

# Public Document Pack

**Sefton Council** 

MEETING: CABINET  
DATE: Thursday 7th March, 2019  
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: Steve Pearce  
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The Cabinet is responsible for making what are known as Key Decisions, which will be notified on the Forward Plan. Items marked with an \* on the agenda involve Key Decisions

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

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

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# A G E N D A

Items marked with an \* involve key decisions

<u>Item No.</u>	<u>Subject/Author(s)</u>	<u>Wards Affected</u>	
1	<b>Apologies for Absence</b>		
2	<p><b>Declarations of Interest</b></p> <p>Members are requested at a meeting where a disclosable pecuniary interest or personal interest arises, which is not already included in their Register of Members' Interests, to declare any interests that relate to an item on the agenda.</p> <p>Where a Member discloses a Disclosable Pecuniary Interest, he/she must withdraw from the meeting room, including from the public gallery, during the whole consideration of any item of business in which he/she has an interest, except where he/she is permitted to remain as a result of a grant of a dispensation.</p> <p>Where a Member discloses a personal interest he/she must seek advice from the Monitoring Officer or staff member representing the Monitoring Officer to determine whether the Member should withdraw from the meeting room, including from the public gallery, during the whole consideration of any item of business in which he/she has an interest or whether the Member can remain in the meeting or remain in the meeting and vote on the relevant decision.</p>		
3	<b>Minutes of the Previous Meeting</b>		(Pages 5 - 12)
	Minutes of the meeting held on 14 February 2019		
* 4	<p><b>Revenue and Capital Budget Update 2018/19 – 2019/20</b></p> <p>Report of the Head of Corporate Resources</p>	All Wards	(Pages 13 - 28)
* 5	<p><b>Medically Managed Residential Drug and Alcohol Detoxification Service</b></p> <p>Report of the Head of Health and Wellbeing</p>	All Wards	(Pages 29 - 34)

* 6	<b>Southport Business Improvement District</b>	Cambridge; Dukes	(Pages 35 - 60)
	Report of the Head of Economic Growth and Housing		

**THIS SET OF MINUTES IS NOT SUBJECT TO "CALL IN."**

## **CABINET**

### **MEETING HELD AT THE BIRKDALE ROOM, TOWN HALL, SOUTHPORT ON THURSDAY 14TH FEBRUARY, 2019**

**PRESENT:** Councillor Maher (in the Chair)  
Councillors Atkinson, Cummins, Fairclough, Hardy,  
Lappin, Moncur and Veidman

**ALSO PRESENT:** Councillor Sir Ron Watson

#### **92. APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor John Joseph Kelly.

#### **93. DECLARATIONS OF INTEREST**

No declarations of any disclosable pecuniary interests or personal interests were received.

#### **94. MINUTES OF THE PREVIOUS MEETING**

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

That the minutes of the Cabinet meeting held on 7 February 2019 be confirmed as a correct record.

#### **95. THE PRUDENTIAL CODE FOR CAPITAL FINANCE IN LOCAL AUTHORITIES - PRUDENTIAL INDICATORS 2019/20**

The Cabinet considered the report of the Head of Corporate Resources on proposals to establish the Prudential Indicators required under the Prudential Code of Capital Finance in Local Authorities. This would enable the Council to effectively manage its Capital Finance Activities and comply with the Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code of Capital Finance in Local Authorities.

The report indicated that the Council was required to approve Prudential Indicators for the following items:

- (i) Capital Expenditure (Section 2);
- (ii) Financing Costs/Net Revenue Stream (Section 3);
- (iii) Capital Financing Requirement (Section 4);
- (iv) External Debt (Section 5-7); and
- (v) Treasury Management Indicators (Section 8).

# Agenda Item 3

CABINET- THURSDAY 14TH FEBRUARY, 2019

## **Decision Made:**

That the Council be recommended to:

- (1) approve the Prudential Indicators, as detailed in the report as the basis for compliance with The Prudential Code for Capital Finance in Local Authorities;
- (2) note that relevant Prudential Indicators will be revised as required and that any changes will be brought to Cabinet and then to Council for approval;
- (3) note that the estimates of capital expenditure may change as grant allocations are received; and
- (4) give delegated authority to the Head of Corporate Resources in conjunction with the Cabinet Member – Regulatory, Compliance and Corporate Services to manage the Authorised Limit and Operational Boundary for external debt as detailed in Section 5 of the report.

## **Reasons for Decision:**

To enable the Council to effectively manage its Capital Financing activities, and comply with the CIPFA Prudential Code for Capital Finance in Local Authorities. The prudential indicators for the forthcoming and following years must be set before the beginning of the forthcoming year.

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

None.

## **96. TREASURY MANAGEMENT POLICY AND STRATEGY 2019/20**

The Cabinet considered the report of the Head of Corporate Resources which set out the following proposed policy and strategy documents, namely, the Treasury Management Policy, the Treasury Management Strategy and the Minimum Revenue Provision Policy Statement.

The report indicated that the Council had adopted the Chartered Institute of Public Finance and Accountancy (CIPFA) revised 2017 Code of Practice on Treasury Management in the Public Services which recommended the production of annual Treasury Management Policy and Strategy Documents; and that in addition, the Council had also adopted, and incorporated into both documents:

- (a) the requirements of the 2017 Prudential Code for Capital Finance in Local Authorities; and
- (b) an Investment Strategy produced in line with guidance from the then Office of the Deputy Prime Minister, concerning the

CABINET- THURSDAY 14TH FEBRUARY, 2019

investment of surplus funds. This set out the manner in which the Council would manage its investments, giving priority to the security and liquidity of those investments.

## **Decision Made:**

That the Council be recommended to:

- (1) approve the Treasury Management Policy Document for 2019/2020;
- (2) approve the Treasury Management Strategy Document for 2019/2020; and
- (3) approve the Minimum Revenue Provision Policy Statement 2018/2019 and 2019/20.

## **Reasons for Decision:**

The Council had adopted CIPFA's Code of Practice on Treasury Management in the Public Services. The Code required that the Council sets a policy and strategy for the effective operation of the Council's Treasury Management function during the financial year. This would ensure that cash flow is adequately planned, surplus monies are invested commensurate with the Council's risk appetite whilst providing adequate portfolio liquidity, and that the borrowing needs of the Council were properly managed to ensure that the Council can meet its capital spending obligations.

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

None.

## **97. CAPITAL STRATEGY 2019/20 TO 2023/24**

The Cabinet considered the report of the Head of Corporate Resources on the Capital Strategy 2019/20. The report indicated that the Capital Strategy set out the long-term context in which capital expenditure and investment decisions were made and considered the impact of these decisions on the priorities within the Council's Core Purpose and Framework for Change Programme and the promises made in the 2030 Vision for Sefton; and that at the heart of the Capital Strategy was the Council's core objective to continue to deliver financial sustainability. As such a flexible capital investment programme was more important than ever as a method to stimulate and enable economic growth and strategic investment, ensuring best use of existing assets and of generating future income streams to pay for and deliver day to day services.

The Capital Strategy is a new statutory document which the Council is required to have in place and be reviewed on an annual basis.

# Agenda Item 3

CABINET- THURSDAY 14TH FEBRUARY, 2019

## **Decision Made:**

That the Council be recommended to approve the Capital Strategy as set out in Appendix 1 of the report.

## **Reasons for Decision:**

The Capital Strategy is a key policy document for Sefton Council and follows guidance issued in the Prudential Code for Capital Finance in Local Authorities (2017 Edition).

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

None.

## **98. ASSET MANAGEMENT STRATEGY AND ASSET DISPOSAL POLICY**

The Cabinet considered the report of the Head of Corporate Resources that provided details of the Asset Management Strategy and the Asset Disposal Policy which set out the vision and aspirations for the effective management of the Council's corporate asset portfolio and the role it played in supporting and shaping the Council's agenda for the 2030 vision; that aside from its staff, the Council's next biggest resource was its land and property therefore it was vital that this resource was managed and used effectively and efficiently to ensure that the Council derived maximum benefit from its assets in support of its strategic aims and priorities; and that the Asset Management Strategy would provide a framework for the planning, prioritisation, management and funding of the Council's asset base whilst the Asset Disposal Policy would provide a framework for the disposal of the Council's assets as they were declared surplus and when deemed appropriate.

## **Decision Made:**

That the Council be recommended to approve the Asset Management Strategy and Asset Disposal Policy as set out in the report.

## **Reasons for Decision:**

The Asset Management Strategy & Asset Disposal Policy are key documents for Sefton Council which sets out key parameters in respect of the delivery of an efficient and effective property portfolio.

## **Alternative Options Considered and Rejected**

None.



CABINET- THURSDAY 14TH FEBRUARY, 2019

**99. ROBUSTNESS OF THE 2019/20 BUDGET ESTIMATES AND THE ADEQUACY OF RESERVES – LOCAL GOVERNMENT ACT 2003 - SECTION 25**

The Cabinet considered the report of the Head of Corporate Resources which provided an assessment of the robustness of the estimates and the tax setting calculations, the adequacy of the proposed financial reserves and the production of longer term revenue and capital plans, based on the proposals set out in the report on the Revenue and Capital Budget Plan 2019/20 and approach to Financial Strategy 2020/21 to 2022/23 (Minute No. 100 refers) and to be presented to the Budget Council meeting on 28 February 2019.

The Head of Corporate Resources indicated that the following features had been considered and were detailed in the report:

- The engagement of Members and Officers in the delivery of a balanced budget;
- The Council had set a three-year budget plan in 2017/18 and the Council was about to enter the third year of that plan. This had enabled a sustainable budget plan to be delivered;
- The Council was experiencing significant budget pressures and had developed a remedial plan following a mid-year review of the Medium Term Financial Plan;
- The Council was giving increased emphasis in the proposed budget for 2019/20 on ensuring that the key services of adult social care, children's social care, schools and families, and locality services start the year with an appropriate budget to meet current demand;
- The provision of a £1m Budget Pressure Fund had been made in the proposed budget for 2019/20;
- The budget pressures bring risks which need to be managed in the delivery of core services;
- There is a lack of certainty on the provision of funding for adults and children's social care, and schools and families
- The Council has a track record of delivering a sustainable budget, it will continue to review budget expenditure every quarter and deliver services in line with the Corporate Performance Framework,
- The Council will need to start work on the development of a new three-year budget plan from 2020/21 to 2022/23 and it was currently predicted that there would be a shortfall of £45m which will need to be managed; and
- As a result of all the issues contained in the report, it is the view that the proposed budget for 2019/20 is a robust budget package.

Members of the Cabinet expressed concern about the absence of any sustainable long-term funding solutions being made available from Central Government in relation to adults and children's social care, and schools and families and that the one-off short-term funding options had failed to meet the resources required. As a result, there had been an increase in the number of people requiring care provision and this was causing more problems for families and increased pressures for local authorities.

# Agenda Item 3

CABINET- THURSDAY 14TH FEBRUARY, 2019

Concern was also raised that the results of the Fair Funding Review were still awaited and that the Government had still not published a Green Paper on Adult Social Care.

Cabinet Members expressed concern that the Council would need to address a further estimated budget shortfall of £45m during the period from 2020/21 to 2022/23 in addition to the budget savings of £233m already made since 2010 and they commended the officers for the delivery of those savings made.

## **Decision Made:**

That the Council be requested to have regard to the matters raised in the report during the final stages of determination of the Budget for 2019/20.

## **Reasons for Decision:**

The Local Government Act 2003, (section 25 as amended) requires the Chief Financial Officer to report formally on the issues contained within the report.

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

None.

## **100. REVENUE AND CAPITAL BUDGET PLAN 2019/20 AND APPROACH TO FINANCIAL STRATEGY 2020/21 TO 2022/23**

The Cabinet considered the joint report of the Chief Executive and Head of Corporate Resources which provided:

- An assessment of the Council's current financial position and approach to the 2019/20 Budget Plan and preparation for the new three-year budget period 2020/21 to 2022/23;
- Progress that had been made during the last year within the Council's Framework for Change programme;
- An update on the Government's announcement of resources that are available to the Council for 2019/20;
- The Council's current financial position and the assumptions built into the Medium Term Financial Plan;
- The proposed Budget for 2019/20; and,
- The proposed Capital Programme for 2019/20.

The report set out the financial strategy of the Council and the national and local financial context within which it is operating and indicated that the

CABINET- THURSDAY 14TH FEBRUARY, 2019

Council had a statutory requirement to remain financially sustainable and to balance its budget every year.

The Council's Framework for Change Programme is a comprehensive and ambitious programme that seeks to support the delivery of the Council's core purpose. As would be expected with a programme of this size and complexity that spans a number of financial years, the detailed proposals have been and will continue to be the subject of change as they are developed and ultimately implemented. Within this context, a detailed assessment of the previously approved plans for 2019/20 has been undertaken to confirm their deliverability. In addition, a limited number of additional savings proposals have been identified to balance the budget and ensure long-term financial sustainability.

**Decision Made:** That

- (1) the pressure arising from the 2018/19 budget; the resulting impact on the 2019/20 budget and the requirement for additional proposals to be approved to support financial sustainability be noted;
- (2) the update of the Medium Term Financial Plan for the period 2019/20 to 2022/23 be noted;
- (3) the Council be recommended to approve the Budget Plan for 2019/20, including the Revenue Budget, the allocation of specific grants (section 10), the Fees and Charges (Appendix D) and the Capital Programme (Appendix E), and authorise officers to undertake the necessary actions to implement the recommendations; and
- (4) approval be given to the commencement of all appropriate activity as detailed including, for example consultation with employees and engagement with partners and contractual changes.

