



**Executive Board**

**Thursday, 8 December 2022 12.00 p.m.  
Box 17, Halton Stadium, Widnes**

*S. Young*

**Chief Executive**

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

**PART 1**

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<b>1. MINUTES</b>	<b>1 - 8</b>
<b>2. DECLARATION OF INTEREST</b>	
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.	
<b>3. LEADER'S PORTFOLIO</b>	
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*Please contact Gill Ferguson 0151 511 8059 or  
gill.ferguson@halton.gov.uk for further information.  
The next meeting of the Committee is on Thursday, 19 January 2023*

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<b>PART II</b>	
<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 <b>RECOMMENDED</b> 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>	
9. ADULT SOCIAL CARE PORTFOLIO	
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***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, 17 November 2022 in the Boardroom  
- Municipal Building, Widnes*

Present: Councillors Wharton (Chair), Harris, M. Lloyd Jones, J. Lowe,  
T. McInerney, Nelson, Nolan, Thompson and Wright

Apologies for Absence: None

Absence declared on Council business: None

Officers present: S. Young, M. Vasic, M. Reaney, E. Dawson, S. Wallace-Bonner  
and G. Ferguson

Also in attendance: One member of the press.

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

	<i>Action</i>
EXB41 MINUTES	
<p>The Minutes of the meeting held on 13 October 2022 were taken as read and signed as a correct record.</p>	
<b>LEADER'S PORTFOLIO</b>	
EXB42 TREASURY MANAGEMENT 2022-23 HALF YEAR UPDATE	
<p>The Board considered a report from the Operational Director – Finance, which presented the Treasury Management Half Year Report as at 30 September 2022.</p>	
<p>These reports updated Members on the activities undertaken on the money market, as required by the Treasury Management Policy.</p>	
<p>The report provided supporting information on the economic outlook, interest rate forecast, short term borrowing rates, longer term borrowing rates, borrowing and investments, budget monitoring, new long term borrowing, policy guidelines and treasury management indicators. It was noted that no debt rescheduling had been undertaken during the quarter.</p>	

RESOLVED: That the report be noted.

EXB43 MEDIUM TERM FINANCIAL STRATEGY 2023 TO 2026 -  
KEY DECISION

The Board considered a report from the Operational Director – Finance, which presented the Medium Term Financial Strategy (MTFS) for the period 2023/24 to 2025/26.

The MTFS sets out a three-year projection of the Council's resources and spending and was based on information that was currently available. The most recent Public Sector Spending Review was published at the end of October 2021 and covered the next three financial years. It was noted that details of the 2023/24 Local Government Finance Settlement were expected to be released in December 2022 on a provisional basis, with a final settlement expected in January 2023.

The Board was advised that the delay and uncertainty regarding 2023/24 financial resources meant the financial information included within the MTFS was based on a large number of assumptions and best estimates. The financial forecast would be updated as and when further information was known. Appendix 1 therefore detailed the MTFS from 2023/24 – 2025/26 using a prudent estimate of the financial conditions over the course of the next three years. Appendix 2 presented the Reserves and Balances Strategy.

The Board received an update from the Operational Director – Finance, on the Governments Autumn Budget Statement which was announced today:

- local authorities could increase Council Tax in April 2023 by 3% with an additional 2% increase - Adult Social Care precept;
- a Business Rates revaluation will take place in April 2023;
- proposed adult social care reforms would be deferred for 2 years; and
- there would be a 12 month extension of the Household Support Fund.

Reason for Decision

To seek approval for the Council's Medium Term Financial Strategy for 2023/24 to 2025/26.

Alternative options considered and rejected

The alternative option of not maintaining a Medium Term Financial Strategy has been considered. However, this would not follow good financial management practice, as the Medium Term Financial Strategy is a key element in informing the Council's financial planning and budget setting processes.

Implementation date

The Medium Term Financial Strategy 2023/24 will be implemented from 1 April 2023.

RESOLVED: That

- 1) the Medium Term Financial Strategy be approved;
- 2) the 2022/23 base budget be prepared on the basis of the underlying assumptions set out in the Strategy;
- 3) the Reserves and Balances Strategy be approved; and
- 4) the award of Council Tax Support for 2022/23 remains at the 2021/22 level of 21.55%

Operational  
Director - Finance

EXB44 2022/23 SPENDING AS AT 30 SEPTEMBER 2022

The Board received a report from the Operational Director – Finance, advising of the Council's overall revenue net spending position as at 30 September 2022, together with a forecast outturn position.

Appendix 1 presented a summary of spending against the operational revenue budget up to 30 September 2022 and Appendix 2 provided detailed figures for each individual Department. It was reported that in overall terms the outturn forecast for the year showed that net spend would be over the approved budget by £7.586m. Appendix 3 presented the Capital Programme as at 30 September 2022, highlighting the schemes which had been revised.

It was noted that the increased energy costs, pay award and high inflation rates would all have a serious negative impact upon the Council's financial position. There was no expectation that any increased Government funding would be received to help meet these pressures. Therefore, to address the pressures within the Council budget there was an urgency for all Departments to reduce, cease or

defer any non-essential spending and to implement any proposed efficiencies as soon as possible.

RESOLVED: That

- 1) the scale of the potential outturn overspend and the potential impact upon reserves, if no corrective action is taken, be noted;
- 2) all departments be requested to limit spending to only absolutely essential items;
- 3) all Departments be requested, to identify as a matter of urgency any areas where spending could be reduced or ceased for the remainder of the current financial year, or deferred until next year; and
- 4) Council be requested to approve the revisions to the Capital Programme, as set out in paragraph 3.18.

Operational  
Director - Finance

EXB45 DETERMINATION OF COUNCIL TAX BASE 2023-24 - KEY DECISION

The Board considered a report of the Operational Director – Finance, on the requirement for the Council to determine the Council Tax Base for its area and the Council Tax Base for each of the Parishes.

The Council Tax Base was the measure used for calculating Council Tax and was used by both the billing authority (the Council) and the major precepting authorities (Cheshire Fire Authority, Cheshire Police and Crime Commissioner and the Liverpool City Region Combined Authority), in the calculation of their Council Tax requirements. It was arrived at in accordance with a prescribed formula which represented the estimated full year number of chargeable dwellings in the Borough expressed in terms of the equivalent Band 'D' dwellings.

Taking account of all the relevant information and applying a 97% collection rate, the calculation for 2023/24 gave a base figure of 36,241 for the Borough as a whole. The Council Tax Base figure for each of the Parishes was noted.

Reason for Decision

To seek approval for the Council Tax Base for the Borough and also the Council Tax Base for each of the Parishes.

Alternative options considered and rejected

The Council is required to determine annually the Council Tax Base and to notify the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner, Liverpool City Region Combined Authority, the Environment Agency and Parish Councils.

Implementation date

The Council Tax Base 2023/24 will be implemented from 1 April 2023.

RESOLVED: That

- 1) Council set the 2022/23 Council Tax Base at 36,241 for the Borough and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner, Liverpool City Region Combined Authority and the Environment Agency be so notified; and
- 2) Council set the Council Tax Base for each of the Parishes as follows:

Parish	Tax Base
Hale	668
Halebank	528
Daresbury	186
Moore	336
Preston Brook	370
Sandymoor	1,473

Operational  
Director - Finance

EXB46 TAXI LICENSING MATTER

The Board considered a report of the Operational Director – Legal and Democratic Services, which set out proposed amendments to the current Taxi Licensing Policy and Private Hire Operator Conditions.

RESOLVED: That

- 1) a new private hire operator licence condition on the use of passengers carrying vehicles be adopted; and
- 2) the temporary policy amendment relaxing the maximum age restriction on Hackney Carriage and Private Hire Vehicles, which is due to expire on 25 February 2023, be extended for a further period of 2 years (i.e. until 25 February 2025) subject to the

Operational  
Director, Legal  
and Democratic  
Services



same two conditions requiring the vehicles benefiting from the extension to have 3 tests per year and on the basis that no vehicle taking advantage of the dispensation may be transferred to another proprietor.

**EXB47 BUSINESS RATES ACTION AREAS**

The Board considered a report of the Operational Director Economy, Enterprise and Property that provided information on the Business Rates Action Areas Scheme. The Scheme had been previously approved by the Executive Board at its meeting in July 2018 and the first five year pilot commenced on Astmoor in 2019. Other locations would follow when local circumstances were considered favourable.

It was noted that conditions were now favourable for access to the Business Rates Action Areas Scheme at 3MG at two sites occupied by Warburtons.

RESOLVED: That Business Rates Relief to Warburtons be agreed.

Operational Director Economy, Enterprise & Property -

**ADULT SOCIAL CARE PORTFOLIO**

**EXB48 PRELIMINARY PROCUREMENT NOTIFICATION – PROPOSED TENDER OF HALTON HEALTHWATCH & ADVOCACY HUB SERVICE**

The Board considered a report of the Strategic Director – People, which sought approval to commence a new procurement process for the supply of a combined Halton Healthwatch and Advocacy Hub Service. The proposed contract would be for three years (plus a 2 year extension), commencing 1 April 2023 until 31 March 2026, in compliance with Procurement Standing Order 1.3.4. The estimated value of the contract was £1,467,930 over five years.

It was noted that both of the services covered by the contractual agreement were statutory Adult Social Care services which the Council had a duty to commission.

RESOLVED: That

- 1) the contents of the report be noted; and
- 2) the Preliminary Estimates report in compliance with Procurement Standing Order 1.3.4 be approved.

Strategic Director - People

## CHILDREN AND YOUNG PEOPLE PORTFOLIO

### EXB49 CHILDREN SOCIAL WORK WORKFORCE RECRUITMENT AND RETENTION PACKAGE - KEY DECISION

The Board considered a report of the Strategic Director – People, which set out a series of proposals to support the permanent recruitment and retention of staff in qualified social worker posts in Children’s Social Care.

The report set out the national and local context for the Children’s Social Care workforce, options for consideration and developing the right organisational offer to create the right environment in which staff can thrive in Halton.

#### Reason for Decision

To improve the recruitment and retention of Qualified Children Social Workers and reduce the reliance and cost of agency staff.

#### Alternative options considered and rejected

A review of schemes of a similar nature across the region have been considered and the proposal is set within similar parameters found regionally.

#### Implementation date

1 December 2022.

RESOLVED: The Board endorsed the following recommendations set out in the report:

- 1) proposals to support the conversion of agency social workers to becoming permanent (set out in para 3.8), including payment of a conversion allowance of £4,000 paid over a two year period;
- 2) agreement to fund Social Work England registration for permanent staff employed in a qualified social work role (up to Principal Manager level) for a two year period (set out in para 3.9b);
- 3) a recognition and performance allowance is paid to existing permanent staff employed in a qualified social work role. This would be a £2,000 payment paid over a two year period and would support the

Strategic Director  
- People

retention of existing staff (set out in para 3.9c);

- 4) a form of 'golden hellos' is offered to new recruits employed in permanent social work roles (set out in paras 3.10a, c); and
- 5) an annual allowance of £2,000 is paid to social work staff employed in case management child protection teams, reflecting these are considered hard to fill posts.

#### EXB50 CHILDREN SERVICES IMPROVEMENT UPDATE

The Board considered an update report on the progress of Children Services as part of the improvement programme. Following on from the Ofsted ILAC Focused Visit in October 2021, a Notice to Improve was issued and an independently chaired Improvement Board was established. The Improvement Board oversaw the delivery of the Improvement Plan which had four overarching themes: Workforce, Quality of Practice, Partnerships and Future Model of Practice. The report provided an update on the work within each of these themes.

The Board was advised on the next steps which included a refresh of the Improvement Plan and an updated self-assessment alongside audit and staff development activity. In order to accelerate improvement additional investment of resource and capacity as part of the Corporate Transformation programme had been added providing capacity and opportunity to develop a sustainable improvement programme.

RESOLVED: That

- 1) the content of the report be noted; and
- 2) the refreshed Improvement Plan be presented to the next meeting of the Executive Board.

**MINUTES ISSUED: 22 November 2022**

**CALL- IN: 29 November 2022 at 5.00 pm**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 29 November 2022.**

Strategic Director  
- People

*Meeting ended at 2.35 p.m.*

**REPORT TO:** Executive Board

**DATE:** 8<sup>th</sup> December 2022

**REPORTING OFFICER:** Operational Director – Policy, People, Performance and Efficiency

**PORTFOLIO:** Leader

**SUBJECT:** Directorate Performance Overview Reports for Quarter 2 2022 - 23

## **1.0 PURPOSE OF REPORT**

- 1.1 To report the Council's performance for the second quarter period to 30<sup>th</sup> September 2022.

The reports detail progress against key objectives / milestones and performance targets, and describes factors affecting each of the Directorates.

## **2.0 RECOMMENDED: That**

- 1) Executive Board notes the information contained in the reports and**
- 2) Considers 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, including the implementation of high-risk mitigation measures, is contained within the following appendices:

Appendix 1 – People Directorate (Adult Social Care)  
Appendix 2 – Enterprise, Community and Resources Directorate  
Appendix 3 – Children and Young People 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".

#### **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 Performance Overview Report

**Directorate:** People Directorate

**Reporting Period:** Quarter 2 1st July 2022 – 30th September 2022

### 1.0 Introduction

1.1 This report provides an overview of issues and progress within the Directorate that have occurred during the second quarter.

### 2.0 Key Developments

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

#### **Adult Social Care**

##### The Organisational Health Check for Social Work

A new look Organisational Health Check will be going live this October based on the Standards for Employers of Social Workers. The launch is planned for the 17<sup>th</sup> October, and we await communications for this shortly. We are aiming to encourage as many social workers in Halton to have their say as possible, as we promote the sharing of the survey. The Principal Social Worker for Adults will also be registering on behalf of adult social care to take part.

This year, organisations will be able to choose when they open and close their survey within the window between the 17 October and 20 January. Two days after closing their survey, they will have access to a web portal to view their results.

This year new questions for Occupational Therapists have been developed, making the survey more relevant to a wider group of staff. Questions will be targeted to those different staff groups, depending on their professional background and qualifications.

#### **Public Health**

Covid and flu vaccination campaigns have started. The aim is to encourage individuals who are eligible for the NHS led vaccination to get them. Covid rates have continued to remain low with no community outbreaks have been reported. The health protection team continues to work with partners to set out the actions they will take to reduce the risk of a challenging winter. Linked to this, all staff have been offered access to the flu jab. Those not eligible for the jab through their GP or pharmacy are able to get a 'flu jab' at any pharmacy and have the costs refunded.

The health improvement team have conducted a range of activities linked to reducing smoking, including continuing to offer the Targeted Lung Health Check programme. They attended Halton hospital on 4th October to promote Stoptober, achieving a number of direct referrals and many conversations. Signposting advice was provided to key practitioners from Cardiac, Mental health and Sexual health

Team, who are now delivering a 12 week cessation programme for staff and residents in a mental health residential unit in Widnes – this is against a backdrop of there being nationally low supplies of NRT, this is a risk to the service.

A lot of local work is ongoing to support the suicide prevention campaign, where a resource tool kit was downloaded by partners 104 times for world suicide prevention day. Local support is available via Amparo, which the team links in with.

The team have also supported a local school after the death of their head teacher- Educational Psychology was able to support pupils and staff.

World Mental Health day this year has a focus on raising awareness of the impact money worries has on mental health. Information has been cascaded via schools, workplaces, VCSE, HBC staff, social care, feeding Halton network, suicide prevention partnerships and partners in prevention.

Nationally, the move by the chancellor to scrap the planned increase in duty of alcohol will have a negative impact on health, as evidence clearly shows that cutting duty increases alcohol harm.

The community health bus and Public Health response team continue to offer support to community sessions around the cost of living crisis and engage in vaccination encouragement approaches.

