

Public Document Pack

Sefton Council 

MEETING: CABINET
DATE: Thursday 1st February, 2018
TIME: 10.00 am
VENUE: Committee Room, Town Hall, Bootle

DECISION MAKER: **CABINET**

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

COMMITTEE OFFICER: Ruth Harrison
Democratic Services Manager
Telephone: 0151 934 2046
E-mail: ruth.harrison@sefton.gov.uk

The Cabinet is responsible for making what are known as Key Decisions, which will be notified on the Forward Plan. Items marked with an * on the agenda involve Key Decisions

A key decision, as defined in the Council's Constitution, is: -

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

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

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

This page is intentionally left blank

A G E N D A

Items marked with an * involve key decisions

<u>Item No.</u>	<u>Subject/Author(s)</u>	<u>Wards Affected</u>	
1	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 the Previous Meeting Minutes of the meeting held on 11 January 2018		(Pages 5 - 18)
* 4	Regionalisation of Adoption - Adoption in Merseyside Final Report Report of the Head of Children's Social Care	All Wards	(Pages 19 - 28)
* 5	Revenue and Capital Budget Plan 2017/18 – 2019/20 Report of the Head of Corporate Resources	All Wards	(Pages 29 - 42)
6	Exclusion of Press and Public To comply with Regulation 5(2) of the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012, notice has been published regarding the intention to consider the following matter(s) in private for the reasons set out below. No representations have been received on this matter and this agenda satisfies the requirements of Regulation 5(4). The Cabinet is recommended to pass the following resolution:		

That, under the Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012, the press and public be excluded from the meeting for the following item on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. The Public Interest Test has been applied and favours exclusion of the information from the Press and Public.

- | | | | |
|-----|-----------------------------------------------------------|-----------|--------------------|
| * 7 | LCR Traffic Signals Maintenance Contract | All Wards | (Pages 43 -
48) |
| | Report of the Head of Locality Services -
Commissioned | | |

THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON TUESDAY 30 JANUARY, 2018.

CABINET

MEETING HELD AT THE BIRKDALE ROOM, TOWN HALL, SOUTHPORT ON THURSDAY 11TH JANUARY, 2018

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

97. APPOINTMENT OF CHAIR

RESOLVED:

That Councillor Hardy be appointed Chair for this meeting.

98. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Fairclough, Maher and Veidman.

99. DECLARATIONS OF INTEREST

No declarations of any disclosable pecuniary interest were received.

100. MINUTES OF THE PREVIOUS MEETING

Decision Made:

That the minutes of the Cabinet Meeting held on 7 December 2017 be confirmed as a correct record.

101. RESIDENTIAL AND CARE HOMES WORKING GROUP - FINAL REPORT

Further to Minute No. 37 of the Overview and Scrutiny Committee (Adult Social Care and Health) of 9 January 2018, the Cabinet considered the report of the Head of Regulation and Compliance that formally presented the final report of the Residential and Care Homes Working Group.

Agenda Item 3

CABINET- THURSDAY 11TH JANUARY, 2018

Councillor Linda Cluskey, Lead Member of the Working Group, presented the final report to the Cabinet, placing on record her thanks and appreciation to the other Members of the Working Group, Councillor Lynne Thompson and Associate Member Mr. Roger Hutchings of Healthwatch Sefton, together with the relevant officers concerned. Councillor Cluskey had visited residential and care homes under recent difficult personal circumstances and she referred to the need for greater co-operation within the care sector, whilst commending the report to the Cabinet.

The Cabinet was advised that at its meeting held on 9 January 2018, the Overview and Scrutiny Committee (Adult Social Care and Health) had considered the final report of the Residential Care Homes Working Group and had supported the recommendations, subject to the amendment of recommendation 1 (h).

The Cabinet Member – Adult Social Care thanked Councillor Linda Cluskey for the work undertaken by the Working Group and referred to the challenges facing the care sector, together with joint working initiatives being undertaken across the City Region to address some of the issues concerned.

Decisions Made: That:

Subject to the inclusion of the revised recommendation 1 (h), as amended by the Overview and Scrutiny Committee (Adult Social Care and Health) on 9 January 2018, the recommendations of the Residential and Care Homes Working Group be approved, as follows:-

1. the Head of Commissioning Support and Business Intelligence be requested to:-
 - (a) Consider proposals for fee levels, both in the current and next two financial years, in order to provide more stability for Providers with the proviso that such proposals are made within available resources and in line with previously agreed delegations in relation to the setting of Adult Social Care fees;
 - (b) Give further consideration to paying Providers gross, as opposed to net of Service User financial contributions, for care placements;
 - (c) Establish a strategic group consisting of Adult Social Care and Commissioning officers, Providers and interest groups to:
 - (i) Assess future demands and needs, including those relating to other service areas such as Extra Care housing;

CABINET- THURSDAY 11TH JANUARY, 2018

- (ii) Ensure co-operative and collaborative working takes place;
 - (iii) Share good practice; and
 - (iv) Ensure that “working in silos” does not occur;
- (d) Ensure joint working is continued between Commissioning, Adult Social Care and the Sefton Clinical Commissioning Groups, particularly with respect to joint quality, safeguarding and monitoring of services;
- (e) Explore the potential to implement revised methods of monitoring care home services, including the use of Information Technology to record quality, performance and market capacity information;
- (f) Continue to work as part of the Liverpool City Region to standardise approaches to information sharing, monitoring and contractual approaches;
- (g) Continue to seek information from Providers, such as details of costs and charges, in order for the Council to better understand the care home market;
- (h) Implement the decision to deliver the Quality Assurance Service, as approved by the Cabinet at its meeting on 7 September 2017;
- (i) Continue to monitor and revise procedures, as necessary, relating to issues such as home closures, in order to improve working practices and implement any lessons learnt;
- (j) Review documentation given to Service Users, Families, Carers and Advocates on topics such as paying, charging for services and needs assessment processes; and
2. the Senior Democratic Services Officer be requested to liaise with relevant officers in order to ensure that the Overview and Scrutiny Committee (Adult Social Care and Health) receives a six-monthly monitoring report, setting out progress made against each of the recommendations outlined above.

Reasons for the Decisions:

The Working Group had made a number of recommendations that required approval by both the Overview and Scrutiny Committee (Adult Social Care and Health) and the Cabinet.

Alternative Options Considered and Rejected:

Agenda Item 3

CABINET- THURSDAY 11TH JANUARY, 2018

No alternative options were considered. The Overview and Scrutiny Committee (Adult Social Care and Health) established the Working Group to review residential and care homes and the Working Group had performed this task.

102. CHILDREN AND ADOLESCENT MENTAL HEALTH WORKING GROUP - FINAL REPORT

Further to Minute No. 28 of the Overview and Scrutiny Committee (Children's Services and Safeguarding) of 5 December 2017, the Cabinet considered the report of the Head of Regulation and Compliance that formally presented the final report of the Children and Adolescent (CAMHS) Mental Health Working Group.

Councillor Hands, Lead Member of the Working Group, and Councillor Webster, Member of the Working Group, presented the final report to the Cabinet, placing on record their thanks and appreciation to the other Members of the Working Group, Councillors Bennett, Keith, Spencer and Associate Member Miss Libby Kitt of Healthwatch Sefton, and to Ruth Harrison, Democratic Services Manager.

Councillors Hands and Webster referred to some of the issues found during the duration of the Working Group including waiting times; difficulties obtaining information on good practice on emotional health and wellbeing in schools; issues with transitional arrangements; issues with budget allocations and commissioning arrangements; and difficulties in obtaining information from different organisations.

Cabinet Members thanked Working Group Members for producing the report and expressed concern regarding the findings of the Working Group, together with the necessity for the Council to monitor CAMHS.

The Chair proposed an additional decision to be included, requesting the Sefton Clinical Commissioning Groups (CCGs) to respond when the final report was considered at the Health and Wellbeing Board and to provide responses back to both the Overview and Scrutiny Committee (Children's Services and Safeguarding) and the Cabinet on the findings of the Working Group.

