interests its communities.

This Council resolves:

1. To write to the Secretary of State for Communities and Local Government, local MPs, and all North West MEPs raising our

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serious concerns about the impact of TTIP on local authorities and the secrecy of the negotiating process;

2. To call for an impact assessment on the impact of TTIP on local authorities;
3. To publicise the Council's concerns about TTIP; join with other local authorities which are opposed to TTIP across Europe and work with local campaigners to raise awareness about the problems of TTIP; and
4. To contact the local authorities of municipalities twinned with Sefton Council asking them to consider passing a similar motion on TTIP."

Following debate, on a show of hands, the Mayor declared that the Motion was carried by 34 votes to 20 and it was

## **RESOLVED:**

### Transatlantic Trade and Investment Partnership

The Council notes:

1. That the EU and USA launched negotiations in July 2013 on a Transatlantic Trade and Investment Partnership (TTIP).
2. That negotiations are underway to determine which goods and services TTIP will apply to and if new rules can be agreed to protect investors, harmonise standards, reduce tariffs and open new markets throughout the EU and USA.
3. That there has been no impact assessment about the potential impact on local authorities.
4. That there has been no scrutiny of the negotiating texts by local government and no consultation with local government representatives.
5. That MPs are also unable to scrutinise the negotiating documents.

This Council believes that:

1. TTIP could have a detrimental impact on local services, employment, suppliers and decision-making.
2. A thorough impact assessment of TTIP on local authorities must be undertaken before the negotiations can be concluded.
3. The proposed Investor State Dispute Settlement (ISDS) mechanism has been used by corporations to overturn democratic decisions by

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all levels of governments at significant public cost. Local decisionmaking must be protected from ISDS.

4. The EU's food, environmental and labour standards are better than those in the US and TTIP negotiations must raise and not lower these standards across the EU and USA.
5. Sourcing supplies and employment locally is important to strengthening local economies and meeting local needs. TTIP must not impact on local authorities' ability to act in the best interests its communities.

This Council resolves:

1. To write to the Secretary of State for Communities and Local Government, local MPs, and all North West MEPs raising our serious concerns about the impact of TTIP on local authorities and the secrecy of the negotiating process;
2. To call for an impact assessment on the impact of TTIP on local authorities;
3. To publicise the Council's concerns about TTIP; join with other local authorities which are opposed to TTIP across Europe and work with local campaigners to raise awareness about the problems of TTIP; and
4. To contact the local authorities of municipalities twinned with Sefton Council asking them to consider passing a similar motion on TTIP.

## **65. MOTION SUBMITTED BY COUNCILLOR KILLEN**

It was moved by Councillor Killen, seconded by Councillor John Joseph Kelly and following debate, unanimously

### **RESOLVED:**

#### Children in Residential Care

The Children and Families Act 2014 amended the Children Act 1989 to place a statutory duty on local authorities to allow children in care to continue to live with their foster parents when they reach 18 in what is called a 'staying put arrangement'. The local authority must provide advice, assistance and support to the former looked after child with a view to maintaining the staying put arrangement and provide financial support to the former foster parent until the child reaches the age of 21.

The same statutory duty does not apply to children who are in residential care when they reach 18. These vulnerable children and young people in residential care can have complex needs and compared to those fortunate

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enough to have been placed in foster care, are being discriminated against by the government.

As corporate parents for all children in our care we have a moral obligation to ensure that all such children have the best services and support that we can provide.

The Council calls upon the Government to implement similar legislation in relation to children in residential care and for the same to be fully funded by Government.

## **66. MOTION SUBMITTED BY COUNCILLOR O'BRIEN**

It was moved by Councillor O'Brien, seconded by Councillor Lappin and following debate, unanimously

### **RESOLVED:**

#### Sefton Attainment of the Navajo Charter Mark

The Council notes:

- that the Navajo Merseyside & Cheshire LGBTI Charter Mark is an equality mark sponsored by In-Trust Merseyside & Sefton Embrace and supported by the LGBTI Community networks across Merseyside – a signifier of good practice, commitment and knowledge of the specific needs, issues and barriers facing lesbian, gay, bisexual, transgender and intersex (LGBTI) people in Merseyside.
- that the Navajo Charter Mark was introduced in Merseyside following the creation of the Navajo Merseyside Consultative Partnership (NMCP) in 2010. The first awards ceremony was in 2012.
- the growing importance of the Navajo Charter Mark within the local LGBTI community, as evidenced by the successful awards events and the number of local organisations who have either obtained or who are working towards obtaining the Charter Mark.
- that Sefton Council already has a positive record of activity and support in relation to the LGBTI community and that the corporate achievement of the Charter Mark will cement this commitment.
- that there is no financial cost to the Council for the application and assessment process and that work will be undertaken with existing staff resource and partner support.
- that in recognition of capacity and resource issues of the Council and partner agencies the attainment of the Charter Mark will be done on an incremental basis based upon themes.

The Council resolves to:

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Support a corporate ambition for Sefton Council to progress the attainment of the Navajo Charter Mark via the Corporate Equality Group.

## 67. MOTION SUBMITTED BY COUNCILLOR PREECE

It was moved by Councillor Preece, seconded by Councillor Shaw:

### Ainsdale Beach

“This Council:

- (a) recognises that Ainsdale Beach is a fantastic local amenity in terms of natural habitat, sea bathing, water sports, horse riding and sea fishing for both residents of Sefton and visitors.
- (b) notes the considerable public concern regarding the limitations currently being placed on winter vehicular access to the entrance to Ainsdale beach.
- (c) calls upon the officers to explore with elected representatives and the Ainsdale Civic Society possible car parking options at this location which should allow all residents, including those with disabilities, to access the beach during winter months. Any such provision to be submitted to the Southport Area Committee, Cabinet Member or Cabinet, as appropriate, for consideration.

The Council agrees to investigate the long term future development of "Ainsdale on Sea" including access to possible external funding sources to develop a visitor centre, retail space and improved beach car parking.”

Councillor Hartill proposed that the Motion be amended by deleting the text in Paragraph (c) and substituting the following text:

“commits to re-opening Ainsdale Beach to all vehicular access with immediate effect, will open wide ranging, open and honest consultation before any other decisions are made regarding Sefton’s coastline and open spaces and that officers be requested to submit the details of the financial costs of providing such provision to the Southport Area Committee, Cabinet Member or Cabinet, as appropriate, for consideration.”

The Head of Regulation and Compliance advised the Council that the amendment was invalid because the vehicular access could not be reopened with immediate effect, as the financial implications of such action would need to be considered and approved by the Cabinet prior to implementation, in accordance with the provisions set out in Chapter 4 of the Constitution.

Following debate on the Motion, on a show of hands, the Mayor declared that the Motion was **lost** by 33 votes to 21 and it was



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**RESOLVED:**

That no action be taken.

**68. MOTION SUBMITTED BY COUNCILLOR DAWSON**

It was moved by Councillor Dawson, seconded by Councillor Brodie – Browne:

Government Attempts to Cut Tax Credits

“This Council:

- (a) Recognises the severe negative impact which the Government's proposed alterations to Tax Credits would have had upon the net incomes of approximately one million of Britain's less well - off families including thousands within the Borough of Sefton.
- (b) Notes that the Prime Minister specifically, before the 2015 General Election, publicly stated that he would not be cutting Child Tax Credits.
- (c) Congratulates the House of Lords in delaying the implementation of the secondary legislation which would have brought in the Government's proposed changes to Tax Credits.
- (d) Adds its voice to those who have called upon the government to think again before submitting unfair tax credit measures for further consideration by Parliament.”

An **amendment** was moved by Councillor Jones, seconded by Councillor Hartill that the Motion be amended as follows:

- (i) deletion of the text in Paragraph (b) and the renumbering of the remaining paragraphs; and
- (ii) By the addition of the following text:
  - “(d) That this Council understands the financial cost of tax credits to the tax payer and that it understands changes need to be made.
  - (e) That this Council understands changes will have effects and suggests that the Government introduces a balancing module, to decrease tax credits as the increase in the living wage takes effect.”

Therefore allowing people to be less reliant on the state and more reliant on their income from their employers”

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Following debate, on a show of hands, the Mayor declared that the amendment was **lost** by 47 votes to 7.

Thereafter, following further debate, on a show of hands, the Mayor declared that the original Motion was carried by 47 votes to 7 and it was

## **RESOLVED:**

### Government Attempts to Cut Tax Credits

This Council:

- (a) Recognises the severe negative impact which the Government's proposed alterations to Tax Credits would have had upon the net incomes of approximately one million of Britain's less well – off families including thousands within the Borough of Sefton.
- (b) Notes that the Prime Minister specifically, before the 2015 General Election, publicly stated that he would not be cutting Child Tax Credits.
- (c) Congratulates the House of Lords in delaying the implementation of the secondary legislation which would have brought in the Government's proposed changes to Tax Credits.
- (d) Adds its voice to those who have called upon the government to think again before submitting unfair tax credit measures for further consideration by Parliament.

## **69. MOTION SUBMITTED BY COUNCILLOR JONES**

It was moved by Councillor Jones, seconded by Councillor Hartill:

### Councillors

“Elected members cost the council tax payer £760,191 in allowances and a further £33,412 in employer NI contributions for the year 2014/15, this makes a total of £793,603.

During these hard financial times where this council has to make tough decisions to try to balance our books, it is time we as elected members lead by example. By cutting councillor numbers by a third it could save this Council £193,476 based on the basic allowance (plus Employer NI contributions) a year. Whilst this is not something the Council can do for itself, it is something the Council can ask the Boundary Commission to consider.

### Elections

Each year the local elections, unless they are combined with a national election, cost on average around £250,000 with members being elected by thirds.

2017 is a fallow year with no scheduled local elections. The next four year election cycle, beginning in 2018 under the current system of election by thirds will see scheduled combined events in 2019 and 2020.

Year	Scheduled Elections under the current system of elections by thirds & all other election events excluding referendum events	Scheduled elections if change to all out elections in 2018
2017	No scheduled elections	No scheduled elections
2018	Local Elections only (Year 1) Cost to council – circa £250K	All out local elections Cost to Council - circa £275K
2019	Local Elections only (Year 2) Parish Council Elections European Parliamentary Elections Cost to Council - circa £125K	Parish Council Elections European Parliamentary Elections Cost to Council – nil NB Parish Council would have to bear the full cost of their elections, whereas currently their costs are shared.
2020	Local Elections (Year 3) Parliamentary General Election Police & Crime Commissioner Elections Cost to Council circa £80K	Parliamentary General Election Police & Crime Commissioner Elections Cost to Council – nil
2021	No scheduled elections No cost to Council	No scheduled elections No cost to Council
<b>TOTAL COST TO COUNCIL</b>	<b>£455,000</b>	<b>£275,000</b>

That the Council resolves:

1. That the Council change its current electoral system of electing by thirds to a system of whole Council elections every four years.
2. That the Council's electoral system be changed in May 2018
3. It be noted that this would deliver savings of around £180,000 which would contribute to the Council's estimated budget shortfall.
4. That the Council requests the Boundary Commission to undertake an Electoral Review of the Borough to consider the appropriateness

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of the number of Councillors currently serving the Borough to allow it to make savings towards the budget shortfall.