**Reasons for Decision:**

The recommendations in this report provide the basis on which the budget plan will be balanced for the financial year 2019/20 and will ensure that the Council's statutory obligations are met. In addition, it begins the early planning for the next three-year financial strategy to give the Council sufficient time to identify specific proposal to deliver financial sustainability over that period.

**Alternative Options Considered and Rejected:**

The Council is legally required to set a balanced budget each year and the report had taken due consideration of all financial issues in its development. No additional options were available for inclusion.

# Agenda Item 3

CABINET- THURSDAY 14TH FEBRUARY, 2019

# Agenda Item 4

<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	7 March 2019
<b>Subject:</b>	Revenue and Capital Budget Update 2018/19 – 2019/20		
<b>Report of:</b>	Head of Corporate Resources	<b>Wards Affected:</b>	All Wards
<b>Portfolio:</b>	Cabinet Member - Regulatory, Compliance and Corporate Services		
<b>Is this a Key Decision:</b>	No	<b>Included in Forward Plan:</b>	Yes
<b>Exempt / Confidential Report:</b>	No		

## Summary:

To inform Cabinet of: -

- i) The current forecast revenue outturn position for the Council for 2018/19 and the impact on the 2019/20 budget;
- ii) The current forecast on Council Tax and Business Rates collection for 2018/19; and,
- iii) The current position of the 2018/19 Capital Programme.

## Recommendations:

**Cabinet** is recommended to: -

- i) Consider the significant budget pressure in 2018/19 and note that officers will continue to review all current budget forecasts across all service areas to close the current in-year forecast budget deficit (£0.062m). This will include the continuing review of all current vacancies and non-essential expenditure;
- ii) Approve that in the event that there is material change to the 2018/19 outturn forecast, that additional remedial measures will be identified in order that a balanced budget position can be achieved;
- iii) Approve that in the event that additional financial pressure is identified between now and the year end, that is not taken account of in the recently approved 2019/20 budget, that additional proposals will be brought forward for members to consider in order to ensure that financial sustainability is maintained; and
- iv) Note the reduced delivery of the capital programme. As delivery has reduced a full review of capital project management will be led by the Head of Corporate Resources and will be completed in advance of the next financial year

# Agenda Item 4

## **Reasons for the Recommendation(s):**

To ensure Cabinet are informed of the forecast outturn position for the 2018/19 revenue and capital budgets as at the end of January 2019 and to provide an updated forecast of the outturn position with regard to the collection of Council Tax and Business Rates.

In March 2017 Council approved a three-year budget plan to March 2020. The final two years of this plan were revised in March 2018 as part of the process of setting the 2018/19 budget. The Council is towards the end of the second year of the budget plan and remains confident its strategic approach to budget planning alongside good financial management and extensive community engagement means that the plan continues to develop on solid foundations; it remains flexible and will secure the future sustainability to 2020 and beyond. However, in year demand for social care services is currently resulting in the costs for these services significantly exceeding the budget. If further budget pressures are identified between now and the end of the year additional remedial action will be required to bring the overall budget into balance.

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

N/A

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

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

The report indicates that for 2018/19 there is currently a forecast deficit of £8.606m which can be off-set with £6.445m of mitigating, one-off, actions previously identified and a further £2.099m worth of in-year savings identified by officers to achieve a balanced position at the year end. A resulting budget deficit of £0.062m remains. Officers will continue to review all budget forecasts, including all current vacancies and non-essential expenditure, with a view to meeting this shortfall.

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

The Council's capital budget in 2018/19 is £35.925m. As at the end of January 2019, expenditure of £14.299m has been incurred and a full year outturn of £20.091m is currently forecast.

## **Implications of the Proposals:**

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

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

There is currently a budget shortfall of £8.606m forecast for 2018/19, one-off mitigating measures of £6.445m have been identified, with a further £2.099m of in year savings identified by officers. Based on the current forecast a balanced budget is expected to be delivered however it should be noted that significant pressure and risk remains in four key business areas, namely Adults and Children's Social Care, Schools and Families and Locality Service provision. These budgets may experience further demand pressure between now and the end of the year and further mitigations and remedial actions will be required in such an eventuality.

<p><b>Legal Implications:</b> None</p>
<p><b>Equality Implications:</b>  None</p>

**Contribution to the Council’s Core Purpose:**

Effective Financial Management and the development and delivery of sustainable annual budgets support each theme of the Councils Core Purpose.

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

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

**(A) Internal Consultations**

The Head of Corporate Resources is the author of the report (FD 5559/19)

The Chief Legal and Democratic Officer has been consulted and has no comments on the report (LD 4683/19).

**(B) External Consultations**

N/A

**Implementation Date for the Decision**

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

# Agenda Item 4

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**Appendices:**

There are no appendices to this report

**Background Papers:**

There are no background papers for inspection



## 1. Introduction

- 1.1 In March 2017, Council approved a three-year budget plan to March 2020. The final two years of this plan were revised in March 2018 as part of the process of the Council setting the 2018/19 budget. The March 2018 Budget report outlined that due to the financial pressures being faced by the Council a mid-year review would be undertaken. The initial position following the mid-year review was reported to Cabinet in September 2018. This report continues to build upon that work, updates the forecast revenue outturn position for 2018/19 and highlights the further work that has been undertaken to balance the budget for 2018/19.
- 1.2 The report also outlines the current position regarding key income streams for the Authority, namely Council Tax and Business Rates. Variations against expected receipts in these two areas will also affect the Council's financial position in future years.
- 1.3 An updated position regarding the 2018/19 Capital Programme is also provided as at the end of January.

## 2. Summary of the Forecast Outturn Position as at the end of January 2019

- 1.0 Members have been provided with updates of the Council's forecast financial position (including a detailed Mid-Year Review) each month during this financial year. Significant pressures have been identified in several service areas, particularly Adult and Children's Social Care, Locality Services Provision and Home to School Transport. The latest forecast of service expenditure indicates a slight improvement in the overall financial position, with an overspend of £6.128m (£6.760m in December). The table below highlights the variations:

	<b>Budget</b>	<b>Forecast Outturn</b>	<b>Variance</b>	<b>Previously Reported Position</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b><u>Services</u></b>				
Strategic Management	3.049	3.049	0.000	0.000
Strategic Support Unit	3.026	3.013	(0.013)	(0.013)
Adult Social Care	95.360	95.370	0.010	0.551
Children's Social Care	28.137	32.950	4.813	4.713
Communities	8.223	7.997	(0.226)	(0.200)
Corporate Resources	4.721	4.177	(0.544)	(0.525)
Health & Wellbeing	22.541	21.881	(0.660)	(0.510)
Inward Investment and Employment	2.447	2.875	0.428	0.338
Locality Services - Commissioned	20.041	20.122	0.081	(0.135)
Locality Services - Provision	10.536	11.396	0.860	0.866
Regeneration and Housing	4.667	4.069	(0.598)	(0.433)
Regulation and Compliance	3.776	3.944	0.168	0.171

# Agenda Item 4

Schools and Families	23.023	24.684	1.661	1.717
<b>Total Service Net Expenditure</b>	<b>229.547</b>	<b>235.527</b>	<b>5.980</b>	<b>6.540</b>
Public Sector Reform Savings not allocated to services	(3.963)	(3.963)	0.000 <b>(see para 2.2)</b>	0.000 <b>(see para 2.2)</b>
Reversal of Capital Charges	(13.353)	(13.353)	0.000	0.000
Council Wide Budgets	10.995	11.143	0.148	0.220
Levies	33.255	33.255	0.000	0.000
General Government Grants	(34.202)	(34.202)	0.000	0.000
Total Net Expenditure	<b>222.279</b>	<b>228.407</b>		
<b>Forecast Year-End Deficit</b>			<b>6.128</b>	<b>6.760</b>

The key changes in the outturn position are as follows: -

- The main variations from December to January for the Children's Social Care budget relates to increasing pressure on placements and packages for Looked After Children, with an increase in numbers from 520 to 526.
- The Locality Services Commissioned service is now forecasting a deficit position of £0.081m (surplus of £0.135m in December). The forecast has been amended to reflect an updated estimate of spend on winter maintenance following increased levels of gritting in January / early February. It should be noted that the forecast outturn could reduce by up to £0.200m or increase by up to £0.150m depending on weather conditions in the last six weeks of the year.
- The Adult Social Care budget is forecast to be in deficit by £0.010m based on the January forecast, an improvement of £0.541m. The net deficit has reduced from the December position mainly due to the receipt of £0.300m additional Funded Nursing Care income relating to 2017/18 for which no budget provision was made, along with a reduction in the community care costs due to a changing portfolio of clients.
- The forecast underspend for Health and Wellbeing has increased by £0.150m this month, and is due to increased forecast underspending on substance misuse (£0.050m), ELAS is now anticipated to remain within budget (£0.050m) and the effect of the spending freeze on non-essential spend (£0.050m).
- The Regeneration and Housing service is showing an improved position (£0.165m) resulting from an increased projection of income following significant receipts in January for Planning and Building Control. These receipts further the number of large one-off deposits previously received relating to the Local Plan. Anticipated Legal Fees have now also reduced resulting in an extra £0.020m saving.

- 1.1 The 2018/19 Budget included £10.227m of savings from Public Sector Reform (PSR) projects. Current forecasts are that £7.749m of savings will be deliverable in the year (76%). There is a 2018/19 phasing issue amounting to £0.819m, however these savings are expected to be achieved in 2019/20 meaning that £8.568m (84%) in total is forecast to be delivered in 2019/20 and future years. It is forecast that £1.659m of the savings will ultimately not be delivered (16%). An analysis of the overall savings for 2018/19 are shown in the summary below:

	<b>Total Saving 2018/19</b>	<b>Forecast - Achieved In 2018/19</b>	<b>Phasing Delivery 2019/20</b>	<b>Won't be delivered</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>
PSR1 - Acute Wrap Around	0.275	0.033	0.242	0.000
PSR2 – Locality Teams	5.100	3.633	0.467	1.000
PSR2 - Personalisation	1.000	1.000	0.000	0.000
PSR4 - All Age Pathway	0.415	0.121	0.000	0.294
PSR4 - Home to School Transport	0.365	0.000	0.000	0.365
PSR5 – An Excellent Education for All	0.319	0.319	0.000	0.000
PSR6 - Tourism	0.110	0.000	0.110	0.000
PSR6 - Other	0.748	0.748	0.000	0.000
PSR7 – Environment & Pride of Place	0.695	0.695	0.000	0.000
PSR8 – Asset Maximisation	0.450	0.450	0.000	0.000
PSR9 – ICT & Digital Inclusion	0.300	0.300	0.000	0.000
PSR10 - Commissioning	0.450	0.450	0.000	0.000
<b>Total Budget Pressure</b>	<b>10.227</b>	<b>7.749</b>	<b>0.819</b>	<b>1.659</b>

- 1.2 As a result of the detail provided in this report it can be seen that the Council's overall forecast outturn position, before remedial action, is shown below:

	<b>January</b>	<b>December</b>	<b>Variance</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
2018/2019 Forecast Outturn (see 2.1)	6.128	6.760	-0.632
PSR - Unachievable 2018/2019	1.659	1.659	0.000
<b>Ongoing Budget Pressures</b>	<b>7.787</b>	<b>8.419</b>	<b>-0.632</b>
PSR - Phasing 2018/2019	0.819	0.819	0.000
<b>Total Forecast Budget Gap 2018/19</b>	<b>8.606</b>	<b>9.238</b>	<b>-0.632</b>

### **Measures to close the residual gap in 2018/19**

- 1.3 As mentioned in paragraph 2.1, several services are experiencing significant demand pressures and although the forecast budget gap has reduced slightly in

# Agenda Item 4

January, these continue to remain a significant risk to the Council's in-year position. The services are continuing to try to identify mitigating actions, for example by reviewing high cost social care cases and maximising external contributions towards cases. Services under significant budget pressure will continue to be closely monitored during the remaining months of the financial year in order that proactive management of the overall budget can take place.

1.4 Financial sustainability is a key objective of the Council's Framework for Change programme. In order to achieve a balanced budget position, officers have identified – and Members have approved – a number of one-off measures within the Medium Term Financial Plan that will realise £6.445m of resources to partially bridge the budget gap in 2018/19. These include:

- Utilising the budget underspend from 2017/2018 (as reported to Cabinet on 26<sup>th</sup> July 2018) - £1.923m;
- Additional Adult Social Care Support Grant allocation announced by the Government late in the budget process - £0.953m;
- The impact of the change in VAT liability of certain leisure fees and charges being introduced earlier than previously anticipated - £0.700m;
- Additional ASC Grant in 2018/19 utilised to offset forecast demand pressures - £1.118m;
- Additional Business Rates s31 Grants - £0.651m; and,
- Business Rates refunds on Council establishments - £0.350m.

1.5 Whilst these measures contribute significantly to closing the forecast deficit position during the current year, additional measures are required in relation to current expenditure budgets in order to bridge the remaining gap. As reported previously, service areas have reviewed all budgets and have identified uncommitted funding and other actions that will reduce the deficit, including a moratorium on non-essential expenditure and a review of reserves and balances. This will realise a further £2.099m and is summarised below.

- Supplies & Services savings across all services - £0.250m;
- Review of reserves and balances - £1.025m; and,
- Other savings on non-essential expenditure (not reported in service expenditure) - £0.824m.

1.6 The Council's overall forecast outturn position, after remedial action, is shown below:

	£m
<b>Total Forecast Budget Gap 2018/19</b>	<b>8.606</b>
One-Off Measures 2018/2019	-6.445
Actions undertaken by services 2018/2019	-2.099
<b>Total Forecast Budget Gap 2018/19</b>	<b>+0.062</b>

1.7 The forecast budget gap has reduced from £0.377m (based on December) to £0.062m. This is as a result of a review of all budgets, with a particular emphasis on vacancies and uncommitted non-essential expenditure. Officers will continue to

review all budget forecasts, including all current vacancies and non-essential expenditure, with a view to meeting this shortfall.