Decision Made: That:

Subject to the inclusion of an additional decision (13), the recommendations of the Children and Adolescent (CAMHS) Mental Health Working Group be approved, as follows:-

- (1) the Clinical Commissioning Group for both Southport and Formby and South Sefton be requested to issue a statement to Alder Hey expressing concerns regarding all waiting times within the referral into CAMHS process and notifying them that unless improvements

CABINET- THURSDAY 11TH JANUARY, 2018

are made within a reasonable timescale (6 months) then notice will be given to terminate the contract;

- (2) the Head of Schools and Families in consultation with the Head of Children's Social Care be requested to investigate with all sectors of schools and colleges the feasibility of providing Emotional Health and well-being training to nominated staff working in Sefton's Schools;
- (3) the Head of Schools and Families in consultation with the Head of Children's Social Care be requested to work with the Head Teachers Associations to investigate establishing an Emotional health and well- being mentoring scheme;
- (4) the Head of Children's Social Care in consultation with Sefton CVS, be requested to provide a comprehensive list of all voluntary and charity groups that work with emotional health and wellbeing, publishing the list on the website, the Council's website and disseminating the information to all Schools throughout the Borough, signposting individuals to all the groups available;
- (5) Merseycare be requested to investigate setting up a transitional arrangement in the Borough for outreach facilities for CAMHS ages 16 – 19 years (25 years for Looked After Children);
- (6) the Head of Schools and Families in consultation with the Head of Children's Social Care be requested to work with the Head Teachers Associations to consider incorporating Emotional Health and well-being into the Personal and Social Education Curriculum;
- (7) the Head of Regulation and Compliance be requested to approach Alder House with a view to extending an invitation to all Members of the Overview and Scrutiny Committee (Children's Services and Safeguarding) to attend a site visit to Alder House;
- (8) the Director of Social Care and Health in consultation with the Head of Children's Social Care be requested to work in collaboration with the Clinical Commissioning Group for both Southport and Formby and South Sefton, be requested to identify and release funds to Emotional Health and well – being specifically Tier 1 and Tier 2 to invest in Early Intervention and Prevention;
- (9) the Chief Officer for both South Sefton and Southport and Formby Clinical Commissioning Groups be requested to notify the Head of Regulation and Compliance of the re-aligned budget allocation for Children and Adolescent Mental Health Services in Sefton as a result of Recommendation (8) above;
- (10) the Chief Officer for both South Sefton and Southport and Formby Clinical Commissioning Groups be invited to a future Meeting of the Overview and Scrutiny Committee (Children's Services and

Agenda Item 3

CABINET- THURSDAY 11TH JANUARY, 2018

Safeguarding) to present its budget allocation for Children and Adolescent Mental Health Services in Sefton;

- (11) the Head of Schools and Families in consultation with the Head of Children's Social Care be requested to provide an annual update in relation to the implementation of recommendations to the Overview and Scrutiny Committee (Children's Services and Safeguarding);
- (12) the Children and Adolescent Mental Health Services Final Report be referred to the Health and Wellbeing Board for information and comment; and
- (13) the Chief Executive be requested to write to the Chief Officer for both South Sefton and Southport and Formby Clinical Commissioning Groups (CCGs), requesting the CCGs to respond when the final report is considered at the Health and Wellbeing Board and to provide responses back to both the Overview and Scrutiny Committee (Children's Services and Safeguarding) and the Cabinet on the findings of the Working Group, in due course.

Reasons for the Decision:

The Working Group had made a number of recommendations that required approval by the Cabinet.

Alternative Options Considered and Rejected:

No alternative options were considered. The Overview and Scrutiny Committee (Children's Services and Safeguarding) established a Working Group to review the Children and Adolescent Mental Health Service in Sefton and the Working Group had performed this task.

103. PROGRAMME OF MEETINGS – 2018/19 MUNICIPAL YEAR

The Cabinet considered the report of the Head of Regulation and Compliance that sought approval of a Programme of Meetings for the 2018/19 Municipal Year.

Decision Made:

That the Programme of Meetings for the Cabinet, Public Engagement and Consultation Panel, Sefton Safer Communities Partnership and the Health and Wellbeing Board for 2018/19, as set out in Annexes A and D of the report be approved.

Reasons for the Decision:

To enable the business of the Council and its various Committees/bodies to be conducted during the 2018/19 Municipal Year.

CABINET- THURSDAY 11TH JANUARY, 2018

Alternative Options Considered and Rejected:

None. The Council has to produce a timetable of meetings.

104. TENDER FOR PARK & RIDE BUS SERVICE

The Cabinet considered the report of the Head of Regulation and Compliance that sought approval to invite tenders through the appropriate procurement route for the provision of a park and ride bus service for Southport.

Decision Made: That:

- (1) the tender process to procure the provision of a park and ride bus service, as outlined in the report, be approved;
- (2) the contract be authorised for a period of 5 years from 1 August 2018; and
- (3) authority be delegated to the Head of Regulation and Compliance to award the contract resulting from the procurement, in consultation with the Cabinet Member - Regulatory, Compliance and Corporate Services.

Reasons for the Decision:

To allow the continued delivery of the Southport Park and Ride Service which is an important part of the parking offer in Southport.

Alternative Options Considered and Rejected:

Not to award a contract, which would mean no park and ride service was provided for in Southport.

105. PROVISION OF AGENCY STAFF

The Cabinet considered the report of the Head of Commissioning Support and Business Intelligence that sought approval to award a contract for the supply of Agency Workers, from 1 February 2018, for an initial period of 3 years with the option to extend for a further period of 1 year.

Decision Made: That:

- (1) the Council's continued participation in the collaborative supply arrangement with other Liverpool City Region authorities be

Agenda Item 3

CABINET- THURSDAY 11TH JANUARY, 2018

approved, to ensure purchasing power on a common category of spend within the region is maximised;

- (2) approval be granted to procure agency workers through the new Agency Worker Framework via Matrix SCM, as negotiated by Eastern Shires Purchasing Organisation (ESPO); and
- (3) the requirement for all service areas to utilise the new Framework, under a call off with Matrix SCM, for the supply of Agency Workers, in order to provide visibility of spend and scope for continuous improvement and value for money efficiency gains, be reinforced.

Reasons for the Decision:

There is an ongoing need to employ Agency Workers in some service areas, to ensure sufficient capacity is available for those services to be provided safely and effectively.

In December 2016 the Cabinet agreed to utilise the one year extension option within the existing contract for the provision of Agency Workers, in order to facilitate collaborative work by Liverpool City Region (LCR) authorities, including pre-procurement analysis and options appraisal, ahead of an anticipated joint procurement of a new service to replace the current Framework Agreement at the end of its full contract term (31 January 2018).

The options have now been appraised, including existing Framework Agreements and a separate full OJEU collaborative procurement process, with the recommended option being identified as the one that provides the most economically advantageous.

Alternative Options Considered and Rejected:

The options appraisal is presented in paragraphs 1.3 to 1.6 of the report.

106. PROCUREMENT OF AN ELECTRONIC CASE MANAGEMENT SYSTEM

Further to Minute No. 19 of 22 June 2017, the Cabinet considered the report of the Director of Social Care and Health that sought approval to commence a procurement exercise for the provision of an Electronic Case Management (ECM) System for utilisation by contracted Lead Domiciliary Care Providers; and which detailed the proposed procurement approach under Liverpool City Region (LCR) joint working arrangements and the linkage to the new Domiciliary Care contracts.

Decision Made: That

CABINET- THURSDAY 11TH JANUARY, 2018

- (1) the commencement of a procurement exercise for the provision of an Electronic Case Management System for a period of three years, as detailed in the report, be approved;
- (2) the following decisions be delegated to the Director of Social Care and Health, in consultation with the Cabinet Member - Adult Social Care:-
 - (a) agreeing the specification for the Electronic Case Management system;
 - (b) agreeing the specific procurement process (i.e. whether to utilise an existing contract framework, or for Sefton to undertake its own process to procure the system);
 - (c) the approach to be taken to funding “open access” to the ECM system, as detailed in Section 5.5 of the report (i.e. whether Sefton Council meets the costs or the successful Electronic Case Management System supplier will be able to directly charge Service Users, Families etc. for access to the system); and
 - (d) the awarding of the “contract” following the tender evaluation exercise.

Reasons for the Decision:

On 22 June 2017 the Cabinet approved the commencement of a procurement exercise for Domiciliary Care services, from 1 May 2018, via Liverpool City Region joint commissioning. This process is currently being conducted jointly with Knowsley Metropolitan Borough Council. The new contracts awarded will encompass a more outcome based model of service and will ensure a greater focus on the delivery of a quality service to Service Users.

It has been identified that the implementation of an Electronic Case Management system can support these aims by ensuring that there is better monitoring of service delivery, such as visit durations and activities conducted during those visits, thus ensuring that any complaints and issues raised can be fully investigated as the system will be able to provide real-time and verified information.

The system can also support future service delivery changes such as revising the payment process and mechanisms to Providers, and wider strategic work such as analysing service delivery trends and needs.

The system will be purchased by Sefton Council for contracted Domiciliary Care Providers to implement during their initial three-year contract term. Following this the Providers will be required to fund the system for any additional period should their contract be extended.