### 3.0 Emerging Issues

#### Adult Social Care

#### National Safeguarding Week

National Safeguarding Week will take place during **21<sup>st</sup>-27<sup>th</sup> November** this year. The theme for this year's campaign is "Responding to Contemporary Safeguarding Challenges"

The Mersey Gateway Bridge will be lit up in the colours of Halton Safeguarding Adults Board on Monday 21<sup>st</sup> November to mark the start of National Safeguarding Week.

There will be a daily messages regarding the themes of National Safeguarding Week which will be promoted on all of our social media platforms. There will be a series of Lunch and Learn events which will take place via MS Teams.

#### Public Health

Capacity delays within the HR department continue to impact on the recruitment processes facing a number of areas within the Public Health directorate: specifically within the Trading Standards division, which has been undertaking restructure for over 12 months and is significant stretched in terms of capacity and managerial support.

Roles within the commissioning, performance and health improvement teams have been successfully recruited.

The public health team has worked with other teams and organisations to identify and support vulnerable individuals through the cost of living crisis.

### 4.0 Risk Control Measures

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

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

### Progress against high priority equality actions







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

## 6.0 Performance Overview


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

### Commissioning and Complex Care Services

#### Key Objectives / milestones

Ref	Milestones	Q2 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.	
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### **Supporting Commentary**

Work continues on refreshing the local dementia strategy, under the umbrella of One Halton. A strategic group was established with representation from all One Halton organisations. A self-assessment was undertaken against recommendations made by Alzheimer's Society for what local areas should be considering in their dementia strategies. The self-assessment process, cross referenced with NICE best practice and dementia 'I Statements', has formed the basis of identifying priorities and associated actions. The group met in September 2022 to finalise the actions and progress the ratification process. The Dementia Friendly Communities approach has been adopted by Executive Board and is now underway across council service areas, with focus on raising awareness and improving practice to make HBC a more dementia friendly organisation for employees and the people we serve. New dementia friendly activities are emerging from within the community, such as a dementia café at Grangeway Community Centre and one due to open in Autumn at Catalyst museum.

The homelessness strategy remains current and reflects the key priorities and agreed action plan for a five year period. The strategy action plan continues to be reviewed annually, to ensure it is current and reflects economic and legislative changes, with many actions successfully achieved.

Regular quarterly service reports will be submitted to outline the service delivery and detailed review of the homelessness strategy action plan.

The homelessness forum is planned for October 2022. to review the key priorities and agree actions for the following 12 month period.

The pandemic will continue to influence future activity and communication between partner agencies, which will further influence how services are commissioned and delivered in the future.













Governance of the Pooled fund now reflects the changes to NHS organisations with joint structure with the place based Integrated Care Board (ICB). The Pooled budget currently projecting an underspend at the end of the year. The central government submission for the Better Care Fund has been completed and awaiting approval












Work is ongoing to develop integrated working in the Borough. New structures with the ICB are bedded in.

Work continues with partners in health to develop integrated approaches to supporting adults

Some work has progressed with the Strengths based programme of work with Professor Sam Baron, including review of Assessment approaches and aligned paperwork. Due to Sam Baron leaving her role this programme of work has drawn to a close and is now subject to review of how it is moved forward. Work is progressing with the paperwork to promote good practice.

### ***Key Performance Indicators***

<b>Older People:</b>		Actual 21/22	Target 22/23	Q2	Progress	Direction of Travel
ASC 01	Permanent Admissions to residential and nursing care homes per 100,000 population 65+ <b>Better Care Fund performance metric</b>	369.2	600	331.9		We are unable to provide the direction of travel as we did not have data for this period in 2021/22,
ASC 02	Total non-elective admissions in to hospital (general & acute), all age, per 100,000 population. <b>Better Care Fund performance metric</b>	4071	No plan set	4243		This collection was on hold in Q2 2021/22
ASC 03	Proportion of Older People (65 and over) who were still at home 91 days after discharge from hospital into reablement/rehabilitation services (ASCOF 2B) <b>Better Care Fund performance metric</b>	79	85%	NA	NA	NA
<b>Adults with Learning and/or Physical Disabilities:</b>						
ASC 04	Percentage of items of equipment and adaptations delivered within 7 working days (VI/DRC/HMS)	72	97%	45%		
ASC 05	Proportion of people in receipt of SDS (ASCOF 1C – people in receipt of long term support) (Part 1) SDS	81.5	80%	73.6%		
ASC 06	Proportion of people in receipt of SDS (ASCOF 1C – people in receipt of long term support) (Part 2) DP	31.6	45%	22.7%		
ASC 07	Proportion of adults with learning disabilities who live in their own home or with their family (ASCOF 1G)	89.7	89%	88.6%		
ASC 08	Proportion of adults with learning disabilities who are in Employment (ASCOF 1E)	7	5.5%	5.7%		
<b>Homelessness:</b>						

ASC 09	Homeless presentations made to the Local Authority for assistance In accordance with Homelessness Act 2017. Relief Prevention Homeless	1914	2000	610		
ASC 10	LA Accepted a statutory duty to homeless households in accordance with homelessness Act 2002	247	200	83		
ASC 11	Homelessness prevention, where an applicant has been found to be eligible and unintentionally homeless.	520	N/A	78		
<b>Safeguarding:</b>						
ASC 12	Percentage of individuals involved in Section 42 Safeguarding Enquiries	30	30	83		NA
ASC 13	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).	62	85%	64%		
ASC 14	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)	83.9	89%	NA	NA	NA
<b>Carers:</b>						
ASC 15	Proportion of Carers in receipt of Self Directed Support.	98.8	99%	97%		
ASC 16	<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>	7.5	N/A	NA	NA	NA
ASC 17	<i>Overall satisfaction of carers with social services (ASCOF 3B)</i>	39.3	N/A	NA	NA	NA

ASC 18	The proportion of carers who report that they have been included or consulted in discussions about the person they care for (ASCOF 3C)	69.5	N/A	NA	NA	NA
ASC 19	Do care and support services help to have a better quality of life? (ASC survey Q 2b) <i>Better Care Fund performance metric</i>	17.9	20%	NA	NA	NA
ASC 20	The Proportion of people who use services who have control over their daily life ( ASCOF 1B)	73.1	80%	NA	NA	NA
ASC 21	Overall satisfaction of people who use services with their care and support (ASCOF 3A)	56.9	71%	NA	NA	NA

### Supporting Commentary

#### Older People:

**ASC 01** We are on track to stay below the target of 600 per 100K pop.

**ASC 02** The number of emergency admissions is increasing, particularly those with a zero length of stay, which are now approaching the levels seen pre-pandemic. In part this is being driven by the increases in the number of people attending A&E, which are 10% above pre-pandemic levels, however an increase in zero day length of stay admissions is also expected as the plan is to increase triage in ED to Same Day Emergency Care (SDEC) pathways or for direct referral to SDEC by ambulance or primary care. The number recorded as a non-elective admission is potentially going to increase, certainly in comparison to the last 2 years as SDEC stopped during the pandemic.

**ASC 03** Annual collection only to be reported in Q4.

#### Adults with Learning and/or Physical Disabilities:

**ASC 04** This is a cumulative figure and at this point is on the way to achieving the target.

**ASC 05** While this figure is slightly lower than it was in the same quarter 2021/22, we are still on track towards meeting the target. Work continues to supporting service users to have choice and control in their care planning.

**ASC 06** We are at a lower level of those in receipt of Direct Payments that we were at the same quarter in 2021/22. We continue to promote the use of Direct Payments to support people to choose how to they manage their care package.

**ASC 07** We are on track to meet this target, albeit the figures are slightly lower than they were in the same quarter 2021/22.

**ASC 08** We have currently exceeded this target and figures are higher than they were in the same quarter 2021/22.

#### Homelessness:

- ASC 09** No commentary received for Q2  
**ASC 10** No commentary received for Q2  
**ASC 11** No commentary received for Q2

**Safeguarding:**

- ASC 12** This is a relatively new indicator; figures need to be cleansed and may differ to year-end data.  
**ASC 13** Current progress has exceeded last year's total actual percentage for the year  
**ASC 14** Annual collection only to be reported in Q4, (figure is an estimate).



**Carers:**









- ASC 15** We are on track to meet this target and figures are higher than they were in the same quarter 2021/22.  
**ASC 16** Survey measures are reported annually for service users and bi-annually for carers. The results of these are provided in Quarter 4, however are not published until later in the year.  
**ASC 17**  
**ASC 18**  
**ASC 19**  
**ASC 20** The next Adult Social Care Survey is due to be administered in January 2023, for results to be reported in the 2022/23 period.  
**ASC 21**  
**ASC 22** The Survey of Adult Carers will be administered later in 2023 for results to be captured in the 2023/24 period.














Further details on both surveys can be found [here](#)

**Public Health****Key Objectives / milestones**




Ref	Objective
PH 01	<b>Improved Child Development: Working with partner organisations to improve the development, health and wellbeing of children in Halton and to tackle the health inequalities affecting that population.</b>

Ref	Milestones	Q2 Progress
PH 01a	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, stop smoking interventions and parenting advice and support.	
PH 01b	Maintain and develop an enhanced offer through the 0-19 programme for families requiring additional support, For example: teenage parents (through Family Nurse Partnership), Care leavers and support (when needed)	

	following the 2 year integrated assessment.	
PH 01c	Maintain and develop an offer for families to help their child to have a healthy weight, including encouraging breastfeeding, infant feeding support, healthy family diets, physical activity and support to families with children who are overweight.	
<b>Ref</b>	<b>Objective</b>	
<b>PH 02</b>	<b>Improved levels of healthy eating and physical activity through whole systems working.</b>	
<b>Ref</b>	<b>Milestone</b>	<b>Q2 Progress</b>
PH 02a	Implementation of the Healthy Weight Action Plan	
PH 02b	increase the percentage of children and adults achieving recommended levels of physical activity.	
PH 02c	Reduce the levels of children and adults who are obese.	
<b>Ref</b>	<b>Objective</b>	
<b>PH 03</b>	<b>Reduction in the harm from alcohol: Working with key partners, frontline professionals, and local community to address the health and social impact of alcohol misuse.</b>	
<b>Ref</b>	<b>Milestone</b>	<b>Q2 Progress</b>
PH 03a	Work in partnership to reduce the number of young people (under 18) being admitted to hospital due to alcohol.	
PH 03b	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 03c	Ensure those identified as having an alcohol misuse problem can access effective alcohol treatment services and recovery support in the community and within secondary care.	
<b>Ref</b>	<b>Objective</b>	
<b>PH 04</b>	<b>Cardiovascular Disease</b>	
<b>Ref</b>	<b>Milestone</b>	<b>Q2 Progress</b>
PH 04a	Ensure local delivery of the National Health Checks	

	programme in line with the nationally set achievement targets	
PH 04b	Reduce smoking prevalence overall and amongst routine and manual groups and reduce the gap between these two groups.	
PH 04c	Increase the percentage of adults who undertake recommended levels of physical activity and healthy eating.	
PH 04d	Improve early detection and increase the proportion of people treated in line with best practice and reduce the variation at a GP practice level.	
PH 04e	Reduce the premature (under 75) death rate due to cardiovascular disease and stroke.	
<b>Ref 05</b>	<b>Objective</b>	
<b>PH 05</b>	<b>Mental Health</b>	
<b>Ref</b>	<b>Milestone</b>	<b>Q2 Progress</b>
PH 05a	Reduced level of hospital admissions due to self-harm.	
PH 05b	Improved overall wellbeing scores and carers' wellbeing scores.	
PH 05c	Reduced excess under 75 mortality in adults with serious mental illness (compared to the overall population).	
PH 05d	Reduce suicide rate.	
<b>Ref</b>	<b>Objective</b>	
<b>PH 06</b>	<b>Cancer</b>	
<b>Ref</b>	<b>Milestone</b>	<b>Q2 Progress</b>
PH 06a	Reduce smoking prevalence overall and amongst routine and manual groups and reduce the gap between these two groups.	
PH 06b	Increase uptake of cancer screening (breast, cervical and bowel).	
PH 06c	Improved percentage of cancers detected at an early stage.	
PH 06d	Improved cancer survival rates (1 year and 5 year).	
PH 06e	Reduction in premature mortality due to cancer.	
<b>Ref</b>	<b>Objective</b>	
<b>PH 07</b>	<b>Older People</b>	



Ref	Milestone	Q2 Progress
PH 07a	Continue to develop opportunities for older people to engage in community and social activities to reduce isolation and loneliness and promote social inclusion and activity.	
PH 07b	Review and evaluate the performance of the integrated falls pathway.	
PH 07c	Work with partners to promote the uptake and increase accessibility of flu and Pneumonia vaccinations for appropriate age groups in older age.	

### Supporting Commentary

- PH 01a** No programmes were delivered this quarter due to school summer holidays, however 4 programmes are scheduled to be delivered in Q3.
- PH 01b** The 0-19 Service has continued to maintain support for children and families in Halton through the provision of the universal Healthy Child Programme, the Family Nurse Partnership and the Pause programme
- PH 01c** Antenatal Infant Feeding workshops have been delivered online but will move to hybrid offer from Q3 to include some face to face.
- There has been increased engagement from early years setting this quarter, with some settings now signing up for their renewal to HHEYS, as well as some new childminders signing up.
- Fit 4 Life App download instructions have been added to all NCMP results letters for 2022-23, with unique invite IDs based on the weight category for the child to activate appropriate programme content for each weight category.
- PH 02a** There has continued to be a range of parenting programmes available to families to support them to develop healthy habits for their children. The Holiday Activity Fund (HAF) has supported children during the holidays, to access healthy and nutritious meals, physical activity sessions, nutrition education and enrichment activities. The whole system obesity strategy is currently in consultation phase with partners for review.
- PH 02b** The exercise rererral programme re-started in Q3 2021. The Active Halton strategy is currently in the data and evidence finding stage.
- PH 02c** No update this quarter.
- PH 03a** We are continuing to engage with the provider services to ensure that work continues to focus on the need groups and return to pre pandemic levels of provision. Year 6 pupils have been accessing the Alcohol Education session via Health Improvement Team's Healthy Schools programme.















- PH 03b** Awareness is raised within the local community of safe drinking recommendations and local alcohol support services through social media campaign messages and the promotion of national campaigns via digital platforms. Audit C screenings are delivered during Health Checks and stop smoking consultation to clients across Halton.
- PH 03c** The CGL service has launched a Café which offers an opportunity to support clients. The out of prison programme continues to support prison service leavers on their road to recovery and has received exceptionally positive case studies, also recently opening their safe house in Halton.
- PH 04a** A local action plan is in development around barriers to accessing the NHS Health Check.
- PH 04b** Halton Stop Smoking Service continues to deliver the service remotely and also face 2 face (hybrid model) to support local people to stop smoking including those people directly referred into the service via the TLHC programme.
- PH 04c** See previous comments on weight management and exercise referral programs.
- PH 04d** In addition to the NHS Health Check data above, blood pressure champions have been screening in the community, on the vaccination health bus and in workplaces.
- PH 05a** Halton continues to deliver self harm awareness training to front line staff who work with children and young people as part of the wider preventative mental health agenda.
- PH 05b** Latest available data for 2018-20 indicates that the excess under 75 mortality for adults with severe mental illness in Halton is significantly better than the England average. Continuing to ensure local primary care undertake annual reviews and engage with health services is key to ensuring that people with SMI experience no poorer health outcomes and services than any other individual.
- PH 05c** Halton's suicide rate for 2019-2021 period is lower than the England average. We continue to work closely with partners and Champs on the Zero Suicide Agenda and consistently review the action plan for reduction of suicides in the community, even undertaking assessments for every individual suicide we are notified of.
- PH 06a** Work is continuing with CHAMPS and the Cancer alliance to focus on activities to increase the uptake of bowel and breast cancer. Regional meetings have not yet been recommenced from UKHSA, though we are continuing to encourage uptake of all screening programmes at all opportunities.
- PH 06b** The Targetted Lung Health check programme is beginning to report early results which shows a positive detection rate of stage 1 cancers






amongst people who have ever smoked in the targetted age cohorts

- PH 06c** Cancer survival is improving year on year though the improvement is slowing. We continue to work with the cancer alliance and local partners to ensure new and improved diagnostic and treatments are locally available.
- PH 06d** Cancer mortality is seeing a small improvement year on year, as a factor of the works being undertaken on screening, early diagnosis and presentation and improvements in diagnostic and treatment technology and access.
- PH 07a** Sure Start to Later Life continue to support older people to engage in community activities to reduce the risk of loneliness and social isolation. The team have received 87 new referrals in this quarter. We have held 6 Get Togethers during this period , with 260 people in attendance.
- PH 07b** The integrated fall pathway is still under review . A discussion is taking place to identify the most appropriate screening tool to be used. OHID are engaging with partners to discuss setting up a falls collaborative across Cheshire and Merseyside. It will bring together a number of agencies including NWSAs, Local Authorities, ICSs, NHSE, Voluntary sectors and providers.
- PH 07c** Uptake of flu vaccination for seasonal 2021/22 was higher than average for most cohorts with increased but under target performance especially for pregnant women and 2-3 year cohorts.

