

Public Document Pack



Executive Board

Thursday, 20 September 2018 2.00 p.m.
The Boardroom, Municipal Building

A handwritten signature in black ink, appearing to read 'David W R'.

Chief Executive

ITEMS TO BE DEALT WITH IN THE PRESENCE OF THE PRESS AND PUBLIC

PART 1

Item	Page No
1. MINUTES	
2. DECLARATION OF INTEREST	
Members are reminded of their responsibility to declare any Disclosable Pecuniary Interest or Other Disclosable Interest which they have in any item of business on the agenda, no later than when that item is reached or as soon as the interest becomes apparent and, with Disclosable Pecuniary interests, to leave the meeting during any discussion or voting on the item.	
3. CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO	
(A) CARE HOME PROVISION - BELVEDERE - KEY DECISION	1 - 32

*Please contact Angela Scott on 0151 511 8670 or
Angela.scott@halton.gov.uk for further information.
The next meeting of the Committee is on Thursday, 18 October 2018*

Item	Page No
(B) FOUNDATION/KS1 SOCIAL, EMOTIONAL AND MENTAL HEALTH RESOURCE BASE PROVISION - KEY DECISION	33 - 50
(C) VISION FOR EARLY HELP FOR CHILDREN AND YOUNG PEOPLE	51 - 56
4. ENVIRONMENTAL SERVICES PORTFOLIO	
(A) VARIATION OF THE NON-STATUTORY FEES OF HALTON REGISTRATION SERVICE FOR 2020/21	57 - 60
(B) EUROPEAN REGIONAL DEVELOPMENT FUNDING (ERDF) RENEWABLE ENERGY SCHEME	61 - 64
5. RESOURCES PORTFOLIO	
(A) DIRECTORATE PERFORMANCE OVERVIEW REPORTS FOR QUARTER 1 2018 - 19	65 - 130
(B) 2018/19 QUARTER 1 SPENDING	131 - 158
6. PHYSICAL ENVIRONMENT PORTFOLIO	
(A) PROHIBITION OF THE SALE OF FUR AT HALTON'S MARKETS	159 - 161
(B) PROCUREMENT OF FLOATING SUPPORT SERVICES	162 - 165
(C) COMMUNITY SHOP	166 - 174
7. TRANSPORTATION PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO	
(A) WIDNES LOOPS TO WEST BANK LINK ROAD	175 - 178

**8. SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972
AND THE LOCAL GOVERNMENT (ACCESS TO
INFORMATION) ACT 1985**

PART II

In this case the Board has a discretion to exclude the press and public and, in view of the nature of the business to be transacted, it is **RECOMMENDED** that under Section 100A(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item of business 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 Act.

**9. COMMUNITY AND SPORT PORTFOLIO, CHILDREN,
EDUCATION AND SOCIAL CARE PORTFOLIO, HEALTH
AND WELLBEING PORTFOLIO, PHYSICAL ENVIRONMENT
PORTFOLIO AND RESOURCES PORTFOLIO**

(A) SOUTHERN WIDNES KEY IMPACT AREA

179 - 190

In accordance with the Health and Safety at Work Act the Council is required to notify those attending meetings of the fire evacuation procedures. A copy has previously been circulated to Members and instructions are located in all rooms within the Civic block.

REPORT TO: Executive Board

DATE: 20 September 2018

REPORTING OFFICER: Strategic Director, People

PORTFOLIO: Children, Education and Social Care

SUBJECT: Care Home Provision - Belvedere

WARDS: Borough - wide

1.0 PURPOSE OF REPORT

1.1 To update the Executive Board Members with outline details of a proposal for the development of Belvedere as a care home for older people.

2.0 RECOMMENDATION: That

1) the contents of the report be noted; and

2) Executive Board Members agree in principle to further work to finalise the overall capital and revenue costs.

3.0 SUPPORTING INFORMATION

3.1 At the Executive Board of 19th July 2018 the Board agreed for the DASS to develop a costed proposal for the development of Belvedere.

3.2 The feasibility report has been undertaken which has identified an estimated building cost of £1.57 million with additional costs for the provision of furniture, soft furnishings, equipment and fees which will total approximately £2 million.

3.3 If the development was agreed it would take approximately 12 months from instruction to completion.

3.4 The redesign includes increasing the bed base to ensure maximum income generation from fees. There will need to be further work undertaken to fully understand the full financial implications.

4.0 POLICY IMPLICATIONS

4.1 Belvedere would contribute to the Council's responsibilities under the Care Act 2014.

5.0 OTHER/ FINANCIAL IMPLICATIONS

5.1 Belvedere is owned by Halton Borough Council. The anticipated costs associated with this project would be in the region of £2 million pounds for a full renovation and the provision of furniture and equipment.

5.2 Further work will be required in order to understand the full financial implications in terms of revenue costs and capital allocation.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

None identified.

6.2 Employment, Learning & Skills in Halton

None identified.

6.3 A Healthy Halton

None identified.

6.4 A Safer Halton

None identified.

6.5 Halton's Urban Renewal

None identified.

7.0 RISK ANALYSIS

7.1 There will be an increasing requirement for 24 hour placements in order to be able to adequately respond to the needs of an increasing older population with complex care needs.

7.2 Long term without additional long term care placements within the Borough there will be an impact on vulnerable adults who do not have access to local residential homes and will require placements out of area accruing higher costs.

7.3 Full occupancy levels would need to be maintained to ensure maximum income potential.

8.0 EQUALITY & DIVERSITY ISSUES

8.1 The development at Belvedere would see all access issues for disabled people addressed within and outside of the building.

Current bathrooms would be remodelled into level access showers enabling people with complex needs access to bathing facilities.

9.0 **REASON(S) FOR DECISION**

To instigate the development of Belvedere as a care home.

10.0 **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

Not applicable.

11.0 **IMPLEMENTATION DATE**

It is anticipated that the works would be completed within 12 months, potentially opening in October 2019.

12.0 **LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

None.



**FEASIBILITY STUDY –
PROPOSED REFURBISHMENT
& ASSOCIATED WORKS**

TO

**BELVEDERE
RUNCORN
CHESHIRE
WA7 1DN**

AUGUST 2018

OUR REF: P5501/CR

Report Prepared By

Arcus Consulting LLP
Century Building
Unit 28, Tower Street
Brunswick Business Park
Liverpool L3 4BJ

T 0151 708 1080

F 0151 708 1081



CONTENTS

1.0	Executive Summary
2.0	Introduction
2.1	Instruction
2.2	Date of Inspection
2.3	Circumstances of Inspection
2.4	Location
2.5	Description
2.6	Existing Layout
3.0	Services / Deleterious Materials
4.0	Proposed Works Options
5.0	Budget Costings
6.0	Anticipated Programme
7.0	Statutory Approvals
7.1	Planning Approval
7.2	Building Control Approval
7.3	Construction (Design & Management) Regulations 2015
8.0	Conclusion & Recommendations
9.0	Appendices
9.1	A - Drawings
9.2	B - Photographs



1.0 EXECUTIVE SUMMARY

This report considers the feasibility of converting Belvedere, an old and run down residential building in Runcorn, into a modern care home capable of serving a range of residents including those with dementia.

Having completed the assessment there are a number of configurations considered possible to meet the Client's brief, all of which however are dependent upon the funding available. The budget costs range from £1.408m to £1.568m depending on the preferred option, with a timescale of between 22-26No. weeks to complete the works on site, excluding ACM works.



Site Plan (Not to Scale)



Front Elevation – Main Entrance to the left, car park to the right.



Rear Elevation – Note basement car park entrance.



2.0 INTRODUCTION

2.1 Instruction

Arcus received instruction from Mr John Hughes, of Halton Borough Council, to carry out a study to assess the feasibility of undertaking internal alteration and refurbishment works to Belvedere, Runcorn, to convert it into a modern nursing/care home facility.

An initial briefing meeting, on Monday 16th July at Runcorn Town Hall, was held with Mr Hughes, Mrs Sue Wallace-Bonner and Mrs Helen Moir. Matters to consider, where possible, included;

- Communal areas, namely dining and lounge areas, to have views across the River Mersey to both levels,
- Provision of passenger lift (wheelchair only, not bed). Consideration to be given to basement level access also,
- First floor to be residential/supported living accommodation with bedroom, living room and ensuite facilities,
- Ground floor to be mix of communal and residential accommodation,
- Shower rooms to be full wet rooms, not level access showers,
- Staff areas to both levels,
- Localised storage for staff to both levels,
- Room sizes to be based on similar bedroom facilities located at Oak Meadow, in Widnes, with additional 20% area,
- Access to central courtyard external area,
- No Staff bedroom/sleeping accommodation was needed,
- Provision of IT and ancillary facilities such as tv aerial, nurse call system, tele-medicine facility, fall monitor systems etc – all via 2No. data points per room and additional units to common areas,
- Laundry for 3No. washing machines and 2No. driers.

Consideration was also to be given to the inclusion of dementia friendly care facilities.

The report was also to include possible improvement works to the utilities services provided within the building and its aesthetics externally.

Access to floor plans was available via the Council's P2 database system.

Indicative plans of the car park footprint had been provided to the Writer by Mr Hughes previously.

2.2 Date of Inspection

A brief site walk-around externally was undertaken by the Writer with Mr Hughes after the briefing meeting. Internal access to communal areas was gained by the Writer on Thursday 19th July. Very limited access to the bedroom areas was possible due to locked doors/no access.

During the visits a visual inspection only was undertaken to the accessible areas. No opening up works were undertaken.



2.3 Circumstances of Inspection

The property was only partly occupied at the time of inspection and was vacant to a large number of areas. It was previously used as residential accommodation before the facility/service was revised. Security staff occupy a number of the areas currently.

The weather conditions were generally sunny and dry.

2.4 Location

The property is located on Cooper Street, Runcorn. It is in a prominent site overlooking the River Mersey / Ship Canal with panoramic views.

2.5 Description

The property is predominantly a two storey structure with single storey sections. It has a reinforced concrete frame which is clad with brickwork. It has solid floors throughout and a mix of pitched roofs over. Most corridor areas benefit from high level clerestory windows for natural daylight and ventilation.

The bedrooms to the first floor have wc/bathroom and kitchen facilities provided. Some of the ground floor bedrooms have these, but not all, so communal wc and shower facilities are present.

To the rear of the property a basement car park for Churchill Mansions is present, part of which projects under Belvedere.

A ground level car park is provided to the right of the building, with some spaces occupying a section beneath the first floor overhang.

Access to the main entrance to the front of the building is via a short staircase or access ramp.

External windows and doors were double glazed aluminium units and in a satisfactory condition requiring no works.

Access for ambulances under the canopy was not able to be confirmed.

2.6 Existing Layout

The existing layout of the site is as indicated on the drawing contained in Appendix A.

3.0 SERVICES / DELETERIOUS MATERIALS

3.1 The building is served with the following utilities;

- Gas – the incoming gas supply is located to the left of the main entrance and serves the boilers to the adjacent room. No other gas fittings were noted during the inspection.
- Electricity - the incoming mains supply panel is also located to the left of the main entrance. This then serves numerous distribution boards throughout the building. Some of the distribution boards evidence recent testing in December 2016 with a retest recommended December 2021.
- Water is provided throughout the building and is assumed to be mains fed as no water tanks were visible.
- Drainage, both surface and foul, is present.



Note: No testing of services was undertaken or possible during the inspection.

- 3.2 An automatic fire detection system and emergency lighting system is present to various areas.
- 3.3 Asbestos Containing Materials (ACM's) are present to the building. The Client has test certification dated November 2017 of these to the textured ceilings throughout and some panelling.
- 3.4 Areas of dampness to walls were noted during the inspection. Exact reasons were not identified during the inspection but would need addressing as part of any proposed works.

4.0 PROPOSED WORKS OPTIONS

The following is to be read in conjunction with the proposed drawings contained in Appendix A.

- 4.1 The layout of the building is generally set out in its overall footprint due to the nature of its construction ie concrete frame and floors. However, this also lends itself for a large number of layout changes internally as most of the walls, subject to further investigation, are considered to not be load bearing. On this basis two options have been prepared as follows;

Option 1 – Retain Existing Footprint

This option provides 23No. bedsit style units comprising bedroom/lounge, kitchen facility and wet room style bathroom facility. The other communal and staff facilities are as indicated.

Option 2 – Increase Internal Floor Space

This option provides 28No. bedsit style units comprising bedroom/lounge, kitchen facility and wet room style bathroom facility. The other communal and staff facilities are as indicated.

Note1: An additional bedroom could be provided to Option 2 if the passenger lift location was amended. Other minor alterations/combinations are also possible and would best be resolved at a Client meeting once the opportunity to consider this report has been undertaken.

Note 2: Bedroom sizes at Oak Meadow were on average approximately 15.8sq.m for a bedroom and ensuite wc facility. Therefore, adding 20%, we have based proposed minimum layout sizes on approximately 19.0sq.m. This however includes the kitchen facility within the room. Exact kitchen facility requirements are currently unknown and an allowance for a basic installation only i.e. sink, base unit and fridge space with wall units has been made. No cooker has been incorporated.



Passenger Lift

A passenger lift is indicated to two possible positions. The one by the main entrance is the most readily accessible but would only cover the ground and first floors. Due to the car park basement area being located under the rear of the building, this is the only position that a lift could access all three floors. However, this would affect the number of car parking spaces available and require a corridor for access at first floor level. Detailed inspection of the basement area for confirmation of its exact location in relation to the upper floor areas would be required.

General Works

The following works would be recommended for either of the proposed Options;

- Boiler plant and distribution pipework and radiators. These would be replaced as the main boiler plant is considered to be coming to the end of its functional life and the pipework and radiators would be relocated as part to the alteration works and would need to incorporate low surface temperature radiators or similar protective heating emitter.
- The electrical supply infrastructure, due to the wholesale layout changes, would be changed, including distribution boards and protective fittings/devices due to the occupancy of the building.
- ACM removal works. The removal of these materials, due to their extent, will probably be required as Notifiable Non-Licensed Works. This will require confirmation should the works proceed.

The Options provided have a variety of principles applied, some of which are more relevant than others depending on the preferred layout, including;

- Communal bathroom facility either kept away from the main busy main entrance area to avoid stress or provided near the same area as readily accessed by staff,
- Communal kitchen and lounge areas are the same on both layouts so as to maximise access to the main kitchen and provide the scenic views from the rear windows for the lounge,
- The ground floor lounge has been located for the scenic view but will also have natural light from the clerestory windows overlooking the courtyard,
- Dead ends are inevitable due to the layout of the floors but these have been reduced in size to maximise the usable floor area or omitted completely on the extended ground floor layout,

Matters to provide a dementia friendly facility would be incorporated into the detailed design, should works proceed, and would include;

- Avoidance of dark flooring and confusing wall colours to reduce anxiety, confusion and distress,
- Use of bright, light, airy areas with plain patterns,
- Themed areas and activities to promote memories,
- Anti-reflective surfaces and glazing,
- Bright lighting including specialist installations such as PIR's to below beds to activate by feet movement,
- Provision of gaps around doors to identify bathroom locations via light,
- Quiet acoustics,



- Garden layout, including avoidance of dead ends,
- Other items as identified by Client specialist.

5.0 BUDGET COSTINGS

The below budget costs for the options indicated have been prepared based sq.m refurbishment rates from Spon's 2018, being completed in one phase, and can be summarised as follows;

	Option 1 Existing Footprint	Option 2 Increased Footprint
Refurbishment of care home - sq.m.	1,189	1,189
Rate / sq.m (average)	£995.00	£995.00
	£1,183,055.00	£1,183,055.00
	Area	Area
New Build Section - sq.m	-	145
Rate / sq.m	-	£900.00
	-	£130,500.00
External Works Estimate (garden & redecoration)	£45,000.00	£45,000.00
ACM Works (Provisional Sum)	£40,000.00	£40,000.00
Provisional & Contingency Sums	£75,000.00	£75,000.00
Lift (2 storey / 3 storey)	£65,000.00	£95,000.00
Total (exc VAT & Fees)	£1,408,055.00	£1,568,555.00

All costs excluded VAT at the prevailing rate and any Statutory Approval or Professional fees.

Exclusions:

- Roof repairs (as areas not accessible),
- Internal fixtures and fittings,
- Drainage survey.



6.0 ANTICIPATED PROGRAMME

An initial assessment of the different Options from a timescale perspective is as indicated below. This is purely from a time on site viewpoint. Any design, statutory approval etc would be in addition to the times indicated.

Option 1 – Retain existing footprint/area

Time on site – Approx. 22No. weeks

Option 2 – Increase internal floor area

Time on site – Approx. 26No. weeks.

Note:

All of the above timescales exclude any ACM removal works as they are currently unknown and would require specialist advice.

7.0 STATUTORY APPROVALS

7.1 Planning Approval

All of the proposed Options will require Planning Approval for the lift shaft as a minimum. A formal application will be required, which will attract a corresponding fee.

A maximum period of 8No. weeks is generally required by the Local Authority to assess and approve an application. We would recommend that this period be allowed for in any programming of the works.

7.2 Building Control Approval

All of the proposed works will fall under the requirements of the Building Regulations and will therefore require Building Control Approval. Should the works proceed a formal application will be required. This will attract a corresponding fee, which is subject to the value of the works.

A maximum period of 8No. weeks is generally required by the Local Authority to assess and approve an application. We would recommend that this period be allowed for in any programming of the works.

7.3 Construction (Design & Management) Regulations (CDM) 2015

The proposed works will fall under the CDM 15 Regulations. Due to their duration they will be notifiable to the HSE. A Principal Designer will have to be appointed for the works, which will attract an additional fee, and place duties on the Client. This can be discussed further should the works proceed.



8.0 CONCLUSIONS AND RECOMMENDATIONS

Both of the Options indicated are considered to be feasible to complete. The proposed passenger lift works included will be Client lead dependent upon the importance of access and lift location.

Overall the budget available, relative to the number of beds that could be provided, will identify the most suitable option. Further Client consideration on the proposals tabled to date is recommended to ensure the best option is identified.

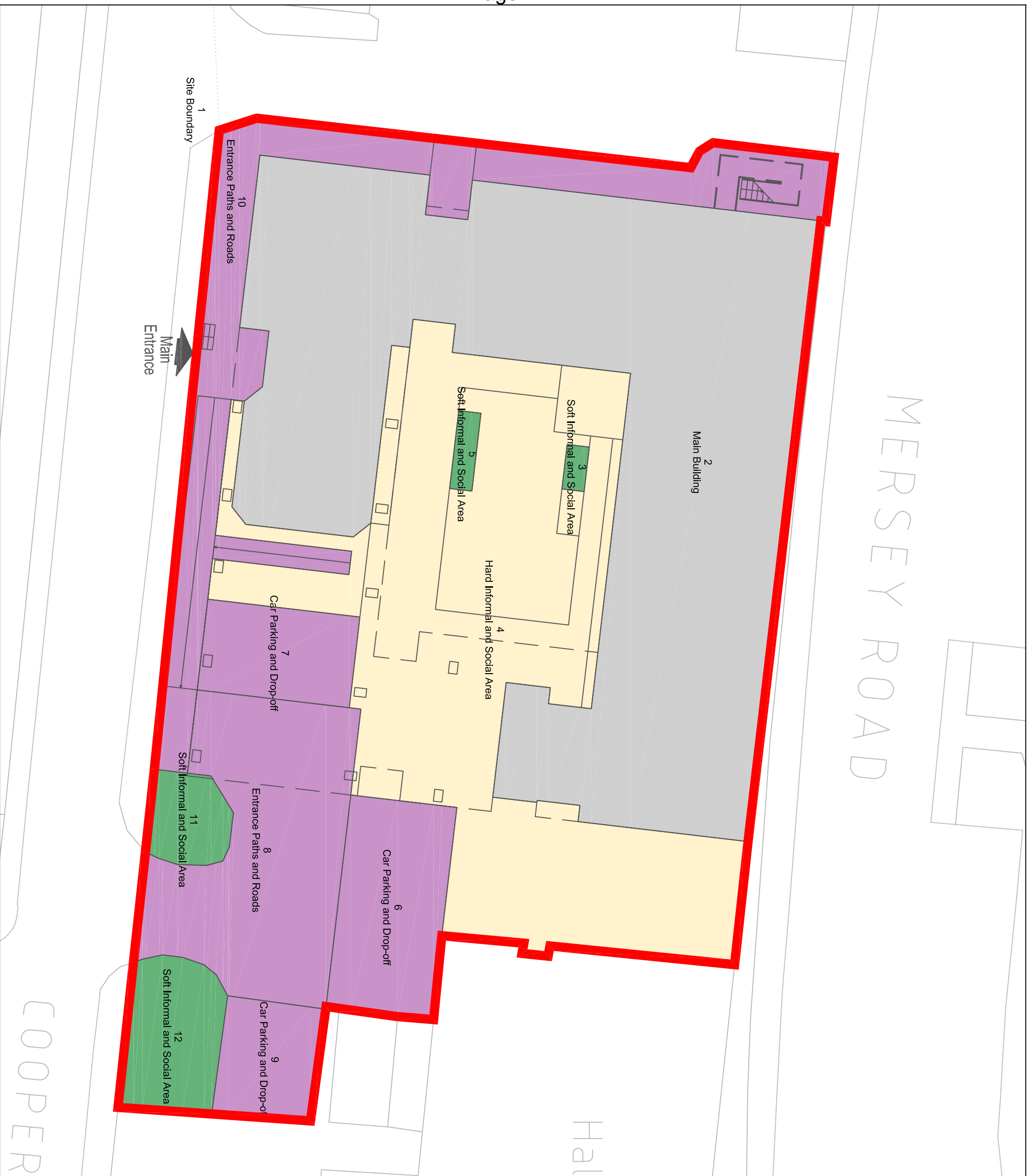
**Arcus Consulting LLP
August 2018**



9.0 APPENDICES



9.1 APPENDIX A
DRAWINGS



Rev	Date	Description
-	-	-



Arcus Consulting LLP
 Wakefield 01924 466 9000 Manchester 0161 905 3222 London 0208 8742 2512
 Liverpool 0151 708 1080 Newcastle 0191 272 5781 Rugby 01788 297 127
 info@arcus.uk.com www.arcus.uk.com

Client
 Halton Borough Council

Project
 Belvedere Feasibility Study

Title
 Site Plan

Scale	Date	Stage
1:200 @ A3	August 2018	-
Job No	Drawing No	Rev
P5501	P5501/001	-
Drawn	Approved	
SG	CR	

This drawing is the copyright of Arcus. Contractors must check all dimensions on site. Do not scale the drawings. Only figured dimensions are to be worked to.



Belvedere Runcorn
 6510002
 6510002
Site Area: 1518.5
Gross External Area: 1305.0
Gross Internal Area: 1189.4
Total Room Area: 1099.7
Net Internal Area: 676.0

Rev	Date	Description



Arcus Consulting LLP
 Wakefield 0192 466 9000 Manchester 0161 905 3222 London 0208 8742 2512
 Liverpool 0151 708 1080 Newcastle 0191 272 5781 Rugby 01788 297 127
 info@arcus.uk.com www.arcus.uk.com

Client
 Halton Borough Council

Project
 Belvedere Feasibility Study

Title
 Existing Ground Floor Layout

Scale	Date	Stage
1:200 @ A3	August 2018	-
Job No	Drawing No	Rev
P5501	P5501/002	-
Drawn	Approved	
SG	CR	

This drawing is the copyright of Arcus. Contractors must check all dimensions on site. Do not scale the drawings. Only figured dimensions are to be worked to.



Main First Floor

Rev	Date	Description



Arcus Consulting LLP
 Wakefield 01924 466 9000 Manchester 0161 905 3222 London 0208 8742 2512
 Liverpool 0151 708 1080 Newcastle 0191 272 5781 Rugby 01788 297 127
 info@arcus.uk.com www.arcus.uk.com

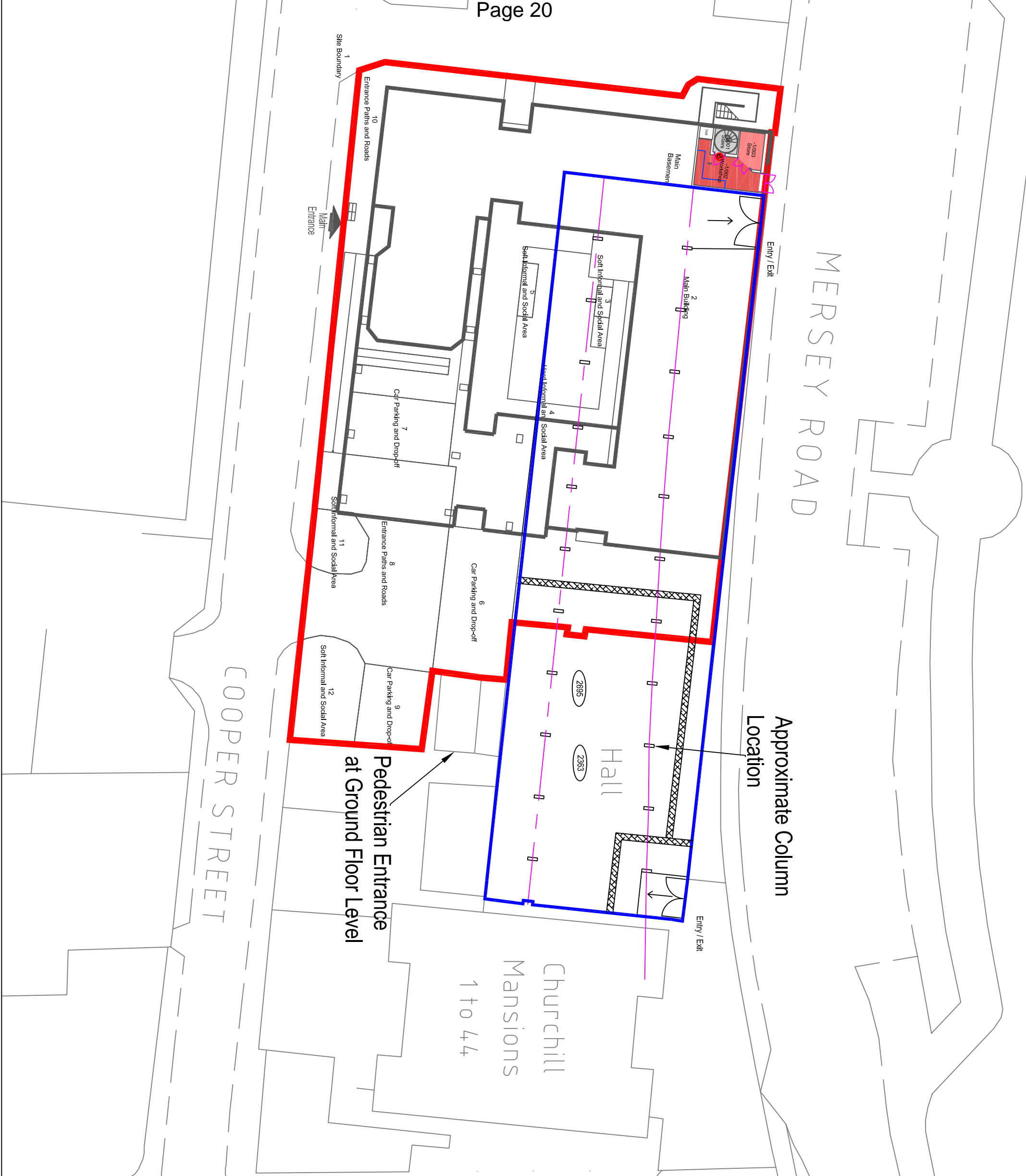
Client
 Halton Borough Council

Project
 Belvedere Feasibility Study

Title
 Existing First Floor Layout

Scale	Date	Stage
1:200 @ A3	August 2018	-
Job No	Drawing No	Rev
P5501	P5501/003	-
Drawn	Approved	
SG	CR	

This drawing is the copyright of Arcus. Contractors must check all dimensions on site. Do not scale the drawings. Only figured dimensions are to be worked to.



Approximate Column Location

Pedestrian Entrance at Ground Floor Level

Churchill Mansions 1 to 44

Key

- - Site Boundary
- - Approximate Car Park Location
- Existing Building Footprint
- Approximate Floor Slab Thickness Change Locations



Arqus Consulting LLP
 Wakefield 0192 485 9000 Manchester 0161 905 3222 Cambridge 0122 325 7706
 Liverpool 0151 708 1080 Newcastle 0191 272 5781 info@arqus.co.uk
 www.arqus.co.uk

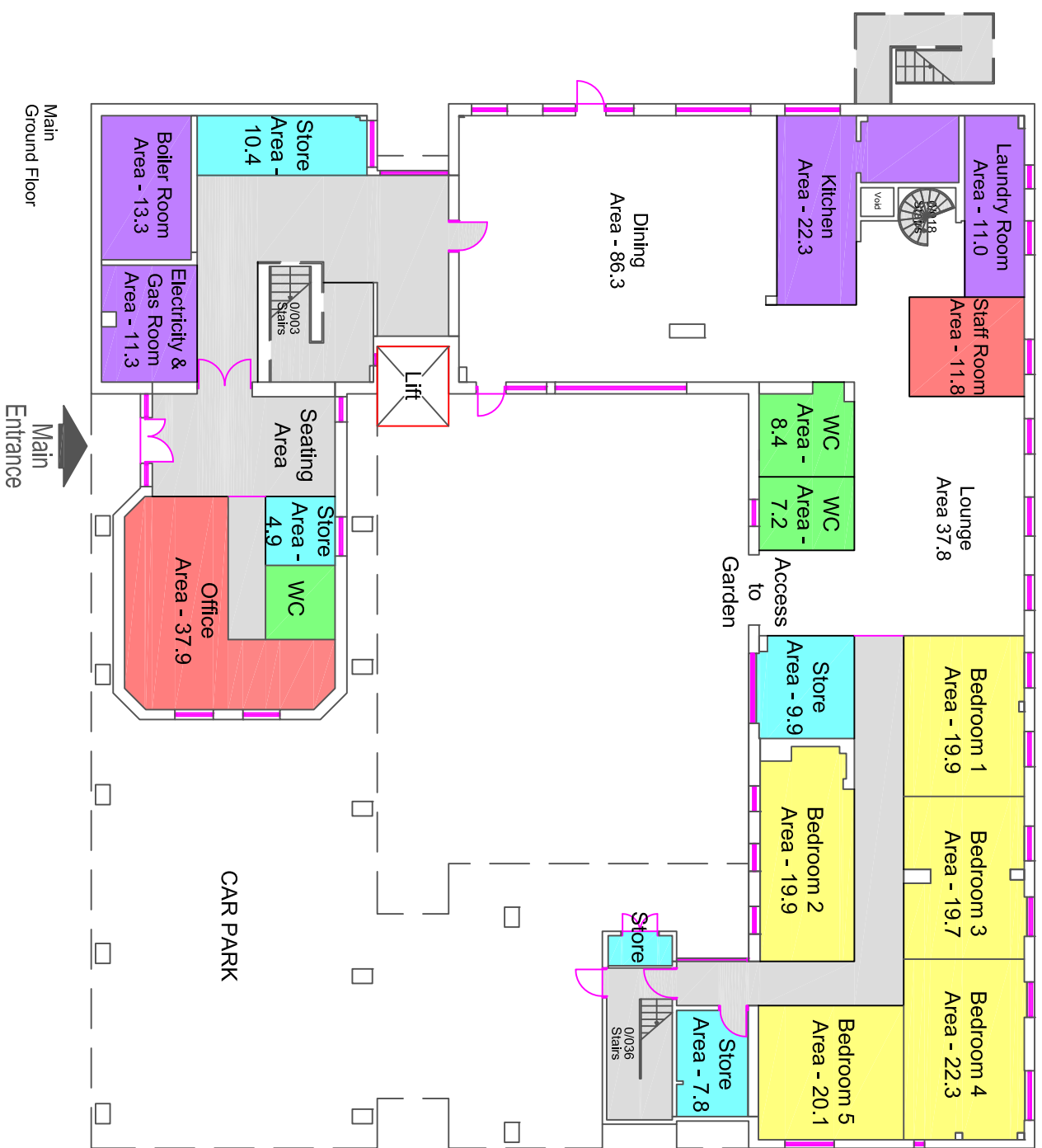
Client
 Halton Borough Council

Project
 Belvedere Feasibility Study

Title
 Existing Layout - Building & Basement Car Park

Scale	Date	Stage
NTS@A3	September 15	-
Job No	Drawing No	Rev
P5501	P5501/004	-
Drawn	Approved	
SG	CR	

This drawing is the copyright of Arqus. Contractors must check all dimensions on site. Do not scale the drawings. Only figured dimensions are to be worked to.



Rev	Date	Description
-	-	-



Arcus Consulting LLP
 Wakefield 0192 466 9000 Manchester 0161 905 3222 London 0208 8742 2512
 Liverpool 0151 708 1080 Newcastle 0191 272 5781 Rugby 01788 297 127
 info@arcus.uk.com www.arcus.uk.com

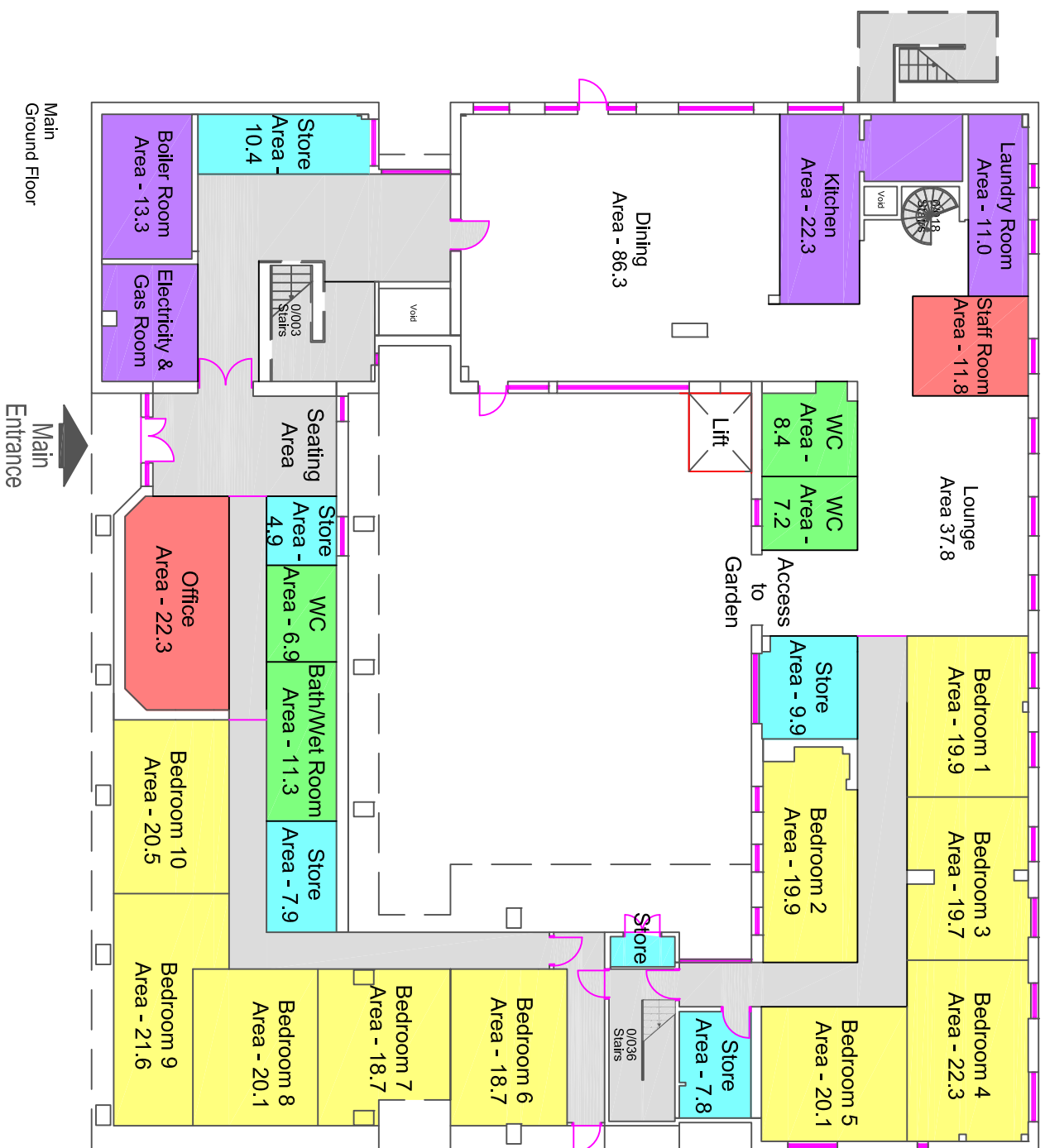
Client
 Halton Borough Council

Project
 Belvedere Feasibility Study

Title
 Proposed Ground Floor Layout - Option 1

Scale	Date	Stage
1:200 @ A3	August 2018	-
Job No	Drawing No	Rev
P5501	P5501/101	-
Drawn	Approved	
SG	CR	

This drawing is the copyright of Arcus. Contractors must check all dimensions on site. Do not scale the drawings. Only figured dimensions are to be worked to.