Agenda Item 3

CABINET- THURSDAY 11TH JANUARY, 2018

Alternative Options Considered and Rejected:

1. Contractually obliging Providers to purchase and pay for the system – this option was rejected as it has been identified that it will be more cost effective for Sefton Council to purchase the system as opposed to Providers purchasing it who would then request an increase to their fee level. In addition, by purchasing the system Sefton Council and Knowsley Council can ensure that the same system is operated across all Providers, thus ensuring a consistency in the type of data being recorded, which can then be used to analyse trends across both Sefton and the LCR and be used to inform wider strategic work such as the quantification of the current and future demand for services. The purchasing of the system re-iterates the Authorities' commitment to investing in the Domiciliary Care sector and supporting providers to deliver quality services; and
2. Maintaining the Status Quo – this was not considered a viable option as within the new Domiciliary Care contracts and service model there is a commitment to implement such a system in order to deliver the wider aims of improving the quality and monitoring of the commissioned services. At present it is difficult to effectively monitor services as this requires analysis of paper records, for example where concerns are raised concerning late/missed visits.

107. PROCUREMENT ON BEHALF OF THE LIVERPOOL, KNOWSLEY, SEFTON AND WIRRAL REGIONAL ADOPTION AGENCY(RAA)

The Cabinet considered the report of the Head of Children's Social Care that sought approval to make contractual arrangements and the future procurement of statutory adoption related provision on behalf of the Regional Adoption Agency (RAA), known as "Adoption in Merseyside" (AIM), following Sefton being recently nominated as Lead Commissioner for the RAA by the RAA Strategic Board.

Decision Made: That:

- (1) the fact that Sefton has been nominated as the lead commissioner for the new Regional Adoption Agency (Strategic Board) to procure a range of service contracts on behalf of the RAA, be noted;
- (2) authorisation to procure a range of service contracts on behalf of the RAA on behalf of all participating authorities of the RAA, for future purchasing of statutory adoption activity that all parties have agreed should be procured externally from 1 April 2018 – 31 March 2020, be approved;
- (3) authority be delegated to the Head of Children's Social Care, in consultation with the Cabinet Member – Children, Schools and

CABINET- THURSDAY 11TH JANUARY, 2018

Safeguarding, to approve the resulting post procurement contract award; and

- (4) it be noted that if any of the current service staff within the existing service contracts under TUPE have an entitlement to LGPS pensions, the Cabinet authorises officers to enter into arrangements to ensure that the new service provider enters into an admissions agreement and bond in relation to the affected staff.

Reasons for Decision:

The establishment of Regional Adoption Agencies (RAA) across the Country will enable the process of adoption for Looked after Children to be streamlined and made more efficient through partnership working. Sefton is working in partnership with three other neighbouring Local Authorities, namely, Liverpool, Knowsley and Wirral to form one of the new Regional Adoption Agencies, and work is advanced towards this new Agency being in place and operational from April 2018.

The new agency will be called AIM – Adoption in Merseyside, and in the interim, a Strategic Board has been established to determine the operational details of the RAA and to determine how it will operate. This includes staffing and who will be hosting the new joint service, and includes managing operational contracts to ensure more efficient procurement of bought in services across all four Authorities, on behalf of the RAA.

The AIM RAA staffing model is still in development and there are final details of partnership working still to conclude in the New Year. However, the Strategic RAA Board has agreed recently for Sefton to take the lead in commissioning new adoption service contracts on behalf of the RAA.

This report is therefore seeking Cabinet approval to enable Sefton's commissioning officers to act on behalf of the RAA for the future purchasing of statutory adoption activities for the period 1 April 2018 to 31 March 2020 (2 years) and to commence immediately, a process of procurement for these services, which will involve drawing down existing budgets from across each Local Authority in the RAA.

Currently there are a range of service contracts across all four partners that have been extended until 31 March 2018, and all of these have exhausted the number of extensions permitted.

There are some currently contracted adoption activities, such as Letterbox and Lifebook's, which it is anticipated would be delivered internally within the new RAA, but it is proposed that procurement of additional activity such as access to records, counselling for birth parents and letterbox is developed within the existing budget to ensure the capacity to meet the RAA's demand. This is mirrored in existing RAAs where parallel commissioning arrangements are in place.

Agenda Item 3

CABINET- THURSDAY 11TH JANUARY, 2018

Alternative Options are Considered and Rejected:

The Strategic RAA Board have considered a number of options for delivery of adoption services including a further extension of existing contracts; Spot purchase activities from 1 April and delivering services mostly in-house. None of these options has proven viable or provide adequate market stability. The favoured option is to procure a single contract with flexibility to meet the demands of the evolving Regional service.

108. COUNCIL TAX REDUCTION SCHEME 2018/19 & COUNCIL TAX BASE 2018/19

The Cabinet considered the report of the Head of Corporate Resources that provided details of the consultation proposing various options for revising the existing Council Tax Reduction Scheme and making recommendations to revise the scheme accordingly for 2018/19; that recommended an updated Council Tax Base for Sefton Council and each Parish Area for 2018/19; and noting that the proposed changes did not affect any person of state pension credit age.

Cabinet Members thanked staff for their work on this matter.

Decisions Made: That:

- (1) the contents of the Council Tax Reduction Scheme 2017/18 review be noted;
- (2) the outcomes of the consultation process and the Equality Impact Assessment (EIA) both of which have informed the recommendations for the Council Tax Reduction Scheme 2018/19, be noted;
- (3) the existing Council Tax Reduction Scheme, as indicated in Section 5 of the report (Options 1 to 6), with effect from 1 April 2018, be revised and that this be recommended to the Council on 25 January 2018;
- (4) authority be delegated to the Head of Corporate Resources to consider and implement any minor textual changes to the Council Tax Reduction Scheme 2018/19; and
- (5) the Council be recommended to approve the Council Tax Base for 2018/19 for Sefton Council and each Parish Area, as set out in Annex A of the report.

Reasons for Decision:

Council Tax Reduction Scheme

CABINET- THURSDAY 11TH JANUARY, 2018

Each financial year the Council must consider whether to revise or replace its Council Tax Reduction Scheme. The Council must approve and adopt the 2018/19 Council Tax Reduction scheme by 31 January 2018, to take effect from 1 April 2018.

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.

There are two major drivers for changing the Council Tax Reduction Scheme (CTR) in 2018/19. Firstly, the Government is making significant welfare reform changes between April 2016 and April 2019 and secondly, the Full Service roll out of Universal Credit from October 2017. As the CTR Scheme operates within these frameworks, these changes will have an impact upon the operation and cost of the Council's local scheme.

As a result of these changes the Council has reviewed its local scheme with the following key objectives:-

- Align key welfare reform changes to the CTR scheme;
- Maintain fairness, consistency and at the same time cost of the CTR scheme;
- Work more effectively with Universal Credit, recognising that UC makes provision for children, disability, housing and caring responsibilities; and
- Deliver administrative efficiencies where possible in support of the scheme.

Council Tax Base

In accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the Council is required to set a tax base for both Sefton Council and for each Parish Area for 2018/19.

Alternative Options Considered and Rejected:

The Council could choose not to make any revisions to the current scheme. However, by maintaining the current scheme and not bringing it in line with key welfare reform, changes would have an impact on working age claimants, in particular those claiming Universal Credit. In addition, keeping the current scheme will have software and administrative implications.

109. REVENUE AND CAPITAL BUDGET PLAN 2017/18 – 2019/20

The Cabinet considered the report of the Head of Corporate Resources that advised of the current forecast revenue outturn position for the Council for 2017/18 as at the end of November 2017 and that this forecast

Agenda Item 3

CABINET- THURSDAY 11TH JANUARY, 2018

would be informed by the latest analysis of expenditure and income due to the Council, in addition to the progress in delivering approved savings; the current forecast on Council Tax and Business Rates collection for 2017/18; and the current position of the Capital Programme.

Decisions Made: That

- (1) further actions to consider in the delivery of a balanced in-year budget, which is currently forecasting a financial year-end deficit position of £1.721m, be approved;
- (2) the progress to date on the achievement of approved Public Sector Reform savings for 2017/18 be approved;
- (3) the forecast position on the collection of Council Tax and Business Rates for 2017/18 be approved; and
- (4) the current progress in the delivery of the 2017/18 Capital Programme and the forecast outturn position for the year be approved.

Reasons for Decision:

To ensure the Cabinet is informed of the forecast outturn position for the 2017/18 revenue and capital budgets, as at the end of November 2017, and to provide an updated forecast of the outturn position with regard to the collection of Council Tax and Business Rates.

Alternative Options Considered and Rejected:

None.