### **Key Performance Indicators**




Ref	Measure	21/22 Actual	21/23 Target	Q2	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)	66.1% (2018/19)	N/A	N/A		N/A
PH LI 02a	Adults achieving recommended levels of	57.6% (2019/20)	58.2% (2020/21)	65.5% (2020/21)		

	physical activity (% of adults aged 19+ that achieve 150+ minutes of moderate intensity equivalent per week)					
PH LI 02b	Alcohol-related admission episodes – narrow definition (Directly Standardised Rate per 100,000 population)	493 (2020/21)	877.7 (2021/22)	N/A		N/A
PH LI 02c	Under-18 alcohol-specific admission episodes (crude rate per 100,000 population)	45.2 (2019/20-2021/22 provisional)	57.1 (2019/20 – 2021/22)	37.9 (Q2 19/20-Q1 22/23 provisional)		
PH LI 03a	Smoking prevalence (% of adults who currently smoke)	14.9% (2019)	14.9% (2020)	13.1% (2020)		
PH LI 03b	Prevalence of adult obesity (% of adults estimated to be obese)	76.9% (2019/20)	77.5% (2020/21)	65% (2020/21)		
PH LI 03c	Mortality from cardiovascular disease at ages under 75 (Directly Standardised Rate per 100,000)	96.7 (2019-21 provisional)	96.7 (2020-22)	98.7 (Q3 2019-Q2 2022 provisional)		

	population) <i>Published data based on calendar year, please note year for targets</i>					
PH LI 03d	Mortality from cancer at ages under 75 (Directly Standardised Rate per 100,000 population) <i>Published data based on calendar year, please note year for targets</i>	151.0 (2019-21 provisional)	150.2 (2020-22)	141.0 (Q3 2019-Q2 2022 provisional)		
PH LI 03e	Mortality from respiratory 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>	46.6 (2019-21 provisional)	46.4 (2020-22)	44.3 (Q3 2019-Q2 2022 provisional)		
PH LI 03f	Breast cancer screening coverage (aged 53-70) <i>Proportion of eligible women who were screened in the last 3 years</i>	58.8% (2021)	70% (national target)	N/A (annual data only)		N/A

PH LI 03g	Cervical cancer screening coverage (aged 25 – 49) <i>Proportion of eligible women who were screened in the last 3.5 years</i>	71.9% (2021)	80% (national target)	N/A (annual data only)	<b>u</b>	<b>N/A</b>
	Cervical cancer screening coverage (aged 50 – 64) <i>Proportion of eligible women who were screened in the last 5.5 years</i>	72.5% (2021)	80% (national target)	N/A (annual data only)	<b>u</b>	<b>N/A</b>
PH LI 03h	Bowel cancer screening coverage (aged 60 to 74) <i>Proportion of eligible men and women who were screened in the last 30 months</i>	55.5% (2021)	No national target as yet	N/A (annual data only)	<b>u</b>	<b>N/A</b>
PH LI 03i	Percentage of cancers diagnosed at early stage (1 and 2)	55.5% (2019)	55.7% (2020)	N/A (annual data only)	<b>u</b>	<b>N/A</b>
PH LI 03j	1-year breast cancer survival (%)	97% (2018)	97.25% (2019)	N/A	<b>u</b>	<b>N/A</b>
PH	1-year bowel	79%	79.25%	N/A	<b>u</b>	<b>N/A</b>

LI 03k	cancer survival (%)	(2018)	(2019)			
PH LI 03l	1-year lung cancer survival (%)	41% (2018)	41.5% (2019)	N/A		N/A
PH LI 04a	Self-harm hospital admissions (Emergency admissions, all ages, directly standardised rate per 100,000 population)	283.5 (2021/22 provisional)	380.6 (2021/22)	275.9 (Q2 21/22 – Q1 22/23 provisional)		
PH LI 04b	Self-reported wellbeing: % of people with a low happiness score	12.1% (2020/21)	11.9% (2021/22)	N/A		N/A
PH LI 05ai	<b>Male</b> 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>	17.2 (2019-21 provisional)	17.2 (2020-22)	17.3 (Q3 2019- Q2 2022 provisional)		
PH LI 05aii	<b>Female</b> Life expectancy at age 65 (Average number of years a person would	19.5 (2019-21 provisional)	19.5 (2020-22)	19.4 (Q3 2019- Q2 2022 provisional)		

	expect to live based on contemporary mortality rates) <i>Published data based on 3 calendar years, please note year for targets</i>					
PH LI 05b	Emergency admissions due to injuries resulting from falls in the over 65s (Directly Standardised Rate, per 100,000 population; PHOF definition)	2707 (2021/22 provisional)	2806 (2021/22)	2453 (Q2 21/22 – Q1 22/23 provisional)		
PH LI 05c	Flu vaccination at age 65+ (% of eligible adults aged 65+ who received the flu vaccine, GP registered population)	81.6% (2021/22)	75% (national target)			N/A

### **Supporting Commentary**

PH LI 01 Department of Education are not publishing 2019/20 or 2020/21 data due to COVID priorities.

PH LI 02a Levels of adult activity increased in 2020/21. Data is published annually.

PH LI 02b Due to a national data change, quarterly data is currently unavailable.

PH LI 02c The rate of under 18 alcohol specific hospital admissions has reduced recently. COVID-19 is likely to have had an effect on this. (2021/22 data is provisional; published data will be released later in the year.)

PH LI 03a Smoking levels improved during 2019 and 2020; 2020 data met the




	target.
PH LI 03b	Adult excess weight reduced during 2021 and met the target.
PH LI 03c	The rate of CVD deaths (in under 75s) has increased in 2020, 2021 and into 2022.; it is likely that COVID-19 has had an effect. (Data is provisional; published data will be released later in the year.)
PH LI 03d	The rate of cancer deaths (in under 75s) has reduced slightly over 2020, 2021 and into 2022. It is yet unclear how COVID-19 has affected death rates from other major causes. (Data is provisional; published data will be released later in the year.)
PH LI 03e	The rate of respiratory disease deaths (in under 75s) has reduced slightly over 2020 , 2021 and into 2022. It is yet unclear how COVID-19 has affected death rates from other major causes. (Data is provisional; published data will be released later in the year.)
PH LI 03f	Breast cancer screening coverage dropped in 2020 and again in 2021; COVID-19 has most likely affected this. Data is released annually.
PH LI 03g	Cervical cancer screening coverage improved during 2020 in those aged 25-49. Halton performed better than the England average both in 2020 and 2021 but is still working towards the national standard of 80% coverage. Data is released annually. Cervical cancer screening coverage remained static between 2018 and 2020 in those aged 50-64, but fell slightly during 2021. Halton did not perform as well as the England average and is still working towards the national standard of 80% coverage. Data is released annually.
PH LI 03h	Bowel cancer screening coverage improved during 2020, but has fallen significantly in 2021. Halton did not perform as well as the England average in 2020 or 2021. Data is released annually.
PH LI 03i	The % of cancers diagnosed at early stage has fluctuated between 50% and 56% since 2013. The latest % is similar to the England average (55.1%). Data is released annually.
PH LI 03j	1 year breast cancer survival has improved steadily over the last 10 years. It was 97% in 2018, which was the same as the England average. Data is released annually.
PH LI 03k	1 year bowel cancer survival has improved steadily over the last 10 years. It was 79% in 2018, which was slightly lower than the England average (80%). Data is released annually.
PH LI 03l	1 year lung cancer survival has improved steadily over the last 10 years. It was 41% in 2018, which was lower than the England average (44.5%). Data is released annually.
PH LI 04a	Provisional 2021/22 data indicates the rate of self harm admissions has reduced since 2019/20 and has met the target. Provisional Q1 2022/23 data suggests the rate has continue to decrease (Data is provisional; published data will be released later in the year.)



- PH LI 04b Happiness levels worsened during 2019/20 and again in 2020/21. COVID-19 is likely to have had an impact. Data is published annually.
- PH LI 05ai Life expectancy has been impacted severely by excess deaths from COVID-19, both nationally and in Halton. Male life expectancy at age 65 reduced during 2020 and 2021, but has improved slightly during 2022. (Data is provisional; published data will be released later in the year.)
- PH LI 05aii Life expectancy has been impacted severely by excess deaths from COVID-19, both nationally and in Halton. Female life expectancy at age 65 reduced during 2020 and 2021, but has improved slightly during 2022. (Data is provisional; published data will be released later in the year.)
- PH LI 05b Provisional 2021/22 indicates the rate of falls injury admissions has reduced slightly and has met the target. Provisional Q1 2022/23 data suggest the rate has continue to decrease. (Data is provisional; published data will be released later in the year).
- PH LI 05c Flu uptake for winters 2020/21 and 2021/22 exceeded the national target of 75%.  
Too early to say if Halton will exceed the target for 2022/23 as the season has only recently started.




## APPENDIX: Explanation of Symbols

Symbols are used in the following manner:

<b>Progress</b>	<b>Objective</b>	<b>Performance Indicator</b>
<b>Green</b>	 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>
<b>Amber</b>	 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 whether the annual target is on course to be achieved</u>.</i>
<b>Red</b>	 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 unless there is an intervention or remedial action taken</u>.</i>

### Direction of Travel Indicator

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

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

## Children and Young People Priority Based DOR Report

**Reporting Period:** Quarter 2 2022-23

### 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 (CYP). 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 **Priority Education Investment Area**

Halton have been identified as a Priority Education Investment Area (PEIA), one of 24 Local Authorities identified (12 being existing Opportunity areas) and 12 being newly identified, including Halton. This will bring some funding to the area (amount yet to be announced and signed off by ministers) to support improving outcomes particularly at Key Stage Two and Key Stage Four, but spend will be agreed by the Regional Directorate (Vicky Beer) through an independent strategic board. This will now sit as a priority sub group reporting into Halton Learning Alliance too, to ensure all regions priorities are understood, agreed and owned by all educational stakeholders. JF

#### 2.2 **Halton Learning Alliance**

Halton Learning Alliance will be launched in October 2022 and expected strong attendance from educational stakeholders including schools, governors, Early Years colleagues and Department of Education. The Alliance now have five priority sub groups including Inclusive Practice; Early Years and Acquisition of Early Language and Literacy Skills; Future Schooling Health, Well-being and professional development of the workforce; and Priority Education Investment area agreed outcome based priorities. The Alliance will see the shadow board move to a new Strategic Board as the educational sector are identifying their sector representatives to progress these key priorities with all partners contributing to work streams. JF

#### 2.3 **Special Education Needs and Disability (SEND) Sufficiency Strategy**

The SEND Sufficiency Strategy has been shared with educational stakeholders and schools are currently in the process of submitting Expressions of Interest to develop inclusive provision including the establishment of some further resource bases to meet out increasing level of SEND children and young people needs. JF

#### 2.4 **Free School bid**

The joint Halton and St Helen's DFE Social Emotional and Mental Health (SEMH) Free school bid is still in progress, but unfortunately has encountered some delays due to complexities between building contractors and DFE. However, in the interim alternative accommodation is being sought so that the Free School establishment will open as planned in September 2023, albeit initially in temporary accommodation before moving a few weeks later to the new build. JF

### 2.5 **Safeguarding Children in Education Officer**

The Safeguarding Children in Education Officer Role has now been recruited to, following the promotion of the previous post holder. The new officer will join Halton towards the end of autumn term 2022/23. JF

### 2.6 **Virtual School**

The Virtual School's substantive Headteacher has now started in post and the team has raised their presence across education and within children's social care. A new termly deadline for Personal Education Plans (PEP) completion has been implemented to allow greater opportunity for analysis, pupil progress reviews and identification of children causing concern. A PEP for young people not in education, employment or training (NEET) will also be launched by the end of Q3 2022/23. There has been excellent progress towards the launch of a traineeship programme for care leavers within different departments within the local authority, which will launch as a pilot later this year. JF

### 2.7 **Family Hubs**

Excitingly Halton is one of 75 local authorities to be eligible for Family Hub funding to transform existing provision into family hubs model and framework. DM for early help is the strategic lead for coordinating this and working closely with all partners to deliver the new model. A steering group has been set up and will oversee the sign up and the delivery plan. Governance structure of accountability has been suggested and ready for management sign off. The vision is that an Early Help Partnership board will be established that will offer scrutiny, challenge and support to many streams of work within early help and prevention including family hubs, supporting families, right to succeed, early help assessments, reducing parental conflict and parenting. PM

### 2.8 **PAUSE**

Pause in Halton is now well established and 14 months into the pilot programme. The programme works with women who have previously had 2 or more children removed from their care. In September the annual event and celebration was held with huge success. The project has already made significant impact on the women and really made a difference to their lives. Evidence already shows positive outcomes including women moving into adult education and gaining employment. A sustainability and cost avoidance report has now been submitted for LA and Partner agency strategic leaders to review and commit funding to secure the project in Halton for a further 3 years. PM

## 3.0 **Emerging Issues**

### 3.1 **Permanent Exclusions from School**

During the early autumn term, Halton have seen an increase in the level of permanent exclusions from schools. The majority of these are from the secondary sector during years 8 & 9. Halton Local Authority are working the school sector to identify how as a system we can work in partnership to meet need collectively and ensure early intervention and de-escalation strategies, so that we see lower exclusion rates and increased inclusion across our school communities. JF

### 3.2 **Free School Bid**

The joint Halton and St Helen's DFE Free School bid is experiencing some complexities between building contractors and DFE. The aim is that alternative accommodation will be sought so that the opening of the Free School will not be further delayed by DFE and that school can open as planned in September 2023. JF

### 3.3 **Alternative Provision**

The main provider of the boroughs Alternative Provision has given notice that they can no longer provide a re-integration offer to secondary schools from autumn term 2022. We will be working with the sector to identify needs and demand so that appropriate services/support can be commissioned collectively with scale of economy to meet local need. JF

### 3.4 **Children in Care Accommodation**

The national shortage of secure accommodation, independent fostering placements and residential placements has continued to impact upon where our children and young people are placed when requiring a move (or new into the care system). However, Children's Social Care, Placements Team and the Virtual School have worked hard to minimise the disruption to the child or young person's care arrangements and education. There is active scrutiny of children and young people's care plans to ensure that where appropriate and subject to sufficiency, children and young people are placed in a placement suitable to their need, including within a fostering family. For those children and young people already in care, particularly those in children's homes, care plans are being scrutinised to ensure placements are suitable to their needs. PM

### 3.5 **Joint Targeted Area Inspection New Framework (JTAI)**

A new framework for the inspection of early help services has been launched under the JTAI framework. This is a new theme and will expect partners and the LA to demonstrate how services are provided and delivered to help and support families at the right time to prevent further escalation into statutory involvement. Previously JTAI meetings were in place and chaired by Operational Director for Education. This is now being overseen by an Improvement Partnership Group, led by the Strategic Director for Children's Services.