Rev	Date	Description
-	-	-



Arcus Consulting LLP
 Wakefield 0192 466 9000 Manchester 0161 905 3222 London 0208 8742 2512
 Liverpool 0151 708 1080 Newcastle 0191 272 5781 Rugby 01788 297 127
 info@arcus.uk.com www.arcus.uk.com

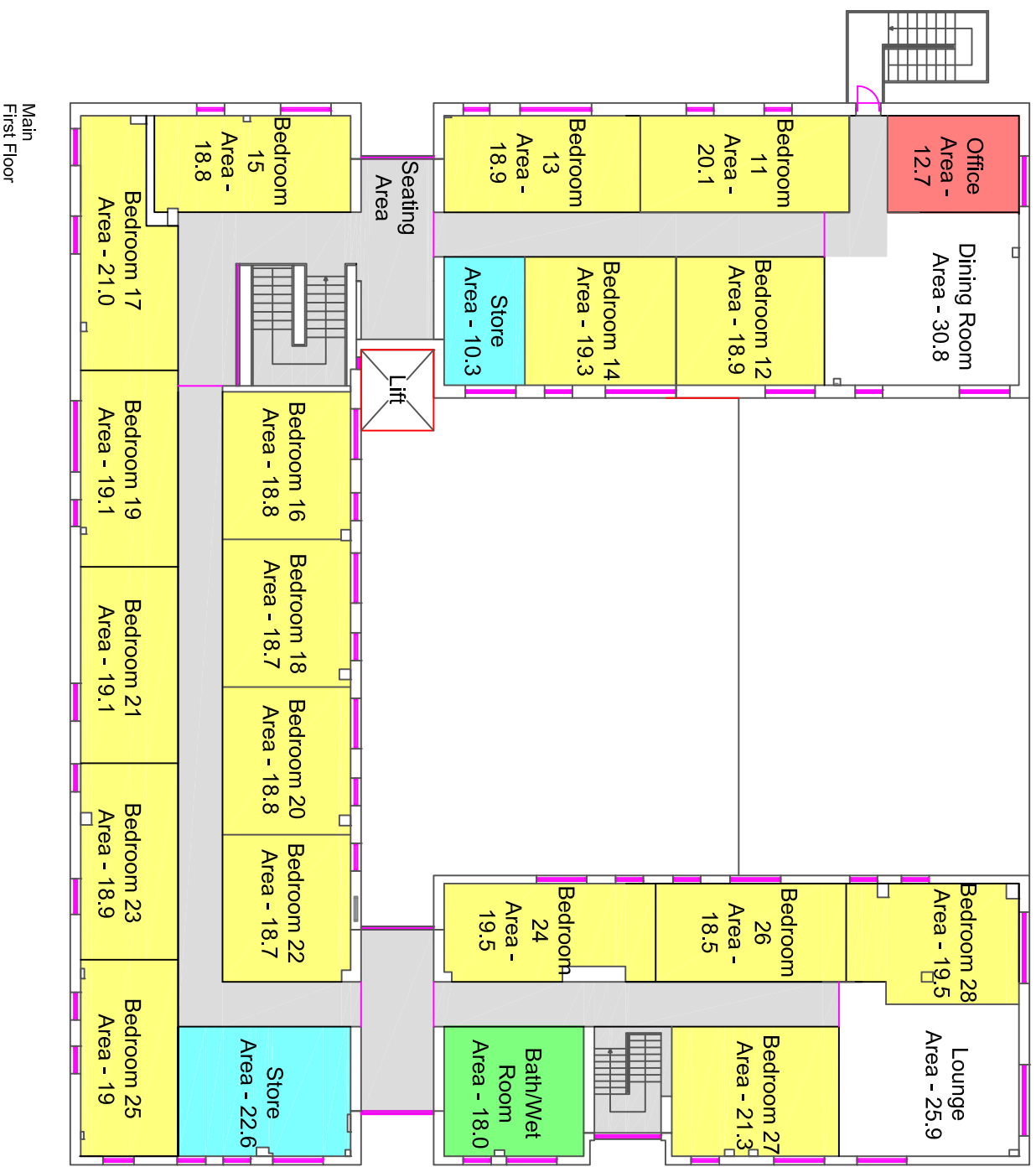
Client
 Halton Borough Council

Project
 Belvedere Feasibility Study

Title
 Proposed Ground Floor Layout - Option 2

Scale	Date	Stage
1:200 @ A3	August 2018	-
Job No	Drawing No	Rev
P5501	P5501/102	-
Drawn	Approved	
SG	CR	

This drawing is the copyright of Arcus. Contractors must check all dimensions on site. Do not scale the drawings. Only figured dimensions are to be worked to.



Main First Floor

Rev	Date	Description



ARCUS CONSULTING
 Arcus Consulting LLP
 Wakefield 0192 466 9000 Manchester 0161 905 3222 London 0208 8742 2512
 Liverpool 0151 708 1080 Newcastle 0191 272 5781 Rugby 01788 297 127
 info@arcus.uk.com www.arcus.uk.com

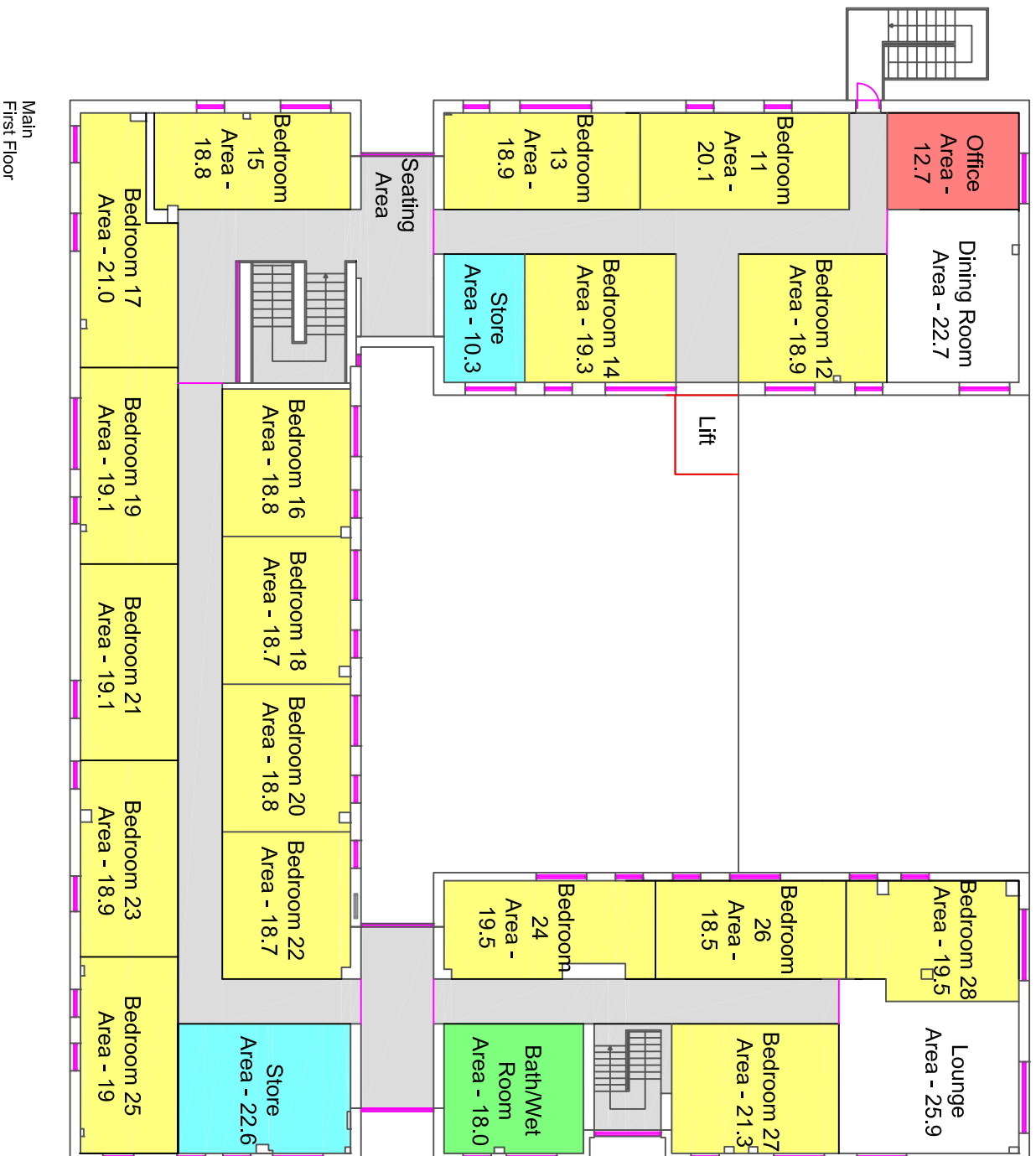
Client
 Halton Borough Council

Project
 Belvedere Feasibility Study

Title
 Proposed First Floor Layout - Option 1

Scale	Date	Stage
1:200 @ A3	August 2018	-
Job No	Drawing No	Rev
P5501	P5501/103	-
Drawn	Approved	
SG	CR	

This drawing is the copyright of Arcus. Contractors must check all dimensions on site. Do not scale the drawings. Only figured dimensions are to be worked to.



Rev	Date	Description
-	-	-



Arcus Consulting LLP
 Wakefield 01924 466 9000 Manchester 0161 905 3222 London 0208 8742 2512
 Liverpool 0151 708 1080 Newcastle 0191 272 5781 Rugby 01788 297 127
 info@arcus.uk.com www.arcus.uk.com

Client
 Halton Borough Council

Project
 Belvedere Feasibility Study

Title
 Proposed First Floor Layout - Option 2

Scale	Date	Stage
1:200 @ A3	August 2018	-
Job No	Drawing No	Rev
P5501	P5501/104	-
Drawn	Approved	
SG	CR	

This drawing is the copyright of Arcus. Contractors must check all dimensions on site. Do not scale the drawings. Only figured dimensions are to be worked to.



9.2 APPENDIX B
PHOTOGRAPHS



Photo. 1 – General view of Belvedere and car park.



Photo. 2 – General view of Belvedere and front entrance.



Photo. 3 – General view of Belvedere.



Photo. 4 – General view of Belvedere (right).



Photo. 5 – General view along GF corridor.



Photo. 6 – Typical first floor bedroom with kitchen facility.



Photo. 7 – General view of GF main kitchen area.



Photo. 8 – General view of first floor corridor area.

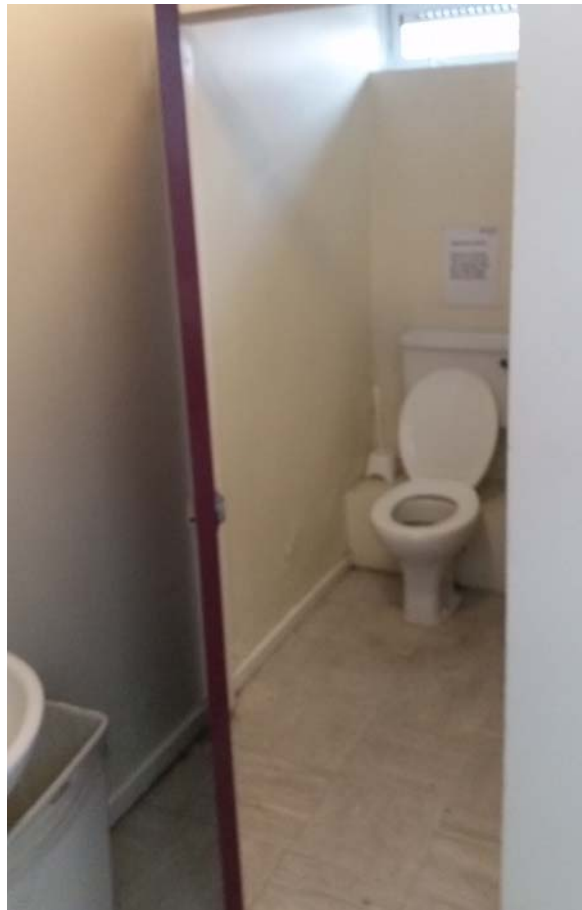


Photo. 9 – Communal wc area.



Photo. 10 – Communal area.



Photo. 11 – General view of shower facility.

REPORT TO:	Executive Board
DATE:	20 September 2018
REPORTING OFFICER:	Strategic Director, People
PORTFOLIO:	Children, Education and Social Care
SUBJECT	Foundation/KS1 Social, Emotional and Mental Health Resource Base Provision
WARDS:	Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 This report provides a summary of the responses received during the representation period to the statutory consultation to create Resource Base provision for Foundation/KS1 pupils with Social, Emotional and Mental Health (SEMH) difficulties at Beechwood Primary School and Halton Lodge Primary School.
- 1.2 The report also outlines the decision making process which needs to be followed.

2.0 RECOMMENDATION: That

- 1) Foundation/KS1 Social, Emotional and Mental Health Resource Provision Base is developed at Beechwood Primary School;**
- 2) Foundation/KS1 Social, Emotional and Mental Health Resource Base is developed at Halton Lodge Primary School;**
- 3) Specialist Provision Capital funding is used to provide the facilities required for the two bases; and**
- 4) the revenue costs of the new provision will be met from the High Needs budget.**

3.0 SUPPORTING INFORMATION

- 3.1 At the Executive Board meeting on 14th June 2018 it was agreed that a statutory consultation could be undertaken on the proposal to create a Resource Base for Foundation/KS1 Pupils with Social, Emotional and Mental Health (SEMH) difficulties at Beechwood Primary School and Halton Lodge Primary School.

- 3.2 A statutory notice was published on 27th June 2018 for each school with a 4 week consultation period which closed on 25th July 2018. It was advertised in the local press and distributed to schools and settings, along with the link to the feedback form. Copies were shared with parents, staff and governors of the school, trade unions, neighbouring authorities, Diocesan authorities, health, primary schools, pre-schools Halton NHS Clinical Commissioning Group, parent carer representatives, the local MP and local Elected Members. All respondents were given the opportunity to complete the feedback form on line.
- 3.3 The statutory notice and the feedback form were placed on the website. A staff and governors meeting was held at each school followed by a parent and public meeting. The meeting date for Halton Lodge was Monday, 2nd July 2018 and for Wednesday, 4th July 2018. The notes from both meetings are attached at Appendix A and Appendix B.
- 3.6 At the close of consultation 13 responses had been received to the Beechwood statutory notice and 10 responses were received to the Halton Lodge statutory proposal. In addition, the governing body of both schools supported the proposal. A further response was received from an Elected Member supporting the addition to provision in the borough but asking about the provision in Widnes and expressing concern about the travel and accessibility to public transport. It was explained that all schools that met the criteria were invited to put in an expression of interest. Five schools were then interviewed from which two schools were selection. The selection was based on their vision and the quality of their offer not their location. Any transport arrangements would be made in line with the Sustainable School Transport Policy.
- 3.7 Of the 13 responses to Beechwood 10 agreed to the proposal and 3 disagreed please see Appendix C. A summary of the issues raised by those who responded but did not agree were as follows:
- There is already stress on many children to get better exam results;
 - There have been a number of changes and a big staff turnover in recent times;
 - Happiness of current staff and children needs considering; and
 - Standards and recent OFSTED report.

Beechwood Primary School was graded as Good when inspected by OFSTED in December 2015. In the report OFSTED state that “Leaders have established a happy and stimulating environment where pupils develop an enthusiasm for learning and grow in confidence. The quality of teaching, learning and assessment is good. Relationships between pupils and staff are extremely positive. The new staff recruited to Beechwood as some staff moved on in 2017 are enthusiastic and fully committed to the school.

3.8 It is therefore recommended that the Foundation/KS1 Social, Emotional and Mental Health Resource Base is developed at Beechwood Primary School.

3.9 A total of 10 responses were received to Halton Lodge Primary proposal. Governors supported the proposal and 4 responses indicated they were in support. These responses included the senior leaders at the school. 6 responses were did not support the proposal please see Appendix D. A summary of the issues raised by those who responded but did not agree were as follows:

- There was concern expressed about the funding of the SEMH Resource Base and whether this would impact on the school resources. The funding for the bases will be in addition to the schools delegated budget. If a pupil is on roll at the school at the census date the school will receive a per pupils figure through their budget plus £6k additional place funding. They will then receive the appropriate amount of top up to ensure that they can meet the costs of the staff in the base
- Some staff were anxious about providing cover for the base. The Headteacher is planning to ensure that all staff receive the appropriate training as part of the preparation for the new provision. There will be a range of support available to the school through the Behaviour Support Team, Educational Psychologists and Specialist Teachers;
- It was also intimated that the children within the Resource Provision base could have a negative impact on mainstream pupils. The Headteacher of the school is committed to maximising the positive impact that having a resource provision within the school will have on all pupils and staff; and
- There was also concern about the extra pressure that would be placed on the Special Educational Needs Co-ordinator in school. The school will be looking to recruit 2 additional experienced and qualified staff to work with the students in the base and there will be support available from the LA.

3.10 It is therefore recommended that the Foundation/KS1 Social, Emotional and Mental Health Resource Base is developed at Halton Lodge Primary School and that the Senior Leadership of the school respond to the concerns raised during the consultation and ensure the appropriate support and training for staff.

4.0 DECISION MAKING PROCESS

4.1 The decision-maker (Executive Board) must decide the proposal within two months of the end of the representation period otherwise the decision must be referred to the Adjudicator for a decision. Any appeal to the adjudicator must be made within four weeks of the decision.

4.2 The decision-maker can decide to:

- Reject the proposals;
- Approve the proposals without modification;
- Approve the proposals with a modification; and
- Approve the proposals subject to them meeting a specific condition.

4.3 Within one week of making the decision it must be published with the reasons for decision on the website alongside the proposal. Copies must also be sent to:

- The LA where the Schools Adjudicator is the decision-maker;
- The Schools Adjudicator where the LA is the decision maker;
- Local C of E Diocese;
- The local Roman Catholic diocese; and
- Any other appropriate body.

4.4 Within one week of the decision being made the LA should make the necessary changes to the school's record on the Department for Education EduBase system and must, in any circumstance, make the change by the date of implementation.

5.0 FINANCIAL IMPLICATIONS

5.1 Special Provision Capital of £500k will be used to fund the building alternations needed to both schools to create the appropriate accommodation for the base.

5.2 The revenue costs of the base will provide the school with funding to meet the costs of the additional staff and building costs. The funding is set out below:

- The school will receive the per pupil funding in their delegated budget for any pupil in the resource provision base on the school census – they will then receive a sum of £6k from the High Needs budget plus the relevant top up funding;
- If the school has any vacant places at census the school will receive a sum of £10k per pupil plus the relevant top up.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

Supporting pupils with SEMH in local schools is more inclusive as it allows pupils to be educated within their own community and alongside their peer group.

6.2 Employment, Learning and Skills in Halton

None identified

6.3 A Healthy Halton

The bases will provide support for pupils with social emotional and mental health difficulties.

6.4 A Safer Halton

None identified

6.5 Halton's Urban Renewal

None identified

7.0 RISK ANALYSIS

7.1 The number of pupils identified with SEMH has been increasing in recent years and pupils are being identified at a younger age. Many schools are struggling to provide the appropriate support and this has led to increasing numbers of primary exclusions, increasing demand on special schools and increasing numbers of pupils in independent or Out of Borough specialist provision.

7.2 A new Behaviour Support Team will commence during the Autumn Term 2018. This service will work with schools to promote more inclusive practice, develop the skills and capacity of their staff and support schools to develop a positive approach to SEMH and behaviour management.

7.3 The Foundation/Key Stage 1 bases will support those pupils with more complex SEMH. The bases will provide a nurturing and supportive environment and in most cases allow the pupils to gradually transition to mainstream provision.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 This proposal is aimed at ensuring Foundation/Key Stage 1 pupils with SEMH can be educated within their own local community and is therefore more inclusive.

8.2 An Equality Impact Assessment will be undertaken on this proposal.

9.0 REASON FOR DECISION

9.1 Provide a more inclusive offer for pupils with SEMH giving them the opportunity to be educated with support alongside their peers.

10.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

10.1 Developing only one Foundation/Key Stage 1 SEMH Base and one secondary base was considered. No secondary schools expressed an interest in providing an SEMH base.

11.0 IMPLEMENTATION DATE

11.1 The implementation date is September 2018.

12.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Statutory Notice	HBC Website	ann.mcintyre@halton.gov.uk
Executive Board Report 14 th June 2018	As above	As above
Summary of consultation responses	Rutland House	As above

2.7.2018

Consultation meeting at Halton Lodge Primary school

Proposal to develop a Resource Base for up to 6 pupils in Foundation/Key Stage 1 with SEMH

Present: Ann McIntyre (Operational Manager), Anita Parkinson, Anthony Hildrup (Head) Eileen O'Brien (minutes)

Agenda

1. Anthony introduction
2. Ann – presentation
3. Anita – definition of SEMH. Everybody has SEMH needs and young children communicate how they feel through their behaviour etc
4. Ann – aim that majority of our children should be educated within Halton provision
5. Anthony – why we want a resource base in our school
6. Ann – the process, funding etc

1st meeting with staff 4pm

We would still get the top up for resource base children in addition to school funds? – yes

Is funding dependent on EHCP funding? Will children need an EHCP ? – yes, all children will need a plan. Will calculate the top up depending on the number of children in the base. We would make sure there is no detriment to the school

If go ahead is agreed what is time scale. Not practically possible before next academic year. Will need to complete building recruitment and training. Sept 2019 at the latest.

Talked about integrating the children, not a separate provision, would RBB children be integrated into our school or might it be dual registration? – more than likely to be integrated into this school. Might come from other schools. Want to build up skills and resilience of all of our schools, challenging behaviour is the new norm and all schools have to take a fair share to develop their skills. You will be working with a particular cohort. Initially they might spend a lot of time in the base, but over time will access more and more mainstream, hopefully in the future they may be ready for a mainstream offer. The LA will have a new Behaviour team in place to support managing challenging behaviour. They would be available for support alongside the Educational Psychology service and other services. Support would be available for all school staff. Training should equip you to manage the changes. These children will have an EHCP plan describing their needs, their progress will be taken into account by OFSTED.

Their data will still go on our school data? yes, but it will be taken into consideration. To be successful this has to be a whole school buy in. Children will take time to develop. New behaviour team is being established who will be able to work alongside the school and there would be a link

with the school the lead and the primary teacher. This will benefit both the school and the team in terms of sharing experiences. Anthony – by end of year 2 children would hopefully be ready to go back into mainstream. Really important to work well with parents

Turnover of children, they would start in RB and move into mainstream. We have full classes, would RB children move into our mainstream or other classes? RB staff would support into our classes

If children are successful and could reintegrate, they would reintegrate here because they would be settled here? yes, because of attachment etc would probably be best. Would be unsettled if they needed to move again. This could change, we will consider what good practice looks like. As we are developing new provision we will be looking at what works well elsewhere. Would depend where they are on their journey.

Does school have increase in budget to maintain their staffing and resources? £500,000 is capital so could not be used for staffing. The high needs budget would be used. The LA would enter into service level agreement with the school setting out the expectations of the school and local authority. The school would receive both place funding and there would also be a formula to recognise the top up funding needed. This is additional funding to the school's current budget and every effort will be made to protect the schools budget through the funding of the base.

2nd meeting with governors 5pm

Is that going to be a separate building? hopefully linked to the school, the children would be part of the school.

Would all primary schools be able to do the CPD? we would like all of the schools to be involved we will start with an event in Autumn term, talking to all the schools about what we are trying to achieve

How much of the decision making process does the school have, is it an external decision? The LA is the admissions authority and it is ultimately their decision. However, we wouldn't just place a child here and expect them to start on Monday. We use Placement and Provision Panel to discuss any children and how we could best meet their needs. We might say we think this child needs a little more expertise through a RB. We would send papers to Anthony and ask him to consider them. The headteachers usually agrees but sometimes may think there is something else which needs consideration. There is room to say, we do not think this would be best fit just now - this would be considered. There might be a request for additional advice and to discuss further. School can discuss any concerns.

Would those children be part of the school's data? Yes, but with an EHCP that would be considered by inspectors. They would have an EHCP describing their needs which would give context. Progress data would be disaggregated from mainstream children because of their plan. Most of the children will have attachment issues. Belonging is very important. They need to feel that they belong to the school

Is it likely that you might have a child for 3 days a week or 2 afternoons? Child needs to know where they are going, same staff etc. That model works for the Key Stage 1 assessment bases, but would not work for these children. They would need to feel they belong. Initially would spend a lot of time in the base to build up a relationship with RB staff, when they are ready they would access mainstream with support from RB. Skills transfer to mainstream staff by modelling, and a culture develops within school where staff are resilient, know how to react etc.

What if there was no space for reintegration? could go over numbers because the support is in place

Would be able to continue in this setting? yes, would want that to be maintained. Moving on would not work for this cohort of children. Are planning to visit other SEMH provision in local areas to see what their provision looks like. Ideally would want child to stay here in mainstream, though it may be the case that some children may need to move on to KS2 base in Weston Point or Woodside

Why not have KS1 and 2 here? this consultation is only about KS1. We could look at moving children into mainstream with funding, or moving on to another RB if support still required. KS1 bases would work closely with the established KS2 bases so that they have the same ethos, training, expectations, understanding etc. the hope would be for mainstream by end of KS1.

What actions do we need to take? respond to the consultation. Follow the link in the email.

How many more staff would you have for the 6 children? would have one teacher and one TA, but support may include other support staff in the school and other services, would need to start thinking about what is needed.

Who would recruit? school would recruit, but LA would support.

What are the timescales –ideally September 19 for recruitment, CPD and building. Build is the most complicated element. This has to happen while the school is still functioning. Do not want to rush. Just developing a skills base at Astmoor. Needs completing by September 2018.

What would be the impact on classes? Our children are resilient. Children would come in with support. With additional staff available, would be enough support in mainstream classes, or might deliver additional group work outside the classroom

What if one is ready to go to class, but teacher and TA are with other 5? Children here are used to seeing support and used to seeing behaviours and they would manage. Children would come at different times, they would not all be new at the same time. New children need more resources but those have been there longer are likely to be more settled and need less. Can look at other resource bases in Halton and see how they work.

What about the building, would it be self contained with toilets etc? They are going to be very small, lots of issues, they may be scared of the older children. have had meeting with builders looking at feasibility study. Have considered design, eg will need outdoor space etc. might want sensory room etc

3rd meeting Parents and others 6pm

You're looking at opening bases sept 19? We're hoping to. Urgent need, but need to consider staff training and facilities.

What skill set will you be looking at? Will start with all staff in sept training around resilience and attachment. Want to look at provision both in Halton and beyond eg Leap in Salford. Want someone with commitment to go the extra mile, who could do extra at weekends and evenings working with parents. Need to be open, experienced, with appropriate personal qualities. We have time to invest in training, want all teachers to have skills so that they could be rotated bearing in mind that ultimately children will be in the mainstream, so all staff will need these skills.

How will it be staffed, what is going to be different about it, what mental health support will be available? Very specific skill set. Need to look at what is available and what is the additionality that we need to identify. Are looking at nurture, have already invested a lot in schools, this will be an extension of nurture strategy for our most challenging children. They will be very young and will have to learn the basics, will have problems with turn taking, socialisation, issues around things they have seen, may have very troubled lives, need to unpick their baggage.

What will the wraparound look like? need RB staff to be part of a team and look at skill sets they can offer. Need to be in shoes of parents, walking through the doors for child might be challenging but for them the constant is their parent, but all need to work together. Maybe have breakfast together, could include parents. Look at their working patterns. Might be lonely and isolated, could develop parents group, sharing experiences. Signposting to agencies, want everything that is currently available in school to be available to RB children at a level that is appropriate to them. This new approach will evolve over time. Will start with one or 2, and slowly grow, children may move on. Will not be full straight away, so initially could be overstaffed, and flexible which will allow for personal support for parents. Need to bear in mind, children could be coming from another area, by taxi. Could work with children's centres around nurturing approaches, parenting courses etc. need to have consultation with other services and involve parents with those. School would want to be open and flexible to what is needed.

Potentially parents might want to request places for siblings. Would go through normal admissions process might need to check on guidelines.

Really disappointed that I am only parent here. Concerned about the impact on other parents. would like to prepare my children for this change. How are we going to make preparations for these children within our school community and change attitudes? We need to support children to show tolerance. Can involve children in process from very beginning, looking at design. Other children can look at 'exciting' aspects of new children starting, buddying etc. will ask governors to be present at parent's meeting in autumn term. Need more knowledge now in order to prepare. Could use SEAL work around kindness etc as part of preparation work

4.7.2018

Consultation meeting at Beechwood

Proposal to develop a Resource Base for up to 6 pupils in Foundation/Key Stage 1 with SEMH

Present: Ann McIntyre (Operational Director), Anita Parkinson, Steph Kidd (Head) Catherine McCudden (minutes)

Agenda

1. Steph Kidd introduction
2. Ann – presentation
3. Anita – definition of SEMH. Everybody has SEMH needs and young children communicate how they feel through their behaviour etc
4. Ann – aim that majority of our children should be educated within Halton provision
5. Step– why we want a resource base in our school
6. Ann – the process, funding etc.

1st meeting with staff 4pm

Would school still get the top up for resource base children in addition to school funds? – Yes

Is funding dependent on an Education, Health & Care Plan (EHCP) and will children need an EHCP to access the base? – Yes, all children will need an EHC plan. The Local Authority (L.A) will calculate the top up funding depending on the number of children in the base at any one time. The inclusion of the base will not be financially detrimental to school budget.

If the plans go ahead what would be the agreed time scale? The build will not be practically possible before our next academic year. The building will need to be managed and staff need recruiting and training, ready for a start date of September 2019 at the latest. School are happy to accommodate the build throughout the school year to move the project forward.

Will the children in the Resource Base be included in the school data?

Yes children in the RB will be included into the Beechwood school data, presented as the base but under a school umbrella. It will be presented in a manner that separates the RB from school so any progress can be clearly identified. The L.A will always collect data to check the progress of the children in the base in line with the SEMH.

Will you set us targets or will it be school? The Boxall profile would be used as a measure to assess progress, but we will be looking at the other data in relation to the pupils. This would also include input from SALT (Speech & Language) covering social communication difficulties. The specialist teachers would come into the base to offer support and guidance. If a base teacher needs advice the L.A will give advice, for e.g. how to create and monitor a differentiated timetable, how to speak to children using reduced language.

Would RB children move into our mainstream or other classes? Initially children will be in the RB and staff would support transition into classes so that they are spending more time in mainstream, freeing up the base. Some may need to transfer to a KS2 base but others will re-integrate into the mainstream part of school. If parents of the RB children want them to remain at Beechwood school they will have that option.

Can the L.A overrule a parent? No, but we would try to help parents to understand our decision, persuading them that the best decision has been made for the child. If they need support at KS2 we would look at the appropriate resource provision for them e.g The Brow. A very considered plan would be looked at for every child. Some may move onto Woodside or Weston point with KS2 provision, otherwise we would like them to be integrated into mainstream at Beechwood. There would be some considerations for moving children e.g. siblings or issues with transport, but ideally children would stay at Beechwood.

Is transport provided for these children? Not necessarily (see transport policy).

Does school have an increase in budget to maintain their staffing and resources? There is £500,000 is capital for the capital development of the two

bases. The high needs budget would be used to support staffing and resources. The L.A would enter into a service level agreement, which would set out the arrangements, with expectations of the school and local authority. We would use a formula to recognise the funding needed. Funding would be in addition to the schools budget. In total as an LA we receive over over £16 million budget for SEN (Special Educational Needs) and part of that funding would be allocated to the school to meet the costs of the base.

Anita: As a local authority we have to make sure that our children get into the base. Once a child has an EHCP we can place in a base. Other LAs can apply to use our base so we should try to make our children a priority. If the RB at Beechwood school is named in their plan the L.A will have to accept them at the base.

How soon will it be before work can move forward? September 2019

How many staff? We would suggest 1 teacher and 1 teaching assistant (TA) so the equivalent of 2 staff. This has worked well Woodside and Weston point schools.

We are looking over the summer at the possibility of providing an Inclusion conference in October/November to discuss how we can all become more inclusive. Unfortunately SEMH is becoming a norm and schools are seeing far more than say 10 years ago. Our aim is to ensure that all mainstream schools will take responsibility for children with SEMH in particular.

Steph has commented that Beechwood school are running staff development training for working in a base for SEMH and looking towards wellbeing training during their inset day so come September 2018. Staff will have some guidance and support strategies for working with the Resource Base.

2nd meeting with Governors 5pm

Will there be certain expectation from school? The children that would come to the base would have an EHCP even if it was not finalised the L.A would have needed to name the setting. We would send paper work to Beechwood school to agree the decision.

Will it take 6 children at a time? Maybe, but there may only be 2 initially so we can start with 2 and move up to 6. There may not be 6 children when you open the base. It is the thinking that these children could be in the base for 3 years before they will become part of the school. This is in the hope that they will feel they belong to Beechwood school and become part of the mainstream. If at the end of Yr. 2 they are not ready to move into the mainstream part of the school then a transfer to another KS2 base will be discussed. The ethos is with early intervention the children would remain here.

How many children are there in the authority? This year we have seen an increased number of children in primary permanently excluded, so far there are 8 pupils primary pupils many of whom have attachment difficulties. The hope is that the L.A will not have to place vulnerable children Out of Borough (OOB).

If we have space in our RB would we automatically let them in if they came from another base? No, not necessarily the Head would still have to look at the application.

Why didn't we have any interest from secondary schools? We do not know but we are hoping in the future we may see a better response. The challenge is who is willing to run it at KS3 & 4. There may be interest if asked again and the L.A may have more capital to offer in the future. It is a remains a challenge for High schools.

If we don't know where the children are coming from how will they access the RB? Ann explained the transport policy.

What action do we as Governors have to take? Respond to the consultation. Follow the link in the email.