Agenda Item 4

Report to:	Cabinet	Date of Meeting:	1 February 2018
Subject:	Regionalisation of Adoption - Adoption in Merseyside Progress Report		
Report of:	Director of Social Care and Health	Wards Affected:	(All Wards);
Portfolio:	Cabinet Member - Children, Schools and Safeguarding		
Is this a Key Decision:	Yes	Included in Forward Plan:	Yes
Exempt / Confidential Report:	No		

Summary:

The purpose of this report is to seek approval for the creation of a regionalised adoption service across Knowsley, Liverpool, Sefton and Wirral with effect from 1 April 2018. The regionalisation of the adoption services in the Liverpool City Region is a mandatory requirement set out in the Education and Adoption Act 2016. The four authorities have worked together over the last two years to develop AIM (Adoption in Merseyside) which will be hosted by Knowsley Council with Sefton Council taking on the role of Commissioner on behalf of the other authorities and holding the host to account. This will result in the staff of the other three authorities being seconded into Knowsley Council

Recommendation(s):

Members of the Cabinet are recommended to:-

- (a) Agree the proposed host model arrangements for Knowsley, Liverpool, Sefton and Wirral Regional Adoption Agency,
- (b) Agree that as host, employees from the other three Councils are seconded into Knowsley from 1 April 2018;
- (c) Note the intention for the service to go live on 1 April 2018;
- (d) Delegate authority to the Head of Children's Social Care in consultation with the Cabinet Member – Children, Schools and safeguarding and the Head of Corporate Services to finalise all financial agreements and other legal documentation as may be required by the Council to implement the transition.

Reasons for the Recommendation(s):

It is a statutory requirement for local authorities to establish a regional approach, as set out in the Education and Adoption Act 2016.

Agenda Item 4

Alternative Options Considered and Rejected: (including any Risk Implications)

The proposal for the development a Knowsley, Wirral Sefton and Liverpool RAA was agreed in principle through discussion with the relevant cabinet members in each authority and approved by the Department for Education in early 2016. Since then extensive work has been carried out through the Strategic Board consisting of senior staff from each Local Authority and chaired by the Executive Director (Children) from Knowsley.

The Strategic Board considered and tested a number of potential models. It also looked across the regional area to see what routes other regional agencies were starting to develop. It was felt that due to budgetary and time constraints that the preferred approach would be to develop a host model, now with Knowsley as host under the leadership of the Assistant Director for Children Social Care.

What will it cost and how will it be financed?

(A) Revenue Costs

In the lead up to the creation of the new Regional Adoption Agency, each Local Authority has been asked to provide details of its available budgets for use towards the running of the new Agency. Sefton has submitted this information, which has been accepted by the new strategic and programme management board of the RAA as its contribution for 2018/19. There is a legal and operational framework agreement (see paragraph 4 below) being developed, which will include financial risk. The work of financial monitoring and control, will be within the overall responsibility of Knowsley Council, in accordance with the agreed workstreams. Some costs and budgets will remain with each Authority, at least initially, including staffing budgets and payment of staff, and adoption allowances. Other costs will be pooled and shared across the RAA.

The overall costs of running the RAA at least initially, should not exceed the value of budgets provided and agreed by each of the partners. The mechanism for sharing efficiencies or potential overspending in the future is dealt within the operational and legal framework agreement.

It is also broadly agreed, that the physical costs of providing support services across the RAA, by each Local Authority, should be similar, and therefore should negate the necessity to create a recharging mechanism between the partners. Sefton has two specific responsibilities, including Learning and Development, and Commissioning and Performance. Under Commissioning, for example, the physical costs of enabling a procurement process would not be recharged, however the costs arising directly as a result of the commissioning activity would be chargeable across the RAA i.e New contracts awarded for work across the RAA.

The Head of Children's Social Care highlights the need for extra resources to meet IT refresh and this can be accommodated from within the existing budgets for adoption retained as a small contingency.

(B) Capital Costs N/A

Implications of the Proposals:

Resource Implications (Financial, IT, Staffing and Assets):**Legal Implications:**

The powers to undertake the regionalisation of adoption services are contained in Section 15 of the Education and Adoption Act 2016 which allows local authorities to cease provision of their adoption service and gives the Secretary of State powers to direct that local authority adoption services be provided by another local authority or adoption agency.

Section 101, 111, 112 and 113 of the Local Government Act 1972. S.113 also allow a local authority to enter into an agreement with another authority to place its officers at the disposal of the other authority, subject to consultation with the staff concerned and negotiation about any changes to terms and conditions, and;

Section 1 of the Local Authorities (Goods and Services Act) 1970 enables a local authority to enter into an agreement to provide another local authority with goods and services, including administrative, professional or technical services

Equality Implications:

The equality Implications have been identified and mitigated.

An equality impact assessment screening report has been completed and the RAA will complete a full impact assessment within the first 6 months of AiM being operational.

The key objectives of AiM and a significant part of the governments rationale in moving to a new delivery model for adoption services is to widen the availability and options for hard to place children. Children who are “hard to place” tend to be those who are older, from minority ethnic groups, and/or who have additional needs that often arise as a result of disability. The AiM proposal will have positive benefits for these groups of children, while at the same time not affecting the possibility of adoptive placements being found for less hard to place children, who are usually younger and of white/British heritage.

In terms of recruitment & assessment of new adopters, AiM will seek to include and target potential adopters from all sections of society including marginalised groups.

Establishment of AiM will therefore benefit children who have a plan for adoption, and prospective adopters who previously may not have felt that adoption was an option for starting or growing their family unit. The AiM model of working will ensure greater consistency of working across the four local authority areas in relation to issues affecting marginalised groups.

Contribution to the Council’s Core Purpose:

Protect the most vulnerable: Ensuring that we are able to provide high quality service to children who have a plan of adoption

Facilitate confident and resilient communities: Supporting Sefton residents who wish to become adopters

Agenda Item 4

Commission, broker and provide core services: This is a core service and the proposal should strengthen current arrangements.
Place – leadership and influencer: N/A
Drivers of change and reform: This is an opportunity to collaborate, share best practice and improve service delivery.
Facilitate sustainable economic prosperity: N/A
Greater income for social investment: N/A
Cleaner Greener: N/A

What consultations have taken place on the proposals and when?

(A) Internal Consultations

The Head of Corporate Resources (FD 5009/18.) and Head of Regulation and Compliance (LD 4293/18.) have been consulted and any comments have been incorporated into the report.

Each local authority has carried out a service review and decided which roles and staff members should move into the regional service. All staff, partners from voluntary agencies have attended a number of stakeholder events since September 2016 and have had the opportunity to air their concerns and questions with their own senior managers and their trade union representative. Formal consultation by the HR work stream representatives has happened with staff and assimilation into the new structure took place in September. A detailed secondment arrangement has been devised and agreed by the Legal Workstream.

(B) External Consultations

There have been a number of partner, stakeholder and staff engagement events carried out since the middle of 2016. Information regarding the development of the regional service has been shared with elected members and articles regarding the service development have been placed into local newspapers and newsletters sent out to adopters from each Local authority

Implementation Date for the Decision

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

Contact Officer:	Vicky Buchanan
Telephone Number:	Tel: 0151 934 3128

Email Address:	vicky.buchanan@sefton.gov.uk
----------------	------------------------------

Appendices: AiM Staffing Structure



AiMStaffingStructure
December2017.docx

Background Papers:

1. Introduction/Background

- 1.1 In June 2015, the Department for Education issued its publication: 'Regionalising Adoption'. This set out the Government's aim for *"all children with an adoption plan to find a loving, stable home as quickly as possible."* The view expressed was that the national system was not working well enough for children waiting to be adopted, particularly for children that are harder to place. Regionalising Adoption also indicated that further development of the adoption support market is needed so that the right services are available to adoptive families wherever they live. £4.5m of start-up funding was made available to support partnerships wishing to be considered early on to take forward their proposals.
- 1.2 In addition to the proposal for providing start-up funding, the Government indicated that it intended to bring forward legislation in the Education and Adoption Bill to compel unwilling local authorities to join Regional Adoption Agencies to do so. In these circumstances, it seemed sensible to look to develop a willing coalition of authorities in the North West and Merseyside region.
- 1.3 The Government subsequently legislated to provide powers in the Education and Adoption Act 2016 to require local authority adoption services to regionalise where they were not making voluntary plans to do so by 2020. Planning is required to have started by 2017 with entry into a regional adoption agency being completed by 2020.
- 1.4 A paper asking for approval to proceed with the regionalisation of the adoption services of Liverpool, Knowsley, Sefton and Wirral went to each individual Local Authority cabinet between April and June 2017. Approval was granted by all four Local Authorities with an understanding that a further paper would be taken to cabinet before the go live date which would outline the full scope of the service and more detail about all the key decisions and risks.
- 1.5 Since then detailed work, which is outlined below, has been managed by the Programme team with significant contributions from officers from all four Local Authorities. This work has been overseen by the members of the Strategic Board.