### 3.6 **Eclipse Case Management System**

External partners are still unable to access the Halton Eclipse system effectively. This has caused a delay in ongoing support and training offered to partners in respect of multi-agency plans. We cannot challenge our partners to be the lead professional on multi agency plans if they cannot easily access our systems. This has been ongoing now for many months and needs addressing urgently. PM

## 4.0 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.

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

Ref	Measure	21/22 Actual	22/23 Target	Current	Direction of Travel	Quarterly Progress
PED01 01	Increase the number of early help assessments (MAP/PRE MAP) health/education and other partners are leading on (financial year cumulative to end of quarter Val Armor)	484 all MAP	N/A	323 all MAP		N/A

**Supporting Commentary: Val Armor**

40 School MAPS held recorded on Eclipse at 3<sup>rd</sup> September 2022. Already for this quarter we have seen increased amount of MAP's opened and held in the borough. Again over 90% of these MAPs are led by the local authority Team around the Family Early Help. However although the LA lead on most MAP's there is evidence of multi-agency planning and working in the MAP document this also has management oversight. The significant delay in getting external partners set up and using eclipse effectively has contributed to the reason for few MAPs held by partner agencies. DM has highlighted this in IMPACT dashboard and management meetings.  
DM to raise at safeguarding partnership meeting.


PED01 02	Improve overall attendance at schools: Primary –Pri PRU – PRU Secondary – Sec Special – Spec Total	LA - 91.18% Primary – 93.25% Secondary- 88.92% Special 85.49% PRU 59.09%	95%	Refer Comment	N/A	N/A
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**Supporting Commentary: Debbie Houghton /Scott Middlehurst**

Attendance overall for spring/autumn 21/22 is 92% similar to our statistical neighbours at 92.1% and the Liverpool city region (LCR) at 92% and slightly below the average for England of 92.6%. In primary Halton's attendance is 93.4% slightly below our statistical neighbours and the LCR at 93.7% and the England average of 93.8%. In secondary Halton has 90.5% attendance slightly above our statistical neighbours at 90.3% and the LCR at 90% but below the England average of 91.4%. Special schools attendance in Halton is 87.1% which is above the LCR at 86.6% and the England average of 86.8% but slightly below our statistical neighbours at 87.5%.

Although Halton's persistent absence rate for ALL schools was the highest across the areas in Autumn & Spring terms 2021-22, the year-on-year change from 2019-20 was broadly in-line with national rate changes and slightly lower than that of the LCR and SN areas

Attendance has declined following Covid due to an increase in emotional based school refusers reflected in an increase in illness from 1.95% in 21/21 to 5.26% in 21/22 and an increase in medical appointments from 0.13% in 20/21 to 0.24% in 21/22. The rate of illness ( I ) absence in Halton was the highest across all comparison areas in autumn and spring terms 2021-22 and was the largest rate increase since pre-pandemic data for autumn and spring terms 2018-19. Illness continues to be the primary reason for absence across all areas. Halton also saw an increase in holidays taken in term time from 0.05% in 20/21 to 0.18% in 21/22. Authorised holidays in term time has also increased from 0.01% in 20/21 to 0.06% in 21/22. Whilst not affecting attendance data unauthorised lates have also risen from 0.07% in 20/21 to 0.15% in 21/22 which can mean children missing out on some lessons and other unauthorised absence has increased from 0.89% in 20/21 to 1.7% in 21/22.









Ref:	Milestones	Quarterly Progress
PED01a	Work with schools to maintain the level of attendance at Primary and Secondary Schools. Debbie Houghton (March 2023)	

**Supporting commentary: Debbie Houghton.**

The Education Welfare Service offers elements of a traded service but is currently reviewing the support offered to schools to ensure we can meet new increased statutory responsibilities from September 23. Service Managers are also currently in discussion with the Department for Education as part of the Priority Education Investment Area work-stream to promote the issue of school attendance, and work in partnership with the DfE, schools, and other agencies to support school attendance.

PED01b	Implement Pause project and support women to make positive choices, improving their relationships with their children and preventing further children being taken into care. (Val Armor March 2023)
<p><i>Supporting commentary: Val Armor</i>  PAUSE in Halton is now over 12 months old and we have celebrated an annual event showcasing the superb work that is being carried out. The project is already having a significant positive impact on the lives of the women involved. The next step is to find funding from partners and the LA to continue with this offer. A sustainability and cost avoidance report has been submitted to management to consider as part of The Invest to Save model within the transformation team.</p>	
PED01c	Revise Halton's parental offer that will include further developmental of reducing parental conflict training (Val Armor March 2023)
<p><i>Supporting commentary: Val Armor</i>  The Parenting officer has been in post since January and now all referrals for parenting go to one central point. This has made it much easier for partners to understand. There has been one parenting event so far in June and this will be on a rolling programme so partners in the borough are aware of all of the parenting offer. Talks are still in place with IT to develop our own parenting hub. The reducing parental conflict programme has been rolled out over the past 2 years and over 160 workers have been trained. The aim is to embed this work into the everyday work of frontline practitioners. A new partnership with Amnity (training provider) has been established and the parenting coordinator will become a train the trainer and roll this programme out in the next quarter.  The success in this parenting role has resulted in the need to look for further funding to have an assistant parenting role to help with the delivery and coordination of the parenting hub.  A further nurture programme will be delivered in January to train any outstanding staff not trained in the programme. Locality teams have also had further staff trained in the teen nurture parenting group and working with high schools in the borough to identify potential parents/carers for these workshops. There is a wide variety of parenting group offered through the children centres universal provision as well as a more targeted offer.  The parenting offer particular perinatal mental health is a huge element of the family hub and best start to life offer and we will be working with health colleagues on this agenda over the next 18 months is key priority.</p>	

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



Ref:	Measure	21/22 Actual	22/23 Target	Current	Direction of Travel	Quarterly Progress
PED02 01	Monitor the rate of referrals to Children's Social Care per 10000 0-18-year-olds (Forecast annualised rate at end of financial year)	458	500 (Full year)	316		
<p><i>Supporting commentary: Liz Davenport</i>  Referrals figures are projected to be in line or lower than previous years outturn based on current data. Whilst the overall rate of re referrals has increased within the last 12 months, it remains in line with comparators which is a good indicator.</p>						
PED02 02	Monitor the rate of children in need (open cases) per 10000 0-18-year-olds (snapshot at end of quarter)	360	380	389		
<p><i>Supporting commentary: Liz Davenport</i>  As can be noted from the previous data, this figure has been largely consistent. However, Service Manager has facilitated reviews of those CIN cases that have been open for 9 months and longer. This has resulted in schedules of work being established in order to close or step-down long-term cases. These cases will continue to be reviewed on a weekly basis by the Service Manager in order to prevent any further drift.</p>						
PED02 03	Monitor the rate of children subject to a child protection plan per 10000 0-18-year-olds (snapshot at end of quarter)	59	45	56		
<p><i>Supporting commentary: Susanne Leece</i>  In respect of our plans per 100,000, Halton is above NW comparators but below Statistical neighbours. At the end of Q2, there was a 10% reduction in individual child protection plans compared to the beginning of Q1. It is too early to identify if this is the beginning of a sustained downward trend. Initial Child Protection Conferences in October 2022 have some large families moving through and this will likely increase our numbers.</p>						
PED02 04	Monitor the rate of children in care per 10000 0-18-year-olds (snapshot at end of quarter)	107	90	131		
<p><i>Supporting commentary: Sarah Riley</i></p>						





Ref:	Measure	21/22 Actual	22/23 Target	Current	Direction of Travel	Quarterly Progress
<p>The scrutiny of a child entering care identifies the correct threshold is being applied to keep children safe, legal advice meetings gate-keep and the Operational Director provides agreement before children enter care. There are several pieces of work being completed providing oversight of children in care numbers with a focus on entering care at the right time, being suitably placed, and where possible achieving permanence outside of the care system</p>						
PED02 05	Reduce the number of children and young people who enter the care system (financial year, cumulative to end of quarter)	132	68	76		
<p><i>Supporting commentary: Liz Davenport</i>  The Children in Care rise is linked with the increase number of unaccompanied asylum (UASC) seeking children currently at 30 (8% of Halton CIC). The reception into care is managed under Legal Advice Meetings, which gate keeps and ensures scrutiny of threshold and often directs children through to pre proceedings before any reception into care is considered. There are a number of cases that warrant children being in care due to significant concerns.</p>						
PED02 06	Reduce the average caseload in Children in Need Teams (snapshot end of quarter)	23	18	18		
<p><i>Supporting commentary Liz Davenport</i>  There remains a turnover of staff (Agency) in the CIN teams which can increase caseloads and indeed the complexity and breadth of the work in the teams. There is a targeted schedule of work reviewing all CIN cases open for longer than nine months, which ensures cases are closed or stepped down appropriately. Social work caseloads across the Service are continually reviewed.</p>						
PED02 07	Increase the proportion of missing incidents where a return interview is completed (financial year, cumulative to end of quarter)	71%	85%	46%		
<p><i>Supporting commentary: Clare Hunt</i>  For this period, there have been 78 return interviews completed with 56 young people by the commissioned service. 46% of young people completed a return interview and 63% were completed within 72 hours, this is a decline from the previous quarter. The Declines for return interviews were 108 incidents by 49 young people over half were declined a point of contact.</p>						
PED02 08	Reduce the number of children who repeatedly run away in Halton (in last 12 months, snapshot end of quarter)	38	N/A	8		N/A
<p><i>Supporting commentary: Clare Hunt</i>  For this reporting period, there has been a total of 220 notifications. There have been eight young people with repeat missing incidents. These eight young people have made five or more incidents during the quarter, accounted for 30% of all missing incidents in the quarter. 8% of all young people for the quarter are within the repeat cohort. There is one young person (Care) who has generated 44% of the total number of incidents this quarter. Excluding the young person in Care mentioned with exemptions recorded for each missing from home (MFH) incident over the quarter, With you directly engaged 5/7 of the young people in the repeat cohort this quarter (71%) The other two young people had multiple and varied attempts to engage both in-person, virtually and via telephone, and liaising with other professionals in an effort to engage every young person in a return home interview (RHI).</p>						
PED02 09	Reduce the number of children who go missing in the year (number of children recorded as missing in last 12 months, snapshot end of quarter)	243	N/A	85		N/A
<p><i>Supporting commentary: Clare Hunt</i>  There has been an increase 11% of missing incidents from 247 to 220, as well as a decrease of 16% young people 99 to 85. It continues to be the case that the majority (61%) of CYP reported missing are residing at home, following the trend seen in the previous quarters. The significant reasons that CYP reported as their main reasons/trigger for going missing this quarter were boundary issues (Home &amp; Care), direct family conflict, substance misuse and issues at school. Looking at the professional reasons identified within the RHI alongside this, these reasons were largely agreed with, however peer pressure was identified by the professional completing the RHI as a key trigger for CYP going MFH. There were several CYP this quarter who were all missing at the same time from within the same care provision and it has been identified through the RHIs that in most of these instances there had been one CYP acting as the key instigator of these incidents. This was also causing some challenges in completing RHIs, with each CYP encouraging others in the provision to not to engage.</p>						
PED02 10	Record the number of young people flagged as at risk of Child Sexual Exploitation (snapshot end of quarter)	15	20	23	Refer comment	N/A
<p><i>Supporting commentary: Liz Davenport</i></p>						



Ref:	Measure	21/22 Actual	22/23 Target	Current	Direction of Travel	Quarterly Progress
<p><i>CSOG is held monthly to monitor all children flagged as high risk, resulting in a multi-agency response. The Child Exploitation Strategic Group oversees all developments and practice improvement recommendations for the operational group and acts as a governance body to promote best practice and improved outcomes. A review has been commissioned led by Children's Services and supported by the Safeguarding partnership examining the effectiveness of the operational and strategic arrangements in responding to child exploitation. This review is likely to report its findings in December 2022.</i></p>						
PED02 11	Record the number of young people flagged as at risk of Child Criminal Exploitation (snapshot end of quarter)	36	12	32	Refer comment	N/A
<p><i>Supporting commentary Liz Davenport</i> See above</p>						

Ref:	Milestones	Quarterly Progress
PED02a	Embed a systemic model of social work practice across the whole service, social workers, managers and senior leaders. Peter Murphy (March 2023)	
<p><i>Supporting commentary: Peter Murphy</i> Children's Services were successful in its application to the Department for Education to provide grant funding supporting the implementation of the systemic practice model. This work is now being progressed with the support of Warrington Children's Services as a Sector Led Improvement Partner.</p>		
PED02b	Review and update Workforce Strategy in line with the Knowledge and Skills framework and the Professional Capabilities Framework. Developing the competencies, skills and knowledge of the workforce making them motivated, stable and ambitious will improve the outcomes for families and keep them at the heart of everything we do. Peter Murphy (March 2023)	
<p><i>Supporting commentary: Peter Murphy</i> A social work workforce strategy has been completed and the action plan is being developed in line with this. It is focused on several priorities: recruitment, retention, professional development, including management and leadership.</p>		
PED02c	Implement redevise structure for children and need service to ensure better resilience and management accountability to provide a safe and structured environment for social workers. (Peter Murphy)	
<p><i>Supporting commentary: Peter Murphy</i> Changes to the Children in Need structure have been completed. Further significant changes to the structure won't be considered until early 2023, in order for the Service to focus on the key priorities linked to the requirements set out in the Improvement Notice issued by the DfE.</p>		
PED02d	Implement redevise quality and assurance framework to monitor improvements in practice (Peter Murphy)	Refer comment
<p><i>Supporting commentary: Peter Murphy</i> Revised performance and quality assurance arrangements are now in place. Whilst these arrangements are continuing to develop and need to become embedded, it is providing greater oversight re quality of practice issues.</p>		

### Objective: Improve outcomes for Children in Care and Care Leavers (PED03)



Ref:	Measure	21/22 Actual	22/23 Target	Current	Direction of Travel	Quarterly Progress
PED03 01	Reduce the number of children who are placed in residential care (snapshot at end of quarter)	35	20	43		
<p><i>Supporting Commentary: Sarah Riley / Sam Murtagh</i> A review of the Local Authorities Sufficiency Strategy began in Q1 2022/23, this will include other more localised residential options operating as a Community Interest Company linked to the Liverpool City Regional Market Reform Programme. Within Halton two sites for children's homes are being explored along with some joint work with the Community Land Trust. The draft Strategy is due to be completed by November 2022.</p>						

*There is a significant focus currently in respect of reviewing those children and young people who are placed in a residential placement to ensure that only those children and young people who require this type of placement remain in such placements. There are two focus areas, those children in residential care with a plan to return to a fostering family placement and secondly, those young people aged 16 and over who require pathway and transition planning through to full independence. A number of children and young people are in the targeted cohort where placements and regional events are sought to support children moving back to a fostering family. Furthermore, the Care Leavers Accommodation Group continues to meet on a monthly basis to discuss all referrals for those young people aged 17 plus who require their own accommodation in line with their Pathway Plan. SR*

PED03 02	Reduce the number of children who are placed in independent fostering agencies (snapshot at end of quarter)	35	35	56 (prov)	Refer comment	Refer comment
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***Supporting Commentary:** Sarah Riley / Sam Murtagh*

*All placements are tracked through the resource and placements meeting where sourcing Halton's mainstream foster carers is a primary focus. The current level of sufficiency due to increase of looked after children is resulting in the use of Independent Fostering Agencies, and in some circumstances residential, however as foster carers approvals are also tracked there are means to place with in house carers planned. SR*

PED03 03	Maintain the percentage of Care Leavers in suitable accommodation (snapshot at end of quarter)	99%	95%	98%		
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***Supporting Commentary:** Sarah Riley / Sam Murtagh*