5. That in undertaking this review the Boundary Commission be informed that the Council's preferred option is to see a reduction in the number of Councillors.
6. It be noted that a reduction of one third (22) of Councillors would deliver savings of around £193,476 a year which could contribute to the Council's estimated budget shortfall."

An **amendment** was moved by Councillor Shaw, seconded by Councillor Dawson that the Motion be amended as follows:

- "(a) deletion of Paragraphs 1, 2 and 3, and re-numbering existing Paragraphs 4, 5 and 6 accordingly;
- (b) in new Paragraph 3 (previously 6), after the words "... one third (22) of Councillor" add "to have two Councillors per Ward rather than three"; and
- (c) add new paragraphs 4 and 5 as follows:
  - "4. That the Council believes that the election of two councillors per ward rather than three should best be obtained by having elections of one councillor per ward every two years, each for a four-year term. Introducing this change with effect from the elections of 2018 would deliver savings of around £125,000 over the next five years in addition to the annual budget reductions achieved by reducing the numbers of councillors.
  5. That the Council believes that reducing the number of councillors in the above manner is necessary in order that this element of the Council's provision bears a share of the enforced budget reductions thereby protecting other services."

Following debate, on a show of hands, the Mayor declared that the amendment was **lost** by 41 votes to 14.

Thereafter, following further debate, on a show of hands, the Mayor declared that the original Motion was **lost** by 32 votes to 21 and it was

## **RESOLVED:**

That no action be taken.

## **70. MOTION SUBMITTED BY COUNCILLOR BRENNAN**

In accordance with Rule 89 of Chapter 4 in the Council Constitution, the following Motion had been signed by 22 Members of the Council to enable the Motion to be considered by Council. A similar Motion submitted by

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Councillor Dawson was rejected by the Council under Minute No. 53 at its meeting held on 17 September 2015.

The Motion had been signed by Councillors Brennan, Atkinson, Bradshaw, Cummins, Dowd, Fairclough, Friel, Hardy, John Kelly, John Joseph Kelly, Kerrigan, Lappin, Maher, Mahon, Moncur, O'Brien, Robinson, Spencer, Thompson, Tweed, Veidman and Webster.

It was moved by Councillor Brennan, seconded by Councillor Cluskey and unanimously

## **RESOLVED:**

This Council welcomes any genuine moves which can be made to provide better opportunities for people with disabilities, including serious mental health problems, to obtain forms of employment which they are able to undertake while dealing with their condition.

The Council believes that the greater the proportion of the population who are skilled, supported and able to share in suitable employment, the better this will be for the health of more people and the health of our nation as a whole. Council believes that this requires a focused and supportive regime, not one based upon fear.

The Council notes:

- (a) the New Deal for disabled people and Pathways to work both introduced by Labour and aimed solely at people with health conditions and disabilities was replaced in 2011 by the work programme a single mainstream programme for all benefit claimants.
- (b) disabled people placed in the ESA Work Related Activity Group (WRAG) programme are compelled to prepare for work because they are deemed capable of work related activity and notes the gap between the work related activity and the capacity to secure and sustain employment in a competitive labour market and further note that this gap is not caused by a culture of dependency.
- (c) the expressed concern of leading mental health charities and Royal College of Psychiatrists at the impact of welfare reform on people with mental health problems and those with learning disabilities as they are amongst the most vulnerable members of society and further note that the number of people with mental health problems are disproportionately sanctioned through the work programme. Council recognises that disabled people want to work and require support not sanctions.
- (d) the introduction of Personal Independent Payments (PIP) to replace Disability Living Allowance (DLA) for adults has created serious

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problems and assessment delays for many people with physical and mental disabilities.

- (e) the continued lack of sufficient disability employment advisors within the DWP to assist people with disabilities and long term health conditions to find appropriate employment.
- (f) nearly 11 million adults including one in four Jobseeker's Allowance claimants in the UK, have one or more common mental health conditions.

The Council declares that any assessment process for work related disability benefits should be reformed to make it a secure gateway to specialist disability employment support for those either with a good medical prognosis for recovery and those with impairments that can be accommodated with effective adjustments or assistance.

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<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	14 January 2016
	Council		28 January 2016
<b>Subject:</b>	Annual Report of the Director of Public Health 2015	<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		

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

## 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?

	<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		

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

**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)



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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 Council meeting.

**Contact Officer:** Margaret Jones - Interim Head of Health and Wellbeing

**Tel:** 0151 934 3348

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

## **Background Papers:**

None.

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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 For a Better Sefton**

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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# Agenda Item 7

## 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 7

## 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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# Agenda Item 7

## 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?



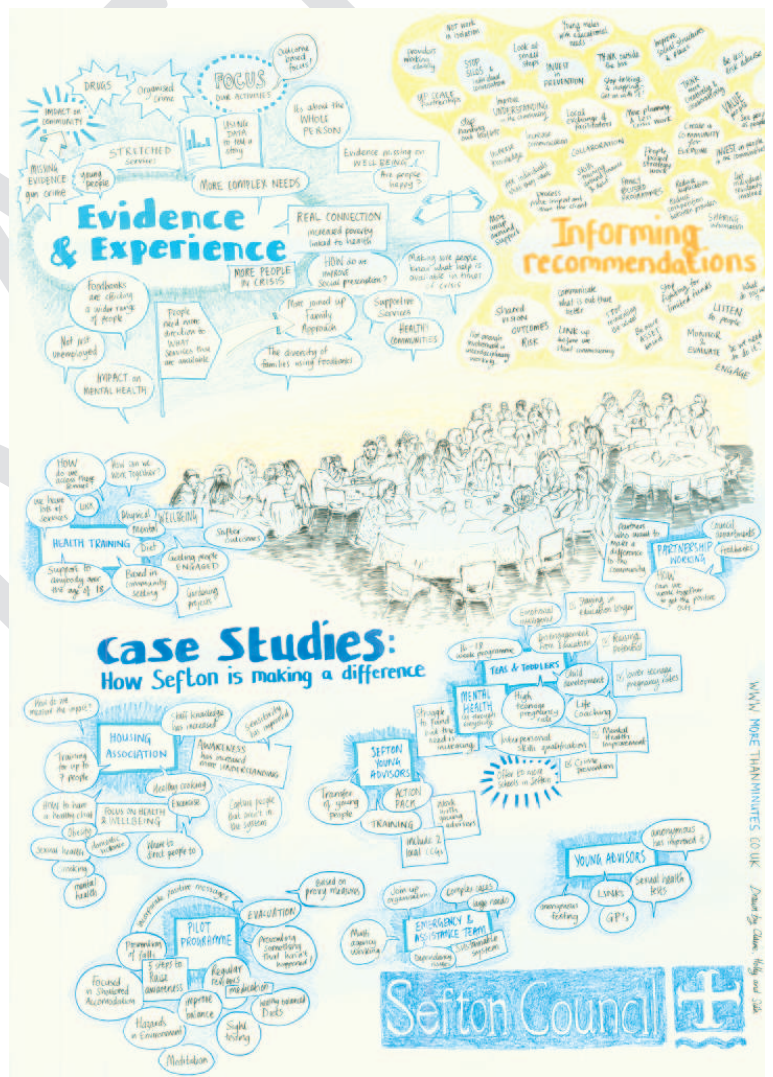
# Agenda Item 7

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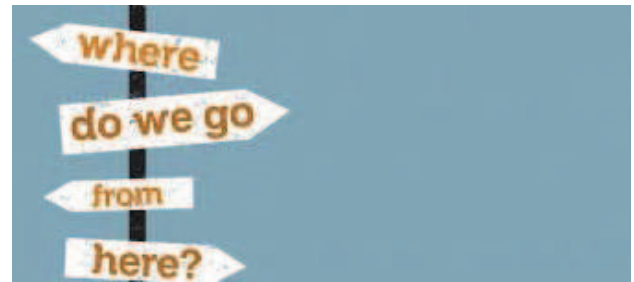
believes this approach has increased access to clubs and services among older people and helped reduce social isolation. The project is working to improve self-sustainability of the project and to increase the numbers of users.

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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

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

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.

## 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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- Barr B, Taylor-Robinson D, Scott-Samuel A, McKee M, Stuckler D. Suicides associated with the 2008-10 economic recession in England: time trend analysis. *BMJ* 2012;345.
- 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>	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 be recommended to approve the level of minimum liability for Council Tax Reduction at 16%.
2. That the Council be recommended to approve the 2016/17 Local Council Tax Reduction Scheme as set out in the report.
3. That the Council be recommended to approve the relevant Council Tax Base for 2016/17 as set out in Annex C of the report.

**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.

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## 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>
<b>Legal</b> 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> a. Consider whether to revise its Council Tax Reduction Scheme or to replace it with another scheme

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<p>b. 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.</p> <p>c. 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 thinks fit.</p> <p>d. Before revising its scheme or making a replacement scheme, an authority must:</p> <ul style="list-style-type: none"><li>i. Consult any major precepting authority which has power to issue a precept to it.</li><li>ii. Publish a draft scheme in such manner as it thinks fit and</li><li>iii. Consult other such persons as it considers are likely to have an interest in the operation of the scheme.</li></ul>		
<b>Human Resources None</b>		
<b>Equality</b>		
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:

Tel: 0151 934 4096

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

## 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.
- 1.6. Cabinet approved the recommendations in the report at their meeting on 14 January and requested that the level of minimum liability for Council Tax Reduction at 16%.

## 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	Working Age	Total
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	<b>Claimants</b>	<b>Claimants</b>	
01.12.2014	14,234	15,379	29,613
01.12.2015	13,490	14,767	28,257

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

	<b>2014/15 expenditure (RO Return) £000</b>	<b>2015/16 expenditure (Forecast) £000</b>
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.



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- 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

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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.