2 WORK UNDERTAKEN SINCE THE LAST CABINET UPDATE

- 2.1 A significant amount of work has been undertaken since this was last reported to Cabinet in May 2017. The programme has been managed through eight separate work streams, each with a lead and membership from across the four Local Authorities. The work streams have met regularly to progress the following:

Agenda Item 4

Workstream	Lead authority
Information Technology	Knowsley
Human Resources	Wirral
Commissioning and Performance	Knowsley and now Sefton
Finance	Liverpool and now Knowsley
Estates	Liverpool
Communications	Liverpool
Legal	Liverpool and now Knowsley
Operational Delivery	Knowsley
Learning and Development	Sefton

- 2.2 The initial proposal was for Liverpool to host the service but this has been kept under review and ongoing discussions have taken place at the Strategic Board. Due to changes in personnel at a Senior Manager level within Liverpool's Children's Social Care over the last six months and also based on the OFSTED judgements of each of the Local Authorities services it is now proposed that Knowsley will host the service with Sefton acting in the Commissioning role. Knowsley is the only service that has a good OFSTED judgement with the others all requiring improvement.
- 2.3 A comprehensive review of existing caseload and resources to support the workload has been undertaken which identified that two of the Authorities needed to commit to additional resources to ensure that AIM could deliver a Good performing service from the outset. There were no changes to the resources proposed by Sefton. The detailed structure is attached at appendix 1 to this report.
- 2.4 A financial review of existing budgets and resource requirements has taken place and an agreed costing model has now been agreed by the partners. In the short term there are some additional costs of establishing the service. This will be covered in the finance section of the report.
- 2.5 The decision for Knowsley to host the service has resulted in further consultation taking place with Liverpool employees who will now be seconded to Knowsley. This consultation took place in November 2017 and is now complete.

3 GOVERNANCE AND ACCOUNTABILITY

- 3.1 It is proposed that the operation of AIM will be overseen by a Management Board consisting of Assistant Directors from Children Services, in each of the Local Authority areas, (In Sefton this is the Head of Children's Social Care). In the interest of continuity the Board will be chaired by Paul Boyce Wirral Council (previously Knowsley Council) on behalf of the Directors of Children Services.
- 3.2 The Management Board will be responsible for the continued strategic development, leadership, performance and evaluation of AIM. The Management Board will also be responsible for the co-ordination of the appointment of any staff into the service.
- 3.3 The Management Board will meet bi-monthly and the terms of reference will form part of the schedule of documents required for the service. One of the key areas

of scrutiny will be the performance of AIM and the national performance indicators for AIM.

- 3.4 An Operational Group has been established and will continue to oversee and monitor the operational development and delivery of AIM. This group will consist of relevant Heads of Service and will meet bi-monthly reporting to the Management Board on all aspects of the service.
- 3.5 The Head of Service for AIM was appointed in July and will be jointly report into the Head of Permanence in Knowsley and the Assistant Director for Social Care in Liverpool.

4. LEGAL AND OPERATIONAL FRAMEWORK FOR AIM

4.1 A draft legal agreement has been developed for an initial three year period which outlines the framework for the service. It describes how partners will engage with each other during the lifetime of the agreement and expectations in terms of governance, performance and the management of risk, including financial management. It also outlines the terms under which one or more partners can terminate the agreement.

4.2 There is a schedule of documents that support the legal agreement.

These are:

- The secondment agreement
- Service specification
- Information sharing agreement
- Risk sharing agreement
- The role of the host authority
- Governance and terms of reference
- Complaints procedure

4.3 All the documents listed above are nearing completion and will be reviewed at a special meeting of the Strategic Board. Following this meeting Knowsley, as the host authority, will then instruct its legal services department to draw up the documentation and ensure that all documents are signed by each authority.

4.4 Agreed joint practice standards and procedures have been developed and have been shared with staff. They focus on care planning for children, family finding, matching and preparation for adoption. Another focus is the recruitment & assessment of adopters and adoption support

4.5 The following activities will continue in each of the respective local authority areas:

Agenda Item 4

- Relationships with Social Care teams
- Adoption Support
- Links with Voluntary Adoption Agencies
- Early identification and tracking of children
- Selection/matching meetings
- Family finding activity

- 4.6 The benefits of these activities remaining in each authority will be reviewed during the first twelve months of operation with a view to AIM taking on a wider role in the future.
- 4.7 Further work is needed to review and consolidate the different authorities Adoption Allowance Policies but in the first year this will remain the responsibility of each authority separately.
- 4.8 All parties have agreed to a financial model based on their proportion of activity. However, in the first full year of operation each Council will invest their current total spend on adoption in terms of staffing, commissioning and activity. There is also a commitment to review contributions on an annual basis to ensure that each party is able to demonstrate value for money and demonstrate that their contribution is equitable.
- 4.9 Following a formal consultation process with all employees and all relevant Trades Unions it has been agreed that all current employees be seconded from their current employer into Knowsley. All affected staff have been given an opportunity to attend consultation events together with their Trade Union representatives. As part of the stakeholder events staff have influenced how AIM will operate and have assisted in developing the Brand. No staff have been displaced or have been unsuccessful in securing a role within AIM.
- 4.10 AIM will in time operate using a single data base and record system. Work is underway to develop this system with the current IT provider. In the mean time staff in AIM will adopt the agile working practice used in Knowsley and will be issued with the same equipment provided to children social care and family first staff in Knowsley. This will enable practitioners to work remotely and across the regional footprint when required. The office location for AIM will be at the New Hutte Centre in Halewood. This centre has been equipped with 30 hot desks and will operate as the administrative centre for AIM. Inter-Country Adoptions will continue to be a commissioned as a specialist service. The premises will be sub leased to Knowsley Council from the Torrington Drive Community Association.

5 RESOURCE IMPLICATIONS

5.1 Financial

- 5.2 At the current time, the funding arrangement will be for all four authorities to make their existing budget contributions less any previous efficiencies already agreed. There are some additional costs arising as a result of the creation of the new Agency, the cost of this is £0.155m in total for all four Local Authorities which relates to information technology, premises costs and the cost of the new head of

service for the RAA. Sefton's contribution is £0.031m and will be met from the existing adoption budget. It is envisaged that these additional costs will be need to be met for the first two years of operation. During the two year period, AIM will need to undertake a service review to identify efficiencies arising from the new ways of working.

- 5.3 The existing adoption allowances are not in scope as part of this initiative. However these are currently overspending by approximately £40,000 p.a. and work is being undertaken to see how this can be offset against other budget lines within the adoption service.

5.4 Other Resource Implications

- 5.5 All existing Adoption team employees will be seconded into Knowsley as host of Aim on their current conditions of service and continue to be paid by their home local authority.

- 5.6 Each local authority has carried out a service review in order to confirm which roles and employees should be seconded to the City Region Agency. All relevant employees have attended a number of stakeholder events since September 2016 and have had the opportunity to air any concerns and questions with their own senior managers and their trade union representatives. Formal consultation is now concluded.

- 5.7 Work has been completed to ensure the new Hub base is sufficiently networked and enabled to meet the demands of the City Region Agency and to make certain that the relevant employees have access to new equipment which will allow them to work agilely from a variety of settings

This page is intentionally left blank

Agenda Item 5

Report to:	Cabinet	Date of Meeting:	1 February 2018
Subject:	Revenue and Capital Budget Plan 2017/18 - 2019/20		
Report of:	Head of Corporate Resources	Wards Affected:	(All Wards);
Portfolio:	Regulatory, Compliance and Corporate Services		
Is this a Key Decision:	Yes	Included in Forward Plan:	Yes
Exempt / Confidential Report:	No		

Summary:

To inform Cabinet of: -

- i) The current forecast revenue outturn position for the Council for 2017/18 as at the end of December. This forecast is informed by the latest analysis of expenditure and income due to the Council, in addition to the progress in delivering approved savings;
- ii) The current forecast on Council Tax and Business Rates collection for 2017/18; and
- iii) The current position of the Capital Programme.

Recommendation(s):

Cabinet is recommended to:-

- i) Confirm that further remedial actions with a value of £1.379m are developed in order to deliver a balanced in-year budget. This will support the £1.000m of actions that have already been identified;
- ii) Agree the progress to date on the achievement of approved Public Sector Reform savings for 2017/18;
- iii) Agree the forecast position on the collection of Council Tax and Business Rates for 2017/18; and
- iv) Agree the current progress in the delivery of the 2017/18 Capital Programme and the forecast outturn position for the year.

Reasons for the Recommendation(s):

To ensure Cabinet are informed of the forecast outturn position for the 2017/18 revenue and capital budgets as at the end of December 2017 and to provide an updated forecast of the outturn position with regard to the collection of Council Tax and Business Rates.