Are school going to see RB as a goal and put more time and effort into it? No not at all. The L.A are committed to making it work but not to the detriment of our children who are already based here. No focus will be taken away with the children without SEN.

Would the children in the RB be at the school fulltime? Yes we build facilities in the school to accommodate them. Children will spend the majority of their time in the base to start with and in time transition them into mainstream. When they are ready to come into mainstream class they will be well supported.

What happens at break and lunchtime? If they are not ready to go out to play at playtimes they will not go onto the playground, so they may play in the additional forest part on the periphery of the main playground.

Will the RB children be offered support outside of school? We are setting up a new service, Behaviour Support Team, including Teachers, Family Liaisons Officers that will link between the new provision and school.

Would the children in the RB all be the same age? No, you could get some Reception children in with some Yr 1, but ideally they will enter at Reception. The mainstream children will be aware that if a child comes and goes into their class there will be a reason and that they need extra help.

The model of a well behaved child helps the child placed in the RB to copy and model their behaviour.

3rd meeting Parents and others 6pm

You're looking at opening the RB in September 2019? We are hoping to, but need to consider staff training and facilities.

What skill set will you be looking at? Staff training will start this September around resilience and attachment. The L.A will look at provision both in Halton and beyond, e.g. Leap in Salford. We would be looking at providers with commitment to go the extra mile, who could do extra at weekends and evenings working with parents. We have time to invest in training, and we want all teachers to have the skills so that they could be rotated, bearing in

mind that ultimately children will be in the mainstream, so all staff will need specific skills and strategies.

How will the RB be staffed, what is going to be different about it, and what mental health support will be available for? A very specific skill set will be needed and we need to identify this and the availability of these skills set. Currently we are looking at issues around nurture, and have already invested a lot into schools, this will be an extension of the nurture strategy we have for our most challenging children. Staff will be dealing with very young children teaching them basic skills set, problems with turn taking, socialisation, issues around behaviour they have witnessed, may have led very troubled lives and the staff will have to unpick this.

What will the wraparound look like? The RB staff will need to be part of a team and look at skills set they can offer. In a sense they will need to be in the shoes of parents, as walking through the door of the RB for a child might be challenging, so parents and staff need to work together. It may be that staff have breakfast together with parents and children, could develop parents group, sharing experiences. Within this timeslot staff can signpost to agencies for e.g. Children's Centres around nurturing approaches, parenting courses etc.

How would parents go about requesting places for siblings? Would go through normal admissions process, advice would be to check on guidelines.

How are we going to make preparations for these children within our school community and change attitudes? The plan is to involve children in the process from the very beginning of the planned RB. We could approach the children in mainstream with the idea of the new base having exciting aspects to it for e.g. being involved in a Buddy Scheme. School will ask governors to be present at parent's meeting in the autumn term. SEAL work around kindness etc. could be included as part of preparation work.

Beechwood

Do you agree with the proposal to create a Resource Base for Foundation/KS1 Pupils with Social, Emotional and Mental Health (SEMH) difficulties at Beechwood Primary School?

Agree	10
Disagree	3
Total	13

Staff Member	6
A parent / carer of a pupil at Beechwood School	2
A parent / carer of a pupil with an SEMH diagnosis	1
Trade Union	0
School Governor	2
Headteacher at another Runcorn School	1
Headteacher at another Halton School	1
Total	13

Halton Lodge

Do you agree with the proposal to create a Resource Base for Foundation/KS1 Pupils with Social, Emotional and Mental Health (SEMH) difficulties at Halton Lodge Primary School?

Agree	4
Disagree	6
Total	10

Staff Member	3
A parent / carer of a pupil at Halton Lodge School	1
Trade Union	0
School Governor	0
School Governor and Headteacher at another Runcorn School	1
Headteacher of other Halton School	1
Parent /carer and staff member	2
Staff Member and Trade Union	2
Total	10

REPORT TO: Executive Board

DATE: 20 September 2018

REPORTING OFFICER: Strategic Director, People

SUBJECT: Vision for Early Help for Children and Young People

PORTFOLIO: Children, Education and Social Care

WARDS: Borough Wide

1.0 PURPOSE OF THE REPORT

1.1 To outline a potential different model of delivery for early help services

2.0 RECOMMENDATION: That the Board

- 1) agree the potential approach; and
- 2) agree to a project team being established to further develop the model and the options.

3.0 BACKGROUND

- 3.1 Halton has revised its Early Help Strategy with some common principles to address how we work across all ages. These are set within the context of increasing demand for services and diminishing Council resources.
- 3.2 In children's services, demand reduced significantly across both early help and social care between 2014 and 2016 through the range of support and services in place with children's centres, early intervention teams supporting partners to respond to identified need earlier and a service re-design in children's social care. Nevertheless, spend continued to rise as more children came into care during this period, at a time when our sufficiency of placements for children was reducing.
- 3.3 We are now experiencing an increase in demand across both early help and social care (17% rise in 2017/18) but we are not yet at the level recorded in 2013/14. Currently 450 children have an early intervention plan, 171 children have a child protection plan and 267 children are in care. Overall, children's social care are involved with 1,114 children at the highest level of need.
- 3.4 There are different challenges for families, with domestic abuse, parenting and behaviour needs and neglect rising against a background of universal credit, mental health needs and drug and alcohol use. Many children are living in families where there is intergenerational worklessness. Fixed term and permanent exclusions from schools have risen, particularly at primary level,

and while there has been some reduction recently following robust challenge from the local authority, these are children who continue to experience challenges in school and who are likely to place a demand on our services, and not meet their educational potential.

- 3.5 As a local authority, we have striven to continue and protect services at the lower level of need, as we recognise that the evidence base is robust for early help, and the impact that has on managing demand for statutory services. The ongoing financial pressures do now require a re-think about how those early help services are designed and how we, as a Council, improve the joint working across services internally and with partners. Specifically, we need to consider where duplication may exist, the possibility of service redesign and asset sharing.
- 3.6 Children centres are located within communities in Halton often alongside community centres; in close proximity or in the same building. There is potentially overlap in the services both provide to parents and opportunity to consider how one integrated offer can be made to families in one place rather than two separate buildings or in parts of the same building.
- 3.7 Similarly, services for young people are provided in community centres as part of the youth offer and community centre but also as part of the commissioned services. Community centres have a strong sense of the needs of their local area and the range of voluntary and community support, and the potential of that could be explored and used to support a different model of working.
- 3.8 Schools also are key providers of practical, emotional and social support in their local communities and work is taking place with schools and their pastoral staff to work together as a more unified workforce, sharing training, supervision and support.

3.9 Children's Communities

In considering what a new model might look like we have looked at what appears to be working elsewhere. A model of provision being developed in the UK is that of Children's Communities and is one that fits the principles set out in our Early Help Strategy and the place-based approach of One Halton.

3.10 Why Children's Communities

The Children's Community Network outlines the thinking behind and approach of a Children's Community, and is defined by three characteristics.

1. Children's lives and outcomes are shaped by a very wide-range of interacting factors. As babies and toddlers, they are heavily influenced by family relationships, home environment, broader social circumstances, local services, and the support available to their parents from neighbours and friends. When they get older, children spend 190 days per year at school

(around seven hours per day) and 175 days in their homes and communities, suggesting there are significant limits to what teachers alone can do, and that multiple other influences are likely to be important. What's more, children's physical and mental health, educational achievement, confidence, self-esteem, and future employment prospects are deeply interconnected and cannot be properly understood in isolation.

In disadvantaged neighbourhoods, children can face multiple and overlapping social challenges, so that action in any one part of a child's life risks being undermined by problems in another part. Conversely, in better-off areas, many children benefit from customised care and support to meet their every need, and a dizzying array of learning experiences that occur round-the-clock and 365 days a year. It is little wonder that traditional policy efforts have struggled to narrow outcomes gaps between rich and poor. For areas with complex social problems, we need a new, more integrated, and coherent approach to supporting children and families and to challenging inequalities.

2. Different places (including places with similar levels of economic disadvantage) create different dynamics, pose different challenges, and offer different opportunities. Top-down initiatives come and go, each with a focus on particular problem areas, but rarely with much understanding of the whole picture, the distinctiveness of local characteristics, or the strength and capacity for self-support that is inherent in most neighbourhoods. There is an urgent need to reframe these deficit narratives, to address local contexts, to harness the power of local assets and networks, and to create locally-led and long-term plans for transforming children's futures.

3. Now more than ever, there is a need to get the maximum value from every pound invested in local neighbourhoods so that children get what they need. Big injections of additional funds to help overcome entrenched social problems are not on the horizon. Subsequently, we need to cut-out duplication and sharpen each area's collective offer to the next generation. It's time to cut through the bureaucracy and align our efforts at a local level.

3.11 **A Children's Community is:**

A NEIGHBOURHOOD: Children's Communities are located in disadvantaged places with a history of partnership working for children and a collective commitment to take this to the next level.

A SHARED VISION: Local services develop and implement a coordinated plan for helping children thrive, based on a shared vision for children and a shared analysis of children's needs.

INTEGRATED AND HOLISTIC: Children's Communities support children in the round and across the different stages of childhood, helping them to transition between family, school and community.

GENERATIONAL: Children's Communities work over the long-term. They tackle presenting symptoms and underlying causes simultaneously.

POWERED BY LOCAL VOICES: Children's Communities are locally led. They identify their strengths, harness the power of local networks and relationships, and support people to find their own solutions.

NATIONALLY EVALUATED: The Children's Community project is underpinned by a body of research and evidence, and is being nationally evaluated by Sheffield Hallam University.

- 3.12 Halton has a number of advantages in pursuing such an approach given its involvement in Big Local and also in the proposal currently being considered for Windmill Hill. There is strong strategic commitment in innovating and delivering differently, and we also have the experience of being involved in Big Local that stands us in good stead in working with communities and partners.
- 3.13 Similarly, partnership working at the local level is demonstrable by the work we have committed to as part of the Healthy New Town in Halton Lea, where the unusual bedfellows of regeneration, health and social care are working together to transform the health and wellbeing of the area
- 3.14 The Children's Communities model is a good framework for developing a "place-based" services model at the lower level of need but we envisage that not only delivers a "cradle to career" approach for children and young people but also for families and communities as a whole.
- 3.14 Having had an initial review of our assets, we can see that, for example, the current children's centre service offer in Halton Brook would readily transfer into Grangeway Community Centre as part of this "place-based" approach. This could lead to improved integration and co-ordination of services reduce duplication and refocus activity and support. This would require further work to develop.
- 3.15 If there is agreement to develop this as a different model of delivery of early help and early intervention, the recommendation is for a project team to be established under the Early Intervention Strategic Board to include officers from Communities and Regeneration services to scope out the opportunities for services to be delivered from one place, with partners and the potential to rationalise both buildings and in the medium term management under one integrated approach.

4.0 **POLICY IMPLICATIONS**

- 4.1 As the project progresses changes to asset management, staffing and resource allocation may be required.

5.0 **FINANCIAL IMPLICATIONS**

- 5.1 The current model of delivery is not able to respond to current demands in Children Services, and alternative approaches need to

be delivered.

5.2 A limited invest-to-save approach may need to be taken to realise the changes to service delivery and remodelling of assets.

5.3 The initial project team will be sourced from existing resources

6.0 RISK ANALYSIS

6.1 The scale of the financial challenge is significant and the above approach may not lead to immediate savings and as such other decisions will need to be made as outlined earlier.

6.2 The level of demand is continuing to rise and reduction or removal of services at the lower level of need may lead to demand escalating quicker at higher levels of need compromising the capacity of Children's Social Care and higher costs to meet those needs.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children & Young People in Halton

This will help maintain the Council's commitment to supporting children and families area and preventing them coming into statutory services.

7.2 Employment, Learning & Skills in Halton

Will develop staffing expertise and increase their ability to provide tailored, needs led support.

7.3 A Healthy Halton

Will improve the health of those residents to whom the proposals will apply

7.4 A Safer Halton

Not Applicable

7.5 Halton's Urban Renewal

Not Applicable

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 None

9.0 **LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972**

None

REPORT TO: Executive Board

DATE: 20 September 2018

REPORTING OFFICER: Strategic Director, Enterprise, Community & Resources

PORTFOLIO: Environmental Services

SUBJECT: Variation of the non-statutory fees of Halton Registration Service for 2020/2021

WARD(S) Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 To seek the approval of the Board to vary the non-statutory fees offered by Halton Registration Service for 2020/2021.

2.0 RECOMMENDATION: That the Board approves the variations to the non-statutory fees of Halton Registration Service as set out in Appendix 1.

3.0 SUPPORTING INFORMATION

3.1 The Marriage Act 1995 and the Civil Partnership Act 2005 allows local authorities to set fees for ceremonies in approved premises. In January 2011, the Executive Board Sub Committee agreed to set these non-statutory fees; outside the usual timeframe for setting fees due to ceremonies being planned up to two years in advance.

3.2 The proposed fee structure - Appendix 1 is for 2020/21, the fees have already been set for 2018/19 and 2019/20. The proposed fees for 2020/21 have been arrived at by taking account of inflationary increases. In addition where possible market research of neighbouring registration districts has also been carried out to ensure that our fees are both competitive and reflect the high standard of our venue and facilities.

3.3 The early setting of fees for 2020/21 is necessary as most ceremonies are arranged two years in advance. Therefore it will be advantageous to have a published fee structure in place so that customers understand the amount they will be expected to pay. The early setting of the fees will also enable the Service to forward plan more effectively to achieve its income targets.

4.0 **POLICY IMPLICATIONS**

4.1 The above proposals are in line with the Authority's new governance arrangements for delivery of registration services as outlined in the White Paper "Civil Registration: Vital Change" (2002), which enables the authority to have the freedom to make policy decisions locally without recourse to the General Register Office.

5.0 **FINANCIAL IMPLICATIONS**

5.1 The proposed fees will take effect from 1 April 2020.

6.0 **IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1 **Children & Young People in Halton**

None identified.

6.2 **Employment, Learning & Skills in Halton**

None identified.

6.3 **A Healthy Halton**

None identified.

6.4 **A Safer Halton**

None identified.

6.5 **Halton's Urban Renewal**

None identified.

7.0 **RISK ANALYSIS**

7.1 There are no anticipated risks associated with these recommendations.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 An Equality Impact Assessment of 8th May 2012 found that there were no equality or diversity issues in the setting of the Registration Service fees, against any of the protected characteristic groups.

9.0 **LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF
THE LOCAL GOVERNMENT ACT 1972**

Document	Place of Inspection	Contact Officer
New governance arrangements for the Halton Registration Service, Executive Board Sub Committee (29 March 2007)	Halton Register Office	Registration Service Manager Superintendent Registrar

Appendix 1**Halton Registration Service Price List 2020/21****Marriage, Civil Partnership and other non-statutory ceremonies
(For venues under the 1994 / 2004 Acts)**

Venue	2018/19	2019/20	2020/21
Boston Suite and Lounge			
Monday to Thursday	210.00	220.00	230.00
Friday	245.00	260.00	275.00
Saturday	285.00	300.00	315.00
Sunday (11am to 1pm)	360.00	380.00	400.00
Bank Holiday	460.00	480.00	500.00
Civic Suite, Runcorn Town Hall			
Monday to Thursday	315.00	330.00	345.00
Friday	325.00	340.00	355.00
Saturday	360.00	380.00	400.00
Sunday (11am to 1pm)	400.00	420.00	450.00
Bank Holiday	500.00	520.00	540.00
Leiria or Members Room, Runcorn Town Hall			
Monday to Thursday	285.00	300.00	315.00
Friday	295.00	310.00	325.00
Saturday	315.00	330.00	345.00
Sunday (11am to 1pm)	370.00	390.00	410.00
Bank Holiday	470.00	490.00	510.00
Council Chamber Runcorn Town Hall and Approved Premises			
Monday to Thursday	390.00	410.00	430.00
Friday	410.00	430.00	450.00
Saturday	470.00	490.00	510.00
Sunday	550.00	580.00	610.00
Bank Holidays	650.00	680.00	710.00

REPORT TO: Executive Board

DATE: 20 September 2018

REPORTING OFFICER: Chief Executive

PORTFOLIO: Environmental Services

SUBJECT: European Regional Development Funding (ERDF)
Renewable Energy Scheme

WARDS: Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 To seek authority to invite tenders for the Design, Build, Operate and Maintenance contract for the development of a Solar Farm on the former St Michaels Golf Course.

2.0 RECOMMENDATION: That

- 1. approval be granted to invite tenders for the Design, Build, Operation and Maintenance contract for the development of a Solar Farm on the former St Michaels Golf Course; and**
- 2. the Strategic Director Enterprise, Community and Resources, in consultation with the Environment Portfolio holder be authorised to determine the most appropriate use for the electricity when the financial merits of the options highlighted in the report have been assessed and determine which is the most advantageous to the Council.**

3.0 SUPPORTING INFORMATION

- 3.1 In October 2017 the Executive Board approved proposals to develop a 1MW Solar Farm (3,700 panels) on part of the former St Michaels Golf Course which lies to the south of the A562 Speke Road. (EXB 54 refers)
- 3.2 The initial proposal was to connect the Solar Farm to the Halton Stadium via a private wire. The scheme will bring back into use a brownfield site and make use of a Council asset that is unsuitable for major development.
- 3.3 The system will produce circa 900,000kwh per annum. The panels will have a lifetime of between 25 and 30 years. The energy generated by the Solar Farm will reduce CO₂e emissions by circa 316 tonnes per annum.

Two options are currently been considered for the use of electricity.

- 3.4 Option 1 –Private Wire to Halton Stadium

It is estimated that the under a Private Wire arrangement the Stadium will use approximately 45% of the energy generated and this will significantly reduce the Stadium's running costs over the next 25-30 years by around £41,500 per annum. This will continue for 25 -30 years and will increase over time subject to energy price inflation which is estimated at between 3% and 6%. The surplus energy will be sold to a third party under a Power Purchase Agreement. Total offset over the 25 year lifetime of the project are in the region of £975,000 (at 2018 prices). With energy price increase of between 3 and 6% this will be significantly higher over the lifetime of the project. After year 10 the Council will also benefit from the surplus energy sales. Total estimated avoidance costs is in the region of £1.5m and £2m

- 3.5 The surplus energy put back into the grid will generate income of circa £24,500 per annum which will increase year on year subject to inflation estimated at 3 to 6%.
- 3.6 The maintenance costs will be circa £12,000 per annum, or £18k including loan interest repayments of the Solar Farm. This will offset the income generated from the sale of and electricity in the first ten years. The main benefit to the Council will therefore be the offset costs at the stadium over the initial ten year ERDF period, after which the Council can also benefit from electricity sales income.

Option 2 Sleeved Power Purchase Arrangement

- 3.7 The options would require the Council to enter into a Power Purchase arrangement where the Council would be able to use all the electricity generated. This would require a Power Purchase Agreement with a third party energy supplier.
- 3.8 If the Council is able to enter into a Power Purchase Agreement whereby all the electricity is used at Council facilities this would increase the offset costs to around £92,000 per annum and there would be no surplus energy to be resold. There are costs that would need to be met in order to facilitate such an arrangement and these are currently subject to discussion with potential providers. Our current estimate of the attendant network charges is in the region of £56,000 per annum. Once these discussions have been finalised, the financial merits of this approach will be fully assessed.

The maintenance costs are similar to those identified in 3.8 above.

- 3.9 The financial merits of both options are currently been assessed to determine which is the most economically advantageous to the Council.

4.0 FINANCIAL COSTS/ERDF

The capital costs of the construction of the Solar Farm are estimated between 1.1m - £1.3m depending on the approach taken. The construction costs are reduced by circa £230,000 under option 2 as the grid connection costs are

lower than under the private wire arrangements. The cost of solar construction has reduced since the costs estimates were produced and this may reduce the overall construction costs when tenders are invited. As part of the development of the scheme the Council has been granted ERDF monies to meet 50% of the costs of the Scheme. As part of the agreement the Council will need to provide the 50% match funding. This will be provided from the Capital Programme/Environmental Fund. A separate capital code has been set up for the Scheme.

5.0 CONTRACT DURATION

The contract to build the Solar Farm will be approximately 8 months, including site preparation clearance and build and it is envisaged this will be let around January 2019 with an August 2019 completion. After the two year warranty period, there will be an ongoing maintenance contract for the lifetime of the system approximately 25-30 years.

The Construction Supplier will be chosen through an open tender procedure as specified in paragraph 1.5.2 of the Council's Procurement Standing Orders.

6.0 POLICY IMPLICATIONS

Nationally the Government has set a target for the UK to reduce its Carbon Emission in the period 2028-2032 to 57pc below 1990 levels. The Council also set its own reduction targets and these are currently being met. The Council has reduced its emissions through a number of renewable energy schemes, reduced energy use in buildings and street lighting. This scheme will help contribute to further reductions.

7.0 FINANCIAL IMPLICATIONS

The Council will need to provide 50% match funding of £650,000 towards the capital costs of the scheme and this will be met from the Capital Programme/Environmental Fund.

The income generated from the sale of electricity will offset the annual operating costs of the scheme. There will be offset electricity costs for the Stadium/Council facilities for the next 25-30 years.

8.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

8.1 Children and Young People in Halton

None

8.2 Employment, Learning and Skills in Halton

None

8.3 A Healthy Halton

None

8.4 A Safer Halton

None

8.5 Halton's Urban Renewal

The Scheme will bring back into use a Council asset that has been unused for some years and is unsuitable for major development. It will contribute to the Council's targets to reduce carbon emissions and will demonstrate local leadership in promoting locally generated renewable energy, removing the reliance on traditional fossil based fuels.

The project will also act as a demonstrator project for the Liverpool City Region (LCR) and could provide a model to be replicated across the LCR on differing scales.

9.0 RISK ANALYSIS

A risk register for the scheme has been developed that puts in place control measures to mitigate against the main risks.

In developing the bid legal advice has been taken in relation to State Aid. This is in relation to the income that will be generated from the sale of electricity. It is considered that the scheme is compliant with the requirements of Article 48 of the General Block Exemptions. This means the scheme can be funded at 50% ERDF and does not require it to be notified or pre-approved by the EU.

10.0 EQUALITY AND DIVERSITY ISSUES

None

11.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

None under the meaning of the Act.

REPORT TO: Executive Board

DATE: 20 September 2018

REPORTING OFFICER: Strategic Director – Enterprise, Community & Resources

PORTFOLIO: Resources

SUBJECT: Directorate Performance Overview Reports for Quarter 1
2018 - 19

1.0 PURPOSE OF REPORT

1.1 To report the Council's performance for the first quarter period to 30 June 2018. The reports detail progress against key objectives / milestones and performance targets, and describes factors affecting each of the Directorates.

2.0 RECOMMENDED: That

- 1) Executive Board note the information contained in the reports; and**
- 2) Consider the progress and performance information and raise any questions or points for clarification.**

3.0 SUPPORTING INFORMATION

3.1 It is essential that the Council maintains a planning and performance framework that allows the identification and on-going monitoring of key activities and performance measures that meet organisational needs. Performance management will also continue to be important in our demonstration of value for money and outward accountability.

3.2 The Directorate Performance Overview Reports provide a strategic summary of the key issues arising from performance in the relevant quarter for each Directorate and being aligned to Council priorities or functional areas. Such information is central to the Council's performance management arrangements and the Executive Board has a key role in monitoring performance and strengthening accountability.

3.3 Information for each of the Council's Directorates is contained within the following appendices:

Appendix 1 – People Directorate (Children and Young People)

Appendix 2 – People Directorate (Adult Social Care)

Appendix 3 – Enterprise, Community and Resources Directorate

4.0 POLICY IMPLICATIONS

4.1 The Council's Performance Management Framework will continue to form a key part of the Council's policy framework.

5.0 OTHER IMPLICATIONS

5.1 These reports would also be available to support future scrutiny arrangements of services by Members and Inspection regimes for Ofsted and Adult Social Care.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Existing and future performance frameworks at both local and national level are linked to the delivery of the Council's priorities.

6.2 The provision of Directorate Overview Reports to Executive Board, that include progress in relation to objectives/ milestones and performance indicators will support organisational improvement and accountability.

7.0 RISK ANALYSIS

7.1 The Council performance management framework allows the authority to both align its activities to the delivery of organisational and partnership priorities and provide appropriate information to all relevant stakeholders in accordance with the "transparency agenda". Performance Indicators are used by external agencies and the public at large in informing any judgement they make as to how the authority is currently performing.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no specific equality and diversity issues relating to this report.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTIONS 100D OF THE LOCAL GOVERNMENT ACT 1972

9.1 There are no background papers under the meaning of the Act.

People Directorate (Children and Young People) Overview Report

Reporting Period: Quarter 1, 01 April – 30 June 2018

1.0 Introduction

- 1.1 This report provides an overview of issues and progress that have occurred during the period of the report towards the priority of Children and Young People. The way in which traffic light symbols have been used to reflect progress is explained within Appendix 1 (section 8).
- 1.2 Please note initials have been provided to indicate which officer is responsible for the commentary to aid Members, as requested by the Children and Young People Policy and Performance Board. A key is provided in Appendix 1 (section 8).

2.0 Key Developments

- 2.1 **Teaching School Update (AMc)**
Applications were submitted for a Runcorn Teaching School and a Widnes Teaching School. The lead schools have now been informed that their bids were not successful. In the case of the Widnes application, feedback was that the school did not meet the school to school support. The Runcorn schools did not meet a number of criteria. Colleagues from a number of other North West local authorities have also advised that applications from their schools have not been successful in this round. The LA and schools in Halton will continue to work in partnership to further develop school to school support.
- 2.2 **Halton Autism Strategy & Training (AMc)**
As part of the commitment to Halton's Autism Strategy, Halton are supporting every school and setting to be more autism aware. Every school and setting in Halton will update their Special Educational Needs Information reports (legal requirement) to detail the whole staff training they have received and the strategies they put in place for supporting children and young people with autism. The SEN Service, Education Psychology Service and access to online training platforms have been suggested as ways to meet this commitment.

This will also help parents and carers with choosing their school or setting and given them confidence that settings are ASC aware. It will also show a commitment of mainstream schools and settings to supporting and including children with autism in their provision.
- 2.3 **Social, Emotional and Mental Health (SEMH) Provision in Halton (AMc)**
During 2017, the Department for Education (DfE) announced Special Provision Capital Funding for local authorities to invest in provision for children and young people with Special Educational Needs and Disabilities, with funding for a range of provision types where this would benefit children and young people with Education Health Care plans. The funding was due to commence in 2018/19 with Halton's allocation over a three year period being £500,000, released in three payments over three years.

Following widespread consultation, it was determined that Halton had a need for specific SEMH provision within the borough and expressions of interest were sought from schools graded Good or better by Ofsted. Five primary schools expressed an interest. Following submission of proposals and an interview process, it was recommended that two specific resource bases for children in Foundation Stage and Key Stage 1 be proposed at Beechwood Primary School and Halton Lodge Primary School.

The provision will be through additional accommodation at these schools, and this is being built to specifically support children with SEMH needs and funded via the Special Provision Capital Funding provided by DfE. It is intended that these resource bases will align to the existing SEMH bases within KS2 provision. Statutory Notices will run from 27 June – 25 July 2018.

2.4 Education Strategic Partnership Board, SEMH Task and Finish Group

The Board has agreed that SEMH is a key priority for all partners and it was agreed that this work should be taken forward by a task and finish group, led by Sharon Williams (Virtual School Head Teacher). The key purpose of the group is to develop and disseminate a co-produced agreed definition and strategy of SEMH across all key partners and stakeholders that fully meets the SEMH needs of children and young people in Halton schools.

Key tasks for the group include;

- Co-produce and agree definition of SEMH
- Conduct a time limited consultation with key partners and stakeholders on the agreed definition
- Co-produce a Strategic Action Plan with contributions from all partner agencies with clear outcomes and lines of accountability
- Launch and disseminate the coproduced and agreed definition and strategy to all partners and stakeholder groups.

The consultation has taken place with all key stakeholders and the definition has been agreed. A Vision and Mission Statement for Halton has been drafted and will now go out for consultation. Initial planning has started on the SEMH strategy.

2.5 Behaviour Support Service (AMc)

Exclusions and incidents involving children and young people with SEMH have been increasing particularly over this past academic year. A review of SEMH provision and outcomes within the borough was undertaken and one recommendation was to have a more comprehensive approach to meeting SEMH needs, including developing a range of pathways of support and interventions. As a result of the review, the decision was taken to establish a new Behaviour Support Service.

The core purpose of the Service will be;

- To work with schools, settings and other partners to develop and promote effective and positive behaviour management
- To develop, maintain and promote a coordinated and consistent approach to positive behaviour management in all schools and settings across the borough
- Develop and promote strategies to support schools in effective behaviour management

- Commission and deliver a programme of training to schools and other educational settings to ensure that they are equipped to address the behaviour, emotional and social difficulties of children so that they are able to achieve their full potential
- Develop a programme of training and support for governing bodies on their role in promoting and maintaining a positive approach to behaviour management
- Support and assist schools and settings to develop their capacity to maintain positive behaviour through inclusive whole school approaches
- Identify, model and share good practice in inclusive behaviour management promoting positive and productive teaching and learning environment. This may include the deployment of members of the Behaviour Support Team as appropriate.

2.6 Strategic School Improvement Bid (AMc)

The DfE invited partners from the Education sector to bid for funding to address regional priorities. One of the North West priorities is to improve educational outcomes and social mobility for disadvantaged pupils. Halton Virtual School, along with Knowsley, St Helens, Sefton and Warrington submitted a bid for Round 3 funding.

Halton were the lead LA and fund holder. There are 46 schools who have signed consent to be part of the programme, with Halton having 15 schools (9 Primary, 6 Secondary). 600 pupils were covered by the project. Unfortunately DfE have informed us that we were not successful for this bid.

2.7 Children in Care and Care Leavers Celebration of Achievement Awards (TC & AMc)

This year's celebration of achievement awards took place in June 2018. The awards were to celebrate the achievements of all children in care and care leavers from Halton.

Each year, social workers, teachers, Independent Reviewing Officers, foster carers and anyone who works with children and young people in care, nominate for achievements in education, personal, sports, social and any other achievements they have made over the past 12 months.

This year, 190 nominations were received and 70 of those nominated attended the event at the Stadium with foster carers, support workers and other members of staff. The theme was 'Around the World' and was an activity based day including sports, arts and music workshops. The day ended with a performance from the music group and an awards ceremony.

2.8 Arts Award Explore – Music Project (AMc)

Children in Care Participation and Inclusion Officer and the Virtual School Education Support Worker collaborated with 'Plugged In' to deliver a 6 week music taster session from October - December 2017 to nine of our children in care aged 7-14 years old. Activities included learning to play drums, keyboard, guitar, DJ, singing and song writing. The sessions concluded with a session at a recording studio where the children and young people recorded the songs they had composed as well as a group song they had practiced together.

Following the success of the music project the group have been put through the Arts Award Explore level, an accredited qualification awarded by Trinity College London. Final moderation is awaited with seven predicted to achieve a pass (Explore level is equivalent to Entry level qualification).

All of the children and young people taking part in the project showed a great improvement in confidence. Many of them enrolled again to take part in another 6 week music project which culminated in the performance at the Children in Care and Care Leavers celebration event in June 2018 where they sang a number of songs to a large group of carers, children and other members of staff.

2.9 Reduction in proportion of 16-17 year olds not in education, employment or training (NEET) (AMc)

Annually reported NEET figures published by DfE identify 5.2% of Halton's 16-17 year old cohort are NEET. Nationally the figure is 6% and in the North West 6.5%. Only two of Halton's statistical neighbours perform better than Halton in this measure. The annual NEET figure is taken as the three month average from December 2017 to February 2018. Figures have been reducing year on year since 2014/15 when the NEET average for Halton was 7.1%.

Within the annual figure the proportion of the 16-17 year old cohort with activity recorded as 'Not Known' is only 0.8% in Halton, compared to 3.3% nationally and 3.1% in the North West. The term 'not known' is used to describe young people whose activity is not known to the council, this can be because it has not been possible to contact the young person at their home address, or because they have moved out of borough but their new location is not known. A significant amount of work goes into tracking young people so the authority does know their activity with the understanding that if we don't know what they are doing, we are unable to offer guidance or support to them. Therefore, having such a low 'not known' figure has been key in bringing down the overall percentage of young people who are NEET in Halton.

2.10 iCART (TC)

In July 2018, CAMHS workers were introduced within Halton's Integrated Contact and Referral Team (iCART). It is anticipated that the time the workers spend within the team will increase over the next 12 months.

There has been an increased number of contacts and referrals through iCART which has meant an increased demand on services across the levels of need.

2.11 Ofsted Inspection: Focused Visit, Front door (TC)

In July 2018, Ofsted undertook a two day focused visit around the front door activity (primarily iCART). Strengths within the multi-agency arena were identified and the achievement of integration was acknowledged. Report to follow.

2.12 Children in Need procedures (TC)

The Children in Need procedures have been updated. Every Child in Need plan over 6 months, to be reviewed. This will lead to a reduction in cases open at Child in Need level where there is limited impact, and will ensure clearer plans for children and families being supported at this level of need.

2.13 Working Together to Safeguard Children (TC)

The revised Working Together to Safeguard Children was published in July 2018. This outlines the timeline and process to dis-establish Local Safeguarding Children's Boards by no later than September 2019. It outlines the duties and responsibilities of the key safeguarding partners (the Local Authority, Police and Clinical Commissioning Group) and those of relevant agencies, such as schools, in establishing the new performance framework for safeguarding.

3.0 Emerging Issues

3.1 National Issues

Review of Exclusions (AMc)

The Secretary of State for Education has asked Edward Timpson to lead a review of school exclusions. The review will consider why there are different exclusion rates between schools, areas of the country as well as pupils different characteristics. It will examine the factors behind these differences and explore and evaluate best practice. It will look at the different groups of pupils, identified through national data as more likely to be excluded, such as some ethnic groups, pupils eligible for free school meals, or have been eligible to free school meals in the past 6 years, pupils with Special Educational Needs, Children in Need and Children in Care.

Relationships and Sex Education (RSE) (AMc)

The Sex Education Forum has provided a summary on the recent RSE announcement and ways in which the Sex Education Forum can support schools and local authorities. There will be a phased start date for RSE to be mandatory in all schools, and the introduction of a new subject, Health Education, which will be mandatory alongside RSE. Details of the updated guidance have been revealed and will be the first changes to the Secretary of State's guidance since 2000. A consultation has begun on the draft guidance, running until 7 November 2018.

Schools that are ready to provide high quality RSE by September 2019 are strongly encouraged to do so, but the extension to 2020 for the statutory requirement aims to give schools needing more support the time to get their provision right. Given this staggered approach it is essential that momentum is not lost. The Sex Education Forum are supporting schools, local authorities and other partners in a number of ways:

- Hosting a new autumn conference 30 November "Countdown to RSE" designed for both experienced educators and teachers new to RSE, sponsored by the National Education Union.
- One day training courses from September that support schools to "Get ready for statutory RSE" (13 September – Primary, 14 September – Secondary) in London and available to commission locally.
- Newly available training courses on gender and LGBT inclusive RSE

Accountability and Governance (AMc)

In May 2018, the DfE published a document entitled "Principles for clear and simple accountability system" in which the system of having both floor and ceiling standards is understood to be confusing. The proposal is to replace the current system with a single, transparent data standard. Consultation on the single standard to take place Autumn 2018.

3.2 Halton Specific

Increased demand for Children and Families Services (TC)

There is increased demand on social care services relating to the impact of neglect and domestic abuse on children and families under increasing stress. In early intervention, requests for support for behaviour and parenting are increasing. The service will be undertaking a review of the support and approach offered at early intervention during Autumn 2018, to ensure that services are able to be responsive and appropriate to these increasing levels of demand.