## **Implications beyond 2018/19**

- 1.8 The current budget position, despite the successful delivery of the three year PSR programme, required the development of permanent proposals for implementation from April 2019. Senior officers dedicated significant time over recent months to this budget shortfall in order to inform the 2019/20 budget which was recently approved at Budget Council.

## **2 Council Tax Income – Update**

- 3.1 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 £127.485m for 2018/19 (including Parish Precepts), which represents 85.8% of the net Council Tax income of £148.595m.
- 3.2 The forecast outturn for the Council at the end of January 2019 is a surplus of -£0.873m. This variation is primarily due to: -
- The surplus on the fund at the end of 2017/18 being higher than estimated at -£0.004m;
  - Gross Council Tax Charges in 2018/19 being higher than estimated at -£0.346m;
  - Council Tax Reduction Scheme discounts being lower than estimated at -£0.666m;
  - Exemptions and Discounts (including a forecasting adjustment) being higher than estimated at +£0.143m.
- 3.3 Due to Collection Fund regulations, the Council Tax surplus will not be transferred to the General Fund in 2018/19 but will be carried forward to be distributed in future years.
- 3.4 A forecast surplus of £1.160m was declared on the 15<sup>th</sup> January 2019 of which Sefton's share is £0.995m (85.8%). This is the amount that will be distributed from the Collection Fund in 2019/20. Any additional surplus or deficit will be distributed in 2020/21.

## **4 Business Rates Income – Update**

# Agenda Item 4

- 4.1 Since 1 April 2017, Business Rates income has been shared between the Council (99%) and the Fire and Rescue Authority (1%). The Council's Budget included retained Business Rates income of £66.449m for 2018/19, which represents 99% of the net Business Rates income of £67.120m. Business Rates income has historically been very volatile making it difficult to forecast accurately.
- 4.2 The forecast outturn for the Council at the end of January 2019 is a surplus of -£1.648m on Business Rates income. This is due to:
- The surplus on the fund at the end of 2017/18 being higher than estimated - £2.169m;
  - Reduction in the gross charge on rateable properties (+£0.157m)
  - Other reliefs (including a forecasting adjustment) being higher than estimated in 2018/19 at +£0.364m.
- 4.3 Due to Collection Fund regulations, the Business Rates surplus will not be transferred to the General Fund in 2018/19 but will be carried forward to be distributed in future years.
- 4.4 A forecast surplus of £1.768m was declared in January 2019. Sefton's share of this is -£1,750m which is made up of an amount brought forward from 2017/18 (-£2.169m) and the impact of variations in 2018/19 (+£0.419m). This is the amount that will be distributed from the Collection Fund in 2019/20 and any additional surplus or deficit will be distributed in 2020/21.

## **5 Capital Programme 2018/19**

- 5.1 The approved capital budget for 2018/19 is £35.925m.
- 5.2 As at the end of January, expenditure of £14.299m (39.8%) has been incurred within the approved Capital Programme. This is in line with a percentage spend of 42.2% (£12.121m) as at January last year.
- 5.3 As part of the monthly review project managers are now stating that £20.091m will be spent by year end. This would result in an under spend on the year of £15.834m on the whole programme with an overall delivery rate of 56% (this compares to 78% that was reported as at the end of December 2018). This is summarised below as follows:

2018/19 Full Year Budget	Actual Expenditure as at January 2019	Forecast Actual Expenditure	Full Year Budget Variance
£m	£m	£m	£m
<b>35.925</b>	<b>14.299</b>	<b>20.091</b>	<b>15.834</b>

- 5.4 In order to achieve the revised forecast of £20.091m, expenditure of £5.792m will need to be incurred between now and the end of the year.

## 5.5 Key Variations on Overall Programme

It can be seen from the current forecast position that approximately £15.834m of expenditure will not be delivered in the current year. The key variations to this forecast are as follows:

Scheme	Key Variation £'m	Funding Source	Explanation
<b>Resources to be carried forward into next year (key items)</b>			
Better Care Fund Allocation Balance	3.426	Better Care Fund Grant	This budget has been forecast to underspend throughout the year and a full evaluation of the requirements of residents and the opportunities to invest this sum are currently being undertaken. A clear delivery plan aligned to financial profiling and the delivery of key outcomes will be presented for approval.
M58 Junction 1 Improvements	2.683	Government Grant	Scheme progress has been reviewed and as such request will be made to slip this resource into 2019/20.
Vehicle Replacement Programme	1.131	Borrowing	The scheme is funded by borrowing. Cleansing are delaying purchasing new vehicles to reduce borrowing costs. Hence re-phasing is required in order to meet actual vehicle replacement needs. However, £1.4m was spent in 2018/19.
Disabled Facilities Grant	0.800	Better Care Fund Grant	The lower than anticipated level of expenditure in 2018/19 is due to the low level of processed referrals that have been made in the year to date. A review is therefore being undertaken to evaluate the demand for adaptations and the internal resource both

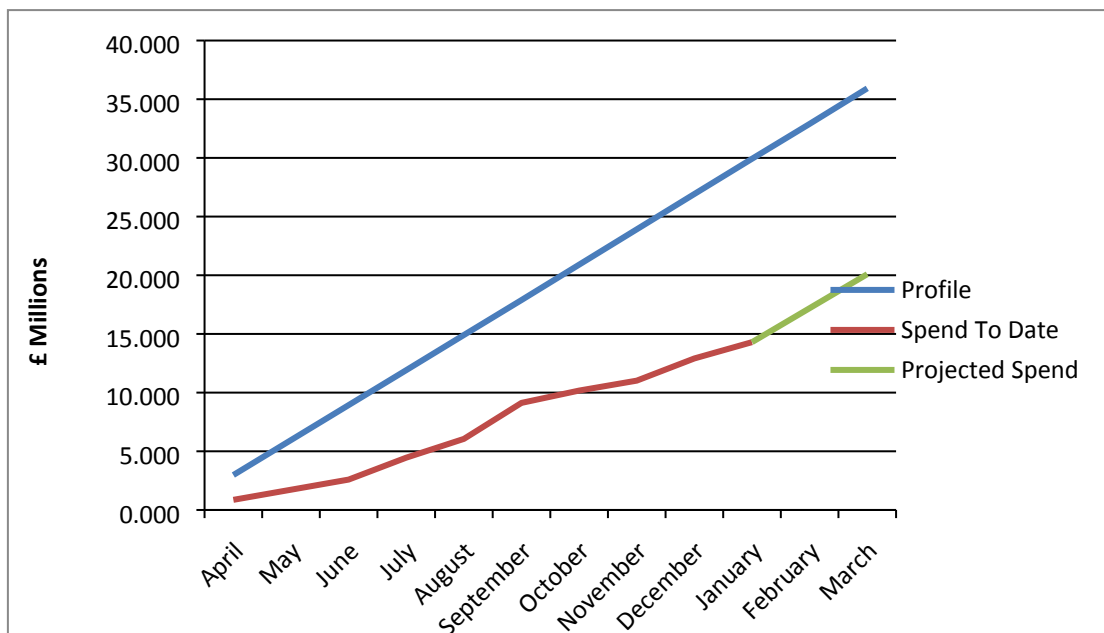
# Agenda Item 4

			from occupational therapists and the property team that is required.
Parks Schemes and Ward Community Schemes	1.235	S106	Following a comprehensive review of all Section 106 funding, schemes are in the process of being reprofiled in order that planned expenditure aligns with delivery plans.
Norwood Primary School Remodelling	0.680	Government Grants	Scheme is being reviewed and a request will be made to slip the resource into 2019/20. Savings are anticipated to be made on this scheme which will manifest in 2019/20 as the scheme nears completion.
Transport A565 Route management	0.600	Government Grants	Scheme progress has been reviewed and as such a request will be made to slip this resource into 2019/20.
Schools General and Planned Maintenance	0.547	Government Grants	Progress of schemes is below anticipated levels this year and a request will be made to slip resource into 2019/20.
CERMS 2016-2021 Sefton Spend	0.530	Environment Agency Grant	Scheme progress has been reviewed and as such request will be made to slip this resource into 2019/20. Scheme progress is weather dependent.
Crosby Town Centre	0.387	Government Grants	A wider scheme was approved in 2013/14 and this balance remains. This project is at the option appraisal stage, therefore as a project is developed and the subject of member approval the use of this budget will be defined and profiled accordingly.
Linaker Primary School – Additional 1 Form	0.331	Government Grants	Progress of the scheme has been reviewed and a request will be made to



			slip resource into 2019/20 due to a revised project start date.
Southport Pier	0.288	Revenue Contribution – Pier Sinking Fund	This scheme is in progress and is nearing completion. This residual balance will be reprofiled into next year due to the delivery of the scheme being reviewed.
Liverpool City Region Port Access Schemes	0.280	Government Grants	This scheme represents Liverpool City Region Funding given to the Port Access Steering Group for studies required into the assessment of long term highway improvements. This funding will not be utilised in 2018/19 and as such it is requested that the funding is re-profiled into 2019/20.
<b>Total</b>	<b>12.918</b>		

5.6 The graph below therefore shows the 2018/19 Capital Programme expenditure to date against the profiled budget. Due to the forecast expenditure being lower than both the original profile for the year and the most recent monitoring undertaken as at the end of December 2018, a full review of the management and reporting of the capital programme will be led by the Head of Corporate Resources in advance of next years reporting cycle.



# Agenda Item 4

5.7 A service by service breakdown of expenditure, forecast actual expenditure and full year budget variation as at January 2019 is shown in the following table:

	Full Year Budget £'m	Expenditure to date £'m	Exp to Date as % of Budget %	Forecast Actual Expenditure to Date £'m	Forecast Full Year Budget Variation £'m
<b>Corporate Resources</b>	5.344	4.687	87.7	4.925	0.419
<u>New Schemes</u>					
Southport Theatre - Netting	0.030	0.045	150.0	0.030	0.000
Bootle Town Hall - Cold Water System	0.020	0.000	0.0	0.000	0.020
<u>Previous Year Schemes</u>	5.294	4.642	87.7	4.895	0.399
<b>Locality Services - Commissioned</b>	13.246	3.794	28.6	7.856	5.390
<u>New Schemes</u>					
LTP - New Schemes	3.596	1.562	43.4	2.851	0.745
Additional Pothole Funding	0.468	0.218	46.6	0.468	0.000
Buckley Hill Car Park	0.081	0.050	61.7	0.066	0.015
Ovington Drive, Kew - Play Area	0.044	0.043	97.7	0.044	0.000
Smithy Green, Formby - Play Area	0.065	0.065	100.0	0.065	0.000
<u>Previous Year Schemes</u>	8.992	1.856	20.6	4.362	4.630
<b>Locality Services - Provision</b>	2.530	1.390	54.9	1.399	1.131
<u>Previous Year Schemes</u>	2.530	1.390	54.9	1.399	1.131
<b>Regeneration and Housing</b>	0.360	0.116	32.2	0.116	0.244
<u>Previous Year Schemes</u>	0.360	0.116	32.2	0.116	0.244
<b>Regulation and Compliance</b>	0.009	0.000	0.0	0.000	0.009
<u>Previous Year Schemes</u>	0.009	0.000	0.0	0.000	0.009
<b>Health &amp; Wellbeing</b>	0.065	0.031	47.7	0.043	0.022
<u>Previous Year Schemes</u>	0.065	0.031	47.7	0.043	0.022
<b>Adult Social Care</b>	3.994	0.021	0.5	0.511	3.483
<u>New Schemes</u>					
Approved Better Care Funding	2.078	0.000	0.0	0.000	2.078
<u>Previous Year Schemes</u>	1.916	0.021	1.1	0.511	1.405
<b>Children's Services</b>	5.710	1.852	32.4	2.562	3.148
<u>New Schemes</u>					
St Luke's Primary – Hall Extension	0.600	0.354	59.0	0.425	0.175

# Agenda Item 4

Crosby High - Special Needs WC	0.020	0.020	100.0	0.020	0.000
Impact PRU - Perimeter Fencing	0.015	0.000	0.0	0.000	0.015
Lydiate Primary - General Refurb	0.100	0.076	76.0	0.091	0.009
Forefield Infants - New Toilet Block	0.175	0.022	12.6	0.027	0.148
Linaker Primary - Additional 1 Form Entry	0.700	0.369	52.7	0.369	0.331
Healthy Pupils Fund	0.164	0.000	0.0	0.000	0.164
Hudson Primary - Heating Ducts Provision	0.150	0.008	5.3	0.008	0.142
Linacre Primary - Classroom Refurb	0.066	0.066	100.0	0.066	0.000
Lydiate Primary – New lighting system	0.021	0.000	0.0	0.000	0.021
Redgate Primary – Rewiring	0.150	0.164	109.3	0.150	0.000
Farnborough Rd Infant – Replace felt roof	0.044	0.045	102.3	0.044	0.000
Farnborough Rd Junior – Replace brickwork	0.024	0.000	0.0	0.000	0.024
Forefield Infants – Replace security fence	0.041	0.000	0.0	0.000	0.041
Merefield Special – Emergency lighting	0.036	0.037	102.8	0.036	0.000
Waterloo Primary - Kitchen Alterations	0.025	0.018	72.0	0.019	0.006
Impact PRU - CCTV & Security Gates	0.045	0.000	0.0	0.000	0.045
Netherton Moss Primary – Kitchen Refurb	0.050	0.000	0.0	0.000	0.050
<u>Previous Year Schemes</u>	3.284	0.673	20.5	1.307	1.977
<b><u>Communities</u></b>	1.100	0.181	16.5	0.200	0.900
<u>New Schemes</u>					
Atkinson Studio Stage	0.030	0.018	60.0	0.030	0.000
<u>Previous Year Schemes</u>	1.070	0.163	15.2	0.170	0.900
<b><u>Inward Investment &amp; Employment</u></b>	1.367	1.080	79.0	1.079	0.288
<u>Previous Year Schemes</u>	1.367	1.080	79.0	1.079	0.288
<b>Total New Schemes 2017/18</b>	<b>8.838</b>	<b>3.180</b>	<b>36.0</b>	<b>4.809</b>	<b>4.029</b>
<b>Total Previous Year Schemes</b>	<b>24.887</b>	<b>9.972</b>	<b>40.1</b>	<b>13.882</b>	<b>11.005</b>
Disabled Facilities Grant	2.200	1.147	52.1	1.400	0.800
<b>Total Capital Programme</b>	<b>35.925</b>	<b>14.299</b>	<b>39.8</b>	<b>20.091</b>	<b>15.834</b>