Alternative Options Considered and Rejected: (including any Risk Implications)

None

Agenda Item 5

What will it cost and how will it be financed?

(A) Revenue Costs

The financial position on approved Public Sector Reform savings last month indicate that approximately £1.891m of 2017/18 savings are at risk of not being achieved in the year. Due to anticipated additional net overspends elsewhere within the budget (+£0.658m), an increased deficit position for the year of £2.379m is forecast. At present remedial actions of £1.000m have been identified. A balance of £1.379m remains to be met in order to deliver a balanced budget based upon the information available.

Any under-achievement of the approved revenue budget savings for 2017/18 (or additional pressures will need to be financed from within any surplus identified within other areas of the 2017/18 budget, or from the Council's general balances.

(B) Capital Costs

The Council's capital budget in 2017/18 is £28.159m. As at the end of December 2017, expenditure of £11.052m has been incurred and a full year outturn of £22.651m is currently forecast.

Implications of the Proposals:

Resource Implications (Financial, IT, Staffing and Assets): Should the forecast deficit position for 2017/18 (£2.379m) be realised at the year end, the Authority would have to utilise reserves in order to finance the shortfall.
Legal Implications: The Council is obliged to balance the annual budget under Section 25 Local Government Act 2003.
Equality Implications: None

Contribution to the Council's Core Purpose: A sustainable revenue and capital budget will enable the delivery of the Council's core purpose as set out below

Protect the most vulnerable: See above
Facilitate confident and resilient communities: See above
Commission, broker and provide core services: See above
Place – leadership and influencer: See above
Drivers of change and reform: See above
Facilitate sustainable economic prosperity: See above
Greater income for social investment: See above
Cleaner Greener: See above

--

What consultations have taken place on the proposals and when?

(A) Internal Consultations

The Head of Corporate Resources (FD 4999/17) and Head of Regulation and Compliance (LD 4284/17) have been consulted and any comments have been incorporated into the report.

(B) External Consultations

None

Implementation Date for the Decision

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

Contact Officer:	Jeff Kenah
Telephone Number:	0151 934 4014
Email Address:	Jeff.kenah@sefton.gov.uk

Appendices:

The following appendix is attached to this report:

Appendix A – PSR Savings 2017/18 – Current Forecast Achievement

Background Papers:

There are no background papers available for inspection.

Agenda Item 5

1. Introduction

- 1.1 At Budget Council in March 2017, Members approved a 3 year budget package that would seek to address the funding shortfall of £64m that had been reported throughout 2016. Following a review of all financial assumptions and the proposals contained within the Framework for Change programme, savings of £24.922m were identified that would need to be delivered in 2017/18. This position included a number of measures that were approved to phase the delivery of the Public Sector Reform savings over the course of the 3 year period.
- 1.2 This report therefore presents an assessment of the forecast revenue outturn position for 2017/18 and the latest position on the achievement of the agreed Public Sector Reform savings for 2017/18 (£4.573m) (Section 3).
- 1.3 The report also outlines the current position regarding other key income streams for the Authority, namely Council Tax and Business Rates, as variations against expected receipts in these two areas will also affect the Council's financial position in future years (Sections 4 and 5).
- 1.4 An updated position with regard to the 2017/18 Capital Programme is also provided as at the end of December (Section 6).

2. Budget Plan 2017/18 – 2019/20

- 2.1 As stated the Council's three year budget package requires a further £64m of savings to be made in the period 2017/18 to 2019/20 in addition to that delivered in previous years. The Council has identified the Framework for Change programme as the delivery vehicle for the achievement of these savings, taking into account the Public Sector Reform programme, service budget options and the strategic investment and economic growth workstreams.
- 2.2 This programme of activity, the scale of the financial challenge facing the Council over the 3 years and the level of transformation required, (as set out in the Framework for Change) means that the Council will need to continually manage the risks presented from both a service delivery and financial sustainability point of view.
- 2.3 Members will recall that following the Chancellor of the Exchequers recent budget there will be no change in central government policy in respect of local government funding and therefore no long term sustainable funding solutions being offered by central government in relation to Adult Social Care and Children's Social Care in particular. As a result the Council remains in a very difficult financial position in both the short and medium term due to the severity of the funding reductions it faces.

3. Summary of Forecast Outturn Position as at the end of December 2017

- 3.1 The forecast outturn position, as at the end of December 2017, shows a net overall overspend of £2.379m (1.17% of the Council's net budget). This forecast highlights a worsening position of £0.658m to that reported as at the end of November.
- 3.2 Within the above forecast financial position, approximately £1.891m of 2017/18 Public Sector Reform project savings are highlighted as "red" i.e. at risk of not being achieved in the year. This position hasn't changed from that reported in November. Full details of the progress on all Public Sector Reform projects are provided at Appendix A.
- 3.3 Due to anticipated net underspends elsewhere within the budget a net deficit position for the year of £2.379m is currently forecast. This is shown in the table below:

	Budget	Forecast Outturn	Variance	Position previously reported
Services	£m	£m	£m	£m
Strategic Management	2.923	2.937	0.014	0.015
Strategic Support Unit	3.827	3.792	(0.035)	(0.012)
Adult Social Care	87.070	86.735	(0.335)	(0.873)
Children's Social Care	27.225	28.489	1.264	1.124
Communities	10.347	10.242	(0.105)	(0.124)
Corporate Resources	5.365	5.031	(0.334)	(0.335)
Health & Wellbeing	23.379	23.194	(0.185)	(0.185)
Inward Investment and Employment	2.643	2.764	0.121	0.125
Locality Services - Commissioned	18.336	17.883	(0.453)	(0.439)
Locality Services - Provision	9.640	10.674	1.034	1.035
Regeneration and Housing	4.532	4.365	(0.167)	(0.168)
Regulation and Compliance	3.655	3.192	(0.463)	(0.426)
Schools and Families	25.307	25.713	0.406	0.363
Total Service Net Expenditure	224.250	225.011	0.762	0.100
PSR savings not allocated to services	(1.831)	(0.230)	1.601	1.601
Reversal of Capital Charges	(13.376)	(13.376)	0.000	0.000
Council Wide Budgets	(2.483)	(2.467)	0.016	0.020
Levies	31.555	31.555	0.000	0.000
General Government Grants	(34.932)	(34.932)	0.000	0.000
Total Net Expenditure	203.183	205.562		
Forecast Year-End Deficit			2.379	1.721

Agenda Item 5

3.4 The key changes to the outturn position in the latest monitoring period are :-

- **Adult Social Care** – The forecast net surplus has decreased by £0.538m mainly due to an increase in the forecast deficit on the Community Care budget - based on known client activity to date (£0.443m). This pressure in the last month reflects the volatility that exists within the budget and which is regularly reported to Members as a key budget risk. The employee forecast surplus has reduced from December by £0.056m. It should be noted that the forecast overall surplus for the year (£0.335m as at the end of December), assumes no further net increase in demand or cost pressures for Community Care services, for the remainder of the year. The situation will continue to be closely monitored given cost pressures already being experienced in the Community Care budget and the winter pressure period.
- **Children’s Social Care** – The increase in deficit of £0.140m in December is primarily due to an increase in the cost of placements and care packages (£0.205m) resulting from a general increase in Looked after Children numbers (445 April 17 /460 July 17 /474 Jan 18). In addition there is an increase in Legal Fee costs / Court representation (+£0.059m) partially offset by staffing vacancies (-£0.102m) along with CAMNS Commissioned Services (-£0.022m). Members will recall that the demand pressure within the service particularly around looked after children is one which has been discussed regularly throughout the year and is once again having a material effect on the Councils budget. This pressure is being experienced within a number of local authorities including Sefton and is the subject of extensive work within the service to both support those who require care and to highlight and review the budget impact.

3.5 As stated previously, this report reflects the financial position for the Council nine months into the financial year and as such will be subject to change over the final three months. As has been reported the key risks facing the Council remain the demand led pressure in both Adult’s and Children’s Services and the potential impact of winter weather conditions.

3.6 Whilst the current forecast is an estimate at this stage and there are a number of key risks facing the Council between now and the end of the year, it is noted that in previous years when adverse positions have been reported, work has been undertaken to bring the final position back to within budget. This will be particularly important in the current year to not only minimise any calls on central balances but also ensure that the Council starts the next financial year from a sustainable position.

3.7 Within last month’s monitoring report it was reported that an overspend of £1.721m was forecast. Work was undertaken to identify actions to meet this pressure and this was successful in identifying £1.000m. The worsening position that has arisen during the last month (additional pressure of £0.658m) primarily as a result of the pressure in Adult Social Care will require further savings / cost reductions to take place in order to deliver a balanced budget. This issue highlights the sensitivity and volatility within the Council’s overall budget particularly around social care and the need for a flexible approach to be taken towards financial management in order that such pressures can be identified and then considered. This issue also reflects the difficulty that exists in such a challenging financial environment where robust financial management and monitoring can still be overtaken by sudden cost pressures arising and the need to take corrective action at short notice.