## **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:

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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 of our most vulnerable residents.	<p><b>Yes</b> – the Council has retained the carer premium for those eligible for Carer’s Allowance and the various disability 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>
The Council will continue to recognise the additional needs of families with children	<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>
The Council supports households staying together to make better use of housing in Sefton and reduce homelessness.	<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>
The Council will continue to have due regard to the Armed Forces Covenant	<b>Yes</b> – War Disablement and War Widows pensions in calculating CTRS, including any Armed Forces compensation in accordance with the covenant is disregarded.

## 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

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- 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 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

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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 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:

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- 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.

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



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## 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.

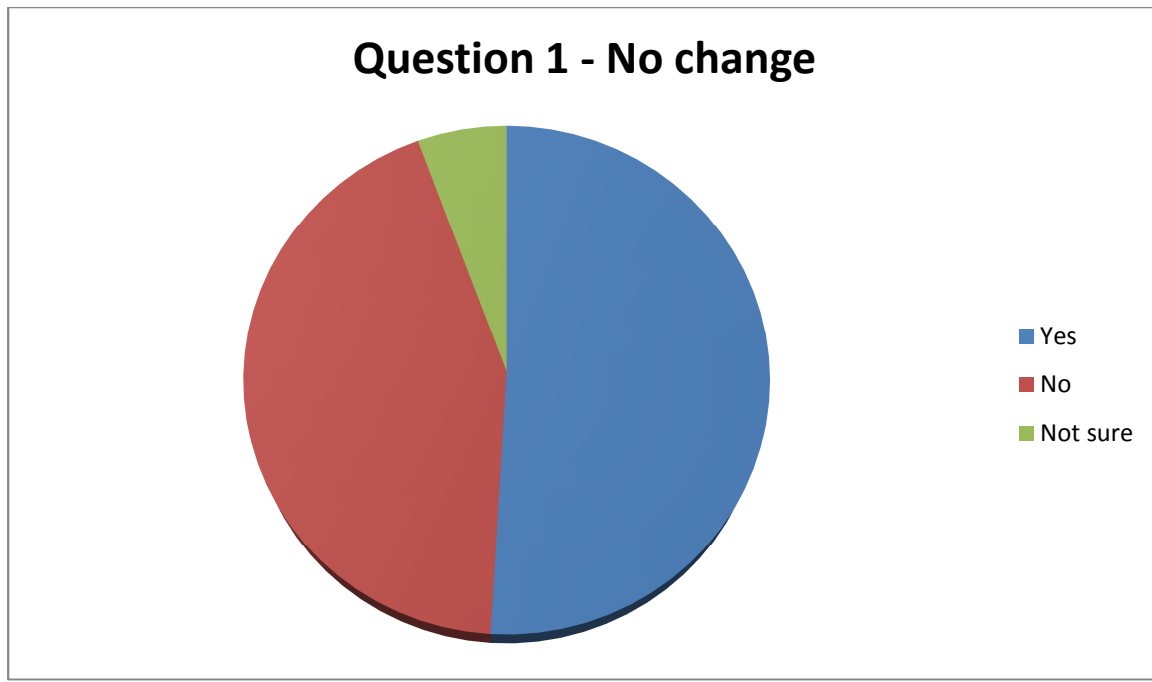
The following paragraphs give details of the questions asked and responses.

### 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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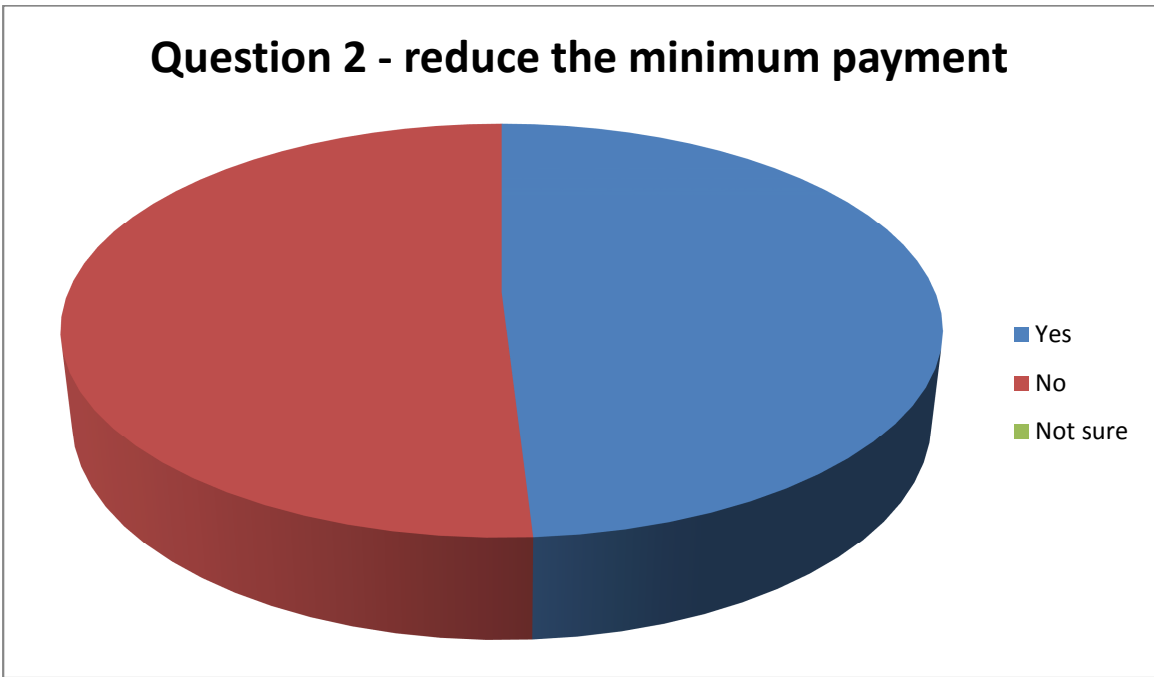
- it's not fair or reasonable to expect low income council tax payers to pay more than the law says you can deduct from their benefits so I am fully in favour of bringing the reduction scheme in line with the law
- I am currently receiving ESA, HB and CTB. I have also been affected by the bedroom tax. 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.



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.

