

Public Document Pack



Executive Board

Thursday, 18 July 2019 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

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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. RESOURCES PORTFOLIO	
(A) REVIEW OF POLLING DISTRICTS AND POLLING PLACES INCORPORATING THE WARD BOUNDARY REVIEW	10 - 12

*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, 19 September 2019*

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PART II	
<p>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(s) 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.</p>	
7. PHYSICAL ENVIRONMENT PORTFOLIO	
(A) DISPOSAL OF A PROPORTION OF LAND AT 3MG HBC FIELD	122 - 125

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.

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 13 June 2019 in The Boardroom, Municipal Building

Present: Councillors Polhill (Chair), D. Cargill, Harris, R. Hignett, S. Hill, Jones, Nelson, Wharton and Wright

Apologies for Absence: Councillor T. McInerney

Absence declared on Council business: None

Officers present: A. Scott, G. Cook, D. Parr, I. Leivesley, M. Vasic, M. Reaney, E. Dawson and S. Wallace-Bonner

Also in attendance: Councillor J. Lowe (Minute EXB 2 refers)

**ITEMS DEALT WITH
UNDER POWERS AND DUTIES
EXERCISABLE BY THE BOARD**

EXB1 MINUTES

The Minutes of the meeting held on 14 May 2019 were taken as read and signed as a correct record.

CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO

EXB2 SCRUTINY TOPIC GROUP – CARE HOMES – FUTURE SUSTAINABILITY

The Board received a report of the Strategic Director, People, on the final Scrutiny Topic Group report on *Care Homes – Future Sustainability*, from the Health Policy and Performance Board. Councillor Joan Lowe, Chair of the Health Policy and Performance Board (PPB), presented the item.

It was noted that the Halton Care Home model vision was one of outstanding care for all individuals living in the Borough's care homes. The Scrutiny Topic Group identified seven recommendations as part of the review and these were detailed in the main Topic Group report that was considered by the Health Policy and Performance Board on 26 February 2019.

Action

Councillor Joan Lowe was thanked for her attendance, and the Board placed on record their thanks to the members of the PPB for their input to the review.

RESOLVED: That the report be approved.

EXB3 CARE PROVIDER CONTRACT UPLIFT 2019/20

The Board considered a report of the Strategic Director, People, on the outcome of consultation for the Care Provider Contract Uplift 2019/20.

It was reported that the Care Act 2014 required local authorities to ensure that the care provider market remained viable and sustainable and that when commissioning services, local authorities must have regard for the cost effectiveness and value for money that the services offered, for public funds.

Since the meeting of Executive Board on 11 April 2019, consultation had taken place in respect of proposed fee increases with all care homes, supported living and domiciliary providers, working within the Borough in 2019/20.

The report detailed the responses from five providers along with some key issues raised, for Executive Board to consider. Based on the feedback, it was noted that an amendment to the proposed hourly sleep-in rates be made, but that the proposed fee increases for all other care provision remain as previously reported to the Board.

A minor amendment was noted in tables 3.8 and 5.1 which should read as follows:-

'Care Providers - Care homes Year 1 £438 - £546'

RESOLVED: That

- 1) the contents of the be noted;
- 2) the recommendations and risks be noted; and
- 3) approval be given to offer the recommended uplift to care providers for 2019/20 and 2020/21.

Strategic Director
- People

HEALTH AND WELLBEING PORTFOLIO

EXB4 THE PROCUREMENT OF A NEW INTEGRATED SEXUAL HEALTH SERVICE FOR HALTON AND WARRINGTON

The Board considered a report of the Director of Public Health, on the procurement of a new Integrated Sexual Health Service.

In April 2018, the Board had approved a joint commissioning arrangement with Warrington Borough Council. It was reported that the Public Health Team had sought the provision of a high quality service, providing a balance of advice, guidance and promotional/prevention activity. The new service would be delivered in a 'hub and spoke' system, to encourage locality based teams to meet the needs of the population of the area they served.

The Board was advised that a further joint procurement exercise was conducted which concluded on 30 April 2019. One provider was identified as being the most economically advantageous, scoring the highest in terms of quality.

RESOLVED: That the Board notes the outcome of the recent procurement exercise and supports the previously agreed awarding of a joint contract for the provision of an Integrated Sexual Health Service for Halton and Warrington.

Director of Public Health

TRANSPORTATION PORTFOLIO

EXB5 TRANSPORT INFRASTRUCTURE UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on improvements to the Borough's Transport Infrastructure and sought approval for the next set of key transport projects in Halton.

It was reported that Halton's adopted Local Transport Plan 3 (LTP3) set out the statutory context for investment in infrastructure to 2025/26. In association with the 22 'Primary Transport Strategies' contained in LTP3, there were a number of major schemes and improvement projects that covered road, rail, bus, cycling and walking. The report provided Members with details for each of these projects.

It was noted that, since the adoption of LTP3, there had been a number of changes to the way transport strategy

and funding were administered. The Liverpool City Region Combined Authority (LCR CA) had been created and new priorities such as Transport for the North, Northern Powerhouse Rail and High Speed 2 had emerged. Department for Transport funding was now directed to the LCR CA and redistributed to local councils. It was reported that funding that was previously dedicated to Halton, now formed part of a City Region Investment Strategy.

The Board was advised that at the present time, there were four major projects on site in Halton Borough; these were noted as being:-

- Silver Jubilee Bridge Maintenance;
- Runcorn Station Quarter and De-linking;
- Widnes Loops to West Bank; and
- Sustainable transport corridor upgrades for walking and cycling.

RESOLVED: That

- 1) the list of schemes in Appendix 1, attached to the report be approved, and be developed into deliverable schemes (including feasibility works, business case preparation, funding bids and, where appropriate, entry into the Council's Capital Programme);
- 2) the Strategic Director, Enterprise, Community and Resources, be authorised, in consultation with the Portfolio holder for Transportation, to take the necessary actions to ensure value for money through the appropriate procurement processes; and
- 3) the Strategic Director, Enterprise, Community and Resources, be authorised, in consultation with the Portfolio holder for Transportation, to take any other actions necessary to enable timely delivery of this infrastructure.

Strategic Director
- Enterprise,
Community and
Resources

RESOURCES PORTFOLIO

EXB6 VICTORIA PARK GREENHOUSE PROJECT - WAIVER OF STANDING ORDERS

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval of a waiver of Procurement Standing Orders, for the provision of a greenhouse structure at Victoria Park, Widnes.

The Board was advised that the current Victorian style greenhouse was a central part of the visitor offer in the Park, although it was in need of repair. Following a feasibility study, a soft market testing exercise was undertaken to establish a manufacturer of a new greenhouse. The report set out details of the breakdown of the various elements of the project together with costs for Members' consideration. It was reported that the waiver of the relevant Procurement Standing Orders would allow the Council to make a further saving against the quoted costs of the original scheme.

RESOLVED: That the waiver of Procurement Standing Order 1.5.2 Open Tendering Procedure under Procurement Standing Orders 1.14.4 (iv and v) be approved, to allow a direct award to Hartley Botanical in the amount of £159,348, for the provision of the greenhouse structure on the Victoria Park Greenhouse project.

Strategic Director
- Enterprise,
Community and
Resources

EXB7 2018/19 FINANCIAL OUTTURN

The Board considered a report of the Operational Director, Finance, on the final revenue and capital spending position for 2018/19.

The Board was advised that the final accounts for 2018/19 were near completion; the revenue spending for each department, which would be subject to external audit, was attached to the report at Appendix 1.

The report provided details on the key budget variances within the following services:-

- Children and Families;
- Adult Social Care;
- Community and Environment;

- Education, Inclusion and Provision;
- Planning and Transportation; and
- Corporate and Democracy.

Members were advised that the Council's Reserves and Balances had been reviewed in accordance with the Reserves and Balances Strategy. Total revenue spending for the year was £2.4m above budget, and as a result, this would have had the impact of reducing the Council's General Reserve to £2.6m. At this level, it was considered the General Reserve would be insufficient given the level of increased service pressures and uncertainty regarding future funding cuts and fluctuations in the business rates retained on an annual basis. However, it was reported that a number of earmarked reserves had been reviewed and reductions made where possible, to enable funds to be moved into the General Reserve to increase the balance to a more prudent level.

A breakdown of School's Balances and spending for 2018/19 was provided, indicating a total of £4.6m at 31 March 2019. Capital spending at 31 March 2019 totalled £21.890m, being 64.6% of the total Capital Programme.

RESOLVED: That

- 1) the report be noted; and
- 2) the information within the report be taken into account when reviewing the 2019/20 budget monitoring position, medium term forecast and saving proposals for future years.

Operational
Director - Finance

EXB8 CAPITAL PROGRAMME 2019/20 TO 2021/22

The Board considered a report of the Operational Director, Finance, which presented the Council's total forecast Capital Programme expenditure and associated funding for 2019/20 to 2021/22.

The report updated Members on the latest position on the Council's Capital Programme, including planned Capital Programme expenditure 2019/20 to 2021/22, a summary of how this would be financed and details of Capital Receipts. The report also outlined the proposed use of the ICT rolling Capital Programme, as set out in Appendix A attached to the report.

RESOLVED: That

Operational
Director - Finance

- 1) Council be recommended to approve the updated Capital Programme for 2019/22, including forecast spend and funding, as set out in Table 1 and Table 2, attached to the report;
- 2) the Strategic Director, Enterprise, Community and Resources, in consultation with the Portfolio holder for Transportation, be authorised to finalise the detailed implementation programme of Highways and Transportation Schemes to be delivered in 2019/20; and
- 3) the proposed use of the ICT rolling Capital Programme for 2019/20, as set out in Appendix A attached to the report, be approved.

EXB9 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Board considered a report of the Operational Director, Finance on an application for discretionary non-domestic rate relief.

The Board was advised that under the amended provisions of the Local Government Finance Act 1988, the Council was able to grant discretionary rate relief to any business rate payer. The Council currently met the full cost of all mandatory and discretionary relief granted, as part of the Liverpool City Region 100% Business Rates Retention Pilot Scheme.

An application had been received for discretionary rate relief, as outlined in the report. It was noted that the organisation was not a registered charity or considered to be a charity by HMRC for tax purposes, so the 80% mandatory relief was not applicable.

RESOLVED: That the application for 90% discretionary rate relief from Power in Partnership Ltd in relation to its premises at 5 Alcock Street, Runcorn, and Unit 1a Halton Lodge Local Centre, Whitchurch Way, Halton Lodge, Runcorn, be approved from 1 April 2019 to 31 March 2022.

Operational
Director - Finance

EXB10 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 1) whether Members of the press and public should be excluded from the meeting of the Board during consideration of the following item of business in accordance with Section 100A (4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and
- 2) whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

RESOLVED: That as, in all the circumstances of the case, the public interest in maintaining the exemption outweighed that in disclosing the information, members of the press and public be excluded from the meeting during consideration of the following items of business in accordance with Section 100A (4) of the Local Government Act 1972 because it was likely that, in view of the nature of the business, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972.

CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO

EXB11 HALTON CARE HOMES - TO CONSIDER OPTIONS TO MAINTAIN SERVICE DELIVERY FOR OLDER PEOPLE IN HALTON

The Board considered a report of the Strategic Director, People, which provided an update on the options to maintain service delivery for older people in Halton.

RESOLVED: That the Board agree the recommendation as set out in the report.

Strategic Director
- People

CALL-IN

MINUTES ISSUED: 18 June 2019

CALL-IN: 25 June 2019

Any matter decided by the Executive Board may be called in no later than 5.00pm on 25 June 2019.

Meeting ended at 2.29 p.m.

REPORT TO: Executive Board

DATE: 18 July 2019

REPORTING OFFICER: Returning Officer – David Parr

SUBJECT: Review of Polling Districts and Polling Places incorporating the Ward Boundary Review

PORTFOLIO: Resources

WARD(S): Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 Local Authorities have always been required to divide their area into Polling Districts for the purposes of elections, to designate Polling Places for these Polling Districts, and to keep these under review.

1.2 Under Section 18C(1) of the Representation of the People Act 1983 (RPA 1983) local authorities must carry out and complete a review of polling districts and polling places in the period specified by Section 18C(2)(a) of the RPA 1983. The compulsory review must be started and completed between 2 January 2019 and 31 January 2020 (inclusive).

2.0 RECOMMENDATION: That

- (1) authority be given for the publication of the notice of the Polling Districts, Polling Places Review and incorporate the ward boundary review; and**
- (2) a Working Party of 6 Members (4 Labour, 1 Liberal Democrat and 1 Conservative) be appointed to undertake the review of polling districts and polling places, following consultation, as required by the Electoral Administration Act 2006 and make recommendations to Executive Board.**

3.0 SUPPORTING INFORMATION

- 3.1 A **Polling District** is the area created by the division of a constituency, ward or division into smaller parts within which a Polling Place can be determined which is convenient to electors.
- 3.2 A **Polling Place** is the building or area in which Polling Stations will be selected by the Returning Officer.
- 3.3 The **Polling Station** is the room or building where the poll takes place which is chosen by the Returning Officer for the election.

3.4 The Review has three stages:-

3.4.1 The Preliminary Stage

The first stage of the process involves giving notice of the Review. It is intended that this will be published July 2019. At the same time, all interested parties, including elected members and disability groups, will be notified of the review and invited to make representations.

3.4.2 The Proposal Stage

The Authority must devise a proposal for the new Polling District and Polling Place arrangements, taking into account the new amendments from the ward boundary review. There is no requirement to change any existing arrangements, however, any change or decision to make no change must be supported by a reason. In practical terms, it is ideal to identify good quality Polling Stations first so that these can be used to build Polling Places and then Polling Districts. A review of existing Polling Stations, to assist both the Authority in drawing up its proposals and the Returning Officer in commenting on the proposals, will be published in July 2019. In making a decision on the proposals, there are two key factors which must be addressed:

- The reasonable requirements of the electors
- The accessibility for disabled persons to the probable Polling Stations within the Polling Place.

3.4.3 The Consultation Stage

The consultation stage is for representations and comments on the local authority proposals for Polling Districts and Places. There are two parts to this:

- A submission from the Returning Officer. The Returning Officer is obliged under the Act to make a submission to the Authority on the proposals.
- Submissions from other persons and bodies.

3.5 Following the consultation stage, the Authority must make its final decisions on the review, taking into account all the representations received.

3.6 The last formal review of Polling Districts and Polling Places was undertaken in 2015. Since that time, Polling Stations have been reviewed at election times by the Returning Officer. If any changes have been deemed necessary, Ward Members have usually been informally consulted and any changes made.

3.7 Given the nature of the review and the imminent timescale, establishing a Working Party to undertake this Review would ensure that

the final decision could be made and published prior to publication of the Register of Electors on 1 December 2019. The final decision would be made by full Council in October 2019.

4.0 POLICY, FINANCIAL AND OTHER IMPLICATIONS

- 4.1 There are no specific policy implications although it is important to ensure that all electors have equal access to polling stations and places in line with the Council's priority on accessibility of services. Subject to the decisions on the location of polling stations there may or may not be financial implications.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 5.1 **Children and Young People in Halton** – If polling stations are situated in the right places it could encourage voter turnout for electors in this age group.
- 5.2 **Employment, Learning and Skills in Halton** – none.
- 5.3 **A Healthy Halton** – The provision of polling stations in suitable locations could encourage engagement with the democratic process and in turn promote a healthy living environment.
- 5.4 **A Safer Halton** – The location of polling stations in a safe environment for all electors could encourage voter turnout.
- 5.5 **Halton's Urban Renewal** – none.

6.0 RISK ANALYSIS

- 6.1 If the Working Party is not appointed the review required by the Electoral Administration Act 2006 will not be completed.

7.0 EQUALITY AND DIVERSITY ISSUES

- 7.1 Historically, every effort has been made to make sure that all polling buildings are accessible for electors with disabilities. At the most recent elections problems were encountered with access for wheelchair users and action was taken on the day to enable electors to exercise their right to vote. It is important to ensure that all electors have equal access to polling stations and places in line with the Council's priority on accessibility of services.

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

None.

REPORT TO: Executive Board

DATE: 18 July 2019

REPORTING OFFICER: Operational Director – Finance

PORTFOLIO: Resources

TITLE: Treasury Management Annual Report 2018-19

WARDS: Borough-wide

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to provide an update regarding activities undertaken on the money market during 2018/19 as required by the Treasury Management Policy.

2.0 RECOMMENDED: That the report be noted.

3.0 SUPPORTING INFORMATION

Economic Outlook

3.1 The following analysis of the economic situation has been provided by Link Asset Services, the Council's treasury management advisors.

3.2 During the six months ended 31st March 2019

- Brexit was delayed beyond 29th March, but all four Brexit options remain on the table; deal, no deal, no Brexit, or a lengthy delay;
- The economy weathered the political crisis at home and the slowdown overseas remarkably well;
- The labour market remained surprisingly strong;
- Inflation started to edge up again;
- The Monetary Policy Committee (MPC) was stuck in a state of Brexit inertia.
- Global forces dragged down gilt yields;
- The Chancellor announced that he has more money to spend if a Brexit deal is agreed;
- The yield curve inverted in the US, signalling weaker global growth.

3.3 The original Brexit day, (29th March 2019), has come and gone, yet the end point and the consequences for the economy and the financial markets are as unclear as ever. Even so, the economy appears to be weathering the Brexit merry-go-round reasonably well. The rolling three-month GDP growth rate

remained at 0.2% in January 2019, which was no worse than growth in the previous quarter. Annual growth picked up to 1.4%, putting the UK third in the G7 leader board of individual countries, behind only the US and Canada. It was encouraging too that January's increase in GDP was broad based across the services, construction and manufacturing sectors.

- 3.4 It was reassuring that households increased their spending on the high street at a decent rate in February 2019. The 0.4% month on month rise in retail sales volumes was particularly encouraging after sales had leapt by 0.9% month-on-month in January 2019.
- 3.5 The economy may have weakened in February and March if Brexit had caused consumers and firms to reach for the handbrake. But even if GDP doesn't increase at all in these months, the solid rise in January means that the economy would still grow by 0.4% quarter-on-quarter in the January to March 2019 quarter as a whole, above the previous quarter's 0.2% rate.
- 3.6 The labour market remained a bright spot for the economy. The annual growth rate of employment reached a two-year high of 1.5% in January 2019 and the unemployment rate fell to 3.9%, its lowest since 1975. Admittedly, Brexit uncertainty may be having less of an influence on the labour market than on other areas of the economy, since hiring decisions are less costly to reverse than spending on new capital. Equally, though, Brexit uncertainty may not yet have had its full impact on firms' hiring decisions. So it wouldn't be too surprising if employment growth slowed in the coming months.
- 3.7 Meanwhile, after averaging 2.9% in 2018, the annual growth of average weekly earnings has risen to 3.4% in the three months to January 2019, and surveys of pay settlements point to that strength continuing. Admittedly, with CPI inflation rising again, this might be as good as it gets for consumers' real earnings. Inflation picked up from 1.8% in January 2019 to 2.0% in April 2019 and we expect inflation to remain there for the rest of the year.
- 3.8 Nonetheless, the far more influential factor for the interest rate outlook will be how Brexit pans out. In light of the recent Brexit chaos, it was unsurprising that the MPC voted unanimously to keep the Bank Rate on hold at 0.75% in March. Meanwhile, concerns about slowing global growth mean that the markets are now pricing in only one rate rise in the UK over the next two years and two rate cuts in the US. Link Asset Services considers that if there is a Brexit deal, or even a long delay to Brexit, the MPC could agree another rate increase this Summer. If, on the other hand, the UK were to leave the EU without a deal, we have become more confident in the view that the MPC

would cut interest rates. The Bank of England this month revised its line that it might have to raise rates in a no deal scenario.

- 3.9 Meanwhile, investors ruling out further interest rate rises in the US, as well as ongoing concerns about global growth, have prompted a fall in the 10-year gilt yield from 1.3% at the start of March 2019 to a two-year low of 1.0% currently. With the downward pressure on UK gilt yields from the weaker global economy unlikely to fade, the 10-year gilt yield may fall further in the near term. But a Brexit deal in some form or other should mean that the UK's financial markets buck the global trend with money markets, gilt yields and the pound all rising by more than is widely expected. The FTSE 100, however, which has fared well relative to overseas equities over the past month, probably won't be able to shake off the drag from overseas and is likely to fall sharply this year.
- 3.10 Internationally, the continued weakness in key economic data has prompted renewed questions about the health of the global economy. We expect world GDP growth to fall below 3% year-on-year over the course of 2019/20, a worse outcome than most analysts currently anticipate. Meanwhile, some commentators have warned that the recent inversion of the US yield curve signals that a US recession is coming. While this doesn't necessarily suggest a recession is imminent, a swift upturn in global growth is not likely either.

Interest Rate Forecast

3.11 The following forecast has been provided by Link Asset Services.

Link Asset Services Interest Rate View												
	Jun-19	Sep-19	Dec-19	Mar-20	Jun-20	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22
Bank Rate	0.75%	0.75%	0.75%	1.00%	1.00%	1.25%	1.25%	1.25%	1.50%	1.50%	1.50%	1.75%
5yr PWLB Rate	1.80%	1.80%	1.90%	2.00%	2.10%	2.20%	2.20%	2.30%	2.40%	2.50%	2.50%	2.60%
10yr PWLB View	2.10%	2.20%	2.30%	2.40%	2.50%	2.50%	2.60%	2.70%	2.80%	2.90%	2.90%	3.00%
25yr PWLB View	2.60%	2.70%	2.80%	2.90%	3.00%	3.10%	3.20%	3.30%	3.30%	3.40%	3.50%	3.50%
50yr PWLB Rate	2.40%	2.50%	2.60%	2.70%	2.80%	2.90%	3.00%	3.10%	3.10%	3.20%	3.30%	3.30%

Short Term Borrowing Rates

3.12 The bank base rate has remained at 0.75% since August 2018.

	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	%	%	%	%	%	%	%
Call Money (Market)	0.70	0.69	0.68	0.67	0.67	0.68	0.67
1 Month (Market)	0.72	0.73	0.74	0.73	0.73	0.73	0.73
3 Month (Market)	0.80	0.82	0.89	0.91	0.91	0.85	0.85

Longer Term Borrowing Rates

	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	%	%	%	%	%	%	%
1 Year (Market)	2.37	2.25	2.19	2.12	2.09	2.13	1.89
10 Year (PWLB)	2.40	2.29	2.24	2.16	2.12	2.16	1.92
25 Year (PWLB)	2.74	2.69	2.87	2.65	2.56	2.64	2.40

3.13 Market rates are based on LIBOR rates and PWLB rates are for new loans based on principal repayable at maturity. The rates are shown for the end of each month.

Borrowing and InvestmentsTurnover During the Period

	No of deals	Turnover £m
Short Term Borrowing	-	-
Short Term Investments	8	50

Position at Month End

	Sep £m	Oct £m	Nov £m	Dec £m	Jan £m	Feb £m	Mar £m
Total Borrowing	172	172	172	172	172	172	172
Total Investments	(100)	(100)	(95)	(95)	(85)	(80)	(75)
Call Account Balance	(20)	(17)	(23)	(22)	(23)	(22)	(17)

Investment Benchmarking October 2018 - March 2019

Benchmark	Benchmark Return %	Performance Oct - Mar %	Investment Interest Earned £000
7 day	0.58	0.65	64
1 month	0.61	-	-
3 month	0.76	0.80	18
6 month	0.87	0.92	145
12 month	1.00	1.02	164
Over 12 months	-	1.34	111
Property Fund	-	4.26	106
Total			608

- 3.14 This shows the Council has exceeded the benchmark for all investments between October 2018 and March 2019 ensuring the maximum yield for all funds invested.
- 3.15 At 31st March 2019 Halton Borough Council hold £5m in the CCLA Local Authority Property Fund. There is no benchmark available for this income.