- 3.8 Work is ongoing to ensure that in accordance with the Council's MTFP and Framework for Change programme that a sustainable budget will be set for 2018/19 that takes account any in year variations.

4. Council Tax Income – Update

- 4.1 Council Tax income is shared between the billing authority (Sefton Council) and the two major precepting authorities (the Fire and Rescue Authority, and the Police and Crime Commissioner) pro-rata to their demand on the Collection Fund. The Council's Budget included a Council Tax Requirement of £118.748m for 2017/18.
- 4.2 The forecast outturn position for the Council at the end of December 2017 is a surplus of £0.747m, a change of £0.085m from the November position. This variation is primarily due to:-
- Gross Council Tax Charges in 2017/18 being higher than estimated at -£0.022m;
 - Council Tax Reduction Scheme discounts being lower than estimated at £0.022m;
 - Exemptions and Discounts (including a forecasting adjustment) being higher than estimated at -£0.041m.
- 4.3 Due to Collection Fund regulations, the Council Tax surplus will not be transferred to the General Fund in 2017/18 but will be carried forward to be distributed in future years.

5. Business Rates Income – Update

- 5.1 Since 1 April 2013, the Council has retained a share of Business Rates income. The Council's share has increased from 49% in 2016/17 to 99% in 2017/18 as a result of its participation in the Liverpool City Region Business Rates 100% Retention Pilot Agreement. The Government's share of business rates has reduced from 50% in 2016/17 to 0% in 2017/18; however, they continue to be responsible for 50% of the deficit outstanding at the 31 March 2017. The Fire and Rescue Authority retain the other 1%.
- 5.2 The Council's Budget included retained Business Rates income of £62.955m for 2017/18. Business Rates are subject to appeals which can take many years to resolve. Settlement of appeals can have a significant impact on business rates income making it difficult to forecast accurately.
- 5.3 The forecast outturn position for the Council at the end of December 2017 is a deficit of £0.286m on Business Rates income which is a reduction of £0.159m from the November position. This is largely due to:
- an increase in the gross charge on rateable properties (-£0.475m);
 - an increase in the Budget Statement Relief of £0.525m;
 - Other reliefs (including a forecasting adjustment) being lower than estimated at -£0.155m).

Agenda Item 5

5.4 Due to Collection Fund regulations, the Business Rates deficit will not be transferred to the General Fund in 2017/18 but will be carried forward to be recovered in future years.

6. Capital Programme 2017/18

6.1 The approved capital budget for 2017/18 is £28.159m.

6.2 As at the end of December, expenditure of £11.052m (39.2%) has been incurred within the approved Capital Programme.

6.3 As part of the monthly review project managers are now stating that £22.651m will be spent by year end. This would result in an under spend on the year of £5.508m on the whole programme with an overall delivery rate of 80.4%. This is summarised below as follows:-

2017/18 Full Year Budget	Actual Expenditure as at December 2017	Forecast Actual Expenditure	Full Year Budget Variance
£m	£m	£m	£m
28.159	11.052	22.651	5.508

6.4 In order to achieve the revised forecast of £22.651m, expenditure of £11.599m will need to be incurred between now and the end of the year (within the last 3 months). Based on current expenditure levels, it is considered that this forecast is ambitious however historically a significant level of expenditure is incurred in the last 3 months of the year therefore careful monitoring will be required to support this over the next quarter.

6.5 Key Variations on Overall Programme

It can be seen from the current forecast position that approximately £5.508m of expenditure will not be delivered in the current year. The key variations to this forecast are as follows:-

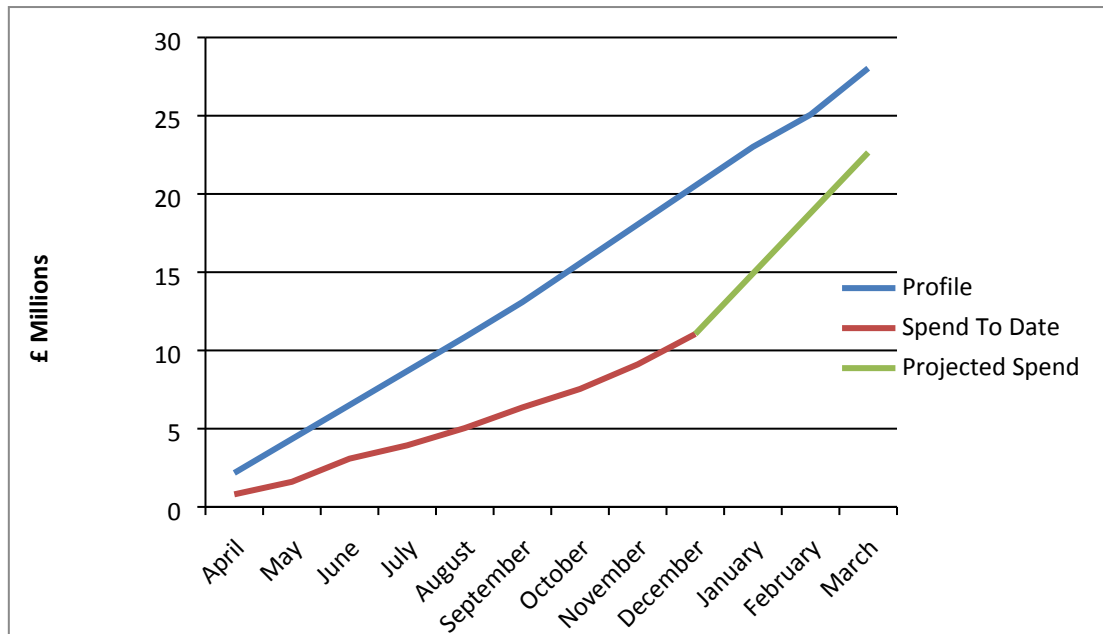
Scheme	Key Variation £'m	Explanation
Potential Overspends Identified (key items)		
M58 Junction 1 Improvements	-0.260	Scheme re phased with slight increase in expenditure in Year 1. No change in overall cost of the scheme.

Agenda Item 5

Resources to be carried forward into next year (key items)		
Vehicle Replacement Programme	1.610	A request will be made to re phase this budget in order to meet actual vehicle replacement requirements.
Better Care Fund Allocation Balance / Disabled Facilities Grants	1.468	A request will be made to re-phase this budget that will be used for wider social care capital projects.
Crosby Library	0.345	Funding requested to be carried forward
Southport Pier	0.312	A request to re-phase will be made due to reassessment of work progress.
Flood Defence – CERMS 2016/21 Sefton	0.300	A request will be made to re phase this budget as the required surveys to support the project have been delayed due to difficulties in capturing the required information.
Crosby Lakeside – High Ropes	0.244	A request will be made to re-phase this budget as the scheme has been delayed pending heritage assessment and planning.
Maghull Leisure Centre	0.181	This balance is held to fund additional car parking funded by prudential borrowing. A request will be made to re-phase this budget.
Adult Social Care IT Infrastructure	0.161	A request to re-phase this budget will be made due to delays in the scheme.
Parks – Tree Planting Programme	0.107	A request will be made to re-phase this budget as work is season led.
Parks – Brookfield and Chaffers Field	0.101	A reassessment is currently being undertaken to reassess project priorities.
Total	4.829	

6.6 The graph below therefore shows the 2017/18 Capital Programme expenditure to date against the profiled budget.

Agenda Item 5



6.7 A service by service breakdown of expenditure, forecast actual expenditure and full year budget variation as at December 2017 is shown in the following table:

	Full Year Budget	Expenditure to Date	Expenditure to Date as a % of Budget	Forecast Actual Expenditure to Date	Full Year Budget Variation To Date
	£m	£m	%	£m	£m
Corporate Resources	0.498	0.388	77.9	0.414	0.084
Previous Year Schemes	0.498	0.388	77.9	0.414	0.084
Locality Services – Commissioned	8.309	3.690	44.4	8.155	0.154
<u>New Schemes 2017/18</u>					
STEP Schemes.					
LTP – New Schemes	0.410	0.110	26.8	0.410	0.000
	1.880	1.792	95.3	1.880	0.000
Previous Year Schemes	6.019	1.788	29.7	5.865	0.154
Locality Services – Provision	2.471	0.220	8.9	0.843	1.628
Previous Year Schemes	2.471	0.220	8.9	0.843	1.628
Regeneration and Housing	1.287	0.874	67.9	1.236	0.051
Previous Year Schemes	1.287	0.874	67.9	1.236	0.051