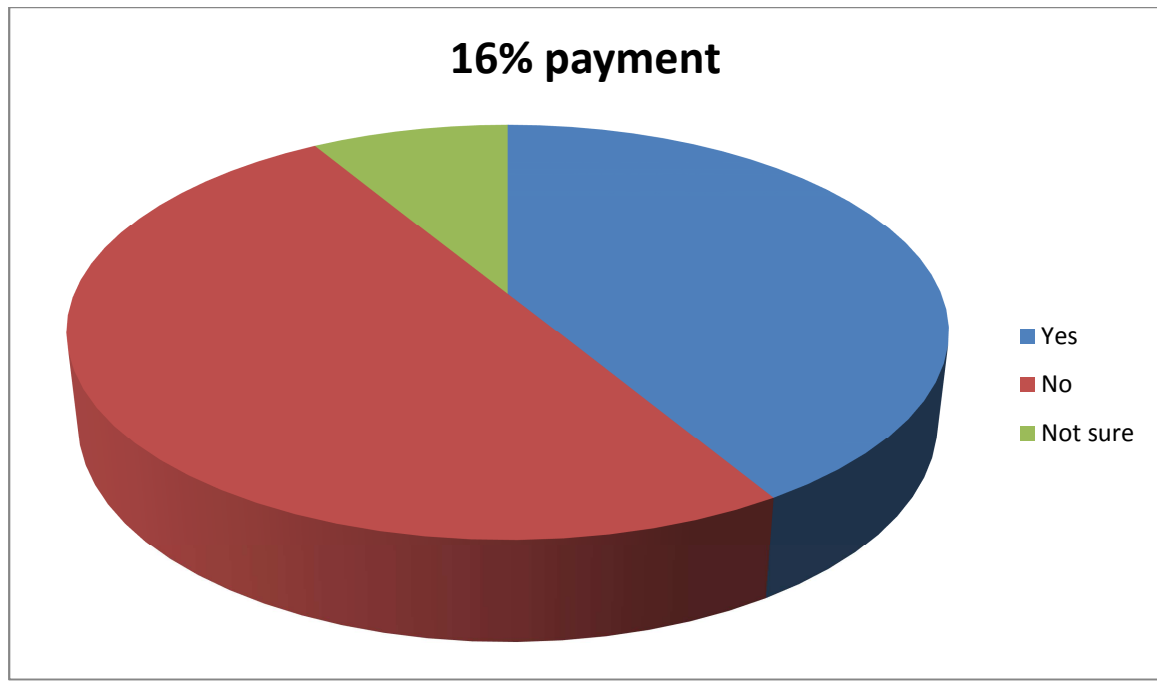
## Question 3

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%

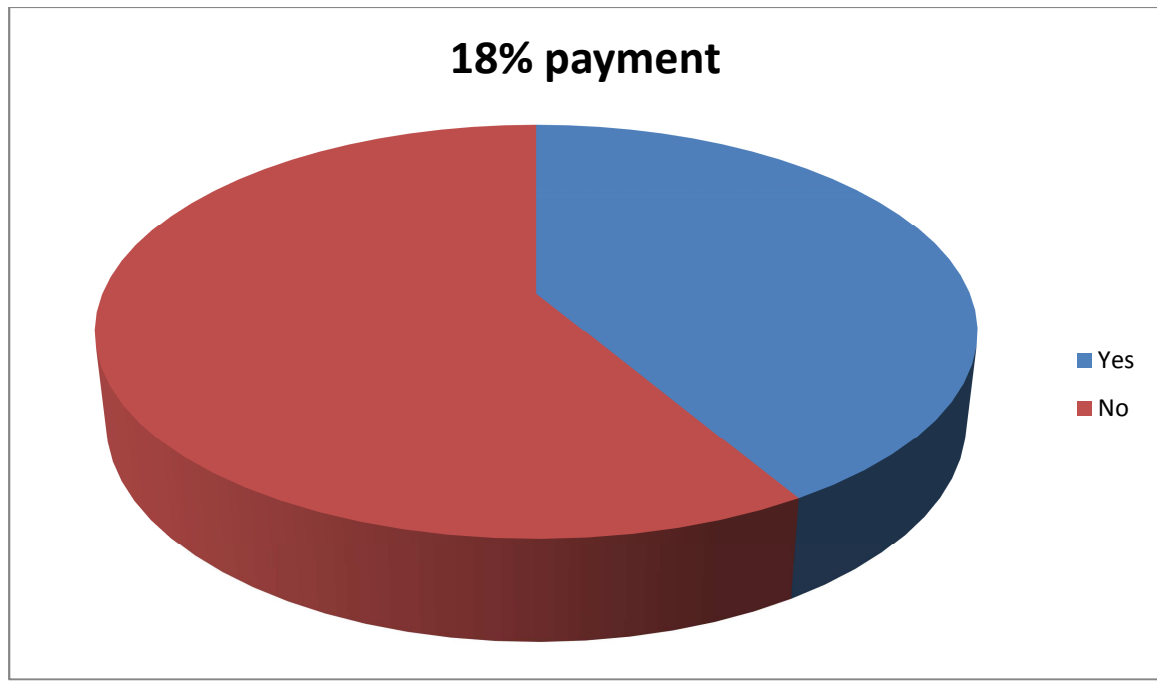
A

- 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



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

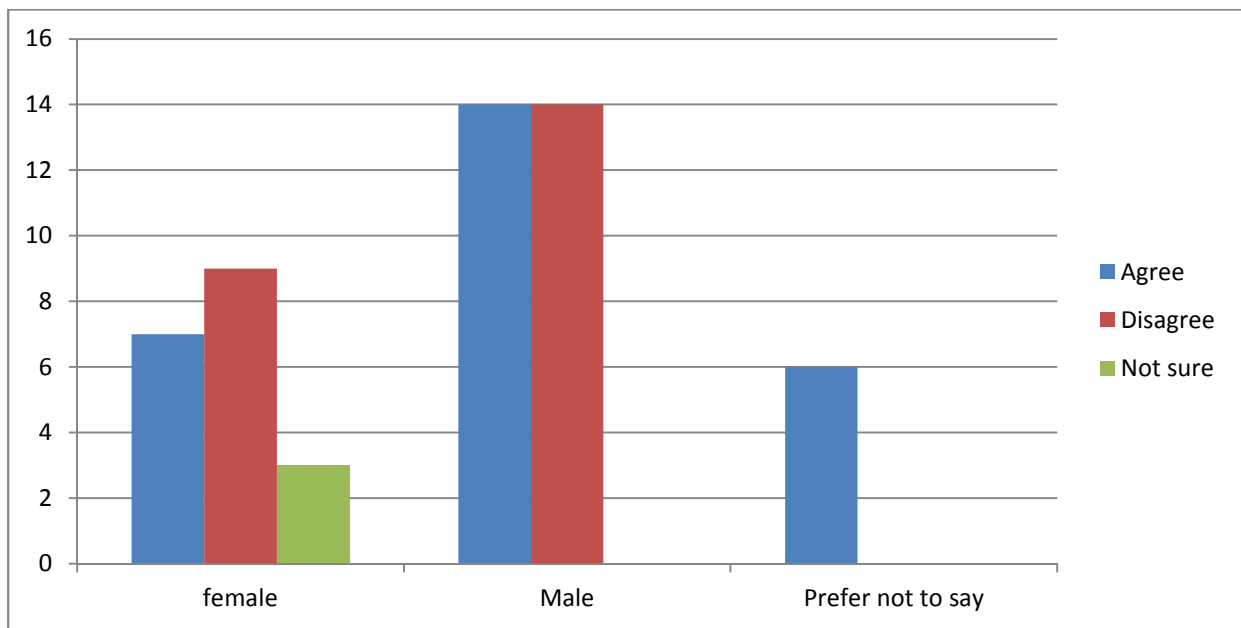
Which of these describes your ethnic group?

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

# Agenda Item 8

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

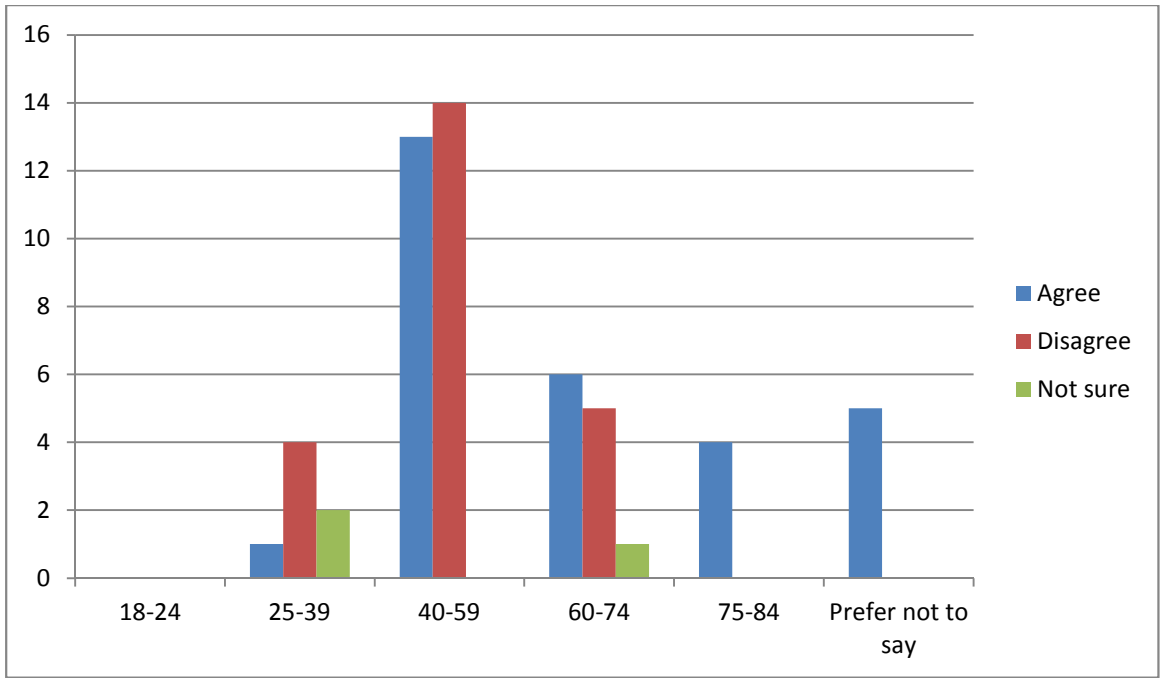


## Option 1 - Gender

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

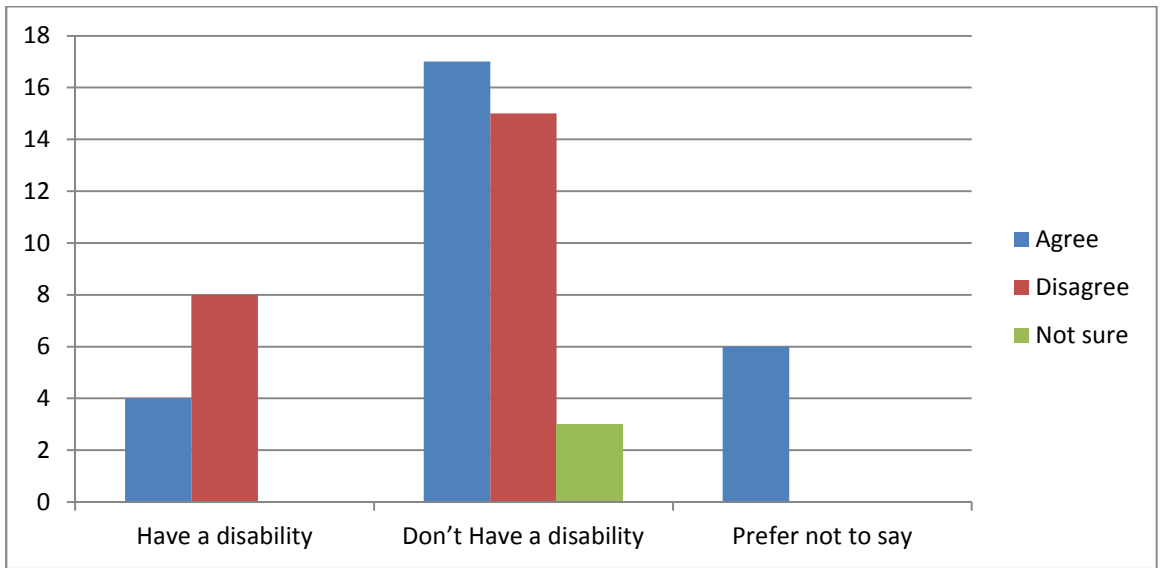
# Agenda Item 8

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>

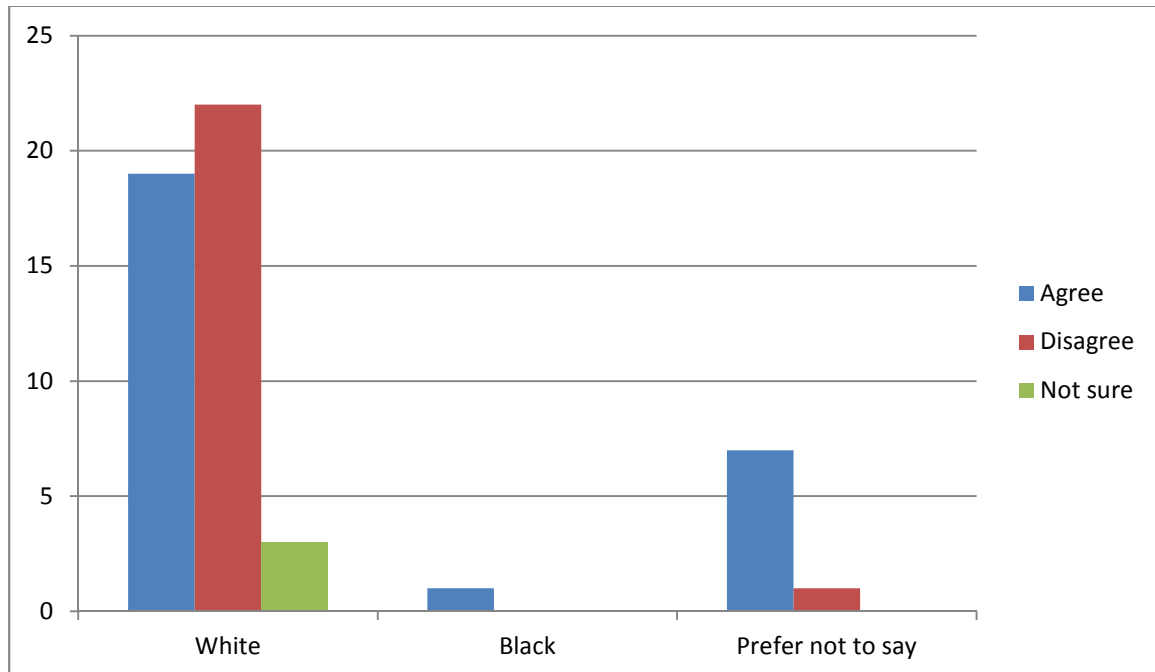


## Option 1 - Disability

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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