Children in Care placement sufficiency (TC)

The number of children in care remains fairly stable, but the continued lack of in-house foster carers means that placements continue to be sourced within the independent sector with the resulting impact on the budget. A number of actions are in place to manage the impact on the budget, with some success in residential costs, but sufficiency of placements remains a real challenge.

Review of SEND (AMc)

In May 2018, the local authority commissioned "Peopletoo" to undertake a SEND High Needs Strategic Planning Review. The review is scheduled to be concluded in September 2018 and will assist the LA and its partners in improving the approach to assessing, planning and developing sustainable the support which will improve outcomes for children and young people with SEND.

Free School application with St Helens Local Authority (AMc)

In Spring 2018, the local authority received some tentative information that the DfE were considering a second round of applications bidding for a Free School supporting children and young people with Special Educational Needs. Halton applied with regional partners during the first round and were not successful. Based on this tentative information, Halton local authority have had conversations with St Helens to consider a bid for a Free School for pupils with SEMH. Potential sites are being considered should the DfE formally announce a second round of applications in 2018/19.

Astmoor Skills Base (AMc)

Works are currently underway to convert an industrial unit, previously used by Riverside College, into an Alternative Provision to provide a range of vocational curriculum options – joinery, construction, vehicle maintenance, hair and beauty. This work is planned to be complete by the end of August and the provision scheduled to commence in September 2018.

Education provision Post 16 (AMc)

Ofsted has recently tightened its scrutiny of education/training providers who are sub-contracted by larger providers, or further education colleges, to provide post 16 provision. Sub-contracting arrangements allow providers who are too small to receive a contract from the funding agency themselves to operate and allows flexibility in the post 18 provision landscape. These providers often offer ongoing recruitment through the year, so learners can join at any time during the academic year, rather than having to start in September. These providers also offer an option for young people who would struggle in a large FE environment.

Across the Liverpool City Region, some FE colleges have already started informing sub-contractors that they will not re-contract with them in September. Some of the provision in Halton relies on contracts across the Liverpool City Region. Currently it is not clear what the impact will be on the provision in Halton, however fears are that further provision will be lost, impacting significantly on the post 16 offer in the borough.

Year 11 pupils identified as at risk of not progressing into post 16 education (AMc)
Halton's 14-19 Team have in place a process to identify Year 11 pupils who they believe are at risk of not progressing into education or training post 16 (i.e. becoming NEET). Pupils' circumstances are discussed at a multi-agency meeting and an action plan for support is put in place. Once Year 11 pupils leave school in June, the 14-19 Team take over all further actions to support progression in September. This year 2014 Year 11 pupils have been identified, an increase from 140 in the previous year. All schools are fully engaged in the process, which accounts for some of the increase. The Team welcomes the increase in identification of young people, enabling them to work to prevent NEET, however this is putting additional pressures on the teams resources.

Careers Education Service – Service Level Agreements with Schools (AMc)

The Careers Education Service delivers Careers Information, Advice and Guidance in secondary schools who buy in the service. The team consists of two members of staff and the cost of the service level agreements for schools is calculated to cover the cost of these staff as long as four schools buy into the service. Negotiations for next academic year's SLA are underway but to date no schools have provided a signed agreement. It is anticipated that three schools will. One of these three schools is a new school. The SLA with the previous school has been lost to a competitor who was able to deliver the service for £7,000 less than our costs. Our hypothesis is that the competitor company is able to deliver at such a discount by balancing the cost against other contracts, and that the incentive to do so is in order to win the contract and further expand into Halton. If four SLA's are not finalised then we will need to look at staff reductions.

4.0 Risk Control Measures

4.1 Risk control forms an integral part of the Council's business planning and performance monitoring arrangements. As such, directorate risk registers were updated in tandem with the development of the 2018-19 business plan.

5.0 Progress against high priority equality actions

5.1 Equality issues continue to form a routine element of the Council's business planning and operational decision making processes. Additionally the Council must have evidence to demonstrate compliance with the Public Sector Equality Duty (PSED) which came into force April 2011.






The council's latest annual progress report in relation to achievement of its equality objectives is published on the Council's website

<http://www4.halton.gov.uk/Pages/councildemocracy/Equality-and-Diversity.aspx>

6.0 Performance Overview

6.1 The following information provides a synopsis of progress for both milestones and performance indicators across the key business areas that have been identified by the Directorate. It should be noted that given the significant and unrelenting downward financial pressures faced by the Council there is a requirement for Departments to make continuous in-year adjustments to the allocation of resources in order to ensure that the Council maintains a balanced budget. Whilst every effort continues to be made to minimise any negative impact of such arrangements upon service delivery they may inevitably result in a delay in the delivery of some of the objectives and targets contained within this report.

Objective: Improve outcomes for children and young people through effective multi-agency early intervention (PED01)

Ref	Measure	17/18 Actual	18/19 Target	Current	Direction of Travel	Quarterly Progress
PED01 01	Monitor the average length of time between a child returning home and their return interview for those missing from care/home (Commissioned services information)	72 hours	72 hours	72 hours		
PED01 02	Reduce the number of young people who repeatedly run away in Halton	164	160	26 (incomplete data)		
PED01 03	Monitor the number of young people going missing in the year	434		71 (incomplete data)		
PED01 04	Monitor the number of young people flagged as at risk of child sexual exploitation (snapshot at end of quarter)	34		32		
PED01 05	Reduce the number of incidents of fixed term exclusion	To follow	220	To follow		
PED01 06	Reduce the number of children subject to fixed term exclusions	To follow	160	To follow		
PED01 07	Reduce the number of children subject to permanent exclusions	To follow	40	To follow		
PED01 08	Increase the number of children involved in early intervention (CAF) (All those who have had a CAF at any point in the year)	715	750	552		





Supporting commentary:


PED01 01, 02 and 03: During Q1 there were 168 missing notifications to the Commissioned Provider in relation to 71 individuals. 26 were repeat individuals. Due to a change in commissioned provider, it is understood that this is not complete data for the full quarter.

PED01 04: In September 2018 the Terms of Reference for the operational group will be revised which will allow more transparency amongst agencies for the children most at risk of CSE. Further training will be offered on a multi-agency basis to increase awareness and understanding of how to identify the risk of CSE and ensure that the correct children are identified. Currently weekly reports are provided to social care and shared at the Operational Group with multi-agency professionals.










PED01 05, 06 and 07: to follow

PED01 08: Since 1st April 2018 552 children have been involved with CAF and recorded on EIS.

Ref:	Milestones	Quarterly Progress
PED01a	Further develop the performance monitoring in iCART to include the outcomes of CAF's (March 2019)	
PED01b	Implement North West Boroughs Thrive staff front door into iCART (March 2019)	
PED01c	Review the link with Adult Services referral structures (September 2018)	
PED01d	Revise joint protocol of working between Children and Adult Services (June 2018)	

PED01f	Implement the Exclusions protocol to reduce the number of exclusions (September 2018)	
Supporting commentary:		
PED01a: iCART performance monitoring continues to develop. CAF tracking has been implemented for those advised by iCART.		
PED01b: In July 2018, CAMHS workers started to spend time in iCART. This is currently half a day per week, but is anticipated that this will increase to improve how we work together to identify services for children and young people.		
PED01c: This has been completed. Milestone completed.		
PED01d: This has been revised. Milestone completed.		
PED01f: Exclusions Protocol implemented. Milestone completed.		

Objective: Keeping Children and Young People safe by improving practice (PED02)

Ref	Measure	17/18 Actual	18/19 Target	Current	Direction of Travel	Quarterly Progress
PED02 01	Monitor the rate of referrals to Children's Social Care per 10,000 0-18 year olds	418		423		
PED02 02	Reduce the number of children and young people who enter the care system	77	75	20		
PED02 03	Reduce the number of children who are placed at home with parents on a care order	32	29	34		
PED02 04	Reduce the number of children who are placed in residential care	47	34	30		
PED02 05	Reduce the number of children who are placed in independent fostering agency placements	55	35	61		

Supporting commentary:

PED02 01: A total of 1194 referrals received in quarter one.

PED02 02: Workshops are being delivered to social workers on how to implement an outcome focused plan to enable a child to remain within their family where possible. This links to the introduction of family plans within Child in Need plans to build resilience and to manage risk and resilience factors in a different way.

PED02 03: The Legal Advice Meetings are being revised, with the Operational Director chairing to determine the plans for children from September 2018.

PED02 04: A revised placement strategy is not in place with a placement team being established in September 2018.

PED02 05: There are still insufficient numbers of new in-house foster carers despite a number of strategies in place.

Ref:	Milestones	Quarterly Progress
PED02a	Move to a model of systemic practice across the service (March 2019)	
PED02b	Revise LSCB arrangement for April 2019 (Publication April 2019, Implementation September 2019)	
PED02c	Review the commission for domestic abuse support services (March 2019)	
PED02d	Implement the revised Children in Care Partnership Board (July 2018)	
PED02f	Commission a provider to develop a specialist residential provision supporting a group of complex children to step down from residential provision to foster care (March 2019)	
PED02g	Develop a Market and Recruitment collaboration to increase the number of foster care homes (March 2019)	
PED02h	Develop and publish a Local Offer for Care Leavers (July 2018)	

Supporting commentary:

PED02a: This is ongoing with staff being trained across the department.

PED02b: Consultation events are planned with all stakeholders in September and October 2018 to inform the design of the new performance framework arrangements that will replace LSCBs.

PED02c: This is underway.











PED02d: Board has been implemented. Milestone completed.

PED02f: This is in progress. A market engagement event to test the interest from providers will take place in August 2018.

PED02g: This has been implemented. Milestone completed.

PED02h: This has been published. Milestone completed.

Objective: Improve the offer for children and young people with SEND (PED03)

Ref	Measure	17/18 Actual	18/19 Target	Current	Direction of Travel	Quarterly Progress
PED03 01	Increase participation in the POET Survey (parents/guardians)	33	35	33		
PED03 02	Increase the percentage of EHC Plan assessments completed within 20 weeks	26.8%	50%	76%		
PED03 03	Increase the number of schools identified as Nurture champions	8	8	8		
PED03 04	Increase the percentage of Statement converted to EHC Plans to meet the timescale	23%	80%	100%		
PED03 05	Increase the number of people accessing the Local Offer	38,019	40,000	8,749		

Supporting commentary:

PED03 01: There has been a disappointing response to the requests to complete the survey. All 77 families participating in the EHC plan process at the time of the survey were contacted to participate in the survey.

PED03 02: The target has been exceeded. The main delay seems to be around finding appropriate placements.

PED03 03: Eight schools have classic nurture groups, six schools have various nurture groups and nine other schools have nurturing structures. Nine schools are completing the National Nurturing Schools Programme paid for with money from the schools forum. 10 schools have completed the Boxall Childhood project. 20 schools regularly attend Halton's nurture network. The Nurture for Learning Strategy has been written and is now on the Local Offer.

PED03 04: All plans were converted before the deadline. Measure no longer required.

PED03 05: Q1 figures show that the performance is below target.

Ref:	Milestones	Quarterly Progress
PED03a	Develop and implement a Social Emotional and Mental Health Strategy and outcome focused action plan (March 2019)	
PED03b	Establish a Behaviour Support Team (March 2019)	
PED03c	Review specialist SEND provision for children and young people in Halton (March 2019)	
PED03d	Review the Education, Health and Care Plan process (March 2019)	

Supporting commentary:

PED03a: See Key Developments.

PED03b: Two Family Liaison workers have been recruited to start September 2018. Interviews for the Head of Behaviour Support and Behaviour Support teachers to be undertaken in August 2018.

PED03c: See Emerging Issues.

PED03d: Ongoing audits of the process are giving some meaningful guidance on improvements we could make to the way in which the assessment process works. Multi-agency partners are involved in this work.

Objective: Improve progress and attainment across all key stages and diminish the difference between vulnerable groups and their peers (PED04)

Ref	Measure	17/18 Actual	18/19 Target	Current	Direction of Travel	Quarterly Progress
PED04 01	Diminish the difference between disadvantaged pupils and their peers in achieving the expected standard at KS2 Reading, writing and Maths	24%				Available in Q2
PED04 02	Increase the percentage of Children in Care achieving expected outcomes at KS2	Due to small cohorts and statistical variation, targets are not provided. Analysis of the cohort is conducted on an individual basis for these children to underpin resulting performance.				

Supporting commentary:

PED04 01 & 02: Provisional information will be available in Q2.




Ref:	Milestones	Quarterly Progress
PED04a	Using rigorous data analysis, feedback from the Cross Service Monitoring group and School Improvement officer knowledge, schools will be categorised to identify levels of support and challenge. School categorisation review will be carried out in September 2018 using provisional data but the new and full categorisation will take place in spring term 2019 following the publication of validated school performance data. All schools categorised and Head Teachers, Chairs of Governors, Executive Principals and Principals (and where appropriate RSC) will be informed (March 2019)	Available in Q2
PED04b	The level of school challenge and support will be identified and systems established for the facilitation of school to school support (March 2019)	
PED04c	Analyse, evaluate and report end of EYFS, Key Stage 1, Key Stage 2, Key Stage 4 and Key Stage 5 achievement outcomes, including success in diminishing the difference between vulnerable groups and their peers (March 2019)	
PED04d	Identify areas of need and support for Children in Care and Free School Meals pupils (December 2018)	<input checked="" type="checkbox"/>
PED04e	With schools and settings, monitor the impact of Pupil Premium and Early Years Pupil Premium in closing the gap between Disadvantaged pupils and their peers (March 2019)	Available in Q2
PED04f	Ensure appropriate deployment of school improvement challenge and support for identified schools and settings, including school to school support as appropriate (March 2019)	

Supporting commentary:

PED04a-f: Once provisional data is available this work will be undertaken. This is expected during Q2.

PED04d: Analysis of all children in care will take place in August and September and will be within the Head Teacher of the Virtual School report for PPB in November, and the termly performance report in September.




Objective: Raise achievement in Early Years (PED05)

Ref	Measure	17/18 Actual	18/19 Target	Current	Direction of Travel	Quarterly Progress
PED05 01	Increase the percentage of children achieving a good level of development in Early Years Foundation Stage	61%	67%			Available in Q2.
PED05 02	Reduce the good level of development gap between disadvantaged children and their peers at EYFS	23%	19%			
PED05 03	Increase the take up of Early Years entitlement for vulnerable 2 year olds	100%	97%	79%		
PED05 04	Increase the take up of Early Years entitlement for 3-4 year olds	92%	95%	99.7%		<input checked="" type="checkbox"/>
PED05 05	Monitor the percentage of Early Years settings (pre-schools, day care, out of school clubs,	N/A	90%	92.3%		<input checked="" type="checkbox"/>

	childminders) with overall effectiveness of Good or Outstanding					
Supporting commentary: PED05 01 & 02: Provisional information available in Q2. Early provisional data is showing an improvement on the previous year. PED05 03: Target has increased from 347 to 666 children per term (average). Halton are still funding the same number of children each term, whilst the target has nearly doubled. PED05 04: Meeting this target. PED05 05: This includes settings where there is an inspection outcome recorded before end of June 2018.						






Ref:	Milestones	Quarterly Progress
PED05a	Analyse the outcomes of all children and those who have accessed two year old funding placements to ensure provision is diminishing the difference between disadvantaged children and their peers (March 2019)	Available in Q2
PED05b	Using Ready for Reception Tracker, GLD tracker and EYFS profile data analyse the outcomes and performance of children, identify strengths to share with other settings and schools and priorities for development (September 2018, December 2018, March 2019)	
PED05c	Use data analysis to inform and share priorities with One Halton strategic group, the Educational Strategic Partnership Board and the SRIB. Agree local and regional priorities and bid for funding where appropriate through SSIF and other funding streams (September 2018)	
PED05d	Analyse, evaluate and report on the impact of Early Years Pupil Premium (March 2019)	
PED05e	Complete RAG categorisation process for all EYFS settings (September 2018) and identify actions, including levels of challenge, support and intervention required to improve pupil and inspection outcomes	
PED05f	Using "Schools causing concern" guidance and "Strategy for Support and Intervention" identify and challenge schools and settings underperforming, using powers of intervention and locally agreed strategies required to improve standards and leadership (March 2019)	
PED05g	Update and review One Halton action plan to identify improvements in process, practice and outcomes, and identify specific priorities	
Supporting commentary: PED05a-g: Once provisional data is available this work will be undertaken. This is expected during Q2.		

Objective: Raise attainment across all Key Stages: KS1, KS2 & KS4 (PED06)




Ref	Measure	17/18 Actual	18/19 Target	Current	Direction of Travel	Quarterly Progress
PED06 01	Increase the percentage of pupils achieving the expected standard at Key Stage 1 Reading	66%	N/A	73%		
PED06 02	Increase the percentage of pupils achieving the expected standard at Key Stage 1 Writing	58%	N/A	67%		
PED06 03	Increase the percentage of pupils achieving the expected standard at Key Stage 1 Maths	65%	N/A	74%		
PED06 04	Increase the percentage of pupils achieving the expected standard at Key Stage 2 in Reading, Writing and Maths	56%	59%	Available in Q2		
PED06 05	Increase the percentage making sufficient progress in Reading KS1 to KS2	-0.05	0			
PED06 06	Increase the percentage making sufficient progress in Writing KS1 to KS2	-0.48	0			
PED06 07	Increase the percentage making sufficient progress in Maths KS1 to KS2	-0.41	0			
PED06 08	Increase the percentage of young people achieving 9-5 in GCSE English and Maths	30.5%	N/A			
PED06 09	Increase the percentage of young people achieving 9-4 in GCSE English and Maths	55%	N/A			
PED06 10	Increase the average attainment 8 score per	44.9	N/A			

	young person						
PED06 11	Increase the progress 8 score	-0.22	N/A				
Supporting commentary: PED06 01, 02 and 03: Early provisional data is showing an improvement on the previous year. PED04-11: Provisional data is available in Q2.							
Ref:	Milestones	Quarterly Progress					
PED06a	Analyse and report on the performance of pupil, school and LA attainment outcomes against national data for percentage reaching the expected standard and higher standard in reading, writing and maths (KS1) (September 2018 – provisional data, March 2019 – validated data)	Available in Q2					
PED06b	Analyse and report on the performance of pupil, school and LA attainment outcomes against national data for percentage reaching the expected standard and higher standard in reading, writing and maths; RWM and progress from KS1-KS2 (KS2) (September 2018 – provisional data, March 2019 – validated data)						
PED06c	Analyse and report on the performance of pupil, school and LA attainment outcomes against national data for percentage achieving 9-5 and 9-4 in English, Maths, and English and Maths. Analyse and report on attainment 8 and progress 8 scores (September 2018 – provisional data, March 2019 – validated data)						
PED06d	Identify and share good practice locally, regionally and nationally (termly)						
PED06e	Identify schools requiring further challenge and support due to KS1 outcomes and quality of teaching, learning and assessment, and or middle/senior leadership. Broker support where necessary and use powers of intervention where necessary (ongoing)						
PED06f	Identify schools requiring further challenge and support due to KS2 outcomes and quality of teaching, learning and assessment, and or middle/senior leadership. Broker support where necessary and use powers of intervention where necessary (ongoing)						
PED06g	Identify schools requiring further challenge and support due to KS3/4 outcomes and quality of teaching, learning and assessment, and or middle/senior leadership. Broker support where necessary and use powers of intervention where necessary (ongoing)						
PED06h	In targeted schools carry out/broker comprehensive performance reviews leading to detailed school level action plans (ongoing)						
PED06i	Increase the skills, knowledge and experience of middle leadership through training and facilitating coaching and introducing peer reviews (December 2018)						
PED06j	Provide updates and training to strategic leaders including governors, outlining their role in holding schools to account and providing challenge to improve standards (December 2018)						
PED06k	Using "Schools causing concern" guidance, identify and challenge schools underperforming, using powers of intervention and locally agreed strategies required, improve standards and leadership. Inform the RSC and hold the RSC to account where necessary regarding underperformance in Academies and Free Schools (March 2019)						
Supporting commentary: PED06a – 6k: Once provisional data is available this work will be undertaken. This is expected during Q2.							

Objective: Improve participation and skills for young people to drive Halton's future (PED07)

Ref	Measure	17/18 Actual	18/19 Target	Current	Direction of Travel	Quarterly Progress
PED07 01	Reduce the percentage of 16-17 year olds not in education, employment or training	4.4%	4.4%	4.5%		
PED07 02	Reduce the percentage of 16-17 year olds whose activity is not known	0.8%	0.8%	1%		
PED07 03	Increase the percentage of 19 year olds achieving a Level 2 qualification			83.7%		
PED07 04	Increase the percentage of 19 year olds achieving a Level 3 qualification			55.3%		
PED07 05	Monitor the percentage of young people progressing to Higher Education		25%	28% (2015/16)		
Supporting commentary: PED07 01 & 02: Slight increase is normally seen at this point in the year as provision is limited prior to September. The						

service for tracking was reduced in April 2018 and currently using the resource to support Year 11 pupils rather than tracking.

Ref:	Milestones	Quarterly Progress
PED07a	Closely monitor the cohort of young people not in education, employment or training and identify any common patterns/issues to inform actions or future commissioning needs (March 2019)	
PED07b	Work with schools to review the post 16 offers of learning made to young people in order to review why the percentage dropped in 2017 and to avoid further decreases (June 2018)	
PED07c	Work with Liverpool City Region colleagues to influence the development of the Careers Hub and how this works alongside the careers information, advice and guidance support given to institutions in Halton (March 2019)	

Supporting commentary:

PED07a: Analysis of the cohort has taken place, and report provided to the Children's Trust Commissioning Partnership.

PED07b: Discussion have taken place with some, but not all, schools this term. Review meeting to take place in July to assess progress to date.

PED07c: Meeting taken place with providers commissioned to deliver IAG activities in Halton. Documented activity of schools and this will soon be shared with secondary school Head Teachers and Chairs of Governors, as well as the LCR Careers Hub.

7.0 Financial Summary

7.1 EDUCATION, INCLUSION AND PROVISION

Revenue Budget as at 30 June 2018

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance to Date (Overspend) £'000
<i><u>Expenditure</u></i>				
Employees	6,079	1,445	1,467	(22)
Premises	34	7	6	1
Supplies & Services	2,357	570	545	25
Transport	5	10	9	1
Schools Transport	949	199	324	(125)
Commissioned Services	2,520	89	89	0
Agency Related Expenditure	1,568	440	437	3
Independent School Fees	2,412	401	401	0
Inter Authority Special Needs	175	0	0	0
Pupil Premium Grant	120	1	1	0
Nursery Education Payments	5,268	2,202	2,202	0
Capital Finance	12	0	0	0
	21,499	5,364	5,481	(117)
<i><u>Income</u></i>				
Fees & Charges	-271	-78	-92	14
Government Grants	-532	-435	-435	0
Reimbursements & Other Income	-489	-175	-185	10
Schools SLA Income	-440	-283	-279	(4)
Transfer to/from Reserves	-855	-723	-723	0
Dedicated Schools Grant	-12,633	0	0	0
Inter Authority Income	-578	-93	-29	(64)
	-15,798	-1,787	-1,743	(44)
Net Operational Expenditure	5,701	3,577	3,738	(161)
<i><u>Recharges</u></i>				
Central Support Services Costs	1,596	439	439	0
HBC Support Costs Income	-79	-20	-20	0
Premises Support Costs	156	39	39	0
Transport Support Costs	279	2	2	0
Net Total Recharges	1,952	460	460	0
Net Department Expenditure	7,653	4,037	4,198	(161)

Comments on the above figures

The net departmental expenditure is £161,000 above the budget profile. Based on current demand and available information, the outturn forecast for the department is an overspend against budget of £644,000.

Employee budgets are based on full time equivalent staffing numbers of 103.

Employees are showing as being over budget due to there being few vacancies, as a result staff turnover saving targets are not going to be met. This is across all of the divisions within the department.

Supplies and services are currently projected to be under budget at year-end, this is across all divisions with the exception of the Inclusion division. This is as a result of efforts to restrict spending to essentials only.

Schools transport costs are showing a large over spend against budget. This has continued a trend of the past couple of years and based on current projections will result in a forecast outturn position of £500,000. The Council has a statutory responsibility to provide Special Educational Needs pupils with transport and there has been a large demand for this service. All efforts are being made to try and identify where efficiencies in the service could be made. In October 2018 new tenders will start which could potentially result in a reduction of costs.

Agency expenditure covering a number of contracts is showing spend being below budget for the year to date. However, this is needs led expenditure and could increase if schools require additional support from the Council.

The Fees and Charges income target has been exceeded for the first quarter and likely to continue over the course of the year.

Schools SLA income is unlikely to achieve its income target due to a reduction in the number of schools buying back services from the Council.

Inter Authority income will not achieve its budgeted income target because the Council has a reduced number of pupils in maintained schools that are the responsibility of other authorities. Halton's special schools are full which means that they are unable to accept pupils from other Councils, which has an impact on the income target.

Capital Projects as at 30 June 2018

Capital Expenditure	2018/19 Capital Allocation £'000	Allocation to Date £'000	Actual Spend £'000	Total Allocation Remaining £'000
Asset Management Data	5	0	0	5
Capital Repairs	893	114	114	779
Asbestos Management	19	0	0	19
Schools Access Initiative	77	0	0	77
Basic Needs Projects	216	0	0	216
Lunts Heath	11	0	0	11
Fairfield Primary School	79	2	2	77
Weston Point Primary	4	0	0	4
Kitchen Gas Safety	85	0	0	85
Small Capital Works	119	10	10	109
The Bridge School	380	4	4	376
Simms Cross	122	0	0	122
Ashley School	70	0	0	70
SEND Allocation	30	0	0	30
Healthy Pupils Capital Fund	70	0	0	70
Total Capital Expenditure	2,180	130	130	2,050

Comments on the above figures.

Asset Management (CADDS) works, kitchen gas safety works and small capital works will continue in response or in line with any emergency Health and Safety issues. Asbestos programme surveys are being updated and remedial work carried out where necessary.

Some Capital Repairs works were completed during the Easter holidays. Remaining works will be completed during the summer holidays or in term time.

Bids have been received and approved from schools in respect of the Schools Access Initiative. The Council are currently awaiting schools to procure the work and submit copy invoices.

Unallocated Basic Needs funding will be allocated throughout the year as required. Any balance will be deferred to 2019-20.

Lunts Heath and Weston Point classroom extensions have been completed and the release of retention payments is awaited to finalise spend.

Fairfield Primary construction work to the infant and junior schools, MUGA pitch and enhancement of the grass playing field are now complete. Final costs are awaited together with the release of retention payments.

Work at The Bridge School vocational centre commenced on site May 2018 and is expected to be complete by end of August 2018.

Simms Cross and Ashley school works are to be completed during the summer holidays.

A statutory consultation is currently taking place with regard to the SEND capital allocation. The outcome of the consultation will be submitted to Exec Board on the 20th September 2018, and if approved, works will commence in 2019 with a planned completion of September 2019.

Healthy Pupils Capital Funding will be distributed equally between 36 schools once each school has submitted an application form to the Council, work agreed and carried out.

7.2 CHILDREN AND FAMILIES DEPARTMENT

Revenue Budget as at 30 June 2018

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<i><u>Expenditure</u></i>				
Employees	9,359	2,240	2,267	(27)
Premises	277	70	68	2
Supplies and Services	1,055	168	170	(2)
Transport	112	21	29	(8)
Direct Payments/Individual Budgets	598	166	173	(7)
Commissioned Services	247	69	69	0
Out of Borough Residential Placements	4,352	540	1,007	(467)
Out of Borough Adoption	82	0	0	0
Out of Borough Fostering	1,379	254	580	(326)
In House Adoption	215	22	53	(31)
Special Guardianship	1,119	280	366	(86)
In House Foster Carer Payments	2,027	443	310	133
Care Leavers	144	48	69	(21)
Family Support	53	10	29	(19)
Emergency Duty Team	100	0	0	0
Contracted Services	4	1	0	1
Early Years	60	10	72	(62)
Total Expenditure	21,183	4,342	5,262	(920)
<i><u>Income</u></i>				
Fees and Charges	-16	-4	-6	2
Sales Income	-42	-16	-16	0
Rents	-80	0	0	0
Dedicated Schools Grant	-48	-12	-12	0
Reimbursements & Other Grant Income	-386	-35	-35	0
Government Grants	-36	-36	-36	0
Transfer from Reserves	-36	-36	-36	0
Total Income	-644	-139	-141	2
Net Operational Expenditure	20,539	4,203	5,121	(918)
Recharges				
Premises Support	140	42	42	0
Transport Support	29	7	7	0
Central Support Service Costs	2,609	644	644	0
Net Total Recharges	2,778	693	693	0
Net Department Expenditure	23,317	4,896	5,814	(918)

Comments on the above figures

The net departmental expenditure is £918,000 above budget profile at the end of the first quarter of the financial year, most of which directly relates to Social Care Services.

Employee budgets are based on full time equivalent staffing numbers of 263.

Expenditure relating to employee costs is £27,000 above budget profile in the first quarter. A number of posts are being backfilled by agency staff and some of the posts which were vacant during the last financial year have now been filled. At the end of the first quarter in 2017/18 the cost of agency staff was £50,969 compared to £151,408 at the end of this quarter, an increase of 197%. There has also been a 228% increase in overtime costs from £9,211 in the first quarter of 2017/18 to £30,214 at the end of this quarter.

At the end of the first quarter there are £29,183 of staff turnover savings within the Child Protection and Children in Need division which are not being achieved and there is also an unidentified profiled efficiency saving of £25,000 which is not being achieved.

It is unlikely that Edinburgh Road will be re-opened this financial year which has helped reduced staffing costs in quarter 1 by £77,050 due to posts not being filled. Without this reduction the staffing overspend in quarter 1 would have exceeded £100,000. Staffing needs to be monitored very carefully and in particular agency and overtime costs to ensure they stay within budget.

Supplies and Services expenditure is also slightly above budget to date. Every effort is made to keep controllable costs to a minimum, however, included within these costs are Children in Care costs, which are £21,468 over budget profile at the end of the first quarter, despite additional budget of £55,000 being allocated this financial year.

Transport related expenditure is also over budget at the end of the first quarter, despite being allocated an additional budget of £100,000. This is due to increased demand around the service, which will need to be carefully monitored to make sure that contracts are set up for essential journeys only and where possible other methods of transport are explored. This will continue to be a budget pressure

Expenditure relating to Direct Payments/Individual Budgets is slightly over the budget profile. This area was allocated an additional £340,000 of budget this financial year. Halton Clinical Commissioning Group (HCCG) continues to robustly implement their Continuing Healthcare Assessment, which has resulted in a reduction in the number of joint funded packages of care. The high cost packages will need to be reviewed periodically to see if any costs can be reduced, but still ensuring all needs are still being met.

Out of Borough Residential placement costs are significantly above budget to date and will continue to be a budget pressure for the remainder of the year, despite an additional budget allocation of £1,138,610 this financial year. Savings have also been applied to this area in 2018/19 totalling £580,000 which are not being achieved. An income target of £100,000 relating to Halton Clinical Commissioning Group contribution to joint funded packages has also been applied and unless we have more children in joint funded placements this will not be fully achieved at the year end. In quarter 1 three new children entered the service and their annual costs total £438,606. One child has moved from a fostering placement to a residential placement at an additional annual cost of £50,758. Extensive work has been done to reduce the costs of some residential packages, which has had a positive impact on annual costs, but more needs to be done to try and bring expenditure in line with the budget. This is based on a snapshot of the service at this point in time and there is a risk that additional pressures from new service users will increase overspend levels during the remainder of the financial year.

Costs relating to Out of Borough Fostering placements are also significantly over budget to date. This area has been allocated additional budget of £1,000,000 this financial year and a saving of £45,000 has also been applied, which is not being achieved. In quarter 1 a sibling group of three children entered the service at a total annual cost of £104,171 and one other child entered the service at an annual cost of £35,162. Every effort is made to utilise In House Foster carers where possible, but

due to the lack of available foster carers in the Borough that is not always possible, especially if a young person has specific health needs, therefore Out of Borough placements need to be sought at a higher weekly cost. The average weekly cost for an In House Foster placement is £267.01 and the average cost for an Out of Borough Foster placement is £810.48. This means that the average cost of an Out of Borough placement is 203.5% higher than the average cost of an In House placement.

Expenditure relating to In House Foster carer payments is below budget to date. There has been a significant reduction in the number of foster carers within the Borough and in an effort to address this and recruit new foster carers Halton have joined a collaborative fostering service with Cheshire West and Chester, Cheshire East and Warrington. It is hoped that over time this collaboration will increase the recruitment of foster carers and improve the quality of service offered to them across all authorities. However this is likely to be a lengthy process and it will take some time before the results of this collaboration impacts on the service.

Expenditure relating to In House Adoption is above budget to date. This relates to Residence Orders and the quarterly costs of the Regional Adoption Agency – Together for Adoption. Residence Orders are very similar to Special Guardianship Orders, but the carer does not have parental responsibility. At present there are 28 children subject to a Residence Order at an average weekly cost of £66.76. These are made by the family court and not the council so it is difficult to estimate how many more of them will be agreed throughout the financial year.




Special Guardianship Orders expenditure is also over budget profile and will continue to be a budget pressure this financial year. At present there are 137 children subject to a Special Guardianship Order at an average weekly cost of £218.89. A Special Guardian has parental responsibility until a child reaches 18 years of age and again these orders are made by the family court and not the council, which makes it difficult to estimate how many more of them will be agreed throughout the financial year.

The Early Years net divisional expenditure was £62,000 over budget at the end of the first quarter. Following a staffing restructure which was implemented in March 2018, new working patterns were established at Warrington Road Integrated & Ditton Early Years Centres which have enabled both settings to cover a 10 hour day to bring them into line with private sector settings. A staffing contingency has now been built into the budget & employee related expenditure should not be a budget pressure in 2018/19. The employee related expenditure for Warrington Road Integrated Centre was £12,000 under budget profile and Ditton Early Years Centre £26,000. Parental fees income continues to underachieve & was below target by £123,000; Warrington Road Integrated Centre £60,000 and Ditton Early Years Centre £63,000 and is the main area of concern. This level of underachievement is expected to continue throughout 2018/19 as income targets were set based on both settings having full occupancy levels. Fees increased by £1.00 at the beginning of the 17/18 academic year. However, if the fees were to increase to a level at which the day care centres became self-sustaining, they could find it difficult to compete with places offered in the private sector and occupancy levels could fall. This area needs to be carefully monitored throughout the remainder of the financial year and will continue to be a pressure area in 2018/19 and beyond.

Despite an additional budget allocation of £3m for 2018/19 the expected outturn position for the department to 31 March 2019 is estimated at £3.7m, based on current service demands, staffing costs and agreed efficiency savings not being achieved.




8.0 Appendix I

8.1 Symbols are used in the following manner:

Progress		Milestone	Measure
Green		Indicates that the milestone is on course to be achieved within the appropriate timeframe.	Indicates that the annual target is on course to be achieved.
Amber		Indicates that it is uncertain, or too early to say at this stage whether the milestone will be achieved within the appropriate timeframe.	Indicates that it is uncertain or too early to say at this stage whether the annual target is on course to be achieved.
Red		Indicates that it is unlikely or certain that the objective will not be achieved within the appropriate timeframe.	Indicates that the target will not be achieved unless there is an intervention or remedial action taken.