*The Care Leavers Accommodation Group is embedded within the Service with registered landlords being part of the meeting which meets on a monthly basis. The meeting reviews and tracks all young people aged 16 and older who require accommodation in preparation for leaving care. Referrals to this group continue to be coordinated and tracked via the Placements Team. Halton have an embedded Supported Lodgings scheme within the service. Halton have placed three young people currently placed with hosts. Lavender House, our commissioned service continues to be operational. This is a four bedroomed group living property in Runcorn and we currently have three young people placed in this provision. We also have two trainer flats which are commissioned from Social Landlords, one in Widnes and one in Runcorn both of which are operational. SR*

PED03 04	Increase the percentage of Care Leavers in Education, Employment or Training (snapshot at end of quarter)	51%	65%	54%		
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***Supporting Commentary:** Sarah Riley*

*Strong and effective links with the Virtual School continue as supporting care leavers into education, employment and training is a priority area. Pupils Causing Concerns meetings are held on a monthly basis where the Virtual School and Managers from CIC and Care Leavers Team attend and discuss all children and young people up to the age of 25 to share information in respect of education and any placement or accommodation difficulties. This meeting also extends to include reviewing the education, employment and training status for all care leavers over 18 to ensure that those who are not in education, employment or training are provided with targeted support to enable them into education, training or employment. Monthly meetings are also being held with the Head Teacher of the Virtual School, Divisional Managers for CIC and Care Leavers and Child in Need and Child Protection and the Operational Director to review all care leavers who are not in education, employment and training and consider what support can be provided to support them into a positive destination. The Head Teacher of the Virtual School is also progressing 6 traineeships across the council for care leavers. SR*

PED03 05	Benchmarking year – Percentage of CIC Residential and Leaving Care placements that have received a Quality Assurance Visit from the Placements Team within the previous 12 months (cumulative from April to end of quarter)	N/A	N/A	Available Q3	N/A	N/A
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***Supporting Commentary:** Sam Murtagh*

PED03 06	Report on the budget spent on independent and out of borough placements for Children in Care (Forecast end of year) (Sarah Riley/Sam Murtagh)	Projected spend forecast for 2022/23 Residential £13,805,604.33 IFA £2,713,219.28 UASC Residential £1,550,840.21 IFA £189,878.55	Projected 9,583,822	Available Q3	N/A	N/A
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***Supporting Commentary:** Sarah Riley / Sam Murtagh*




*In order to address these rising costs, the following initiatives have been embedded help to reduce spend in this area:*


Residential Step Down, Supported Lodgings, Care Leavers Training Flat, In House Care Leaver/Edge of Care accommodation.  
SR



Ref:	Milestones	Quarterly Progress
PED03a	Ensuring all children in care achieve permanency in a timely way. (Sarah Riley March 2023)	
<p><u>Supporting Commentary:</u> Sarah Riley The progress of long-term matching to achieve permanency is tracked on a monthly basis. For those children and young people, where a plan of Special Guardianship Order to their foster carers is also tracked on a monthly basis. When adoption is the child's plan, monthly tracker meetings are held to identify children within care proceedings to enable earlier tracking and to review and prevent any delay in family finding for those children who are subject to a Placement Order.</p>		
PED03b	Ensure that Safeguarding Unit escalate any delays or concerns using escalate policy (Susanne Leece March 2023)	
<p><u>Supporting Commentary:</u> Susanne Leece The Dispute Resolution Process is used by the IRO's in the Safeguarding Unit to challenge drift or delay in planning for individual children. Resolution is often achieved at the initial, informal stage through the IRO having a discussion with the Social Worker and their Practice Lead. This discussion is recorded on the child's file but is not reportable from the system. We are working with the Eclipse Team to remedy this so that the IRO's footprint and evidence of effective challenge can be extracted and reported on. We are already able to do this with our formal escalations.</p>		
PED03c	Review and quality assure the commissioning of services for Children in Care and Care Leavers to ensure that they meet the needs of Halton's population and inform future commissioning decisions (March 2023 Sam Murtagh)	
<p><u>Supporting Commentary:</u> Sam Murtagh Work remains ongoing within the Liverpool City Region framework for Fostering the Residential placements. The Team continues to work with colleagues across the Council to identify further properties for residential purposes within Halton, to assist in driving costs down.</p>		
PED03d	Through the quality assurance of Personal Education Plans (PEP), identify areas of need and support to improve outcomes for individual Children in Care (March 2022 Peter McParland and Jo Lloyd)	
<p><u>Supporting Commentary:</u> Ben Holmes At the end of the summer term 2022, 91% of PEPs were completed within timescale, down from 93% in Spring 2022. This was as a result of capacity within the virtual school team and an increase in CYP coming into care, including over the summer whilst schools were closed.</p> <p>Early Years 89%; Primary 99%; Secondary 91%; Post 16 78%. Capacity continues to be impacted by a vacancy and staff absence, but a tighter deadline has now been implemented to allow greater opportunity to challenge and hold professionals to account in relation to PEP completion from September 2022. For school age children, 95% of PEPs were completed.</p> <p>Of the PEPs completed, the percentage rated as outstanding increased to 12%, with 78% rated good or better. Greater dissemination of performance data with divisional and operational managers within EIP, CSC and directly with Headteacher's will raise the profile of PEP standards. Due to staff absence, the most notable dip in standards is within early years, which is therefore a focus for the autumn term.</p> <p>Our PEP Leads are continuing to develop our toolkit which will support the creative use of Pupil Premium Plus alongside a new PEP policy. A new multi-agency moderation panel will also be established in Q3 and performance data on initial PEPs will also be included in future reports.</p>		

**Objective: Improve the offer for children and young people with disabilities and those with Special Educational Needs (PED04)**







Ref:	Measure	21/22 Actual	22/23 Target	Current	Direction of Travel	Quarterly Progress
PED04 01	Increase the percentage of Education Health Care Plan assessments completed within 20 weeks (academic year cumulative to end of quarter)	78.9%	75%	55.9%		
<u>Supporting Commentary:</u> Adrian Leach						


PED04 02	Reduce the number of incidents of fixed term Suspensions (academic year cumulative to end of quarter)	535	500	196 Q2 Autumn term 122	N/A	N/A
<i>Supporting Commentary: Behaviour Team / Scott Middlehurst</i> <i>The Q2 data cuts across two academic years (2021/22 and 2022/23) and a more informed view of the 2022/23 data will emerge as the academic year progresses and will be reported in Q3 (2022/23).</i>						
PED04 03	Reduce the number of children subject to fixed term suspensions (academic year cumulative to end of quarter)	308	350	135 Q2 Autumn term 91	N/A	N/A
<i>Supporting Commentary: Behaviour Team / Scott Middlehurst</i>						
PED04 04	Reduce the number of children subject to a permanent suspension (academic year cumulative to end of quarter)	15	30	6 Q2 Autumn term 4	N/A	N/A
<i>Supporting Commentary: Behaviour Team / Scott Middlehurst</i>						
PED04 05	Report on the proportion of children subject to Education Health Care Plan (EHCP) placed in independent and out of borough provisions (snapshot end of quarter) – long term target is to reduce	7.4%	3.6%	8.1%		
<i>Supporting Commentary: Adrian Leach</i> <i>As highlighted in the report for PED04 06 continued place pressure in the borough coupled with high demand for places has made reducing the reliance of OOB specialist provision challenging. The announcement of capital grant funding for SEND places and the opening of the SEMH special school in Sept2023 will allow the improvements in place sufficiency locally to reduce these numbers over the next 3-5 years.</i>						
PED04 06	Report on the budget spent on independent and out of borough (OOB) provision for SEND (Forecast end of year)	Overspend £1,108,429	£250000 reduction	Available Q3	N/A	N/A
<i>Supporting Commentary: Sam Murtagh</i> Available Q3						
PED04 07	Increase the percentage of children subject to EHCP placed in mainstream provision (snapshot end of quarter)	44.6%	65%	49% prov	N/A	N/A
<i>Supporting Commentary: Adrian Leach (Paul Greenwood)</i>						
PED04 08	Monitor the percentage of Special Schools with overall effectiveness of Good or Outstanding	xx	100%	100%		N/A
<i>Supporting Commentary: Jill Farrell This data is up to 30<sup>th</sup> Sept 2022 and includes the data for three of the four special schools, with one of them currently not yet inspected following academisation. Several schools in Halton are overdue inspection or due their first formal inspection since academisation.</i>						
PED04 09	Increase the percentage of Education Health and Care plans for Child Protection and Children in Care completed in 16 weeks (academic year cumulative to end of quarter) (Adrian Leach)	N/A	75%	To follow	N/A	N/A
<i>Supporting Commentary: Adrian Leach Paul Greenwood</i>						

Ref:	Milestones	Quarterly Progress
PED04a	Develop and Implement the Social Emotional and Mental Health Strategy (SEMH) by March 2023. Impact to be monitored through the action plan. (Adrian Leach)	
<i>Supporting Commentary: Adrian Leach</i> <i>SEMH is one of four areas of need recognised by the 2015 SEND Code of Practice. Halton has experienced a significant rise in SEMH needs over the last few years in line with many other local authority areas. Because of the central importance in identifying early pupils SEMH needs and helping schools to meet them effectively the objectives and outcomes for pupils with SEMH needs are fully embedded into the local areas SEND Strategy 2021-25. In particular the Inclusive Education Priority focused on understanding the causes of SEMH needs and the associated behaviour and identifying them and managing them more effectively. (Q1 commentary)</i>		

Ref:	Milestones	Quarterly Progress
PED04b	Review the current framework of support for children and young people with disabilities, including short breaks provision (Sam Murtagh March 2023)	
<p><u>Supporting Commentary: Sam Murtagh</u>  All Short Breaks Provision contracts have been recommissioned in quarter 3 informed by feedback from SEND Parent / Carer forum and children. Applications were invited for Sports, Arts and Crafts, Trips and Visits and Swimming Lessons, a Play Service, a Youth Support Service and a new service to support families to recruit their own PAs as this an area of need. Sixteen bids were received, 22 Parents and Carers and 28 children were involved in evaluating the small grant applications (this is the highest number of participants we have seen to date) and awards have been made for 6 small grants:- in pool/wet play sessions; a monthly outdoor activity program; monthly digital and creative media workshops; art lessons; trips and visits during school holidays and swimming lessons together with a reshaped play service that offers weekend play groups for 50 weekends of the year and a 2 week summer play scheme, a reshaped weekly youth support service (previously fortnightly) and a PA Service. Feedback from families has been extremely positive in terms of the new services commissioned.(Q1 commentary)</p>		
PED04c	Review direct payments with all recommissions co-produced with parents and young people. (March 2023 Val Armor)	
<p><u>Supporting Commentary: Val Armor</u>  This has been reviewed in terms of commissioning to get the best offer and value for parents and carers. The current commission is now inplace until march 23 2023.</p>		
PED04d	Improve quality and timeliness of Education Health and Care Plans. (March 2023 Adrian Leach)	Refer comment
<p><u>Supporting Commentary: Adrian Leach</u>  The first four months of 2022 have seen the highest number of referrals for needs assessment ever seen for EHCPs. Halton received over 340 requests to assess in 2022/23, a 40% increase in demand. Caseloads per Assessment co-ordinator currently stand at 170, a 60% increase in workload since 2018. Due to the ongoing demands and the current constraints in the LA's budget position it is forecast that completion rates will begin to fall back to 50% by the end of the calendar year. The decline in timeliness is compounded by the fact that that SENAT are currently operating below capacity with a number of vacancies in the team that are looking to be filled over the Autumn period. Work is underway to look at how additional capacity can be allocated to the team within the current stringent budget restraints.</p> <p>The ongoing presence of the DCO for Halton is improving the quality of health advice in plans and better partnership working with the local authority. There remains a gap in QA and oversight of care and social care advice, however it is hoped that this will be addressed as capacity grows in the system to support more integrated working. A new manager for the SEN assessment team has started with accelerating and imbedding the quality improvements as a key priority (Q1 commentary)</p>		
PED04e	Quality assure all provision currently being utilised to ensure that provision meets the needs of our children and young people (March 2023 Sam Murtagh)	Refer comment
<p><u>Supporting Commentary: Sam Murtagh</u>  Monitoring visits have continued in collaboration with the SEN Team and Designated Clinical Officer resulting in 11 of 31 schools receiving a monitoring visit, which encompasses 58.5% of children placed in NMIS settings. We continue to work closely with the Safeguarding Children In Education (SCIE) Officer. (Q1 commentary)</p>		
PED04f	Review in borough specialist provision and revise to meet the needs of Halton's children and young people (March 2023 Adrian Leach)	Refer comment
<p><u>Supporting Commentary: Adrian Leach</u>  Work continues in the development of SEND provision in Halton. The delayed SEMH free school is still scheduled to open in September 2023 and this will cut by 50% the borough's out of borough requirement for SEMH places for children and young people 11-16.Despite an absence of capital funding available in the reporting period additional places have been funded at all 4 special schools who continue to work with the local authority in meeting local demand. Additionally, resource base provision in mainstream schools continues to be developed with an additional class for KS2 pupils with ASD funded at The Grange and provision expanded for 2022/23 at Simms Cross.</p> <p>Growth in demand however continues to place pressure on places. A SEND Sufficiency Strategy will be published over the summer identifying our projected provision gaps and calling for expressions of interest from local schools. The development of provision will be supported by the SEND Capital Grant (£3.3 million for 2022-25). (Q1 commentary)</p>		
<p><b>Objective: Raise achievement across Early Years and all Key Stages, and diminish the difference between vulnerable groups and their peers (PED05)</b></p>		



Ref:	Measure	21/22 Actual	22/23 Target	Current	Direction of Travel	Quarterly Progress
PED05 01	Ensure all eligible children for the vulnerable 2-year-old funding access quality EY provision (internally collected termly information – may not match to published data from Jan census)	91	100% of eligible	Refer comment	N/A	N/A
<p><b>Supporting Commentary:</b> Jill Farrell / Belinda Yen  The DfE provided a target of 559 children to be placed. Halton have placed 495 (not including 7 Out of Borough (OOB) settings) which equates to 91%. This number is slightly higher than usual; process of placement continues as normal; however, some places were declined until parents felt more comfortable for their children to return/commence due to the effects of the pandemic. 100% of day care and pre-school settings are good or outstanding; funded two-year-olds are only placed in good/outstanding Childminders provision 44.</p>						
PED05 02	Increase the take up of Early Years Entitlement for 3- to 4-year-olds.	89%	96%	89%		
<p><b>Supporting Commentary:</b> Jill Farrell / Gail Vaughan-Hodkinson  The current 89% figure is based on national data produced from the January annual census as recorded in 'Education provision: children under 5 years of age, Source: <a href="https://explore-education-statistics.service.gov.uk/find-statistics/education-provision-children-under-5/2022">https://explore-education-statistics.service.gov.uk/find-statistics/education-provision-children-under-5/2022</a>, Published 30th June 2022' This remains the same as the previous quarter as the data set is not due to be updated until June 2023.</p>						
PED05 03	Monitor the percentage of Early Years settings (pre-schools, day care, out of school clubs, childminders) with overall effectiveness of Good or Outstanding (snapshot end of quarter)	94%	N/A	93%	N/A	
<p><b>Supporting Commentary:</b> Jill Farrell / Gail Vaughan-Hodkinson  93% of all our Early Years settings, who have been inspected by Ofsted, are graded 'Good' or 'Outstanding'; 4% are graded 'Requires Improvement'; and 3% are graded 'Inadequate'. There are currently 5 settings who have not yet been inspected and 9 who are 'meeting the requirements' (this is the judgement awarded to Child minders who have an inspection when there are no children present).</p>						
ED05 04	Monitor the percentage of Primary schools with overall effectiveness of Good or Outstanding	81.6% (As of 30th April 2022)	N/A	86.7%	N/A	
<p><b>Supporting Commentary:</b> Jill Farrell  This data is up to 30<sup>th</sup> Sept 2022 and only includes the data for 45 of the 49 primary schools, with four who have not yet been inspected following academisation. Ofsted paused school inspections during Covid and then gradually reintroduced inspections focusing upon remote learning offer during the pandemic. Full inspection frameworks returned from 1st September 2022, although Ofsted have many school inspections to carry out nationally and are limited in capacity to carry out, therefore many schools are awaiting an inspection.</p>						
PED05 05	Monitor the percentage of Secondary schools with overall effectiveness of Good or Outstanding (snapshot end of quarter) N.B. 7 out of the 8 schools are academies. (snapshot end of quarter)	50% (as of 30 <sup>th</sup> April 2022)	N/A	80%		
<p><b>Supporting Commentary:</b> Jill Farrell  This data is up to 30<sup>th</sup> September 2022 and only includes data for five of the eight secondary schools, with three schools not yet formally inspected since academisation. It does include the outcome for The Grange School, an all-through academy, as they are formally identified as a secondary school for these purposes. Ofsted paused school inspections during Covid and then gradually reintroduced inspections focusing upon remote learning offer during the pandemic. Full inspection frameworks returned from 1st September 2022, although Ofsted have many school inspections to carry out nationally and are limited in capacity to carry out, therefore many schools are awaiting an inspection.</p>						