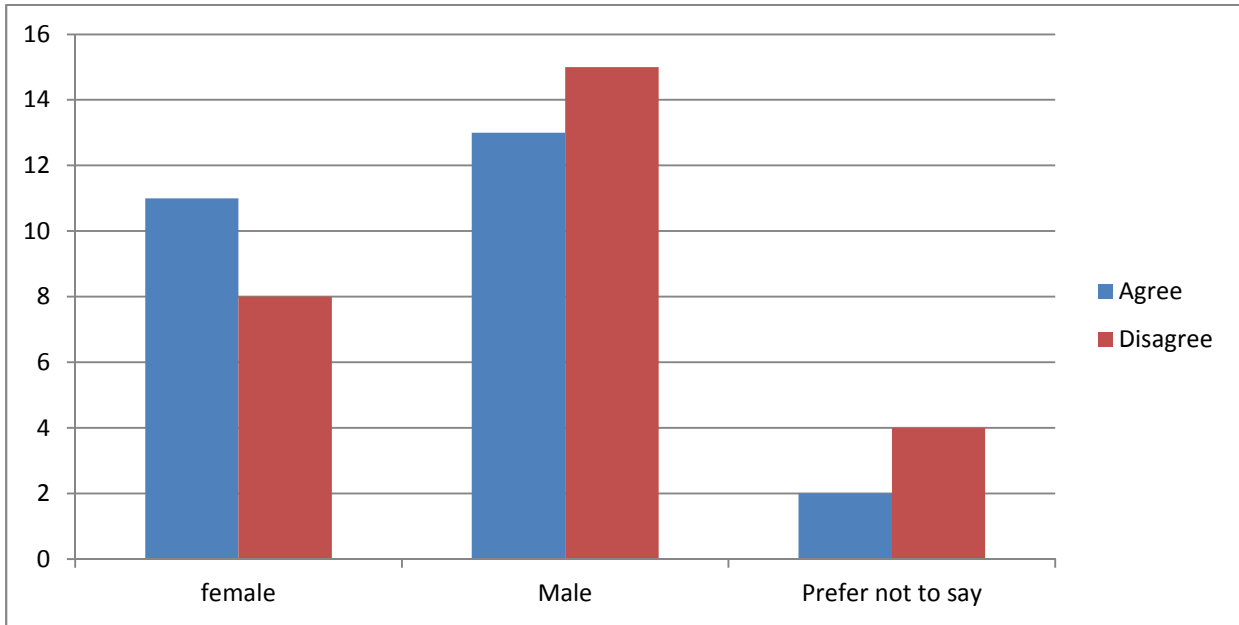


## Option 1 - Ethnicity

A

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

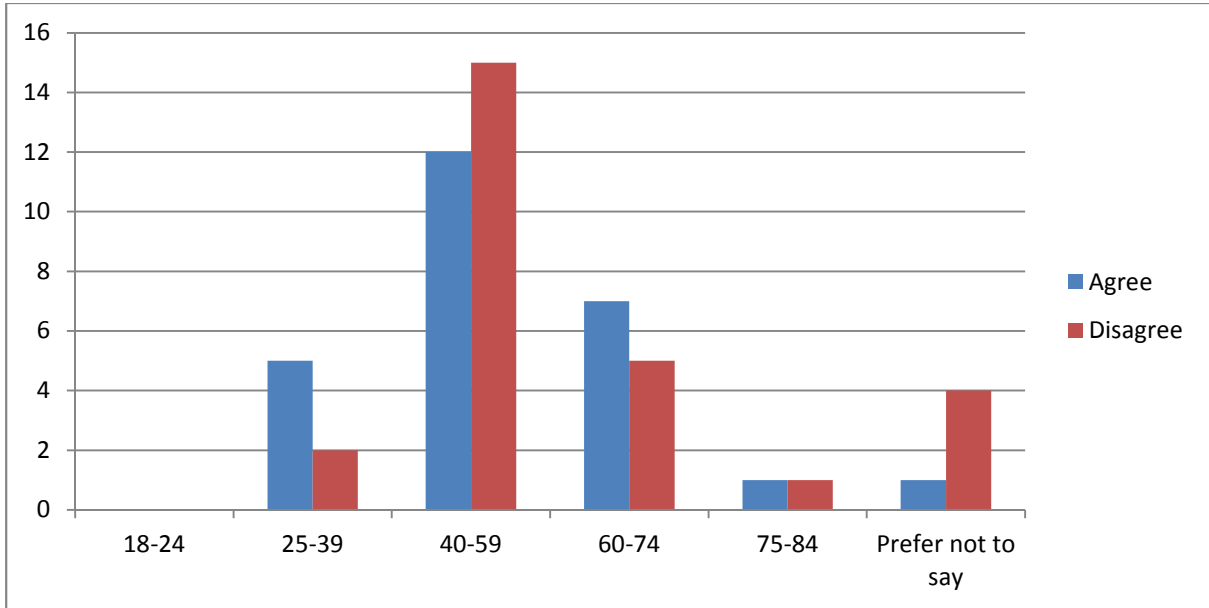
Gender	Agree	Disagree
Female	11	8
Male	13	15
Prefer not to say	2	4
<b>Total</b>	<b>26</b>	<b>27</b>



**Option 2 - Gender**

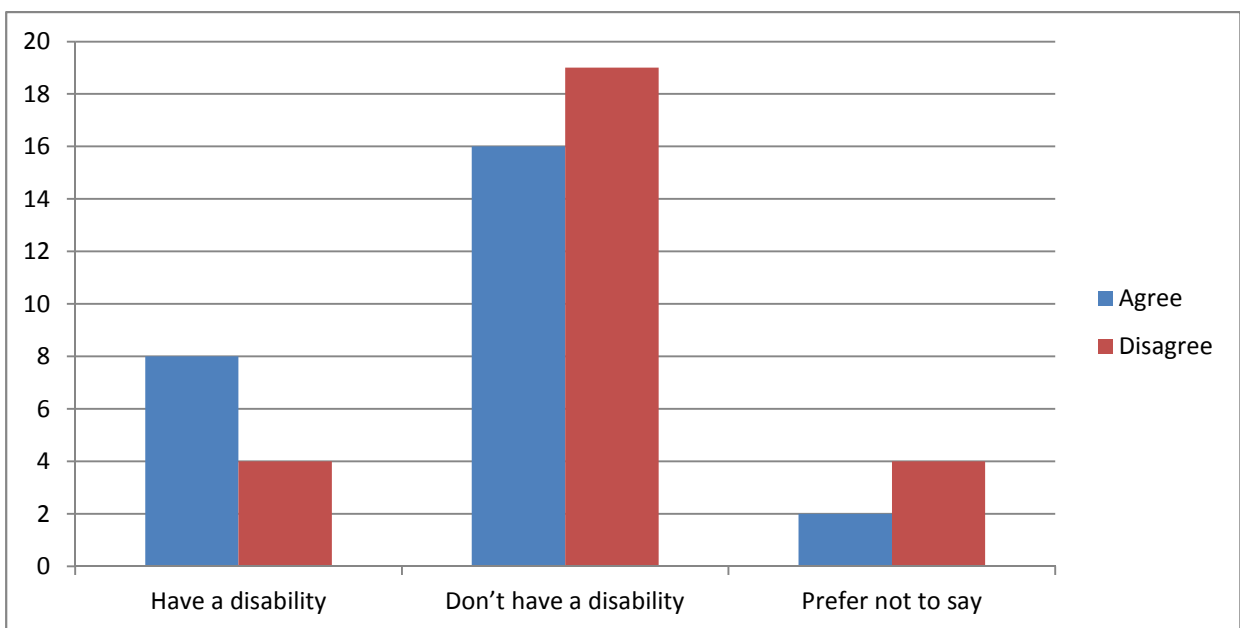
Age	Agree	Disagree
18-24	0	0
25-39	5	2
40-59	12	15
60-74	7	5
75-84	1	1
Prefer not to say	1	4
<b>Total</b>	<b>26</b>	<b>27</b>

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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

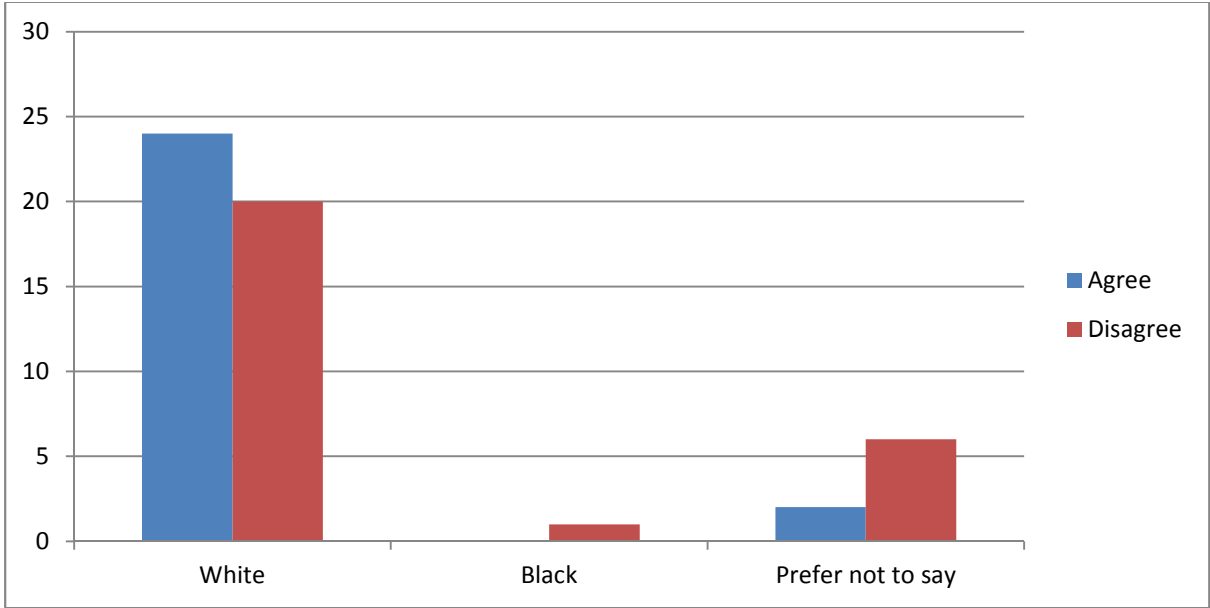


## Option 2 - disability

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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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# Agenda Item 9

**Report to:** Pay and Grading Committee      **Date of Meeting:** 15 January 2016

Council      28 January 2015

**Subject:** Pay Policy      **Wards Affected:** All

**Report of:** Chief Personnel Officer

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

**Exempt/Confidential** No

---

## **Purpose/Summary**

To recommend a Pay Policy for the Council as required by the Localism Act 2011.