Budget Monitoring

	Net Interest at 31st March 2019		
	Budget Year to	Actual Year to	Variance
	Date	Date	
	£000	£000	£000
Investments	(599)	(1,214)	615
Borrowings	1,099	1,099	-
Total	500	(115)	615

New Long Term Borrowing

3.16 The Council has not borrowed any new funds during 2018/19.

Policy Guidelines

3.17 The Treasury Management Strategy Statement (TMSS) for 2018/19, which includes the Annual Investment Strategy, was approved by the Council on 07 March 2018. It sets out the Council's investment priorities as being:

- Security of capital;
- Liquidity; and
- Yield

3.18 The Council will also aim to achieve the optimum return (yield) on investments commensurate with proper levels of security and liquidity. In the current economic climate and the heightened credit concerns it is considered appropriate to keep the majority of investments short term and to ensure all investments are in line with Sector's credit rating methodology.

Treasury Management Indicators

3.19 It is a statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's approved Treasury and Prudential Indicators were set out in the Treasury Management Strategy Statement and are reviewed in Appendix 1.

Debt Rescheduling

3.20 No debt rescheduling was undertaken during the quarter.

4.0 POLICY IMPLICATIONS

4.1 None.

5.0 FINANCIAL IMPLICATIONS

5.1 The financial implications are as set out in the report.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

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

7.0 RISK ANALYSIS

7.1 The main risks with Treasury Management are security of investment and volatility of return. To combat this, the Council operates within a clearly defined Treasury Management Policy and annual borrowing and investment strategy, which sets out the control framework

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None.

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

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

Treasury and Prudential Indicators – 2018/19

Prudential Indicators	2017/18	2018/19	
	Full Year Actual £000	Original Estimate £000	Full Year Actual £000
Capital Expenditure	748,476	36,253	21,901
Net Financing Need for the Year <i>(Borrowing Requirement)</i>	729,019	21,161	3,254
Increase / (Decrease) in CFR <i>(Capital Financing Requirement)</i>	722,946	18,274	(14,816)
Ratio of Financing Costs to Net Revenue Stream <i>(Proportion of cost of borrowing to Council's net revenue)</i>	1.9%	2.4%	2.0%
Incremental Impact on band D Council Tax (£) <i>(net cost of borrowing compared to tax base)</i>	2.17	2.50	5.05
External Debt	172,000	172,000	172,000
Operational Boundary <i>(Limit of which external debit is not expected to exceed)</i>	254,164	212,500	856,312
Authorised Limit <i>(Limit beyond which external debit is prohibited)</i>	270,000	282,500	926,312

Due to the valuation of the Mersey Gateway Bridge being required to be included during the preparation of the 2017/18 Statement of Accounts, an additional £644m was added to the Council's Capital Financing Requirement. This represents the capital element of the future Unitary Payments the Council are due to make over the next thirty years, funded from toll income. It should be noted that this is purely an accounting adjustment and doesn't reflect any additional borrowing over and above what is already taken. This has the impact of £644m being added to the Operational Boundary and Authorised Limit as reflected in the above table.

Upper Limit for Interest Rate Exposure	Exposure Limit %	2017/18 Actual %	2018/19 Actual %
Fixed Rate	100	85	87
Variable Rate	30	15	13

Maturity Structure of Fixed Rate Borrowing	Exposure Limit	2017/18 Actual	2018/19 Actual
	%	%	%
Under 12 months	40	0	0
12 months to 24 months	40	0	0
24 months to 5 years	40	0	0
5 years to 10 years	40	0	0
10 years and above	100	100	100
Maximum Principal invested > 365 days	Investment Limit	2017/18 Actual	2018/19 Actual
	£000	£000	£000
Principal Sums Invested over 365 days	30,000	10,000	25,000

REPORT TO: Executive Board

DATE: 18 July 2019

REPORTING OFFICER: Strategic Director – Enterprise, Community & Resources

PORTFOLIO: Resources

SUBJECT: Directorate Performance Overview Reports for Quarter 4 2018 - 19

1.0 PURPOSE OF REPORT

1.1 To report the Council's performance for the fourth quarter period to 31 March 2019. The reports detail progress against key objectives / milestones and performance targets, and describes factors affecting each of the Directorates.

2.0 RECOMMENDED: That Executive Board

- 1) 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.

Directorate Overview Report (Children and Young People)

Reporting Period: Quarter 4, 01 January – 31 March 2019

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).

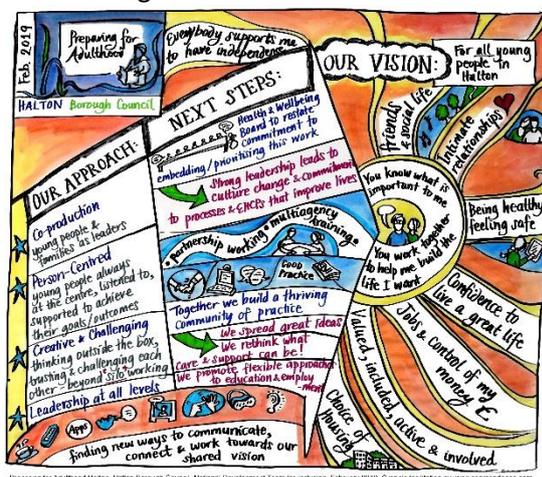
2.0 Key Developments

2.1 Social Emotional and Mental Health Provision (AMc)

In addition to the two new primary Foundation Key Stage 1 Resource Bases that will open in Autumn 2019, Halton has been successful in the bid for a join Social Emotional and Mental Health Free School with St Helens Borough Council. The specification for the new provision can be found on the Local Offer website, and on each of the council's websites. Any Trusts interesting in developing the new provision are invited to an engagement event at Halton Stadium on 21 May 2019 (9.30-11.30am). This is a much needed resource so the hope is that this event will be well attended and good quality submissions will be received.

2.2 Preparing for Adulthood (AMc)

In autumn 2018 Halton were accepted as a pathfinder authority to receive specialist consultancy support from the Department for Education's Preparing for Adulthood team. Using that support Halton consulted with a large number of education and service providers, local authority staff, parents and young people. In February 2019 an event was held to review Halton's performance in preparing young people with special educational needs and disabilities in adulthood. The session also involved envisioning what Halton thinks would be good practice in this area and identifying what needs to be done to reach that. All present were asked to identify what they would do to support Halton to achieve those goals. This was captured by a graphic artist during the event.



Prepared for Adulthood Halton, Halton Borough Council. Nelson: Development team for inclusion, February 2019. © Graphic illustration by www.danreardon.co.uk

An action plan has been developed from the information and discussions at the event. There will be a review in a year to look at the progress made.

2.3 High Level Strategic Planning Review (AMc)

An independent review of High Needs provision was undertaken between May and October 2018. The outcome of this review was considered and the recommendations and next steps were approved by Executive Board in February 2019.

Peopletoo who undertook the review spoke to children and young people, parents and carers, staff in schools with Resource Bases, Special Schools, the Pupil Referral Unit, Primary and Secondary Heads, Riverside College, key Inclusion Officers, colleagues in Health and the Strategic Manager. The aim of the review was to understand the current and future SEND population, the range of provision currently available, gather views of stakeholders, identify perceived barriers to Inclusion and understand the local resources and how best to target these to the greatest effect.

The final report identified three key findings:

- Too many children with SEND are being moved on or excluded from mainstream schools,
- The needs of the SEND cohort has changed and the current provisions does not reflect these changes,
- Improvements can be made to the assessment process, specifically Education Health and Care Plans.

PeopleToo have been commissioned to undertake the second implementation phase of the review.

2.4 Children in Care Placements (TC)

Provisional end of year data is showing positive progress in all placement types that Halton commission for children in care. Progress includes;

- Fewer independent Fostering Agency and residential placements
- Increased in house foster carer placements
- Fewer remand/secure accommodation placements
- More young people moving through towards independence.

The Halton Fostering Service now has a full management team, and this foundation year has helped to change the placement profile of Halton's children in care population. The final financial position is under the start of year projected position.

2.5 Children in Need (TC)

A Child in Need co-ordinator has been appointed. This will enhance and support the step up/ step down process and will ensure consistency in decision making as children move between the Levels of Need.

2.6 Common Assessment Framework (TC)

2017/18 reporting year it was identified that there needs to be an increase in the number of children supported through CAF. This has been achieved in 2018/19 through more robust data recording and more targeted work within early help services, particularly children's centres. The number of CAF's open for longer than 12 months is now a targeted area. The quality of the assessments and work

completed will be monitored through CAF audits and contact challenge meetings with managers.

3.0 Emerging Issues

3.1 National Issues

Ofsted Consultation (AMc)

Ofsted have been consulting on a new Education Inspection Framework which is due to come into use in September 2019. The draft framework sets out how Ofsted proposes to inspect schools, further education and skills provision and early year's settings. The consultation closed 4 April 2019 and Ofsted are expected to publish their response, the framework and new handbooks soon.

Key changes proposed related to a well-researched consideration of how children and young people learn across a broad and balanced curriculum, building upon prior learning and developing and extending ideas. Under the proposals the key judgements will focus on;

- Quality of education
- Behaviour and attitudes
- Personal development
- Leadership and management.

The four point grading remains as Outstanding, Good, Requires Improvement or Inadequate. Safeguarding requirements are reported as to whether they are effective and will be included within the leadership and management section.

Changes to this framework include a robust focus on attendance, exclusion and what Ofsted refer to as "gaming" such as where off rolling is considered to be happening at a school. There is a greater focus on governance, with governors sharing their strategy, vision and values with inspectors, and inspectors identifying how governors hold leaders to account to ensure learners receive the highest quality of provision. Leaders themselves need to share their curriculum intent; how this will be implemented and how the impact of this will be demonstrated. All stakeholders will need to clearly understand the three I's of 'intent, implementation and impact' of the curriculum strategy and how this will meet all learners needs, particularly for vulnerable or disadvantaged pupils. In addition leaders also need to pay due regard to work life balance and the workload of staff.

The proposal outlines that Ofsted plan to have a pre-inspection preparation visit the day before the inspection starts. Schools will be notified by 10am before inspectors arrive on site for preparation. The inspection itself starts from 8am the following day. The short Section 8 inspections will now be a 2 day inspection, plus half-day on site preparation under these proposals.

3.2 Halton Specific

Exclusions (AMc)

There have been 36 permanent exclusions this academic year, from 12 different Halton schools (four children were in out of borough schools). This was split between four primary schools, seven secondary schools and one all-through school, with one school providing 22% of the exclusions. Although this is an increase on the last academic year (33 exclusions) this is broadly in line with other local authority areas.

Of the exclusions, 37% were for persistent disruptive behaviour. Halton are hosting an event 21 May 2019 for behaviour leads from each school, to work on consistency of practice across the borough. There has also been an increase in permanent exclusions for the use of a weapon, from two to three. There is a Knife Crime task force working to address this concerning development.

Halton have further developed the recording around exclusions, and have supported the Exclusion Officer in being able to produce real-time data on exclusions. The exclusion reporting forms have been developed to hold schools to account for the support they have put in place for the child prior to exclusion.

Mental Health First Aid training is being provided, along with school-facing support so that schools are better equipped to meet the needs of all pupils. In addition, we now encourage schools to send in information on fixed term exclusions regularly, rather than termly, in order that earlier intervention can take place. The Education Welfare Service is involved in ensuring that data received from schools is accurate and timely.

Work in this area means we are well-prepared for the proposed changes to the Ofsted framework in September 2019.

Attendance (AMc)

School attendance across both primary and secondary sectors in Halton will be a targeted area of work within the Education, Inclusion and Provision department during 2019/20. A range of social issues continue to impact upon the ability of some parents to ensure their child's attendance at school and the Council wishes to have a greater understanding of those issues and look at how best to support parents, carers, children and schools. Currently the Education Welfare Service offer a range of options for schools to buy in to a Service Level Agreement aimed at helping schools to increase attendance levels, and there is evidence that where schools do buy back, there is an increase in attendance levels. These service level agreements will also be reviewed as part of this work.

Early Years Bid (AMc)

Halton Borough Council has been successful in the application for Early Years Outcomes funding from the Department for Education, for a multi-agency project focused upon communication and language development in the Early Years. The total grant agreed is £583,378.98, for a period of 12 months to 31 March 2020. The aims of the project are:

- To effect significant, coherent system and cultural change across all partners in the local authority area, including families, that will improve the early language and communication outcomes for all children in Halton;
- To increase the Good Level of Development scores by improving the Communication, Language and Literacy outcomes, thereby having a positive impact on outcomes in other areas of learning;
- To improve practitioner knowledge and understanding in effectively identifying children's early language needs, to upskill the workforce in how to address these in a preventative context at a universal level and to ensure that fewer children need to progress to costly specialist provision.

To achieve these outcomes, the project will establish a universal communication and language screening system (Wellcomm) across Halton, with the aim of providing early identification of difficulties and appropriate, timely intervention for every Early Years child

from the age of six months. All practitioners in Early Years settings, including childminders, will receive training, focused support, coaching and quality assurance in the delivery of Wellcomm and linked areas from multidisciplinary specialist staff (the TALK Halton team).

Establishing the TALK Halton team will ensure sufficient capacity to achieve successful outcomes within very short timescales and facilitate sustainability once the funding has ended. The secondment of staff from partners across Health and Education (including the Private, Voluntary and Independent sector) will allow the project to start as soon as possible. It will also ensure sustainable system and cultural change within seconded staff's own organisations and at an operational level with all front-line practitioners. Workshops, training courses, and extension activities for families delivered by Adult and Family Learning Tutors will support children's communication and language development in their home environment, thus maximising the outcomes achieved.

Halton Children and Young People Safeguarding Partnership (TC & AMc)

The Children and Social Work Act 2017 introduced changes on how local safeguarding arrangements should work and be delivered. This is explained in the statutory guidance (Working Together to Safeguard Children 2018). Three partners now have equal and joint responsibility for leading the new arrangements – Halton Borough Council, Cheshire Police, Halton Clinical Commissioning Group.

To fulfil this role, the safeguarding partners must publish how they will work together, and with any relevant agencies. Relevant agencies have a legal duty to co-operate with the new arrangements and are those whose involvement the safeguarding partners consider will be required to safeguard and promote the welfare of children with regard to local need.

Halton are currently finalising the list of Relevant Agencies and the list of Relevant Agencies Organisation Responsibilities, currently there are over 200 agencies listed, including all schools. All agencies who work with children still have a duty to co-operate under section 11 of the Children Act 2004.

A range of legal documents, policies and procedures are being developed for the introduction of these new arrangements. The new Board will be Halton Children and Young People Safeguarding Partnership (HCYPSP) which will replace the Halton's Local Safeguarding Children Board (HSCB). There will be a three month transitional phasing in period from 01 April 2019 to allow the existing HSCB to wind down, produce the Annual Report and hand over to the new HCYPSP.

The HCYPSP Launch Event will be held 11 July 2019 for all named Relevant Agencies to learn more about the new arrangements. Invitations will be sent out to appropriate colleagues/senior leaders.

Early Help (TC)

Streamlining of universal provision with early help is underway. A more targeted approach is being undertaken as part of a service review.

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 (Halton BC data)	140		114		
PED01 03	Monitor the number of young people going missing in the year (Halton BC data)	1312		1087		
PED01 04	Monitor the number of young people flagged as at risk of child sexual exploitation (snapshot at end of quarter)	34		26		
PED01 05	Reduce the number of incidents of fixed term exclusion (academic year)	508		565		
PED01 06	Reduce the number of children subject to fixed term exclusions (academic year)	204		329		
PED01 07	Reduce the number of children subject to permanent exclusions (academic year)	33		35		
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	1028		

Supporting commentary:

PED01 01 – 03: Missing data in relation to return interviews is provided from the Commissioned Service. Data in relation to incidents and individuals is provided from the Notifications of missing which are recorded by the local authority. Data for the year to date is indicating a similar pattern to that of the previous year. Please note that due to the change in source of this data, the targets set were inappropriate and that the 2017/18 has been amended to reflect the new data source.

PED01 04: The cohort of children flagged as at risk of child sexual exploitation continues to be monitored and scrutinised at a monthly operational group.

PED01 05 – 07: This data has been updated to cover the academic year. The number of fixed term and permanent exclusions has increased on the previous year. The Council has introduced the Behaviour Support Service working with schools to address exclusions. There is also a new CARE protocol in place to enable schools to better identify support required to address behavioural needs.

PED01 08: The number of CAF's has increased throughout the year, particularly from September 2018. The demand for early help interventions have increased through the locality services and the more targeted work that is now in place with early help in the children's centres. Other reasons for the increase include; a targeted approach to resolving current data issues with internal and external partners, more robust tracking and reporting developed, increase in early identification of needs before they escalate, increase in the number pre-CAF assessments leading to full CAF assessment, increase in partners initiating the CAF, ongoing support and training offered through early help teams with partners.

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)	
PED01e	Preparation for Ofsted Inspection (ongoing)	
PED01f	Implement the Exclusions protocol to reduce the number of exclusions (September 2018)	

Supporting commentary:

PED01a: This has been further developed and is now measured within the Early Intervention CAF development group rather than iCART.

PED01b: Currently CAMHS manager is present in the ICART Team once a week to offer advice support consultation to staff which is anticipated to increase moving forward.

PED01c – d: These have been completed.

PED01e: Risk assessments and action plans are being undertaken around all the inspection frameworks.

PED01f: 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		534 (provisional)		
PED02 02	Reduce the number of children and young people who enter the care system	77	75	57 (provisional)		
PED02 03	Reduce the number of children who are placed at home with parents on a care order	32	29	30 (provisional)		
PED02 04	Reduce the number of children who are placed in residential care	47	34	31 (provisional)		
PED02 05	Reduce the number of children who are placed in independent fostering agency placements	66	35	61 (provisional)		

Supporting commentary:

PED02 01: The rate of referrals continues to fluctuate and analysis is undertaken on a regular basis to understand the increases and decreases to identify themes.

PED02 02: Systemic practice is now available to support children and young people who are on the edge of care, alongside a robust offer of support. This is proving successful in enabling some children to remain at home, a review of Halton's edge of care support services is currently underway.

PED02 03, 04 & 05: These have all been reduced, although none have met the challenging targets set.

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)	
PED02e	Commission and implement a new client recording system (March 2019).	
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)	No longer progressing
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: The first cohort of staff trained will complete in January 2019 and new staff will start at the end of January.

PED02b: Please see Emerging Issues section.

PED02c: This has been completed and is currently out to tender.

PED02d: This has been completed.

PED02e: Upgrade to Eclipse from CareFirst6 has been agreed. This has not met the original timescale.

PED02f: The decision has been to focus on the growth of in house fostering placements and the more robust commissioning of residential placements rather than commission a further residential service and so this is not progressing at this time.

PED02g: This has been completed.

PED02h: This has been 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)					
PED03 02	Increase the percentage of EHC Plan assessments completed within 20 weeks (academic year)	85%		49%		
PED03 03	Increase the number of schools identified as Nurture champions	8	8	10		
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	36,213		

Supporting commentary:

PED03 01: The local authority is considering a different approach to gathering evaluations from parents given the low participation rate during 2018. POET Survey will no longer be used.

PED03 02: The number of applications for EHCP assessment has risen significantly during academic year 2018/19. The Education Psychology team have found it difficult to complete assessments in the six weeks they are allocated and this has directly impacted on the Assessment team's capacity to complete the full process within 20 weeks.

PED03 03: The Nurture Network meeting in May will focus on the impact of individual groups so that schools can more effectively evaluate the impact of nurture as an intervention.

PED03 04: During the final quarter of the year there has been a significant increase in the number of sessions, however this has declined from the previous year and not met the challenging target set.

Ref:	Milestones	Quarterly Progress
PED03a	Develop and implement a Social Emotional and Mental Health (SEMH) 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)	
<p>Supporting commentary:</p> <p>PED03a: This is in the process of being formulated by the Policy Team ready for final consultation and then launch. This has not met the deadline previously set but is still in progress.</p> <p>PED03b: The Behaviour Support Service is now fully operational and is engaging with schools to promote positive inclusion across the borough.</p> <p>PED03c and d: Please see the Key Developments section.</p>		

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%	N/A	21%		
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: 63% of all pupils achieved the expected standard in RWM combined. Of these, 51% of disadvantaged pupils achieved that standard and 72.5% of non-disadvantaged pupils achieved that standard.

PED04 02: Analysis of the end of key stage outcomes for children in care were shared at January 2019 PPB through the Virtual School Head teacher annual report.

Ref:	Milestones	Quarterly Progress
PED04a	Using rigorous data analysis, feedback from the Cross Service Monitoring group and School Improvement office. er knowledge, schools will be categorised to identify levels of support and challenge.	
PED04b	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)	
PED04e	Monitor the impact of Pupil Premium and Early Years Premium in closing the gap between Disadvantaged pupils and their peers (March 2019)	
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 - b: All primary schools categorised and informed of their school category. Secondary schools received their letters after the Autumn half term break.

PED04c: Attainment reports were shared with members of PPB in September 2018. Also shared with Head teachers and will be shared with Governors at the Governor conference in November 2018. Attainment has improved in all areas, with the exception of phonics. EYFS, reading and KS4 maths are priorities for development.

PED04d: Following analysis of the educational data for CIC 2017/18. EYFS and KS4 outcomes are an area of concern. Outcomes for KS1 and KS2 CIC were good. There are plans around all children who did not achieve their expected outcomes and these are monitored through the termly PEPs and by the Virtual School. The Virtual School is looking to develop a new targeted approach for using Pupil Premium Plus to meet the needs of groups of CIC who have the same areas of difficulty in their learning.

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%	64.5%		
PED05 02	Reduce the good level of development gap between disadvantaged children and their peers at EYFS	23%	19%	21.6%		
PED05 03	Increase the take up of Early Years entitlement for vulnerable 2 year olds	100%	97%	80%		
PED05 04	Increase the take up of Early Years entitlement for 3-4 year olds	92%	95%	93%		
PED05 05	Monitor the percentage of Early Years settings (pre-schools, day care, out of school clubs, childminders) with overall effectiveness of Good or Outstanding	N/A	90%	93%		

Supporting commentary:

PED05 01 - 02: Attainment increased by 4% and reduced the difference to national by 3%. Attainment improved in all Early Learning goals. The gap between disadvantaged and peers has reduced by 1.9%.

PED05 03: Target has increased from 347 to 652 children per term. Halton funds the same number of children, however the target has nearly doubled.

PED05 04: The latest summary tables indicate that 93% of 3&4 year olds benefitted from the entitlement in 2017/18. In 2018 95% of 4 year olds took up the entitlement but the eligible 3 year old rate fell to 90%.

PED05 05: 4% are graded 'Requires improvement' and 1% are graded as 'Inadequate'. The of the remaining providers 10% are 'meeting the requirements' (judgment provided when no children present for inspection) and 10.4% are awaiting inspection. Where providers 'met' or awaiting inspection are removed, this provides a total of 94% graded good or outstanding.

Ref:	Milestones	Quarterly Progress
PED05a	Analyse Good Level of Development performance for all pupils and groups	
PED05b	Use data analysis to inform and share priorities with One Halton strategic group, the Educational Strategic Partnership Board and the SRIB.	
PED05c	Agree local and regional priorities and bid for funding where appropriate through SSIF and other funding streams (September 2018).	
PED05d	Completed RAG categorisation process for all EYFS settings (by September 2018) and identify actions, including levels of challenge, support and intervention required to improve pupil and inspection outcomes.	
PED05e	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).	

Supporting commentary:

PED05a: Analysis has been carried out, reported and shared to schools and stakeholders through the One Halton Strategic Group.

PED05b: Attainment has improved in all areas; technology remains the strongest ELG performance; writing and reading are the weakest areas. Girls outperform boys, as is the case nationally and the gap to national for each gender is similar.