## 5.8 Programme delivery 2018/19

Key deliveries this year include:

# Agenda Item 4

- Near completion of an extra form entry at Norwood Primary School which will provide an extra 210 places over a 5-year period to 2023. Works completed include 2 form education facilities, including 6 new classrooms, new hall, kitchen extension, support facilities, and groundwork improvements.
- Programme of education improvements at St Lukes Primary School including new classroom, hall extension and support facilities
- The commencement of a scheme at Linaker Primary School including reorganisation of the Children's Centre, conversion of 3 classrooms, nurse space, dining hall and associated support facilities
- Expenditure of £1.1m to continue the Southport Pier refurbishment building upon the spend of £1.4 in 2017/18. This project is now 88% complete and incorporates completion of steelwork repairs, construction of 2 kiosks, refurbishment of the pavilion, repair and replacement of a third of the pier timber deck, replacement of mechanical, electrical, drainage services and new lighting.
- DFG - 203 disabled facilities grants in people homes were completed and 242 new grants were approved
- £1.8m spent on carriageway maintenance.
- £0.6m spent M58 junction 1 improvements and A565 North Key Corridor improvements
- £2.8m spent on Council wide ICT transformation. This project has reduced the number of applications / servers from 245 to 181, implemented Windows 10, Office 365 and SharePoint across the Council and increased laptop provision from 327 to 1155 to support agile working.

## 1.8 Financing of the 2018/19 Capital Programme

	Budget
	£m
Government Grants*	25.354
Borrowing	7.431
S106	1.432
RCCO	0.915
Contribution - Merseytravel and other Local Authorities	0.280
Contribution – Reimbursement for purchase of St Johns Stone site on behalf of Sandway Homes Ltd	0.244
Contribution - Other	0.057
Contribution	1.496
Capital Receipt	0.212
<b>TOTAL</b>	<b>35.925</b>

\*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 and it is anticipated this will all be received by March 2019.

# Agenda Item 5

<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	Thursday 7 March 2019
<b>Subject:</b>	Medically Managed Residential Drug & Alcohol Detoxification Service		
<b>Report of:</b>	Head of Health and Wellbeing	<b>Wards Affected:</b>	(All Wards);
<b>Portfolio:</b>	Cabinet Member - Health and Wellbeing		
<b>Is this a Key Decision:</b>	Yes	<b>Included in Forward Plan:</b>	Yes
<b>Exempt / Confidential Report:</b>	No		

## Summary:

In March 2016, Mersey Care NHS Foundation Trust were awarded a contract to provide Medically Managed Residential Detoxification Services with effect from 1<sup>st</sup> July 2016. The contract was awarded for three years with an option to extend for up to a further two years.

Medically Managed Residential Detoxification Services are highly specialised services and few exist outside of NHS Trusts. After Mersey Cares' Liverpool-based Hope Centre, the nearest provision for medically managed detoxification is in Manchester and does not meet the specified criteria of delivering a service within fifteen miles of Sefton boarder.

Consideration is now required on exercising continuation options as the main contract is due to expire on 30<sup>th</sup> June 2019.

## Recommendation(s):

Cabinet to grant authority to exercise the option to extend the current contract for a period of two years from the 1<sup>st</sup> July 2019.

## Reasons for the Recommendation(s):

Delegation in the previous Cabinet Paper, 1<sup>st</sup> October 2015, authorised the Interim Director of Public Health and Chief Finance Officer to award the contract for its core period from 1<sup>st</sup> July 2016. Authority is now required to exercise the extension options outlined in the tender exercise.

For the past two and a half years, Mersey Care NHS Foundation Trust have provided Medically Managed Residential Detoxification Services that meet or exceed contractual and performance targets. For example, the threshold for successful detoxification completions is set at 80%. In Quarter 4 2017/18 the service achieved 81%, in Quarter 1 2018/19 86% and in Quarter 2 2018/19 90%. The threshold for service users rating their satisfaction as good or excellent is set at 80%. In July, August and September 2018 the

# Agenda Item 5

service achieved 100%. Public Health Commissioners have no concerns over the quality, performance or governance of the current service.

Mersey Care have recently invested heavily in a refurbishment and upgrade of the Hope Centre Detoxification Centre. The Centre now offers modernised accommodation, bespoke therapy rooms and a Barnardo's approved children's area.

Authority to exercise a two-year extension option rather than a one-year extension is now recommended to ensure on-going service stability and improvements in outcomes / performance being sustained in the longer-term.

Medically Managed Residential Detoxification services are highly specialist and experience from previous tender exercises show choice within the local and regional market to be extremely limited.

Conducting a full procurement exercise at this point would not bring about any significant benefits for Sefton Council or for users of the detoxification service and exercising the option to extend the current contract by one-year would only bring about temporary short-term stability. Exercising both twelve-month extension options together at this point provides the best opportunity for continued service stability and service improvement within an environment of uncertainty and change.

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

The available options are:

- i) Exercise one year extension / continuation option. This option would provide a degree of continuity and stability and the value would be within the threshold for Cabinet Member Authorisation. However, any continuity / stability derived from exercising this option would be limited to twelve months at which point the Council would still need to consider exercising the second extension / continuation option or re-tender the service.
- ii) combine both twelve-month extension / continuation options and exercise an extension to the existing contract for a period of two years. This option would provide a longer period of service stability and reduce cost to the Council from engaging in a procurement exercise. The value of a two-year extension would exceed the threshold for Cabinet Member Authorisation and a decision would need to be sought from full Cabinet.

Conducting a full procurement exercise would not bring about any significant benefits for Sefton Council or for users of the detoxification service.

Considerable savings were realised throughout the 2016 procurement exercise with a contract value reduced from £510,522 per year to £374,900 per year. The contract was awarded following robust assessment and evaluation procedures and it was clear that there were only a limited number of acceptable options available within the open market. Medically Managed Residential Detoxification Services are highly specialised services and few exist outside of NHS Trusts. After the current service provider, the nearest provision for medically managed detoxification is in Manchester and does not meet the specified criteria of delivering a service within fifteen miles of Sefton boarder.

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

### (A) Revenue Costs

The cost of the service will be met from within the Public Health budget allocated for Medically Managed Residential Detoxification for alcohol and other drug use of £374,900.

### (B) Capital Costs

There are no capital costs for the Council associated with this Service.

### Implications of the Proposals:

<p><b>Resource Implications (Financial, IT, Staffing and Assets):</b> The proposals aim to offer maximum value for money while ensuring stability in the drug and alcohol treatment system. The cost of the service will be met within the existing Public Health budget allocation.</p>
<p><b>Legal Implications:</b></p>
<p><b>Equality Implications:</b>  There are no equality implications.</p>

### Contribution to the Council's Core Purpose:

<p>Protect the most vulnerable:  Medically managed detoxification services target the most vulnerable groups whose alcohol and other use problems compound physical and mental ill health and increase risk among disadvantaged sections of the community.</p>
<p>Facilitate confident and resilient communities:  Medically managed detoxification service help individuals to live an independent and drug free life and help people to achieve meaningful integration within their community.</p>
<p>Commission, broker and provide core services:</p>
<p>Place – leadership and influencer: Not applicable</p>
<p>Drivers of change and reform: Not applicable</p>
<p>Facilitate sustainable economic prosperity: Not applicable</p>
<p>Greater income for social investment: Not applicable</p>
<p>Cleaner Greener Not applicable</p>

# Agenda Item 5

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

### **(A) Internal Consultations**

The Head of Corporate Resources (FD5549/19) and the Chief Legal and Democratic Officer (LD4673/19) have been consulted and any comments have been incorporated into the report.

### **(B) External Consultations**

Not applicable

## **Implementation Date for the Decision**

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

<b>Contact Officer:</b>	Alan McGee
<b>Telephone Number:</b>	0151 934 3178
<b>Email Address:</b>	alan.mcgee@sefton.gov.uk

## **Appendices:**

There are no appendices to this report

## **Background Papers:**

There are no background papers available for inspection



## 1. Background

- 1.1. Detoxification services are an integral part of any substance use treatment system and an essential element in enabling people with substance use problems to realise a drug and alcohol-free life.
- 1.2. Successful recovery from addiction and dependency on substances including alcohol requires sustained and co-ordinated care across services. Evidence points to effective and integrated treatment programmes as being central to enable individuals to sustain longer periods of abstinence. An integrated system increases efficiencies by reducing duplication between services, improves access to a range of services appropriate to the needs and requirements of service users, optimises treatment and recovery outcomes and improves the safety of individuals, their children and families and the communities in which they live.
- 1.3. Sefton's integrated system includes referrals from a range of sources such as GPs and Primary Care, Adult Social Care, Community Mental Health Teams, Hospital and Specialist Secondary Care, Prison and Probation Services as well as self-referrals. The pathway includes assessment, treatment, detoxification, stabilisation, relapse prevention and recovery support, and can be delivered in a variety of settings both community and residential.
- 1.4. The type and level of detoxification required is determined by a combination of assessment of health and social care need. Validated assessment tools along with a comprehensive assessment of health history, home and social circumstances, as outlined in National Institute for Health and Care Excellence (NICE) guidance, informs the type of detoxification (medically or non-medically managed) and the environment where interventions should be undertaken.
- 1.5. The majority of alcohol detoxifications can be achieved without risk or complication, and within a relatively short time-scale (usually between 5 – 9 days). Detoxification from heroin, methadone and other opiate-type substances can be achieved in similar clinical environments but usually over longer periods of time and following a period of opiate substitution treatment (OST), stabilisation and / or dose reduction.
- 1.6. Within Sefton Integrated Substance Misuse Treatment Service, the first-line detoxification offer is community detoxification within the adult treatment service. Where increased risk is indicated, residential in-patient detoxification may be the safest and most effective treatment plan. Medical input and supervision can be provided by a community GP overseeing the detoxification plan.
- 1.7. Where severe dependency, complex physical and / or mental health needs are indicated, medically managed residential in-patient detoxification under the close supervision of specialist substance misuse doctors and other clinical staff can provide the most suitable clinical environment to manage risk and health needs.
- 1.8. Mersey Care NHS Foundation Trust provide integrated adult treatment services including assessment and care planning, opiate substitution treatment either on a reduction or maintenance basis, community detoxification (pharmacologically and non-pharmacologically) assisted, psychosocial interventions, recovery support and relapse prevention.

# Agenda Item 5

1.9. Medically managed residential detoxification services are commissioned from Mersey Care NHS Foundation Trust and comprise of an integrated drug and alcohol detoxification unit based at the Hope Centre (Smithdown Health Park) Liverpool and include:

1.10. Outcomes to date have been good with the service reaching or exceeding its expected targets. Successful detoxification completions have increased 81% in 2017/18 to 90% in 2018/19. In 2017 the number people waiting longer than three weeks for an alcohol detoxification was 33.3% by 2018/19 no one was waiting longer than three weeks and 100% of service users asked rated the service as good or excellent.

- Provision of a medically managed detoxification service staffed by trained specialist Addictions Doctors and Nurses skilled in providing care for those with substance use related health care needs and clinically managing the risk associated with detoxification from a range of substances.
- Therapeutic and psychosocial interventions provided by qualified staff, including after care and relapse prevention plans which increase the chances of an individual sustaining abstinence over longer periods of time, avoiding relapse and making positive progress towards recovery goals – education, training, and or employment.

## **2. Integration with the wider alcohol and drug recovery and rehabilitation system**

2.1. Mersey Care NHS Foundation Trust Medically Managed Residential Detoxification Service promotes recovery through collaboration with the wider alcohol and drug rehabilitation and recovery system.

2.2. For individuals wanting to pursue their post-detoxification recovery within their own community, pathways can be developed to include access to the Mersey Care Life Rooms and Recovery College in both Southport and Bootle offering a range of education, employment skills and education opportunities.

2.3. Robust pre and post- detoxification care planning processes and referral pathways for Residential Rehabilitation exist with Sefton Council Adult Social Care Substance Use Assessment to ensure that where a post-detoxification residential rehabilitation placement is indicated a seamless process of transfer and on-going care can be seamlessly facilitated enabling an individual to carry on her/his recovery in an appropriate residential setting.

# Agenda Item 6

<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	7 March 2019
<b>Subject:</b>	Southport Business Improvement District		
<b>Report of:</b>	Head of Economic Growth and Housing	<b>Wards Affected:</b>	Cambridge; Dukes;
<b>Portfolio:</b>	Cabinet Member - Regeneration and Skills		
<b>Is this a Key Decision:</b>	Yes	<b>Included in Forward Plan:</b>	Yes
<b>Exempt / Confidential Report:</b>	No		

## Summary:

To approve the Southport Business Improvement District (BID) Business Plan and agree the next steps by the council as part of the BID ballot process

## Recommendation(s):

1. Approve the proposals for the Southport Business Improvement District (BID) as set out in the business plan
  2. Authorise the Head of Economic Growth & Housing to submit a positive vote on behalf of the Council
  3. Provide delegated authority to The Chief Executive, in consultation with the Leader of the Council and section 151 officer, to sign a future BID Baseline Agreement on behalf of the council
- (i) That the Head of Corporate Resources be authorised to complete the necessary formal agreements required for the collection of the BID Levy if a Yes vote is achieved
- (ii) As the relevant ballot holder, authorise the Electoral Reform Services to hold the BID ballot.

## Reasons for the Recommendation(s):

To allow the BID ballot to commence and then thereafter for the BID company to deliver a new 5 year term

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

There are no other alternative options for BID delivery, or similar model that would secure the level of private sector investment into Southport.

# Agenda Item 6

If the Council were to refuse a new BID ballot the existing BID would stop at the end of October 2019, this would see a loss of £2.1m invested over the next 5 years.

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

### (A) Revenue Costs

It is estimated that the BID Company would raise in the region of £436,000 per annum over the next 5 years for key areas of investment in the town (in accordance with the BID business plan). This would represent nearly £2.1million of additional investment within the BID area over this period.

The Council has rateable property within the BID area. Based on the rateable value of these properties, it is estimated that the Council's contribution towards the BID would be in the region of £23,000.

If a Yes vote is achieved the levy collection costs will be rechargeable to the BID Company.

The Council presently collects 98.1% of business rates and it is anticipated that similar collection levels are achievable for the BID levy. The Council will pass on the revenue it collects using reasonable endeavours to collect any shortfall. Depending on collection levels, the budget available to the BID Company may vary slightly from year to year.

### (B) Capital Costs

## Implications of the Proposals:

<b>Resource Implications (Financial, IT, Staffing and Assets):</b>
The Council will have 16 levy payments to make per year totalling £23,183. These individual payments will be met from the relevant service budgets.
<b>Legal Implications:</b>
If the BID achieves a Yes vote a number of legal agreements will need to be formalised in relation to levy collection and baselines services.
<b>Equality Implications:</b>
There are no equality implications.

## Contribution to the Council's Core Purpose:

Protect the most vulnerable: N/A
Facilitate confident and resilient communities: The BID will bring over 700 businesses together to work in partnership and create a confident business partnership
Commission, broker and provide core services: N/A

Place – leadership and influencer: A thriving Town Centre is critical in creating a sense of place for residents, businesses and visitors
Drivers of change and reform: Private Sector taking a lead in delivering additional services
Facilitate sustainable economic prosperity: Investment in Southport town centre will help improve the vitality and viability
Greater income for social investment: N/A
Cleaner Greener: The BID will focus on improved planting and other cleaner greener initiatives

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

### **(A) Internal Consultations**

The Head of Corporate Resources (FD.5544/19) and the Chief Legal and Democratic Officer (LD4668/19) have been consulted and any comments have been incorporated into the report.

### **(B) External Consultations**

The BID has consulted levy payers as part of the business plan process.

## **Implementation Date for the Decision**

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

<b>Contact Officer:</b>	Mark Catherall
Telephone Number:	Tel: 0151 934 2315
Email Address:	mark.catherall@sefton.gov.uk

## **Appendices:**

The following appendice is attached to this report:

- Southport Business Improvement District Business Plan

# Agenda Item 6

## 1. Background

- 1.1 A Business Improvement District (BID) is a defined area where businesses get together to plan how to improve their trading environment, identifying additional projects and services that will improve the town centre. Businesses within the BID area agree the level of funds which they will contribute to make it happen and they have total control of the money and how it is spent
- 1.2 Businesses pay an agreed levy based on the rateable value of their premises. In Southport, this is currently at 1.5%. The funding is collected by the council and handed to the Southport BID Company to spend as the businesses have requested. Businesses within a successful BID area will pay this levy so that everyone who benefits will have paid towards it; it is therefore fair and transparent.
- 1.3 The process by which a prospective BID seeks to become formally established is set out below in accordance with the 2004 BID Regulations:
- Formal notification to the local authority and Secretary of State
  - Request to local authority to hold ballot, which must be accompanied by:
    - A copy of the BID proposals
    - The proposed business plan with estimates of cash flow, revenue and expenditure, the predicted budget and the contingency margin included in the budget
- 1.4 The Southport BID have now submitted their business plan for a second term, this report summarises the main proposals while the main document is contained in Appendix 1

## 2.0 Business Plan

- 2.1 The BID's first term comes to an end in November 2019, the new business plan has identified many BID achievements in the first 5 years these include;
- Town Centre Ambassadors greeting over 5,000 visitors in their first year
  - Providing summer and winter planting with over 5,000 plants
  - Delivering Town centre events such as Halloween and Christmas lights switch on attracting over 10,000 people
  - Supporting independent businesses with an independent campaign all year
  - Invested over £250,000 in Christmas lights making Southport one of the stand out Christmas attractions in the North West
  - Supported destination marketing campaigns
  - Also supported Sefton's funding applications for CCF funding and the more recently HLF Townscape Heritage fund
  - Led on and submitted a successful purple flag application for Southport
  - Set up and support Southport's business against crime network

- 2.2 The above achievements alone demonstrate the value of The BID to Southport Town Centre, to continue the programme of investment it is recommended that the Council submits a positive vote on its properties.
- 2.3 The BID business plan sets out a rateable value of 1.5%, this will be for business rate payers that fall within the BID area as identified in the business plan. It should also be noted businesses with a rateable value under £7,000 will not be liable (an increase from £2,000) while Charities will not be exempt as per the BID regulations and will have to pay the 1.5% levy based on their property rateable value.
- 2.4 The BID is projected to raise a total of £2.1 million over 5 years; this includes the levy, voluntary contributions along with other revenue streams.
- 2.5 The Southport BID objectives for the next term are;
- Increase footfall and money spent in the town centre
  - Reduce the number of empty shop units
  - Increase the number of new businesses and jobs created
  - Increase inward investment
  - Maximise our contribution to economic regeneration
  - Shape the future of our town by influencing
- 2.6 The BID has consulted with levy-payers to identify what their priorities are through focus groups, questionnaires, one to one meetings and feedback from the Ambassadors. This was a process that started in 2017 and has continued throughout 2018.

### 3.0 The Councils Vote

- 3.1 Sefton Council as a business rate payer within the defined BID area has a number of votes in the BID Ballot. The Southport BID is seeking approval from Sefton Council for a “Yes” vote. The council is recommended to vote “yes” in the ballot.
- 3.2 Sefton has 16 separate hereditaments within the defined BID area with a total rateable value of £1,545,400. The levy liability is £23,183 at 1.5%. This also allows Sefton Council to have 16 individual votes, the table below details the hereditaments and the levy for each one.

This is likely to change up to the point of the vote; this could be due to the Council letting out the units that would subsequently transfer the business rates liability to the new tenants. However, the table gives an indicative scale of commitment required.

Property	Rateable Value	Levy@1.5%
1, St Andrews Place	£12,750	£191
Public Convenience	£9,800	£147
Rear 55, Tulketh Street	£50,500	£758
Adj, Marine Lake, Marine	£33,000	£495

# Agenda Item 6

Drive		
Corner Esplanade, Marine Drive	£43,750	£656
Car Park Adj Floral Hall	£50,000	£750
77-91, Tulketh Street, Southport	£35,000	£525
9-11, Eastbank Street	£44,750	£671
93-105, Lord Street	£47,500	£713
Town Hall	£98,000	£1,470
8, Post Office Avenue	£15,450	£232
Stall 09 Southport Market Hall	£7,700	£116
Southport Pier	£14,500	£218
Units 14-16, Cambridge Walks	£7,700	£116
Dunes Leisure Centre	£515,000	£7,725
The Atkinson	£560,000	£8,400
<b>Total</b>	<b>£1,545,400</b>	<b>£23,183</b>

## 4.0 Formal Agreements

- 4.1 If a Yes vote is achieved a formal agreement between the Council and Southport BID will have to be drawn up to cover services provided by the Council within the BID Area.
- 4.2 The baseline agreement will demonstrate what additional services the BID will deliver to its members while also acting as a tool for the BID Company to monitor and work with Sefton Council to deliver improved existing services.
- 4.3 Due to the BID term being 5 years there will be flexibility for the Baseline Agreement to be amended every financial year due to the realisation that the level of services within the BID area may change.
- 4.4 Cabinet are recommended to give delegated authority to Chief Executive, in consultation with the Leader of the Council and section 151 officer, to sign the BID Baseline Agreement on behalf of the council
- 4.5 The Council will collect the levy on behalf of the BID company, once collected the monies will be passed on to the BID. The BID will cover any software and licences costs in full.
- 4.6 An operating agreement will need to be agreed between the BID Company and Sefton Council for the collection of the levy. Cabinet are recommended that The Head of Corporate Resources be authorised to complete the necessary formal operating agreements required for the collection of the BID Levy if a Yes vote is achieved.



- 4.7 The ballot must meet two tests for the BID to be approved. A simple majority of those voting in favour over those who do not, and those voting in favour must represent a greater total rateable value than those voting against.
- 4.8 The BID has informed the Council they wish to employ the services of the Electoral Reform Services to conduct the ballot and associated additional services. As the relevant ballot holder (Sefton) Cabinet is asked to authorise the use of Electoral Reform Services to conduct the BID ballot.

## **5.0 Next Steps**

- 5.1 Ballot papers will be sent out in May 2019, with the result of the ballot being announced in June 2019.
- 5.2 If the vote is in favour the BID will start a second term on the 1<sup>st</sup> of November 2019, the baseline agreement and operating agreement can then be signed by the delegated officer.

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# MANIFESTO

1ST NOVEMBER 2019 – 31ST OCTOBER 2024

**WORKING IN  
PARTNERSHIP  
FOR SUCCESS**



# CONTENTS

<b>Moving forward</b>	<b>3</b>
<b>Five years of achievements for Southport</b>	<b>4</b>
<b>Our first five years</b>	<b>6</b>
<b>Our mission for the next five years</b>	<b>18</b>
<b>Governance arrangements</b>	<b>25</b>
<b>Measuring what we do</b>	<b>26</b>
<b>Our new BID budget</b>	<b>27</b>
<b>The fine detail</b>	<b>28</b>
<b>The BID area</b>	<b>30</b>
<b>D levy rules</b>	<b>31</b>

Page 44

## MOVING FORWARD

### A message from our Chair and Chief Executive

We have used our first five years to build and develop Southport, with the BID becoming an influential voice for business.

We've tackled issues, brought in new ideas, invested in elements of what makes the town so special and worked closely alongside our partners. So as we look forwards and map out our vision for the next five years, we also have pleasure in sharing some of these highlights with you.

The BID exists because of, and for, its members. We recognise the value of the partnership and the power of what it can achieve. We have listened to the issues that are important to our BID members and are striving to address these so that we can collectively strengthen Southport.

We also acknowledge that there is a lot more to do, and we have great ambitions for the next five years to ensure that the investment that the BID enables makes a difference for all. To do so we will be adopting a more strategic, more focused and more engaging voice for business.

Going forward, the BID will represent a community of around 730 businesses including hospitality, retail and the professional sector.

Another development for the next five years is that the BID area will be reduced and the threshold at which the levy becomes payable will change from £2,000 to £7,000. There will also be a £20,000 cap on the maximum amount of levy payable by a single business.

Thank you for the first five years and we hope, with your support, to continue this successful story.




**Rob Uffendell**  
Chair, Southport BID




**Hugh Evans**  
Chief Executive,  
Southport BID

# FIVE YEARS OF ACHIEVEMENTS FOR SOUTHPORT

We supported Sefton Council's successful application to bring in **£2 MILLION** worth of funding from the Coastal Community Fund.



The **30 MINUTE PARKING** option is back plus a new four hour parking option has been introduced thanks to careful negotiation with Sefton Council.



Thousands of people are reached each month through our dedicated Southport Independents' campaign, giving vital exposure to small businesses.

In their first year, our town centre ambassadors greeted over **5,000 VISITORS**.

**65 LAMPPOST BANNERS** promoting what's taking place in Southport.



Page 45

Southport's evening and night time economy has been awarded a **PURPLE FLAG** – only one of **70** towns across the nation.



Our dedicated website showcasing a digital directory of shops in Southport lists over **200** shops and over **100** bars, cafes and restaurants.

Print, radio, outdoor, social and digital platforms are being used to promote Southport's business.

Over **750,000 PEOPLE** are reached each year through BID event marketing on Facebook alone.

**500,000 PEOPLE** were reached through the Facebook campaign for our Halloween event.

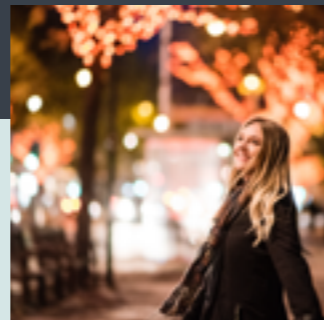
The town is blooming with **5,000 FLOWERS** bringing colour and pride to Southport.



Investing in major marketing campaigns for Southport, helping to encourage millions of visitors every year

We've invested over **£250,000** into the lights that add the sparkle to Southport at Christmas and all year round lighting improvements.

As well as organising major showcase events at Christmas and Halloween we also provide funding and support to Southport Festival, Southport Comedy Festival and ChilliFest.



Our **BUSINESS AGAINST CRIME** network now has a membership of over **165**.

**BI-MONTHLY** meetings take place with representatives of **MERSEYSIDE POLICE** as part of our Business Against Crime initiative.



Southport Business Against Crime

Agenda Item 6

## What is a Business Improvement District (BID)?

BIDs were introduced in 2004 as a new way of businesses playing a role in their towns and cities. Now around 300 of them exist across the country, including leading cities such as Manchester, Liverpool, Chester, Preston, Birmingham, Leeds and London.

The first Southport BID began in November 2014 (and ends in 2019), with **950 current members** including retailers, leisure and hospitality providers making us one of the largest BID's in the country.

BIDs are designed to bring together businesses within a specified geographical area to work on projects defined by the businesses that they represent. Businesses have a say in what happens at every stage of the BID, from voting on whether it will happen, to deciding on the levels of funds that will make up the BID levy. Consultation and conversation are important to ensure that the process is smooth running and representative, and something we try to encourage as much as possible.

A vote for a BID to go ahead from 2019 will mean that the money raised by the levy will be spent delivering and managing projects in the BID area to enhance and improve Southport. It means that we can build upon the foundations that are already in place and that we can fulfill shared aspirations for the town and area.



Page 46

*Five years investing into Southport and encouraging others to do so.*

The work to put a BID in place is considerable, and once in place, time needs to be invested into developing and growing projects so that they start to create impact.

Since Southport BID went live in November 2014 we have delivered a wide range of activity and are in a strong position to continue to build upon the momentum that this has generated.

As well as the projects that have been delivered, Southport businesses now have a voice and a representation in a way that wasn't previously possible. Business is being championed and showcased, which is important to an area that is made up of so many independent organisations of differing sizes.

We also recognise that there is a lot more to achieve, so we thank you for your support and look forward to working with you further in the future.

*We're delivering on promises and planning for the future.*

## Enhancing Southport's events programme

### From festive feasting to laughs out loud; creative curations to the spectacularly spooky - impactful and unforgettable events have been staged across Southport

Southport BID organises three large-scale events across the year designed to extend the season beyond the summer and keep the town's profile and footfall up year round.

Each of these events offers a creative way for businesses to engage with the festival visitors, get creatively involved and gain additional exposure through dedicated marketing channels. Combined with the events organised by Sefton Council, the result is a vibrant, colourful and unforgettable annual programme.

*The BID is helping to ensure that Southport has a vibrant, colourful and impactful annual programme of events.*

The impact also comes from the strong profile raising opportunities for the town that the events offer, particularly as a way of influencing and attracting many more people through social media. For example, the Halloween Festival in 2017, reached over half a million people in the region on Facebook alone, it has 9,000+ social media followers and is attracting on average 2,000 visitors per day.

In addition we have funded the ever-growing **Chilli Fest** and **Southport Comedy Festival**, all three of which have become fantastic additions to the town's calendar.

We were also pleased to play our part in the **Open Golf** tournament in 2017, such a signature and prestigious occasion. We did this by funding the Town Hall Gardens interactive zone, which attracted television coverage from around the world.

The BID events are also helping to champion Southport through social media, with 750,000 people reached each year purely through this means.



# CHRISTMAS

We are the organisers of the big annual Christmas lights switch on – a huge family event and live show packed with performers and excitement.

For 2018's event over 35,000 people over the course of the day were there to join in the fun!



Page 47



# HALLOWEEN FESTIVAL

Each year this spook-fest gets bigger and bolder, now attracting thousands of visitors from across the North West.

There are lots of ways for businesses to get involved as well as benefit from the bumper visitor numbers, including free promotion via our dedicated [spookysouthport.com](http://spookysouthport.com) website.



# SOUTHPORT FESTIVAL

We provide valuable funding and marketing support to the Southport Festival: a three day colourful explosion of art, theatre, folk, punk, poetry, laughter, jazz, dance and choirs taking place in May that spills out across venues and open spaces. It's an event that reflects the spirit behind it with representatives from Southport BID, Sefton Council, Southport Contemporary Arts, The Atkinson and The SDC working with passionate members of the local arts community to bring it together.



Agenda Item 6

## Supporting Southport's Seasonal Campaigns

We support and add funding to the seasonal marketing campaigns carried out by Visit Southport and in addition to this we have been responsible for delivering, in partnership, five Christmas marketing campaigns.

In summer 2017 it was with the BID's support that the radio campaign was able to extend into the autumn. Further support was also delivered in 2018, with extensive radio, outdoor and digital campaigns.

## Putting an extra sparkle into Christmas

The commercial importance of Christmas has meant that from the start this has been a focal point for the BID. Recognising the value of creating an exciting, welcoming atmosphere in the town we took the step in our first year of investing into new Christmas lights and expanding the areas that they feature in the town

*The Christmas lights are an essential and exciting way of showcasing Southport as a retail and leisure destination; a place to enjoy seasonal shopping and entertainment. It's something that we wouldn't have without the BID and something that you cannot fully equate the importance of for all businesses in the town.*

To celebrate the start of the festive period, and to raise the profile of Southport as being a great place to experience Christmas shopping and entertainment, the organisation of the Christmas Light Switch On event has been one of our key events from the very beginning.

Page 48

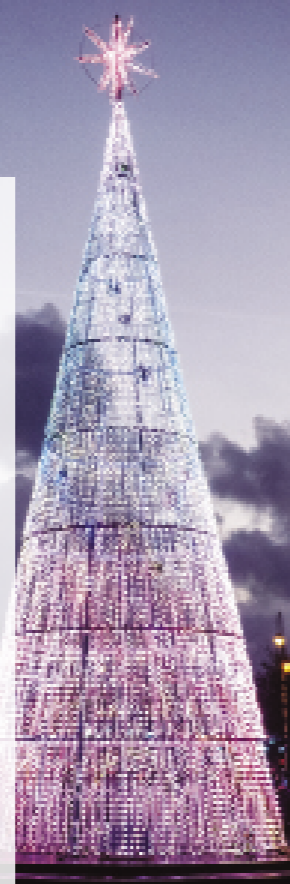
*The Christmas Light Switch on is Southport's warm welcome to the town as a fantastic place to enjoy Christmas shopping and to celebrate the festive season.*

The investment in both the lights and the event has paid dividend. Increasing both in scale and popularity each year, this has become a stand-out highlight for the town with the stage show and street entertainment receiving fantastic feedback.

In 2017 there were thousands of people in the town, and our partnership with Smooth Radio ensured another 1,000,000 listeners over a six week campaign received the message about Southport as a Christmas shopping and entertainment destination.

Following consultation with businesses and feedback, we took the decision to return the event to a Sunday for 2017, with great success. We saw footfall increase by more than 20% and businesses have reported a much more favourable like for like sales increase.

We are always ambitious in our plans and visions for Southport as the Christmas ice rink that was installed in 2015, 2017 and 2018 demonstrates. This was a great family activity that proved a really popular experience for the town.



## Dedicated support for retailers, restaurateurs, attractions and accommodation providers

*Market research by Visit Southport shows that there are more independent restaurants and bars in Southport town centre per square metre than in London. We are proud to be shouting about this fabulous fact!*

In 2017 we launched our Southport Independents campaign. The campaign aims to celebrate the unique and wonderful small businesses in Southport and help people, both local and visitors, to rediscover and unearth the hidden gems of Southport and experience shopping, eating and socialising in Southport in a whole new light.

Free to join for BID levy-payers the campaign is supported by a website and blog, and each business participating receives a page on the website.

*Demonstrating our dedication to Southport retailers.*



Our dedicated retail website was launched in 2018. The site, [www.ShoppinginSouthport.com](http://www.ShoppinginSouthport.com) is a sister site to Visit Southport and acts as a full directory for all shops within the town centre. With over 200 shops (both independent and high street) listed it is a perfect one-stop guide for visitors and local shoppers to find what they are looking for.

## Flying the flag for the early evening and night time economy

Long term strategic planning is going into the efforts to support, develop and reinvigorate Southport's early evening and night-time economy.

One of the biggest successes we have had was the campaign to achieve **Purple Flag** status, which Southport BID led, working with partners including Merseyside Police, Sefton Council, Pubwatch, Light for Life and the Street Pastors. This is the national benchmark by which towns and cities are judged on their evening and night time economy and gives members of the public a way of identifying places that offer an entertaining, diverse, safe and enjoyable night out. The confidence that it creates is helping towns such as Southport to attract more late night visitors.

*Our Purple Flag status is helping us to heighten Southport's profile as an evening destination.*



Ensuring those on a night out in Southport make their way home safely and to reduce the potential for disorder, we have employed Taxi Marshals who are on duty every Friday and Saturday evening.





## Adding the colour to Southport

### Southport is looking good, putting its best foot forwards for a positive future

The eye-catching displays of summer and winter planting not only help the town to be consistently recognised in the 2016 **Britain in Bloom** awards, they enhance the visitor experience and demonstrate our collective pride for the town. To create this visual spectacle over 20 three tier displays and almost 200 barrier or hanging baskets are installed containing nearly 5,000 floral plants.



## Adding the floral finishing flourishes to Southport.

Recognising the benefits for all, the BID has been able to provide funding for the Lord Street volunteers who create wonderful horticultural displays in the gardens – providing vital funds that are used for equipment and over 1,300 flowers a year.

Also spreading the messages and enhancing the town's appearance are the lamppost banners on Eastbank Street and Nevill Street.

And to keep Southport looking its best we have carried out over 300 square metres of deep street cleaning – that's the equivalent space of over 4 football pitches!



## Putting the twinkle back into the tree lights

One of our first BID projects was to fund the complete replacement of the 250,000 tree lights on Lord St. These had been looking very tired and were in need of renewal. The new ones have made a strong visual impact, even turning orange as part of our Halloween activity!

We've since added to these with lights on Chapel Street and Tulketh Street and have funded new lighting for Cambridge Arcade. We will continue to develop and expand the lighting scheme in the future and bring more vibrant eye catching displays.

It's also the BID that carries out the ongoing maintenance to the lights to keep them shining a light on Southport.



*Did you know the lights on Lord Street turn orange to mark the Halloween festivities taking place in the town.*

## Meet our Ambassadors

### A warm and friendly welcome to Southport

Our **BID Ambassadors** were introduced in 2017; with the team of two employed full time to work with local businesses to promote the town and to meet and greet visitors. They are the 'go to' people for advice, directions and insider information and a wonderful addition to our town.

*With on the ground insight, our Ambassadors are the eyes and ears of Southport.*

The stats, from their first 12 months alone, enforce just how important an asset to the town that the Ambassadors are:

**Over 300 fly tipping reports**

**1,500 business visits**

**240 incidents of begging and street drinking reported**

**Over 400 graffiti or vandalism reports submitted.**

**2,400 BID newsletters hand delivered to businesses**





## Continuing to improve safety and security

Putting business first, raising standards, working in partnership

Our **Business Against Crime** initiative has led to investments in body-worn cameras and radios for clubs, bars and stores, which allows shared information that, where necessary, can be used in court cases. We currently have over 165 members taking part in the scheme, which links to our DISC initiative for both retail and Pubwatch.

The DISC (Database and Intranet for Safer Communities) Intelligence network is proving to be a valuable asset for businesses. This gives businesses the means to upload crime incidents, to access information on known and suspected offenders and to be in touch with Merseyside Police. All of the information is shared in a legal and responsible manner, with the information that it generates leading to arrests being made and warnings issued.

To date 164 businesses are taking part in DISC, with more joining this free scheme all the time.

Taking this work to a regional level we joined the Northwest Regional Intelligence Sharing group, a consortium of town centres, BIDs, and police whose members meet regularly to share criminal intelligence. The information the BID received is shared amongst all businesses that are part of DISC.



**Southport Business Against Crime**

## Delivering change and influencing the agenda

We've used the collective power of all our BID members to lobby Sefton Council on major issues such as parking and street trading.

Sefton Council's abolition of the **30-minute parking option** in early 2016 was contentious, and one that we didn't agree with. It was a decision that had a huge impact on small businesses and one we were asked to address. We did this by first negotiating a compromise with the Council to introduce a maximum four-hour parking option and in early 2018 we were successful in achieving the reinstating of the 30-minute option, which came back into place in June 2018.

*We are listening to businesses and taking on the issues that matter locally.*

Traders on London Street were also delighted when we managed to convince Sefton Council to amend the parking arrangements on their street. It took time to bring about but we refused to give up, and eventually secured the concession.

We've worked in partnership with Boots, Wilko and Marks & Spencer to get Southport accepted onto the **Healthy High Street** scheme, which the town has now been a part of since 2016. Run by Business in the Community, which is part of the Prince's Trust, the scheme was set up to bring high street multiples into productive partnerships for the good of the high streets that they trade in.

Other BID success delivered for the benefit of Southport businesses:

- Objected to HMO (Houses of Multiple Occupancies) when it was going to be detrimental to neighbouring businesses applications.
- Successfully raised objections to the loading bay space in London Street and had it moved.
- Established regular meetings with Merseyside Police and Sefton Council to update both organisations on business concerns
- Dealt with over 100 calls in 2016 alone regarding fly tipping, vandalism, un-emptied council bins and more.

## Attracting and delivering more investment

BID support was used to strengthen Sefton Council's application for Coastal Community Funding. This has brought in an additional £2million funding that has been used to regenerate the Pier and employ our BID Ambassadors for 12 months.

A dedicated investment prospectus was produced by the BID, which has been circulated to property agents and their representatives around the UK to really highlight the benefits of investing and doing business in Southport. The first edition was published in 2017 and a second edition is being produced in 2019.

*Southport BID is helping to attract investment into Southport that is benefiting a whole range of businesses.*

And the role of the BID has also been crucial in a successful first stage Heritage Lottery Fund application, the aim of which is to improve the historic shop fronts and features of buildings in the town's conservation area. If successful, this would bring around £1.5 million to be spent on the restoration work, a process that the BID will continue to lead through consultation with levy-payers and stakeholders.

## Why Southport deserves your YES vote

The way that towns and cities operate, develop and prosper has changed in recent years. All are now in a position of needing to look beyond a reliance on the public sector to fund and organise the activities and services that take place, which is where BIDs across the country have developed a central and important role.

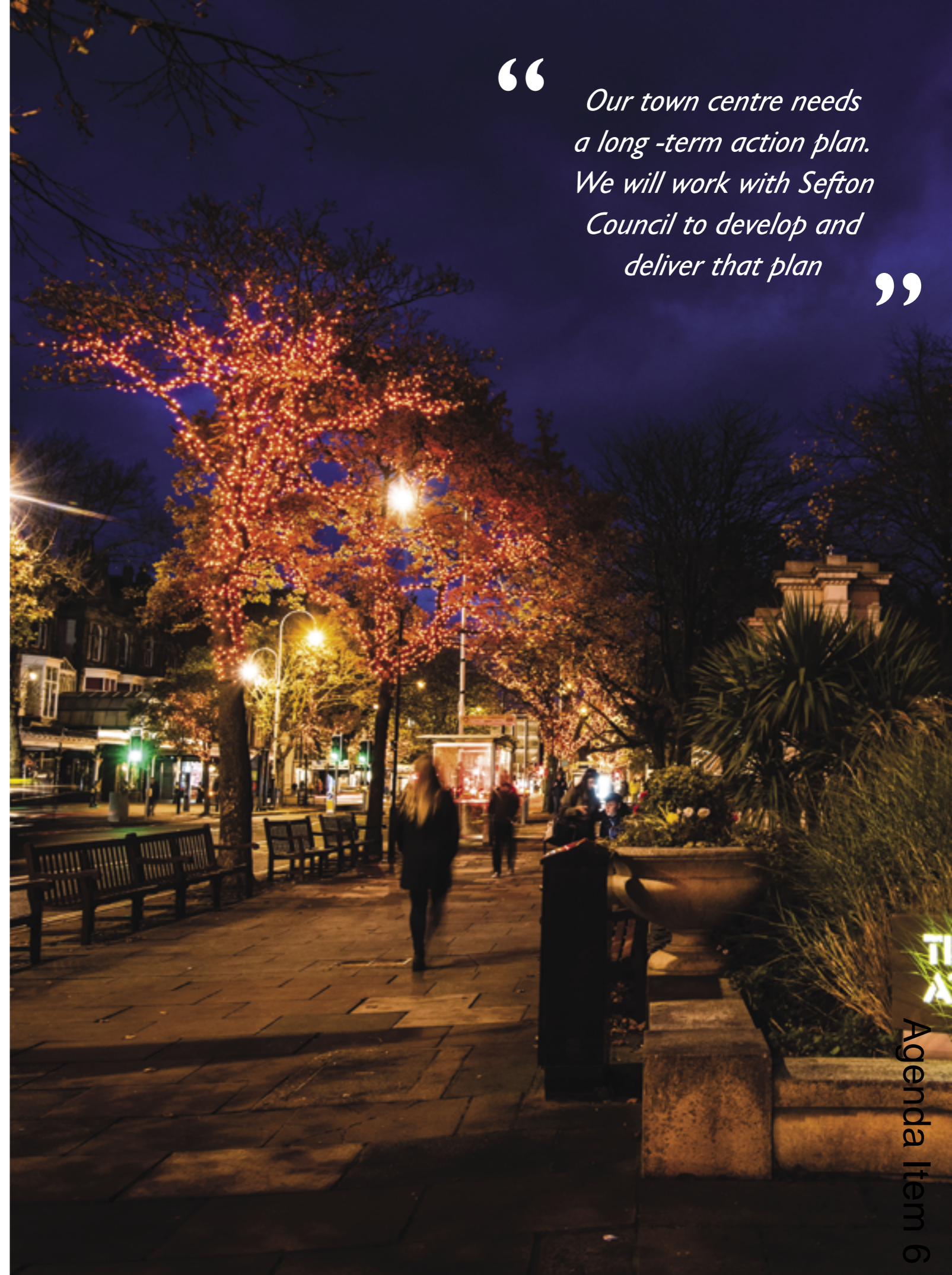
The Southport BID has meant that not only has the funding been available for marketing, events and town centre improvements and resources, but that vital inward investment has been attracted and secured. Southport BID has played a key role in making this happen.

And on another level BIDs provide a voice for businesses that simply didn't exist before. In Southport this means powerful private sector representation that can challenge decisions made by Sefton Council and Merseyside Police. Without Southport BID there is no-one to take on this responsibility.

With the work that's already been accomplished, with successes that have already been achieved a YES vote for a second term enables us to continue to move forward, to continue to create a successful Southport.



“ *Our town centre needs a long-term action plan. We will work with Sefton Council to develop and deliver that plan* ”



## Your vision, our mission: Our key priorities

We want to work for you to help the economic regeneration of Southport town centre and to stand up for it within the region; building on the successes so far with great ambitions for how we capitalise upon these.

## Consultation process

We've worked with levy-payers to identify what their priorities are through focus groups, questionnaires, one to one meetings and feedback from our Ambassadors. This was a process that started in 2017 and has continued throughout 2018.

We also canvassed visitors and residents to find out their thoughts on our town and what they believed we could do to make it even better. This information has proven invaluable.

The responses that we've received enabled us to create a draft working document, which following further consultation with levy-payers and Sefton Council, has been used to shape and develop this final manifesto. This has given us areas of priority, for a second BID term, with three areas clearly defined as: **marketing and promotion; influencing and representing; and investing and regenerating.**

## Our priorities

- Increase footfall and money spent in the town centre
- Reduce the number of empty shop units
- Increase the number of new businesses and jobs created
- Increase inward investment
- Maximise our contribution to the economic regeneration of our region
- Shape the future of our town by influencing and making things happen

Page 52

*The Southport BID has played a key role representing the town, campaigning for the town, lobbying for the town, improving the town and promoting the town.*

## What Southport's next BID will deliver

### Vote YES if you share our ambition for Southport

Our priorities are the priorities that have been defined by you and fall into three clear areas: **marketing and animating; influencing and representing; and investing and regenerating.** This is where the opportunities lie for all and where our focus will lie if the 2019 vote is successful.

## Marketing and Animating Southport

### Marketing and Creative Campaigns

We'll work with Marketing Southport, Sefton Council and private sector partners to get the most from our combined resources to raise Southport's profile as a destination for shopping and leisure time.

**We will:** Expand our close partnership with Marketing Southport and other partners to create bigger and more impactful seasonal campaigns for our town.

Increase the reach and engagement with our Southport Independents and Shop Southport campaigns.

Use augmented reality technology to develop exciting town trails and other themed activity to drive footfall and increase interaction with town centre businesses.

Circulate regular briefing sheets and newsletters promoting what's happening in our town centre and share business news with our Ambassador blog.

Use our collective buying power to improve on the range of cost-saving business support schemes



Seek sponsorship to develop a free wi-fi network across the BID area

Introduce a loyalty card scheme for workers in the BID area

*By combining our advertising budget with that of Marketing Southport we'll be able to have a greater impact with seasonal campaigns to attract footfall.*

### Events

Southport BID events have had a really positive impact on visitor numbers and resulting expenditure, as well as building the town's profile and providing fantastic marketing opportunities for local businesses. Our focus group discussions have also shown the clear support our events have with levy-payers. They add to our town's already impressive calendar of events, as well as extending the tourist and visitor season. We want to build on this success over the next five years!

**We will:** Grow and develop Southport Halloween Festival and our big Christmas Lights switch-on to draw in even bigger audiences



Continue to provide funding and marketing support to other event organisers including Southport Festival whilst looking for new stand-out opportunities to animate the streets

Encourage and work with external organisers to bring new large scale events to the town

*We'll continue to enhance the town's already colourful events programme and look for new event opportunities that animate and bring Southport to life.*



## Safe and Secure

Following your feedback, we recognise the importance of what we can try to do to help make our town safe and secure. A central part of our work going forward will be to manage our town centre radio scheme and the DISC intranet. Both play a very valuable role in helping to deter criminal activity, but they need careful and dedicated management otherwise they will fail.

**We will:** Continue to manage the radio link directly with our radio provider and continue to improve the quality of training for new members.

Hold a briefing every few weeks for the security teams, management staff and the police to share the latest crime intelligence and developments.

Continue to play an active part in the Northwest Regional Intelligence Sharing group, a consortium of town centres, BIDs and police who meet regularly to share information on criminality.

Continue to collaborate on joint crime reduction initiatives with Merseyside Police



Grow the network of radio and body camera operators and members of the DISC intranet crime reporting network.

Page 53



## Nightlife

*Southport's nightlife should be a real catalyst for economic growth in our town.*

A key concern of businesses was what could be done to help improve our night time economy. We all want Southport to feel safe, diverse, vibrant and friendly at night because this in turn helps to create a really attractive buzz and energy about the town that will draw visitors in.

**We will:** Build on our Purple Flag success by continuing to work with key partners including the pubs and clubs, police and Sefton Council to make Southport at night more thriving and prosperous destination.

Provide administrative support to Pubwatch and work towards achieving Best Bar None accreditation for our town centre.



Continue to invest in new tree lights and other innovative lighting schemes that will improve the visual appeal of the town centre at night.

Continue to employ Taxi Marshals every Friday and Saturday night to help the smooth operation of the taxi ranks and to ensure everyone return home safely.



Agenda Item 6

### Planting

Our summer and winter street planting schemes have been a major factor in helping our town win a number of Awards. The colour they inject into the streets and boulevards has a wonderful impact on the appearance of the town, making it more welcoming to visitors and a joy for all.

**We will:** Expand the planting schemes to include more side streets and other locations to spread the impact of a colourful Southport.



Continue to provide financial support to the Lord Street volunteers, whose work brings the heart of the town alive with floral displays.

### Influencing and representing

You wanted a strong business voice for the town that focuses on your needs and concerns. Our new BID will be that voice – a united voice of around 740 levy-payers providing local business leadership and representation. We will use that leadership to provide a strong voice that stands up for businesses ensuring that your needs and concerns are listened to and considered when decisions are made that affect our town.

*Vote yes to give a voice to business.  
Southport BID represents a strong voice for business that focuses upon your needs and concerns.*

Page 54

**We will:** Continue to strengthen the effective working relationships that we've established and developed with Sefton Council, Metro Mayor and the City Region, and Merseyside Police. These strong partnerships are working to the benefit of all and we'll use these links to ensure that the business voice of Southport is heard at the highest levels across Sefton.

Continue to hold our elected representatives and officers to account by ensuring that they clearly recognise and understand the importance of the BID.

Continue to represent the BID on working groups and local partnerships that affect the future development of our town centre.

Work with national organisations such as The BID Foundation, British BIDs and the Association of Town Centre Management to share best practice and to constantly strive to be the best that we can.



Apply for national BID accreditation.

Work with Sefton Council on developing and delivering a long term action plan for our town centre.



# GOVERNANCE ARRANGEMENTS

With the positive impact that BIDs are having across the country recognised, it is also acknowledged that the presence of a BID makes an area more attractive to investors and funding bodies.



## Investing and regenerating

**Vote yes to give Southport a stronger and more prosperous future**

Business Improvement Districts are increasingly being recognised for the powerful influence and impact their presence can have. The evidence shows that investors and funding bodies are becoming more attracted to areas where BIDs operate. Furthermore, public sector funding applications, in particular, are far more likely to succeed where there is strong evidence of BID support.

Page 55

**We will: Work with Invest Sefton to develop an “Invest in Southport” initiative including an investment website and updated investment prospectus promoting our town as the location for new business.**

**Continue to work with landlords and community groups to develop innovative ways of making better use of empty properties.**



**Establish a business mentoring panel to provide support to new Southport entrepreneurs and start-ups**

**Work with Sefton Council to manage street trading activity.**

## Partnership

We can't do this alone. To get Southport where it should be then the private and public sectors must unite and work together. The Southport BID takes its place alongside Sefton Council, Marketing Southport and Merseyside Police who collectively work alongside one another to form a strong and effective collaboration.

The theme of partnership is one that will run through everything the BID does, and that will begin with the approach to our levy-payers with whom we want to continue to develop the relationships that we've been working hard to establish.

*We believe that the single most important way in which Southport is going to be regenerated and prosper is through partnerships.*

The BID has been established as a private not-for-profit company limited by guarantee (registration: 09048655) and is governed by a Board of Directors.

Should the BID ballot be successful, we will ask for expressions of interest from levy-payers interested in joining a new Board. We'll do this during summer 2019 with a view to appointing an interim Board of Directors on 1 November 2019.

The Board of Directors will be made up of representatives from levy-paying businesses, voluntary paying members and Sefton Council. Their role will be to provide strategic guidance and direction to the BID's management team.

The Chair shall be elected by the Board and serve for an initial 12-month period.

Directors will be asked to serve for 12 months before submitting themselves for re-election at the annual general meeting (AGM).

The Board will meet monthly during the first year and then at intervals to be determined by the Directors. The AGM will be held within six months of the end of each financial year.

To strengthen the governance arrangements we'll establish three business improvement teams for each of our main project areas: marketing and animating, influencing and representing, and investing and regenerating.

These teams would work to develop ideas and plans and to monitor activities. Each would be made up of levy-payers and chaired by a Board Director.