## **Recommendation(s)**

### **Pay and Grading Committee**

The proposed Pay Policy at Annex A to this report be recommended to the full Council for approval.

### **Council**

The proposed Pay Policy at Annex A to this report be approved.

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

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

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**Reasons for the Recommendation:** To comply with the Localism Act 2011

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

(A) **Revenue Costs** N/A

(B) **Capital Costs** N/A

**Implications:**

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

**Legal** The Council has the following duties under the following sections of the Localism Act 2011 :-  
Section 38- The Council must prepare a Pay Policy Statement for each financial year which sets out its policies relating to the remuneration of its chief officers and its lowest-paid employees and the relationship between the remuneration of its chief officers and its employees who are not chief officers.

Section 39-The Council's Pay Policy Statement must be approved by resolution of the authority before it comes into force and prior to 31<sup>st</sup> March immediately preceding the financial year to which it relates.

Section 40- With regard to its functions under sections 38 and 39 [above] ,the Council must have regard to any guidance issued or approved by the Secretary of State

**Human Resources** The Pay Policy has been amended and updated to reflect any changes that have occurred since the last report.

**Equality**

- |   |                          |
|---|--------------------------|
| 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 Head of Corporate Finance (FD 3938/15) notes that this report is to meet the Authorities statutory duties under the Localism Act 2011 to produce an Annual Pay Policy statement and has no other financial implications.

Head of Regulation and Compliance (LD 3221/15) has been consulted and has no comments on the report.



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**Are there any other options available for consideration?** No

**Implementation Date for the Decision:** Immediately following the Council meeting.

**Contact Officer:** Mark Dale  
**Tel:** 0151 934 3949  
**Email:** [mark.dale@sefton.gov.uk](mailto:mark.dale@sefton.gov.uk)

# Agenda Item 9

## **INTRODUCTION/BACKGROUND**

1. This report deals with a requirement in the Localism Act 2011 (the Act) which became statute in November 2011. The Act introduces a requirement for Local Authorities to agree and publish an Annual Pay Policy Statement effective from December 2011. The Department of Communities and Local Government (DCLG) also published statutory guidance on openness and accountability in local pay.
2. This report outlines the amendments to the pay policy.
3. On 20<sup>th</sup> February 2012 the DCLG issued statutory guidance “Openness and Accountability in Local Pay: Guidance under Section 40 of the Localism Act 2011”. Local Authorities in England are required to take account of the supplementary guidance when preparing their Pay Policy Statements.
4. In January 2013 Council agreed the Pay Policy Statement for 2013/14 which included specifically a mechanism for the consideration of new appointments which have a remuneration package of £100,000 or above. Full Council, in accordance with the Pay Policy, have the opportunity to vote on this remuneration prior to a new appointment with a recommendation made by the Employment Procedure Committee. No changes are proposed and this process will remain in force.
5. Council also agreed that in relation to severance packages for senior officers. It is recommended in respect of any severance package of £100,000 or above that full Council are given an opportunity to vote to determine in respect of the Chief Executive, Executive Directors and Heads of Service. This would be after a recommendation from Pay and Grading Committee. All other employees’ severance packages of £100,000 or above are to be determined by the Pay and Grading Committee and may come before Full Council as part of the Budget process.
6. The reasoning for utilising the Pay and Grading Committee was to allow operational effectiveness in seeking the approval of such payments, leaving Full Council to deal with Senior Officers as detailed above.
7. The Pay Policy itself has been shortened to remove some details which are referenced elsewhere in the interests of providing a more readable document. No substantial changes have occurred in the Policy.

## **Pay and Grading Committee**

7. The proposed Pay Policy at Annex A to this report be recommended to the full Council for approval, noting the continued arrangements for Council and Pay & Grading Committee in respect of remuneration packages and severance payments of £100,000 or above.

## **Council**

8. The proposed Pay Policy at Annex A to this report be approved (noting the continued arrangements for in respect of remuneration packages and severance payments of £100,000 or above.

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## Sefton Council

### PAY POLICY 2015/ 2016

#### (As required by the Localism Act 2011)

	<u>Contents</u>	<u>Para(s)</u>
A	Opening Statement	1-4
B	Scope of Policy	5
C	Availability of Policy	6
D	Decision Making	7-13
E	Senior Officers Pay	14-24
F	Educational Professionals/Educational Psychologist/	25-31
G	Youth and Community workers	32-33
H	National Joint Council (NJC) Employees	34-36
I	NJC Agreement	37
J	Ad hoc arrangements	38
K	Market Supplements Policy	39-40
L	Other pay	41-45
M	Pay Protection	46
N	Pay Relationships	47-52
O	Other Terms and Conditions	53-56
P	Public Health staff	57
Q	Living Wage	58-62
R	Re-employment of staff in receipt of redundancy pay	63-66

**Note:** Reference is made in this policy to various national and local terms and conditions agreements, and policies. Where access is available the hyperlinks have been provided;

#### National Pay Agreements within Local Government

1. JNC Chief Executive Terms and Conditions of Service.
2. JNC Chief Officer Terms and Conditions of Service:
3. Local Government Pension Scheme: [Local Government Pension Scheme](#)
4. NJC Terms and Conditions of Service (Green Book): [Green Book](#)
5. NJC Terms and Conditions of Services for Craft Workers (Red Book).
6. Soulbury Terms and Conditions of Service: (Education & Young People)
7. Teachers Pension Scheme: [Teachers Pension](#)
8. Youth and Community Workers Terms and Conditions of Service (Pink Book): (Education & Young People)

#### Sefton Council – Local Pay Policies

1. Local Government Pension Scheme - Discretionary Powers: [Local Government Pension Scheme](#)
2. Non-Standard Working Arrangements and Associated Payments: [Non-standard Working Arrangements](#)

#### Senior Salary Pay Bandings -

These can be accessed through the following link: [Senior Salaries](#)

## **SEFTON COUNCIL PAY POLICY**

### **(As required by the Local Government transparency code 2014 and the Localism Act 2011)**

#### **A. OPENING STATEMENT**

1. The aim of this policy is to help maintain and improve the quality of service provision by ensuring that all employees are valued and receive proper reward for their work and contribution. It also serves to satisfy the requirements of the Localism Act 2011 relative to pay accountability.
2. It is recognised that both financial and non-financial rewards are necessary to attract, retain and motivate employees. As such there needs to be a close link between reward and the overall approach to people management, including workforce planning and development strategies. There needs to be a fair balance between changing organisational needs and the aspirations of individuals. Equally there needs to be recognition of the financial constraints of the current economic climate and the imperative to manage public monies responsibly.
3. This policy will assist in managing pay and other rewards in a fair, equitable, responsible and transparent manner. The Council supports the principle of equality of opportunity in employment. In this regard every endeavour will be made to ensure that employees receive equal treatment, irrespective of their age, gender, race, colour ethnic origin, family commitments, marital status, sexual orientation, disability or religious beliefs.
4. All pay related decisions will be taken in compliance with the provisions of The Equality Act 2010, The Employment Rights Act 1996, The Employment Relations Act 1999, the Employment Act 2002, The Employment Act 2008, The Part-Time Workers (Prevention of Less Favourable Treatment) Regulations 2000, The Fixed Term Employees' (Prevention of Less Favourable Treatment) Regulations 2002, all as amended.

#### **B. SCOPE OF POLICY**

5. This policy covers all employees other than those in schools.

#### **C. AVAILABILITY OF POLICY**

6. This policy is available on the transparency pages of Sefton's website [Pay Policy](#)

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## **D. DECISION MAKING**

7. The pay policy aspects of this document are the responsibility of the Pay & Grading Committee with any recommendations for change being subject to the approval of the Council.
8. The policy will be reviewed by the Committee at least once every municipal year and referred to the Council for consideration prior to the beginning of the subsequent municipal year on 1<sup>st</sup> April.
9. The authority to make decisions in accordance with the policy (i.e. its application) is in accordance with the delegations described in the Council's constitution, which can be found in the documents library on Sefton's website
10. The Employment Procedure Committee will decide on the remuneration package for Senior Officer positions in cases where the proposed remuneration is over £100,000. This aspect will be debated at the point when the decision is made to fill the post. A recommendation will then be made to the full Council who will have the opportunity to vote on the remuneration proposed. The remuneration must be agreed prior to an appointment offer being made.
11. In accordance with the guidance in respect of Section 40 of the Localism Act, any severance payment of £100,000 which will potentially be made to the Chief Executive and Directors will be subject to an opportunity of full Council vote following a recommendation from Pay and Grading Committee.
12. In respect of any other Officers, Council has delegated the determination of severance packages of £100,000 or above to the Pay and Grading Committee. The detail of such packages may come before full Council as part of the Budget process.
13. In respect of the definition of severance payment (for the purposes of paragraphs 11 and 12), this is defined as:
  - (a) A redundancy payment
  - (b) Any capital cost to the pension fund
  - (c) Any other contractual payments are due to the employee
  - (d) Any other payments which the Local Authority may seek to make

## **E. SENIOR OFFICERS PAY**

14. Senior officers are defined as those currently earning £50,000 and above. The £50,000 threshold is applied as per the Local Government transparency code 2014, issued by the Department for Communities and Local Government [CLG].
15. Individual Senior Management pay is set out in data published on the Council's website in accordance with the Local Government transparency code 2014.

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16. Senior officers (other than those paid under the Soulbury agreement) are paid in accordance with the HAY job evaluation method.
17. Chief Executive – the Salary comprises of 5 incremental points within a salary band ranging from £138,543 rising to £152,403.

*NOTE: The current Chief Executive is on the maximum of the grade but since February 2011 has volunteered a 10% reduction. The actual payment is £137,163 p.a.*

18. Executive Directors are paid at HAY 1 plus a Market Supplement as appropriate. Heads of Service are paid at either HAY 2, 3 or 4 as spot grades. Senior Management are paid relative to Hay grades 5 & 6. Hay 5 ranging from £58,386 - £64,218, by 5 increments. Hay 6 ranges from £45,759 - £52,977 by 7 increments.
19. The terms and conditions for the post of Chief Executive are in accordance with the Joint National Council (JNC) Scheme for Chief Executives. In the case of HAY Grades 1 - 5 the terms and conditions are as per the JNC Scheme for Chief Officers. In the case of HAY Grade 6 the terms and conditions are in accordance with the National Joint Council (NJC) Scheme for Local Government services employees (known as the "Green Book").
20. HAY grades are allocated to posts using the HAY job evaluation system. This system enables the factors of a job to be analysed and translated into a points score which, in turn, is related to the appropriate grade associated with the score.
21. Each year the HAY group are consulted as to what is an appropriate pay rise. The HAY Group advise based on predicted awards in the general market (Public and Private Sector), the amount of inflation, and the Retail Prices Index. This is also balanced against the National Joint Council Pay award and the ability of the Council to meet the pay bill.