8.2 Direction of Travel indicator

Where possible measures will also identify a direction of travel using the following convention:

Green		Indicates that performance is better compared to the same period last year.
Amber		Indicates that performance is the same as compared to the same period last year.
Red		Indicates that performance is worse compared to the same period last year.
N/A		Indicates that the measure cannot be compared to the same period last year.

8.3 Key for responsible officers:

AMc Ann McIntyre, Operational Director, Education, Inclusion and Provision Service

TC Tracey Coffey, Operational Director, Children and Families Service

People Directorate (ASC-PH) Performance Overview Report

Directorate: People

Reporting Period: Quarter 1 – Period 1st April – 30th June 2018

1.0 Introduction

1.1 This report provides an overview of issues and progress within the Directorate that have occurred during the first quarter 2018/19.

2.0 Key Developments

2.1 There have been a number of developments within the Directorate during the first quarter which include:

Adult Social Care:

Developing the use of the Mental Health Resource Centre in Vine Street, Widnes

This development has been taking place for over eighteen months and is now near completion. Originally designed as a multi-purpose mental health resource centre, for some years the building had become underused. More recently, however, significant financial capital investment from the Borough Council, the North West Boroughs NHS Trust and NHS Halton Clinical Commissioning Group has allowed us to redesign the building, creating a resource containing borough council social workers, outreach workers and community support staff, with the addition of nurses, psychiatrists and psychologists (members of the North West Boroughs Assessment and Home Treatment Service) who will be occupying the ground floor. Additional investment from central government is allowing the further development of a comfortable room in the building for people in mental health crisis; individuals will be fully supported by nurses, and this should reduce the need for people to be admitted to hospital. All necessary building works have now been completed and we are only awaiting finalisation of lease arrangements, before the North West Boroughs staff can move in.

Learning Disabilities Nursing Team

The team are currently working with acute mental health services around providing training for staff members from Weaver and Bridge ward around learning disabilities.

The team are looking at how we manage crisis situations for clients and how this also sits with transforming care and the dynamic support database, this will be completed jointly with our health colleagues from North West Boroughs Health.

Clinical Commissioning Group are currently undertaking a review of Learning Disability Services and the team are involved in this and the task and finish groups.

We are currently completing 2 mortality reviews jointly with members of the safeguarding team as part of the Learning Disabilities Mortality Review Programme.

Re-ablement First and Transforming Domiciliary Care

These developments are underway. Re-ablement ensures that all people who may require care go through a programme of Re-ablement and support. The team includes occupational therapy and social work staff. People who then require long term care in their home are transferred to a long term package. This connects with the transforming domiciliary care programme which is developing a person centred approach to delivering care with an outcomes framework. Improving the quality of care being delivered through a focus on workforce development and capacity and demand management. Halton Borough Council Re-ablement Team and the Domiciliary Care providers are seeking to recruit further staff to increase the available capacity.

Community Connectors

There are two new local connector (Local Area Connector) posts. The 12 month pilot, is now underway, this is a new role that focuses on building strong partnerships with communities, agencies and services to develop their capacity to meet people's needs and grow an evidence base in order to inform effective strategic and operational direction of local area connectors.

They will be committed to enhancing the lives of all people and fairness and equality in communities through empowering people to make their own decisions and committed to developing positive relationships. They shall act as a single, local point of contact in an agreed area and proactively seek out vulnerable people who may benefit from a local area connector approach.

The Community connectors have already been busy providing advice, information and support in the community to people, families and their carers across service types. They aim to :-

Build long term relationships with around 50-65 people/families enabling them to:

- Access information in a variety of ways
- Be heard, in control and make choices
- Identify their personal strengths and aspirations
- Find practices (non-service) ways of doing the things they want or need to do
- Develop and use personal and local networks
- Plan for the future
- Connect with, be part of and contribute to local community life
- Access support and services if required, at the right time

They have identified a number of community based services and have been working closely with care management teams to make them aware of alternative services and opportunities available to people. They have also been involved in a number of micro projects, including chatty chairs, community fridges etc.

Social Work Matters Forum

The Principal Social Worker continues to meet with all social workers in a "Social Work Matters" Forum on a quarterly basis, to promote good practice. We continue to look at

developing models of good practice and an ongoing part of this work. In addition we have joined Ripfa which offers a research engine to promote evidence based practice and several training opportunities, a presentation was made to staff explaining the benefits. An event looking at risk assessment took place in April, with social care staff facilitated by Ripfa. Other events are being planned, in relation to suicide prevention and neurological disorders.

Occupational Therapy

Following on from the endorsement of the Occupational Therapy, progression policy the team now have an advanced Occupational Therapist practitioner in place who is now working, looking at improvements in working practice. Work on implementing single-handed care is ongoing which promotes independence of service users, further work is underway to continue develop this area. A training programme was undertaken and Halton Borough Council Occupational Therapists are now undertaking manual handling assessments which had previously been commissioned externally, this should support better quality assessment for service users. The team is involved in developing the use of Single Handed care equipment to support people in their own homes with less reliance on domiciliary care which can be intrusive in peoples lives.

Transition Team

A Transition Team in Halton, was set up in February 2017 as a pilot. The team has now established with 3 social workers, which originate from Children and Adult services. The role of the team is to ensure the smooth transition of young people with disabilities, from 14 years old to 25 who are leaving children's service into Adult services. They have introduced the named social worker pilot.

The Team was working on as part of a government scheme to pilot "Named Social Workers", since September 2017, on an approach championed by Lyn Romeo Chief Social Worker. It is One-to-one intense Social Work intervention for 15 17/18 year olds with learning disabilities, autism and mental health conditions. Halton is one of 6 Local Authorities; chosen to be part of a £400,000 Government investment, with Halton Borough Council receiving £92,827 from the scheme, The extra investment, has been received positively by those who used the service and their families.

The pilot is now complete and has given a clear sense of the difference that a named social worker can make in transforming learning disability services.

The 6 months of the pilot, has now come to an end and Halton Borough Council, will aim to continue with this model, with people with these Severe Learning Disabilities, who are now given one primary point of contact to provide advice, work with family and carers and encourage patients to live more independently in the community

The Department has also funded the Innovation Unit – a social enterprise – and the Social Care Institute of Excellence who are continuing to support Halton with the evaluation of the scheme and how we can best support its roll out across the council, as part of an integrated approach with health and Education.

Halton has been invited to work alongside Social Care Institute of Excellence, the Department Of Health and the innovation unit on rolling out national guidance on Transition, from Directors of Adult Social Services to social work Practitioners.

Safeguarding

Halton's Safeguarding Adult Board have launched its 'Ever wondered why?' marketing campaign. The aim of the campaign is to enable a greater awareness of safeguarding adults in order to prevent abuse and neglect and help to protect those members of our community who may be at risk of harm.

A range of information and resources have been developed to provide staff, carers and the wider community safeguarding information of what to look out for and what to do about it if someone is at risk of harm. The call to action is 'care enough to say something' and is included on the campaign posters. The resources available are:

- Safeguarding Adults Guidance Leaflet – for paid staff, volunteers and carers
- Safeguarding Adults advice leaflet – for parent/carers for safeguarding enquiries
- Easy read version of Safeguarding Adults
- Safeguarding Adults Pocket Alerter Cards – for the public and volunteers

Public Health:

The One Halton Board has now been developed to take forward an integrated whole system approach to tackling health and addressing inequalities. Recent data indicates that 1 year survival rate for Cancer has improved considerably, taking Halton from one of the poorest outcomes to one of the most improved 1 year survival rates in the region. The one year Cancer survival rate is now better than the England average. Halton's smoking rate has significantly improved so that it is now similar to the England average.

3.0 Emerging Issues

3.1 A number of emerging issues have been identified during the first quarter that will impact upon the work of the Directorate including:

Adult Social Care:

Review of the Mental Health Act 1983

One of the key priorities for this government has been the implementation of their commitment to undertake a fundamental review of the workings of the Mental Health Act 1983. This has been given further impetus by evidence that more people are being detained in hospital under the Act, with increasing pressure on inpatient and community mental health services. An independent review has been established, focusing on:

- What happens to people before detention: the range of support services available, types of professional approach, how decisions to admit are taken, the interface with the Mental Capacity Act, the role of the police
- What happens during detention: dignity, respect, autonomy, advance planning and treatment safeguards
- Tribunals, hospital managers' hearings and advocacy
- Leaving hospital: Community Treatment Orders, discharge and care planning, aftercare
- Issues for particular groups: Black, Asian and minority ethnicities, children and young people, learning disabilities and autism, criminal justice, court powers

An interim report was published in May 2018, identifying the above themes; subsequent work will consider:

- What interventions could reduce use of the Act and compulsory admissions
- How to take a “whole system” view of the issues
- How to mandate close interagency working
- Opportunities to improve risk and safety management

The aim is to deliver a final report by October 2018.

Internal Audit Review of Adult Mental Health Social Care Services

The Council’s Internal Audit Service is conducting a review of the council’s provision of adult mental health social care services throughout July 2018. The following areas have been identified for attention:

- Approved Mental Health Practitioners: their capacity, training, approval and re-approval
- Mental Health Social Work Team: referral and assessment process, carers assessments, reviews
- Mental Health Outreach Team: referral and assessment process, duration and nature of support, reviews
- Performance reporting

Social Care Green Paper

The Government announced its intention to publish a green paper with regards to funding for Adult Social Care by the summer of 2017. This has been pushed back to the autumn of 2018 to align with the Government’s intention to develop a 10 year plan for the NHS. Information produced in June 2018 from the House of Commons library in June 2018 suggested that the paper would look at the issues of adults of working age and older people separately, there would be a further focus integration across health and social care, that funding issues would be addressed and the development of technological solutions to support independent living. It is unclear at this stage what impact, if any, the change in the Secretary of State for Health and Social Care will have on these proposals.

Public Health:

Child development and readiness for school continues to be a concern with Halton being one of the poorest in the country and figures fluctuating for the youngest and most vulnerable of our population.

4.0 Risk Control Measures

Risk control forms an integral part of the Council’s Business Planning and performance monitoring arrangements. During the development of the 2017/18 Business Plan, the service was required to undertake a risk assessment of all key service objectives with high risks included in the Directorate Risk Register.

As a result, monitoring of all relevant 'high' risks will be undertaken and progress reported against the application of the risk treatment measures in Quarters 2 and 4.

Progress against high priority equality actions

There have been no high priority equality actions identified in the quarter.

6.0 Performance Overview

The following information provides a synopsis of progress for both milestones and performance indicators across the key business areas that have been identified by the Directorate. It should be noted that given the significant and unrelenting downward financial pressures faced by the Council there is a requirement for Departments to make continuous in-year adjustments to the allocation of resources in order to ensure that the Council maintains a balanced budget. Whilst every effort continues to be made to minimise any negative impact of such arrangements upon service delivery they may inevitably result in a delay in the delivery of some of the objectives and targets contained within this report. The way in which the Red, Amber and Green, (RAG), symbols have been used to reflect progress to date is explained at the end of this report.

Commissioning and Complex Care Services

Key Objectives / milestones

Ref	Milestones	Q1 Progress
1A	Monitor the effectiveness of the Better Care Fund pooled budget ensuring that budget comes out on target	✓
1B	Integrate social services with community health services	✓
1C	Continue to monitor effectiveness of changes arising from review of services and support to children and adults with Autistic Spectrum Disorder.	✓
1D	Continue to implement the Local Dementia Strategy, to ensure effective services are in place.	✓
1E	Continue to work with the 5Boroughs NHS Foundation Trust proposals to redesign pathways for people with Acute Mental Health problems and services for older people with Mental Health problems.	✓
1F	The Homelessness strategy be kept under annual review to determine if any changes or updates are required.	✓
3A	Undertake on-going review and development of all commissioning strategies, aligning with Public Health and Clinical Commissioning Group, to enhance service delivery and continue cost effectiveness, and ensure appropriate	✓

	governance controls are in place.	
--	-----------------------------------	--

Supporting Commentary

1a - Work ongoing with the Clinical Commissioning Group to ensure the pooled budget comes out on target. Some key pressures identified in relation to Continuing Health Care.

1b – Multi-disciplinary Team work is ongoing across primary care, community health care and social care

1c - A new All-Age Autism Strategy for Halton has been developed and approved by the Health and Wellbeing Board. A launch of the strategy took place on 13th June and Councillor Rob Polhill did an opening speech. It was attended by upwards of 100 people representing adults and children with autism, their parents and carers, care providers, 3rd sector organisations and statutory organisations. During the day there were three presentations from people with Autism, two young people from Ashley High School and one adult which were all very inspiring. At the end of the session, everyone was asked to write down their “pledge” towards making the Autism Strategy work in practice. A summary document of this event is being produced to be sent to all attendees.

The new Autism Action Alliance was established on 24th May and meets on a bi-monthly basis. This group will ensure the Delivery Plan of the Strategy moves forward and report on a quarterly basis to the Strategic Action and Commissioning Group. The process is now underway to recruit and appoint a Partnership Chair for this meeting. The action alliance has already started to drill down into the strategy and work through key elements of it including the diagnostic pathway. The group will continue to report back via the Strategic Action and Commissioning group.

1d - During Quarter 1 a decision to merge the Dementia Delivery Group, responsible for overseeing delivery of the local dementia strategy, with the Mental Health Oversight Group was made. This will enable dementia to remain a strategic priority, whilst coordinating with the wider mental health agenda.

Dementia Action Week took place in May and Halton Dementia Action Alliance coordinated several activities in the community to promote dementia awareness, and action. These included Dementia Friends Awareness sessions for member of the public (delivered by Halton Library Service) and also specific sessions for Halton Borough Council staff. A reminiscence session based around local industrial history was put on and supported by Halton Library Service and Catalyst Museum (both Halton Dementia Action Alliance member organisations).

The Liverpool City Region Dementia Pledge working group met for the first time in June, where Halton Borough Council committed to support the work of the group by assisting with the drafting of the Terms of Reference. Halton Borough Council has signed up to the Liverpool City Region Dementia Pledge, which outlines 10 key actions to work towards becoming recognised as a dementia friendly region. Halton Borough Council has already made local progress in a number of these pledges, but will continue to work with the other Liverpool City Region localities to share good practice and learning to enable Halton Borough Council to contribute further to the Liverpool City Region dementia friendly status. The group are also considering working simultaneously towards Age Friendly status for the region. Halton Borough Council Policy and the lead for Age Well are working together to ensure a coordinated local approach.

The dementia education programme for care homes, as part of the NHS strategic Clinical Network and Halton care Home Development Group work streams, progressed during Quarter 1, with the learning outcomes framework gaining sign off from both groups. Plans are underway to trail the programme with a Halton Borough Council owned care home, starting in Sept 2018, with a view to wider roll out subject to evaluation.

1e – Completed.



















1f - A review of the Homelessness strategy is underway to reflect the key priorities and agreed action plan for the next five year period.

The review will include a five year action plan that will determine Local Authority key objectives that reflect economical and legislative changes. A draft review report will be completed and submitted to Senior Management Team in mid-2018 for approval and implementation.

3a - The work on developing the One Halton placed based commissioning and service delivery is ongoing.

Key Performance Indicators

Older People:						
ASC 01	Permanent Admissions to residential and nursing care homes per 100,000 population 65+ <i>Better Care Fund performance metric</i>	623.31	635	263.4		
ASC 02	Delayed transfers of care (delayed days) from hospital per 100,000 population. <i>Better Care Fund performance metric</i>	604	5147	1083 actual V plan 860		
ASC 03	Total non-elective admissions in to hospital (general & acute), all age, per 100,000 population. <i>Better Care Fund performance metric</i>	3290	13,289	3300 Actual V plan 3206		
ASC 04	Hospital re-admissions (within 28 days) where original admission was due to a fall (aged 65+) (directly standardised rate per 100,000 population aged 65+) <i>Better Care Fund performance metric</i>	N/A	N/A	N/A	N/A as no target	N/A
ASC 05	Proportion of Older People (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services (ASCOF 2B) <i>Better Care Fund performance metric</i>	78%	75%	N/A	N/A as no target	N/A
Adults with Learning and/or Physical Disabilities:						
ASC 06	Percentage of items of equipment and adaptations delivered within 7 working days	94%	97%	93%		
ASC 07	Proportion of people in receipt of SDS (ASCOF 1C – people in receipt of long term support – include brief definition) (Part 1)	65.76%	78%	74%		
ASC 08	Proportion of people in receipt of SDS (ASCOF 1C – people in receipt of long term support – include brief definition) (Part 2) DP	32.85%	44%	35%		

ASC 09	Proportion of adults with learning disabilities who live in their own home or with their family (ASCOF 1G)	86.62%	87%	89.29%		
ASC 10	Proportion of adults with learning disabilities who are in Employment (ASCOF 1E)	5.30%	5%	5.19%		
ASC 11	Out of Borough Placements – number of out of borough residential placements	NYA	30	N/A	N/A	N/A
People with a Mental Health Condition:						
ASC 12	Percentage of adults accessing Mental Health Services, who are in employment.	0.49%	N/A	0.86%	N/A	N/A
ASC 13 (A)	Percentage of adults with a reported health condition of Dementia who are receipt of services.	44.44%	TBC	51.87%	N/A	
ASC 13 (B)	Percentage of Carers who receive services, whose cared for person has a reported health condition of Dementia.	11.02%	TBC	14.29%	N/A	
Homelessness:						
ASC 14	Homeless presentations made to the Local Authority for assistance In accordance with Homelessness Act 2002.	117	500	9		
ASC 15	Homeless Households dealt with under homelessness provisions of Housing Act 1996 and LA accepted statutory duty	10	100	3		
ASC 16	Number of households living in Temporary Accommodation	6	17	4		
ASC 17	Households who considered themselves as homeless, who approached the LA housing advice service, and for whom housing advice casework intervention resolved their situation (the number divided by the number of thousand households in the Borough)	1.64%	6.00%	1.25		
Safeguarding:						
ASC 18	Percentage of VAA Assessments completed within 28 days	74.49%	88%	60.53%		
ASC 19	Percentage of existing HBC Adult Social Care staff that have received Adult Safeguarding Training, including e-learning, in the last 3-years (denominator front line staff only).	61%	56%	78.4%		
ASC 20 (A)	DoLS – Urgent applications received, completed within 7 days.	N/A	80%	N/A	N/A	N/A

ASC 20 (B)	DoLS – Standard applications received completed within 21 days.	N/A	80%	N/A	N/A	N/A
ASC 21	The Proportion of People who use services who say that those services have made them feel safe and secure – Adult Social Care Survey (ASCOF 4B)	95.57%	82%	N/A	N/A	N/A
Carers:						
ASC 22	Proportion of Carers in receipt of Self Directed Support.	99.27%	TBC	99.53%	N/A	N/A
ASC 23	<i>Carer reported Quality of Life (ASCOF 1D, (this figure is based on combined responses of several questions to give an average value. A higher value shows good performance)</i>	8.1% 2016/17	9	N/A	N/A	N/A
ASC 24	<i>Overall satisfaction of carers with social services (ASCOF 3B)</i>	48.9% 2016/17	50	N/A	N/A	N/A
ASC 25	The proportion of carers who report that they have been included or consulted in discussions about the person they care for (ASCOF 3C)	76.6% 2016/17	80	N/A	N/A	N/A
ASC 26	Do care and support services help to have a better quality of life? (ASC survey Q 2b) Better Care Fund performance metric	93.30% 2016/17	93%	N/A	N/A	N/A

Supporting Commentary

Older People:

ASC 01 The figure for Quarter 1 is higher than the same period of 2017/18, with 60 people being admitted to permanent care during the first quarter.

ASC 02 Quarter1 data will not be available until August 2018. The data reported here relates to April and May. There were 1083 delayed days in these first two months, compared with a target of 860 and 927 in the same two months in 2017

ASC 03 Quarter 1 data will not be available until August 2018. The data reported here relates to April and May. The Non-elective admissions are above plan and above the same position last year. There has been a significant increase at Whiston related to reductions at the Widnes Urgent Care Centre and increasing Accident & Emergency attendance conversion rates. This is under investigation by the Clinical Commissioning Group.

ASC 04 Data not currently available due to data issues with the CSU. No refresh on data is available beyond 2015/16.

ASC 05 Annual collection only to be reported in Quarter 4.

Data published October 2017, the latest data for 17/18 will be available in October 2018

Adults with Learning and/or Physical Disabilities:

- ASC 06 Quarter 1 data and onwards excludes equipment delivered through HICES as this is now counted under a definition of 5 working days.
- ASC 07 Reporting of this indicator is now in line with the SALT statutory return and guidance.
- ASC 08 Reporting of this indicator is now in line with the SALT statutory return and guidance.
- ASC 09 Target exceeded.
- ASC 10 Quarter 1 data is only up to the end of May 2018 as June data was not available.
- ASC 11 There is currently no accurate data available for out of borough placements, we are currently collating an up to date list of those services users who are placed out of borough.

People with a Mental Health Condition:

- ASC 12 Quarter 1 data is only up to the end of May 2018 as June data was not available. No target set or comparable data available.
- ASC 13 Quarter 1 is slightly down compared to the same quarter in the previous year.
(A)
- ASC 13 Quarter 1 is marginally down compared to the same quarter in the previous year.
(B) Figure will fluctuate due to the low numbers of person cared for having a reported health condition of Dementia compared to the number of carers in receipt of a service.

Homelessness:

- ASC 14 The Homelessness Reduction Act was implemented 1/4/18. The new powers have changed the administration and assessment process of homelessness. The homelessness assessment process now consists of three elements, Prevention, Relief, Homelessness. The officers now have 56 days in which to relieve and prevent homelessness, which will affect future statistics around statutory homelessness. Ministry of Housing, Communities and Local Government have devised a new reporting process which will be implemented in Quarter 3.
- ASC 15 As stated above, the figures are low, due to the implementation of the Homeless Reduction Act. Statutory homeless and duty acceptance is now considered the last option of the homelessness assessment, with further emphasis placed upon prevention and relief.
- ASC 16 National and Local trends indicate a gradual increase in homelessness, which will impact upon future service provision, including temporary accommodation placements.
- The introduction of the Homelessness Reduction Act 2017 will have a big impact upon homelessness services, which will result in a vast increase in the use of the temporary accommodation.

ASC 17 The Housing Solutions Team promotes a community focused service, with emphasis placed upon homeless prevention. The officers have a range of resources and options that are offered to vulnerable clients threatened with homelessness. The tea strives to improve service provision across the district. Due to the early intervention and proactive approach, the officers have continued to successfully reduce homelessness within the district.

Safeguarding:

ASC 18 It is unclear at this stage whether the target will be achieved. Operational teams are sent regular exception reports of VAA assessments which are still open on Carefirst.

ASC 19 Percentage continues to rise as a result of increased provision. The Adult Social Care Workforce Group will monitor to ensure this figure is continually improving.

ASC 20 Quarter 1 Data not available due to reporting issues which are being investigated.
(A)

ASC 20 Quarter 1 Data not available due to reporting issues which are being investigated.
(B)

ASC 21 Annual collection only to be reported in Quarter 4, (figure is an estimate).

Carers:

ASC 22 No target as yet set.

ASC 23 This is the Biennial Carers Survey which will commence in December 2018





ASC 24 This is the Biennial Carers Survey which will commence in December 2018

ASC 25 This is the Biennial Carers Survey which will commence in December 2018

ASC 26 This is the Biennial Carers Survey which will commence in December 2018

Public Health

Key Objectives / milestones

Ref	Milestones	Q1 Progress
PH 01a	Increase the uptake of smoking cessation services and successful quits among routine and manual workers and pregnant women	
PH 01b	Work with partners to increase uptake of the NHS cancer screening programmes (cervical, breast and bowel)	
PH 01c	Ensure Referral to treatment targets are achieved and minimise all avoidable breaches. AND/ OR Increase awareness among the local population on the early signs and symptoms of cancer.	
PH 02a	Facilitate the Healthy child programme which focusses on a universal preventative service, providing families with a programme of screening,	

	immunisation, health and development reviews, and health, well-being and parenting advice for ages 2½ years and 5 years.	
PH 02b	Maintain the Family Nurse Partnership programme.	
PH 02c	Facilitate the implementation of the infant feeding strategy action plan	
PH 03a	Expansion of the Postural Stability Exercise Programme.	
PH 03b	Review and evaluate the performance of the integrated falls pathway.	
PH 04a	Work in partnership to reducing the number of young people (under 18) being admitted to hospital due to alcohol	
PH 04b	Raise awareness within the local community of safe drinking recommendations and local alcohol support services through delivering alcohol awareness campaigns, alcohol health education events across the borough and ensuring key staff are trained in alcohol identification and brief advice (alcohol IBA	
PH 04c	Ensure those identified as having an alcohol misuse problem can access effective alcohol treatment services and recovery support	
PH 05a	Monitor and review the Mental Health Action plan under the Mental Health Governance structures (covering actions to promote mental health and wellbeing and the early detection and effective treatment of mental health conditions.	
PH 05b	Implementation of the Suicide Action Plan.	

- PH 01a**
- Haltons smoking prevalence has reduced from 16.6% in 2016 to 15% in 2017 (PHE Halton Tobacco Control Profile 2017) this is similar to the England average.
 - Haltons Stop Smoking Service has closed the inequalities gap between cigarettes smoked in the most deprived areas and the most affluent areas. There is now only a 1.29% difference between the richest smokers and the poorest smokers. This is the smallest gap in the North West.

Halton CCG received £75,000 of funding from NHS England in 16/17 to reduce maternal smoking rates. An action plan with focussed outcomes and evidence based effective interventions to reduce maternal smoking is being implemented. There has been an increase in maternal referrals and pregnant smoker quits in Q1 this year compared to Q1 in 2017-18 which reflects the increase in partnership working between Halton Midwives and the Stop Smoking Service.

- PH 01b**
- Halton are continuing to identify areas and opportunities to maximise uptake of screening.
- We are collaborating with many partners and working very closely with the Cheshire and Merseyside Cancer Prevention Group to explore opportunities to develop new initiatives to improve screening uptake and early detection messaging. Work is continuing with the Cheshire and Merseyside Cancer Prevention Group to look at opportunities at scale for improving screening uptake, we are also working closely with the GP hubs and federations to explore targetted opportunities to increase screening uptake at more local levels and continuing to identify innovative approaches to maximise uptake of screening.

PH 01c Halton has gone from being the worst amongst 11 peers for 1 year survival rates for cancer in 2000 to the best amongst 11 peers in 2015. We are now better than the England average for 1 year survival. The Halton survival rate is now 73.2% compared to the England rate of 72.3%. This is a testament to improved targeting of patients and early detection.

PH 02a The Bridgewater health visitor, school nurse and FNP 0-19 service continues to deliver all the elements of the Healthy Child programme, however there has been a reduction in the coverage of some of the mandated checks. Assurance has been received that this is due to staff vacancies that have been filled, and that coverage will improve. Performance will continue to be closely monitored.

Infant feeding action plan to be revisited and developed with oversight from the Halton Health in the Early Years group. The infant feeding team contact all mothers on discharge from hospital to support with feeding; Infant feeding team are setting up systems to contact all mothers when child is 3 months to book onto an Introducing solid foods workshop, encouraging the delay of introducing solid foods to 6 months. The infant feeding work will be fed into the whole systems approach to tackling obesity.

PH 02b The Family Nurse Partnership service continues to be fully operational with a full caseload and works intensively with first time, teenage mothers and their families.

PH 02c Work has started to refresh the infant feeding action plan and to plan the summer breastfeeding awareness campaigns. The infant feeding team continue to proactively contact all mothers on discharge from hospital to support with feeding. All organisations in Halton have BFI stage 3 and on an ongoing basis staff and patients are audited to ensure standards and compliance is maintained.

PH 03a Health Improvement Team continue to deliver a 45 week postural stability exercise programme across the borough. We are currently trialing a combined nutrition and exercise programme for over 55s in a local sheltered accommodation provision. If this proves effective we would like to roll this model out in other sheltered housing schemes to improve the overall health of older people. We continue to promote and deliver the Age Well Awareness program to all front line staff which includes training on the use of the Falls Risk Assessment Tool and advise on the appropriate falls referral pathways.

We continue to raise public awareness about falls, the steps that people can take to minimise the risk of falls and the various services across the borough that can support people at risk.

PH 03b Health Improvement Team has taken the lead on writing and co-ordinating the next 5 year strategy for Falls. 2018-2023. The falls prevention action plan has been updated and continues to be reviewed by the Falls Steering Group. Within this strategy it has been identified that the rate of falls in 5 particular wards within the borough are above the national average. We aim to delve further into the reasons for this in order to target these specific areas. The draft strategy has been circulated to wider partners for comments with a view to sign off by end of Qtr 2 2018.

We have made changes to the referral pathways for Adult Social Care staff. This has resulted in a significant increase in the number of potential referrals to the Age Well exercise Programme which will improve service provision and reduce future demands on services. We are aiming to also streamline the referral pathway to the Falls Prevention Service with the hope to offer rehabilitative services to more people who have had a fall to prevent further falls and hospital admissions.

- PH 04a** Halton is continuing to strengthen local partnerships to ensure that we can regain the declining trend in alcohol related young person's hospital admissions and we continue to implement the actions identified from within the Alcohol strategy
- PH 04b** Staff within the health, social care and criminal justice areas, as well as the local community are continuing to receive training in Alcohol Identification and Brief Intervention Advice (IBA).
- PH 04c** Data continues to be received which identifies that activity within the substance misuse service (Change, Grow, Live) remains positive, with appropriate numbers of new referrals for alcohol and non-opiate related problems as well as those receiving post treatment recovery support.
- PH 05a** Halton Health Improvement and Public health continue to roll out a series of programmes and training activities around Mental health, with good partnership working on the delivery of action plans, raising awareness and provision of community based programmes and activities.

The Health Improvement team provides both an adult and children and young people mental health offer to improve the mental health and wellbeing of those living and working in Halton. The preventative approach consists of:

- **Whole settings approaches to support educational settings and workplaces** – 3 educational settings and 2 work place supported
- **Training offer to improve early detection of mental health conditions and mental health and wellbeing, available to both staff and the community** - 18 sessions delivered to 182 participants
- **Campaigns to tackle stigma and raise awareness**- Local time to change champions continue to be engaged and social media plan implemented

















Future developments-











Engaged with both older people's and early years agenda to see how current offer can be utilised to improve the mental health and wellbeing of older people and early years via a whole settings approach

- PH 05b** The Suicide prevention action plan has been updated and continues to be implemented. The plan links closely with the Cheshire and Merseyside No More Suicides strategy. Champs are leading on an area-collaborative approach to gain Suicide Safer Community Status.
- A real time surveillance intelligence flow has been set up which will enable faster identification of potential trends and clusters. Beginning to work more closely with the mental health concordat to ensure a user focus is provided to the group. A suicide Response Team was established to support a college which experienced 2 male suicides. An action was co produced by the college and local service providers to support both staff and students and reduce suicide risk of those bereaved. All actions have been completed and the Suicide Response Team has been deactivated.

Key Performance Indicators

Ref	Measure	17/18 Actual	18/19 Target	Q1	Current Progress	Direction of travel
-----	---------	--------------	--------------	----	------------------	---------------------

PH LI 01	A good level of child development (% of eligible children achieving a good level of development at the end of reception)	60.9% (2016/17)	63.0% (2017/18)	Annual data only		
PH LI 02a	Adults achieving recommended levels of physical activity (% adults achieving 150+ minutes of physical activity)	65.2% (2016/17)	66.0% (2017/18)	Annual data only		
PH LI 02b	Alcohol-related admission episodes – narrow definition (Directly Standardised Rate per 100,000 population)	842.0 (2016/17)	841.7 (2017/18)	837.9 (2017/18) <i>Provisional</i>		
PH LI 02c	Under-18 alcohol-specific admissions (crude rate per 100,000 population)	58.9 (2014/15-2016/17)	54.1 (2015/16-2017/18)	57.8 (2015/16-2017/18) <i>Provisional</i>		
PH LI 03a	Smoking prevalence (% of adults who currently smoke)	16.6% (2016)	15.0% (2017)	Annual data only		
PH LI 03b	Mortality from cardiovascular disease at ages under 75 (Directly Standardised Rate per 100,000 population) <i>Published data based on calendar year, please note year for targets</i>	93.6 (2015-17)	91.0 (2016-18)	Not yet available		
PH LI 04a	Self-harm hospital admissions (Emergency admissions, all ages, directly standardised rate per 100,000 population)	336.2 (2017/18) <i>Provisional</i>	335.0 (2018/19)	Not yet available		
PH LI 04b	Self-reported wellbeing: % of people with a low	12.7% (2015/16)	11.1% (2016/17)	12.2% (2016/17)		

	happiness score					
PH LI 05	Mortality from all cancers at ages under 75 (Directly Standardised Rate, per 100,000 population) <i>Published data based on calendar year, please note year for targets</i>	177.2 (2015-17) <i>Provisional</i>	173.0 (2016-18)	Not yet available		
PH LI 06ai	Male Life expectancy at age 65 (Average number of years a person would expect to live based on contemporary mortality rates) <i>Published data based on 3 calendar years, please note year for targets</i>	17.3 (2014-16)	17.5 (2016-18)	17.3 (2015-17) <i>Provisional</i>		
PH LI 06aii	Female Life expectancy at age 65 (Average number of years a person would expect to live based on contemporary mortality rates) <i>Published data based on 3 calendar years, please note year for targets</i>	19.1 (2014-16)	19.3 (2016-18)	19.2 (2015-17) <i>Provisional</i>		
PH LI 06b	Falls and injuries in the over 65s (Directly Standardised Rate, per 100,000 population; PHOF definition)	3014.9 (2017/18) <i>Provisional</i>	3000.0 (2018/19)	Not yet available		
PH LI 06c	Flu vaccination at age 65+ (% of eligible adults aged 65+ who received the flu vaccine, GP registered population)	74.0% (2017/18) <i>Provisional</i>	75.0% (2017/18)	Not yet available		

Supporting Commentary

PH LI 01 - Data is released annually.

PH LI 02a - Data is released annually.

PH LI 02b - Provisional rates indicate that there has been a small reduction in the rate and the target was met for 2017/18. However, as this is based on provisional data, caution is advised until published data is available.

Admissions data available several months after period end. Therefore Q1 2018/19 data will not be available until Autumn.

PH LI 02c - Provisional data for 2015/16-2017/18 indicates that although the target was not met, there has been a marginal reduction in the rate from 2014/15-2016/17.

PH LI 03a - No further update – data released annually.

PH LI 03b - Mortality indicators are now based on 3-year periods.

PH LI 04a - Admissions data available several months after period end. Therefore Q1 2018/19 data will not be available until Autumn.

PH LI 04b - Published annual data shows a small reduction from 2015/16, but was not enough to meet the target for 2016/17.

PH LI 05 - Mortality indicators are now based on 3-year periods.

PH LI 06ai - Data is available annually.

PH LI 06aii - Data is available annually.




PH LI 06b - Provisional 2017/18 data indicates a reduction in emergency admissions due to falls (ages 65+), to a rate similar to 2015/16.

Admissions data available several months after period end. Therefore Q1 2018/19 data will not be available until Autumn.

PH LI 06c - Data is available annually




APPENDIX: Explanation of Symbols

Symbols are used in the following manner:

Progress		<u>Objective</u>	<u>Performance Indicator</u>
Green		Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
Amber		Indicates that it is <u>uncertain or too early to say at this stage</u> , whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved.</i>
Red		Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an intervention or remedial action taken.</i>

Direction of Travel Indicator

Where possible performance measures will also identify a direction of travel using the following convention

Green		Indicates that performance is better as compared to the same period last year.
Amber		Indicates that performance is the same as compared to the same period last year.
Red		Indicates that performance is worse as compared to the same period last year.
N/A		Indicates that the measure cannot be compared to the same period last year.

Performance Overview Report – Enterprise, Community & Resources

Reporting Period: **Quarter 1 – 1st April 2018 – 30th June 2018**

1.0 Introduction

- 1.1 This report provides an overview of issues and progress within the directorate that have occurred during the period.

2.0 Key Developments

- 2.1 There have been a number of developments within the Directorate during the period which include:-

Financial Services

Universal Credit

- 2.2 The DWP have confirmed that as part of the process of implementing these changes, the migration of all claimants to UC will be completed in March 2023 and the Government will begin incorporation of Housing Benefit for pensioners into Pension Credit once the UC migration is complete. This means that councils can expect to continue to deliver Housing Benefit for pensioners into the next Parliament beyond 2022.

Statutory Accounts

- 2.3 Following closure of the 2017/18 year-end accounts, the draft Statement of Accounts was signed off by the Operational Director, Finance on 31 May 2018 (a month earlier than previously required) and passed to external auditors for them to undertake the audit of the accounts. The findings of the audit were reported to the Business Efficiency Board on 25 July 2018 with no significant issues raised and as a result an unqualified Audit Certificate will be provided.

2017/18 Financial Outturn

- 2.4 The 2017/18 outturn was reported to the Executive Board on 14 June 2018. Net expenditure for the year was £1.0m above the approved budget of £103.3m. The level of the general fund balance as at 31 March 2018 stands at £5.0m, which is considered a prudent balance following review of the Council's earmarked reserves. School balances at year-end total £3.8m which will carry forward into 2018/19. Capital expenditure for the year was £114.7m, which is 99.4% of the total capital programme of £115.4m (which assumes a 20% slippage between years).

Spring 2017 Budget Discretionary Business Rate Relief

- 2.5 The Council has received £81k in Government grant funding to help support those businesses that face steep increases in their business rates bills as a result of the 2017 revaluation exercise. The Council has fully distributed these funds to local businesses, providing additional relief to 371 separate accounts.

Audit, Procurement & Operational Finance

Annual Governance Statement

2.6 As required by the Accounts and Audit Regulations 2015 the Council's Annual Governance Statement (AGS) has been published on the Council's website. The AGS was formally approved by the Business Efficiency Board at its meeting on 25 July 2018. The document explains the processes and procedures in place to enable the Council to carry out its functions effectively and is produced following a review of the Council's governance arrangements and includes an action plan to address any significant governance issues identified.

Policy, People, Performance & Efficiency

Apprenticeships

2.7 Progress has been made with the development of opportunities for existing and new apprentices within the Council. Recent reporting shows that 16 of 19 apprentices who started prior to April 2017 have completed their apprenticeship and obtained work with the Council. There are currently 17 operational apprenticeship placements across the Council which have been set up under the new framework and use Apprenticeship Levy funding to provide for training costs.

2.8 A total of 39 existing employees will be undertaking a wide range of apprenticeship based training to develop new skills in their respective fields and there are currently 62 individuals within the scope of apprenticeship activity within the Council.

Revenue Generation

2.9 The Council has been approached to take on more payroll work under SLA's to service a range of educational establishments. This indicates the high regard in which the service is held, but can create challenges in terms of balancing the generation of additional income against the resources available to deliver the activity. The possibility of commercially driven growth within the Pay & Pensions Service is currently being explored and evaluated in order to be able to maximise these opportunities and further exploit revenue generation opportunities.

ICT and Support Services

Security Compliance Accreditations achieved

2.10 During the period, the Council has achieved a number of compliance accreditations which will continue to allow authorisation to deliver key services such as,

- The continued delivery of the Youth Offending Service.
- Adults and Children's Social Care interaction with the NHS/CCG/Health Partners.
- Health and Social care network compliance again allowing digital interaction between all HSCN partners (NHS, Police, CCG, Care Partners etc.)

MYAPPS.halton.gov.uk – Halton Cloud Desktop Upgrade Programme

2.11 The authorities' in house Cloud Services Delivery and Cloud Desktop upgrade continues to be successfully rolled out across all users and feedback has been extremely positive. The programme will continue as additional resource is allocated to the programme to move the phase 1 delivery closer to completion.

2.12 Schools administrators – Head Teachers and a growing number of the authorities teaching staff are now accessing the Halton Cloud Desktop Services successfully through both a corporate access route and a curriculum route and a trial is now underway delivering a virtual school route for pupils currently excluded from the formal schools environment.

Contact Centre

2.13 The Contact Centre continues to take calls for all Council services and during the first quarter of this financial year (2018/19), handled 22,651 calls with the average wait time being 5 minutes and resulting in 29,907 cases being logged relating to the customers enquiries. Below are the top ten service call categories.

Service	Cases	%
Waste Management	6474	21.65%
Council Tax	6169	20.63%
Adult Social Care	4281	14.31%
Emergency Duty Team	2204	7.37%
Children's Social Care	2068	6.91%
Corporate Processes	1680	5.62%
Benefits	1290	4.31%
Registrar	1109	3.71%
Environmental	1088	3.64%
Highways	776	2.59%

Smooth wall web filtering and web management

2.14 This new solution is now live across corporate and Schools, with the Libraries implementation to take place in the quarter 2 of 2018/19. This system will now monitor all users internet usage in quite some detail, most importantly this system will allow the authority across all of its schools to manage and monitor the prevent agenda which is intended "to reduce the risk to the UK and its interests overseas from terrorism, so that people can go about their lives freely and with confidence."

2.15 Guest Wi-Fi is now available in all libraries, and fully managed to user level and will linked to the Smooth Wall web management software extending the prevent agenda into the borough's Libraries and public access areas such as the Markets and Community Centre's.

Reablement Service

2.16 The introduction of enhanced ICT system will now facilitate real time monitoring of reablement visits for clients at home, ensuring clients get the visit times and durations that are planned for them with missed visits being flagged up immediately so they can be rectified. The system has been deployed and staff are currently being trained.

Revenue Generation

2.17 An in house development of the Cemeteries and Crematorium booking and payment system has been successfully marketed on a commercial basis and further enhancements to the system are currently being developed.

- 2.18 Simms Cross Primary has now moved over to the HBC services SLA for all ICT hardware support the roll-out is currently underway with 15 schools having signed up for the new chargeable General Data Protection Regulation SLA service, with a number of other schools considering taking on the service.

Economy, Enterprise and Property

Investment and Development Services

Sci-Tech Daresbury

- 2.19 Planning permission granted for next phase of delivery (Project Violet) of 3 new office buildings totalling 42,000ft² and the Joint Venture Board has been exploring delivery funding options.
- 2.20 SkillsSpace proposals are being refined with a view to continuing with an offer on campus using the LCR SIF Skills Capital and a revised bid will be submitted in July. This will no longer be housed within Project Violet but more likely on the Science & Technology Facilities Council (STFC) campus. The Joint Venture Board has established a new Skills sub-group, formalising existing arrangements. The Skills Group will look at an ongoing skills strategy and skills brokerage delivery.

Murdishaw Estate Regeneration

- 2.21 A Murdishaw Regeneration Steering Group has been established to take forward the estate regeneration outlined in the Vision Framework. The Group will commission a masterplan in the first quarter of 2018/19.

3MG

- 2.22 Alstom have relocated all the Preston workforce and activity to Widnes and Stobart are making good progress on their new Widnes Head Quarters for Stobart's Energy and Rail divisions which will open in August 2018.

Castlefields

- 2.23 Lakeside Phase 2 is now completed. Lakeside Phase 3 (45 two and three bed homes by Keepmoat) has commenced under licence, with good progress being made on site. Access road to Phoenix Park was upgraded in April / May. Construction expected to take 12 months to complete, with Keepmoat indicating that early buyer interest in the development has been positive.

External Funding

- 2.24 External funding of £777,000 has been secured during this quarter with £754,000 being secured by Catalyst Science Discovery Centre and Museum from Wellcome/BEIS's Inspiring Science Fund for an upgrade of its science offer.
- 2.25 27 requests for support were received this quarter with approximately 20 bids are being drafted to the value of around £11 million with 24 pipeline bids (34M) being progressed and 8 schemes (24M) being monitored.

Liverpool City Region Business Growth Programme

2.26 The Halton Business Growth Programme continues to progress well. The programme has engaged with 231 businesses. To date 115 businesses have been assisted and 24 jobs created. There are currently an additional 41 businesses participating in the Halton Business Growth Programme. The Halton Business Growth Programme has until December 2018 to meet a Company Assists target of 123 and a Jobs Created target of 108.

Employment, Learning & Skills

2.27 The LCR Apprenticeship Hub delivered a very successful large Skills Show at the Exhibition Centre Liverpool on the 18 June, with over 4000 visitors in attendance from across the City Region. The event presented 104 exhibition stands hosted by 109 different organisations and offered a very interactive experience for those taking part. In addition to the Skills Show, over 140 delegates attended an awards ceremony to recognize the achievements of apprentices and the contribution local companies have made towards apprenticeships in the region.

Property Services

2.28 The roofing works to Widnes Market are generally progressing well however due to the difficulty in replacing the glazed panels within a working environment completion is now anticipated in September.

2.29 Works to refurbish the Vine Street Centre for North West Boroughs Healthcare are complete. The final arrangements with regards the lease are being finalised following which they will take occupation of the ground floor.

2.30 The project to develop a vocational centre for the Bridge school within Astmoor is progressing well. The main contractor started the works on site in May with the anticipated completion being for the September 2018 term.

2.31 Following a further workshop a preferred option for the Well Windmill Hill Integrated Hub has now been agreed. It is proposed to have an open session for local residents towards the end of July to present the proposals to them and the next stage will be to secure funding for the development.

Policy, Planning & Transportation

Traffic

2.32 During the last quarter the Emergency Planning team assisted with four incidents including a fire, large water main burst, a suspect package and chemical spillage on the highway. Representatives from Halton attended the Major Live COMAH Exercise for Vertellus which took place in June 2018, due to the site being within Knowsley but on the border with Halton and therefore could affect residents if there was an actual incident.

2.33 A new Contract for the Maintenance of Intelligent Transport Systems (ITS), which includes traffic signals, variable message signs (VMS), etc. commenced on 1st April 2018 and is for an initial period of 6 years with options to extend with four 1 year extensions. Halton was the lead procurement authority for the tender, which covers all the Liverpool City Region authorities.

Highway Development

- 2.34 West Bank – Widnes Loops link road, and Runcorn SJB delinking at the end of Runcorn viaduct, are now moving to detailed design phase with Schemes and Maintenance with the Highway Development team taking on a regulatory role. The programme anticipates commencement of works early 2019.
- 2.35 Procurement work is progressing on replacement of small bridges and boardwalks with a composite material. Funding bids are being progressed to Liverpool City Region for a European Funding bid for 'green' cycle links from North West Widnes to the Silver Jubilee Bridge.
- 2.36 Work on regeneration schemes has significantly increased as delivery of the Mersey Gateway Regeneration Plan Plus gets underway. However there has been difficulty recruiting to a new temporary post created to cover this area of work.
- 2.37 Work is ongoing to prepare design and business case to deliver on EA Flood Risk funding allocation at Windmill Hill and the Council is contributing to the production of the Liverpool City Region Local Cycling and Walking Infrastructure Plan, as required by Department for Transport, which considers investment priorities over the next 10 years.

Community & Environment*Library Service & Community Centres*

- 2.38 The new Library Service strategy has been approved and is now available on the library website.
- 2.39 Disappointingly, and for the first time in 5 years, income from Community Centres has failed to achieve the combined annual income target for 2017/18. Whilst the majority of the centres were not a considerable distance away from their respective targets, Upton missed its income target by circa £30k. This can largely be attributed to the setting of unsustainable income targets that have arisen following a number of years of high income generation at the centre.
- 2.40 Over recent months the Council has been supporting a local volunteer group, Wonky Garden, who have been working to improve the outdoor space at Ditton and Grangeway Community Centres. A formal arrangement has been put in place in which Wonky Garden take on responsibility for the development and maintenance of some dedicated outdoor space at both Centres.
- 2.41 With the support of volunteers, local schools, community groups and users of the respective community centres, Wonky Garden have designed some exciting proposals for the outdoor areas at both sites. Once the proposed work has been completed, service users, members of the public and local residents will be encouraged to make use of the improved space at both centres.
- 2.42 Customer satisfaction surveys were completed for the Community Centre's service in Quarter 1. 383 users took part in the survey and 95% of respondents rated the Centres between 8-10 out of 10. When asked what the most important factors were, and how the Council was doing in respect of each, users responded as follows:

FACTOR	IMPORTANCE Extremely/Very Important	HOW ARE WE DOING? Excellent/Good
Friendliness / helpfulness of staff	376	367 (98%)
Cleanliness in public areas and toilets	369	353 (96%)
Building condition / maintenance	369	332 (90%)

Stadium and Leisure and Sports Development Services

- 2.43 The Karalius Suite is to undergo major works which will see the capacity increase from 120 to around 180 and this will allow the Stadium to offer better facilities at an affordable price and in addition will allow the development of the Halton Suite into office accommodation.
- 2.44 The Leisure Service continues to face recruitment difficulties particularly with regard to Swimming Instructors and Leisure Attendants although following a restructure and a number of appointments the Fitness Team is now up to full strength. Regrettably there have also been a number of service delays, across the sites due to sickness and technical issues with Runcorn Swimming Pool being the most affected.
- 2.45 There been a number of successful events hosted during quarter 1 which included a KLC Galas event which attracted an attendance of 300 and a Charity Boxing event attracting an audience of 350. A Water safety workshop was also carried out by British Rowing and capsized drills in the water with an Active Kidz Club booking agreed weekly through summer holidays which will be a multi-sport event to include archery, tennis, rugby and football.
- 2.46 The service has also worked in partnership with OBA to run a National Pool Lifeguard Qualification course with successful candidates having an opportunity to apply to be a Leisure Attendant and work continues in partnership with Ormiston Bolingbroke Academy to take on work experience students
- 2.47 Centre Membership Totals

Centre	17/18	18/19	Change
Kingsway	1,334	1,223	-111 (-8%)
Brookvale	864	675	-189 (-21%)
Runcorn	243	248	+5 (+2%)
Totals	2,441	2,146	-295 (-12%)

- 2.48 A Summer Holiday Programme of activities has been developed, trialling a family couch to 2k running at Victoria Park and Runcorn Hill Park. Other sessions include Freestyle Football, with Tennis, Archery and Table Tennis being brought to the Parks. Sport development will also be supporting the PPX, VPX and various other fun days including Murdishaw and Castlefields community centres fun days. Sport Development is also working in partnership with HIT to run the summer fit camp again after the success of last years.

3.0 Emerging Issues

- 3.1 A number of emerging issues have been identified during the period that will impact upon the work of the Directorate including:-

Financial Services

Medium Term Financial Strategy

- 3.2 Work is underway to update the Medium Term Financial Strategy. The Budget Working Group (BWG) has had an initial meeting to start the process for identifying future savings. As part of this exercise work has begun on benchmarking analysis using CFO Insights, a software tool which compares costs and outputs across the whole range of Council services.

Local Government Finance

- 3.3 Ministry of Housing Communities and Local Government have recently issued a consultation on the Government's intended approach for the final year (2019/20) of the multi-year local government finance settlement. The Council will contribute towards a SIGOMA (Special Interest Group of Municipal Authorities) wide response. Further consultations are expected later in the summer on the Fair Funding Review which will be implemented in 2020/21.

Policy, People, Performance & Efficiency

2019/20 New NJC Pay Spines

- 3.4 As previously reported, within the NJC 2019/20 pay award, new pay spines are to be introduced. An initial analysis has indicated that the introduction of these new pay spines does not significantly impact upon grading structure used in Halton, although there are some considerations to be explored and resolved around additional points that fall within some grades. Representatives from HR and the trade unions have scheduled work in for September 2018 to deal with the implementation of this.

ICT and Support Services

Email Security

- 3.5 The authorities' external security consultants have conducted a social engineering attack in the form of an email designed to resemble an email sent from within the authority. This email was constructed in a manner to raise some concerns but also in a manner that would intentionally dupe a number of employees into responding by inserting their User Name and Passwords into a fake portal. Unfortunately this did catch out a number of Officer and Members who did access the fake portal.
- 3.6 The ramifications for the authority are significant and as users all Officers and Members have a responsibility to remain vigilant to such attacks. Any user who feels an email is in any way suspicious should not access any links and should contact the IT helpdesk at the earliest opportunity.
- 3.7 IT services along with any reputable organisation would never ask any user to divulge their password by email. The service is happy to offer training in this regard and guidance is also available on the intranet within the ICT portal.

Adult Learning Device Replacement Programme

- 3.11 The Adult Learning device replacement programme has been approved and will link in with the Schools Cloud Desktop programme that is due to start in August. This is a major piece of work but one that will allow agile working across all learning platforms. Again this will be linked to upgrades to the Libraries Wifi systems and the way the public utilise computing devices within the libraries.

Contact Centre

- 3.12 Contact Centre Management are working with the Telehealthcare Service to modernise the service. Over the next few months the service will move to the Barcelona Model of operation which will involve upgrading the system to use new software "Service Manager" giving the Telehealthcare Officers remote access to the new system when working within a client's property.
- 3.13 Referrals for the service are taken within the Contact Centre and these will be loaded directly into Service Manager capturing far more information at initial point of contact than the authority can currently. It is anticipated that the Service Manager Model will be deployed during September and following the initial upgrade to the Telehealthcare call handling system in June.

Economy, Enterprise and Property

Business Growth Programme/Place Marketing ERDF Programme Extension

- 3.14 A partnership of City Region Local Authorities and Chambers of Commerce have delivered the 'Business Growth Programme' for a period of six years and 'Place Marketing, Inward Investment' project for a period of three years utilising ERDF Priority 3 funding. An extension to both projects was, therefore, sought by the partnership for a further three years
- 3.15 Both projects have been appraised by the Combined Authority (CA) and informal feedback received. Most pertinently that feedback is seeking an increase in programme outputs, typically more businesses assisted. This will require either a revision of the Halton Borough Council cost/output model, given match funding is finite, or alternatively the Council to reaffirm its commitment to the existing model, given the Halton cost model is considerably cheaper than other partners, and encourage the CA to find the increase number of outputs elsewhere

Bid Writing Charging Policy

- 3.16 A Charging Policy will be introduced from 1 September 2018 and there will be a fee for all bids written for the private sector and a sliding scale of charges for the voluntary/community sector with an exemption for any organisation that holds less than £10,000 in unrestricted funds.

Funding Updates

- 3.17 The funding environment remains buoyant, with some substantial grant programmes on offer. There is a need to focus on key Governmental funding streams, including the Industrial Strategy Challenge Fund, as well as the Single Investment Fund (SIF) at Liverpool City Region (LCR) level, and ensure bids from Halton are being submitted.
- 3.18 There is a focus on winding down of European Structural and Investment Funds (ESIF) programme in England although some calls still due to be released with a deadline for funding agreements to be in place by March 2020. Work will be undertaken to prepare for the Shared Prosperity Fund which is due to replace ESIF post-Brexit.

- 3.19 Support for leads of the Impact Areas within the Mersey Gateway Regeneration Plan Plus in relation to funding requirements will be increased in order that opportunities are maximised.

Employment, Learning & Skills

- 3.20 A mini restructure in consultation within Halton People into Jobs (HPIJ) staff will commence in quarter 2 as a result of the Work Programme contract coming to a close in March 2019 and having to put an Exit Plan in place.
- 3.21 The Combined Authority is working on a number of online resources to support in the field of employment and skills and this includes a new Liverpool City Region Learn website and a set of Progression Pathways information sheets for key sectors in the City Region. Both resources align to the work of the LCR Careers Hub and are due to be launched prior to exam results in August 2018.
- 3.22 The National College for High Speed Rail and Alstom have signed a collaboration agreement and an initial meeting of key stakeholders, in which Halton will be represented, will take place in July.

Property Services

Mersey Gateway Temporary Use Areas

- 3.23 Given some overrun on Mersey Gateway works the handback of temporary use areas will need to be rescheduled and a meeting has now been arranged with Merseylink for Quarter 2 to discuss this issue in more detail.

Emissions Reduction Pledge 2020

- 3.24 Following on from the publication of the [Government's Clean Growth Strategy](#) in October 2017 [further guidance](#) will be published in July 2018 in respect of the new voluntary target of 30% reduction in carbon emissions by 2020/21, based on a baseline year of 2009/10. The guidance also outlines the new 'Emissions Reduction Pledge 2020' which has been introduced, which local authorities as well as the wider public sector are encouraged to sign up to and report against the new targets.

Policy, Planning & Transportation

Logistics

- 3.25 The Council has received notification of significant changes to commercial bus services operated in the borough. The most notable changes are that both the 79c and 82a services will be withdrawn and replaced by a new 500 service and X1 service respectively. This will mean a route change for the X1 with Castlefields no longer served by the service. The changes will also mean passengers will in some areas, need to change services to complete current direct journeys.

Planning and Development

- 3.26 The government is expected to issue the revised National Planning Policy Framework (NPPF) in the coming Quarter and this will set out new policy measures that the Council will need to consider and take account of in Plan Making and determining applications.

Structures

- 3.27 A few working days on the SJB arch re-painting scheme have been lost to adverse weather during Quarter 1. With poor weather experienced during the previous quarter, there are several weeks of cumulative delay to the programme and the main contractor is seeking to recover lost time through additional weekend working.
- 3.28 There have been complaints from residents in Runcorn and Widnes regarding noise and disturbance due to night working operations on and in the vicinity of SJB. Matters have been raised with the main contractor for the SJB arch re-painting works and the appropriate steps taken although following investigation it appears that the majority of the noise was emanating from Network Rail's works on the adjacent railway viaduct.

4.0 Risk Control Measures

Risk control forms an integral part of the Council's Business Planning and Performance Monitoring arrangements. As such Directorate Risk Registers were updated in tandem with the development of the suite of 2015 – 16 Directorate Business Plans.

Progress concerning the implementation of all Directorate high-risk mitigation measures is included in the Appendices.

5.0 High Priority Equality Actions

Equality issues continue to form a routine element of the Council's business planning and operational decision making processes. Additionally the Council must have evidence to demonstrate compliance with the Public Sector Equality Duty (PSED) which came into force in April 2011.

The Council's latest annual progress report in relation to the achievement of its equality objectives is published on the Council website and is available via:






<http://www4.halton.gov.uk/Pages/councildemocracy/Equality-and-Diversity.aspx>

6.0 Performance Overview

The following information provides a synopsis of progress for both milestones and performance indicators across the key business areas that have been identified by the Directorate.

Financial Services











Key Objectives / milestones

Ref	Milestones	Q1 Progress
FS 01a	Report 2019 – 22 Medium Term Financial Strategy to Executive Board - November 2018.	
FS 01b	Report 2019 – 22 revenue budget, capital programme and Council Tax to Council - March 2019.	
FS 03a	Publish the Statement of Accounts following external Audit by 31st July 2018.	
FS 04a	Establish Treasury Management Policy and report to Council - March 2018.	
FS 05a	Establish and report prudential indicators to Council - March 2018.	

Supporting Commentary

Work has commenced to develop budget proposals and the Statement of Accounts being on track for publication and all other milestones are on track.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
FS LI 01	Receive an unqualified external audit opinion on the accounts.	Yes	Yes	Yes		
FS LI 02	Receive positive annual comment from the External Auditor relating to the financial standing of the Council and the systems of internal financial control.	Yes	Yes	Yes		
FS LI 03	Proportion of Council Tax that was due that was collected	94.62%	95.00%	28.06%		
FS LI 04	The percentage of Business Rates which should have been received during the year that were received	98.21%	97.00%	30.34%		
FS LI 05	Average time for processing new claims (Housing & Council Tax Benefit)	18.79 (Days)	20 (Days)	18.79 (Days)		

Supporting Commentary

The 2017/18 Statement of Accounts audit opinion was reported to the Business Efficiency Board on 25 July 2018. In the 2017/18 Audit Findings report the Council's external auditor concluded that the risk in regard to the Council's financial position and sustainability was sufficiently mitigated and the Council has proper arrangements.

In the Value for Money opinion the external auditor concluded that the Council had proper arrangements in all significant respects to ensure it delivered value for money in its use of resources.

Council Tax collection is down by 0.19% compared with the same point last year. The impact of the council tax reduction scheme is continuing to be felt on collection levels although the budgeted level of Council Tax for 2018/19 is expected to be achieved.

At the end of quarter 1 there is an increase in Business Rates collection of 0.75% compared to the same point last year and this falls within expected levels of variance.

New claims processing times have improved when compared to this time last year (20.93 days) although the increase in Universal Credit (UC) Claimants in Halton is having a negative impact on processing Council Tax Reduction changes in circumstances.

Policy, People, Performance & Efficiency**Key Objectives / milestones**

Ref	Milestones	Q1 Progress
PPPE 01a	Promote and take forward the delivery of actions identified within the Organisational Development Strategy May 2018	
PPPE 01d	Development of Management Development Programme September 2018	
PPPE 02a	Establish 10 new apprentice placements within the Council consistent with the requirements of legislation March 2019	
PPPE 02b	Establish 10 new existing employee apprenticeships to enable up-skilling in a range of business areas compliant with the requirements of Apprenticeships legislation March 2019	
PPPE 03a	Monitor the impact of the new Absence Management policy quarterly – support with financial and data analysis – June, September, December 18 and March 2019	
PPPE 04c	Ongoing monitoring of agency usage and spend April, September, December 2018, and March 2019.	

Supporting Commentary

Formation of new Organisational Development Service in early 2018 is now enabling a focus on Organisational Development Need. Actions within the strategy are in scope of current activity, with consideration being given to revising the strategy to reflect the changing nature of the organisation during

this financial year.














Basis of the Development Management Programme is constructed, with consideration being given to the appropriate blend of delivery and interaction required to enable effective delivery. ILM qualifications form part of this offer.




Refer to narrative in Key Developments for further detail concerning apprenticeships. It is planned that 39 existing employees will engage in apprenticeship levy compliant L&D in this year.

Reporting of the Absence Management Policy for June 2018 is currently being compiled. Indications are that the implementation of the new policy has had a positive impact.

Agency usage monitoring activity forms part of the role of the recently introduced Recruitment & Resourcing team. Expertise from the Efficiency Programme is being trained into this area. Work has been undertaken in Adult Social Care, with a focus on care facilities recently transferred in, to seek and effective balance of agency / established resources. Work ongoing to refine further.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
PPPE LI01	The number of working days / shifts lost due to sickness absence (Corporate)	10.28 (Days)	10	2.93	?	
PPPE LI02c	Total Agency Worker usage (number of placements – year to date)	685 Placements	650	197 Placements	?	
PPPE LI02d	Total Agency Worker usage (cumulative cost – year to date)	£1,718,283 (Gross Cost)	£1.5m (gross)	£419,149 (Gross Cost)	N / A	
PPPE LI04	The percentage of top 5% of earners that are					
	a) women	56.86%	50.00%	58.17%		
	b) from BME communities.	2.53%	1.50%	3.45%		
	c) with a disability	0.86%	8.00%	0.87%		
PPPE LI05	No of staff declaring that they meet the definition of disability within the Equality Act 2010 as a % of the total workforce.	1.45%	10.00%	1.42%		
PPPE LI06	Minority Ethnic community staff as % of total workforce.	0.99%	1.00%	1.00%		

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
PPPE LI07	Average time to recruit (Management Team approval to employee start date)	69 (Days) (Q3 2017/18)	Baseline to be determined 18/19	81.44 (Days)	N / A	N / A
PPPE LI08	Staff turnover rate (Permanent & temporary staff. Excludes casual)	4.70%	TBC	3.12%	N / A	
PPPE LI09	Number of apprenticeship placements established in the Council (cumulative – year to date)	10	20 (Government target is 55)	5		

Supporting Commentary

Potential for absence indicator to be slightly outside of target at year end as a consequence of more accurate reporting resulting from the implementation of the new Absence Management policy.

Number of agency worker placements, and associated costs should show a reduction over time however spend is showing an increase in Quarter 1.

Training continues to be well attended and the introduction of the GDPR has resulted in a higher level of school attendance. This indicator is subject to fluctuation and will continue to be monitored.



At period end there is positive movement on all three staff component indicators, however recruitment in to 5% of earners is very limited, and as such scope for significant change is low.





The introduction of a new Applicant Tracking System (ATS) means that information relating to average time to recruit will be more accurate than previously reported but means that direct comparison with previously reported data will be inappropriate.

There have been five new apprenticeship starts and one Apprentice, in Open Space Services, has completed their apprenticeship and gone on to acquire a permanent position within HBC. The total number of apprenticeships within the Council currently stands at 17.

ICT and Support Services

Key Objectives / milestones

Ref	Milestones	Q1 Progress
ICT 01a	Continued Enhancement of the virtualization platform to enhanced or new technologies - March 2019 .	
ICT 01b	Further development of Cloud Services Platform - March 2019 .	







Ref	Milestones	Q1 Progress
ICT 02a	Continuing improvements, enhancements and potential commercial use of Cloud system - March 2019.	
ICT 02c	Improvement and enhancement of all web based customer interfaces - March 2019.	
ICT 02d	Continued development of document management and distribution services - March 2019.	
ICT 03b	Develop and enhance operational Records Management Unit Services - March 2019.	

Supporting Commentary

Roll-out of the new desktop facilities underway with over 1000 Virtual Desktop Users with 600 + now utilising the Remote Desktop Session Host (RDSH) platform for desktop access – roll-out to continue over the coming months to cover all users

Commercialisation will remain a focus together with the development of existing client opportunity. Mersey Travel, Sefton and now the Cemeteries system deployed to a 3rd party. Other opportunities for the deployment of Agresso are currently under discussion.




Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
ICT LI01	Average availability of Council servers	99.07%	99.00%	99.49%		
ICT LI02	Average availability of the Council's WAN Infrastructure	99.03%	99.00%	98.90%		
ICT LI04	Average working days from delivery to completion of a new PC.	10 (Days)	10 (Days)	10 (Days)		

Supporting Commentary

All indicators remain have achieved their annual target levels with only minor variances in performance in comparison to the same period in the previous year.

Legal & Democracy**Key Objectives / milestones**











Ref	Milestones	Q1 Progress
FS 01	Review constitution - May 2018 .	
FS 02a	To ensure that all members have been given the opportunity of a having a MAP meeting where desired.	
FS 02b	To induct all new members by October 2018 .	

Supporting Commentary

The revised Constitution was approved at Annual Council in May.

All Members are given the opportunity to have a MAP meeting but this is a matter of personal choice. All new Members took part in the induction programme during Quarter 1.






Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
LD LI01	No. Of Members with Personal Development Plans (56 Total).	55 (98.21%)	56 (100.00%)	55 (98.21%)		
LD LI02	Percentage of Members attending at least one organised Training Event.	86.00%	100%	70%		
LD LI03	Average Time taken to issue prosecutions from receipt of full instructions (working days).	7 (Days)	10 (Days)	7 (Days)		
LD LI04	Average time taken to file application for Care proceedings at Court from receipt of all written evidence from client department (working days).	1 (Days)	3 (Days)	1 (Day)		
LD LI05	% of Executive Board minutes published within 5 working days after the meeting.	100%	100%	100%		

Supporting Commentary

All indicators are performing as well as at the same period in the previous year and are expected to meet their respective targets for the current financial year.

Policy, Planning & Transportation**Key Objectives / milestones**

Ref	Milestones	Q1 Progress
PPT 01	Review progress against LCR SJB maintenance strategy and deliver 2018/19 major bridge maintenance works programme.	
PPT 02	To deliver the 2018/19 LTP Capital Programme March 2019 .	
PPT 03	Ensure continued unrestricted availability of the Highway network and to allow future maintenance to be delivered on a steady state, lifecycle planned basis.	
PPT 04	Continue to maintain the Highway Authorities statutory duties in accordance with Section 41 and 58 of the Highways Act.	
PPT 06	Ensure that at least one exercise is carried out each financial to test the COMAH plans March 2019	

Supporting Commentary

Activities within Year 3 of the LCR are proceeding in line with the agreed schedule.

Construction works are due to commence in the next Quarter on Year 3 STEP programme to improve parking and access to Runcorn East Rail station, improvements to cycling and walking from Runcorn Town Centre to Widnes Town centre across a reconfigured Silver Jubilee bridge deck, improvements to Bridgewater Canal tow path from Runcorn town centre to Murdishaw and walking and cycling improvements along Astmoor Busway.

Work is ongoing on Halton's response to the new Highway Management Code of Practice, and ensuring continuous improvement on Self-Assessment for Incentive Funding, to deliver lifecycle planning and steady state maintenance. This is being done in conjunction with Liverpool City Region Combined Authority. However further consideration needs to be given to long term investment in highway condition.

Footway reconstruction programme is progressing well with works programmed for Woodview, Brookdale, Caldwell Road, Crawford Ave, Maple Ave, Sandy Lane Boston Ave and Holloway









Carriageway resurfacing works have been carried out at Mill Lane roundabout, Bridgewater Street, Greenway Road, Watkinson Way, Barkers Hollow, Bankfield Road and design works are progressing for the carriageway maintenance programme for the remainder of the year

The annual programme of Bus Stop upgrades will continue although with ITB funding considerably reduced this year we will not be able to upgrade as many stops as in previous years.

A funding bid is being prepared to enable a Salt Barn to be built at Depot at Picow Farm Road. This will help eliminate salt wastage and free up room at the depot.

Review of the Highway Safety Inspection Policy and guidance will be reviewed in the next period for implementation in October to bring the policy in line with and a COMAH Exercise planned for later in the year

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
PPT LI 02	Net additional homes provided	369 (2017/18)	552	369 (2017/18)	N/A	N/A
PPT LI 03	Number of affordable homes delivered (gross)	92 (2017/18)	138	92 (2017/18)	N/A	N/A
PPT LI 04	Processing of planning applications (%) as measured against targets for,					
	a) 'major' applications	83	60%	100%		
	b) 'minor' applications	95	80%	96%		
	c) 'other' applications	96	80%	95%		
PPT LI 12	Damage to roads and pavements (% above intervention levels) repaired within 24 hours.	100%	100%	100%		
PPT LI 15	% of network where structural maintenance should be considered:					
	a) Principal Roads	0.3%	2.00%	N/A	N/A	N/A
	b) Non-Principal Roads	1.00%	4.00%	N/A	N/A	N/A
	c) Unclassified Roads	3.46%	9.00%	N/A	N/A	N/A

Supporting Commentary

Housing completion figures are reported annually at year end.

All planning application processing measures remain above target.

Due to the specific nature of planning applications being determined on a case by case basis (different sites, with different proposed developments from different applicants with different ambitions) it is difficult to achieve 100% for each category every quarter, however each outcome is significantly above target.

Repair to damage to roads and pavements remains positive and Annual structural surveys will be undertaken and collated and results reported later in the year.

In line with the Highways Asset Management Plan consideration needs to be given to further overall long term investment and highway condition. Note that this figure doesn't measure those highways which are starting to deteriorate, where works may be required to prevent failure and more costly repairs.

Community & Environment**Key Objectives / milestones**

Ref	Milestones	Q1 Progress
CE 0 1a	Deliver a School Meals promotion and educational campaign - September 2018 and January 2019 .	
CE 02a	Deliver the Library Strategy meeting identified local targets - March 2019	
CE 04a	Continue to deliver communications and awareness raising initiatives to ensure that participation with the Council's recycling services is maximised and that residents comply with the requirements of the Council's Household Waste Collection Policy - March 2019 .	
CE 04b	Undertake a review of the Council's Waste Management Strategy and associated Policies and update as necessary - March 2019 .	