PED05c: Strategic School Improvement Fund has now been abolished and no longer a route for funding. Existing projects will continue. Some targeted schools are taking part in an EY bid led by Warrington Teaching school based on developing Communication, Language and Literacy skills. Halton have recently been working with multiagency stakeholders to bid for additional Early Years funding streams. Please see the Emerging Issues section.

PED05d: RAG rating completed for all settings and will be shared by the end of October with the settings. The RAG categorisation process is being reviewed for settings to align more closely with the schools model. This new way of working will be shared with settings once criteria has been finalised. This is outside of the timescale originally set.

PED05e: Schools Causing Concern guidance is being used to inform categorisation. We have two schools receiving a high level of support as "Schools Causing Concern" and are providing further challenge and support to other schools based on needs analysis.

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%	63%		
PED06 05	Increase the percentage making sufficient progress in Reading KS1 to KS2	-0.05	0	0.39		
PED06 06	Increase the percentage making sufficient progress in Writing KS1 to KS2	-0.48	0	0.43		
PED06 07	Increase the percentage making sufficient progress in Maths KS1 to KS2	-0.41	0	0.46		
PED06 08	Increase the percentage of young people achieving 9-5 in GCSE English and Maths	30.5%	N/A	32.3%		
PED06 09	Increase the percentage of young people achieving 9-4 in GCSE English and Maths	55%	N/A	57.7%		
PED06 10	Increase the average attainment 8 score per young person	44.9	N/A	44.2		
PED06 11	Increase the Progress 8 score	-0.22	N/A	-0.26		

Supporting commentary:

PED06 01: An improvement of 7% and difference to national reduced to -2%

PED06 02: An improvement of 9% and difference to national reduced to -3%

PED06 03: An improvement of 9% and difference to national reduced to -2%

PED06 04: An improvement of 7% and difference to national reduced to -1%

PED06 05: An increase of 0.43 and significantly above national

PED06 06: An increase of 0.91 and significantly above national

PED06 07: An increase of 0.86 and significantly above national

PED06 08: National average is 40.2%

PED06 09: National average is 59.4%

PED06 10: This measure should not be compared to previous year due to the increase in subjects graded 9-1. The national average is 44.5.

PED06 11: This measure should not be compared to previous year due to the increase in subjects graded 9-1.

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), RWM and progress from KS1-KS2 (KS2), 9-5 and 9-4 in English, Maths, and English and Maths, and attainment 8 and progress 8 scores (KS4) (September 2018 – provisional data, March 2019 – validated data)	
PED06b	Identify and share good practice locally, regionally and nationally (termly).	
PED06c	Identify schools requiring further challenge and support due to 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)	
PED06d	Increase the skills, knowledge and experience of middle leadership through training and facilitating coaching and introducing peer reviews (December 2018)	

PED06e	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)	
PED06f	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: As detailed in PED04.

PED06b: Good practice is shared at the One Halton Strategic Group, Primary Head teacher and Secondary Head teacher meetings. Sharing of practice across the region is carried out at the SILLA group and NWADCS school improvement groups and shared wider as part of a North West Peer Challenge process.

PED06c: As detailed in PED05.

PED06d: A core School Improvement team advisor is providing training to colleagues developing middle leadership knowledge, skills and experience and is currently working in 34 primary schools with a bespoke programme to develop middle leadership capacity.

PED06e: Governor termly training events now report attendance back to schools and hold governors to account to ensure key messages are shared. This more rigorous approach to governance has seen a dramatic increase in governor attendance and engagement in their strategic role. Governors are gaining a greater understanding of their role in holding school leaders to account for educational and attendance performance. A governor working group has been established to provide a Halton governor voice and to provide support to key governor issues.

PED06f: The Director of Children's Services has kept in touch with the RSC regarding a Free school eligible for intervention. Two schools under an academy order have now been provided with an identified sponsor. There have been some issues regarding responsibilities and protocols during these transitional arrangements and clear expectations have been shared with academy sponsor partners and the RSC.

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%	4.8%		
PED07 02	Reduce the percentage of 16-17 year olds whose activity is not known	0.8%	0.8%	0.3%		
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%		

Supporting commentary:

PED07 01 & 02: Impact of the improved tracking result below is that those young people we did make contact with are NEET, and therefore NEET has increased, but the overall NEET/Not Known has decreased from 5.2% 2017/18 to 5.1% 2018/19.

PED07 03: This data is 2016/17 and represents a reduction from 84.4% for 2015/16. National and regional figures have also reduced. Halton's decrease is lower than that of the national and regional decreases.

PED07 04: This data is 2016/17 and represents an increase from 54.4% for 2015/16. National and regional figures have also increased. Halton's increase is higher than that of the national and regional increases.

PED07 05: This data is 2016/17 and is in line with performance in 2015/16.

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 (IAG) support given to institutions in Halton (March 2019)	

Supporting commentary:

PED07a: Analysis of the cohort has been undertaken. Report has been provided to the Children's Trust Commissioning Partnership.

PED07b: Percentage of Year 11 and 12 pupils with an offer of learning for September 2018 remained stable at 96.6%. Arrangements have been agreed with schools to collect data earlier in the summer term of 2019 so data can be closely monitored before Year 11 and 12 pupils leave school for the summer break.

PED07c: Official Careers Hub Launch took place in Liverpool City Centre January 2019. Meeting planned in February 2019 with the three lead Enterprise Coordinators leading Hub Schools. Currently three schools in Halton are part of the Careers Hub (33 in total across LCR).

7.0 Financial Summary

7.1 CHILDREN AND FAMILIES DEPARTMENT

Revenue Budget as at 31 March 2019

	Annual Budget £'000	Actual £'000	Variance (Overspend) £'000
<i><u>Expenditure</u></i>			
Employees	9,479	9,171	308
Premises	277	218	59
Supplies and Services	1,150	1,082	68
Transport	115	151	(36)
Direct Payments/Individual Budgets	697	702	(5)
Commissioned Services	247	212	35
Out of Borough Residential Placements	4,366	6,991	(2,625)
Out of Borough Adoption	82	120	(38)
Out of Borough Fostering	1,453	2,840	(1,387)
In House Adoption	215	237	(22)
Special Guardianship	1,119	1,659	(540)
In House Foster Carer Payments	2,058	1,614	444
Care Leavers	190	329	(139)
Family Support	60	96	(36)
Emergency Duty team	100	102	(2)
Contracted Services	4	5	(1)
Early Years	60	231	(171)
Transfer to Reserves	112	112	0
Total Expenditure	21,784	25,872	(4,088)
<i><u>Income</u></i>			
Fees and Charges	-36	-33	(3)
Sales Income	-56	-57	1
Rents	-87	-92	5
Dedicated Schools Grant	-97	-97	0
Reimbursements & Other Grant Income	-688	-671	(17)
Government Grants	-164	-164	0
Transfer from Reserves	-117	-117	0
Total Income	-1,245	-1,231	(14)
Net Operational Expenditure	20,539	24,641	(4,102)
<u>Recharges</u>			
Premises Support	248	248	0
Transport Support	29	33	(4)
Central Support Service Costs	2,609	2,609	0
Net Total Recharges	2,886	2,890	(4)
Net Department Expenditure	23,425	27,531	(4,106)

Comments on the above figures

The net departmental expenditure is £4,106,000 over budget at the end of the financial year, this compares to the overspend position of £4,259,00 at the same point last year although additional growth of £3,000,000 was added to the budget for 2018/19, less approved savings.

Employee costs are £308,000 under budget at the end of the financial year, mainly as a result of staffing budgets for Edinburgh Road not being utilised. The 2019/20 budget for Edinburgh Road is expected to be transferred to commissioned services and it is not anticipated this underspend will continue in the new financial year. The departmental staff turnover saving target of £332,000 was achieved in full.

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

The social care services within the department are £4,172,000 over budget. These services include Direct Payments, Out of Borough Residential Placements, Out of Borough Adoption, Out of Borough Fostering, In House Adoption, Special Guardianship and In House Foster Carer Payments. A number of these areas continue to be significantly over budget.

Expenditure relating to Out of Borough Residential Placements is £2,625,000 over budget at the end of the year and continues to be a significant pressure area. The number of individual children and young people in residential placements at the start of 2018/19 was 48, this number had increased to 49 by the end of March 2019. Overall costs at the end of the financial year have increased by 5.78% compared to the end of 2017/18. In the last few months staff have been recruited to a new Placements Team who will work more closely with providers & reduce the cost of packages. This is a very difficult area to predict future spend as the demand can change very quickly, but even with an increase in budget of £289,000 and reduced costs it is anticipated this will still be a budget pressure in 2019/20.

Out of Borough Fostering expenditure is £1,387,000 over budget. The number of individual children in an independent fostering agency placement has reduced from 66 at the start of 2018/19 to 61 at the end of March 2019, but reached a high of 75 during the year. Overall costs at the end of the financial year have increased by 23%. In house foster carers are utilised wherever possible and there has been a net increase of 3 households during the current financial year. Halton have joined a collaborative fostering service with Cheshire West and Chester, Cheshire East and Warrington and every effort is being made to recruit new foster carers, but this is a lengthy process and as a result it will take time for the council to build up a new bank of foster carers. Incentives to help recruit and retain foster carers have also been implemented in 2019/20, for example, discretionary council tax relief. These measures should have a positive impact on recruitment and retention and help reduce the reliance on independent fostering placements being sought at a much higher cost. However, this will continue to be a pressure area in the next financial year.

Expenditure relating to Special Guardianship Orders is £540,000 over budget and has increased from £1,496,000 in 2017/18 to £1,659,000 in 2018/19, an increase of 10.9%. A Special Guardianship Order places a child or young person to live with someone other than their parent(s) on a long term basis and Special Guardians have parental responsibility for a child until they reach 18 years of age. Special Guardianship Orders are set up through the family court and not the council, which makes it difficult to estimate how many more of these orders will be agreed in the next financial year. The budget has been increased by £552,000 in 2019/20.

The Early Years net divisional expenditure was £171,000 over budget at year-end, an increase of £39,000 from 2017/18. Employee related expenditure was £129,000 under budget at the end

of the financial year. The budget has a staffing contingency built in and employee related expenditure should not be a budget pressure in 2019/20 provided the structure continues to run smoothly and the agency staff usage is kept to a minimum. Income was below target by £357,000 and is the main area of concern. This level of underachievement is expected to continue in 2019/20, the income target has been increased by £16,820 to cover increased operating costs. Even with increases in occupancy levels and parental fees, they have not increased to the level at which the day care centres can become self-sustaining. If fees were to increase further, centres could find it difficult to compete with places offered in the private sector and occupancy levels could fall. Therefore this option would not be enough to provide a balanced budget. This area needs to be carefully monitored and will continue to be a pressure area in 2019/20 and beyond.

An additional £1,092,000 from the Social Care Support Grant has been given to the Children and Families budget in 2019/20 to relieve some of the ongoing pressure areas highlighted above. This is in addition to inflationary budget rises amounting to £668,000. Savings of £1,114,150 have been approved and applied to the department's budget, it is important these are achieved to help control net spending in 2019/20.

7.2 EDUCATION INCLUSION AND PROVISION

Revenue Budget as at 31 March 2019

	Annual Budget £'000	Actual £'000	Variance (Overspend) £'000
<i><u>Expenditure</u></i>			
Employees	5,748	5,751	(3)
Premises	32	107	(75)
Supplies & Services	2,241	2,148	93
Transport	5	1	4
Schools Transport	946	1,384	(438)
Commissioned Services	2,520	2,461	59
Agency Related Expenditure	1,572	1,512	60
Independent School Fees	3,049	3,049	0
Inter Authority Special Needs	400	400	0
Pupil Premium Grant	30	30	0
Nursery Education Payments	6,065	6,065	0
Capital Finance	2,276	2,276	0
Total Expenditure	24,884	25,184	(300)
<i><u>Income</u></i>			
Fees & Charges	-346	-410	64
Government Grants	-4,161	-4,291	130
Reimbursements & Other Grants	-1,179	-1,215	36
Schools SLA Income	-366	-578	212
Transfer to/from Reserves	-974	-974	0
Dedicated Schools Grant	-13,708	-13,708	0
Inter Authority Income	-578	-323	(255)
Total Income	-21,312	-21,499	187
Net Operational Expenditure	3,572	3,685	(113)
<i><u>Recharges</u></i>			
Central Support Services Costs	1,597	1,599	(2)
HBC Support Costs Income	-79	-79	0
Premises Support Costs	156	156	0
Transport Support Costs	279	281	(2)
Asset Charges	4,097	4,097	0
Net Total Recharges	6,050	6,054	(4)
Net Department Expenditure	9,622	9,739	(117)

Comments on the above figures

The outturn position shows an overspend of £0.117m against a full year budget allocation of £9.622m.

Employee costs is over budget but not to the extent that was forecast throughout the year. This is due to a restructure within the Early Years Service and vacant posts that were not filled until later than expected.

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

Premises costs is over budget mainly due to costs at the CRMZ centre. Premises costs have been incurred during the year ahead of Riverside College taking ownership of the building.

Supplies and Services are under budget for the year. There was a conscious effort from all budget holders throughout the department to closely monitor and reduce spend in this area.

Schools Transport is over budget for the year. The Council has a statutory responsibility to provide transport for pupils with Special Educational Needs to and from school. The number of pupils with Special Educational Needs is increasing year on year which is increasing the service demand and therefore costs of transport. This is an issue across all councils, it is not unique to Halton. However the Council undertook a new contract procurement exercise with all school transport providers, which will help control and reduce future costs.

Commissioned Services and Agency Related Expenditure have come in under budget. There was a reduction in contract costs on commissioned services during the year, particularly within Troubled Families. Agency related expenditure is mainly needs led budgets and so the final expenditure can change depending on school results and their financial standings.

Government Grant income is showing as overachieved due to grants being received that weren't expected or a higher amount than forecast. It is worth noting that several grants are reducing in the next financial year, in particular the Troubled Families and the School Improvement and Brokering Grant.

Reimbursements and other grant income has overachieved against the budgeted income target due to receiving contributions from other local authorities for joint contracts within Integrated Youth Support Services.

Schools SLA income was originally forecast to underachieve for the year but has actually overachieved. This is due to an increase in the demand for services such as Educational Psychology and Education Welfare in line with the increasing numbers of pupils with Special Educational Needs.

Inter Authority income has not achieved against the budgeted target as has been the case in previous years. The Council has a reduced capacity to accept pupils from other authorities as special schools and units are full. Again, this is the result of the increase in SEN pupils.

Capital Projects as at 31 March 2019

Capital Expenditure	2018/19 Capital Allocation £'000	Actual Spend £'000	Total Allocation Remaining £'000
Asset Management Data	5	3	2
Capital Repairs	808	786	22
Asbestos Management	19	11	8
Schools Access Initiative	77	60	17
Basic Need Projects	0	0	0
Lunts Heath	11	10	1
Fairfield Primary School	79	57	22
Weston Point Primary	4	4	0
Kitchen Gas Safety	71	62	9
Small Capital Works	119	86	33
The Bridge School vocational centre	397	376	21
Simms Cross	130	129	1
Ashley School	80	79	1
SEND allocation	30	53	(23)
Healthy Pupil Capital Fund	70	53	17
The Grange	0	2	(2)
Net Expenditure	1,900	1,771	129

Comments on the above figures.

Work has been completed on Lunts Heath, Weston Point Primary, Simms Cross and Ashley School and retention fees paid.

Fairfield Primary construction work to the infants and junior schools, MUGA pitch and enhancement of the grass playing field are now complete. We are currently awaiting final fee invoices and the release of retention payments. The underspend will be required for this purpose.

Work at The Bridge School vocational centre is now complete. We are currently awaiting final invoices. The underspend on this project is needed to pay the retention, which will be released in September 2019.

Requests have also be made to carry forward the underspends on all other projects to 2019-20.

SEND is an ongoing project. The overspend for 2018-19 will be funded from the allocation for 2019-20.

Spend on The Grange has been funded by the school.

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

Directorate Performance Overview Report

Directorate: People Directorate (Adult Social Care and Health)

Reporting Period: Quarter 4 – Period 1st January – 31st March 2019

1.0 Introduction

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

2.0 Key Developments

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

Adult Social Care:

Developing the use of the Mental Health Resource Centre in Vine Street, Widnes: following an eighteen month programme of redevelopment, and using capital investment from the Borough Council, NHS Halton Clinical Commissioning Group and the North West Boroughs NHS Trust, the Mental Health Resource Centre has become a more integrated service which is more responsive to the needs of the local population. The existing Mental Health Outreach Team and Community Bridge Building teams have been joined by social workers from the borough council, and nurses and doctors from the North West Boroughs, as part of the Assessment and Home Treatment service. Plans are being developed for the latter to become a 24-hour service which can also provide a response to people in mental health crisis. This more connected and joined up service means that those people in mental health need should increasingly receive the help they need in more efficient and effective ways.

Community Connectors: The Community connector pilot was completed in April 2019. The learning from the pilot is now being further developed to become part of the mainstream working practice. They have focused on connecting local people to their neighbourhood and communities. They are 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 have identified a number of community based services and have been working closely with social workers and social care staff to aid awareness of aware of alternative services and opportunities available to people.

Autism Action Alliance: The Autism Action Alliance continues to search for an independent chair, following difficulty recruiting. In the mean-time the group continues to meet regularly and to ensure that the delivery plan is being actioned.

Social Work Matters Forum: The 'Social Work Matters Forum' is a quarterly event involving Social Work professional across services within Halton Borough Council. It is led by the Principal Social Worker for Adult Services, Marie Lynch and agendas are set in collaboration with staff to focus on best practice, sharing information and outcomes, link local activity to national agendas and create a culture of communication and engagement.

During this quarter the event held showcased the Later Life and Memory Service, who work with older people experiencing mental health problems as a result of dementia. The presentation looked at the multi-disciplinary approach taken, from the perspective of a Social Worker and a Senior Nurse Practitioner. Attendees received a comprehensive of the services, its pathways, team processes and partnership working. Case studies highlighted the range of interventions and the impact these have made.

At the February Forum an introduction was made to the new Halton Borough Council Social Work Practice Guidance – an in-house policy document devised to clarify working practices and set standards across social work teams.

Attendees were also given the opportunity to consider and plan activities to mark World Social Work Day (held on 20 March 2019). Ideas taken forward from these collective discussions led to success community-based events on the Day.

Transition Team: In 2017 a dedicated Transition Team was established, supported by a new Multi-Agency Transition Protocol, to ensure that in future young people would experience transition that is planned from an earlier stage with effective joint working between professionals and taking into account the wishes and needs of young people and their families. The aim of the team is to have a joined up approach to transition from education, health and social care with increased and targeted co-ordination and communication from all agencies from a younger age. The team works with young people aged from 14 to 25 years, depending on complexity and how much support they will require to go through the transition process.

Transition Team was awarded £92,827 from DHSC as part of 'Named Social Worker' pilot. The additional funding allowed the creation an additional Social Worker post and an Advanced Practitioner post. This additional capacity allowed the team to work intensively with 17 young people with complex needs as part of the pilot. Social Workers worked with the young people and their families to prevent crisis intervention and develop a new approach to working with those who are often seen as the most challenging and therefore often end up in out-of-area residential placements.

Halton took part in the overall evaluation of the pilot on a national level and a cost-benefit analysis was completed by York Consultancy. The cost-benefit analysis revealed a Financial Return on Investment of 5.14 which means a £5.14 saving for every £1 spent on NSW support. One of the cases from Halton's pilot became a case study shared nationally as part of the positive outcomes of the NSW approach (Peter's story).

Following on from the Evaluation, A work stream across all statutory agencies has been established, 'The One Halton Board', Looking at how joint agencies can work in partnership to achieve better outcomes for the Community. The board has agreed to fund

the additional social work posts permanently, allowing the continuation of the Named Social Worker model.

Halton continues to work alongside Social Care Institute of Excellence, the Department Of Health and Social Care and the innovation unit on rolling out national guidance on Transition, from Directors of Adult Social Services to social work Practitioners, and the 'Transition Video', that was produced by a group of young people from Halton, has been added to the guidance and tools for good practice for Social Workers to access when working with young people and their families.

Halton's 'The preparing for Adulthood' service in conjunction, with the National Development Team, has developed an action plan, looking at the holistic needs of young disabled people, their carers, future accommodation, their health, Education and employment. This will be driven by the newly formed Halton SEND carers forum and young disabled people. This is reviewed monthly.

Public Health

Due to the high level of lung cancer in Halton it will become a Lung Check site. This means all over 55s who smoke and are registered with a GP will invited for an assessment. This figure totals 7,600 in Halton. It is very important that there is adequate publicity and encouragement so people take up this opportunity to spot cancer at an early stage.

3.0 Emerging Issues

Adult Social Care

Review of the Mental Health Act 1983: at the last quarterly monitoring report, it was noted that there had been a detailed national review of the Mental Health Act 1983, arising from concerns that the Act was now outdated and that inappropriate numbers of people were being detained. It had been anticipated that, following the closure of the consultation, this would lead shortly to a green paper with the proposals for the new legislation, followed by a White Paper and then the final legislative process.

This has been delayed by the detailed attention that Parliament has had to give to other matters. However the developments continue: there is a team of civil servants who are:

- Grouping and prioritising the recommendations so that they can be presented to Ministers for consideration
- Bringing together an advisory group to work with Ministers and the Department of Health and Social care on developing the Act
- Briefing the Cabinet Office on progress

It is essential that the role of social work, and particularly that of the Approved Mental Health Professional (AMHP), is fully represented in this process, and this is in fact happening, with nationally-recognised lead AMHPs working directly with the civil servants to advise on developments. There is no fixed date for publication of a Green Paper at present.

National Workforce Plan for AMHPs: Social Work England are taking over the regulation of AMHP training. The Green Paper on Adult Social Care, and the development of the long term plan will each have sections on workforce planning, and these will include the recently-published AMHP workforce planning requirements, as well as the new national standards for the delivery of the AMHP service.

Debt Management: The debt recovery project has been running for some time now. In this time there is been an increase of debt related to the non-payment of charges relating to social care services. A community care worker was recruited from invest to save monies on a 2 year temporary basis and was appointed a year ago. Once embedded in the role of community care worker the post holder has been able establish robust processes linking in with the client finance team to ensure that when there is evidence of non-payment of social care charges there is a timely response and social care issues that have led to this situation are addressed and the individuals or their families are supported to establish payment plans with the client finance team. In February 2019 the client finance team highlighted the first reduction of overall debt that had been identified for some years, this has been followed on a monthly basis by further reductions. A review of this project is currently underway which is being supported by a recent audit of the processes. Further themes and solutions are expected to be identified as part of the review process and recommendations for further changes to practice likely to be made as a result.

Public Health

Halton is not meeting its targets for cancer screening so there is a renewed emphasis on encouraging people to get screened.

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 was undertaken and reported against the application of the high-risk treatment measures in Quarter 2.

5.0 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	Q4 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 - Small overspend.

1B - Multi-disciplinary Team work is ongoing across primary care, community health care and social care work has begun to look at developing models of hub based working across localities.

1C - Information currently unavailable.

1D - The Mental Health and Dementia Delivery Group continue to oversee actions relating to the delivery of the Halton Dementia Strategy. This will continue into 2019/20. The group have focused on the refresh of the dementia dashboard, dementia awareness within the community, dementia diagnosis rates and primary care plan reviews. The dementia community pathway contract was extended during Q4, to run until end of Sept 2019. During Q4 work has been undertaken to determine commissioning intentions beyond September, working with the Operational Commissioning Committee to define what level of investment will be allocated to this service. This work is ongoing.

Halton continued to work with the NHS Cheshire and Merseyside Strategic Clinical Network sharing learning from the 'Dementia Awareness Standards in Halton' care home education pilot, supported by North West Boroughs Care Home Liaison Team. Halton has been invited to present the pilot and learning to date at the NHS Strategic Clinical Network for the North group meeting in May.