Ref:	Milestones	Quarterly Progress
PED05a	Monitor and evaluate educational outcomes of all pupils, vulnerable pupils (CIC: EHCP etc.), disadvantaged pupils and the impact of funding streams (including Free EY Entitlement, Catch Up funding, Pupil Premium, Sports Premium etc.) to raise achievement for all and diminish the difference between vulnerable groups and their peers (March 2023 Jill Farrell)	
<p><b>Supporting Commentary:</b> Jill Farrell  Case studies and qualitative information is shared at the disadvantaged working group network and with Associate School Improvement Advisors.</p>		

Ref:	Milestones	Quarterly Progress
PED05b	Monitor and evaluate the impact of COVID-19 lockdown and remote learning offer on all pupils and vulnerable pupils learning (March 2023, Jill Farrell)	
<i>Supporting Commentary: Jill Farrell</i> As qualitative information with Associate School Improvement Advisors (ASIA's) and effective practice shared across the sector. Whilst schools still provide a remote offer if young people have Covid but are well enough to work, most schools are operating on a more typical offer onsite now Covid measures and lockdown have been eased.		
PED05c	Review the process of risk assessment for schools and settings to target support and drive improvement (March 2023 Jill Farrell)	
<i>Supporting Commentary: Jill Farrell</i> Schools are risk assessed on a range of information shared across services including safeguarding; inclusion; educational performance/outcomes; governance; leadership and management stability; leadership experience and other strengths/vulnerabilities. Schools have received categorisation letters sharing their category with school leaders and governors. Wider vulnerabilities are risk assessed through a Cross Service Monitoring Group.		
PED05d	Build engagement, capacity and governors understanding of the strategic roles and responsibilities (March 2023 Jill Farrell)	
<i>Supporting Commentary: Jill Farrell</i> Ongoing training, CPD, online learning is available through SLA with Entrust Governor services and school improvement team bespoke work and wider governor briefings and conferences. There has been a turnover of governors during the pandemic so also requires recruitment into governor roles. Halton governor Conference is being held in November and provides a further training offer whilst termly briefings are seeing an increase in attendance rates now face to face meetings have now returned.		
PED05e	In partnership with schools, review and design an effective educational vision for the region that meets pupils needs whilst raising ambitions (March 2023 Jill Farrell)	
<i>Supporting Commentary: Jill Farrell</i> Educational vision for the region has been coproduced through Halton Learning Alliance. Whilst this was launched and shared virtually during the pandemic, progress and further were shared with stakeholders in October during the Halton learning Alliance re-launch. Once the newly formed HLA Strategic group meet in November, implementing this shared vision will be a collective responsibility.		
PED05f	Launch Halton Learning Alliance Strategic Partnership to develop an inclusive, ambitious approach developing contributing, successful citizens locally, nationally and globally. All educational stakeholders and community members acting with morale purpose for Halton children, young people and community members (March 2023, Jill Farrell)	
<i>Supporting Commentary: Jill Farrell</i> Halton Learning Alliance was relaunched in early October and will be led by a newly elected Strategic group in November. A fifth priority sub group has been established and will be Chaired independently by DFE. A refined strategic board will drive forward the priorities aligned to the Priority Education Investment area as well as local place based system agreed priorities within the other four priority sub groups.		

### Objective: Improve participation and skills for young people to drive Halton's future (PED06)



Ref:	Measure	21/22 Actual	22/23 Target	Current	Direction of Travel	Quarterly Progress
PED06 01	Maintain the percentage of 16-17 year olds not in education, employment or training (snapshot end of quarter, end of year information February)	3.7%	4.0%	5.3%		
<i>Supporting Commentary: Háf Bell</i> August 2021 performance was 4.4%, Quarter 2 2022 is a significant increase from last year's position, which was also the case in Quarter 1 2022. The same issues remain, a significant greater number of young people are not available to the labour market due to illness, including mental health issues, in 2022 compared to this period in 2021. In addition, there are a greater number of young people who are not in education, employment or training this year. All are allocated to a worker to support them, although not all do want support from the team.						
PED06 02	Maintain the percentage of 16-17 year olds whose activity is not known (snapshot end of quarter, end of year information February)	0.3%	0.3%	0.8%		
<i>Supporting Commentary: Háf Bell</i> August 2021 performance was 0.6%. There are more young people (and/or their families) who have refused to disclose the young person's activity or where they are currently living in 2022 than in previous years meaning more young people are						

recorded as cannot be contacted or refused to disclose. This means their current situation is not known and we have no other means of gaining the information.

PED06 03	Increase the percentage of 16-17 year olds with an offer of learning (September guarantee)	96.6%	98%	95.7%		
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**Supporting Commentary: Háf Bell**





Whilst the percentage of offers made to young people is better than this time last year we are further on in our tracking of young people than this time last year, which explains the performance. As we are further on in our tracking we are aware that we are unlikely to meet the target, or even match last year's overall performance. This is once again a result of the increased number of young people who are not available to the labour market due to illness and who have not sought options for learning due to their illness.

PED06 04	Increase the percentage of 16-17 year olds participating in education or training that meets the Government definition of full participation (known as Raising the Participation Age)	90.9%	92%	87%		
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**Supporting Commentary: Háf Bell**

Young people who progress to employment without training are defined as not meeting the duty to participate in education or training and therefore not counted in the Raising the Participation Age figures. We saw an increase of academic age 17 year olds progressing into employment without training in September 2021 and this has been sustained through the academic year, affecting this performance measure. The increase in young people who are not in education, employment or training also negatively affects this performance measure.


Whilst a new cohort of young people joining Year 12 started in September 2022 the data for this cohort will not be verified until the beginning of November 2022 for analysis, therefore it is too soon to measure the impact on the annual target.


Ref:	Milestones	Quarterly Progress
PED06a	Closely monitor the cohort of young people not in education, employment or training and identify common patterns/issues to inform actions, guide the effective use of resources and to identify any future commissioning needs (Háf Bell) (March 2023)	
<b>Supporting Commentary: Háf Bell</b>		
Ongoing analysis takes place to respond to need and ensure the resources are being targeted appropriately. In the second half of the autumn term 2022 analysis will take place to review those who have not progressed or been unable to sustain their education, employment or training and identify how resources should be used to meet need.		
PED06c	Work with schools, the College and training providers to review the post 16 offers of learning made to young people and increase the amount of offers made before the end of an academic year. (July 2023) (Háf Bell)	
<b>Supporting Commentary: Háf Bell</b>		
This work has begun with institutions. The first stage is to review the cohort from 2021/22, the progressions young people made and whether the identification of those at risk of not progressing was accurate.		
PED06d	Work with schools, the College and training providers to report where young people progress to Post 16 as quickly as possible so those who haven't progressed can be identified and contacted to offer support (Háf Bell)	
<b>Supporting Commentary: Háf Bell</b>		
This work is currently taking place with institutions. Those in borough are communicating regularly with us. As yet we have not completed the process of verifying the accuracy of information received, which was an issue last academic year. We've been able to access information from out of borough institutions quicker this year than previous years, helping us identify young people who need support sooner.		
PED06d	Work with Post 16 education and training providers in the borough to support the development of provision that does have clear progression opportunities (March 2023) (Háf Bell)	
<b>Supporting Commentary: Háf Bell</b>		
Post 16 providers in the borough is very limited. After a positive collaborative session with all providers in June 2022 to identify progression routes and gaps in provision two providers have withdrawn their provision offer in Halton. Whilst one gap has been filled by a current provider expanding their own offer, there are still limited choices of provision post 16 for young people in Halton. This is as a result of the small size of the borough. Progression routes are available close to the borders of Halton and more work is taking place to expand offers, such as traineeships, where most of the week is based with employers in the borough, with only limited travel needed for study or offered as online study.		



<b>Ref:</b>	<b>Milestones</b>	<b>Quarterly Progress</b>
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5.0 Financial Summary

  
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Children and  
Families Q2 22-23 Fi




6.0 Appendix I

6.1 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.

6.2 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.

6.3 Key for responsible officers:

**JF** Jill Farrell, Operational Director, Education, Inclusion and Provision Service  
**PM** Peter Murphy, Operational Director, Children and Families Service

## Directorate Overview Report – Enterprise Community & Resources

Reporting Period: **Quarter 2 - 1<sup>st</sup> July 2022 – 30<sup>th</sup> September 2022**

### 1.0 Introduction

- 1.1 This report provides an overview of issues and progress against key service objectives/milestones and performance targets, during the second quarter of 2022 / 23 for service areas within the remit of the Corporate Policy and Performance Board.
- 1.2 It covers key priorities for development or improvement in the various functional areas reporting to the Board in relation to the Council's priority of Corporate Effectiveness and Business Efficiency i.e.:
  - Financial Services
  - Human Resources, Organisational Development, Policy, Performance and Efficiency
  - ICT Infrastructure
  - Legal and Democracy
  - Catering, Stadium and Registration Services
  - Property Services
- 1.3 The emergence of the global COVID19 pandemic early in 2020 has had a significant and unavoidable impact upon Council services the full extent of which is yet to become known. The Council, along with key partner agencies, has prioritised its resources upon mitigating the serious risks to public health, the protection of vulnerable residents, and the social cohesion of the local community. In developing appropriate responses to emerging national and local priorities this situation is likely to remain the case for the foreseeable future.
- 1.4 The way in which traffic light symbols have been used to reflect progress to date is explained within Section 8 of this report.

### 2.0 Key Developments

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

#### 2.2 Financial Services

##### Benefits

##### Processing Times

At 30<sup>th</sup> September 2022 processing times for Housing Benefit and Council Tax Reduction were as follows: new claims 25.50 days and changes in circumstances 14.10 days.

##### Universal Credit Implementation

The Department for Works and Pensions (DWP) statistics indicate at 8<sup>th</sup> September 2022 there were 15,509 people within Halton claiming Universal Credit. On 25<sup>th</sup> April 2022 the government made an announcement that all claimants on legacy benefits will be transferred to Universal Credit by the end of 2024.

Currently there are six areas in England where claimants on legacy benefits are being invited by the DWP to migrate to universal credit, and they are Bolton, Falmouth, Harrow, Medway, Northumberland, and Truro.

## Household Support Fund

As mentioned in the Monitoring Report for Q1 a spending plan for the Household Support Fund (HSF) covering the period 1<sup>st</sup> April 2022 – 30<sup>th</sup> September 2023 was developed. The Council has now spent the HSF by supporting vulnerable families with children by issuing free school meal vouchers in the school holidays and helping pensioners who are receiving council tax reduction by making a £120 payment. In addition local partners including the Halton Citizens Advice Bureau, Runcorn and Widnes food banks, and Halton Voluntary Action have assisted residents from the HSF.

## **2.3 Audit, Procurement & Operational Finance**

### Invoice Payment Performance

As at the end of quarter two, 90.6% of the Council's supplier invoices had been paid within 30 days of receipt.

### Early Payment Scheme

The Council's contract with an external provider to deliver an early payment scheme for supplier invoices expired in August 2022. The scheme is now being delivered without any external support, which ensures that any rebate generated by paying supplier invoices early will be retained in full by the Council.

Income from the scheme amounted to approximately £50k in 2021/22. Income for 2022/23 is expected to exceed £60k.

### Income management

The Council is currently in the process of upgrading its systems for receiving web-payments in order to ensure that Mastercard payments can continue to be taken after January 2023. Once the new web-payments module is implemented, the Council's system for receiving telephone payments will then be upgraded to ensure that the arrangements are compliant with the requirements of the Payment Card Industry Data Security Standard (PCIDSS). PCIDSS is an information security standard designed to reduce payment card fraud by increasing security controls around the security of cardholder data.

### Financial assessment tool for Adult Social Care

Work is underway to provide adult social care service users with the facility to complete their financial assessment applications via a secure online portal. The system is easy to use and includes a range of animations to explain to the individual why certain questions are being asked. Providing this reasoning, especially around some of the financial questions, helps to take away the worry many service users currently experience when being asked to share personal information.

The portal will give an instant indication to the user about how much they would need pay towards a care package. Providing this upfront estimate allows the service user to make a much more informed decision when considering their care options. Assistance with completing the online form will be given to anyone that requires it.

The new process will result in financial assessments being completed more quickly. This will allow timelier invoicing of care fees and the sums invoiced will not be a surprise to the service user. As a consequence, there are likely to be fewer invoice queries for the Council to investigate and ultimately more invoices being paid promptly.

The initial phase of implementation has been completed with the first version of the system available for testing due by mid-November. It is anticipated that live roll-out of the portal could begin early in the new year.

The system will also help the Council to better manage the increased volume of financial assessments that will result from the Government's proposed cap on care costs due to be implemented in 2023.

## **2.4 Revenues and Financial Management Division**

### 2022/23 Quarter 1 Spending

For the financial year to 30 June 2022, overall Council operational net spending was £22.4m against a budget of £21.2m, resulting in an overspend position to date against budget of £1.2m. The forecast position for the year to 31 March 2023 was an estimated overspend of £5.4m.

Capital spending at 30 June 2022 totalled £5.6m, which is 116% of the planned spending of £4.8m at this stage. This represents 16% of the total Capital Programme of £33.9m (which assumes a 20% slippage between years).

The updated financial forecast and picture of net spending to 30 September 2022 will be reported to Executive Board on 17 November 2022.

### Council Tax and Business Rate Collection

Council tax collection for the 2<sup>nd</sup> quarter of the year is 54.45%, down 0.13% on this point last year. Cash collection for the year to date is £40.4m, this includes £1.2m collected in relation to previous year debts.

Business rates collection for the second quarter of the year is 61.54%, up by 6.78% on this point last year. Cash collected for the year to date is £33.2m. The in-year collection rate has been helped by credits placed against accounts following awarding of 2021/22 rate reliefs funded by the Government Covid Additional Relief Fund.

### Energy Bills Rebate Scheme

The energy bills rebate scheme (excluding discretionary payments) ended on 30 September 2022. This included a £150 non-repayable grant payment for households in council tax bands A to D, known as the Council Tax Rebate Grant. In total 51,489 grants were awarded totalling £7.723m.

### Covid Additional Relief Fund

In December 2021 the Department for Levelling Up, Housing and Communities (DLUHC) announced a new COVID-19 Additional Relief Fund (CARF) of £1.5 billion. The fund is available to support those businesses that pay business rates, who are affected by the pandemic but that are ineligible for existing support linked to business rates. Halton has been allocated an amount of £3.087m. The scheme ended on 30 September 2022, rate relief of £2.935m was provided to eligible businesses within the borough.