## **Local government Transparency Code relative to Senior Officers pay**

22. Part 2.2: of the Local government Transparency Code relative to Senior officers pay stipulates that specific information must be published annually. This information includes; Organisation charts and Senior Salaries

## **Organisation chart**

23. The organisation chart must cover staff whose salary is £50,000 or above. The following information must be provided;
  - grade
  - job title
  - local authority department and team and contact details
  - whether permanent or temporary staff
  - salary information in £5,000 brackets and

# Agenda Item 9

- salary ceiling (the maximum salary for the grade).

## **Senior salaries**

24. The Council must publish details for whose remuneration in that year was at least £50,000
- in brackets of £5,000 along with the job title
  - the information is not solely based on salary but will include all remuneration i.e. overtime pay
  - employees whose salaries are £150,000 or more must be identified by name
  - details of post responsibilities must be provided for each of the Senior Officer roles.
  - The information must be produced and published.

## **F. EDUCATION PROFESSIONALS PAY [Soulbury Agreement]**

25. The Soulbury Committee provides national collective bargaining machinery for advisory staff in Local Authorities. Nationally it covers approximately 10,500 staff including: education improvement professionals, education psychologists, and young people's/community service managers. In addition to any annual pay increase, the Soulbury Committee also determines the national salary framework.
26. The Soulbury agreement provides separate sets of pay spines for Education Improvement Professionals (EIPs), Educational Psychologists, Senior and Principal staff and Trainee Educational Psychologists, Assistant Educational Psychologists and Community Service Managers. The current pay agreement covers the period 1st September 2014 to 31 August 2016 and is payable from 1 March 2015 with no backdating to 1 September 2014.

## **Education Improvement Professionals (EIPs)**

Spine Point	Salary from 1.3.2015
Ranges from spine point 1	33,396
To spine point 50	88,391

27. The Education Improvement Professionals (EIPs) salary scales consist of not more than four consecutive points, based on the duties and responsibilities of the posts and the need to recruit and motivate staff. Minimum starting points are defined in the pay conditions for Senior and Principal EIPs and include an extended range to accommodate structured professional assessments.



## **EDUCATIONAL PSYCHOLOGISTS**

Spine Point	Salary from 1.3.2015
Ranges from spine point 1	35,027
To spine point 11	51,861

28. The salary scales consist of six consecutive points, based on the duties and responsibilities of the posts and the need to recruit, retain and motivate staff and include extension to scale to accommodate structured professional assessment points.

## **SENIOR & PRINCIPAL EDUCATIONAL PSYCHOLOGISTS**

Spine Point	Salary from 1.3.2015
Ranges from spine point 1	43,914
To spine point 18	63,571

29. The Salary scales consist of not more four consecutive points, based on the duties and responsibilities of the posts and the need to recruit, retain and motivate staff and include an extension to range to accommodate discretionary scale points and structured professional assessments.

## **TRAINEE EDUCATIONAL PSYCHOLOGISTS**

Spine Point	Salary from 1.3.2015
Ranges from spine point 1	£22,503
To spine point 6	£30,737

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## **ASSISTANT EDUCATIONAL PSYCHOLOGISTS**

Spine Point	Salary from 1.3.2015
Ranges from spine point 1	£27,662
To spine point 4	£31,045

## **COMMUNITY SERVICE MANAGERS**

Spine Point	Salary from 1.3.2015
Ranges from spine point 1	£34,637
To spine point 24	£60,969

30. The Salary scales consist of not more four consecutive points, based on the duties and responsibilities of the posts and the need to recruit, retain and motivate staff and include an extension to range to accommodate discretionary scale points and structured professional assessments.
31. The Soulbury agreement does not set its own specific conditions of service. Instead it provides that:

*“The conditions of service of Soulbury officers shall be not less favourable than those prescribed for the local government services staff of the authority”*

### **G. Youth and Community Workers**

32. The pay of Youth and Community Workers is determined from pay points prescribed by the Joint National Council (JNC). There are two ranges of pay points, one for Youth and Community Support Workers and one for Professional staff. The Youth and Community pay structure ranges from Pay point 1- £14,597 to Pay point 17- £26,398. The Professional pay structure ranges from Pay point 13- £23,213 to Pay point 32- £39,173.
33. The above salaries are payable from 1<sup>st</sup> March 2015. The agreement covers the period 1 September 2014 to 31 August 2016.

### **H. NATIONAL JOINT COUNCIL EMPLOYEES**

34. The largest proportion of employees are paid in accordance with the NJC (Green Book) terms and conditions of employment and in conjunction with a locally determined grading structure that is derived from the spinal column points (SCPs) provided by the NJC for Local Government Services pay

scales. It is influenced by market values and is 'shaped' to reward employees fairly relative to job requirements.

35. Grades are allocated to posts using the Local Government Single Status Job Evaluation Scheme which forms part of the NJC (Green Book) terms and conditions of employment.
36. The grading structure and the arrangements for applying the job evaluation scheme are agreed with the local trade unions.

## **I. NJC PAY AGREEMENT**

37. Following the conclusion of the respective consultations by the National Employers and Trade Unions sides, agreement has been reached on a long term pay deal to run from 1<sup>st</sup> January 2015 to 31<sup>st</sup> March 2016. The pay scales applicable for NJC staff effective from 1<sup>st</sup> October 2015 range from SCP 6 £13,614 to SCP 49- £42,957.

## **J. AD HOC PAY ARRANGEMENTS for Craft Employees**

38. Sefton currently employs a very limited number of staff (Craft Employees) on the former "Red Book" conditions. The salaries this group of employees have been assimilated to NJC grades. However, a small number of ad hoc terms and conditions still stem from the Red book. These terms and conditions will be reviewed overtime as appropriate with a view to applying locally agreed terms.

## **K. MARKET SUPPLEMENTS POLICY**

39. The Council aims to recruit and retain the best possible employees with the skills, knowledge and experience needed to deliver excellent services and to meet its corporate objectives. There may be times when the grading of a post results in an inability to successfully recruit or retain to particular posts. In such cases it may be appropriate to pay a market supplement in addition to the salary to ensure that appointments can be secured. In these circumstances, the potential for the application of a Market Supplement Rate will need to be objectively justified. Such payments are lawful under the Equality Act 2010 where there is evidence to justify that market factors are the "material factor" for the post attracting a higher rate of pay than other posts with the same score. In order to establish equality of pay the Council needs factual evidence to prove that paying any Market Supplement Rate is "a proportionate means of achieving a legitimate aim".
40. Any business cases made for Market Supplement payments will be subject to indepth investigation and scrutiny by the Pay and Grading team followed by formal approval. Thereafter, the payment will be subject to annual review, and supplementary reviews following any pay award agreements or incremental advancement. In addition, the Joint Trade Union forum will be provided with details of any positions which have been approved for the Market Supplement Payments.

# Agenda Item 9

## L. OTHER PAY

41. **Returning officer** The Council has to appoint a Returning Officer for elections. This is usually a senior officer of the Council who performs the role in addition to his/her normal duties. Appointment as a Returning Officer is deemed to be separate remunerable employment.
42. **Acting up payments** Employees are not eligible for honoraria or ex gratia payments under current Council policy. However, an employee who, following a fair selection arrangement, performs the full duties and responsibilities of a higher graded post on a temporary basis, will be paid in accordance with the higher graded post for the specified period and without any commitment to permanency in that post. This is known as “Acting Up”. It is an operationally practical arrangement applied throughout the workforce. It is an expedient measure that should maintain for as short a period as possible – normally less than 12 months.
43. **Advisory Staff in Local Authorities – [Soulbury Agreement]** In each of the separate Soulbury pay spines there is provision for employees to receive up to three further spine points under the Structure Professional Assessment (SPA) system. This element of the pay structure is based on performance assessment and forms part of the overall pay structure. Progression under the SPA system is subject to local assessment against nationally prescribed criteria.
44. **NJC Employees- Non-Standard Working Arrangements and Associated Payments**  
In accordance with the NJC provisions the Council pays allowances in respect of employees who are required to work outside “normal” working hours.
45. In February 2011 Cabinet approved a package of terms and conditions changes following consultation with the trade unions. The changes were implemented with effect from 1<sup>st</sup> April 2011, initially for two years, and have since been adopted as an ongoing contractual arrangement to assist with the budget savings.

## M. PAY PROTECTION

46. In certain circumstances where employees suffer a loss in basic pay as a result of the actions of the employer, 12 months’ pay protection is available.

## N. PAY RELATIONSHIPS

47. The Local Government Transparency Code 2014 Part 2.2 para 41 and Section 38 of the Localism Act 2011 requires local authorities to produce information relative to pay dispersion i.e. the relationship between remuneration of Senior Officers and the remuneration of other staff. The information in this section illustrates the Councils pay dispersion.

48. The highest level of (*full time equivalent – FTE*) employee remuneration in the Council is associated with the post of Chief Executive – para 17 refers.
49. The lowest level of (FTE) employee remuneration is £13614 p.a (NJC Spinal Column Point 6).
50. The median level of actual basic pay for central staff is £16572 p.a. The median level of actual pay including contractual allowances (e.g. overtime, shift pay etc ) is £18376 p.a.
51. The ratio listed compares favourably with the Upper 20:1 ratio as detailed in the Hutton Fair Pay Review Report. As at November 2015 the (FTE) actual pay relationships are:
  - Highest pay is 10 times greater than lowest pay.
  - Median basic pay is 1.22 times greater than lowest pay.
  - Median pay including contractual allowances is 1.35 times greater than lowest pay.
  - Highest pay is 8.28 times greater than median basic pay and 7.46 times greater than median pay including contractual allowances.
52. In order to achieve this calculation the pay relationships have been based on the lowest level of employee remuneration (using actual pay figures of centrally employed staff payable as at November 2015 and the highest level JNC pay applicable as at November 2015).