Work continued with Signature Living re the proposed Dementia housing scheme and community dementia hub. A paper was presented to the working group with a number of outline proposals for community dementia hub models, to be further worked up into 2019/20, as the scheme progresses.

Dementia Friendly Communities Activity:

Halton's contribution to the LCR Dementia Pledge has been updated and reported to the LCR working group.

During Q4 planning has been underway for national Dementia Action Week (may 2019), with Halton Library Service, HIT and voluntary sectors taking action by putting on/supporting events during the week.

Following on from a dementia awareness briefing to PPB in Q3, during Q4 13 Members attended a session arranged by Halton DAA and hosted by Halton Libraries whereby they undertook the nationally recognised Dementia Friends Awareness session.

Halton Stadium's refurbishment of the Karalius Suit considered dementia friendly design and décor principles, and were supported by Halton DAA to use a recognised dementia friendly environments checklist, to ensure that the key refurbishment decisions were 'dementia friendly' i.e. lighting, flooring, furniture and signage.

Halton Leisure Services met with Halton DAA to discuss the benefits of supporting staff to become more dementia aware. As a result, one of the leisure managers has committed to undertaking the dementia friends dementia champions training, which will enable him to roll out the dementia friends awareness sessions to HBC leisure staff.

HIT have reported that over 100 'dementia buddies' have been made through the Healthy Schools dementia programme.

1E - Considerable work has taken place across the Clinical Commissioning Group, the borough council and the NW Boroughs to develop and clarify the pathways for people with a full range of mental health needs within the Borough. Local services within social care have been redesigned to increasingly provide support at an earlier stage in people's conditions, and thereby to reduce the likelihood of them needing more complex interventions. The works at the Mental Health Resource Centre in Vine Street have been completed and the North West Boroughs Assessment and Home treatment Team has moved in there, providing more convenient links for Widnes residents and allowing a much greater level of contact between NHS and borough council services.

1F - Information currently unavailable.

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+ Better Care Fund performance metric	623.31	635	562		 The figure is lower which is better for this measure
ASC 02	Delayed transfers of care (delayed days) from hospital per 100,000 population. Better Care Fund performance metric	604	5147			The full Q4 is not yet available, the plan and actual figures here related to January and February 2019. Significantly better than plan. 
ASC 03	Total non-elective admissions in to hospital (general & acute), all age, per 100,000 population. Better Care Fund performance metric	3290	13,289			The full Q4 is not yet available, the plan and actual figures here related to January and February 2019. 
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+) Better Care Fund performance metric	N/A	N/A	N/A as no target	N/A	Data not currently available due to data issues with the CSU. No refresh on data is available beyond 2015/16.
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) Better Care Fund performance metric	78%	75%	85%		

Adults with Learning and/or Physical Disabilities:						
ASC 06	Percentage of items of equipment and adaptations delivered within 7 working days	94%	97%			Calculating data.
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%	78%		
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%	27.8%		
ASC 09	Proportion of adults with learning disabilities who live in their own home or with their family (ASCOF 1G)	86.62%	87%	85.5%		
ASC 10	Proportion of adults with learning disabilities who are in Employment (ASCOF 1E)	5.30%	5%	5.2%		
ASC 11	Out of Borough Placements – number of out of borough residential placements	NYA	30	N/A	N/A	No data available
People with a Mental Health Condition:						
ASC 12	Percentage of adults accessing Mental Health Services, who are in employment.	0.49%	N/A			No data available
ASC 13 (A)	Percentage of adults with a reported health condition of Dementia who are receipt of services.	44.44%	TBC			No data available
ASC 13 (B)	Percentage of Carers who receive services, whose cared for person has a reported health condition of Dementia.	11.02%	TBC			No data available
Homelessness:						
ASC 14	Homeless presentations made to the Local Authority for assistance In accordance with Homelessness Act 2002.	117	500	427		
ASC 15	Homeless Households dealt with under homelessness provisions of Housing Act 1996 and LA accepted statutory duty	10	100	38		

ASC 16	Number of households living in Temporary Accommodation	6	17	15		
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%	7.8		
Safeguarding:						
ASC 18	Percentage of VAA Assessments completed within 28 days	74.49%	88%			Calculating data.
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%	67%		
ASC 20 (A)	DoLS – Urgent applications received, completed within 7 days.	N/A	80%			Calculating data.
ASC 21 (A)	DoLS – Standard applications received completed within 21 days.	N/A	80%			Calculating data.
ASC 21 (B)	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%	89.1		
Carers:						
ASC 22	Proportion of Carers in receipt of Self Directed Support.	99.27%	TBC	98.2%		
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	7.6		
ASC 24	<i>Overall satisfaction of carers with social services (ASCOF 3B)</i>	48.9% 2016/17	50	52.1		
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	77.6		

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%			No data available for this measure.
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Supporting Commentary:

ASC01 - Data provided is provisional and has not yet been validated following SALT submission, final figures will not be released until October 2019.

ASC02 - The full Q4 is not yet available, the plan and actual figures here related to January and February 2019.

Significantly better than plan.

ASC03 - The full Q4 is not yet available, the plan and actual figures here related to January and February 2019.

The CCG is in line to achieve the plan set with NHS England for non-elective activity, however Year-on-year growth is around 7% and an additional 1187 emergency admissions have been witnessed. Increases are driven almost exclusively by St Helens trust (+1243, +15%) with a small increase at Warrington (+36, +0.6%)

ASC04 - Data not currently available due to data issues with the CSU. No refresh on data is available beyond 2015/16.

ASC05 - Data provided is provisional and has not yet been validated following SALT submission, final figures will not be released until October 2019.

ASC06 –

ASC07 - Data provided is provisional and has not yet been validated following SALT submission, final figures will not be released until October 2019

ASC08 - Data provided is provisional and has not yet been validated following SALT submission, final figures will not be released until October 2019

ASC09 - Data provided is provisional and has not yet been validated following SALT submission, final figures will not be released until October 2019

ASC10 - Data provided is provisional and has not yet been validated following SALT submission, final figures will not be released until October 2019

ASC14 - The figure shown is the annual figure for homelessness presentations made to the Local Authority. Due to the IT issues related to the new system database, previous statistics have not been available. The Homelessness Reduction Act has had an impact upon the administration of homelessness, with the emphasis placed on prevention and relief measures to reduce homelessness.

ASC15 - The figure shown is the annual figure for statutory homelessness acceptances. 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.

ASC16 - As detailed above, the figure shown is the annual figures recorded. National and Local trends indicate a gradual Increase in homelessness, which will impact upon future service provision, including temporary accommodation placements.

Due to the introduction of the Homelessness Reduction Act 2017, the service is now beginning to see the impact upon temporary accommodation placements. For the first time in several years, HBC has utilised B&B accommodation, resulting in a further review of the existing accommodation provision, to ensure the LA legal obligations can be fully met.

ASC17 - The annual figure reflects the level of prevention and relief work completed. 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 team will continue to strive to improve service provision across the district. Due to the early intervention and proactive approach, the officers continue to successfully reduce homelessness within the district.

ASC18 - We have exceeded this target and staff continue to access the appropriate training.

ASC21-ASC25 - Data provided is provisional and has not yet been validated following SALT submission, final figures will not be released until October 2019.

ASC26 – No data available for this measure as the question was removed from the survey as an additional non-essential question

Public Health

Key Objectives / milestones

Ref	Milestones	Q4 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 reduce 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.	

Supporting commentary

PH 01a As a result of the high rates of lung cancer in Halton (and Knowsley), we have been chosen to be a site for a national pilot of the Lung Health Check pathway as identified in the NHS Long Term Plan. The Checks will invite people aged 55 to 74 who smoke or have ever smoked for a Low Dose CT scan to assess their risk of lung cancer and offer earlier diagnosis and more rapid treatment. The check will also incorporate a package of lifestyle support including smoking cessation. Development of the pathway and approach locally is in the early stages but nationally it is anticipated that it may start as early as October.

Halton is working closely with the Cheshire and Merseyside Cancer Prevention group to develop the C&M Cancer Alliance transformation funding for CURE (a secondary care based smoking cessation approach), while Halton hospitals were not successful in securing a place in the pilot, WHHT are very keen to replicate the approach and participate in subsequent rounds; we are working closely to facilitate this.

Halton Stop Smoking Service has seen an increase in maternal referrals and an increase in pregnant smokers quitting so far this year compared to the same period last year. Brief Intervention training has been delivered to Midwives this quarter taking total number of Midwives trained to 19. This reflects the successful partnership working between Halton Midwives and the Stop Smoking Service supported by funding from NHS England in 16/17 to reduce maternal smoking rates.

PH 01b We continue to work closely with the Cheshire and Merseyside Cancer Prevention Group in the development of proposals to support improvements in cancer screening uptake and awareness. Uptake of Bowel Screening continues to increase slowly though is still below target, while Cervical and Breast screening are currently achieving target there is a gradual local and national decline in uptake of these programmes. Health Improvement team have actively engaged in promoting the current PHE Cervical Screening uptake campaign and have engaged over 10,000 local people through their work place health programme with details of the cervical screening programme and other screening programmes.

PH 01c Current data suggests that overall we are failing to achieve both 2 week wait and 62 day targets. Analysis work of breaches at CCG and trust level identifies patient choice as the main factor in the breaches which is difficult to change but work is

ongoing to understand what interventions we may be able to put in place to change people's attitudes to keeping the appointments.

- PH 02a** The Bridgewater health visitor, school nurse and Family Nurse Partnership (FNP) 0-19 service continues to deliver all the elements of the Healthy Child programme to families in Halton. Public Health England are providing training to health visitors in Halton on speech, language and communication, as part of a pilot programme. The aim of this work is to improve child development, through speech and language, which is one of the areas that child development scores are lower in Halton. The team will also be working closely with education partners following confirmation of Early Intervention Funding, to develop a strategic approach to speech, language and communication programmes across health and education in Halton.
- 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. The programme is currently trialling joint home visits with the sexual health service to encourage and enable the mothers to access contraception following the birth of their child.
- PH 02c** Progress has been made in many of the areas on the action plan, and an operational group is looking at refreshing the action plan for 2020, to focus ensuring we achieve those areas that are ongoing, such as breastfeeding policies, social marketing campaigns and parent education sessions. Infant feeding support continues to be offered to all mothers following discharge from hospital.
- PH 03a** Health Improvement Team continues to deliver a 45 week Age Well (postural stability) exercise programme across the borough. We are continuing to identify areas and opportunities to maximise uptake of the exercise programme.

We are collaborating with many partners both in the community and within hospital settings to explore opportunities to develop new initiatives to improve screening for falls and promotion of preventative service. Currently we are piloting a project with the Musculoskeletal Clinical Assessment Team whereby they are undertaking a FRAT and making onward referrals to the Health Improvement Team. From this referral the team will then discuss an appropriate exercise programme for the person to engage with to improve physical wellbeing, this includes PSI. This process is to encourage people to remain active whilst they are awaiting an appointment with a physio therapist from their team.

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 advising on the appropriate falls referral pathways. This training package has been changed to provide more holistic messages around falls as opposed to the focus purely being on the FRAT. This next quarter we are looking at devising a training package specifically for falls prevention in care homes.

Work is continuing with the CCG to look at the opportunities to work closer with our health colleagues for improving the promotion and the uptake of the Age Well exercise programme and focus more on Prevention.

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** As part of the ongoing work of the falls steering group, there is a workshop set up for the 9th May where all key partners who deliver a service around falls prevention will come together, to map existing services, look at where they fit in relation to the current pathways and identify any gaps in the service. This will also be an

opportunity to review and evaluate the performance of the pathways currently in place.

PH 04a The data for 2015/16-17/18 shows that the Halton rate has decreased slightly from the previous year. Halton has seen a greater reduction compared to England, the North West and St Helens, since 2006/07-2008/09. Despite this overall decrease, the Halton rate remains significantly higher than the England average. However, the rate is similar to the North West average and significantly lower than the St Helens rate.

PH 04b Good progress is being made towards implementing the Halton alcohol strategy action plan. Key activity includes:

- Developing a coordinated alcohol awareness campaign plan.
- Delivery of alcohol education within local school settings (Healthitude, 0-19 Service, Young Addaction, Amy Winehouse Foundation, Cheshire Police).
- Ensuring the early identification and support of those drinking above recommended levels through training key staff members in alcohol identification and brief advice (alcohol IBA).
- Reviewing alcohol treatment pathways.
- Working closely with colleagues from licensing, the community safety team, trading standards and Cheshire Police to ensure that the local licensing policy supports the alcohol harm reduction agenda, promoting more responsible approaches to the sale of alcohol and promoting a diverse night-time economy.

Working to influence government policy and initiatives around alcohol: 50p minimum unit price for alcohol, restrictions of all alcohol marketing, public health as a fifth licensing objective.

PH 04c During Q3, CGL received 70 new referrals for alcohol only and 26 for alcohol and non-opiate problems. Local data suggests that by the end of Q2, 144 individuals were engaged in structured treatment where alcohol was the primary concern, and a further 50 clients were in receipt of support for non-opiate and alcohol problems. 93 were involved in post treatment recovery support.

At the end of Q3, the rate for successful alcohol completion rate in Halton was 49.8%, above both PHE and CGL national average. The alcohol and non-opiate completion rate is just below national average, sitting at 31.6%.

For this quarter CGL have commenced 11 hospital alcohol detoxes. During the quarter CGL continued the trial of working with Birchwood Detoxification Unit and Wirral CGL to offer the alcohol cohort the option of a step down detox processes for those unsuitable for community detoxification.

PH 05a Halton has been successful in its application to become a Time to Change Hub. This will mean that we get support and guidance to deliver a range of services to improve mental health, with a primary focus on men's mental health. Halton continues to deliver its broad range of community and locality based programmes to promote health and wellbeing, reduce the stigma of mental health and provide training and advice on mental health and suicide.

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** – 9 educational settings and 4 workplaces engaged. Riverside College currently being supported via the One Halton Population work stream. Multi agency steering group established and action plan developed to help improve the mental health and wellbeing of young people.
- **Training offer to improve early detection of mental health conditions and mental health and wellbeing, available to both staff and the community** – 306 front line staff trained in mental health awareness
- **Campaigns to tackle stigma and raise awareness-** Halton Borough Council - along with Halton Mind and local partners - has been successful in its bid to become a Time to Change hub. Haltons Time to Change Hub will be supported by Time to Change over the next 18 months to tackle mental health stigma in young people and men.

Future developments-

A partnership micro website (microsite) is under development which will be a single point of information for both the support available and how to keep yourself mentally well. This development enhances the Thrive model currently in place and will help both the public and professionals navigate support and resources available. CHAMPS are developing a transformational wellbeing commission targeting mental wellbeing through the workplace.

PH 05b

We are in the process of analysing the first years data from the Real Time Surveillance system, which we will assess against the 2018 Suicide Audit when completed (currently underway). The suicide prevention action plan is continuously driven forward by the suicide prevention partnership board. The plan links closely with the Cheshire and Merseyside No More Suicides strategy. A real time surveillance intelligence flow is in place which will enable faster identification of potential trends and clusters. A procedure has been established to raise concerns of front-line staff who have struggled to obtain support for clients who are presenting with suicidal ideation. All concerns are discussed at the suicide prevention partnership board and relevant actions taken. The suicide prevention pathway for children and young people has been developed and is currently in the process of being signed off by relevant partners and boards. **244** front line staff have been trained in suicide awareness including PCSO's and Police officers for Cheshire Police. Champs have been successful in their C&M NHSE funded self harm and suicide prevention application with work due to focus on those who have died by suicide who previously self-harmed; the recently completed self-harm audit across the Champs foot print will be used to inform this new piece of work. Champs have also undertaken a bereavement service audit to identify any gaps in provisions across the Champs footprint.

Key Performance Indicators

Ref	Measure	17/18 Actual	18/19 Target	Q4	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)	64.5%		
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)	838.2 (2017/18) <i>Provisional</i>	836.0 (2018/19)	832.1 (Q4 '17/18 – Q3 '18/19) <i>Provisional</i>		
PH LI 02c	Under-18 alcohol-specific admissions (crude rate per 100,000 population)	57.8 (2015/16-2017/18) <i>Provisional</i>	57.0 (2016/17-2018/19)	62.5 (Q4 '15/16-Q3 '18/19) <i>Provisional</i>		
PH LI 03a	Smoking prevalence (% of adults who currently smoke)	16.6% (2016)	15.0% (2017)	15.0% (2017)		
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)	90.4 (2016-18) <i>Provisional</i>		
PH LI 04a	Self-harm hospital admissions (Emergency admissions, all ages, directly standardised rate)	337.9 (2017/18) <i>Provisional</i>	335.0 (2018/19)	324.3 (Q3 '17/18 – Q2 '18/19) <i>Provisional</i>		

	per 100,000 population)					
PH LI 04b	Self-reported wellbeing: % of people with a low happiness score	12.2% (2016/17)	11.1% (2017/18)	9.7% (2017/18)		
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>	173.7 (2015-17) <i>Provisional</i>	173.0 (2016-18)	175.8 (2016-18) <i>Provisional</i>		
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)		N/A	N/A
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)		N/A	N/A
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)		N?A	N/A
PH LI 06c	Flu vaccination at age 65+ (% of	74.0% (2017/18)	75.0% (2017/18)			

	eligible adults aged 65+ who received the flu vaccine, GP registered population)	Provisional				
PH LI 07a	% of successful completions (drugs) as proportion of all treatment (18+) (Increase)	17.3% (2016/17)	Above NW average	12.9% (Feb '18- Jan '19)		
PH LI 07b	Individuals re-presenting to drug services within 6 months of discharge (reduction)	8.9% (2016/17)	Below NW average	18.4% (Feb '18 - Jan '19)		

Supporting Commentary

PH LI 01 Data is released annually.

PH LI 02a Data is released annually.
No update from Q3.

PH LI 02b Provisional data for 2017/18 indicated a rate marginally below that of the published figure. So, although the provisional data for the year to Q3 2018/19 would be seen to be meeting target, the value is currently above that of 2017/18.
Provisional figures are based on unverified data and as such caution is advised in their use.

PH LI 02c Although based on provisional data, the rate to Q3 2018/19 has risen from the end of year rate for 2017/18. The rate to Q3 2018/19 would provisionally indicate that we are not meeting the target. The small numbers of such admissions means it is not possible to definitively state that we will or will not meet target by year end.
Provisional figures are based on unverified data and as such caution is advised in their use.

PH LI 03a Adult smoking prevalence has reduced once again and has met the target for 2017.
Data is available annually; 2018 target will be set for the Q1 2019/20 QMR.

PH LI 03b Provisional data would indicate that premature mortality from CVD has fallen to the 3-year period to the end of 2018. Although it would also indicate that the 2016-18 target was achieved, this data is subject to change and so progress against the target will remain provisional; especially given the marginal difference between the provisional 2016-18 data and the target.
Mortality indicators are now based on 3-year periods.

PH LI 04a Although based on provisional data, the rate to Q2 2018/19 has fallen from the end of year rate for 2017/18. Though we are below the target for the year, it is still too early to state whether the year-end target will be achieved.
Provisional figures are based on unverified data and as such caution is advised in their use.

PH LI 04b The value of 9.7% for 2017/18 represents the lowest percentage of people with a low happiness score in Halton over the entire period available (since 2011/12).

- PH LI 05 Provisional data would indicate that premature mortality from cancer has risen to the 3-year period to the end of 2018. The data would also indicate that the 2016-18 target was not achieved, this data is subject to change and so progress against the target will remain provisional; especially given the small difference between the provisional 2016-18 data and the target.
Mortality indicators are now based on 3-year periods.
- PH LI 06ai Data is available annually.
2016-18 target will be set in Q1 2019/20 QMR
- PH LI 06aii Data is available annually.
2016-18 target will be set in Q1 2019/20 QMR
- PH LI 06b Provisional data would indicate that falls admissions have risen to the year ending Q2 2018/19. The data indicates the 2018/19 target is on course to be achieved.
Provisional figures are based on unverified data and as such caution is advised in their use.
- PH LI 06c For 2017/18, Halton failed to meet the 75% target for flu vaccination uptake amongst those residents aged 65+. However, there was an increase in population flu vaccination coverage in this age group, from 71.5% (2016/17) to 73.7% (2017/18).
- PH LI 07a Re-presentations within 6 months (according to the NDTMS website) are higher compared to the national (10.4%) and North West (10.5%) averages. The Halton percentage has also increased from the same period the previous year (3.9%).
- PH LI 07b Successful completions (according to the NDTMS website) show good progress and are higher compared to the national (14.0%) and North West (14.6%) averages. However, the Halton percentage has decreased from the same period the previous year (21.7%).

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 4 – 1st January 2019 – 31st March 2019**

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:-

Finance

Benefits Division

- 2.2 DWP statistics indicate that as at February 2019 there are 10,631 people within Halton claiming Universal Credit. The managed migration of people on legacy benefits over to Universal Credit is to be piloted in July this year in other parts of the country. This will be followed at the end 2019 by the commencement of a national managed migration due to be completed in 2023. The DWP has given no indication of the scheduling in terms of areas and timing of the actual managed migration.

Audit, Procurement & Operational Finance

Insurance

- 2.3 The Council has recently completed a procurement process for a range of insurance policies. The outcome of the procurement has resulted in the Council achieving some reductions in premium, whilst also being able to reduce its level of self-insurance on its liability policy.
- 2.4 From 1 April 2019, the Council's new liability insurer is Protector Insurance, which is a Scandinavian company. It is a relatively new entrant to the UK public sector insurance market. The company's business in the UK has grown rapidly since 2015 and they now have over 60 UK local authority clients.
- The other insurance policies placed as a result of the tender exercise are Fidelity Guarantee & Crime; Personal Accident & Business Travel (Inc. School Journey); Engineering Insurance & Inspection and Medical Malpractice.

All policies have been awarded for a period of three years with the option to extend for a further two years.

Direct Payments

- 2.5 The number of Social Care clients opting to receive a Direct Payment increased from 703 to 746 during 2018/19. Direct Payments offers Users greater flexibility, choice and independence in terms of how their assessed care needs are met. The regular audits of users funds to ensure monies are managed appropriately and spent in accordance with the Users Support Plan led to the recovery of £707k.

2019/20 Budget & Council Tax Setting

- 2.6 The 2019/20 net budget of £108.6m was approved by Council on 06 March 2019. The net budget will be part-funded from an increase of 2.99% to Council Tax. The council tax to be generated for 2019/20 totals £49.6m and Halton's Band D council tax level of £1,419.08 continues to be the fourth lowest in the North West.

2018/19 Quarter 3 Spend Position

- 2.7 The Council net spend position for the period to 31 December 2018 was reported to Executive Board on 21 February 2019. Net expenditure was £3.1m over the profiled budget to date of £65.9m. Capital spending as at 31 December 2018 totalled £15.0m, which is 95% of planned capital spend of £15.7m at this stage.

Council Tax and Business Rates Collection Rate

- 2.8 Council tax collection rate for the year was 94.75%, an increase of 0.13% on this point last year. This is the first year-on-year increase to the collection rate since 2011/12, as in recent years there has been an adverse impact from the introduction of the council tax reduction scheme in April 2013.
- 2.9 Cash collected during the year (on behalf of the Council, Fire, Police and local preceptors) totalled £58.5m against an expected budget of £56.2. Cash collected includes growth to the council tax base and a further £1.9m collected from previous year's arrears.
- 2.10 The 2018/19 collection rate for business rates was 98.3%, an increase of 0.11% on this point last year. This is the fourth consecutive year in which the business rate collection rate has improved. Cash collected during the year (on behalf of the Council and Cheshire Fire) was £57.8m against an expected budget of £54.8m, which includes growth to the base and recovery against previous year's arrears.