## **2.5 Human Resources, Organisational Development, Policy, Performance and Efficiency**

The three services within the HR Service Centre (Resourcing & Recruitment, Payroll & Pensions and Employment Relations) remain under significant pressure in the current year. Additional demand persists across all areas. The current service configuration is now being examined and consideration given to how the Council's HR service may need to be re-shaped to deliver what is now required by the wider Council. This will be informed by work within the emerging Transformation programme.

Despite significant challenges in terms of volume, the service has delivered positive results in the recruitment and initial pay administration of a large number of new recruits across Halton schools in time for the start of the academic year, as well as maintaining a flow of recruitment and pay administration to new starters in the Council. The Employment relations function has proactively supported a number of restructures across the organisation, whilst continuing to balance a higher than average volume of HR casework.

The service has supported the People Directorate to recruit to the vacancies of Operational Director Children's Social Care and Operational Director Education, Inclusion and Provision. Two successful appointments were secured, delivered collaboratively with North West Employers.

The Institute of Leadership & Management (ILM) qualification level 3 that began in April 2022 has now been completed and 12-employees have now successfully completed the qualification. The successful employees attended a celebration event where the CEO presented the employees with their ILM certificates of achievement,

This demonstrates the value the organisation places on learning and enhances our commitment to continuous professional development. A further cohort commenced in September 2022 with 9-employees undertaking the qualification that covers Understanding Leadership and Solving Problems and Making Decisions.

The Leadership & Management Framework (LMF) continues to be delivered across the organisation, however, concerns still remain regarding attendance. The LMF is now mainly delivered via face to face sessions with only the Developing Resilience Module being delivered via MS Teams. The latest attendance figure, of 25%, is a result of only 4 out of 13 managers attending. A full review of the content and the delivery method will be undertaken in quarter 4 to ensure the programme is still meeting the needs of the organisation.

The team delivered the Coaching for Performance programme within this quarter and received very positive feedback for this programme

2294 e-learning modules have been completed in the quarter, demonstrating that this is now mainstreamed and effective method for the delivery of a broad range of learning.

Much of the Partnership working undertaken during the quarter has focused on the supporting of individuals from Ukraine, and those within the scope of the Asylum Seeker and Refugee community. The service has continued to support the coordination of the 'Homes for Ukraine' scheme within Halton.

## 2.6 ICT and Administration

**Staff returning to the office locations**, a large proportion of the ICT, Administrative and Customer Services staff throughout the COVID periods have rotated through the offices or have been in many cases permanently based within the offices; the proportion of staff that have been primarily based at home are now rotating through the office locations on a team-by-team basis or as part of a 40% Rota system. This is working well, and all staff are supportive of the return with a 100% return linked to home working to maintain the hybrid working process across all teams.

The ICT teams **covered all emergency** calls effectively, with all calls resolved quickly without any disruption to key services. Software Systems and Hardware maintenance plans remain in place linked to out of hours and weekend working to compliment extended front-line working hours.

## Contact Centre

Service Area	Contact Centre cases	Percentage
Adult Social Care	5626	19.43%
Waste Management	5556	19.19%
Council Tax	5473	18.91%
EDT	2945	10.17%
Childrens Social Care	1943	6.71%
Corporate Processes	1316	4.55%
Registrar	929	3.21%
Benefits	777	2.68%
Environmental	729	2.52%
Highways	631	2.18%
Housing Solutions	421	1.45%
Open Spaces	386	1.33%
HBC - OOH Procedures	328	1.13%
Unknown	280	0.97%
Finance and Support Services	200	0.69%
Halton Housing Trust	199	0.69%
Education	188	0.65%
Planning and Building Control	176	0.61%
Property Services	161	0.56%
Transportation	148	0.51%
Revenues	140	0.48%
Community And Leisure	136	0.47%
HDL - internal procedures	94	0.32%
External Agencies	70	0.24%
Legal and Licensing	39	0.13%
Families Information Service	16	0.06%
Economy	11	0.04%
ICT Services	11	0.04%
Risk and Emergency Planning	10	0.03%
Human Resources	7	0.02%
Fleet Management - MOT	1	0.00%
OLD SHPS - no longer used	1	0.00%
Grand Total	28948	

**One Stop Shops**

Service Area	HDL HaltonLea	HDL Widnes	Grand Total	Percentage
Council Tax	2150	2259	4409	27.50%
Adult Social Care	1447	1682	3129	19.52%
Finance and Support Services	1130	1109	2239	13.97%
Waste Management	429	647	1076	6.71%
Corporate Processes	401	337	738	4.60%
Benefits	382	294	676	4.22%
Housing Solutions	280	230	510	3.18%
Childrens Social Care	307	74	381	2.38%
Highways	158	223	381	2.38%
Open Spaces	187	186	373	2.33%
Education	184	173	357	2.23%
Environmental	176	158	334	2.08%
Transportation	162	122	284	1.77%
Planning and Building Control	64	89	153	0.95%
Human Resources	73	60	133	0.83%
Property Services	57	75	132	0.82%
Community And Leisure	64	51	115	0.72%
Revenues	38	68	106	0.66%
HDL - internal procedures	43	58	101	0.63%
Registrar	48	37	85	0.53%
External Agencies	35	44	79	0.49%
Halton Housing Trust	44	20	64	0.40%
Unknown	13	46	59	0.37%
Legal and Licensing	24	24	48	0.30%
Economy	14	22	36	0.22%
Families Information Service	3	8	11	0.07%
HBC - OOH Procedures	3	5	8	0.05%
Tourist Information	2	3	5	0.03%
EDT	2		2	0.01%
HHT OOH	1	1	2	0.01%
Risk and Emergency Planning	2		2	0.01%
Youth Services		2	2	0.01%
Grand Total	7923	8107	16030	100.00%

**2.7 Legal and Democracy**

The arrangements for the new Merseyside and Cheshire Joint Scrutiny Committee were approved by Council in July, which also endured an associated protocol. Halton's two Members of the new Joint Committee were invited to an induction event in Knowsley, which took place in September. The final appointment in the Democratic Services team was made in October, meaning that the team is at full strength again.

A start date was agreed with the new Licensing Enforcement Officer, who will join us early in Quarter 3. The Communications & Marketing and Democratic Services team made an important contribution to the Council's part in Operation London Bridge.

## 2.8 Catering, Stadium and Registration Services

### School Meals Service

School meals has seen an increase in uptake on FSM, Paid and UIFSM. This will be monitored throughout the year as we normally see drop offs when year 11 finish their exams.

An internal audit report has identified several areas for improvement which will be addressed by the end of December 2022.

Food prices have risen with the last 12 months by up to 20% which has a negative effect on the forecasted outcome.

The service is not operating at full staffing capacity currently with 10+ vacancies on the structure to fill.

### Civic Catering

A decision was made by Members to close the Civic Catering function at Municipal Building and Halton Lea Library. This decision was made quite swiftly and as a result all the staff were put at risk of redundancy and given the opportunity to apply for positions left in the new structure for Civic Catering and also any other HBC positions. Unfortunately two employees left the authority and took voluntary redundancies.

### DCBL Stadium

- All community groups i.e. Boxing Club, Table Tennis and Kick Boxing are all now paying the correct community hire charge.
- The stadium hosted the Halton and Warrington Children of the Accent Music Hub, which seen in excess of 500 local school children perform to over 1000 family members.
- The Halton Chamber of Commerce business awards returned to the stadium for the third year running. Which saw 440 local business guests come together to celebrate business in Halton.
- Everton Ladies academy approached the stadium to use the facilities on a more frequent basis which would include training and academic programmes relocate to the stadium an agreement has now been drafted and agreed.
- Widnes Vikings season ended with varying performances resulting in a downturn in attendances and therefore having a detrimental effect on turnover on match days.  
The total attendance for the season was 26,818 over 13 matches which averages 2063 per match. With the last 3 matches averaging 1,550.
- Weddings and events have started to return to the stadium steadily since covid restrictions have been completely lifted. However the meetings and conferences are some way off the pre-pandemic levels.
- The management team are liaising closely with HBC Communications and Marketing division to develop a marketing plan/strategy which will see more in house events to generate additional income and also promote the current offering. The first of which was the Mayors Charity Soul night.
- The Rugby Football League chose the stadium to host a prestigious Origin Academy Match (Lancashire v Yorkshire). The feedback was very positive and we hope to work with the RFL more in the future.
- Widnes FC have started a new season and unfortunately have had a bad start to the campaign and sit 20<sup>th</sup> in the league.
- The British Drum Corp Championships was unfortunately cancelled for 2022 due covid disruption throughout the season, however they have booked for the following year.
- The decarbonisation programme was completed which will result in reducing the stadium carbon footprint and energy consumption/costs. This project has also been shortlisted as heat pump project of the year by the Chartered Institute of Building Surveyors.
- The Stadium hosted its second pop concert that saw Bryan Adams perform in front of over 7,000 people.
- Supported the legal democratic services in opening the book of condolence and provided staff for kings proclamation readings held at Runcorn Town Hall and Municipal Building.



## 2.9 Property Services (Operations)

### St Patrick's Nursing Home Redevelopment

Design development works ongoing in respect of proposals to build a new 16 bed extension and refurbish remaining accommodation. Works planned to be carried out in 2 phases with an estimated works cost of £2.6m, anticipated start on site in April 2023

### St Luke's Nursing Home Refurbishment

Design development works ongoing in respect of proposals to refurbish existing accommodation in 4 phases, estimated works cost of £1.1m, anticipated start on site in April 2023

### Proposed New Leisure Centre Moor Lane

The CPO has now been completed, vacant possession of the site being obtained on August 24<sup>th</sup>. The contractors have completed their updated tender exercise. A report will be presented to the Executive Board in October seeking final approval. Site mobilisation is due to start on early November with a main works start date of 28<sup>th</sup> November. Some enabling works are ongoing mainly service diversion works.

### Education maintenance programme 2022/23

The 2022/23 Education maintenance programme was approved by Council In March. The programme now consists of 13 separate projects with an estimated cost of circa £780k. 9 projects were completed across the summer holiday period, the remaining 4 will be completed over the next few months working in conjunction with the schools so as to cause as little disruption as possible.

### Corporate Maintenance programme 2022/23

The 2022/23 Corporate maintenance programme has been approved by the Asset Management Working Group. A number of projects have now been completed, others are on site or at the design development stage, all the budget is anticipated to have been spent by year end.

### Mersey Gateway Handback Sites

The settlement deed, in respect of the remaining outstanding works on the handback sites has now been executed and signed by all parties so the majority of the land has been deemed to be handed back to the Council. There are some minor exceptions associated with land where third parties have an interest. UU have completed all remedial works on site A & C, and these sites have been handed back. All necessary outstanding work on the handback sites, mainly Wigg Island and Spike Island will be completed by HBC using the funds set aside by the agreement.

### 71 High Street Runcorn- Refurbishment

Works have now been completed and the building handed over and is ready for occupation by the tenants.

### Camden Buildings, High Street- refurb to create digital/creative hub

Design development works have progressed to a stage which allowed the Town Deal business case to be submitted in August. It is anticipated that the outcome of the submission will be known In late October following which it is hoped that design works will continue to bring the scheme to tender stage.

### Brookvale Rec- Proposed Refurbishment works

A feasibility study is currently being carried out in respect of possible redevelopment and refurbishment works to the leisure centre, the study is due prior to the end of September.

### Pickering Pastures- Proposed new pavilion building

A revised feasibility study has been provided following close consultation with Open Spaces, funding options are being considered.

### Cavendish School - 2 class extension

The project has recently been out to tender and the evaluation is still be undertaken. The planning application has still to be approved. It is anticipated that works will commence on site in the October half term break.

## The Brindley- Proposed extension

Design development works have progressed to RIBA stage 3 and the business case in respect of the Town Deal fund has been submitted. The preferred option has been agreed with a budget cost estimate of £5.6m.

## Runcorn Library redevelopment

Design development works ongoing to create an NHS Health & Education hub. The feasibility study has been completed and circulated for comment, budget cost £1.8m.

## Elite House- Redevelopment

Design development works ongoing to create starter units for the high tec. business sector. RIBA stage 1 feasibility report issued by architects for comment and feedback.

## Changing Places Facilities

Funding has been secured for 3 Changing Places facilities which will be in Victoria Park, Shopping City and the Stadium respectively. Design work has now started in respect of these and they will be delivered over the coming months. Works on the stadium facility started in late September, completion being due in November, the others will follow in due course.

## Decarbonisation Projects

Following completion of the decarbonisation works at the stadium further feasibility studies have now been undertaken in respect of carrying out further work at buildings subject to funding. Funding opportunities are currently being explored as such it is anticipated further bids will be submitted in due course.

## Asset Management

5 Granville Street, Runcorn – new lease commenced 1 July 2022

Hair Essentials vacated premises Moor Lane Widnes – 24 August 2022

## **3.0 Emerging Issues**

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

### **3.2 Benefits**

#### Household Support Fund 3

The government have extended the Household Support Fund (HSF) to cover the period 1<sup>st</sup> October 2022 – 31<sup>st</sup> March 2023. The Fund is intended to support vulnerable households with the pressures caused by the significantly rising cost of living. The DWP has changed its guidance relating to the distribution of the funding in two areas, firstly there will be no ring fence of any proportion of funding for any particular cohort of people. The second change is a requirement for all local authorities to operate at least part of the scheme on an application basis i.e. residents should have the opportunity to come forward to ask for support.

A spending plan has been developed that includes allocating £178,000 to the Discretionary Support Scheme, which has an existing telephone application process, and this will meet the requirement to operate part of the HSF scheme on an application basis. The Council will also provide assistance to vulnerable households with children by issuing free school meal vouchers of £12 per week during the school holidays. In addition vulnerable pensioner households who are receiving council tax reduction will be assisted by being awarded a payment of £100. Also local voluntary organisations including Halton Citizens Advice Bureau, Runcorn and Widnes food banks, Energy Projects Plus, and Halton Voluntary Action have been given an allocation from the HSF.

## 3.3 Audit, Procurement & Operational Finance

### Insurance

The cost of the Council's insurance arrangements is likely to increase in 2023/24 as a result of the uncertain UK and global economic outlook and the impact of the current inflationary pressures. The Council's property insurer is recommending that sums insured are increased by at least 20% in line with the Building Cost Index (BCI), which tracks the costs being incurred by contractors in the course of their business. Increasing the value of the sums insured will have a commensurate effect on the premium cost.

Motor premiums are also anticipated to increase by approximately 10% in 2022/23. Increases are being driven largely by claims cost inflation. Increased labour and utility costs are a significant factor. Additionally, the supply chain to the motor industry has also been impacted by the UK's withdrawal from the EU and the war in Ukraine. This is leading to delays in the completion of some repairs and increased vehicle hire costs.

No indication has yet been received regarding potential renewal terms from the Council's liability insurer.

## 3.4 Human Resources, Organisational Development, Policy, Performance and Efficiency

Harsh labour market conditions continue to create challenges in the resourcing of many service areas. This matter was the subject of a comprehensive report to the Corporate Policy & Performance Board on 6<sup>th</sup> September 2022. In response to this ongoing issue, the service is progressing work around the re-engineering of the recruitment process, the setting up of specific recruitment campaigns for blocks of vacancies – i.e. Adult Care, and Planning. At the time of writing, there are 195 Council Vacancies in the recruitment workflow, 185 vacancies pending action, and 90 school vacancies in progress. Additional resources are being drafted into the team to support recruitment work over the medium term. Sub-regional economic data shows that paid employment in the Liverpool City Region is at an all-time high, thus it is clear that labour market challenges are set to remain for some time to come.

Linked to the issue above, the use of agency workers continues to be high. A reduction in usage will come about as Children's Services amend their resourcing model during Q3, however a significant reduction can only occur as the recruitment issues outlined above are resolved.