Supporting Commentary

An educational School Meals Campaign is programmed for September for the new pupils starting secondary school.

The delivery of learning opportunities continues and the Summer Reading Challenge starts soon and this year's theme is [Mischief Makers](#). We have an exciting programme of themed activities taking place across the summer holidays to keep children engaged with reading, and this year we are launching our lunch club. A joint project with the school meals service will provide for all children attending a library summer event having a free packed lunch.

















Reading Well for mental health collection was launched earlier this month at the Wellcome Trust and is available in all our libraries and more information is available [here](#). Produced as part of the Universal Health Offer for libraries this [infographic](#) demonstrates the role of libraries in supporting health and wellbeing.

The Home Library Service now provides a library service to over 100 customers who are unable to visit our buildings and due the success of the service we are now recruiting a Support Worker to add to the team.

Quarter 1 a 'Kerbside Recycling Guide' booklet was delivered to all householders. The aim of providing this booklet was to help householders understand the full extent of materials that can be recycled through the kerbside collection service and also how items should be presented for collection. Increasing awareness of these issues will increase recycling levels, improve the quality of the recyclable materials collected and help save money by reducing disposal costs.

A review of current Waste Management Policies and practices has commenced and Members will receive progress updates throughout the year.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
CE LI 01	% Take up of free school meals to those who are eligible - Primary Schools.	78.20%	80%	79.8%		
CE LI 02	% Take up of free school meals to those who are eligible - Secondary Schools.	71.88%	75%	76.1%		
CE LI 03	Take up of school lunches (%) – primary schools.	551kgs	65%	62.2%		
CE LI 04	Take up of school lunches (%) – secondary schools.	43.80%	55%	65%		
CE LI 05	Residual household waste per household.	551kgs	590kg	141kg		
CE LI 06	Household waste recycled and composted.	43.80%	44%	43%		
CE LI 07	Number of active users (physical & digital resources) of the library service during the last 12 months.	574,045	400,000	145, 087		
CE LI 08	Number of physical and virtual visits to libraries (annual total)	614,045	600,000	149, 425		




Supporting Commentary


The take up of free school meals and lunches has remained positive during quarter 1.

Household waste and recycling figures are estimated but indications are at this stage that the targets will be achieved.

Expectations are at this stage that library usage measures will meet their respective targets for the year.

Economy, Enterprise and Property**Key Objectives / milestones**

Ref	Milestones	Q1 Progress
EEP 01a	Completion of Halton Tomorrow Document - July 2018	
EEP 01b	Produce a Local Economic Assessment – September 2018	
EEP 03e	Develop Business Rates Investment Plan - September 2018	

Ref	Milestones	Q1 Progress
EEP 05a	Develop Disposal Plan - December 2018	
EEP 05b	Develop Corporate Strategic Asset Management Plan December 2018	
EEP 06c	To complete the refurbishment of the Halton Suite and relocation of staff – March 2019	

Supporting Commentary

The Halton Inward Investment prospectus is an integral part of the development of the 'Halton Tomorrow' visioning document and will provide a local accent to the Liverpool City Region prospectus detailing the specific sites and propositions that make up the 'Halton Offer'. The 'Halton Tomorrow' visioning document is now complete and details a number of outcomes (measures) to be achieved over the coming decade.


This will be presented to Halton Council's Executive Board in September 2018 and will underpin the business planning and priority setting, including inward investment and economic development, for Halton Council and partners.







Interim findings of the Local Economic Assessment were reported to Employment, Learning, Skill and Community (ELSC) Policy and Performance Board (PPB) in February 2018. In order to ensure that the local business community is fully engaged with the development of a Local Economic Assessment (LEA) the Interim Report was presented to Halton Chamber of Commerce and Enterprise in June 2018 and was very well received. It has also been presented to the Halton Employment Partnership and was similarly well received. This now forms the basis of the Halton Tomorrow and the economic development priorities for Halton Council.

The Business Rates Policy was approved by Executive Board in July 2018. Further work is now ongoing to implement the policy.

A Disposal methodology and framework has been presented to the Members' Asset Review Panel and a draft Strategic Asset Management Plan has been produced and will be presented to the Council's Asset Management Working Group in November.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
EEP LI 01	Greenhouse gas (GHG) emissions indicator (Tonnes CO ₂ e).	16,043 tonnes CO ₂ e (actual 16/17)	15,882 tonnes CO ₂ e (target 17/18)	N / A	N / A	N / A
EEP LI 04	Occupancy rates of commercial and investment portfolio.	New KPI	N / A	N / A	N / A	N / A
EEP LI 07	Number of companies benefitting from the Council's intensive Key Account	New Indicator for	50	49		N / A

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q1 Actual	Q1 Progress	Direction of travel
	Management (KAM) Service.	2018/19				
EEP LI 08	Number of Enrolments (Adult Learning).	1,960	2,950	2,754		
EEP LI 09	Number of People supported into work.	319	400	60		
EEP LI 10	Percentage of learners achieving accreditation.	56%	42%	27%		

Supporting Commentary

The reporting requirements for emissions have been amended whereby the figures for academies are no longer included. The actual figure for 2016/17 has therefore been amended to reflect the change to ensure the comparison to the 2017/18 figure is meaningful.

The overall emissions for 2016/17 amounted to 16,043 tonnes, which equated to a 9.8% reduction from the previous year, well within the target set.

The annual figure for this indicator is a year behind and therefore only reported in the following year. The collation of the figures takes time as such the actual figure for 2017/18 will be report in the 2nd quarter of 2018/19 monitoring period.

The target for 2018/19 will be a 1% reduction on the 2017/18 figure.

The criteria for calculating occupancy rates are currently being developed with Internal Audit. The data will be provided on an annual basis

Current KAM portfolios include; AEM, Food & Drink, Digital & Creative, Health & Life Science, Energy & Environmental, Financial & Business Services, Logistic and Foreign Owned Companies

Actual 17/18 reported from PICS as total for academic year. Q1 figure = final term figures from 17/18 academic year.




More than 60 people were supported into work in Q1 but the required ESF evidence hasn't been received from employers so the additional job starts have not yet been claimed.

Not all accreditation results are through for the summer term and the figure available at present is expected to rise by the end of the academic year




8.0 Application of Symbols

Symbols are used in the following manner:

Progress Symbols

<u>Symbol</u>	<u>Objective</u>	<u>Performance Indicator</u>
Green 	Indicates that the <u>objective is on course to be achieved</u> within the appropriate timeframe.	<i>Indicates that the annual target <u>is on course to be achieved</u>.</i>
Amber 	Indicates that it is <u>uncertain or too early to say at this stage</u> whether the milestone/objective will be achieved within the appropriate timeframe.	<i>Indicates that it is <u>uncertain or too early to say at this stage</u> whether the annual target is on course to be achieved</i>
Red 	Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.	<i>Indicates that the target <u>will not be achieved</u> unless there is an intervention or remedial action taken.</i>

Direction of Travel Indicator

Green 	Indicates that performance is better as compared to the same period last year.
Amber 	Indicates that performance is the same as compared to the same period last year.
Red 	Indicates that performance is worse as compared to the same period last year.
N / A	N / A
	Indicates that the measure cannot be compared to the same period last year.

REPORT TO: Executive Board

DATE: 20 September 2018

REPORTING OFFICER: Operational Director – Finance

PORTFOLIO: Resources

SUBJECT: 2018/19 Quarter 1 Spending

WARD(S): Borough-wide

1.0 PURPOSE OF REPORT

1.1 To report the Council's overall revenue and capital spending position as at 30 June 2018.

2.0 RECOMMENDED: That

- 1) All spending continues to be limited to the absolutely essential;**
- 2) Strategic Directors take appropriate action to contain overall spending within their total operational budget by year-end; and**
- 3) Executive Board be asked to recommend Council to approve the revised capital programme as set out in Appendix 2.**

3.0 SUPPORTING INFORMATION

Revenue Spending

- 3.1 Appendix 1 presents a summary of spending against the revenue budget up to 30 June 2018, along with individual statements for each Department. In overall terms revenue expenditure is £1.109m above the budget profile.
- 3.2 Given the overall variance position and continuing budget pressures, it is essential that Directorates restrict and question any non-essential spend over the remainder of the financial year. It is proposed that for those Departments experiencing net overspends to date, Strategic Directors report back to Management Team with proposed action plans of how they intend to bring spend back in line with budget.
- 3.3 Based on current spend patterns, projections show the Council will have a year-end outturn overspend position of approximately £5.140m, if no corrective action is taken. As at 31 March 2018 the Council's General Fund balance was £5.004m. Unless the projected overspend is reduced and net spending brought back into line with budget as far as possible, the general reserve will be fully consumed and impact negatively on the financial sustainability of the Council

- 3.4 There are a number of departments where net spend for the quarter exceeds the budgeted profile, with four having negative variances of over £100k. The main budget pressure continues to be within the Children & Families Department, despite additional budget growth of £3m being allocated to the Department at the start of the current financial year. Further detail is given in the report to the issues creating the continuing overspend position.
- 3.5 Total spending on employees is £0.064m below budget profile at the end of the quarter. This is a very marginal position compared to the budget allocation to date of £16.080m for employee costs. Casual staffing costs are exceeding available budget and in some areas there is increased spend on overtime costs.
- 3.6 Included within the employee's budget is a staff turnover saving target of 3.0% which reflects the saving made between a member of staff leaving a post and the post being filled. The target for the quarter has been achieved in all Departments with the exception of Children & Families, Community & Environment, Economy, Enterprise & Property, Policy People Performance & Efficiency and Education Inclusion & Provision.
- 3.7 Within the overall budget position for the quarter, the key budget variances are as follows;

(i) **Children and Families Department:-**

As at 30 June 2018 the Department's net spend is exceeding the profiled budget by £0.918m.

Employee costs for the year to date are £0.027m above the budgeted profile. There has been a significant increase in the cost of agency staff and overtime costs have also increased from this point last year. Included within employee budget is an efficiency saving of £0.1m which has yet to be identified, therefore this will continue to be a pressure on the budget until the means of achieving the saving is identified. The delay in the re-opening of Edinburgh Road has helped to partly mitigate the overspend in employee costs, but is offset by additional spend on residential placements.

Spend on out of borough residential placements for the year to date is £1.007m, which is £0.467m higher than the profiled budget. In quarter 1 three new children entered the service with annual costs of £0.439m with an additional child moving from a fostering placement to a residential placement at an additional annual cost of £0.051m. Extensive work has been undertaken to reduce costs of residential packages which has had a positive impact, but it is still forecast that spend in this area will be £1.859m above budget by year-end.

Out of borough fostering costs continue to be a significant pressure with costs at 30 June 2018 exceeding budget by

£0.326m. Over the past quarter a sibling group of 3 children entered the service at a total annual cost of £0.104m and one child entered the service at an annual cost of £0.035m. The lack of in-borough foster carers continues to place pressure on the budget and it is forecast by year-end that the overspend in this area will be £1.306m. This will be offset by a saving on the budget for in-house foster carer payments.

Payments for special guardianship orders for the past quarter total £0.366m, which is £0.086m above the budget profile. Unless the number of orders reduce, it is forecast this area will be £0.344m overspent at year end.

Net spend on the early years settings at Warrington Road and Ditton continues to be a concern. Chargeable income at these settings is not fully recovering the cost of operations and it is forecast net spend as at 31 March 2019 will be £0.301 over the profiled budget level.

At this stage it is forecast the year-end overspend position for the Department will be £3.725m, despite the Council having allocated an additional £3m of growth to the budget for the current year.

(ii) **Community & Environment Department:-**

As at 30 June 2018 the Department's net spend is exceeding the profiled budget by £0.380m.

Employee spending is over the budget profile due to not meeting the staff turnover saving target of £0.121m for the quarter. In addition, spending on casuals is exceeding budget by £0.069m and there are agency staffing costs of £0.039m. Based on current staff usage it is forecast the overspend position as at year end could approach £0.4m.

In setting the 2018/19 budget some income targets were reduced to reflect the issues in achieving set targets. Despite this, there continue to be pressures in meeting budget income levels. The main areas where the Department is struggling to achieve income targets is leisure centre classes, catering, event income, sponsorship income and architect fees within the Open Spaces Division.

The School Meal Service is also struggling to meet income levels due to a reduction in the amount of Government grant received, due to reduced free school meal numbers. In addition, one school has withdrawn from the Service this year to take up a contract with an external provider.

Based on demand and current income levels, unless action is taken to improve the position, it is forecast that the Department's net spend for the year will be £1.671m over budget.

(iii) **Complex Care Pool Budget:-**

As at 30 June 2018 the net spend for the Complex Care Pooled Budget is over the profiled budget by £0.397m, with the liability share for the Council being calculated at £0.247m

Health and Social Care spending within the Pool is currently exceeding the profiled budget by £0.350m. This budget is a mix of residential, domiciliary and direct payment services and combines both continuing health care and Council funded packages. Detail of the Complex Care Pooled Budget is included in Appendix 2.

Based on current demand it is forecast the Pool will be overspent by £1.800m at year end with the Council's share of the liability being £1.116m. Last year a Financial Recovery Action Plan was instigated and a Working Group established to identify ways of mitigating the budget pressures. The Working Group is continuing to look at ways of reducing spend whilst ensuring the needs of clients continue to be met.

(iv) **Education, Inclusion & Provision:-**

As at 30 June 2018 the Department's net spend is exceeding the profiled budget by £0.161m.

There continues to be a large demand to provide special education needs pupils with transport to and from school settings. As at 30 June 2018 spend against this service reached £0.324m against a profiled budget of £0.199m. Efforts are being made to try and identify efficiencies within the service where possible and in October 2018 a tendering of the service will start which could potentially result in a reduction in costs.

The Department is struggling to achieve income levels in terms of providing places within SEN schools to other authorities. This is due to lack of available places and it is currently forecast there will be a shortfall of £0.256m against the annual income target.

Based on current demand and income levels it is forecast the Department's net spend at year end will be £0.644m above the available budget.

(v) **Corporate & Democracy:-**

As at 30 June 2018 the net spend is under the profiled budget by £0.501m.

There are a number of factors which have contributed towards the underspend to date position, including the one off receipt of £0.132m reflecting the 2017/18 gain from the business rates shared pool arrangement with Warrington and St Helens Councils.

The level of interest receivable on investments is £0.153m greater than was forecast at the start of the year. This is as a result of financial institutions offering greater levels of return on investments

and the level of cash balances being held by the Council being greater than forecast.

- 3.8 The council tax collection rate for the first quarter of 28.06% is marginally lower (0.19%) than at this stage last year. However, the collection rate for business rates of 30.34% is up by 0.75% from last year. The forecast retained element of business rates is lower than the estimate used when setting the 2018/19 budget. However, forecasting retained business rates through to the end of the financial year remains difficult due to the number of appeals outstanding with the Valuation Office Agency and the process of appealing against rateable values from the 2017 valuation exercise. This will continue to be closely monitored during the financial year and forecasts changed accordingly.

Capital Spending

- 3.9 The Capital Programme has been revised to reflect a number of changes in spending profiles and funding as schemes have developed. These are reflected in the capital programme presented in Appendix 3. The schemes which have been revised within the Programme are as follows;

1. Stadium – Karalius Suite Reconfiguration
2. Open Spaces Schemes
3. Runcorn Hill Park
4. Peelhouse Lane Cemetery
5. Pheonix Park
6. Victoria Park Glass House
7. Widnes & Runcorn Cemeteries
8. Widnes Waterfront
9. Widnes Market Refurbishment
10. Equality Act Improvement Works
11. Risk Management
12. Bridge & Highway Maintenance
13. Street Lighting Upgrades
14. STEPS Programme
15. Silver Jubilee Bridge – Major Maintenance
16. Ditton Loops
17. KRN – Earle Road Gyrotory
18. Vine Street Reconfiguration
19. Disabled Facilities Grant
20. Capital Repairs – Schools
21. School Access Initiative
22. Basic Need Projects
23. Bridge School Vocational Centre
24. Simms Cross remodelling
25. Ashley School – remodelling 6th Form
26. SEND Capital allocation

Capital spending at 30 June 2018 totalled £3.8m, which is 98% of the planned spending of £3.9m at this stage. This represents 9.9% of the total Capital Programme of £38.2m (which assumes a 20% slippage between years).

Balance Sheet

- 3.10 The Council's Balance Sheet is monitored regularly in accordance with the Reserves and Balances Strategy which forms part of the Medium Term Financial Strategy. The key reserves and balances have been reviewed and are considered prudent and appropriate at this stage in the financial year and within the current financial climate.

4.0 POLICY AND OTHER IMPLICATIONS

- 4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 5.1 There are no direct implications, however, the revenue budget and capital programme support the delivery and achievement of all the Council's priorities.

6.0 RISK ANALYSIS

- 6.1 There are a number of financial risks within the budget. However, the Council has internal controls and processes in place to ensure that spending remains in line with budget.
- 6.2 In preparing the 2018/19 budget, a register of significant financial risks was prepared which has been updated as at 30 June 2018.

7.0 EQUALITY AND DIVERSITY ISSUES

- 7.1 None.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1072

- 8.1 There are no background papers under the meaning of the Act.

APPENDIX 1

Summary of Revenue Spending to 30 June 2018

Directorate / Department	Annual Budget £'000	Budget to Date £'000	Expenditure to Date £'000	Variance to Date (overspend) £'000
Community & Environment	21,113	5,800	6,180	(380)
Economy, Enterprise & Property	1,829	1,252	1,284	(32)
Finance	4,028	-713	-769	56
ICT & Support Services	270	-155	-110	(45)
Legal & Democratic Services	617	174	157	17
Planning & Transportation	7,239	1,215	1,125	90
Policy, People, Performance & Efficiency	0	-348	-324	(24)
Enterprise, Community & Resources	35,096	7,225	7,543	(318)
Adult Social Care	18,293	4,075	4,022	53
Children & Families	23,317	4,896	5,814	(918)
Complex Care Pool Budget	24,987	5,624	5,871	(247)
Education, Inclusion & Provision	7,653	4,037	4,198	(161)
Public Health & Public Protection	832	152	141	11
People	75,082	18,784	20,046	(1,262)
Corporate & Democracy	-955	-721	-1,222	501
Mersey Gateway	0	-27,791	-27,791	0
Net Total	109,223	-2,503	-1,424	(1,079)

Community & Environment

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance to Date (Overspend) £'000
<u>Expenditure</u>				
Employees	13,887	3,467	3,574	(107)
Other Premises	2,016	763	771	(8)
Supplies & Services	1,508	363	364	(1)
Book Fund	160	48	43	5
Hired & Contracted Services	1,002	152	172	(20)
Food Provisions	512	106	115	(9)
School Meals Food	1,980	403	406	(3)
Transport	55	23	20	3
Other Agency Costs	381	141	136	5
Waste Disposal Contracts	5,900	1,550	1,550	0
Grants To Voluntary Organisations	67	14	2	12
Grant To Norton Priory	172	86	87	(1)
Rolling Projects	0	6	6	0
Capital Financing	88	11	11	0
Total Expenditure	27,728	7,133	7,257	(124)
<u>Income</u>				
Sales Income	-2,056	-499	-460	(39)
School Meals Sales	-2,368	-446	-437	(9)
Fees & Charges Income	-6,153	-1,780	-1,639	(141)
Rents Income	-225	-86	-72	(14)
Government Grant Income	-1,198	-53	-2	(51)
Reimbursements & Other Grant Income	-671	-99	-97	(2)
Schools SLA Income	-76	-76	-76	0
Internal Fees Income	-171	-43	-35	(8)
School Meals Other Income	-1,526	-7	-10	3
Capital Salaries	-123	0	0	0
Rolling Projects Income	0	-40	-45	5
Transfers From Reserves	-11	-11	-11	0
Total Income	-14,578	-3,140	-2,884	(256)
Net Operational Expenditure	13,150	3,993	4,373	(380)
<u>Recharges</u>				
Premises Support	1,558	389	389	0
Transport Recharges	3,069	663	663	0
Departmental Support Services	9	0	0	0
Central Support Services	3,655	978	978	0
Asset Charges	93	0	0	0
HBC Support Costs Income	-421	-223	-223	0
Net Total Recharges	7,963	1,807	1,807	0
Net Department Expenditure	21,113	5,800	6,180	(380)

Economy, Enterprise & Property

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance to Date (Overspend) £'000
<u>Expenditure</u>				
Employees	4,881	1,194	1,213	(19)
Repairs & Maintenance	2,214	607	607	0
Premises	51	9	9	0
Energy & Water Costs	668	151	149	2
NNDR	536	536	538	(2)
Rents	346	120	120	0
Economic Regeneration Activities	37	2	2	0
Supplies & Services	1,822	554	554	0
Grants To Voluntary Organisations	20	5	5	0
Agency Related	19	0	0	0
Capital Financing	74	74	74	0
Total Expenditure	10,668	3,252	3,271	(19)
<u>Income</u>				
Fees & Charges Income	-307	-21	-22	1
Rent – Markets	-786	-190	-188	(2)
Rent – Investment Properties	-133	-33	-33	0
Rent – Commercial Properties	-996	-67	-71	4
Government Grant Income	-2,267	-319	-319	0
Reimbursements & Other Grant Income	-70	-18	-18	0
Schools SLA Income	-504	-467	-451	(16)
Capital Salaries	-100	-12	-12	0
Transfers From Reserves	-952	-224	-224	0
Total Income	-6,115	-1,351	-1,338	(13)
Net Operational Expenditure	4,553	1,901	1,933	(32)
<u>Recharges</u>				
Premises Support	1,965	491	491	0
Transport	26	5	5	0
Asset Charges	4	0	0	0
Central Support Services	2,121	565	565	0
Accommodation Income	-2,396	-599	-599	0
Repairs & Maintenance Income	-2,402	-601	-601	0
Central Support Income	-2,042	-510	-510	0
Net Total Recharges	2,724	-649	-649	0
Net Department Expenditure	1,829	1,252	1,284	(32)

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	5,488	1,303	1,293	10
Supplies & Services	353	122	105	17
Insurance	1,071	511	502	9
Rent Allowances	50,200	8,204	8,204	0
Non HRA Rent Rebates	65	13	13	0
Discretionary Social Fund	154	18	18	0
Discretionary Housing Pyts	387	66	66	0
Concessionary Travel	2,175	0	0	0
LCR Levy	2,241	2,241	2,241	0
Total Expenditure	62,134	12,478	12,442	36
<u>Income</u>				
Clerical Error Recovery	-400	-19	-19	0
Rent Allowances	-49,800	-8,793	-8,793	0
Other fees & Charges	-210	-52	-57	5
Non HRA Rent Rebate	-65	-7	-7	0
New Burdens Grant	-61	-61	-77	16
Dedicated Schools Grant	-96	0	0	0
Discretionary Hsg Payment Grant	-387	0	0	0
Hsg Benefit Admin Grant	-510	-92	-83	(9)
Universal Credits	-130	0	0	0
Council Tax Admin Grant	-211	-211	-211	0
Council Tax Liability Order	-411	-247	-271	24
Business Rates Admin Grant	-165	0	0	0
Schools SLAs	-858	-858	-851	(7)
LCR Reimbursement	-2,241	-2,241	2,241	0
Reimbursements & Other Grants	-183	-46	-37	(9)
Transfer from Reserves	-101	0	0	0
Total Income	-55,829	-12,627	-12,647	20
Net Operational Expenditure	6,305	-149	-205	56
<u>Recharges</u>				
Premises Support	8	2	2	0
Central Recharges	2,356	589	589	0
Central Recharge Income	-4,641	-1,155	-1,155	0
Net Total Recharges	-2,277	-564	-564	0
Net Department Expenditure	4,028	-713	-769	56

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	6,766	1,691	1,738	(47)
Supplies & Services	769	217	190	27
Capital Financing	1,607	19	44	(25)
Computer Repairs & Software	934	584	568	16
Communication Costs	385	45	66	(21)
Transfer from Reserves	15	0	0	0
Total Expenditure	10,476	2,556	2,606	(50)
<u>Income</u>				
Fees & Charges	-841	-15	-24	9
Schools SLA Income	-522	-481	-479	(2)
Reimbursements & Other Grant Income	-15	-8	-6	(2)
Total Income	-1,378	-504	-509	5
Net Operational Expenditure	9,098	2,052	2,097	45
<u>Recharges</u>				
Premises Support Recharges	605	151	151	0
Transport Recharges	8	2	2	0
Central Support Recharges	1,063	266	266	0
Support Services Income	-10,504	-2,626	-2,626	0
Net Total Recharges	-8,828	-2,207	-2,207	0
Net Department Expenditure	270	-155	-110	(45)

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	1,746	467	465	2
Supplies & Services	290	112	106	6
Civic Catering & Functions	56	14	10	4
Legal Expenses	223	42	37	5
Total Expenditure	2,315	635	618	17
<u>Income</u>				
Land Charges	-78	-19	-19	0
School SLAs	-79	-79	-79	0
Licence Income	-245	-44	-44	0
Fees & Charges Income	-55	-9	-9	0
Total Income	-457	-151	-151	0
Net Operational Expenditure	1,858	484	467	17
<u>Recharges</u>				
Premises Support	155	39	39	0
Central Support Recharges	346	87	87	0
Support Recharges Income	-1,742	-436	-436	0
Net Total Recharges	-1,241	-310	-310	-0
Net Department Expenditure	617	174	157	17

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	4,510	1,090	1,068	22
Other Premises	168	65	52	13
Contracted Services	209	10	16	(6)
Supplies & Services	157	24	15	9
Street Lighting	1,718	222	221	1
Highways Maintenance	2,446	272	278	(6)
Fleet Transport	1,413	204	201	3
Lease Car Contracts	1	0	3	(3)
Bus Support	649	118	118	0
Finance Charges	145	18	0	18
Contribution to Reserves	872	0	0	0
Grants to Vol. Organisations	61	29	29	0
LCR Levy	882	882	882	0
NRA Levy	64	64	64	0
Total Expenditure	13,295	2,998	2,947	51
<u>Income</u>				
Sales	-351	-75	-68	(7)
Planning Fees	-526	-148	-138	(10)
Building Control Fees	-209	-34	-24	(10)
Other Fees & Charges	-646	-168	-184	16
Rent	-8	-2	0	(2)
Grants & Reimbursements	-195	-105	-111	6
Government Grant Income	-126	-6	-6	0
Efficiency Savings	-68	0	0	0
Schools SLAs	-43	-43	-44	1
Capital Salaries	-317	0	0	0
LCR Levy Reimbursement	-882	-882	-882	0
Transfers from Reserves	-606	0	0	0
Total Income	-3,977	-1,463	-1,457	(6)
Net Operational Expenditure	9,318	1,535	1,490	45
<u>Recharges</u>				
Premises Recharges	642	161	161	0
Transport Recharges	771	182	182	0
Asset Charges	539	0	0	0
Central Recharges	1,732	433	433	0
Transport Recharge Income	-4,896	-897	-942	45
Central Recharge Income	-867	-199	-199	0
Net Total Recharges	-2,079	-320	-365	45
Net Department Expenditure	7,239	1,215	1,125	90

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance to Date (Overspend) £'000
<u>Expenditure</u>				
Employees	1,857	416	451	(35)
Employees Training	133	36	36	0
Supplies & Services	140	34	26	8
Apprenticeship Levy	300	3	3	0
Total Expenditure	2,430	489	516	(27)
<u>Income</u>				
Fees & Charges	-93	0	-3	3
Schools SLAs	-426	-384	-384	0
Transfer from Reserves	-98	0	0	0
Total Income	-617	-384	-387	3
Net Operational Expenditure	-1813	105	129	(24)
<u>Recharges</u>				
Premises Support	12	3	3	0
Central Support Recharges	-1,042	-260	-260	0
Support recharges Income	-783	-196	-196	0
Net Total Recharges	-1813	-453	-453	0
Net Department Expenditure	0	-348	-324	(24)

Adult Social Care

	Annual Budget	Budget To Date	Actual Spend	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	14,293	3,555	3,500	55
Other Premises	329	107	116	(9)
Supplies & Services	1,545	279	271	8
Aids & Adaptations	113	28	25	3
Transport	201	48	45	3
Food Provision	206	51	48	3
Contracts & SLAs	528	185	189	(4)
Emergency Duty Team	95	1	1	0
Other Agency	635	93	103	(10)
Payments To Providers	1,443	332	327	5
Total Expenditure	19,388	4,679	4,625	54
<u>Income</u>				
Sales & Rents Income	-281	-62	-62	0
Fees & Charges	-665	-167	-170	3
Reimbursements & Grant Income	-1,161	-63	-57	(6)
Transfer From Reserves	-800	0	0	0
Capitalised Salaries	-111	-28	-28	0
Government Grant Income	-1,161	-631	-633	2
Total Income	-4,179	-951	-950	(1)
Net Operational Expenditure	15,209	3,728	3,675	53
<u>Recharges</u>				
Premises Support	610	153	153	0
Asset Charges	50	0	0	0
Central Support Services	3,027	732	732	0
Internal Recharge Income	-1,274	-553	-553	0
Transport Recharges	671	15	15	0
Net Total Recharges	3,084	347	347	0
Net Department Expenditure	18,293	4,075	4,022	53

Children & Families

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	9,359	2,240	2,267	(27)
Premises	277	70	68	2
Supplies and Services	1,055	168	170	(2)
Transport	112	21	29	(8)
Direct Payments/Individual Budgets	598	166	173	(7)
Commissioned Services	247	69	69	0
Out of Borough Residential Placements	4,352	540	1,007	(467)
Out of Borough Adoption	82	0	0	0
Out of Borough Fostering	1,379	254	580	(326)
In House Adoption	215	22	53	(31)
Special Guardianship	1,119	280	366	(86)
In House Foster Carer Payments	2,027	443	310	133
Care Leavers	144	48	69	(21)
Family Support	53	10	29	(19)
Emergency Duty Team	100	0	0	0
Contracted Services	4	1	0	1
Early Years	60	10	72	(62)
Total Expenditure	21,183	4,342	5,262	(920)
<u>Income</u>				
Fees and Charges	-16	-4	-6	2
Sales Income	-42	-16	-16	0
Rents	-80	0	0	0
Dedicated Schools Grant	-48	-12	-12	0
Reimbursements & Other Grant Income	-386	-35	-35	0
Government Grants	-36	-36	-36	0
Transfer from Reserves	-36	-36	-36	0
Total Income	-644	-139	-141	2
Net Operational Expenditure	20,539	4,203	5,121	(918)
<u>Recharges</u>				
Premises Support	140	42	42	0
Transport Support	29	7	7	0
Central Support Service Costs	2,609	644	644	0
Net Total Recharges	2,778	693	693	0
Net Department Expenditure	23,317	4,896	5,814	(918)

	Annual Budget	Budget To Date	Actual To Date	Variance To Date (overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Intermediate Care Services	5,167	1,034	912	122
End of Life	200	42	37	5
Sub-Acute	1,728	368	375	(7)
Urgent Care Centres	615	0	0	0
Joint Equipment Store	613	31	64	(33)
CCG Contracts & SLA's	1,219	232	215	17
Intermediate Care Beds	599	150	150	0
BCF Schemes	1,729	432	432	0
Carers Breaks	440	126	102	24
Madeline McKenna Home	527	126	128	(2)
Millbrow Home	1,329	370	529	(159)
IBCF unallocated	1,006	0	0	0
BCF unallocated	994	0	0	0
Adult Health & Social Care Services:				
Residential & Nursing Care	19,850	3,278	3,302	(24)
Domiciliary & Supported Living	14,118	2,407	2,126	281
Direct Payments	7,671	2,292	2,728	(436)
Day Care	420	57	67	(10)
Total Expenditure	58,225	10,945	11,167	(222)
<u>Income</u>				
Residential & Nursing Income	-5,944	-969	-948	(21)
Domiciliary Income	-1,914	-375	-227	(148)
Direct Payments Income	-469	-79	-87	8
BCF	-9,844	-1,647	-1,647	0
CCG Contribution to Pool	-13,631	-2,161	-2,161	0
ILF	-677	0	0	0
Income from other CCG's	-113	0	0	0
Madeline McKenna fees	-279	-44	-29	(15)
Millbrow fees	-307	-31	-32	1
Falls Income	-60	-15	-15	0
Total Income	-33,238	-5,321	-5,146	(175)
Net Department Expenditure	24,987	5,674	6,021	(397)
Liability as per Joint Working Agreement (HCCG share - 38%)	0	0	-150	150
Adjusted Net Dept. Expenditure	24,987	5,624	5,871	(247)

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	6,079	1,445	1,467	(22)
Premises	34	7	6	1
Supplies & Services	2,357	570	545	25
Transport	5	10	9	1
Schools Transport	949	199	324	(125)
Commissioned Services	2,520	89	89	0
Agency Related Expenditure	1,568	440	437	3
Independent School Fees	2,412	401	401	0
Inter Authority Special Needs	175	0	0	0
Pupil Premium Grant	120	1	1	0
Nursery Education Payments	5,268	2,202	2,202	0
Capital Finance	12	0	0	0
Total Expenditure	21,499	5,364	5,481	(117)
<u>Income</u>				
Fees & Charges	-271	-78	-92	14
Government Grants	-532	-435	-435	0
Reimbursements & Other Income	-489	-175	-185	10
Schools SLA Income	-440	-283	-279	(4)
Transfer to/from Reserves	-855	-723	-723	0
Dedicated Schools Grant	-12,633	0	0	0
Inter Authority Income	-578	-93	-29	(64)
Total Income	-15,798	-1,787	-1,743	(44)
Net Operational Expenditure	5,701	3,577	3,738	(161)
<u>Recharges</u>				
Central Support Services Costs	1,596	439	439	0
HBC Support Costs Income	-79	-20	-20	0
Premises Support Costs	156	39	39	0
Transport Support Costs	279	2	2	0
Net Total Recharges	1,952	460	460	0
Net Department Expenditure	7,653	4,037	4,198	(161)

Public Health & Public Protection

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	3,618	880	874	6
Other Premises	5	0	0	0
Supplies & Services	267	52	48	4
Contracts & SLA's	6,782	1,543	1,543	0
Transport	6	2	1	1
Other Agency	18	18	18	0
Total Expenditure	10,696	2,495	2,484	11
<u>Income</u>				
Other Fees & Charges	-70	-11	-10	(1)
Government Grant	-10,185	-2,376	-2,376	0
Reimbursements & Grant Income	-214	-115	-116	1
Transfer from Reserves	-226	0	0	0
Total Income	-10,695	-2,502	-2,502	0
Net Operational Expenditure	1	-7	-18	11
<u>Recharges</u>				
Premises Support	179	45	45	0
Central Support Services	718	180	180	0
Transport Recharges	32	7	7	0
Support Income	-98	-73	-73	0
Net Total Recharges	831	159	159	0
Net Department Expenditure	832	152	141	11