Local Government Finance Consultations

- 2.11 The Council recently responded to two Government consultations covering the Fair Funding Review and Reform to Business Rate Retention. Responses were made both individually and through shared responses with the Liverpool City Region and SIGOMA (the Special Interest Group of Municipal Authorities). The outcome to these consultations and the Government's subsequent proposals regarding the local government funding regime, could have a significant bearing upon the Council's funding from April 2020 onwards and more information will be provided as this becomes available.

Human Resources, Organisational Development, Policy, Performance and Efficiency

Apprenticeships

- 2.12 Work continues with operational areas to progress arrangements for new apprenticeships in the Council, with 15 having been established during the 2018 - 19. Taking into account new apprenticeships, and those for existing employees, at year-end, at 2.4% the Council has met its government target for the financial year to have 2.3% of the workforce in an apprenticeship placement

Recruitment & Resourcing Update

- 2.13 During Quarter 4, backlogs of recruitment work as a result of resource constraints were cleared and a proactive approach to working with services to manage recruitment is now in place. A high volume recruitment exercise within the Adult Social Care area has been successfully undertaken during the period, with a further exercise in progress, and more planned. A multi-disciplinary approach to such exercises, using the expertise of HR, Marketing, Social Care and Customer Intelligence colleagues, is proving to be an effective way to tap into the local labour market and attract new applicants to advertised roles.

Payroll Audit

- 2.14 An internal audit of payroll activity was concluded during Quarter 4 with which resulted in a full level of assurance with no recommendations made on any of the areas scrutinised.

Schools Service Level Agreements

- 2.15 Annual traded service level agreements across the HR service areas were offered to Halton schools during Quarter 4. There has been a slight increase in sign-up, with two schools returning to purchase the service following a period of supply with external commercial organisations.

E-Learning

- 2.16 E-learning remains an important element of the training offer with the development of more courses and greater uptake. A comparison of completed e-learning modules from - 2017/18 (268) and 2018/19 (1192) represents an increase in e-learning take up of 445%, demonstrating a more efficient and flexible way of learning within the workplace.

ILM 3 in Leadership & Management

- 2.17 10 employees successfully attained the ILM 3 qualification in Leadership & Management, further building workforce skills within the organisation. The Council's training provision has recently been inspected by the ILM External Verifier and once again received very positive feedback, citing "meticulous processes in place, clear evidence of a focus on learner development, highly detailed feedback and support given to all learners".

Recruitment Personal Profile Analysis (PPA)

- 2.18 Work continues with managers in a range of areas to design Recruitment Personal Profile Analysis (PPA), with profiling undertaken to support recruitment to a range of posts that were successfully filled during the latter part of the year. PPA is also being utilised within operational teams to develop and strengthen professional interaction.

ICT Infrastructure

System Upgrades

- 2.19 Care First 6 is a Care Management System which holds records of the Council's Social Services clients, both adults and children's. It is an essential tool in the provision of social care and supports the protection of both vulnerable adults and vulnerable children and young people. It allows social care staff and key partner agencies to gather, retain and understand the needs of individuals and families.

- 2.20 As the Care First 6 product has been utilised for such a long time, it has become outdated and there are now more efficient and effective products on the market. Crucially, it will not be long until the suppliers of Care First 6, OLM Systems Ltd, will cease to support the product and update it.
- 2.21 Officers from all interested services (Children's and Adults Services and IT) have, over recent months, carried out a review of the available software on the market that could potentially replace the Care First 6 product. This included a soft market test exercise and a review of the approach adopted by other local authorities. As a result a new software application has been secured through the appropriate procurement framework.
- 2.22 The project is now in the planning phase and the teams within ICT Services and the respective client teams will now formulate a project plan to initiate the change to and upgrades of the associated systems which it is anticipated will take 9 – 12 months to implement.

One Stop Shops and Contact Centres

- 2.23 The One Stop Shop staff continue to deliver council services through our location in Widnes and Runcorn and during 2018 - 19 handled 23,352 cases with average wait times at Halton Lea and Widnes both within target. Matters concerning Council Tax and Adult Social Care accounted for 28% and 26% of enquiries respectively.
- 2.24 The Contact Centre staff handled 21,252 calls during 2018 - 19. The average wait time for the third quarter was 5mins and 03 seconds. These calls resulted in 27,521 cases being logged relating to the customers enquiries. Almost a quarter of all calls related to Council Tax with 16% accounting for Adult Social Care matters

SharePoint 2019

- 2.25 The project has now started for the upgrade and development of the latest version of Halton's existing SharePoint Records Management system. This widely used and essential management solution has served the authority for over 10 years through its various iterations. The latest version will now enhance the user experience further with additional sets of functionality and the essential ability to link with Halton's own Cloud facilities as the authority moves towards Cloud based Microsoft Office M365 connectivity.

Legal and Democracy

- 2.26 The Council's final submission has been made to the Boundary Commission regarding their electoral review which aims to recommend boundaries that will mean each Councillor will represent approximately the same number of voters. Further details can be accessed via <https://www.lgbce.org.uk/all-reviews/north-west/cheshire/halton>
- 2.27 A triennial review of the Members' Allowance Scheme has now been completed and the recommendations of the Independent Remuneration Panel were accepted by the Council, and the revised arrangements were implemented in March 2019.

Community and Environment

Halton Stadium

- 2.28 The new playing pitch at Halton Stadium has now received its validation from FIFA which allows the continuation of professional Football being played. Officers will now be seeking to engage with both Liverpool and Everton Ladies Football Teams with a view to resuming its relationships with both clubs and them making use of the stadium and its facilities for future fixtures.
- 2.29 The Halton Spartans American Football Team have signed up to use the facility to play 5 games this season and for their weekly training session. In addition Widnes Football Club and their Youth Academy will also continue to make use of the facilities and a number of representative games have been planned for this year.
- 2.30 Work is now complete on the newly refurbished Karalius Suite which will enable the release of the Halton Suite to be used for staff accommodation with the resulting savings in ongoing costs to the Council.

School Meals

- 2.31 The School Meals Service has again received Hospitality Assured accreditation and this marks ongoing achievement by the service and its staff. Hospitality Assured is the quality standard created by the Institute of Hospitality specifically for customer facing businesses and allows organisations to monitor progress toward achieving customer service excellence and optimising organisational performance.

Library Service

- 2.32 Popularity of libraries in Halton continues to grow with continued increases in use – both through digital channels and in person. Following the removal of fines for overdue books in January 2019 the number of repeat users has increased and this situation will be kept under review.

Leisure Centres

- 2.33 A number of events and initiatives have taken place and been introduced during the quarter 4 period and these are summarised below.
- 2.34 A multi-ethnic community group football session now takes place at Kingsway Leisure Centre on Saturday evenings and the Walking Football Group is seeking to add a third weekly session to its programme and initial interest has been strong.
- 2.35 Widnes and Runcorn Halton School Galas took place in January and March with the Schools Netball event and Highland Games also taking place in the same month.
- 2.36 Lifeguarding tuition is being provided to students from Ormiston Bolingbroke Academy to provide them with industry skills and enhance their future employment opportunities within the leisure sector. In addition reduced priced swimming has been introduced at Runcorn pool and Aqua Aerobics is growing in popularity with a current provision of 4 classes per week. Use of the Teen Gym which caters for 11 – 15 year old customers has also seen the number of users increasing during quarter 4.
- 2.37 Recruitment is presently underway to appoint to a new Aquatics Manager post with the purpose of providing a corporate focus for School Swimming, Learning to Swim Pathways and training and development and the recruitment of Swimming Instructors is ongoing.

Community Centres

Income

- 2.38 The table below shows the income targets for the Community Centres Service and the income position towards the end of quarter four. The final end of year position may be slightly higher than indicated as income received towards the end of quarter four is yet to be credited to the respective accounts..

Centre	Income Target	Income (to date)
Castlefields	£73,640	£89,562
Ditton	£101,820	£92,438
Grangeway	£99,130	£91,630
Murdishaw	£45,160	£58,823
Upton	£117,310	£94,760
	£437,060	£427,213

Centre Usage and Activities

- 2.39 Across the service, usage remains consistent to that previously reported and in line with usage for the same period/s recorded for previous financial years. A summary of any activities across the community centres in this quarter are detailed below:
- 2.40 Castlefields continues to see an increase in trends reported earlier in the year; with bookings, attendance figures and income increasing year on year. As predicted, Castlefields has surpassed previous best reported figures for both attendances and income achieved in 2018/19. Both figures are largely attributable to the success of the community centre café and the demand for the centre to open 6 days per week rather than 5 as was previously the case.
- 2.41 It is anticipated that 2018/19 will see Murdishaw record the highest final income position in a number of years. The increase is largely attributable to the arrangement that sees the Bridge School occupy part of the Community Centre. The arrangement has been a huge success for both parties and will continue into the new financial year.
- 2.42 Disappointingly, earlier in the year, Upton lost a lucrative booking from an alternative education provider which significantly impacted upon the Centre's end of year financial position. However, during quarter four the centre has taken a booking for a similar provision run by a different provider which should help to balance the loss in the next financial year.
- 2.43 Quarter four also saw the centre partnership with the Sure Start to Later Life team to deliver a schedule of monthly themed events for older people across the Borough; replicating the setup that has been operating from Grangeway Community Centre for the last 18 months. The first two events were a success with over sixty people in attendance at each event. The café offer also continues to grow at Upton, with user figures increasing compared to the same period of last year and income rising by almost £2,000 compared to the previous financial year.
- 2.44 Both Ditton and Grangeway have benefited from further investment late in quarter four, resulting in adaptations in underused areas in both centres. Once the scheduled works have been completed, both centres will boast modernised, hireable spaces suitable for multiple purpose use; this will provide the respective centres with the opportunity to generate additional income in the coming years.

Open Space Service

Brindley Theatre

- 2.45 Financially the Brindley Theatre had its most successful quarter period since it opened in 2004. The result of this, alongside the success of the previous three quarters, was that the Brindley has attained a cost-neutral position and it is a significant and unusual achievement for a small theatre like the Brindley to cover its operating costs from ticket, hire and refreshment income alone.
- 2.46 As a result of a reconfiguration additional seating space has been created within the café area without the need for an extension as was originally envisaged and this will increase the opportunity to create additional revenue.

Design and Development

- 2.47 A number of large scale works began during the Quarter 4 period. Upgrades and improvements to Sunny Bank and the Weates Close open space made good progress and will be completed in the early part of 2019/20. Work also began on phase 3 of the Peel House Cemetery project which involves the laying out of the cemetery grounds. A replacement bridge was installed at an overflow point of the Sankey Canal replacing a structure that had failed.

Economy, Enterprise & Property

Property Services

Picow Farm Old Archive Unit Refurbishment

- 2.48 Following on from the reroofing of the old archive store at Picow Farm Depot which was completed in January, the unit has been undergoing a refurbishment to enhance storage facilities for Open Spaces and to improve traffic flow on site. The works are due to be completed in April 2019.

Merseygateway Handback Sites

- 2.49 Meetings and site visits have continued over the past few months with the Mersey Gateway Crossing Board and Merseylink in respect of all the temporary use areas that will ultimately be handed back once all works are completed.
- 2.50 The first 3 temporary use areas have now been handed back, all being in Widnes. Further sites are due to come back in April and work will continue in respect of these over the next few weeks. Merseylink are currently working towards June 19th as the date when all sites are due to be handed back.

Accommodation Moves

Various works were undertaken during 2018 – 19 to refurbish existing buildings owned by the Council to accommodate the relocation of staff. This will reduce the reliance upon commercially leased premises currently used for his purpose and will result in significant savings in future accommodations costs as we move forward.

Development & Investment Services

Castlefields

- 2.51 The Lakeside Phase 3 (45 homes by Keepmoat for open market sale) development has now commenced on site with over 40% units being sold off-plan. Construction is anticipated to complete in early summer 2019 and will provide further housing opportunities within the borough. Work continues towards taking the final phase of Council land disposal at Priory Meadow (known as Canalside within the Castlefields Masterplan) to the market in late 2019 and consultants have now been appointed to prepare a design brief.

3MG

- 2.52 A number of developments occurred at 3MG during the quarter 4 period including the commencement of the construction of a 107,000 square foot warehouse by Liberty and the continued delivery of the train carriage repainting contract by Alstom.
- 2.53 Consultants have also completed a Flood Risk assessment and mitigation measures for the Foundry Lane area and Officers will now be considering the findings and implications for the redevelopment of the area. In addition a report concerning potential passenger numbers for Ditton rail Station has concluded that numbers would be low and further work to support any business case for the re-opening of the station would need to be considered.

External Funding

- Almost £800K of external funding was secured during quarter 4 bringing the total for 2018 – 19 to £3.1M. Existing schemes to the value of almost £21M are presently being monitored and additional training will be launched later in 2019 to upskill staff in compiling bids for future funding..

Liverpool City Region Business Growth Programme

- 2.54 Delivery of the Business Growth Programme 1 (BGP1) was completed on 31 December 31. The programme has engaged with 230 Halton businesses, assisting 141 businesses and creating over 50 jobs.

Employment, Learning & Skills

- 2.55 During the quarter 4 period the Liverpool City Region Apprenticeship Hub, which is managed by the Council on behalf of the LCR, delivered 4 skills shows across the region with a further 2 being sponsored in the Wirral and in Liverpool. The Apprenticeship Ambassador Network was also relaunched during the period and 4 Halton companies have now joined the Network to promote awareness of apprenticeships to other businesses and individuals.
- 2.56 During the course of the year the Employee Support in Skills Project which ended on 31st March delivered 33 Skills Shows across the Liverpool City Region engaging with over 17, 000 residents as well as holding almost 1200 outreach support meetings with over 25,000 residents of which almost 5000 were living in Halton.
- 2.57 Launch events also took place in quarter 4 for an additional 7 LCR Skills For Growth Sectoral Action Plans including Finance and Professional Services, Innovation, Maths and English and Digital Skills. In addition quarter 4 saw the launch of the Liverpool Enterprise Partnership's School Careers Hub, which is currently tasked with working with 34 schools across the City Region, some of which are in Halton (St Peter and Paul's Catholic College; The Heath; Sandymoor School). A further 3 Halton Schools have expressed an interest in being part of the second Hub, should the funding bid be successful

Policy, Planning and Transportation

Planning and Policy

Local Plan

- 2.58 Work is continuing on the evidence base to support the Local Plan. The Executive Board have approved that the consultation on the local plan can commence in May once the evidence base documents and local plan documents are ready. Following consultation the plan will then be reported to Full Council with a recommendation for submission to the Secretary of State.

Planning Application Statistics

- 2.59 N.B. There are certain applications (such as tree preservation orders) that are not counted in the statutory CLG speed of processing statistics. This accounts for the difference between the figures reported above and the figures given for PPT LI 04 later in this report.

Total Applications Received: (Includes those Withdrawn and Returned) 136			
Applications Decided	129	Applications On-Hand (Undecided)	117
Pre-Applications Received	28	Pre Applications Closed	19

Traffic Division

Street Lighting

- 2.60 The LED street lighting conversion programme will continue in the 2019 - 20 financial year, in order to lower ongoing energy and maintenance costs. From 24th January 2019, Jones Lighting took over the street lighting maintenance within the Borough and they have been employed utilising the Sefton MBC Contract, which has also been utilised by St Helens MBC.

Emergency Planning

- 2.61 During the last quarter the Emergency Planning team successfully carried out a COMAH Off-Site Emergency Plan exercise for Runcorn Sites on 27th February 2019.

Highway Schemes and Maintenance

Program Update

- 2.62 Works have progressed in relation to the Watkinson Way gyratory improvements and final resurfacing works will be completed in early April. In addition the Runcorn Delinking and Demolition works commenced on 01st March and are programmed for completion in spring 2020 alongside Widnes Loops link road works which are scheduled from April 2019 until January 2020.
- 2.63 Within the Silver Jubilee Bridge Refurbishment works there are 2 remaining sections to be painted and it is expected this will be complete by summer 2020 at which time the bridge can be reopened to cyclist and pedestrians. Additional carriageway reconfiguration and cable replacement is also scheduled for July.

Transport

New Bus Ticketing System

- 2.64 During 2019 a new on bus ticketing system will be introduced into the borough whereby contactless payment can be made to purchase tickets. The ticket machines will be installed in both Arriva and Halton Transport buses which will provide greater flexibility for passengers.

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:-

Finance

Benefits

Universal Support

- 3.2 At 31st March 2019 the Council ceased providing Universal Support for Universal Credit claimants. The Department for Work and Pensions have commissioned the Citizens Advice Bureau (CAB) to deliver this service from 1st April 2019 and it is now known as "Help To Claim". This service provides support up to the first payment of Universal Credit and does not include any Personal Budgeting Support.

Revenues and Financial Management

Statement of Accounts

- 3.3 Work has begun on closing the accounts for 2018/19 and the process is now in place to complete the draft Statement of Accounts prior to it being passed to the council's external auditor (Grant Thornton LLP) on 31 May 2019.

Review of Local Government Finance

- 3.4 A new inquiry into local government finance will take place ahead of this year's public sector Spending Review. The Housing, Communities and Local Government Committee will explore how effective existing funding for local government is in providing resources to meet need and demand for services. The Council will provide input into this review through a shared response with the Liverpool City Region.

Audit, Procurement and Operational Finance

Late Payment of Commercial Debts

- 3.5 The Late Payment of Commercial Debts Regulations allows creditors to claim interest, a fixed sum of compensation and, in some circumstances, the reasonable costs of collecting overdue commercial debts. The legislation, which cannot be applied to debts owed by individual's e.g. Council Tax arrears etc., helps to deter late payment of debts and compensates creditors where late payment is received.
- 3.6 Work is currently underway to make the necessary system changes to allow the Council to make use of this facility. Under the new arrangements the Council will impose interest at a rate of 8% above base rate per annum in respect of overdue commercial debts that relate to goods and services.

- 3.7 In practice, the Council will notify commercial debtors that late payment will result in interest and a penalty being applied, when payment reminders are issued. Where a debt is paid late, the Council will then will issue a Late Payment Demand for the interest and penalty due.

Human Resources, Organisational Development, Policy, Performance and Efficiency

Employment Legislation

- 3.8 No substantive legislative change has yet emerged from the Taylor Review of Employment Practices – reported to Government in July 2017. However the Government published the ‘Good Work Plan’ in December 2018, which focuses on the key themes of employment status, treatment of agency workers, and enforcement of employment rights. Having reviewed the plan, there do not appear to be any principles highlighted with which the Council does not already demonstrate compliance and this will be kept under review in light of any legislative changes that may emerge.

Gender Pay Gap

- 3.9 The Council met its legal obligation to report the Gender Pay Gap in March 2019. The outturns reflect the snapshot date of 31st March 2018 and further information is available via <https://www3.halton.gov.uk/Pages/councildemocracy/pdfs/EandD/genderpaygap.pdf>
- 3.10 The gender pay gap did increase on the previous reported year, largely because during the year to 31st March 2018 the Council TUPE transferred 2 care homes into its operations which added a number of lower paid female employees to the Council staffing establishment.. This is being remedied to a degree through restructuring and harmonisation to Council pay grades / rates and terms and conditions, however will not influence the Gender Pay Gap measurement until the measure applied at 31st March 2020 is published (which will be in 2021).
- 3.11 Looking at sub-regional data, Halton currently has the highest percentage of female employees in the top two pay quartiles, and has the lowest percentage difference in median hourly pay rate.
- 3.12 It is important to note that Gender Pay Gap data is not related to equal pay, which the Council addresses correctly and diligently through a job evaluation system. Work to identify any areas where the Council could address the gap will continue to form part of ongoing Organisational Development activity, however the report largely reflects the demographic of the working population and is therefore not easily malleable.

Public Sector Exit Payment Cap and Public Sector Exit Payment Recovery

- 3.13 Previous quarterly monitoring reports have indicated that final regulations and implementation guidelines in respect of the Public Sector Exit Payment Cap and Public Sector Exit Payment Recovery regulations were awaited. Whilst no final regulations have in fact been published, the Treasury has launched a new consultation on a revised set of regulations aimed at capping Public Sector Exit payments.
- 3.14 The consultation runs until July 2019 and both national and regional local government representatives have already indicated a lack of clarity in the revised regulations, which appear to fail to reconcile the national policy intention of capping total payments with the legal entitlements already written into statutory pension fund regulations that take no account of, nor accommodate, any capping. At this stage it is anticipated that no workable set of regulations will emerge before the end of 2019 at the earliest.

ICT Infrastructure

Microsoft 365 / Licensing

- 3.15 With the release of Microsoft Office 2013, Microsoft expanded Office 365 to include new plans aimed at different types of businesses, along with new plans aimed at general Business and larger organisations such as ourselves.
- 3.16 Such arrangements mean that from 2020 unless organisations are using Office 365, or similar, Cloud Licence products access to the Microsoft Office suite of products and Skype for Business they will lose mainstream support and become unavailable.
- 3.17 Unfortunately almost every third party application requires access to some form of the Office Suites output in the means of MS Word or Excel and most systems integrate with the Outlook email clients for output and updates within business process held within the systems in question.
- 3.18 Halton operates almost 600 servers and over 400 applications many of which are 3rd party purchased applications. Link this to the considerable training implication associated with any change from the Microsoft suite of products this could cause every employee or school child in the environment considerable issues.
- 3.19 Although there are alternative product sets available all have their own issues and still associate themselves with considerable costs. Many of these suites are free to the general public but once held within the larger business environment become quite costly in terms of licensing and functionality.
- 3.20 The ICT teams have reviewed many of these options but the complexity of the business environment precludes all but a small number of options that again do not suit all requirements.
- 3.21 Extensive negotiations have been underway with regards to Microsoft licensing and defining and designing a software solution that will enable the authority and its schools to operate for a further 3 years under an Enterprise Agreement or EA. This Corporate EA has now been negotiated and will be finalised early in the 2019 – 20 financial year.
- 3.22 The EA for the Schools has now been agreed and signed in partnership with St Helens MBC allowing the full use of the product suite for the next three years the cost for which will be covered by a straight recharge back to the Halton Schools utilising this agreement. This Academic EA is heavily discounted and enables the authority to license all teachers and pupils within those schools which are party to the Service Level Agreement.

Legal and Democracy

- 3.23 As the Boundary Review enters its next phase, considerable support will continue to be required from staff throughout the department.
- 3.24 Preparations continue for the Local Election in May.
- 3.25 Legal support will continue to be necessary in respect of Mersey Gateway issues and other major projects.

Community and Environment

Library Services

- 3.26 The essential upgrading of the digital infrastructure over the next 12 months highlights a number of challenges, both financial and technical, and these are being incorporated into future initiatives. Work has now commenced to introduce much-needed new self-service technology, and the replacement of the outdated public use PCs, essential to continue to meet community needs and to deliver digital skills support across the Borough, and the way this can be funded, will then begin.
- 3.27 The increasing popularity of Halton's libraries will continue to put pressure on available resources and the service are actively exploring ways to ensure provision remains sustainable, as well as innovative and attractive. Investing in staff development is vital to ensure the team evolve alongside the library offer with advocacy at the core of this. In addition additional income generation opportunities are presently being explored for example through ticket sales, donations, external funding opportunities and bequests.
- 3.28 In recognising that there will be demand for digital literacy to support our economic future and tackle the lack of STEM (science, technology, engineering, maths) skills in our future workforce and the library service currently offers an introduction to informal science learning, including coding and robotics, and the further evolution of this offer is currently being explored.

Economy, Enterprise & Property

Property Services

Widnes Market

- 3.29 Following a staffing restructure and the completion of an internal audit revised Market Protocols are now being drafted alongside an updated Charging Policy. These will provide both consistency of application and transparency to both traders and staff concerning arrangements for the successful operation of the Market and will be submitted for Members approval in the near future.