Agenda Item 5

Regulation and Compliance	0.015	0.006	40.0	0.015	0.000
Previous Year Schemes	0.015	0.006	40.0	0.015	0.000
Health & Wellbeing	1.271	0.291	22.9	0.832	0.439
<u>New Schemes 2017/18</u>					
Renovation of Changing Facilities at Bootle and Dunes.	0.349	0.281	80.5	0.349	0.000
Netherton Activity Centre Fitness Suite Refurb	0.150	0.000	0.0	0.150	0.000
Previous Year Schemes	0.772	0.010	1.3	0.333	0.439
Adult Social Care	2.539	0.620	24.4	0.998	1.541
<u>New Schemes 2017/18</u>					
Integration of Health & Social Care IT Systems	0.040	0.000	0.0	0.000	0.040
Approved Better Care Funding	1.618	0.000	0.0	0.350	1.268
Previous Year Schemes	0.881	0.620	70.4	0.648	0.233
Schools and Families	5.292	2.542	48.0	5.139	0.153
<u>New Schemes 2017/18</u>					
Great Crosby Primary Phase 3 - increase half a form.	0.217	0.170	78.3	0.217	0.000
Linaker Primary Temp Class.	0.150	0.091	60.7	0.114	0.036
Linacre Primary Refurb Class.	0.170	0.085	50.0	0.170	0.000
Waterloo Primary Fire Alarm.	0.050	0.004	8.0	0.050	0.000
Previous Year Schemes	4.705	2.192	46.6	4.588	0.117
Communities	2.330	0.557	23.9	1.384	0.946
Previous Year Schemes	2.330	0.557	23.9	1.384	0.946
Inward Investment & Employment	1.947	0.573	29.4	1.635	0.312
<u>New Scheme 2017/18</u>					
Southport Pier Refurbishment	1.947	0.573	29.4	1.635	0.312

Agenda Item 5

Total New Schemes 2017/18	6.981	3.106	44.5	5.325	1.656
Total Previous Year Schemes	18.978	6.655	35.1	15.326	3.652
Disabled Facilities Grant	2.200	1.291	58.7	2.000	0.200
Total Capital Programme	28.159	11.052	39.2	22.651	5.508

NB Previous Years Programme includes additional resources approved for previously approved schemes and associated approved resources that were phased over a number of years.

6.8 Financing of the 2017/18 Capital Programme

	Budget
	£m
Government Grants*	21.179
Borrowing	3.185
S106	1.884
Contribution	1.885
Capital Receipt	0.026
TOTAL	28.159

*Includes capital receipts used to supplement government grants as detailed below.

Within the funding profile for schemes approved in 2016/17 it was assumed that £1.5m of capital receipts will be generated. As at the end of March 2017, £0.791m has been received leaving a balance due of £0.709m. As at the end of December 2017 £0.246m has been received leaving a balance required of £0.463m. It is anticipated that a further £0.472m of receipts will be received by 31 March 2018.

Analysis of 2017/18 Public Sector Reform Savings

	Project Phasing			Total Saving (£'m)	Saving Analysis 2017/2018		
	2017/18 £'m	2018/19 £'m	2019/20 £'m		Red £'m	Amber £'m	Green £'m
PSR1- Most Vulnerable							
Looked After Children Reform Programme	-	-	0.539	0.539			-
Acute wrap around services	0.275	0.275	-	0.550	- 0.024		0.299
	0.275	0.275	0.539	1.089	- 0.024	-	0.299
PSR2- Locality Teams and Personalisation							
Locality teams	1.000	8.000	-	9.000	0.389		0.611
Personalisation and asset based approach	0.300	1.000	1.700	3.000			0.300
	1.300	9.000	1.700	12.000	0.389	-	0.911
PSR4- SEND & Home to School Transport							
All age disability pathway	-	0.443	0.444	0.887	- 0.055		0.055
Home to School Transport	-	0.365	0.365	0.730			-
	-	0.808	0.809	1.617	- 0.055	-	0.055
PSR5- Education Excellence Everywhere							
Traded School Improvement Service	0.318	0.319	-	0.637			0.318
	0.318	0.319	-	0.637	-	-	0.318
PSR6- Commercialisation, Traded Services & Income							
Sefton Arc	0.021	0.356	0.419	0.796		0.021	
Commercial Fleet Management	0.028	0.028	-	0.056			0.028
Crosby Lakeside Adventure Centre	0.064	-	0.122	0.186	0.064		
Atkinson	0.074	0.270	0.070	0.414			0.074
Tourism	-	0.110	0.225	0.335			-
School Meals	0.100	0.200	-	0.300			0.100
Building Cleaning (alternative delivery model)	0.250	-	-	0.250	0.250		-
Building Control	0.183	0.183	-	-			0.183
	0.720	0.781	0.836	2.337	0.314	0.021	0.385
PSR7- Environment							
Integration of Land Asset Management Services	0.450	0.445	-	0.895			0.450
Car Parking	-	0.250	-	0.250			-
	0.450	0.695	-	1.145	-	-	0.450
PSR8- Assets & Property Maximisation							
Operational efficiency, Agile and lean, Re-designation, Uplift in yield, Facilities Management Services	0.503	1.538	1.259	3.300	0.503		
	0.503	1.538	1.259	3.300	0.503	-	-
PSR9- ICT and Digital							
Council ICT	-	-	1.950	1.950			-
ICT staffing reductions	-	-	0.689	0.689			-
Transactional Services staff reductions	-	-	0.800	0.800			-
Customer Interface (includes One Front Door approach)	-	0.300	-	0.300			-
	-	0.300	3.439	3.739	-	-	-
PSR10- Commissioning and Shared Services							
Integration of resources	0.130	0.130	-	0.260			0.130
SMBC Contract Review	0.353	0.220	0.143	0.716	0.240		0.113
LCR Procurement	0.125	0.500	0.875	1.500	0.125		-
Shared Services	-	-	0.250	0.250			-
Contract Compliance Audit (potential for a mix of one off and re)	0.399	0.133	-	0.532	0.399		-
	1.007	0.983	1.268	3.258	0.764	-	0.243
Total PSR	4.573	14.699	9.850	29.122	1.891	0.021	2.661

Comments Relating to the 2017/2018 Financial Year
No saving due in 2017/18 Saving will be overachieved in 2017/18
£0.611m of the in year £1m target has been achieved. The remaining balance of £0.389m is at present showing as at risk due to further consultation that is required with regard to subsidy and staffing proposals in the Early Intervention and Prevention programme Saving will be achieved within the Adults & Social Care budget
A saving of £0.055m has been achieved in advance of 2018/19 No saving due in 2017/18
Savings in respect of £0.170m School Improvement, £0.070m Governor Services and £0.050m School Admissions are all on target to be delivered.
Sales target expected to be achieved by the end of the financial year. One off saving achieved from the procurement of Tachograph works and equipment, taxi testing and private car MOT testing. The permanent saving will need to be rephased into financial year 2018/19 and may be positively influenced by increased take-up of Tachograph calibration. Project on hold pending development of the Crosby Coastal Park Plan and Supplementary Planning Document and subsequent consultation.
On target. Saving identified through staff vacancies. No saving target in 2017/18, business plan to achieve targeted savings in 2018/19 and 2019/20 is being developed. On target. Increase in price will achieve saving alongside increasing sales. Targeted saving in 2017/18 is unachievable due to the time needed to identify where service reductions will actually apply and to then implement them, this will require staff consultation and application of Council policies and processes. It is expected that by the end of Q3 the service area will know exactly what will be achieved this year (+/-). A new levy to be introduced in Q4 should encourage developers to have planning applications agreed before then in order to reduce their costs.
£0.450m of savings is identified. There is a potential for an overachievement of savings which will be reported within Services as part of the budget monitoring process. No saving due in 2017/18
This saving will need to be rephased into 2018/19 and 2019/20.
No saving due in 2017/18 No saving due in 2017/18 No saving due in 2017/18 No saving due in 2017/18
There is a delay in the implementation of these savings due to the time required to identify staff in scope and develop and consult on a new structure. The 2017/18 saving has been met through staff vacancies. Saving achieved on the reprourement of the printing contract £0.100m, along with a dividend payment from YPO. Remaining savings will be harvested when contracts have been renewed, but at the present time and until tendered, it is unknown which contracts will generate the required saving. This saving has been rephased into 2019/20 due to delays in progress being made across the city region. No saving due in 2017/18 An LGA bid submitted to support delivery of this workstream, which has recently been approved. Saving unlikely to be achieved in 2017/18 and has been rephased into 2019/20.

Project deliverables will not meet agreed outcomes	Red
Project deliverables are not currently at the required standard but plans are in place to improve	Amber
Project deliverables will meet agreed outcomes	Green

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank