

CABINET

MEETING HELD AT THE COMMITTEE ROOM, TOWN HALL, BOOTLE ON THURSDAY 24TH MAY, 2018

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

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hardy and John Joseph Kelly.

2. DECLARATIONS OF INTEREST

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

3. MINUTES OF THE PREVIOUS MEETING

Decision Made:

That the minutes of the Cabinet Meeting held on 8 March 2018 be confirmed as a correct record.

4. HOUSING LICENSING PERFORMANCE FRAMEWORK WORKING GROUP FINAL REPORT

Further to Minute No. 48 of the Overview and Scrutiny Committee (Regeneration and Skills) of 13 March 2018, the Cabinet considered the report of the Head of Regulation and Compliance that formally presented the final report of the formally the final report of the Housing Licensing Performance Framework Working Group.

Decision Made: That the recommendations of the Housing Licensing Performance Framework Working Group be approved, as follows:-

- (1) the monitoring factors as detailed in the table below be approved as the set of suitable measurable data sets to be used to report on the intended outcomes of the licensing schemes:-

Monitoring factor	Description	Why measure?
Number of licences applied for per scheme	Total number of properties for which an application for a licence has been	To ensure landlords have applied for a licence where

	made, against the number of identified Privately rented properties that require a licence	applicable. To compare the actual number of private rented properties against the original, estimated number. This will also assist with the financial management of the schemes.
Number of licences granted per scheme	How many properties currently have a licence against the number applied for and number of identified properties requiring a licence.	To ensure all licensable properties obtain a licence and meet license conditions.
Number of properties accredited; a) Inside the licensing areas b) Outside the licensing areas	Accreditation is a voluntary scheme. It is a measure of high quality property standards and management.	To monitor the levels of accredited properties and thus levels of “good” standard accommodation. Monitoring numbers inside and outside of licensing areas will allow comparisons
Number of properties non-compliant on first inspection	How many properties DO NOT comply with the licence conditions when inspected by officers.	To establish a baseline of standards of property condition and their management. A high number of ‘non-compliance’ would be evidence to justify the Licence schemes.
Number of properties non-compliant on first inspection but now compliant	How many properties DO NOT comply with the licence conditions at the introduction of the schemes	To establish the level of improvements that have been made to the levels of property

	(and 1 st inspection) but have improved to be compliant, as a result of the schemes	management and conditions. This will help demonstrate the level of impact the Licence schemes have made to improve private rented sector conditions and management.
Numbers and types of formal action	How many statutory notices and Civil Penalties have been served within the 3 licensing areas.	To monitor the level of requirement for formal action by officers, for either not obtaining a licence or a breach of licence conditions. Informal action (warnings) will be issued in the first instance, but if landlords do not act on these, then formal legal action will be followed.
Number of Service Requests received; a) within the licensing areas b) outside of the licensing areas	Service Requests are complaints received about a property, usually regarding its management or condition. (These requests generally come from Privately Rented tenants.)	This measure will show if numbers of service requests increase or decrease as a result of licensing. It will show any difference in numbers inside and outside of licensing areas. It will also indicate if poor property conditions are increasing outside of the licensing areas <i>as a possible result of displacement of landlords.</i>

Number of licensed properties that have had Category 1 hazards removed	Category 1 hazards are the most serious health & safety hazards identified in a property using the Housing Health & Safety Rating System (Housing Act 2004). This will be captured by officers inspecting properties.	A measure of how many properties have had Category 1 Hazards removed is a clear indication of the improvements in property conditions.
Numbers of request for advice from ASB (Anti-Social Behaviour) team	This is likely to be requests from Licence holders/landlords to the ASB team for help in dealing with ASB issues at their property. The management of ASB is a licence condition.	This figure will record the levels of advice requests from landlords and measure if this changes throughout the duration of the schemes.
Numbers of cases where ASB team have intervened	All referrals to the ASB team for advice will be captured, to assess levels.	Has the ASB support for licence holder/landlords lead to more intervention by the Council's ASB team? Have their levels of Service requests increased or decreased?
Outcome of ASB team intervention	Has the intervention been a success? What was the outcome?	Have levels of ASB in licensing areas reduced?

- (2) an Annual Monitoring Report, to ensure that the Schemes meet their intended outcomes and objectives in measuring the progress of the Schemes through the collection of data on various factors, be submitted to both the Cabinet Member – Communities and Housing and the Overview and Scrutiny Committee (Regeneration and Skills).

Reason for the Decision:

The Working Group has made a number of recommendations that require approval by the Overview and Scrutiny Committee (Regeneration and Skills) and the Cabinet.

Alternative Options Considered and Rejected:

No alternative options were considered. The Overview and Scrutiny Committee (Regeneration and Skills) established the Working Group to review the Housing Licensing Performance Framework and the Working Group has performed this task.

5. APPOINTMENT TO OUTSIDE BODIES 2018/19

The Cabinet considered the report of the Head of Regulation and Compliance which sought the appointment of Council representatives to serve on Outside Bodies and Thematic Partnership Bodies for 2018/19 for periods of one year and longer. Details of the proposed representation on Outside Bodies and Thematic Partnership Bodies were set out in the report.

Decision Made: That:

- (1) the following Members be appointed to serve on the undermentioned Outside Bodies for 2018/19:

Organisation	Number of Representatives	Representatives
British Destinations	1	Cabinet Member – Regeneration and Skills (Councillor Atkinson) or nominee
Committee in Common - Healthy Living Programme	1	Cabinet Member – Health and Wellbeing (Cllr. Moncur)
Formby Pool Trust – Board	2	Councillor Page and Head of Locality Services – Provision (Andrew Walker)
Joint Health Scrutiny Committee (where 3 or less local authorities request the scrutiny of a substantial variation to a service)	3	Chair (Councillor Page) and Vice Chair (Councillor Marianne Welsh) of the O & S Committee (Adult Social Care) and one Lib Dem Member (Councillor Dawson) (Lab 2/Lib Dem 1)
Joint Health Scrutiny Committee (where 4 or more	2	Chair (Councillor Page) and Vice Chair (Councillor Marianne Welsh) of the O & S

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Organisation	Number of Representatives	Representatives
local authorities request the scrutiny of a substantial variation to a service)		Committee (Adult Social Care)
Liverpool City Region Child Poverty and Life Chances Commission	1	Cabinet Member – Children, Schools and Safeguarding (Councillor John Joseph Kelly)
Liverpool City Region Employment and Skills Board	1	Cabinet Member – Regeneration and Skills (Councillor Atkinson)
Liverpool City Region Housing and Spatial Planning Board	1	Cabinet Member – Communities and Housing (Councillor Hardy) (Substitute: Cabinet Member -Planning and Building Control – Councillor Veidman)
Liverpool City Region Local Enterprise Partnership Board	1	Leader of the Council (Councillor Maher)
Liverpool John Lennon Airport Consultative Committee	1	Councillor Roche (Substitute: Councillor Bill Welsh)
Local Government Association General Assembly	1	Leader of the Council (Councillor Maher) 5 votes
Local Solutions	1	Councillor Roche
Mersey Forest Steering Group	1	Councillor Roche
Mersey Port Health	6	Member Substitute

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Organisation	Number of Representatives	Representatives	
Committee		Councillor Burns	Councillor Cluskey
		Councillor John Kelly	Councillor Brenda O'Brien
		Councillor Morris	Councillor Dutton
		Councillor Page	Councillor Anne Thompson
		Councillor Roche	Councillor Spencer
		Councillor Shaw	Councillor Lynne Thompson
		(2018/19 – (Lab 4/Lib Dem 1/ Con1))	
Merseyside Community Safety Partnership	1	Cabinet Member – Communities and Housing (Councillor Hardy) and the Head of Communities (Andrea Watts)	
Merseyside Pension Fund Pensions Committee	1	Cabinet Member - Regulatory, Compliance and Corporate Services (Councillor Lappin) or nominee	
Merseyside Playing Fields Association	1	Councillor Cummins (Substitute: Councillor Moncur)	
North West Older Peoples Network	1	Cabinet Member – Adult Social Care (Councillor Cummins)	
North Western Local Authorities' Organisation	1	Cabinet Member – Regulatory, Compliance and Corporate Services	

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Organisation	Number of Representatives	Representatives
		(Councillor Lappin) (Substitute: Councillor Moncur)
PATROL (Parking and Traffic Regulations Outside London) Adjudication Joint Committee	1	Cabinet Member - Locality Services (Councillor Fairclough) (Substitute: Councillor Veidman) (NB - Nominated Member and substitutes must be Cabinet Members)
Sefton Coast and Landscape Partnership Board	2	Cabinet Member – Adult Social Care (Councillor Cummins); Cabinet Member – Health and Wellbeing (Councillor Moncur)
Sefton Council for Voluntary Service	3	Councillors Grace, Pullin and Robinson
Sefton Cycling Forum	2	Councillors John Joseph Kelly and Pullin
Sefton Education Business Partnership	3	Cabinet Member - Children, Schools and Safeguarding (Councillor John Joseph Kelly) and Councillors Booth and Moncur
Sefton New Directions Limited Board	3	Councillors Brennan and John Joseph Kelly and Chief Executive (Margaret Carney)
Sefton Sports Council (As and when required)	3	Cabinet Member - Health and Wellbeing (Councillor Moncur), and Councillors Cummins and Lynne Thompson
Southport Pier Trust	3	Councillors Bliss, Blackbourne and Hands
Standing Advisory	3	Councillors Grace, Keith and Pitt

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Organisation	Number of Representatives	Representatives
Committee for Religious Education (SACRE)		
Trans Pennine Trail Members Steering Group	2	Cabinet Member - Locality Services (Councillor Fairclough) and Cabinet Member – Planning and Building Control (Councillor Veidman) or their nominees
Officer Appointments		
Sefton New Directions Limited Board	1	Chief Executive (Margaret Carney)
Southport Business Improvement District Board	1	Chief Executive (Margaret Carney)
Merseyside Community Safety Partnership	1	Head of Communities (Andrea Watts)
Formby Pool Trust – Board	1	Head of Locality Services – Provision (Andrew Walker)

- (2) in relation to those appointments for a longer period than one year, the following persons be appointed to serve on the Outside Bodies indicated:

Appointments for a Period of Over One Year				
Merseyside Strategic Flood and Coastal Risk Management Partnership	1	Councillor McKinley (Deputy representative – Councillor Atkinson)	31.5.2021	(4 year appointment)
South Sefton Development Trust (Regenerus)	1			
North West	1	Councillor	31.5.2020	

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Reserve Forces and Cadets Association		Byrom	(3 year appointment)
North Western Inshore Fisheries and Conservation Authority	2	Councillor McGinnity or nominee and Green Sefton Services Manager (Mark Shaw)	31.5.2019 (4 year appointment)
South Sefton Development Trust (Regenerus)	1	Councillor Fairclough	30.5.2018 (3 year appointment) 17.5.2021
Charities			
Ashton Memorial Fund, Formby	1	Councillor Page	31.5.2019 (4 year appointment)
Consolidated Charities of Thomas Brown and Marsh Dole (Formby)	2	Councillor Pitt Councillor Webster	26.6.2020 26.6.2018 (4 year appointment) 17.5.2022)
Halsall Educational Foundation	1	Councillor Grace	31.5.2020 (2 year appointment)
NHS Foundation Trust Governing Bodies			
Aintree University Hospital NHS Foundation Trust - Council of Governors	1	Councillor Paulette Lappin	31.5.2018 (3 year appointment) 17.5.2021
Liverpool Women's NHS Foundation Trust - Council of Governors	1	Councillor Patricia Hardy	31.9.2020 (3 year appointment)
Mersey Care NHS Foundation Trust	1	Councillor Webster	1.5.2019 (3 year

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– Council of Governors			appointment)
North West Boroughs Healthcare NHS Foundation Trust - Council of Governors	1	Councillor John Joseph Kelly	31.5.2020 (3 year appointment)
School Governing Bodies			
Clarence High School, Formby	1	Councillor Thomas	31.5.2019 (3 year appointment)
Peterhouse School, Southport	1	Councillor Hands	31.5.2019 (3 year appointment)

(3) the following Members be appointed to serve on Sefton Thematic Partnerships:

THEMATIC PARTNERSHIP	NUMBER OF REPRESENTATIVES	MEMBER
Sefton Safer Communities Partnership	3	Cabinet Member – Communities and Housing (Councillor Hardy) and the two Council representatives on the Merseyside Police and Crime Panel (Councillors Thomas and Shaw)
Sefton Partnership for Older Citizens	1	Cabinet Member – Adult Social Care (Councillor Cummins)

Reasons for the Decision:

The Cabinet has delegated powers set out in Chapter 5, Paragraph 40 of the Constitution to appoint the Council's representatives to serve on Outside Bodies.

Alternative Options Considered and Rejected:

None

6. LOCAL WELFARE SCHEME

The Cabinet considered the report of the Head of Health and Wellbeing in relation to the Council's local welfare support scheme, the impact of the roll-out of the Universal Credit full service and the forecast potential increase for support from those impacted by welfare reform and those facing potential poverty.

Decision Made: That the Cabinet:

- (1) agree the £500,300 budget to be spent on supporting those local residents who are experiencing severe hardship, a disaster or emergency, by continuing to operate the Council's local welfare support scheme, commissioning support services and working collaboratively with the voluntary, community and faith sector, as detailed in the report; and
- (2) note that the budget will be monitored closely and further reports will be presented to Cabinet should expected demand exceed budget.

Reasons for the Decision:

To continue to operate a local welfare support scheme that provides targeted support to those members of the local communities experiencing severe financial hardship or emergency, including those impacted by welfare reform and those facing potential poverty.

Alternative Options Considered and Rejected:

The local authority-run local welfare support scheme (ELAS) was set up to provide support for vulnerable, low-income families hit by unexpected financial crises, domestic emergencies and the impact of Welfare Reform. The local welfare assistance is intended to help the poorest residents to weather the short-term costs of setbacks such as fires, floods, injury, illness and benefit delay, as well as the breakdown or provision of vital household equipment such as cookers, fridges and beds. The idea is to provide emergency support before the situation for individuals or families spiral into intractable and costly problems such as destitution, problem debt, child safeguarding and homelessness.

The local authority is not obliged to fund local welfare schemes, and the Council many decided not to operate it against the backdrop of Government funding challenges and further savings to be achieved. However, although the Government has reduced the Council funding for local welfare, this doesn't mean that the people who need that help and support have disappeared.

Sefton's local welfare scheme ensures emergency support is consistently available across the borough for local resident. Demand for the help provided from the scheme is increasing, driven by welfare reform, rising

poverty, and increasing dependency on high-cost credit to pay for essential items.

The alternative option of ceasing to operate the local scheme and redirect those in crisis to voluntary or community organisations has been considered.

Partners incumbent to the development and delivery of the local Welfare Reform and Anti-Poverty Action Plan, a partnership Action plan that aimed to facilitate collaborative working between the numerous agencies involved in working with people claiming benefits, have been consulted. Those organisations expressed concern that if the Council does not retain the support scheme to assist some of the most vulnerable local residents in times of need, this could lead to further crisis. Removing the scheme could lead to many people living in local areas without access to vital hardship support, forcing them to go without or take out high cost loans to pay for basics such as food, energy or furniture. The impact could generate an exponential increase in demands on local charities, who will find it increasingly difficult to cope and offer support. The potential of more pain and misery for those individuals who fall on hard times could also potentially lead to a greater demand on local housing, health and social care services.

Partners regard the local welfare support scheme as a vital investment aimed at helping residents and saving money further down the line. The Council's local welfare support scheme provides stability for families and individuals who otherwise might slide into crisis, potentially running up huge costs in care, temporary accommodation and hospital stays.

7. TO SEEK APPROVAL FOR THE CREATION OF A FRAMEWORK OF CONTRACTORS TO DELIVER TRANSPORTATION PROJECTS

The Cabinet considered the report of the Head of Locality Services – Commissioned that sought approval to invite tenders through the appropriate route in order that a Framework of Contractors could be created to deliver transportation projects within the Capital Programme in years 2018/19, 2019/20 and 2020/21. A maximum of six Contractors are intended to be appointed to the Framework. Quotations for individual schemes will then be invited from the appointed contractors during the framework period.

Decision Made: That:

- (1) the tender process to establish a Framework of suitable contractors to deliver transportation projects within the 2018/19, 2019/20 and 2020/21 Capital Programme to be published on The Chest using an OJEU compliant Tender process, as outlined in the report, be approved;

- (2) the contract period of 3 years from 1st November 2018 to 31st October 2021, with an option to extend for a further year, be authorised;
- (3) the Head of Locality Services – (Commissioned) in consultation with the Cabinet Member Locality Services be authorised to approve the six highest scoring Contractors to form the Framework; and
- (4) the Head of Locality Services – (Commissioned) be authorised to award work to the appointed contractor that tenders the lowest compliant bid for each of the schemes tendered using the Framework

Reasons for the Decision:

The recommendations are needed to enable officers to establish a European Structural Investment Fund (ESIF) compliant procurement regime for the construction of transport schemes in order to meet the timescales for Growth Fund and ERDF funding.

Alternative Options Considered and Rejected:

Individual schemes could continue to be procured individually and independently through separate procurement processes. This would require officer time and resources for each procurement exercise. In some situations, the timescales imposed for submitting proposals and funding bids mean that a stand-alone procurement process is either not feasible or would substantially detract from the time available for completing the submission. This approach would put an unnecessary burden on resources for no benefit to the Council

8. PROCUREMENT OF MOBILE PHONE SERVICES

The Cabinet considered the report of the Head of Corporate Resources that detailed the background to the Council's current mobile phone arrangements and the proposed procurement route for a new mobile phone contract.

Decision Made: That:

- (1) the proposed OJEU-compliant procurement route for the Council's mobile phone services, be approved;
- (2) the assessment of bids on a price-only criteria, be approved; and
- (3) the Head of Corporate Resources in consultation with the Cabinet Member Regulatory, Compliance and Corporate Services be granted delegated authority to award the Contract resulting from the procurement.

Reasons for the Decision:

- (1) To have an appropriate and best value contract in place for mobile phones and data services provision;
- (2) The PSR programme – most notably EIP2, PSR 8 and PSR 9 – will transform how services are delivered and will change the working arrangements of many staff from an ICT and accommodation perspective. As a result, the Council will not be able to fully articulate its requirements for mobile phones and data services until July/August 2018 – therefore the intention is to make Cabinet aware of this lead-in time and to give approval for officers to conduct a procurement exercise as proposed in this report.

Alternative Options Considered and Rejected:

None.

9. ICT PROCUREMENT (PART 1)

The Cabinet considered the report of the Head of Corporate Resources in relation to the outcome of the procurement process that had been undertaken in order to identify an external provider for the Council's ICT service.

Decision Made: That

- (1) it be noted that the procurement for the purchase of provision of ICT services had concluded and had followed a Council compliant and lawful process;
- (2) it be noted that at this stage in the process there were a number of practical issues to be resolved satisfactorily before the contract could be awarded to a successful bidder;
- (3) it be noted that further negotiation and dialogue would be required to conclude the most favourable arrangements for the Council;
- (4) the Chief Executive and the Head of Corporate Resources in consultation with the Cabinet Member for Regulatory, Compliance and Corporate Services be granted delegated authority to conclude the negotiation with the successful bidder; and
- (5) the Chief Executive and Head of Corporate Resources in consultation with Cabinet Member for Regulatory, Compliance and Corporate Services be granted delegated authority to award the contract to the successful bidder.

Reasons for the Decision:

Following a compliant procurement process, there are some further negotiations to be concluded in a way that will be favourable to the Council. Authority is sought for officers to complete this process and award the contract.

Alternative Options Considered and Rejected:

The proposed option was determined by Cabinet in January 2017 during which alternative delivery options were evaluated.

10. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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

11. ICT PROCUREMENT

Further to Minute No 9 above, the Cabinet considered the report of the Head of Corporate Resources in relation to the outcome on the procurement process that had been undertaken in order to identify an external provider for the Council's ICT service.

Decision Made:

That the report be noted.

Reasons for the Decision:

Following a compliant procurement process, there are some further negotiations to be concluded in a way that will be favourable to the Council. Authority is sought for officers to complete this process and award the contract.

Alternative Options Considered and Rejected:

The proposed option was determined by Cabinet in January 2017 during which alternative delivery options were evaluated.