Minimum Energy Efficiency Standards (MEES)

- 3.30 The Minimum Energy Efficiency Standards (MEES) come into force in April 2018. They represent one of the most significant environmental policies to impact the public sector in several years as they will make it unlawful from April 2018 to let buildings in England and Wales which do not achieve a minimum EPC rating of 'E'. Whilst the Council has significantly reduced its investment property portfolio over recent years the properties that require EPC's have now been identified and work is currently in process to ensure these are in place by the due date.

Climate Change Levy (CCL)

- 3.31 The carbon reduction commitment scheme (CRC) is coming to an end on 31st March 2019. The result of this is that the climate change levy (CCL) charge is being amended to compensate. The implications for Halton, as we had previously come out of the CRC, is that we will see an increase in charges as the CCL element of the bill is going up by 67% on the gas and 45% on the electricity. The increase in overall costs won't be significant however as in reality an average size primary school is likely to see a rise of circa £250 per annum.

Development & Investment Services

Place Marketing for Investment ERDF Programme Extension

- 3.32 A partnership of City Region Local Authorities and Chambers of Commerce has delivered a Place Marketing for Inward Investment project for a period of three years utilising ERDF Priority 3 funding. A 3 year projects extension was successfully sought by the partnership and this will now run until December 2021.

Liverpool City Region 'One Front Door'

- 3.33 The Liverpool City Region Combined Authority (CA) has been tasked with realising a Mayoral ambition to create 'One Front Door' (OFD), in other words a single portal for all investment enquiry and management and place marketing, for the City Region and work is now underway to realise this ambition during the coming months.
- 3.34 Asset Management Service Charges in Commercial Properties - the RICS revised standards come into force 1 April 2019. Checking with WR
- 3.35 Whole Plan Viability Assessment Planning policy colleagues have commissioned a review of the viability impact on emerging planning policies. Once approved the review may impact on the receipt for land sales and how the Asset Management team will support colleagues in Development Control to analyse viability appraisals provided by developers. Checking with WR

Employment, Learning & Skills

- 3.36 The Employee Support in Skills Project which funds the Liverpool City Region Apprenticeship Hub ended on 31st March 2019. The existing Hub Team will remain in post with the Council until the end July 2019. Plans are currently being drawn up to transfer the team to the Combined Authority, with extended funding coming from other sources.
- 3.37 The outcome of the Education and Skills Funding 1.1 bid application will be known in Quarter 1 and it is expected that funding will be secured and Ways to Work 1.1 can be extended to June 2021. Unfortunately given the level of match funding available Halton was unable to bid for the full allocation.
- 3.38 Final discussions will take place in coming months with the Combined Authority (CA) around the devolved Adult Education Budget which will come into play on 1st August 2019 and this will include the expectation of the CA with regards to reporting

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 suite of 2018 – 19 Directorate Business Plans.
- 4.2 Progress concerning the implementation of all high-risk mitigation measures relevant to the remit of this Board were reported at Quarter2.

5.0 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 in April 2011.
- 5.2 The Councils 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

- 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. 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.

Financial Services

Key Objectives / milestones

Ref	Milestones	Q4 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

The Medium Term Financial Strategy (MTFS) was reported to Executive Board on 15 November 2018. The financial forecast is regularly updated, including an update presented within the 2019/20 budget report.

The revenue budget, capital programme and 2019/20 council tax levels were approved by Council on 06 March 2019 and the Statement of Accounts approved by Business Efficiency Board on 25 July 2018 and the audit certificate published on Council's web-site on 23 August 2018.

The 2018/19 Treasury Management Policy was approved by Council on 07 March 2018. A mid- year monitoring report was also presented to Executive Board on 15 November 2018 which was supported with an analysis of the economic outlook provided by the Council's treasury management advisors.

The 2018/19 prudential indicators were reported to Council on 07 March 2018 as part of Treasury Management Policy with a mid-year report being presented to Executive Board on 15 November 2018. Prudential borrowing indicators are reviewed on a regular basis.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 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%	94.75%		

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 Progress	Direction of travel
FS LI 04	The percentage of Business Rates which should have been received during the year that were received	98.21%	97.00%	98.32%		
FS LI 05	Average time for processing new claims (Housing & Council Tax Benefit)	18.79 (Days)	20 (Days)	16.90 (Days)		

Supporting Commentary

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 Authority has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources.

The Council's external auditor commented in the 2017/18 Audit Findings report that it was satisfied that the Authority has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources and concurred with management's assessment that the Council will continue for the foreseeable future and that the going concern basis was appropriate for the 2017/18 financial statements.

The collection of Council Tax has marginally increased by 0.13% when compared with the same point last year and there has been an increase of 0.11% in the collection of Business rates as referred to earlier in this report. New claims processing times have also improved when compared to this time last year, with a reduction of 1.89 days.

Policy, People, Performance & Efficiency

Key Objectives / milestones

Ref	Milestones	Q4 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

The Organisational Development Service is now enabling a focus on Organisational Development Need. Actions within the strategy are in scope of current activity, with additional initiatives now being brought forward for inclusion in the portfolio made available below to the organisation. The basis of a revised strategy is being constructed as the scope of the service grows. This will be brought forward in 2019/20.

The programme of senior leadership development is presently in the process of selection following the completion of the procurement exercise.

The implementation of the new Attendance policy has had a positive impact since implementation and monitoring will continue.

Regular dialogue with agency contract provider is ongoing and quarterly business intelligence is analysed to keep track of deployment and financial performance in this area. Full financial year reporting demonstrates both usage and cost increase in this area and further comment is provided in Emerging issues above, and KPI PPPE LI 02c/d below.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 Progress	Direction of travel
PPPE LI01	The number of working days / shifts lost due to sickness absence (Corporate)	10.28 (Days)	10 (Days)	11.36 (Days)		
PPPE LI02c	Total Agency Worker usage (number of placements – year to date)	685 Placements	650 Placements	1411 Placements		
PPPE LI02d	Total Agency Worker usage (cumulative cost – year to date)	£1,718,283 (Gross Cost)	£1.5m (Gross Cost)	£1,967,098 (Gross Cost)		
PPPE LI04	The percentage of top 5% of earners that are					
	a) women	56.86%	50.00%	57.74%		
	b) from BME communities.	2.53%	1.50%	2.53%		
	c) with a disability	0.86%	8.00%	0.93%		
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%	1.33%		
PPPE LI06	Minority Ethnic community staff as % of total workforce.	0.99%	1.00%	1.01%		

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 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	57.4 (Days)	N/A	N/A
PPPE LI08	Staff turnover rate (Permanent & temporary staff. Excludes casual)	4.70%	TBC	4.74%	N/A	
PPPE LI09	Number of apprenticeship placements established in the Council (cumulative – year to date)	10	20 (Government target is 55)	15		

Supporting Commentary

Working days lost due to sickness is below target, however it was anticipated that this may be the case because the new absence management procedures introduced on 1st July 2017 were expected to eradicate under-reporting. Due to the implementation of the new Absence Management policy and procedures have resulted in more robust management reporting, which has produced an increase over previously recorded figures. This will be subject to ongoing review.

Positive outcome on two elements of the diversity indicators, with the target achieved and better performance than in 17/18. However recruitment in to top 5% of earners is very limited, and as such scope for significant change is low.

Target for employees with a disability is based on wider community profile. The indicator for BME staff remains static. Fluctuation may occur in year due to staff turnover, however forecasting this is difficult and recruitment practice remains focused on being open to all and the Council is a 'Disability Confident' employer.

The introduction of a new Applicant Tracking System (ATS) means that information concerning time to recruit will be more accurate than previously reported but means that comparison with previously reported data to be difficult. During the first year of meaningful measurement, a reduction has been seen and a further reduction is anticipated in 2019/20.

Whilst the number of new apprenticeship placements established falls below that government target, the Council is satisfied that the placements are in areas where skills deficits need to be addressed and that there is an intention to create sustainable longer-term job opportunities. The level of achievement is viewed as very positive in the current economic climate. The target set out in Objective PPPE 02 has also been surpassed.

ICT and Support Services**Key Objectives / milestones**

Ref	Milestones	Q4 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 .	
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 are underway, with over 1,400 Virtual Desktop Users utilising the RDSH platform for desktop access – roll-out to continue over the coming months to cover all users.

Technical upgrades to the underlying server infrastructure for the Cloud Services Platform is planned in line with vendor software release to enhance functionality and the user experience.

The Records Management Unit is central to the development of the multitude of projects associated with data governance, digitisation of paper records and the development of many services such as centralised post and print – this focus will remain.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 Progress	Direction of travel
ICT LI01	Average availability of Council servers	99.07%	99.00%	99.5%		
ICT LI02	Average availability of the Council's WAN Infrastructure	99.03%	99.00%	100%		
ICT LI04	Average working days from delivery to completion of a new PC.	10 (Days)	10 (Days)	10 (Days)		

Supporting Commentary

All indicators have met their target for the year.

Legal & Democracy**Key Objectives / milestones**

Ref	Milestones	Q4 Progress
LD 01	Review constitution - May 2018 .	
LD 02a	To ensure that all members have been given the opportunity of a having a MAP meeting where desired.	
LD 02b	To induct all new members by October 2018 .	

Supporting Commentary

The revised Constitution was approved at Annual Council in May and all Members are given the opportunity to have a MAP meeting.

All new Members went through the induction programme in Quarter 1 with the induction of further new members is being planned for at present and through the next financial year.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 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%	91%		
LD LI03	Average Time taken to issue prosecutions from receipt of full instructions (working days).	7 (Days)	10 (Days)	10 (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)	3 (Days)		
LD LI05	% of Executive Board minutes published within 5 working days after the meeting.	100%	100%	100%		

Supporting Commentary

The very demanding target for the number of members having personal development plans has not quite been met but the indicator is dependent on the individual choice of Members. Also the outturn figure for the percentage of members attending at least one training event is better than last year and whilst the target has not quite been met it is a matter of individual choice for Members.

All remaining indicators remain positive at year-end.

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

Ref	Milestones	Q4 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**PPT 01**

There has been some delays to several tasks within the Silver Jubilee Bridge major maintenance works programme for Year 3. A change request has been submitted to Merseytravel.

PPT 02

The Sustainable Transport Enhancements Package (STEP) is an integrated programme of investment in sustainable transport in the Liverpool City Region (LCR) over the six year period from 2015/16 to 2020/21. The STEP funding has or will contribute to the following:

- improvements to Runcorn East Station Car Park to provide additional car parking. Construction is progressing well and due for completion in April 19.
- Astmoor Busway cycle and walking improvements. Construction is progressing well and programmed for completion Summer 2019.
- improvements to RAV West to provided footpath widening. Construction programmed for commencement May 2019 for 3 months.
- improvements to Widnes Approach Viaduct to provide reconfigured footway cycleway. Programmed for construction in May 2019 for 3 months

- walking and cycling improvements to Runcorn Canal Tow Path. Construction commenced March 2019 and is due for Autumn 2019.

PPT 03

Footway Reconstruction Programme. Works programmed for Birkdale road, Ryder Road, Hough Green Road, Hale road, Blackburn Avenue to Lovell Terrace, and Fieldway Carriageway Resurfacing Programme.

Schemes currently programmed for 19/20 Fairfield Road(completed), Prescott Road, railway bridge to Heath Road, Runcorn road Moore, Liverpool road haunch repair, Hale road haunch repair, Clifton Islands link roads(under M56 jcn 11) has also been completed in the period.

Further works are currently being prepared including carriageway reconstruction at Liverpool Road from Chesnut Lodge junction to Heath Road, this work requires a road closure and is programmed for Summer 2019.

Carriageway Surface Treatment is due to commence in mid-April 2019 at Daresbury Expressway to Central Expressway to Pitts Heath Lane roundabout, Northwich Road and Weston point slip road to Rocksavage.

PPT 04

Review of the Highway Safety Inspection Policy and guidance is underway and proposed for implementation by the end of June 2019.

PPT 06

Two COMAH exercises have been carried out during the financial year (October and February).

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 Progress	Direction of travel
PPT LI 02	Net additional homes provided	369 (2017/18)	552	N/A	N/A	N/A
PPT LI 03	Number of affordable homes delivered (gross)	92 (2017/18)	138	N/A	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%		
	▪ 'other' applications	96	80%	98%		
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%	0.3%		

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 Progress	Direction of travel
	b) Non-Principal Roads	1.00%	4.00%	1.00%		
	c) Unclassified Roads	3.46%	9.00%	3.00%		

Supporting Commentary

Net additional housing provided and Number of affordable homes delivered are monitored annually as at 31st March each year. The 2018/19 figures should be available from the end of the first quarter in 2019/20.

All planning application processing measures have exceeded their respective annual targets for the current financial year.

PPT LI 12

The repair of damage to roads and pavements has remained positive to year-end and is consistent with that of the preceding year.

In line with the Highways Asset Management Plan, consideration needs to be given to further overall long term investment and highway condition and maintenance. Note that the figure reported above 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	Q4 Progress
CE 0 1a	Deliver a School Meals promotion and educational campaign - September 2018 and January 2019 .	
CE 02a	Deliver a programme of extended informal learning opportunities meeting identified local targets - March 2018- 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 took place in September for the new pupils starting secondary school and further visits are planned for the new term.

A full programme of learning activity has been delivered in Quarter 4 including IT Clinics, school class visits, and STEM activities (science, technology, engineering, maths) such as coding and digital circuits.

Activities to achieve the Councils' target associated with recycling service is maximised and residents participation is increased have remained on-going throughout the year. As previously reported, this has included producing information booklets to help ensure that residents are aware of the waste and recycling services provided by the Council and their requirements under the Council's waste collections Policies, community events and direct engagement with householders, and participation in the RECYCLE RIGHT campaign; which has been developed to support the delivery of a wide scale and on-going communications and awareness raising programme that aims to deliver a targeted set of communications activities to raise awareness and improve the quality of kerbside recycling collections and reduce 'contamination'.

Negotiations in respect of a number of changes to practices and procedures at the Council's Household Waste Recycling Centres, which were approved following a review of the Council's current Policies, have remained on-going during the final quarter of the current financial year.

As previously reported the review and updating of the Council's Waste Management Strategy and associated Policies will need to be informed by the outcome of a number of consultation exercises that are being undertaken following the publication of the Waste Strategy for England that was published by the government in December 2018.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 Progress	Direction of travel
CE LI 01	% Take up of free school meals to those who are eligible - Primary Schools.	78.20%	80%	76.26%		
CE LI 02	% Take up of free school meals to those who are eligible - Secondary Schools.	71.88%	75%	84.14%		
CE LI 03	Take up of school lunches (%) – primary schools.	63.35%	65%	59.61%		
CE LI 04	Take up of school lunches (%) – secondary schools.	61.22%	55%	74.68%		
CE LI 05	Residual household waste per household.	551kgs	590kg	607kg		
CE LI 06	Household waste recycled and composted.	43.80%	44%	40%		
CE LI 07	Number of active users (physical & digital resources) of the library service during the last 12 months.	574,045	400,000	614, 391		
CE LI 08	Number of physical and virtual visits to libraries (annual total)	614,045	600,000	636, 827		

Supporting Commentary

The take up of free school meals and lunches, although remaining positive during quarter 3, has failed to achieve annual targets in some instances. Performance is broadly in-line with the outturn from the previous financial year although there has been a slight drop in the take up of primary school meals.

This year we have seen a significant increase in the amount of residual waste processed. This includes both an increase in the amount of general waste presented for collection and higher levels of 'contaminated' materials in blue bins which is sent for disposal. In addition, although an estimated figure at present, the expectations are that the target for the household waste recycled and composted will not be met. Contributing factors to this, as well as those referenced above, include a significant reduction in the amount of garden waste collected.

Library service performance continues to improve, with reported increases in membership, book issues and visits to the libraries this year, despite national trends around library use declining.

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

Ref	Milestones	Q4 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	
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

Halton Tomorrow (renamed Halton 2030) is now complete and was presented to Executive Board, Employment, Learning, Skills and Community (ELSC) Policy & Performance Board and Management Team. An additional piece of work is now being undertaken to develop an Action Plan.

Interim Local Economic Assessment findings were reported to ELSC PPB in February 2018 and to the Board of Halton Chamber of Commerce and Enterprise in June 2018. The LEA now forms the basis of the Halton Tomorrow and the economic development priorities for Halton Council

Business rates policy has been developed and approved by Executive Board ready for a roll out in April 2019 starting in the Astmoor Regeneration Area.

A Disposal methodology and framework Strategy, which forms part of the Strategic Asset Management Plan, will be presented to the Asset Management Working Group on 11th April 2019.

Work to the Halton Suite is now likely to start in April 2019 and be completed late June 2019 so the Milestone will not be achieved. This is as a result of the works to refurbish the Karalius Suite taking longer than was originally envisaged.

Key Performance Indicators

Ref	Measure	17 / 18 Actual	18 / 19 Target	Q4 Actual	Q4 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)	14,811 tonnes CO ₂ e (target 17/18)		
EEP LI 04	Occupancy rates of commercial and investment portfolio.	New KPI	N / A	99% Investment and 93% commercial	N / A	
EEP LI 07	Number of companies benefitting from the Council's intensive Key Account Management (KAM) Service.	New Indicator for 2018/19	50	55		N / A
EEP LI 08	Number of Enrolments (Adult Learning).	1,960	2,950	1,618		
EEP LI 09	Number of People supported into work.	319	400	133		
EEP LI 10	Percentage of learners achieving accreditation.	56%	42%	25%		

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. The emissions for 2017/18 are 14,811 tonnes which equates to a 7.6% reduction.

Energy consumption has risen slightly however as the kw/h-CO₂ conversion factor has been reduced due to the greater mix of renewable energy being generated the overall CO₂ emissions have reduced.

- The breakdown is as follows:
- School Buildings 4894t
- Corporate buildings 5252t
- Unmetered supply 3045t
- Fleet Transport 1277t
- Business Mileage 343t

Occupancy rates across the Council's commercial and investment portfolio remain positive at year-end.

The way in which Adult Learning enrolments are recorded has changed and this is reflected in the data, hence the reduction in the overall target. However if enrolments were being measured in the same way, in a comparison to how enrolments were recorded last year, the figures are higher this year. .

More than 133 people were supported into work in Quarter 4 but the required European Social Fund (ESF) evidence hasn't been received from employers so the additional job starts have not yet been claimed. Cumulative job starts claimed to date for 17/18 is 351

247 learners have achieved accreditation since the beginning of the academic year and this figure will increase throughout the year as exam results have not been published. Some courses have been extended and are longer than the one term and this will be reflected in the lower figures from last year. Learners will continue to achieve qualifications up to July 2019 and the final outturn will be available in Q2 of 2019.

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 	Indicates that the measure cannot be compared to the same period last year.

REPORT TO: Executive Board

DATE: 18 July 2019

REPORTING OFFICER: Strategic Director – Enterprise, Community and Resources

PORTFOLIO: Physical Environment

SUBJECT: Fixed Penalty Notices

WARD(S): Borough-wide

1. PURPOSE OF REPORT

- 1.1 To provide Members with details of new Regulations relating to Fixed Penalty Notice provisions and to make recommendations in respect of the Fixed Penalty Notice amounts to be set for a range of waste related offences.

2. RECOMMENDED: That Executive Board

- 1) Note the following Fixed Penalty Notice amounts that are set by statute:

- (a) Abandoning a Vehicle - £200;
- (b) Failure to Produce Authority (Waste Transfer Notes) - £300;
- (c) Failure to Furnish Documentation (Waste Carrier's Licence) - £300;

- 2) Approve the following Fixed Penalty Notice amounts that may be set by the Local Authority:

- (a) Littering - £100;
- (b) Littering from a Vehicle - £100
- (c) Fly-tipping - £400
- (d) Graffiti and Fly-Posting - £100;
- (e) Offences in Relation to Waste Receptacles - £100;
- (f) Householder breach of 'Duty of Care' Obligations - £200;
- (g) Contravention of a Public Spaces Protection Order - £100;
- (h) Failure to comply with a Community Protection Notice - £100;

- 3) Approve the following Fixed Penalty Notice amounts discounted for early payment:

- (a) Litter - £75;
- (b) Littering from a Vehicle - £75
- (c) Fly-tipping - £300
- (d) Graffiti and Fly-Posting - £75;

- (e) Abandoning Vehicles - £120
 - (f) Offences in Relation to Waste Receptacles - £75;
 - (g) Failure to Produce Authority (Waste Transfer Notes) - £250;
 - (h) Failure to Furnish Documentation (Waste Carrier's Licence) - £250;
 - (i) Contravention of a Public Spaces Protection Order - £75;
 - (j) Householder breach of 'Duty of Care' Obligations - £150;
 - (k) Failure to comply with a Community Protection Notice - £75;
- 4) Approve that, where Legislation provides discretion for the Council to set the time period for early payment discount of Fixed Penalty Notices, such time period shall be set as being within ten days.
- 5) Delegate authority to the Strategic Director – Enterprise, Community and Resources, in consultation with the relevant Portfolio Holder (as determined by the nature of the offence for which a Penalty Notice relates) to make any future changes to Fixed Penalty Notice amounts and early payment discounts as may be considered appropriate.

3. SUPPORTING INFORMATION

- 3.1 This report provides Members with details of new three new Regulations that have been introduced which make changes to Fixed Penalty Notice (FPN) provisions. In summary, the new Regulations have extended the range of offences for which FPNs can be issued and increased the amounts that local authorities can set FPNs at. Reports on the new Regulations and revised FPN provisions have been considered by the Environment and Urban Renewal Policy and Performance Board and the recommended FPN amounts set out within this report have been endorsed by Members of that Board.

The Environmental Offences (Fixed Penalties) (England) Regulations 2017

- 3.2 The Environmental Offences (Fixed Penalties) (England) Regulations 2017 increase amounts payable for FPNs in respect of certain offences relating to the environment. They replace a number of regulations contained within the Environmental Offences (Fixed Penalties) (Miscellaneous Provisions) Regulations 2007. These Regulations provide local authorities with the ability to increase the Fixed Penalty Notice (FPN) amounts for some environmental offences to a maximum of £150 and also give local authorities increased powers to tackle littering from a vehicle.
- 3.3 Members are advised that the new legislation sets a default level of £100 for offences relating to littering, graffiti, fly-posting and the distribution of printed matter. This means that should the Council not specify its FPN levels for these offences, the default penalty of £100 is automatically applied.

The Littering From Vehicles Outside London (Keepers: Civil Penalties) Regulations 2018

- 3.4 These Regulations enable Councils (outside of London) to issue a 'civil penalty notice' to a person who is the keeper of a vehicle from which litter is thrown. This removes the need to identify precisely who threw the litter before you can take enforcement action however, in the first instance, Officers will always look to exhaust all lines of enquiry to positively identify the actual person responsible. Having the ability to issue a civil penalty to the keeper of a vehicle provides a new tool for the Council to use to encourage the keeper of a vehicle to provide details of the individual responsible for littering if it was not them. A civil penalty is a civil fine which, unlike a Fixed Penalty Notice, does not carry the risk of a criminal prosecution.
- 3.5 Before the Council can use these new powers it needs to set the civil penalty level. The amount of a penalty for littering from a vehicle will be the same as the amount specified by the authority for Fixed Penalty Notices for littering and this is covered in section 4 of the report.

Waste (Household Waste) Duty of Care (England and Wales) Regulations 2005

- 3.6 Under the Waste (Household Waste) Duty of Care (England and Wales) Regulations 2005, householders are required to take reasonable measures to ensure that household waste produced on their property is passed onto an 'authorised person'. An authorised person is defined in legislation but is normally a local authority or a registered waste carrier.
- 3.7 A householder's legal duty is set out in the 'Waste Duty of Care Code of Practice' issued by DEFRA. Failure to comply with the legal obligations is a criminal offence and the primary circumstances where a householder would be deemed to have done so are;
- Where an individual passes waste to an unauthorised waste carrier, and;
 - Where fly-tipped waste is traced back to an individual who is found to have failed to take reasonable steps to ensure that they transferred the waste to an authorised waste carrier.
- 3.8 Those found breaching their 'duty of care' obligations face prosecution and a fine of up to £5,000. Until the new Regulations were introduced in November 2018, the only option for local authorities to address 'duty of care' breaches was to take the offender to court.
- 3.9 The new Regulations however allow FPNs to be issued as an alternative to prosecution. This provides a more proportionate approach to deal with householders who breach their 'duty of care' obligations and provide an opportunity for an individual to discharge all liability for the 'duty of care' offence by payment of a financial penalty.