The BID will continue to subcontract certain operational matters relating to events and other activity to Sefton Council as this model enables us to reduce costs. The work will be managed by a Service Level Agreement. An Operational Agreement between the BID and Sefton Council would be in place to agree the process for the levy collection, transfer of funds, and enforcement.

Agenda Item 6

We will have in place a set of rigorous measures to constantly evaluate the work of the BID and its impact.

**We will:** Use Springboard data to track and analyse footfall statistics on a weekly basis and use the data to compare our town's performance with other seaside resorts.

Undertake an annual survey to monitor and measure the perceptions of levy payers, visitors and residents.

Organise an annual open meeting where we can listen to and receive feedback from levy-payers.

Carry out quarterly focus group meetings with levy-payers.

Set Baseline Agreements with Sefton Council that measure speed of response to environmental concerns.



Undertake an annual performance health check of our town centre that measures unit occupancy levels, street begging, rough sleeping and crime and disorder.



The BID levy will bring in approximately **£436,500** in year one. In addition, we will seek to generate additional income of **£13,600** per annum by attracting sponsorship for events and generating stand-alone revenue streams from commercial services.

We will also receive in-kind contributions worth around £15k per annum from Sefton Council.

## Expenditure

INCOME	YEAR ONE	YEAR TWO	YEAR THREE	YEAR FOUR	YEAR FIVE	TOTAL INCOME
Levy Income*	£436,500	£436,500	£436,500	£436,500	£436,500	£2,182,500
Radio Income	£3,600	£3,600	£3,600	£3,600	£3,600	£18,000
Other Income	£10,000	£10,000	£10,000	£10,000	£10,000	£50,000
<b>TOTAL INCOME</b>	<b>£450,100</b>	<b>£450,100</b>	<b>£450,100</b>	<b>£450,100</b>	<b>£450,100</b>	<b>£2,250,500</b>

\* assumes a 96% collection rate.

	YEAR ONE	YEAR TWO	YEAR THREE	YEAR FOUR	YEAR FIVE	TOTAL EXPENDITURE
Marketing & Animation	£255,000	£255,000	£255,000	£255,000	£255,000	£1,275,000
Street Scene	£55,000	£55,000	£55,000	£55,000	£55,000	£275,000
Investing & Regenerating	£3,950	£3,950	£3,950	£3,950	£3,950	£19,750
Influencing & Representing	£0	£0	£0	£0	£0	£0
Contracts	£12,500	£12,500	£12,500	£12,500	£12,500	£62,500
Employment & Overheads	£108,650	£108,650	£108,650	£108,650	£108,650	£543,250
Contingency	£15,000	£15,000	£15,000	£15,000	£15,000	£75,000
<b>TOTAL EXPENDITURE</b>	<b>£450,100</b>	<b>£450,100</b>	<b>£450,100</b>	<b>£450,100</b>	<b>£450,100</b>	<b>£2,250,500</b>

\* Two annual contracts for the management of operational services relating to BID events, and a maintenance contract for the tree lights on Lord Street, Chapel Street, and Tulketh Street. Both contracts are worth £5,000 per year.

## Additional in-kind support from Sefton Council and other partners

In order to increase the overall resources available to the Southport BID Sefton Council will contribute in-kind support each year to the value of £5,000.

This is based on specialised skills available and partnership working through Marketing Southport and Visit Southport. Marketing Southport is supported financially by its members and by Sefton Council.

Sefton Council will make the "Promenade Office" available as well as providing all utilities free of charge at an estimated market value of £10,000 per year



# THE FINE DETAIL

For the new BID we will set the rateable value threshold for paying the levy at £7,000. This means that every business with a rateable value below that amount will be exempt from paying the levy.

Businesses under the £7,000 threshold will not get a vote. They can, however, decide to make a voluntary contribution of no less than 1.5% of their rateable value.

There will be a maximum cap of £20,000 on the amount of levy paid per hereditament.

The number of properties eligible to pay the levy in the BID area has been calculated at approximately 730.

The table below shows the amount of levy each business will pay:

RATEABLE VALUE OF YOUR PROPERTY	ANNUAL BID LEVY AT 1.5%	YOUR INVESTMENT PER DAY
£7,000	£105	29p
£10,000	£150	41p
£20,000	£300	82p
£50,000	£750	£2.05
£100,000	£1500	£4.11
£250,000	£3750	£10.27p

Page 57  
 Contact the BID team on 01704 538382 or email [info@southportbid.com](mailto:info@southportbid.com) to find out the rateable value of your property. Alternatively contact the Valuation Office on [www.voa.gov.uk/business\\_rates](http://www.voa.gov.uk/business_rates).



## Summary of Key Dates

ACTION	KEY DATES
Notice of Ballot published	22nd April 2019
Ballot papers dispatched	6 <sup>th</sup> May 2019
Close of Ballot	3 <sup>rd</sup> June 2019
Ballot result announced	4 <sup>th</sup> June 2019

## Using Your Vote

All defined business ratepayers in the BID area (as identified by the map and list of streets on page 30) will be given the opportunity to vote for a new BID during the formal ballot period. The ballot will be conducted as a confidential postal vote by the independent scrutineer Electoral Reform Services.

Each business in the BID area (subject to the exemptions outlined in the BID levy rules) will be entitled to one vote per hereditament. It will be possible to appoint a proxy to vote on your behalf and information on how to do so will be included with the ballot information sent to you.

In order for the proposal to be successful at ballot the result will need to meet, as a minimum, two independent criteria which are: (a) of those ballots returned by the close, those voting in favour of the proposal must exceed those voting against it, and (b) of those ballot papers returned by the close, the total rateable value of those properties or hereditaments which vote in favour, must exceed the total of those voting against.

## Collecting the levy

The BID levy will be billed as a single payment on or around the 17th November each year (or as soon as possible after this date) although there will be options to pay the levy in three installments. The levy will be collected by Sefton Council and transferred to the BID monthly.

## Baseline services

An absolute fundamental principle of all BIDs is that they must deliver added value. In other words, all the money raised by the BID levy will only be used to pay for projects that are additional to any services, statutory or otherwise, that are already being delivered by Sefton Council. The levy won't be used to pay for services that Sefton Council has a statutory duty to provide.

For our second term we will renegotiate our Baseline Agreements with Sefton Council. These Agreements will set out the services that the Council has agreed to do.

Updated versions of these Agreements will be posted to the BID website as soon as practical after the start of the new BID term.

## Always listening

If you have any questions or require further information you can contact the Southport BID team on 01704 538382, email [info@southportbid.com](mailto:info@southportbid.com), or visit our website [www.southportbid.com](http://www.southportbid.com).

# THE BID AREA

# BID LEVY RULES



## Page 58 BID street names

Albert Place,  
Anchor Street,  
Avondale Road (*south of Leicester Street*),  
Back Bath Street,  
Balls Place,  
Bank Passage,  
Bank Square,  
Bath Street,  
Bath Street North,  
Bold Street,  
Booth Street,  
Bridge Street,  
Cable Street,  
Cambridge Arcade,  
Castle Street,  
Central 12,  
Chapel Street,  
Church Street,  
Coronation Walk,  
Corporation Street,  
Court Road,  
Derby Road,  
Duke Street,  
Eastbank Street,

Esplanade,  
Fairway,  
Garrick Parade,  
Glebe Place,  
Gordon Street (*south of Leicester Street*),  
Gordon Avenue,  
Hall Street (*south of Kensington Road*),  
Hawesside Street,  
Hesketh Mount,  
Hill Street,  
Hodge Street,  
Hodson Street,  
Hoghton Grove,  
Hoghton Place,  
Hoghton Street,  
Hulme Street,  
Irving Street,  
Johnson Street,  
Kensington Road (*to junction of Hall Street*),  
King Street,  
Kingsway,  
Leicester Street,

London Square,  
London Street,  
Lord Street,  
Lower Promenade,  
Manchester Road (*part*),  
Marble Place,  
Marine Drive,  
Marine Parade,  
Market Street,  
Mornington Road,  
Nelson Street,  
Neville Street,  
Ocean Plaza,  
Portland Street,  
Post Office Avenue,  
Princess Street,  
Promenade (*part*),  
Queen Anne Street,  
Union Street,  
Rotten Row,  
Royal Terrace,  
Seabank Road,  
Scarisbrick Avenue,  
Scarisbrick Street,  
St George's Place,

Stanley Street,  
Stanley Terrace,  
Station Arcade and Concourse,  
Talbot Street (*north of Duke Street*),  
Talbot Drive,  
Town Hall Gardens,  
Trinity Gardens,  
Tulketh Street,  
Victoria Way,  
Victoria Street,  
Vulcan Street,  
Waverly Street,  
Wayfarers Arcade,  
Wellington Street,  
Wesley Street,  
West Street,  
West End Terrace,  
Wright Street.

1. The Local Government Act 2003 and the Business Improvement District Regulations (England) 2004 enables the local authority to issue a demand for a BID levy. The BID levy is collected by Sefton Council and held in a separate account ("the BID Revenue Account") for the exclusive use of the BID. The liable person to pay the BID levy is the ratepayer liable for non-domestic rates in respect of the hereditament
2. The BID levy is fixed at 1.5% of rateable value.
3. The BID levy will be applied to all business ratepayers of occupied or unoccupied hereditament with a rateable value of £7,000 and above in the BID area at any time that the BID is in operation. The BID levy liability will be capped at £20,000 in respect of any hereditament.
4. The BID term will be from 1st November 2019 until 31st October 2024.
5. Levy payments will be based on the 2017 business rates valuation and will remain fixed for the full five-year term of the BID. No account will be taken of any rating revaluation during the term of the BID.
6. The BID levy for each financial year is to be calculated by multiplying the hereditament's rateable value as shown in the rating list on 1st April 2019 by 1.5%. This rateable value will be fixed and will be used to calculate the levy throughout the term of the BID.

Exceptions to this rule are:

- New properties entered on to the list for the first time
- Changes to the rating list resulting from a merger of two or more properties
- Changes to the rating list resulting from a subdivision of a property into two or more properties
- A reconstruction of one or more rateable hereditaments incorporating a merger and subdivision of properties
- A change of use to the property e.g. from Restaurant to Retail
- A material change to the property resulting from a refurbishment, or extension or any other new construction to the hereditament

In each of the above circumstances the charge will be recalculated from the date of the amended entry on to the rating list at the value assessed from that date.

7. There will be no VAT charged on the BID levy.
8. No relief is to be given to any class of non-domestic ratepayer irrespective of whatever relief or exemption they may currently enjoy in respect of Non-Domestic (or Business) Rates.
9. Only those properties located in the BID area (as defined by the map and list of streets on page 30 of this BID proposal) will be liable to pay the BID levy.
10. The BID levy will only be used to fund the improvement projects and programmes and the management and administration of the BID as detailed in this BID proposal.
11. Businesses locating into or leaving the BID area during the time that the BID is in operation will pay a proportion of the levy.
  - A business moving in to the BID area will pay from the 1st of the following month. If the date of moving in falls on the 1st of the month then the charge will be for that month. For example:

- A business moving in 1st March will pay a full month's charge for the period March to October in that year and a full charge subsequent years.
- A business moving in 2nd March will pay a full month's charge from April to October in that year and a full year's charge in subsequent years.
- A business leaving the BID area will pay a full month's charge for the month they leave if they have had possession of the property for at least one full day of that month. For example:
- A business leaving the BID area and handing over possession of the property to the landlord or another business on 1st March will not be charged for any period after 28th February.
- A business leaving the BID area and handing over possession of the property to the landlord or another business on 2nd March will be charged until 31st March.

12. The BID arrangements may be altered without an Alteration Ballot providing any arrangements do not alter the geographical area of the BID, alter the BID levy payable, or conflict with the Local Government Act (2003) or The Business Improvement District Regulations (2004). The arrangements may be altered without an Alteration Ballot as follows:

- The streets and hereditaments to be included in the BID area may alter due to changes in the Non-Domestic (or Business) Rates listing. Hereditaments may be additionally included if their rateable value, at any time during the BID term, is £7,000 and above or they are newly added to the Non-Domestic (or Business) Rates listing and the rateable value threshold (as set out in the response to point 1 (1) (d) of schedule 1 of the BID regulations) is exceeded;
- Hereditaments may also be excluded from the BID area and BID levy charge in those cases where properties are removed from the Non-Domestic (or Business) Rates listing or the rateable value alters to below £7,000. Where this occurs, such amendments will be adjusted from the effective date notified by the Valuation Office.

13. The existing recovery procedures for the standard Business Rates bill will be utilised for any non-payment of the BID levy. Sefton Council will be responsible for the collection of the BID levy and for administering all arrangements for non-payment.

14. Any new streets that may subsequently be created and any new, refurbished or reconstructed hereditaments subsequently entered in the Non-Domestic (or Business) Rates listing shall additionally become liable to pay the BID levy providing that other relevant criteria within this BID proposal are also met.

15. BID projects, costs and timescales may be altered by the BID Board of Directors providing that the BID aims and objectives as detailed in this BID business plan remain adhered to.

16. If, during the BID term, the rateable value assigned to a property or hereditament falls below £7,000 for whatever reason, the property or hereditament will be exempt from the BID levy from the date of the relevant VOA schedule.

17. The BID levy is a daily charge based on rateable value. It is to be paid in full in advance on or shortly after 1st November in each year unless alternative payment terms have been agreed. Pro-rata refunds will be made to BID levy payers who cease to be responsible for a hereditament during any financial year.

# Why you should vote YES

- More events in the town centre
- More marketing and promotion
- More investment
- More business support
- More involvement in what goes on
- More colour and vibrancy
- More campaigning
- More improvements



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