## **O. OTHER TERMS AND CONDITIONS**

53. The normal working week is 36 hours (FTE) for all employees including those defined as senior officers. This is with the understanding, in the case of most senior officers, that, additional hours will be worked, as necessary, without financial or time off recompense.
54. The Council recognises the importance of the need to balance personal and working demands. Employees are required to be receptive to such needs both in their own case and relative to those for whom they may be responsible. It is considered that an empathetic management approach to controlled attendance will contribute to high performance and outcomes.
55. The Council's terms and conditions of employment generally provide for 27 days leave for employees with less than 5 years' service and 32 days after 5 years have been completed (35 days for HAY 5 and above). The Council also recognises long service by granting an additional 5 days leave (as a one off) after 25 years' service has been completed and celebrates longer periods of service.
56. The Council also supports officers in the discharge of their duties by reimbursing expenditure, paying subsistence allowances, providing access to car loans where appropriate and operating a Corporate travel scheme for

# Agenda Item 9

eligible employees offering reduced cost rail travel with deductions being made direct from payroll.

## **P. PUBLIC HEALTH STAFF**

57. The transfer of the Public Health function and its associated employees in 2013 was on a statutory basis as per the Health and Social Care Act 2012. The pay scales applicable at the point of transfer were as per Public Health NHS pay scales and will remain static until such time as the positions become vacant. New appointments to posts within the Public Health function will be made on either NJC or JNC HAY grades as appropriate to the role.

## **Q. NATIONAL MINIMUM WAGE / NATIONAL LIVING WAGE/ LIVING WAGE**

58. The current National Minimum Wage (NMW) rate as at November 2015 is £6.70.
59. From April 2016, the government will introduce a new mandatory *National Living Wage* (NLW) for workers aged 25 and above, at a rate of £7.20 per hour (a £910 per annum increase in earnings for a full-time worker on the current NMW).
60. The NMW will continue to apply for those aged 21 to 24, with the premium added on top for those aged 25 and over, taking the total hourly rate to the National Living Wage.
61. In addition to the above there is a *living wage* determined by the Living Wage Foundation. The rate is £8.25 per hour as at November 2015. This Living wage rate is based on the concept that a certain amount of money is needed to ensure that people are able to have a decent standard of living. The living wage is different from the National Minimum wage and the Governments National Living Wage. Adoption of the minimum wage is a legal requirement however the adoption of the Living Wage is optional. Some Authorities have implemented the living wage but only where this has had very minimal impact of the budget due to the makeup of the individual Authority. To become a true Living Wage employer the rate would need to be applied not only to employees but also be extended to employer procurement supply chains.
62. If the Living wage were introduced within Sefton Terms and Conditions would need to be reviewed. The Cabinet member has been provided with costing information relative to the implementation of the Living wage for both schools and the Council. No determination has yet been made in terms of whether Sefton Council would wish to be a Living Wage employer.

R. **RE-EMPLOYMENT OF STAFF WHO HAVE BEEN IN RECEIPT OF REDUNDANCY PAY AND/OR PENSION.**

63. Subject to compliance with legislative/regulatory requirements:
- An individual may be in receipt of a pension (LGPS or otherwise) in addition to remuneration from their employment with the Council.
  - An individual who has left the Council and been in receipt of a severance or redundancy payment and/or pension (LGPS or otherwise) may subsequently be re-employed or engaged under a contract for services.
64. In line with this, staff who have been in receipt of redundancy pay and or pension benefits can subsequently be re-employed or engaged under a contract with Sefton. However, given the budgetary pressures currently facing the Council such cases must satisfy robust justification.
65. All LGPS Administrating Funds have the discretion to abate pension upon re-employment to local government. MPF discretion stipulates that anyone in receipt of a pension from the LGPS, re-employed after 25 September 2006, **will not** have their pension adjusted if they return to local government employment, **unless** they were granted Compensatory Added Years when they retired due to redundancy/ interest of efficiency.
66. Pensioners re-employed before 25 September 2006 or those who received Compensatory Added Years of membership may have adjustments applied to their pension by the Administrating Fund. Further details can be obtained relative to the LGPS via the Policy Discretions Statement on the intranet.

**MD November 2015**

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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?

	<u>Corporate Objective</u>	<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Jobs and Prosperity		√	
3	Environmental Sustainability		√	
4	Health and Well-Being		√	
5	Children and Young People		√	
6	Creating Safe Communities		√	

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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.

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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 10

## 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.

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- 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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## 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		

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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 10

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 10

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 10

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 10

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 10

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 10

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 10

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 10

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 10

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 10

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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**Report to:** Council **Date of Meeting:** 28 January 2016

**Subject:** Constitutional Amendment Relating to “Call-in”

**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

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### **Purpose/Summary**

To seek approval of an addition to Chapter 6, Paragraph 40 of the Overview and Scrutiny Committee Procedure Rules of the Constitution that would require Members calling-in items to provide as much information, detail, explanation, evidence and/or facts as possible so as to allow the Overview and Scrutiny Committee to understand the full reasons, evidence, rationale and purpose of the call-in.

### **Recommendation:**

That Chapter 6, Paragraph 40 of the Overview and Scrutiny Committee Procedure Rules of the Constitution be amended by the addition of the following:

“In relying on paragraphs (a) to (e) above Members instigating a call in shall provide as much information, detail, explanation, evidence and/or facts as possible so as to ensure that the full reasons, evidence, rationale and purpose of the call in are understood”.

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

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

# Agenda Item 11

## Reasons for the Recommendations:

To comply with a request of the Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services) at its meeting held on 22 October 2015 that a review of the reasons for the requisitions for call-in be undertaken.

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

### (A) Revenue Costs

There are no revenue costs associated with the report.

### (B) Capital Costs

There are no capital 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>Legal:</b>		
<b>Human Resources</b> Not applicable		
<b>Equality</b>		
1.	No Equality Implication	<input checked="" type="checkbox"/>
2.	Equality Implications identified and mitigated	<input type="checkbox"/>
3.	Equality Implication identified and risk remains	<input type="checkbox"/>

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

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

The Chief Finance Officer has been consulted and notes the report indicates no direct financial implications for the Council in respect of these proposals. (FD3926/15)

The Head of Regulation and Compliance has been consulted and comments have been incorporated into the report (LD 3926 /15)

## Are there any other options available for consideration?

The Council could not agree to the recommendation but this would mean not agreeing with the resolution of the Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services) that requested that a review be undertaken.

## Implementation Date for the Decision

Immediately following the meeting of Council.

**Contact Officer:** Paul Fraser

**Tel:** 0151 934 2068

**Email:** [paul.fraser@sefton.gov.uk](mailto:paul.fraser@sefton.gov.uk)

## Background Papers:

None.

## Background

1. At its meeting held on 22 October 2015 the Overview and Scrutiny Committee (Regulatory, Compliance and Corporate Services) considered an item that had been called-in regarding the acceptance of a tender in relation to the disposal of the former Maghull Library and Youth Centre, Liverpool Road North, Maghull.
2. Members of the Overview and Scrutiny Committee expressed concern that the requisition for call-in did not specify what potentially relevant facts were not taken into account by Cabinet; and that it may be helpful if a review could be undertaken of the reasons for the requisitions for call-in.
3. Accordingly, the Committee resolved, amongst other things, that the Head of Regulation and Compliance be requested to undertake a review of the reasons for the requisitions for call-in as set out in Chapter 6 of the Overview and Scrutiny Committee Procedure Rules of the Constitution. Such a review has been undertaken and a report on the matter has been considered by the Audit and Governance Committee on 9 December 2015. The Audit and Governance Committee resolved

“That Council be recommended to amend Chapter 6, Paragraph 40 of the Overview and Scrutiny Committee Procedure Rules of the Constitution by the addition of the following:

In relying on paragraphs (a) to (e) above Members instigating a call in shall provide as much information, detail, explanation, evidence and/or facts as possible so as to ensure that the full reasons, evidence, rationale and purpose of the call in are understood”.

4. If Council are minded to approve the above recommendation then the full text of Chapter 6, Paragraph 40 would read as follows:-

“All requisitions for call-in shall refer to a specific decision and provide a reason. A decision may only be the subject of one call-in. A decision may only be called-in for the following purposes:

(a) to seek more understanding of the decision and its implications;

# Agenda Item 11

- (b) to question the soundness of the decision based on facts taken or not taken into account;
- (c) to identify the need for Council policies to guide decisions;
- (d) to make recommendations to the Cabinet and/or Council;
- (e) to question whether the decision conforms with agreed policies.

“In relying on paragraphs (a) to (e) above Members instigating a call in shall provide as much information, detail, explanation, evidence and/or facts as possible so as to ensure that the full reasons, evidence, rationale and purpose of the call in are understood”.

# Agenda Item 12

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**Report to:** Council **Date of Meeting:** 28 January 2016

**Subject:** Local Government Act 1972 – Section 85 - Attendance at Meetings

**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

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## Purpose/Summary

This report requests authority to approve and authorise the absence of Councillor Ashton from attendance at Council and Committee Meetings pursuant to Section 85 of the Local Government Act 1972.

## Recommendation(s)

That the current absence from all Council and Committee Meetings of Councillor Ashton due to his wife's terminal illness and further time for bereavement be authorised and approved for a six month period until 27 July 2016 pursuant to Section 85 of the Local Government Act 1972.

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

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

## Reasons for the Recommendation:

To comply with the provisions of Section 85 of the Local Government Act 1972.

# Agenda Item 12

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

(A) **Revenue Costs** – Not applicable

(B) **Capital Costs** – Not applicable

## Implications:

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

<b>Legal</b> – The effect of the legislation is contained within the contents of the report.	
<b>Human Resources</b> – Not applicable	
<b>Equality</b>	
1. No Equality Implication	<input checked="" type="checkbox"/>
2. Equality Implications identified and mitigated	<input type="checkbox"/>
3. Equality Implication identified and risk remains	<input type="checkbox"/>

## Impact on Service Delivery:

None.

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

The Chief Finance Officer (FD 3980) has been consulted and has no comments on the report.

Head of Corporate Legal Services (LD 3263/16) have been consulted and any comments have been incorporated into the report.

## Are there any other options available for consideration?

No

## Implementation Date for the Decision

With immediate effect following the Council meeting

**Contact Officer:** Steve Pearce

**Tel:** 0151 934 2046

**Email:** steve.pearce@sefton.gov.uk

## Background Papers:

There are no background papers available for inspection.



## 1. Introduction/Background

- 1.1 Section 85 of the Local Government Act 1972 provides that if an Elected Member fails to attend any Council or Committee Meeting for a period of six months he or she ceases to be an Elected Member, unless the absence was approved by the Council before the expiry of the six month period.
- 1.2 Unfortunately Councillor Ashton has not been able to attend any meeting for four months due to his wife's terminal illness and he will need further time due to bereavement. He last attended a Council Meeting on 17 September 2015.
- 1.3 Members are requested to approve his absence from all Council or Committee Meetings for a six months period from the date of this meeting until 27 July 2016.

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