- 3.10 Local authorities can set their FPN amounts for offences relating to breaches of 'duty of care' obligations within the limits set by legislation; these being a minimum of £150 and a maximum of £400. Members are advised that legislation also sets a default penalty level of £200. This means that should a local authority not specify its FPN levels for 'duty of care' offences, the default penalty of £200 is automatically applied.

4. RECOMMENDATIONS

- 4.1 The table below sets out the FPN amounts specified under legislation for a range of waste related offences and the recommended amounts to be set where the Council has discretion to set such amounts locally. The table reflects the revisions to FPN provisions following the introduction of the new Regulations stated in this report, as well as details of FPN amounts that have been subject to previous approval.

Offence	Statutory FPN Amount Limits Min - Max	Statutory Minimum FPN Amount for Early Payment	Recommended HBC FPN Amount	Recommended HBC FPN Amount for Early Payment
Litter	£65 - £150	£50	£100	£75
Litter from Vehicles	£65 - £150	£50	£100	£75
Fly-tipping	£150 - £400	£120	£400	£300
Graffiti and Fly-Posting	£65 - £150	£50	£100	£75
Abandoning Vehicles	£200	£180	£200	£150
Offences in Relation to Waste Receptacles	£75 - £110	£60	£100	£75
Contravention of a Public Spaces Protection Order	£100	N/A	£100	£75
Failure to comply with a Community Protection Notice	£100	N/A	£100	£75
Breach of 'Duty of Care' obligations (Waste Carriers)	£300	£180	£300	£250
Breach of 'Duty of Care' obligations (Householders)	£150 - £400	£120	£200	£150

- 4.2 Members are asked to consider and approve the recommended FPN and early payment amounts set out in the table in paragraph 4.1. Whilst a number of the FPN amounts set out in the table have been the subject of previous approval, asking Members to approve them will serve to reaffirm the Council's position on such amounts.
- 4.3 For most waste related offences, legislation sets a standard FPN payment period of fourteen days. The Council has the discretion to

offer a discount for early payment of an FPN. Where the Council has the discretion to vary such payment period, Members have previously approved the time period for early payment discount as being within ten days and Members are being asked to approve that this time period be retained.

5.0 FINANCIAL AND RESOURCE IMPLICATIONS

5.1 Increasing FPN amounts could increase payment rates by creating a larger differential incentive for early payment. This could help avoid the considerable resource implications and costs involved in prosecuting individuals who fail to pay FPNs issued for waste related offences.

6.0 POLICY IMPLICATIONS

6.1 Adopting the new provisions can be accommodated within existing Policy.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

No direct impact.

7.2 Employment, Learning and Skills in Halton

No direct impact.

7.3 A Healthy Halton

By enhancing its ability to deter waste related offences through increased FPN amounts, and by making use of new FPN provisions, the Council will be making a positive contribution towards improving the local environment and the appearance of the borough; which shall in turn have an overall beneficial effect on health and wellbeing.

7.4 A Safer Halton

Effective use of its regulatory powers will demonstrate that the Council is committed to dealing with waste related offences. The Council's efforts to improve environmental standards and reduce waste related offences will have a positive impact upon the Safer Halton Priority.

7.5 Halton's Urban Renewal

No direct impact, but overall environmental benefits should make the Borough a more attractive location for investment.

8.0 RISK ANALYSIS

- 8.1 Failure to make full use of legislative powers available to deal with waste related offences to help improve the local environment may lead to criticism of the Council, thereby damaging its reputation

9.0 EQUALITY AND DIVERSITY ISSUES

- 9.1 The Council aims to be consistent and even-handed in all regards. Taking enforcement action to deal with waste related offences is not intended to have either a positive or negative impact upon equality and diversity or apply differently to any particular group.

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

Document	Place of Inspection	Contact Officer
Environment & Urban Renewal Policy & Performance Board Report 27 th June 2018: Fixed Penalty Notices	Municipal Building Kingsway Widnes	Angela Scott
Environment & Urban Renewal Policy & Performance Board Report 27 th February 2019: Household Waste Duty of Care	Municipal Building Kingsway Widnes	Angela Scott

REPORT TO: Executive Board

DATE: 18 July 2019

REPORTING OFFICER: Strategic Director – Enterprise, Community and Resources

PORTFOLIO: Community Safety, Physical Environment and Environmental Services

SUBJECT: Public Spaces Protection Order – Dog Control

WARD(S): Borough-wide

1. PURPOSE OF REPORT

To ask Members to consider the introduction of a new Public Spaces Protection Order to help tackle dog fouling and other forms of irresponsible dog ownership.

2. RECOMMENDED: That

- 1) Members approve that the Dog Control Public Spaces Protection Order attached as Appendix 1 is made;**
- 2) The Dog Control Public Spaces Protection Order comes into effect as of 1st November 2019;**
- 3) The Council's existing Dog Control Orders be revoked as of midnight 31st October 2019 to coincide with the commencement of the new Dog Control Public Spaces Protection Order;**
- 4) Delegated authority be granted to the Strategic Director – Enterprise, Community and Resources, to make variations to the Dog Control Public Spaces Protection Order, but only to the extent of varying where the Dogs on Leads and Dog Exclusion Provisions of the Dog Control Public Spaces Protection Order shall apply, and only in such circumstances where appropriate consultation has been carried out which reveal support for any proposed variation;**
- 5) The Fixed Penalty Notice amount for breaching a Dog Control Public Spaces Protection Order be set at £100; and,**
- 6) The Fixed Penalty Notice amount for breaching a Dog Control Public Spaces Protection Order be reduced to £75 if paid within 10 days.**

3. BACKGROUND

- 3.1 A consultation exercise on proposals to introduce a new Dog Control Public Spaces Protection Order (PSPO) was completed in the autumn of 2018. The consultation ran for a 12 week period, during which time individuals or organisations who wished to share their views on the Council's proposals were able to do so by completing an on-line survey or via paper copies of a consultation questionnaire that was available at the Council's Halton Direct Link shops and Libraries.
- 3.2 A report was presented to the Safer Policy & Performance Board detailing the proposed dog control measures to be included in the PSPO, the sanctions for non-compliance and the results and analysis of the consultation responses received.
- 3.3 There were 922 responses to the consultation; which is considered very high. Overall, the results show support for each of the Council's proposals as can be seen from the information set out in Table 1 below.

Table 1 – Summary of Consultation Results

Proposal	% of respondents who Agreed
To exclude dogs from the locations specified by the Council	52%
To exclude dogs from the playing areas of marked and maintained sports pitches	56%
Dogs must be placed on a lead if requested to do so by an authorised officer	84%
Dogs should always be on a lead in the locations specified by the Council	61%
When there is a requirement for a dog to be on a lead, the lead shall be of fixed length and of not more than 2m	52%
Continuation of the existing power which makes it an offence if a person in charge of a dog fails to clean up its faeces	96%
Dog walkers be required to carry with them bags as an appropriate means to collect dog foul and be required to provide evidence of this if asked to do so by an authorised officer	88%
A restriction on the number of dogs that can be walked by one person at any one time*	61%
The level of fine for committing an offence under a Public Space Protection Order be set at £100	68%

**Note – Following the comments received via the consultation, the maximum number of dogs to be walked by one person at any one time is proposed to be a maximum of 4*

- 3.4 After consideration of the consultation results and comments made by respondents, Members of the Board endorsed that a report be presented to the Executive Board recommending that a new Dog Control PSPO be made containing the provisions set out within the report presented to them. Members also endorsed the proposed Fixed Penalty Notice amount for breaching a Dog Control PSPO and the discount for early payment.
- 3.5 This report provides Members with details of the Provisions to be contained within the proposed new PSPO and a summary of the consultation responses. Members are asked to consider the details of the report and approve that a new Dog Control PSPO be made that shall come into force with effect from 1st November 2019.

4. SUPPORTING INFORMATION

4.1 The Anti-social Behaviour, Crime and Policing Act 2014 provides local authorities with powers to tackle a range of anti-social behaviour through the creation of Public Spaces Protection Orders (PSPOs) where they are satisfied that activities are taking place that;

- are having, or are likely to have, a detrimental effect on the quality of life of those in the locality;
- Is, or is likely to be, persistent or continuing in nature;
- Is, or is likely to be, unreasonable; and,
- Justifies the restrictions imposed

4.2 Dog fouling and other forms of anti-social behaviour associated with irresponsible dog ownership have a detrimental effect on local people. The Council recognises that the vast majority of dog owners and walkers are responsible, pick up after their dogs and keep them under proper control, however, there is a minority who do not. In order to reduce the risk of nuisance or harm to the public, and to ensure that members of the local community can enjoy a clean and safe environment, The Council introduced four Dog Control Orders in October 2010. These Orders are;

- The Fouling of Land by Dogs (The Borough of Halton) Order 2010
- The Dogs on Leads (The Borough of Halton) Order 2010
- The Dogs On Leads By Direction (The Borough of Halton) Order 2010
- The Dogs Exclusion (The Borough of Halton) Order 2010

4.3 The existing Orders make it an offence to;

- Fail to pick up after your dog had fouled
- Fail to keep your dog on a lead on specified land
- Fail to put a dog on a lead when directed to do so by an Officer
- Allow your dog into specified locations; such as a designated children's play area

4.4 Officers have reviewed existing Orders and propose to replace these with a new PSPO that would be in the form of a single Order that would include the control measures contained within the existing Orders, as well as two new requirements that those in control of dogs must comply with; these being;

- A restriction on the number of Dogs that an individual can walk at any one time, and;
- A requirement to provide evidence of carrying bags as an appropriate means to pick up dog fouling.

4.5 The proposed new Order is attached as Appendix 1. Members will note that the land to which each of the individual Provisions of the new Order shall apply is set out in four Schedules;

- Schedule 1 imposes four requirements on dog owners which apply borough-wide and cover any public spaces to which the public has access.
- Schedule 2 sets out the Dogs on Leads Areas. These are locations where it is believed that there are specific issues in allowing dogs to run free at any time, and in particular, a concern that if dogs were allowed off a lead in the identified areas it may cause nuisance or even injury to members of the public or other animals.
- Schedule 3 lists the Dog Exclusion Areas. These are locations where, in the interests of members of the local community, and in particular children, the Council considers that dogs should not be allowed to enter; such as play areas. The Council has always considered it inappropriate for dogs to be taken into cemeteries and these too are covered by this Provision and Schedule.
- Schedule 4 contains plans of five locations listed in Schedules 2 or 3. The five Plans have been produced for areas where the Provisions of Schedule 2 or Schedule 3 both apply, or where either applies to only part of an area, and they have been produced to remove any ambiguity that may arise as a result.

4.6 On producing the proposed Order, officers have had regard to the “Public Space Protection Orders Guidance for Councils” issued by the Local Government Association.

Non-Compliance with the Requirements of the Proposed PSPO

- 4.7 Those who breach PSPOs face being issued with a warning, a Fixed Penalty Notice (FPN) of up to £100 or prosecution and a fine of up to £1,000.
- 4.8 Whilst the introduction of the new PSPO would provide the Council with increased powers to control the behaviour of those in control of dogs, and enable authorised officers to take enforcement action in cases of non-compliance, it should not be seen as the Council adopting a heavy-handed approach to dealing with dog related anti-social behaviour.
- 4.9 The Council's approach is always that prevention is better than cure and, whilst the new PSPO would provide the Council with enhanced powers, the primary aim is to provide a more proactive and effective approach to promoting responsible dog ownership throughout the borough and to deter irresponsible behaviour by those in control of dogs; thereby reducing the need for enforcement action.
- 4.10 In accordance with its Enforcement Policy, the Council will ensure that its approach to dealing with any breach of the provisions of the new PSPO is proportionate to the risk to public health, safety and the environment, as well as an individual's previous record of compliance. With this in mind, the circumstances where FPNs would be issued are as follows;
- Where an individual is caught failing to clear up after their dog has fouled;
 - Where an individual has been issued with, and has ignored, previous advice, guidance or warnings and continues to fail to comply with any of the provisions of the PSPO, and;
 - Where an individual blatantly ignores the reasonable requests of an authorised officer to comply with the requirements of the PSPO. For example, failing to put a dog on a lead where the officer has genuine concerns for the safety of others due to the behaviour of the dog, or, where an individual refuses to remove a dog from a 'dog exclusion zone' where the officer feels that the presence of the dog gives rise to genuine concerns for the safety of others.

In all other circumstances, such as failing to provide evidence of carrying bags as an appropriate means to pick up foul or walking more than the permitted number of dogs at any one time, officers will use their discretion and adopt an informal/educational approach; providing advice and guidance as to the requirements of the PSPO.

- 4.11 The control measures would not apply to assistance dogs used by the blind or by persons who lack the physical ability to comply with the requirements of the PSPO.

Communications and Signage

- 4.12 Where a local authority has made a PSPO, legislation requires that details of it must be published on its website and notices should be erected to advise members of the public that the PSPO has been made and the effect of such an Order. Prominent signage will also be erected across the borough explaining the exact requirements expected of dog walkers in any area. Where restrictions apply to specified locations, signs would be erected at the boundary points of such areas to advise members of the public that an Order was in force and making it clear what restrictions were in place.
- 4.13 Notwithstanding the Council's legal obligations, Officers consider it essential that an effective communication campaign is launched to coincide with the introduction of any new PSPO to ensure that local people, and those visiting the borough are fully informed of the control measures that it introduces.
- 4.14 It is being proposed that the new PSPO will come into effect from 1st November 2019. This would ensure that there is sufficient time for new signage to be acquired and erected and for a comprehensive communications and awareness raising campaign to be delivered in advance of the Order coming into force.

Recommendations

- 4.15 The consultation process revealed support for both retaining the Council's current dog control powers and the introduction of the new proposed ones. In view of this, Members are asked to consider and support the making of a new PSPO containing the provisions as set out within this report. Overall, it is felt that the new PSPO will enable the Council to meet public demands by dealing more effectively with dog fouling and other forms of dog related anti-social behaviour and, in turn, have a positive impact on the safety and quality of the local environment.
- 4.16 Members are asked to approve the following proposals;
- 4.16.1 The making of the new PSPO which is attached as Appendix 1;
- 4.16.2 That the new PSPO will come into effect on 1st November 2019;
- 4.16.3 That the current Dog Control Orders be revoked as of midnight 31st October 2019 to coincide with the commencement of the new PSPO;
- 4.16.4 That the Fixed Penalty Notice amount for breaching a Dog Control Public Spaces Protection Order be set at £100; and,

4.16.5 That the Fixed Penalty Notice amount for breaching a Dog Control Public Spaces Protection Order be reduced to £75 if paid within 10 days.

4.17 Members should note that, once made, a PSPO will last for up to three years before requiring a review, however, there is no limit on the number of times an Order can be reviewed and renewed. Therefore, the Council will have the ability to review and amend any element of the new PSPO at any time.

4.18 In so far as it specifically relates to the Dogs on Leads or Dog Exclusion Provisions, it is being recommended that delegated authority be granted to the Strategic Director – Enterprise, Community and Resources, to make arrangements for new sites to be added to Schedule 2 and Schedule 3 of the attached Order, or for the designation of any sites currently listed in Schedule 2 and Schedule 3 to be varied.

4.19 The purpose of the delegation recommended in paragraph 4.18 is to allow any newly developed sites, or any change in circumstance of existing sites, to be accounted for. Prior to any variation, local consultation would be undertaken with the ward Councillors for the area and local stakeholders and those who may be affected by any proposal.

5.0 FINANCIAL AND RESOURCE IMPLICATIONS

5.1 There will be financial implications as a result of the need to erect new or amended signage following the introduction of a PSPO but the level of expenditure needed is not known at this stage.

6.0 POLICY IMPLICATIONS

6.1 Introducing the proposed new PSPO would represent changes to the Council's existing Policy on dog control.

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

None identified.

7.2 Employment, Learning and Skills in Halton

None identified

7.3 A Healthy Halton

By enhancing its ability to deter irresponsible behaviour by some dog owners, the Council will be making a positive contribution towards improving the safety and the appearance of the local environment, which shall in turn have an overall beneficial effect on health and wellbeing.

7.4 A Safer Halton

Effective use of its regulatory powers will demonstrate that the Council is committed to dealing with anti-social behaviour caused by irresponsible dog owners. This will have a positive impact upon the Safer Halton Priority.

7.5 Halton's Urban Renewal

No direct impact, but improving the safety and attractiveness of local neighbourhoods should make the borough a more attractive location for investment.

8.0 RISK ANALYSIS

If the Council fails to put in place control measures to effectively tackle anti-social behaviour caused by irresponsible dog owners, the risks of nuisance or harm to the public would be significantly increased.

Furthermore, failure to make best use of legislative powers available to deal with such anti-social behaviour may lead to criticism of the Council; thereby damaging its reputation.

9.0 EQUALITY AND DIVERSITY ISSUES

The Council aims to be consistent and evenhanded in all regards. Taking enforcement action to help control anti-social behaviour caused by irresponsible dog owners is not intended to have either a positive or negative impact upon equality and diversity or apply differently to any particular group.

The PSPO will not apply to the owners of assistance dogs used by the blind or by those who are unable as a result of a disability to comply with the legislation.

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

Document	Place of Inspection	Contact Officer
Environment & Urban Renewal Policy & Performance Board Report 27 th June 2018: Public Spaces Protection Order – Dog Control	Municipal Building Kingsway Widnes	Angela Scott
Safer Policy & Performance Board Report 19 th February 2019:	Municipal Building Kingsway	Angela Scott

Public Spaces Protection Order – Dog Control	Widnes	
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ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING ACT 2014, SECTION 59

The Borough of Halton Dog Control Public Spaces Protection Order 2019

The Borough Council of Halton (in this Order called “The Council”) hereby makes the following Order under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014:

1. COMMENCEMENT AND DURATION

This Order comes into force on 1 November 2019 and will remain in force for a period of 3 years until 31 October 2022, unless extended by further Orders under the Council’s statutory powers or unless revoked, in whole or in part, and superseded by further Order.

2. PENALTIES AND DEFINITIONS

- A person who fails to comply with any obligation imposed by this Order is guilty of a criminal offence by virtue of section 67(1) of the Anti-social Behaviour Crime and Policing Act 2014 and liable on summary conviction to a fine not exceeding level 3 on the standard scale or a Fixed Penalty Notice of a maximum £100.
- “Person(s) in charge” means the person who has the dog in his possession, care or company at the time the offence is committed or, if the dog is not accompanied by a person, the owner or person who habitually has the dog in his possession.
- “an Authorised Person” means an employee, partner agency or contractor of Halton Borough Council who is authorised in writing by Halton Borough Council for the purposes of giving directions under the Order.
- “The Restricted Area” is the land identified in Schedule 1 of this Order.

3. OBLIGATIONS ON PERSONS IN CHARGE OF DOGS IN THE RESTRICTED AREA

The following Provisions apply to all persons in charge of dogs in the Restricted Area except those specifically exempted by paragraph 6 of this Order.

i. Fouling of Land

If a dog defecates at any time on any land to which this Provision of the Order applies a person who is in charge of the dog must remove the faeces from the land forthwith unless:

- (a) he/she has reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

For the purposes of this Provision of the Order:

- Placing the faeces in a receptacle on the land which is provided for the purpose, or for the disposal of waste, shall be sufficient removal from the land;
- Being unaware of the defecation (whether by reason of not being in the vicinity or otherwise), or not having a device for or other suitable means of removing the faeces shall not be a reasonable excuse for failing to remove the faeces.

ii. Dogs on Leads by Direction

A person in charge of a dog on any land to which this Provision of the Order applies must comply with a direction given to him/her by an Authorised Person of the Council to put and keep the dog on a lead that shall be of fixed length and of not more than 2 metres unless:

- (a) he/she has reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

An Authorised Person may only give a direction under this Provision if such restraint is reasonably necessary to prevent a nuisance or behaviour by the dog that is likely to cause annoyance, disturbance or harm to any other person, or to a bird or another animal.

iii. Maximum Number of Dogs

A person in charge of more than one dog must not, at any time, and at the

same time, take more than 4 dogs, or permit more than 4 dogs to enter or to remain on, any land to which this Provision of the Order applies unless:

- (a) he/she has reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

iv. Means to Pick up Dog Faeces

A person in charge of a dog on land to which this Provision of the Order applies must have with them appropriate means to pick up dog faeces deposited by that dog and must provide evidence of this if asked to do so by an Authorised Person unless

- (a) he/she has reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

This obligation is complied with if, after a request from an Authorised Person, the person in charge of the dog produces an appropriate means to pick up dog faeces forthwith.

For the purposes of this Provision, “appropriate means” shall be defined as being a receptacle, bag or sack which has been specifically made for the purposes of picking up and properly disposing of animal faeces, or is of such type or design so as to allow it to be used for such purposes.

4. DOGS ON LEADS

A person in charge of a dog on any land to which this Provision of the Order applies must keep the dog on a lead that must be of fixed length and of not more than 2 metres unless:

- (a) he/she has reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

This Provision of this Order shall apply only to the Dogs on Leads Areas specified in Schedule 2.

5. DOG EXCLUSION

A person in charge of a dog must not take it onto, or permit the dog to enter or to remain on, any land to which this Provision of this Order applies unless:

- (a) he/she has reasonable excuse for failing to do so; or
- (b) the owner, occupier or other person or authority having control of the land has consented (generally or specifically) to his/her failing to do so.

This Provision of this Order shall apply only to the Dog Exclusion Areas specified in Schedule 3

6. EXEMPTIONS

Nothing in this Order shall apply to:

- (a) A person who is registered as a blind person in a register compiled under section 29 of the National Assistance Act 1948; or
- (b) A person with a disability affecting their mobility, manual dexterity or ability to lift, carry or move everyday objects and who relies upon a dog trained by a prescribed charity for assistance.

SCHEDULE 1

THE RESTRICTED AREA

Any land within the administrative area of Halton Borough Council, which is open to the air, including covered land which is open to the air on at least one side, and to which the public are entitled or permitted to have access with or without payment.

SCHEDULE 2

DOGS ON LEADS AREAS

Widnes Parks and Play Areas

- Crow Wood Park, Bancroft Road, Widnes, Cheshire. WA8 3LL
- Hale Park, Town Lane, Hale Village, L24 (in part) shown coloured yellow on Plan A in Schedule 4.
- Hough Green Park, Royal Avenue, Widnes, Cheshire, WA8 8HL
- Spike Island Park, Widnes, WA8 0DF (in part) shown coloured yellow on Plan B in Schedule 4
- Upton Green, Widnes, WA8 4NS, shown coloured yellow on Plan C in Schedule 4.
- Victoria Park, Birchfield Avenue, Widnes, Cheshire, WA8 6PX (Except in the fenced dog exercise area)

Runcorn Parks and Play Areas

- Palacefields Ball Play, Palacefields Avenue, Runcorn.
- Ridding Lane Ball Court, Runcorn, WA7 6PF
- Rock Park, Runcorn, WA7 5SU
- Town Hall Park, Runcorn, WA7 5TD (in part) shown coloured yellow on Plan D in Schedule 4.
- Runcorn Hill Park, Runcorn, WA7 4SS (in part) shown coloured yellow on Plan E at Schedule 4.
- Wellington Street Play Area, Runcorn, WA7 1LB
- Roehampton Drive Multi-Sports Area, Hallwood Park Runcorn, WA7 2GT
- Roehampton Drive Playground, Hallwood Park Runcorn, WA7 2GT

Gardens

- Birchfield Gardens, Birchfield Road, Widnes.
- West Bank Promenade, St Mary's Road, West Bank, Widnes.