Corporate & Democracy

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Employees	281	70	69	1
Contracted Services	35	9	4	5
Supplies & Services	138	51	66	(15)
Members Allowances	801	230	230	0
Interest Payable	1,358	340	282	58
Bank Charges	81	20	23	(3)
Audit Fees	124	31	31	0
Contingency	1,100	188	0	188
Capital Financing	1,334	0	0	0
Contribution to Reserves	2,971	0	0	0
Debt Management Expenses	34	9	13	(4)
Precepts & Levies	701	128	128	0
Total Expenditure	8,958	1,076	846	230
<u>Income</u>				
Interest Receivable – Treasury	-599	-150	-267	117
Interest Receivable – Other	-348	-87	-123	36
Fees & Charges	-53	-13	-137	124
Grants & Reimbursements	-85	-21	-15	(6)
Government Grant Income	-6,041	-1,510	-1,510	0
Transfer from Reserves	-1,513	0	0	0
Total Income	-8,639	-1,781	-2,052	271
Net Operational Expenditure	319	-705	-1,206	501
<u>Recharges</u>				
Central Recharge Income	1,016	0	0	0
Support Services Income	-2,290	-16	-16	0
Net Total Recharges	-1,274	-16	-16	0
Net Department Expenditure	-955	-721	-1,222	501

	Annual Budget	Budget To Date	Actual To Date	Variance to Date (Overspend)
	£'000	£'000	£'000	£'000
<u>Expenditure</u>				
Other Premises	149	72	70	2
Agency Costs	45,152	3,961	3,708	253
Insurance	1,502	988	0	988
Supplies & Services	0	0	2	(2)
MGCB Ltd	2,625	818	577	241
MGET Ltd	646	15	0	15
Bus Support	0	0	12	(12)
External Interest	5,173	55	55	0
Finance Charges	149	149	148	1
Total Expenditure	55,396	6,058	4,572	1,486
<u>Income</u>				
Toll Income	-27,753	-6,803	-6,808	5
Grants & reimbursements	-27,043	-27,043	-25,567	(1,476)
Transfer from reserves	-646	-15	0	(15)
Total Income	-55,442	-35,861	-32,375	(1,486)
Net Operational Expenditure	-46	-27,803	-27,803	0
<u>Recharges</u>				
Central Support Recharges	46	12	12	0
Net Total Recharges	46	12	12	0
Net Department Expenditure	0	-27,791	-27,791	0

Capital Programme as at 30 June 2018

Directorate/Department	Actual Expenditure to Date	2018/19 Cumulative Capital Allocation				Capital Allocation 2019/20	Capital Allocation 2020/21
		Quarter 1	Quarter 2	Quarter 3	Quarter 4		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
<u>Enterprise Community & Resources Directorate</u>							
Community and Environment							
Stadium Minor Works	13	13	25	38	50	30	30
Stadium Pitch	0	0	0	0	300	0	0
Stadium – Karalius Suite reconfiguration	0	0	0	100	200	0	0
Brindley Café Extension	6	6	30	55	80	0	0
Open Spaces Schemes	41	41	100	300	611	0	0
Children's Playground Equipment	-2	0	60	60	61	65	65
Upton Improvements	0	0	0	0	13	0	0
The Glen Play Area	0	0	0	0	41	0	0
Runcorn Hill Park	3	3	5	5	5	0	0
Crow Wood Play Area	3	3	378	458	478	5	0
Peelhouse Lane Cemetery	0	0	100	225	500	500	90
Peelhouse Lane Cemetery – Enabling Works	0	0	0	0	33	0	0
Pheonix Park	0	0	80	95	100	14	0
Victoria Park Glass House	0	0	0	50	170	73	0
Sandymoor Playing Fields	72	72	560	760	1,032	500	0
Widnes & Runcorn Cemeteries	0	0	0	10	190	20	0
Landfill Tax Credit Schemes	0	0	0	0	340	340	340
Litter Bins	0	0	0	0	20	20	20

Directorate/Department	Actual Expenditure to Date £'000	2018/19 Cumulative Capital Allocation				Capital Allocation 2019/20 £'000	Capital Allocation 2020/21 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
ICT & Support Services							
ICT Rolling Programme	48	48	260	480	700	700	700
Economy, Enterprise & Property							
3MG	23	23	103	403	499	0	0
Widnes Waterfront	0	0	0	0	0	1,000	0
Decontamination of Land	0	0	0	0	50	0	0
SciTech Daresbury – EZ Grant	0	0	243	382	382	0	0
Venture Field	0	0	0	41	41	0	0
Linnets Clubhouse	2	2	155	207	287	0	0
The Croft	0	0	0	0	30	0	0
Former Crosville Site	0	0	0	200	440	0	0
Advertising Screen at The Hive	0	0	0	0	100	0	0
Widnes Market Refurbishment	265	265	913	1,125	1,191	29	0
Broseley House	711	711	711	711	1,190	0	0
Solar Farm	16	16	436	857	1,278	0	0
Equality Act Improvement Works	0	0	10	55	150	300	300

Directorate/Department	Actual Expenditure to Date £'000	2018/19 Cumulative Capital Allocation				Capital Allocation 2019/20 £'000	Capital Allocation 2020/21 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
Mersey Gateway							
Land Acquisitions	9	9	25	40	4,039	0	0
Development Costs	107	107	257	407	436	0	0
Other							
Risk Management	0	0	20	30	170	206	120
Fleet Replacements	434	434	794	1,154	1,513	1,015	1,260
Policy, Planning & Transportation							
Bridge & Highway Maintenance	284	284	698	2,108	3,639	0	0
Integrated Transport & Network Management	98	98	190	330	460	0	0
Street Lighting – Structural Maintenance & Upgrades	0	0	180	380	782	1,200	2,000
STEPS Programme	0	0	330	660	2,643	0	0
Silver Jubilee Bridge Major Maintenance	1,075	1,075	3,000	5,000	7,265	0	0
Silver Jubilee Bridge Decoupling	56	56	100	200	9,596	0	0
Ditton Loops	0	0	0	0	1,000	1,077	0
KRN – Earle Road Gyratory	76	76	325	575	830	0	0
Total Enterprise Community & Resources	3,340	3,342	10,088	17,501	42,935	7,094	4,925

Directorate/Department	Actual Expenditure to Date £'000	2018/19 Cumulative Capital Allocation				Capital Allocation 2019/20 £'000	Capital Allocation 2020/21 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
People Directorate							
Adult Social Care							
ALD Bungalows	0	0	0	0	199	0	0
Vine Street Reconfiguration	0	0	10	10	10	0	0
Purchase of 2 adapted properties	0	0	0	0	520	0	0
Complex Pool							
Disabled Facilities Grant	121	150	450	780	1,109	0	0
Stairlifts (Adaptations Initiative)	65	75	150	225	300	0	0
RSL Adaptations (Joint Funding)	33	50	100	150	250	0	0
Madeline McKenna Residential Home	5	10	50	90	136	0	0
Millbrow Care Home	85	100	150	150	150	0	0

Directorate/Department	Actual Expenditure to Date £'000	2018/19 Cumulative Capital Allocation				Capital Allocation 2019/20 £'000	Capital Allocation 2020/21 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
Schools Related							
Asset Management Data	0	0	2	3	5	0	0
Capital Repairs	114	114	613	893	893	0	0
Asbestos Management	0	0	5	10	19	0	0
Schools Access Initiative	0	0	40	65	77	0	0
Basic Need Projects	0	0	0	0	216	283	437
Lunts Heath Primary School	0	0	0	11	11	0	0
Fairfield Primary School	2	2	17	70	79	0	0
Weston Point Primary School	0	0	0	4	4	0	0
Kitchen Gas Safety	0	0	30	60	85	0	0
Small Capital Works	10	10	53	80	119	0	0
Bridge School Vocational Centre	4	4	300	380	380	21	0
Simms Cross remodelling	0	0	70	122	122	0	0
Ashley School remodelling 6 th form	0	0	50	70	70	0	0
SEND capital allocation	0	0	0	0	30	304	166
Healthy Pupils Capital Fund	0	0	20	40	70	0	0
Total People Directorate	439	515	2,110	3,213	4,854	608	603
TOTAL CAPITAL PROGRAMME	3,779	3,857	12,198	20,714	47,789	7,702	5,528
Slippage (20%)					-9,558	-1,540	-1,106
						9,558	1,540

TOTAL	3,779	3,857	12,198	20,714	38,231	15,720	5,962
--------------	--------------	--------------	---------------	---------------	---------------	---------------	--------------

REPORT TO:	Executive Board
DATE:	20 September 2018
REPORTING OFFICER:	Strategic Director Enterprise, Community and Resources
PORTFOLIO:	Physical Environment
SUBJECT:	Prohibition of the Sale of Fur at Halton Markets
WARD(S)	Appleton & Mersey

1.0 **PURPOSE OF THE REPORT**

- 1.1 The purpose of this report is to present a proposal to prohibit the sale of fur at Halton's Markets

2.0 **RECOMMENDATION: That Members agree to prohibit the sale of fur at Halton's markets.**

3.0 **SUPPORTING INFORMATION**

- 3.1 On 4th June, Parliament debated banning the importation of and sale of fur, after a petition on the topic obtained more than 100,000 signatures. The petition called for a ban on selling fur in the UK stating, "Fur farming was banned in England and Wales in 2000 followed by Scotland in 2002. However, fur products can still be legally imported from other countries and sold here in the UK. Much of the fur comes from countries that have very weak or no animal welfare laws at all".
- 3.2 The motion received strong cross-party support. The next probable stage would be for Members of Parliament to encourage the Secretary of State at the Department for Environment, Food and Rural Affairs to bring forward a Bill for consideration. No timetable has been set for progressing this.
- 3.3 Local Authorities have received a number of enquiries and Freedom of Information requests from Animal Rights Campaigners regarding policies in respect of the sale of fur items on Council-run markets.

One organisation which has been actively lobbying for the ban has been People for the Ethical Treatment of Animals (PETA). Further details are contained via the link <https://www.peta.org/>. The counter arguments are presented by an organisation called "Truth About Fur. Further details are outlined in the link. <http://www.truthaboutfur.com/en/ethics-of-fur>

- 3.4 The National Association of British Market Authorities has not

confirmed its position on this, and it appears that the decision whether or not to prohibit the sale of fur is left to individual Local Authorities.

- 3.5 Regarding Halton's markets, there is only one outdoor trader who sells fur products, usually on a Wednesday and a Saturday.
- 3.6 Therefore, overall, the impact of any ban would not have a huge impact on the market as a whole but obviously, the prohibition of the sale of fur products will have an impact on this business.
- 3.7 It would seem that given the number of signatures petitioning for a prohibition, together with cross-party support for the motion outlined above, Members may consider that now is an appropriate time to prohibit the sale of fur at Halton's markets.
- 3.8 Animal Rights supporters argue that the production of clothing made from fur results in considerable suffering to animals. Obviously, by introducing the policy, Halton Borough Council would be confirming that it does not support the use of obtaining animal fur for clothing.

4.0 **POLICY IMPLICATIONS**

- 4.1 This subject generally falls outside of the legislation enforced by the Council's Trading Standards team. Regulating the importation of various controlled furs and animal skins falls under the UKBA.
- 4.2 From a trading standards perspective, the involvement would be to enforce the prohibition on supplying products specifically containing cat and dog fur. Enforcement is shared with Her Majesty's Revenue and Customs department and is dependent on the circumstances.
- 4.3 However, Trading Standards has a responsibility from a textile labelling point of view as fur should be labelled as containing parts of animal origin. Similarly if real fur was mis-described as fake or vice versa then there may also be offences that would need to be investigated or enforced.
- 4.4 In summary, provided that the fur is not from a banned source and is correctly labelled there does not seem to be anything within legislation to prohibit its sale.

Members are advised for information that in the past some of the Mayoral Regalia contained fur, but faux fur has replaced this as follows:

In use

Mayor's Lightweight Robe – Made in 1995 – Presented to the Council by Halton College Students – Velvet trim

Mayor's Heavy Robe – Made in 2002 – Velvet trim
Deputy Mayor's Robe - Made in 1958 – Velvet trim

5.0 OTHER/FINANCIAL IMPLICATIONS

5.1 None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 **Children & Young People in Halton**

6.2 **Employment, Learning & Skills in Halton**

6.3 **A Healthy Halton**

6.4 **A Safer Halton**

6.5 **Halton's Urban Renewal**

7.0 RISK ANALYSIS

7.1 The main risk arising from the agreement to accept the recommendation presented in the report is the fact that the issue is still going through parliamentary debate and is not enforceable as "law" given that the motion debate described above has not been embodied in any legislation.

The Council can apply a policy prohibiting the sale of any "fur" based on cruelty to animals and ethical reasons.

The Council would need to demonstrate that it is behaving reasonably when preventing a trader from selling his products.

There is the potential that the trader may pursue a compensation claim in relation to any loss of trade. One way of mitigating this risk would be to provide market traders with advanced notice that the Council intends to introduce this change. In addition, the trader could be supported in changing his commodity list with a rental reduction.

8.0 EQUALITY AND DIVERSITY ISSUES

There are no issues arising from this report.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

9.1 There are no background papers under meaning of the Act.

REPORT TO: Executive Board

DATE: 20th September 2018

REPORTING OFFICER: Strategic Director, People

PORTFOLIO: Physical Environment

SUBJECT: Procurement of Floating Support Services

WARD(S) All

1.0 PURPOSE OF THE REPORT

1.1 In compliance with Procurement Standing Order 2.1, Executive Board approval is sought for the invitation of tenders to provide a floating support service.

2.0 RECOMMENDATION: That Executive Board:

- 1) Approves the commencement of a procurement exercise for floating support services**

3.0 SUPPORTING INFORMATION

3.1 A procurement exercise was undertaken in 2014 for floating support services. Floating support services are short term, homeless prevention services, supporting people living in all types of tenure, including owner occupier, social and private rented properties, and across all client groups including people with mental health problems, offenders, substance misuse issues, anti-social behaviour.

3.1.1 People accessing floating support services will be supported by a key worker to meet identified needs and help promote independence, empower them to develop their capacity and skills, sustain their accommodation and prevent homelessness.

3.2 Two floating support services were procured, a generic housing support service and one working with people with mental health problems, providing support about housing issues and to access and engage with other mental health services.

3.3 The contract for both services was re-awarded to Plus Dane (working in partnership with SHAP). A three year contract was awarded from 1st April 2015 with the option to extend for a further year. The extension was awarded and the contract will expire on 31st March 2019.

3.3.1 The services are co-located within Plus Dane's Runcorn office, and

although support staff work on designated services they are both managed by one service manager

- 3.4 The services support about 190 people at any one time (150 to 160 on the generic service and 35 on the mental health service). During 2017/18 430 people were supported by Plus Dane SHAP and statistics evidence continuing demand for floating support services, with 11 people currently on the services' waiting lists.
- 3.4.1 The target duration of the service is 6 months, which may be extended and 12 requests were received during 2017/18 for additional support past 6 months.
- 3.5 In line with Procurement Standing Orders, approval is sought to undertake a tender exercise for floating support services. The contract will commence in April 2019 and it is proposed to offer a 3 year contract with the option to extend for a further two years on a year by year basis to stimulate market interest and encourage competitive submissions.
- 3.6 It is proposed go out to tender for an integrated floating support service. Although the Mental Health service has previously been commissioned as a separate service due to the specialist nature of the service, the Generic service works across all other client groups including people with multiple and complex needs and it is considered an integrated service would continue to meet the needs of all service users while providing an opportunity to realise efficiencies through realisation of services.
- 3.7 The tender will be evaluated on a Most Economically Advantageous Tender (MEAT) basis, with a proposed weighting of 70% quality and 30% price.

4.0 POLICY IMPLICATIONS

- 4.1 The service support Halton's Homelessness Strategy which is currently being reviewed.

5.0 OTHER/FINANCIAL IMPLICATIONS

- 5.1 The budget for the housing-related floating support services tender will be £340,000 which will realise efficiencies of approximately 10% against current budgets.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

The services support people to maintain a settled home environment for children and young people, enabling them to continue to access and maintain existing schools, health services and support networks

6.2 Employment, Learning & Skills in Halton

Services will empower people to access work, training and education opportunities.

6.3 A Healthy Halton

The services will support people to access and engage with appropriate health services to improve their physical and mental health and well-being.

6.4 A Safer Halton

Floating support services provide support to minimise the risk of harm across all client groups, including offenders, people with substance misuse problems and perpetrators of anti-social behaviour.

6.5 Halton's Urban Renewal

None.

7.0 RISK ANALYSIS

7.1 Financial risk is minimised as tenders will be invited within existing budgets.

7.2 An Equality Impact Assessment will be undertaken on the existing Generic and Mental Health services, but it is unlikely to highlight any risks from the change to service delivery as the new Generic service will be available to people from all client groups and will continue to accept referrals from existing referral agencies.

7.3 Plus Dane / SHAP have also been commissioned to provide Refugee support in Halton. Although this is provided through a separate contract, the Refugee service does benefit from skills, knowledge and capacity across the wider organisations.

7.3.1 There are 3 support staff working on the Refugee service, and staff from the Floating Support services provide additional intensive support for two weeks following refugee arrivals. There have been 7 arrivals over the last 16 months and there has been an increase in the pledges made across the Liverpool City Region but it is not known at this time how many more refugees will be accommodated in Halton.

7.3.2 In addition, SHAP have a bank of bilingual staff who support Refugee service but this resource would not be available should Plus Dane / SHAP be unsuccessful and the floating support service transfer to another provider.

7.3.3 The Refugee contract is due to end January 2019 with the option to

extend for a further year. The annual contract value is £215,017.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Support providers will be required to demonstrate compliance with the Equality Act as part of the tender process.

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

None

REPORT TO: Executive Board

DATE: 20 September 2018

REPORTING OFFICER: Strategic Director – Enterprise, Community and Resources

PORTFOLIO: Physical Environment

SUBJECT: Community Shop

WARD(S): Borough-wide

1. PURPOSE OF REPORT

To provide Executive Board with an update on the Community Shop initiative, outline potential options for the introduction of a Community Shop in Halton and ask Executive Board to endorse continued progression of this initiative.

2. RECOMMENDED: That Executive Board

- 1) note the options set out within the report; and**
- 2) receive a further report in October to consider how best to proceed to deliver Community Shop in Halton, following the outcome of the options appraisal.**

3. BACKGROUND

- 3.1 Executive Board has received previous reports in respect of Community Shop; which have subsequently been presented to the Employment, Learning, Skills & Community PPB. Members of both Boards agreed that Officers explore the potential for a Community Shop to be established in Halton. Five Members of the Executive Board, along with the Director of Public Health, visited Company Shop and a Community Shop in Barnsley in June 2018.
- 3.2 Community Shop is a Community Interest Company subsidiary of its parent company; Company Shop Ltd. In essence, Community Shop is a supermarket that has targeted membership to help tackle food poverty. The Community Shop model provides fifteen job opportunities; twelve retail jobs for Halton residents, two mentors and one cook. The model also provides for further opportunities to support employment through skills development and linkages to the wider retail sector through food partner relationships.

- 3.3 The Council has been in dialogue with Company Shop for approximately three years in an attempt to secure a Community Shop for Halton. Following the opening of a Company Shop store in St. Helen's in January 2018, Company Shop now has the required infrastructure in place to support Community Shops in the Liverpool City Region and they are extremely keen to progress the establishment of their first Community Shop in Halton.
- 3.4 Consideration for a potential Community Shop in Halton began with the Big Local initiative in Windmill Hill in autumn 2014. Halton's Business Connector introduced the concept to the Big Local Partnership Board who were keen to explore the matter further. It soon became apparent that, due to the scale of its operation, Community Shop has the potential to serve a much broader area than just Windmill Hill, however, given the initiative's origins and the levels of deprivation within that Ward, Windmill Hill residents were identified for initial membership of any established Community Shop in Halton.
- 3.5 Officers have progressed the identification of potential premises with Community Shop over the last 18 months or so; supporting options appraisals and developing negotiations with potential premise owners. Community Shop has its own framework for identifying suitable locations and premises and, after much consideration, they identified Windmill Hill as a preferred location to site a Community Shop.

4.0 POTENTIAL OPTIONS FOR A COMMUNITY SHOP IN HALTON

Integrated Hub

- 4.1 A feasibility study for an Integrated Health & Wellbeing Hub for Windmill Hill was commissioned by the Big Local Partnership & Well Halton in September 2017. As a result of their desire for a Shop to be sited in Windmill Hill, Community Shop asked to be part of this feasibility study. The study has now been completed and the final report is due to be presented in the near future.
- 4.2 In summary, the feasibility study identified a number of potential options; all of which include utilisation of the existing Children's Centre. These options were refined and a preferred option has been identified. This option increases the floor space with a significant ground floor extension to provide accommodation to co-locate the Children's Centre and Community Shop; whilst also providing office accommodation and meeting rooms. The estimated cost for these works is circa £2.7m. However, there are currently no funds to enable the build. The External Funding team are looking at options that either the Council or Community Shop could apply to for capital investment and Well North have offered an Associate's time to provide a resource for applying for funding.

- 4.3 The feasibility study for Windmill Hill also presents an opportunity for further development at St Bertelina's Church to create a large hall space for flexible use and increased social and café space. The estimated cost of these works is £1.1m. Development at both sites (which are within close proximity to each other) would create a 'hub' offer of buildings and services. If the full project was realised there would also be remodelling of public realm aspects; improved pathways for pedestrian access, lighting, community space, etc. The total cost for the entire project is £4.5m.
- 4.4 Community Shop has a strong ambition to see a Shop open in Halton by November 2019. However, as no funding has been secured for the Integrated Hub project at this stage, and given that there is an estimated design, procure and build programme of 97 weeks, it is highly unlikely that this will be achieved.

Upton Community Centre

- 4.5 As a result of the uncertainty surrounding the Integrated Hub option, Community Shop asked for a contingency site and Officers suggested Upton Community Centre as an alternative. This would require a ground level extension to the side of the building and plans would need to be developed. Costs are unknown at this stage.

Windmill Hill Children's Centre Building

- 4.6 Whilst they are considering Upton Community Centre as a contingency, Community Shop's preferred location for siting a Shop remains firmly as Windmill Hill. Given this, and concerns over the deliverability of the Integrated Hub option within desired timescales, another option has been identified for potential exploration. This would be to operate a Community Shop from the existing Windmill Hill Children's Centre building.
- 4.7 Activities currently delivered from the Windmill Hill building are varied and include;
- Use by other agencies for services such as a weekly CAB drop-in,
 - Adult learning courses
 - Baby health clinic and work in partnership with the Health Improvement Team; for groups such as healthy eating and cooking
 - Drop-in sessions for parents with small children; on play and moving
 - A 'swap shop' for clothes.
 - A volunteer scheme for parents who can use the experience as part of their preparation for work.

- 4.8 Under this option, a number of the activities listed above would still be delivered in the building but would also continue to be delivered by maintaining the current practise of visiting children and families directly in their home and by using other venues in the community. 'Team around the Family' support is increasingly delivered more effectively in the home and other activities could be delivered as 'outreach' provision. Remodelling the delivery of services in this way would represent an enhancement to the 'family offer' and ensure that support reaches those most in need.
- 4.9 As part of a review of 'early help and intervention' a new Early Help Strategy has been produced in consultation with Children and Adult Services, partners and other stakeholders. The Strategy is 'all age' and has more of a family focus. To this end, a review of how, and by whom services are delivered is being undertaken. A Community Shop, based in the community with an emphasis on family support, would not only complement and enhance current services, but it would also accord with the future approach of supporting families to be more resilient and cope with common issues of poverty, worklessness and low aspiration.
- 4.10 This option would require less work in remodelling the building and require less funding compared to the Integrated Hub option. This option is emerging as the most attractive, cost effective and feasible option to deliver Community Shop in Windmill Hill. It also sits well with the development of other community services for children and families

Other Options

- 4.11 There are two other options at this stage. First, would be to undertake a further site/buildings options appraisal to identify alternative premises for the siting of a Community Shop. Second, would be the 'do nothing' option. Appended to this report is a summary of considerations for each of the current five potential options.

The Next Steps

- 4.12 There is a significant risk that Company Shop/Community Shop could withdraw their interest in establishing a Shop in Halton if a solution on the development of such a Shop is not presented in the mid-term. In light of this, it is considered prudent that the Council maintains a number of options that support the development of a Community Shop. Therefore, in addition to continuing the work to deliver the Integrated Hub option, Members are asked to endorse that Officers also progress with appraising the option of operating a Community Shop form the existing Children's Centre building on Windmill Hill.
- 4.13 A further report will be brought to Members in October.

5.0 FINANCIAL IMPLICATIONS

- 5.1 Securing capital funding in a timely manner is key to enabling the project to be successfully delivered.

6.0 POLICY IMPLICATIONS

- 7.1 There are no new Policy implications as a result of this report.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

Community Shop is targeted at households in need of support, and children & young people would benefit by virtue of the targeted approach.

7.2 Employment, Learning & Skills in Halton

The model provides direct employment opportunities for 15 members of staff. There would be opportunities to support linkages to further employment across the retail and logistics partners linking into Halton Employment Partnership (HEP). The mentoring programme focusses on skills development and employability.

7.3 A Healthy Halton

Access to low cost food provision, including fresh produce, will improve the quality of food intake. The mentoring programme that goes alongside the shopping offer will increase knowledge and practice of healthy eating for the scheme participants and their households.

7.4 A Safer Halton

A sense of community and community connectedness reduces residents' fears of crime where they live. Residents are likely to feel a stronger sense of belonging and safety in an environment where the community members know each other, are active and there are established links to other stakeholders like police, housing associations, community wardens, etc. Community Shop can engender this approach in the Community Hub.

7.5 Halton's Urban Renewal

A Community Shop would be an asset within the Borough and provide a targeted retail offer. A location is yet to be determined, but will be identified through exploration and further understanding of the Shop's impact.

8.0 RISK ANALYSIS

Community Shop provides the opportunity to address food poverty, work intensely with individuals to support building skills and employability prospects, create employment opportunities and overall positively impact on health and wellbeing.

There is a risk that not securing the establishment of a Community Shop will result in the failure to realise these benefits in Halton.

9.0 EQUALITY & DIVERSITY ISSUES

This initiative targets the most financially disadvantaged residents in Halton's Community. Poverty and inequality are often elements of a complex set of circumstances which present exclusion. This initiative aims to tackle poverty and generate improved life chances for disadvantaged members of our local community.

11.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Employment, Learning & Skills and Community Policy & Performance Board Report 23 rd March 2015 - Community Shop	Municipal Building Kingsway Widnes	Angela Scott
Executive Board Report 15 th March 2018 Community Shop	Municipal Building Kingsway Widnes	Angela Scott

APPENDIX 1

Consideration on Options for Community Shop

Option	Pro's	Con's
Windmill Hill Integrated Hub	<p>Delivers an integrated offer in the most deprived ward with the poorest health outcomes in the Borough</p> <p>Community Shop model provides 12 part time employment opportunities for local residents</p> <p>Community Shop social impact outcomes</p> <p>An opportunity for a collaborative approach with other initiatives (Well North, Healthy New Town) and stakeholders to invest in Windmill Hill - building community confidence, aspiration & resilience</p>	<p>£4.5 million investment needs to be realised - risk of not achieving required funding levels</p> <p>Lengthy timescales to secure funding, procure & build – estimated 97 weeks</p> <p>Risk of not meeting Community Shop timescales (ambition to open in 2019) leading to Community Shop withdrawing from the Integrated Hub proposal; which could jeopardise the project.</p> <p>Negative comments and objections received from local residents; particularly around the 'saturation of assets'.</p>
Windmill Hill Children's Centre Building	<p>Community Shop have identified as their preferred option</p> <p>Other elements of the integrated hub concept (hall development at St Berteline's, public realm improvements) can still be progressed and realised independently</p> <p>Assists the Council with rationalisation of Children's Centre provision with an option of outreach delivery</p> <p>Efficiency saving from reduction in existing Children's Centre building running costs</p>	<p>Potential criticism if the initial integrated plan is not realised</p> <p>Funding required to work up RIBA stage 3 plans & cost report (£17k approximately & 6 weeks to deliver), this needs to be secured to progress</p> <p>Capital investment required to modify the centre - Community Shop don't provide capital costs outside of shop 'fit out' however, they would consider being the lead applicant for funds. Initial plans estimate capital investments of £787k would be required</p>

	<p>Provides an option for future sustainability of a Council asset with a secure anchor tenant</p> <p>Community Shop model provides 12 part time employment opportunities for local residents</p> <p>Community Shop social impact outcomes</p> <p>Public Health can provide outreach service delivery GP Federation keen to support outreach provision</p> <p>Less capital funding required to modify the asset</p> <p>Residents in the immediate vicinity have identified the area as being 'saturated' with further use - this option would reduce those concerns</p>	<p>Governance model to be considered, lease, asset transfer etc Community Shop open to negotiation but won't consider becoming landlords for other users</p>
Upton Community Centre	<p>Positive use of Council asset</p> <p>Hough Green is the second highest ward with the percentage of population living in most deprived</p> <p>Larger footfall area</p>	<p>Potential reduction in level of activities and access to services currently provided at the Community Centre</p> <p>Capital investment required to modify the centre - Community Shop don't provide capital costs outside of shop 'fit out' however, they would consider being the lead applicant for funds</p>
Identify another location	<p>Opportunity to reconsider locations repeating an options appraisal</p>	<p>Options appraisal already undertaken and further exercise unlikely to identify new alternative sites</p> <p>Length of time taken to undertake appraisal leading to Community Shop withdrawing their interest</p>

Do nothing	No capital costs	<p>Loss of Community Shop in the Borough</p> <p>Loss of employment opportunities</p> <p>Loss of social impact opportunities that the Community Shop model provides</p>
------------	------------------	--

REPORT TO:	Executive Board
DATE:	20 September 2018
REPORTING OFFICER:	Strategic Director, Enterprise, Community and Resources
PORTFOLIO:	Transportation and Physical Environment
SUBJECT:	Widnes Loops to West Bank Link Road
WARDS:	Riverside

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to provide an update on progress on the Widnes Loops Link Road and junction works and seek approval to proceed in the light of the information provided.

2.0 RECOMMENDATION: That

- 1) the report be noted;**
- 2) the Board notes the Chief Executive's use of his Delegated Powers, as outlined in paragraph 3;**
- 3) Council be recommended to approve the increase of Capital funding allocation to ensure the scheme progresses; and**
- 4) the Board approves the use of the SCAPE contract to enable continued progress of the scheme.**

3.0 SUPPORTING INFORMATION

- 3.1 In March 2017, Executive Board approved the Mersey Gateway Regeneration Plan Plus. Further to that, on 22nd February 2018, Executive Board approved the development of the outline Option 5b design to implement a permanent road link between the Mersey Gateway Widnes Loops Roundabout and Victoria Rd / Waterloo Rd / Hutchinson Street junction.
- 3.2 Since the February report formal discussions and liaison with MGCB and Merseylink has commenced and is ongoing. Part of this process has highlighted the need to depart from the agreed process in relation to the original agreement with Merseylink. If they were to be followed then the existing link road would need to be closed, removed, hard landscaping put in place in line with the Project Agreement and the land handed back to the Council. The Council would then have to remove the hard landscaping, construct the permanent road and then open it. Clearly this

is a time consuming and wasteful process. It does though have its merits in that it minimises risks to the Council as there may be unknown consequences of expediting the transfer of the land on which the temporary road is located.

- 3.3 Despite this and taking all things into consideration it was felt that completing the land transfer quickly was the correct course of action and as the need to take this decision fell during the summer period the Chief Executive, in consultation with the Leader & Portfolio Holders used his delegated (emergency) powers to agree that this land be transferred back to the Council on 12th September.

To mitigate the risk from contamination, the Council received a letter from MGCB stating that during the time that Merseylink have been occupying the land, no further contamination had taken place.

- 3.4 In the report of the 7th March 2018, Council approved an amendment to the Capital Programme, at the request of Executive Board, to fund this project subject to further reporting at detailed design stage.

Whilst we haven't reached the end of detailed design yet we do have further indicative costs which are very broad in parts. As such we are looking at a cost range of £3.8 - £5.3M. This includes for items such as land acquisition, full design costs, risk, prelims, inflation, fees, utility diversion costs as well as the construction costs. As this is an increase over the initial authorised budget we require further approval from the Board to proceed.

- 3.5 The SCAPE Framework contract is being utilised to procure the construction works. The Council has previously used this facility for other major works. SCAPE is a public sector owned built environment specialist which has a suite of OJEU compliant frameworks for multiple areas of works. Each of these frameworks has been competitively tendered and awarded to a single winning tenderer respectively. Executive Board's approval is sought to use this SPACE Framework contract to deliver this project.

- 3.6 It is the intention to submit a planning application and continue the joint dialogue with the Framework Contractor and Designers once the Executive Board approval is given as well as complete the detailed design which will allow more accurate costs to be calculated.

- 3.7 More detailed costings from the Utility companies for the diversion works are awaited; currently we have the initial high level estimates from them which are usually slightly more expensive than the final outturn cost so this element shouldn't increase in price.

3.8 The current timeframe for the works is as follows:-

Submit Planning Application	end of September 2018
Public Information Exhibition	October 2018
Gain Planning Approval	mid December 2018
Utility Diversion works including lead in times	November 2018 – November 2019
Construction period	August – December 2019

3.9 Clearly the Utility Diversion works are significantly affecting the programme, however, there is potential for this timeframe to reduce as the detailed estimates are completed and constructive dialogue is carried out between the Utility Site Operations staff, the Contractor and the Council.

4.0 POLICY IMPLICATIONS

4.1 The Policy Implications were discussed in the previous Executive Board report presented 22nd February 2018 and are reproduced here for clarity

4.2 Delivery of the Widnes Loops to West Bank link road is in accordance with the Mersey Gateway Regeneration Plan Plus. The link road will help maximise the regeneration, economic and transport benefits of the Mersey Gateway Project.

4.3 In April 2017, a temporary link was opened between Widnes Loop and West Bank as part of a diversion to enable construction of the Widnes approach roads. This temporary link was not constructed to an adoptable standard or with any sense of permanency. It was closed upon the opening of the new Bridge, in accordance with the Project Agreement. Ward Councillor feedback is that the residential and business communities of West Bank found this an attractive route that they would like to see reinstated on a permanent basis. Link road delivery will help improve the quality of life for West Bank communities and provide a further opportunity for access and egress.

4.4 As a significant infrastructure investment, the delivery of the project is a statement of the Council's commitment and ambition for West Bank as a regeneration area. It helps build trust and confidence, laying the foundations for the Council to work with the local residents and businesses and other stakeholders to develop a longer term masterplan and delivery strategy for West Bank. It is also a strong signal to potential investors and developers.

5.0 FINANCIAL IMPLICATIONS

The financial implications have been outlined in paragraph 3.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

West Bank is home to one primary school, Widnes Academy. This project will help make West Bank a more attractive place to live and work so helping to support the viability of this provision.

6.2 Employment, Learning and Skills in Halton

This project will help stimulate investment and new job opportunities within the West Bank.

6.3 A Healthy Halton

A key consideration as part of the options design appraisal was the need to encourage walking and cycling along Waterloo Road and Victoria Road and thereby complement proposals for the Silver Jubilee Bridge Sustainable Transport Corridor.

6.4 A Safer Halton

Link road delivery will help provide a more resilient transport network and in particular reduce the likelihood of high-sided vehicles striking the low railway bridge over Victoria Road.

6.5 Halton's Urban Renewal

Link road delivery forms part of the Mersey Gateway Regeneration Plan Plus and has been identified as a priority connectivity project to help secure the regeneration and renewal of West Bank.

7.0 RISK ANALYSIS

Risk issues have been highlighted in paragraph 3 and particularly relate to the potential costs of the scheme. The February report stated that there would be a further report made to the Executive Board once more detailed information was available. Cost remain the greatest risk to the scheme.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no immediate Equality and Diversity issues arising from this report

9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

None under the meaning of the Act.

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

Document is Restricted