Widnes Allotments

- Avondale, Alongside 4 Birtley Court, Widnes, WA8 7WA
- Rear of 5 Cunningham Road, Widnes, WA8 8EE
- Deansway, Between 128 -130 Hale Road, Widnes, WA8 8SY
- Derby Road, Rear of 12 Factory Lane, Widnes, WA8 9FW
- Dykin Road, at the side of garage at 36 Hilary Close, Widnes, WA8 3HT
- Hale Bank, at the side of 31 Halebank Road, Widnes, WA8 8NA
- Hale Road, to rear of 253 – 269 Hale Road, Widnes, WA8 8QB

- Halton View, at the side of 1 Halton View Road, Widnes, WA8 0TS
- Lancaster Road, at the side of 2 Lancaster Road, Widnes, WA8 9TY
- Side of 14 Laurel Bank, Widnes, WA8 6QB

Runcorn Allotments

- Clifton Road, Beechwood Avenue, Runcorn, WA7 4SB
- Dukesfield, Leinster Road, Runcorn, WA7 1ER
- Haddocks Wood, Off Warrington Road, Runcorn, WA7 1RE
- Heath Road, Runcorn, WA7 5TA
- Oak Drive, Runcorn, WA7 5HE
- Weston Road, Runcorn, WA7 4JU

SCHEDULE 3

DOG EXCLUSION AREAS

Widnes Cemeteries

- Peel House Cemetery, Peel House Lane, Widnes.
- Widnes Cemetery, Birchfield Road, Widnes.

Runcorn Cemeteries

- Runcorn Cemetery, Greenway Road, Runcorn.
- Runcorn Cemetery Extension, Langdale Road, Runcorn.
- Halton Cemetery, East Lane, Runcorn.

Formal Gardens

- Chinese Friendship Gardens, Runcorn Town Hall, Heath Road, Runcorn, WA7 5TD (in part) shown coloured red on Plan D in Schedule 4.
- Town Hall Grounds Formal Gardens, Runcorn, WA7 5TD, shown coloured red on Plan D in Schedule 4.

All land within the Council's administrative area comprising any fenced (and/or hedged and/or walled) Children's Play Areas, Multi-Sport Areas listed below;

Widnes Playgrounds

- Caldwell Road, Caldwell Road, Widnes. WA8 7EA
- Crow Wood Park, Bancroft Road, Widnes. WA8 3LL
- Hale Park Play Area, Hale Park, Town Lane, Hale Village, Liverpool, L24, shown coloured red on Plan A in Schedule 4.
- Halebank Recreation Ground, Blackburne Avenue, Widnes.
- Hough Green Park, Royal Avenue, Widnes. WA8 8HL
- King George's Park, Dundalk Road, Widnes.
- Plumbley Gardens, Off Liverpool Road, Widnes.
- Stewards Avenue, Widnes.
- St Marie's Community Park, Ann Street West, Widnes.
- Spike Island Catalyst, West Bank, Widnes WA8 0DF, shown coloured red on Plan B in Schedule 4.
- Upton Playground, Bechers, Hough Green, Widnes, shown coloured red on Plan C in Schedule 4.
- Upton Rocks Park (Junior), Queensbury Way, Upton Rocks, Widnes.

- Upton Rocks Park (Toddler), Queensbury Way, Upton Rocks, Widnes.
- Victoria Park (Toddler), North End of Victoria Park, Near Lockett Road, Widnes.
- Victoria Park (Junior), North End of Victoria Park, Near Lockett Road, Widnes.
- West Bank Promenade, St Mary's Road, West Bank, Widnes.

Widnes Multi-Sport Areas

- Arley Drive Pitches, Widnes.
- Crow Wood Park, Bancroft Road, Widnes. WA8 3LL
- Derwent Road, Royal Avenue, Widnes.
- Frank Myler Recreation Grounds, Widnes.
- Frank Myler Sport & Recreation Ground Pitches, Widnes.
- Grizedale Ball Play, Grizedale, Widnes.
- Halebank Recreation Ground, Clapgate Crescent, Widnes
- Hale Park, Town Lane, Hale Village, Liverpool, L24 (in part) shown coloured red on Plan A in Schedule 4.
- Hale Park Pitches, Town Lane, Hale Village, Liverpool, L24, shown coloured red on Plan A in Schedule 4.
- Hough Green Park (Tennis), Royal Avenue, Widnes. WA8 8HL
- Kingsway Wavertree Avenue and Squires Avenue, Widnes.
- Kingsway CRMZ, Vicarage Road Widnes WA8 7QL
- King Georges Park Games Area, Dundalk Road, Widnes.
- King George V Recreation Ground Pitches, Widnes.
- Leigh Recreation Pitches, Lowerhouse Lane, Widnes
- Prescott Road Pitches, Widnes
- Spike Island, West Bank, Widnes, shown coloured red on Plan B in Schedule 4.
- St. Marie's Community Park, Ann Street West, Widnes.
- Upton Rocks Park, Queensbury Way, Upton Rocks, Widnes.
- Upton Multi-Use Games Area, Bechers, Widnes. shown coloured red on Plan C in Schedule 4.
- Victoria Park Wheel Play, Birchfield Avenue, Widnes. WA8 6PX
- Victoria Park Basketball, Birchfield Avenue, Widnes. WA8 6PX
- Victoria Park Tennis, Birchfield Avenue, Widnes. WA8 6PX
- Victoria Park Interactive Water feature, North end of Victoria Park, Near Lockett Road, Widnes.

Runcorn Multi-Sport Areas

- Castle Rise Youth Activity Park, Off Halton Road, Runcorn.
- Egerton Street Ball Play, Egerton Street, Runcorn.
- Haddocks Wood Pitches, Runcorn WA7 1RE

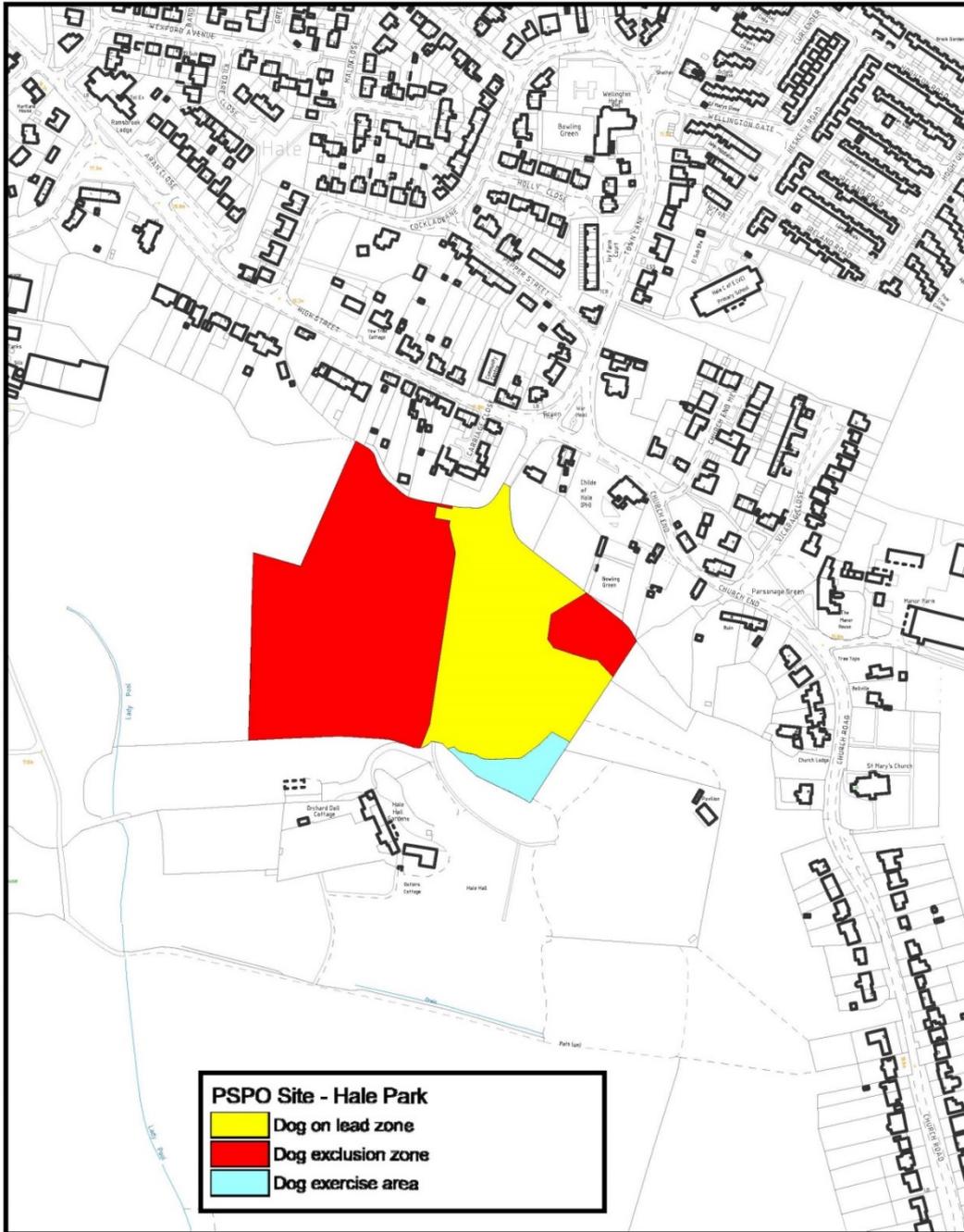
- Phoenix Park, Youth Activity Park (T), Castlefields Avenue East, Castlefields, Runcorn.
- Queen Elizabeth II Playing Field Pitches, Runcorn.
- Rock Park Ball Play Area, Rock Park, Union Street, Runcorn, WA7 5SX
- Runcorn Hill Park Pitches, Runcorn, shown coloured yellow on Plan E in Schedule 4.
- Runcorn Hill Park – Tennis Court, Highlands Road, Runcorn, shown coloured red on Plan E in Schedule 4.
- Russell Road Wheel Play, Russell Road, Runcorn. WA7 4BG
- Multi-Use Games Area, The Glen, Runcorn.
- The Glen, Palacefields Avenue, Runcorn.
- Multi-Use Games Area, Town Hall Grounds, Heath Road, Runcorn, WA7 5TD, shown coloured red on Plan C in Schedule 4.
- Windmill Hill Avenue South Ball Play Area, Runcorn.

Runcorn Playgrounds

- Castle Rise Playground, Off Halton Road, Runcorn.
- Castner Avenue, Weston Point, Runcorn.
- Cavendish Street, Runcorn.
- Coronation Road, Preston Brook, Runcorn.
- Hale View Playground, Hale View, Runcorn. WA7 4BS
- Hill View, Beechwood, Runcorn,
- Leinster Gardens, Runcorn. WA7 1EG
- Murdishaw Play Centre (1 Old), Barnfield Avenue, Runcorn.
- Murdishaw Play Centre (2-New), Barnfield Avenue, Runcorn.
- Newmoore Lane, Sandymoor, Runcorn.
- Norton Cross, Broadfields, Runcorn.
- Park Road, Runcorn.
- Phoenix Park Play Area, Castlefields Avenue East, Castlefields, Runcorn.
- Pitts Heath Lane, Sandymoor, Runcorn.
- Rock Park Play Area, Union Street, Runcorn, WA7 5SX
- Six Acre Lane, Moore.
- Town Hall Grounds, Heath Road, Runcorn, WA7 5TD (in part) shown coloured red on Plan D in Schedule 4.
- Town Park, Runcorn.
- Trinity Park, Parker Street, Runcorn.
- Walsingham Drive, Sandymoor, Runcorn.
- Weaver Road, Weston Village, Runcorn.
- Woodlands Play Centre, Castlefields, Runcorn.

SCHEDULE 4

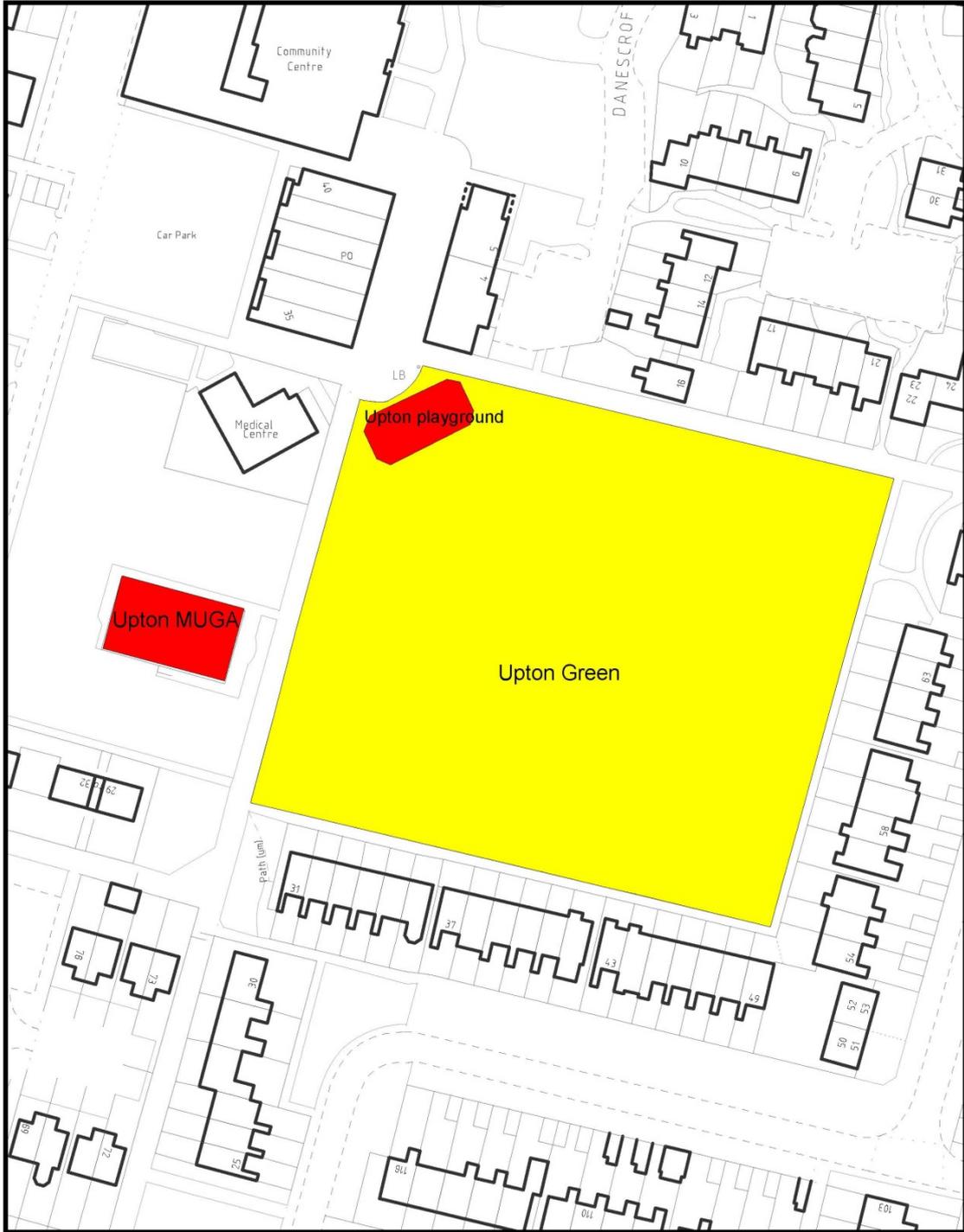
PLAN A – Hale Park



TITLE PSPO Site - Hale Park



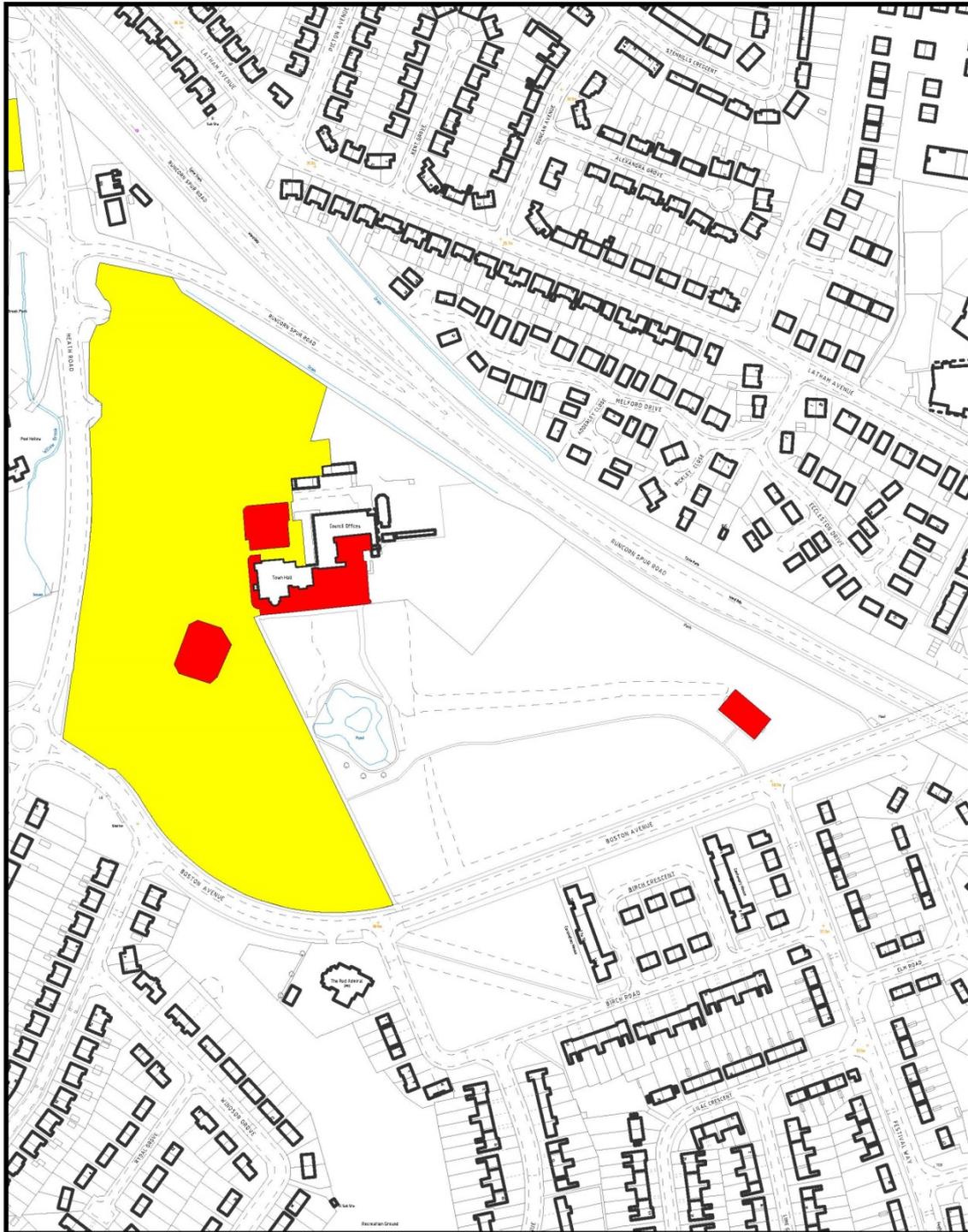
PLAN C – UPTON GREEN



 <p>TITLE PSPO Site - Upton Green</p>	<p>PSPO Site - Upton Green</p>	
	<p> Dog on lead zone</p> <p> Dog exclusion zone</p>	

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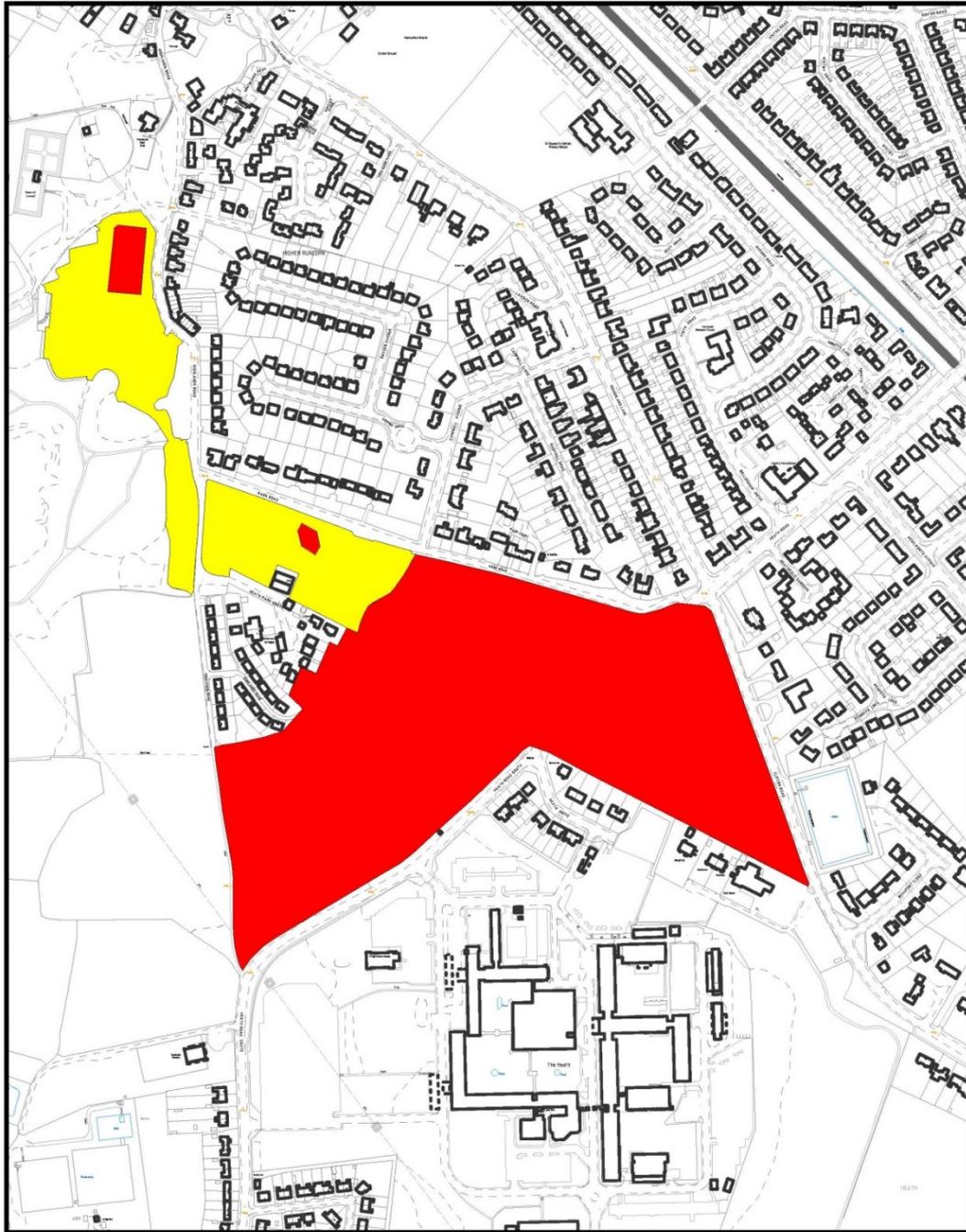
PLAN D – Runcorn Town Hall



	PSPC Sites - Runcorn Town Hall	
		Dog on lead zone
		Dog exclusion zone



PLAN E – Runcorn Hill Park



	PSPO Sites - Runcorn Hill Park
	 Dog on lead zone
	 Dog exclusion zone



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

Document is Restricted