The Local Government sector pay claim for 2022/23 remains unresolved. In response to the national joint trade union claim for the current year, Local Government employers made an offer of £1925 per FTE. This equates to an increase of circa 10% for the lowest NJC grades and 4.4% for the highest. Trade Unions have balloted their members, however an agreement has not yet been reached. National employers and trade unions are due to meet on 1<sup>st</sup> November to consider ballot outcomes. It should be noted that the level of pay increase is unprecedented in recent times and will put extreme pressure on the Council budget. The claim for 2023/24 has not yet been made, however given prevailing national economic conditions and the rate of inflation, it is expected to be of a similar magnitude to the 2022/23 claim.

A watching brief is being kept on employment relations issues across the sector. It is anticipated that teaching staff in some trade unions will be balloted on action related to pay awards.

The retained EU law (revocation and reform) Bill was published on 22 September 2022. EU derived law will expire on 31 December 2023 unless by then the Government has decided to retain it (it can extend deadline to 31 December 2026), and at this stage it is unclear what this will mean for current UK HR legislation. This situation will be monitored and reported in future reports as appropriate.

## 3.5 ICT and Administration

**The rollout of M365 (Office 365)** is well underway. Allowing the IT teams the opportunity to evolve the on premise-based services and start to utilise the new and powerful cloud-based systems and services associated with the E5 licensing agreement from Microsoft.

This new licensing agreement now encompasses telephony in the form of Teams, together with a multitude of additional services that will be incrementally introduced to our user base over the next 12 – 18 months.

As you may have noticed the 1<sup>st</sup> part of this development was to migrate our vast email estate over to the Microsoft cloud this introduced a small number of issues to just over 100 people but in comparison to date over 2000 accounts have moved seamlessly without issue or any change to our client's user experience. This is a major task for the teams involved and should be noted given the considerable efforts and out of hours work undertaken to complete this.

Now the base level has been completed with our Directory Services and Email moved to M365, the next considerable task ahead of the team will be to integrate and move SharePoint service and all associated data sets and My Document Folders – again this is a considerable task and is currently within the planning stage – this will link all users with their data sets and then allow the new and innovative services associated with Teams and SharePoint to be introduced to the user base.

As noted, Teams will over the coming months become the main telephony system as at some point Skype will be decommissioned and all users will be moved over to the M365 cloud-based telephony solution Teams. Issues with a Virgin Media SIP Trunk installation project set to deliver a connection within key network locations for the authority, now 3 months late because of delays at the supplier end, contributing to the delays associated with the decommissioning of Skype.

### **Key changes this quarter:**

Schools email is now being removed out of the corporate system with a new solution dedicated to the delivery of all email and systems requirement – this is a highly complex and time-consuming process but will allow for school's compliance with Corporate security compliance and to utilise their own email account names rather than the current HBC /. sch, address.

Changes to corporate mobile device management solutions - all users of corporate devices will be contacted and set up with the new systems.

Training will form a large part of this roll-out with on-line resources being made available to all users as well as the creation of "Super Users" who will be offered additional training to support their colleagues from within the teams. Admin will form the main base for our training plan as well as other users that may come forward for the additional training allowing a wider training resource rather than a bottle neck at the helpdesk as we only have 2 people within this area.

In addition to the M365 changes considerable efforts are also underway to upgrade and update the desktop experience, this will bring with it additional and essential security update and management systems that will secure and support our corporate devices from Mobile Phones, iPads, and Laptops.

Linked to this upgrades and updates will be introduced to the VDi environment support M365 together with new security systems offering greater levels of security compliance.

### **Policy Revisions Information Governance:**

Technical policies (for example: passwords, patch management policies etc.) and organisational policies (those that directly impact users – AUP, data classifications, sensitivity labels, retention etc) are to be brought to together and managed by the IG team under a single [framework](#) to consolidate, remove duplication, and create awareness around the distinction between the two types.

## **3.6 Legal and Democracy**

Key officers throughout the department will continue to support the transformation programme. Significant pressures continue in the Children's Social Care team in Legal Services, due to increasing workload.

The Legal team is continuing to provide advice in respect of Major Projects and Adult Social Care on important issues.

The welcome arrival of the new Licensing Enforcement Officer will enable greater visibility and effectiveness.

## **3.7 Community & Environment**

### **School Meals Service**

With the food costs continuing to rise this puts significant pressures on achieving budget.

The cost of living crisis is impacting paid meals served at KS2, KS3 and KS4.

### **Civic Catering**

Civic Catering is no closed with only a café facility at the Brindley.

### **DCBL Stadium**

Meetings and conferences have returned but as budgets are tight for everyone we have noticed catering requests are on the decline.

Events have been planned in up until the end of March 2023, these will be carefully monitored.

A review of staffing will commence in quarter 3 to reflect the new business needs.

## **3.8 Enterprise Community & Resources**

### **Property Services (Operations)**

#### Accommodation review/Agile working/return to the office

COVID-19 necessitated the need for home working which proved very successful. As all COVID measures have been removed and life returns to normal this shift in working arrangements has presented us with the opportunity to embrace more flexible working arrangements on a more permanent basis in the future. In parallel with this a review of our office accommodation is currently being undertaken, the aim of which is to present options for how this can be more effectively used in the future to help generate revenue savings.

#### Rising Construction Costs

Construction costs have been rising significantly in the recent past which is having an impact across all projects. Whilst all sectors in industry have been affected by inflation, the construction industry appears to have been hit particularly hard with certain sectors, such as steelwork production, seeing increases in costs of up to 100%. The future outlook at present is that tender prices are unlikely to fall in the short to medium term.

#### Carbon emission targets

Halton's Climate Change Action Plan has set a target for the Council's own carbon emissions to reach net zero by 2040 in line with the Liverpool City region. The first phase of feasibility studies in respect of decarbonising our buildings has been undertaken, and additional funding opportunities are being explored, the intention being to apply for additional funding when the next round of the Decarbonisation fund goes live.

#### 4.0 High Priority Equality Actions

- 4.1 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.
- 4.2 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>



#### 5.0 Performance Overview

- 5.1 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.
- 5.2 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.
- 5.3 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.




#### Financial Management

##### Key Objectives / milestones


Ref	Objective
FS 01	Set the Revenue Budget, Capital Programme and Recommend Council Tax.

Milestone	Progress Q2	Supporting Commentary
Report 2022-25 Medium Term Financial Strategy to Executive Board - <b>November 2021.</b>		On target to report the Medium Term Financial Strategy to Executive Board in November 2022. The financial forecast is being regularly updated.
Report 2022/23 revenue budget, capital programme and council tax to Council - <b>March 2022.</b>		Work has commenced with Management Team and Budget Working Group to develop budget proposals for 2023/24 onwards.



Ref	Objective
FS 02	To effect financial prudence by assisting managers to control their budgets by monitoring spending and providing timely and accurate financial reports.

Milestone	Progress Q2	Supporting Commentary
Provide <b>monthly</b> financial reports to budget holders <b>within 8 days of month end</b> .		Reports all issued on schedule to date.
Provide <b>quarterly</b> financial monitoring reports to Operational Directors for inclusion in Performance Monitoring Reports.		Quarter 2 reports have been finalised and will be shared with Operational Directors for inclusion in Performance Monitoring Reports.
Provide <b>quarterly</b> monitoring and forecasting reports on the overall budget to Executive Board.		Quarter 2 monitoring report on the overall budget will go to Executive Board on 17 November 2022.



Ref	Objective
FS 03	Provide for public accountability by reporting the Council's stewardship of public funds and its financial performance in the use of resources by preparing the statutory Statement of Accounts in accordance with the latest accounting standards.

Milestone	Progress Q2	Supporting Commentary
Publish the Statement of Accounts following external audit and the Annual Governance Statement <b>by 30<sup>th</sup> September 2021</b> .		The draft accounts were published and shared with the External Auditor on 13 July 2022, ahead of the deadline of 31 July. The audit is taking longer than anticipated although it is in the process of being finalised and it is planned for findings to be reported to Audit and Governance Board by the end of November 2022.





Ref	Objective
FS 04	<b>Make best use of cash resources available to the Council and meet its statutory responsibility by setting, implementing and monitoring the Treasury Management Policy.</b>

Milestone	Progress Q2	Supporting Commentary
Establish Treasury Management Policy and report to Council - <b>March 2021.</b>		Treasury Management Policy reported to Council on 02 March 2022
Provide monitoring reports to Executive Board <b>on a bi-annual basis.</b>		On track to report to Executive Board in November 2022.

Ref	Objective
FS 05	<b>Ensure that the Capital Programme is affordable, prudent, and sustainable by setting and monitoring prudential borrowing indicators.</b>

Milestone	Progress Q2	Supporting Commentary
Establish and report prudential indicators to Council - <b>March 2021.</b>		Prudential indicators reported to Council on 02 March 2022
Provide monitoring reports to the Executive Board <b>on a bi-annual basis.</b>		On track to report to Executive Board in November 2022

### Key Performance Indicators

Ref	Description	Actual 2021 / 22	Target 2022 / 23	Quarter 2 Position	Current Progress	Direction of Travel	Supporting Commentary
FS LI 01	Receive an unqualified external audit opinion on the accounts	Yes	Awaited	N/A		N/A	External audit not expected to provide audit opinion before the end of November at the earliest.
FS LI 02	Receive an unqualified VFM opinion from the Council's External Auditor	Yes	Awaited	N/A		N/A	The Council's External Auditor is expected to provide the VFM opinion by 30 November 2022.
FS LI 03	Proportion of Council Tax that was due that was collected	94.14 %	94.25 %	54.45 %			This is down by 0.13% compared with the same point last year. Adversely impacted









							by resource being allocated to the energy rebate scheme at the expense of undertaking on-going recovery action.
FS LI 04	The percentage of Business Rates which should have been received during the year that were received	96.18 %	97.50 %	61.54 %			Business rates collection for the second quarter of the year is 61.54%, up by 6.78%% on this point last year. The in-year collection rate has been helped by credits placed against accounts following awarding of 2021/22 rate reliefs funded by the Government Covid Additional Relief Fund
FS LI 05	Average time for processing new claims (Housing Benefit & Council Tax Reduction)	16.22	18	25.50			The Benefits Team is experiencing long term staff sickness absence and maternity leave during the current financial year, and this is having a significant impact on processing performance.
FS LI 06	Average time for processing notifications of changes in circumstances	4.82	8	14.10			The Benefits Team is experiencing long term staff sickness absence and maternity leave during the current financial year, and this is having a significant impact on processing performance.
FSLI 07	Proportion of all supplier invoices paid within 30 days (including disputed invoices)	92.6%	93.0%	90.6%			Invoice payment performance can vary over time due to a range of factors. Performance at the end of quarter two has however dipped slightly when compared to performance in 2021/22.



Policy, People, Performance & Efficiency Service

**Key Objectives / milestones**




Ref	Objective
PPPE 01	To enhance the efficiency and effectiveness of corporate training opportunities through the design and implementation of appropriate learning interventions, to include the development of bespoke Learning & Development offerings to individual service areas.

Milestone	Progress Q2	Supporting Commentary
Promote and take forward the delivery of actions identified within the Organisational Development Strategy <b>June 2022</b>		This is on target with all themes being given attention. The lag in some activity due to restrictions in 2020 and 2021 means that the strategy will likely be augmented and rolled forward at the end of 2022/23 to become the 2023 – 26 strategy.
Review and refresh annual training calendar <b>September 2022.</b>		Complete
Regular engagement with service managers to identify areas of challenge and develop appropriate bespoke solutions <b>April, September, December 2022, and March 2023.</b>		Ongoing and on target. Refer to Key Developments for further information.
Embed knowledge and skills gained from Senior Leadership and Management Development Programmes (MBA / MSc) <b>December 2022.</b>		On target. Engagement with acquired learning will contribute to the Council's Transformation Programme.
Complete delivery of in-house modular Leadership and Management development activity <b>March 2023.</b>		On target.
Monitor the embedding of knowledge and skills gained in-house modular Leadership and Management development activity. <b>Ongoing and report in March 2023.</b>		On target.




Ref	Objective
PPPE 02	<b>Implement the Apprenticeship Policy to support the establishment of apprenticeships across the Council, and optimise return on the Apprenticeship Levy.</b>

Milestone	Progress Q2	Supporting Commentary
Establish 10 new apprentice placements within Council services, compliant with the requirements of apprenticeship legislation <b>March 2023.</b>		On target. 8 apprentice opportunities advertised July 2022 and 6 recruited to. Opportunities to be re-advertised December.
Establish 20 new existing employee apprenticeships to enable up-skilling in a range of business areas, compliant with the requirements of apprenticeship legislation <b>March 2023.</b>		On target




Ref	Objective
PPE 03	<b>Optimise the use of the Agency Worker contract across Council services, to secure ongoing reductions in the incidence and cost of agency usage, and to ensure that correct and appropriate resourcing solutions are being deployed across Council services.</b>

Milestone	Progress Q2	Supporting Commentary
Review and consider most appropriate resourcing mix in collaboration with service management in areas of highest agency usage <b>December 2023.</b>		Work ongoing in this area and will form a work stream in the Council's Transformation programme.
Implement resourcing plans with service management in appropriate areas <b>December 2023.</b>		As above.
Ongoing monitoring of agency usage and spend <b>April, September, December 2022, and March 2023.</b>		In place. Currently high spend. Actions to be taken to step down. Refer to Emerging Issues above for more information.



Ref	Objective
PPE 04	<b>Work with high demand service areas to develop and implement effective recruitment programmes, optimising labour market engagement to attract high quality candidates.</b>
















Milestone	Progress Q2	Supporting Commentary
Identify service areas with highest consistent recruitment demand, turnover, and low attraction rates <b>September 2022</b> .		A more programmed approach will be taken to this given the changing labour market conditions. Refer to Emerging Issues for more detail.
Implement project based recruitment plans with service management in appropriate areas <b>December 2022</b> .		A more programmed approach will be taken to this given the changing labour market conditions. Refer to Emerging Issues for more detail.
Corroborate out-turns of linked KPI's to assess effectiveness of approach to resourcing <b>June, September, December 2022, and March 2023</b> .		Market conditions making resourcing difficult across many areas, thus effectiveness of service may appear sub-optimal.









Ref	Objective
PPE 05	<b>Develop and implement an organisation wide change programme – The Future Work Programme - to evaluate and introduce revised working practices following to meet the requirements of the changing labour market and employee expectation in the post-pandemic environment (to include use of accommodation, HR policy and practice, wellbeing support, application of technology)</b>

Milestone	Progress Q2	Supporting Commentary
Identify programme priorities and develop accommodation review workstream (in conjunction with EEP Dept) <b>June 2022</b> .		Accommodation review workstream in progress.
Mobilise programme workstream groups and commence baselining and evaluation work. <b>October 2022</b> .		On target
Conduct evaluation and feasibility work to inform design of new policy and practice in Council workplaces <b>March 2023</b> .		On target

### Key Performance Indicators

Ref	Description	Actual 2021 / 22	Target 2022 / 23	Quarter 2 Position	Current Progress	Direction of Travel	Supporting Commentary
PPPE LI 01	The number of working days / shifts lost due to sickness (Corporate)	12.94 (Days)	9.5 (Days)	5.96			Slightly above target profile as we go into Autumn. Prevalence of endemic COVID-19 remains a factor. Increase over same period last year. Staff absence







							has returned to pre-COVID levels.
PPPE LI 02	Percentage of Employees without sickness	68.19	70.00	77.2			On target but worse than same time last year, however the impact of COVID measures in 2021/22 will have skewed the figures to some degree.
PPPE LI 03	Total Full Time Equivalent Staffing Establishment (Indicator for information only)	3,250	For information only	3,190	For information only	For information only	Reported for information purposes only.
PPPE LI 04	Total Staff (head count) (Indicator for information only)	4,233		4,122			
PPPE LI 05	Total Agency Worker Usage (number of placements – year to date)	919	650	481			
PPPE LI 06	Total Agency Worker Cost (cumulative gross cost – year to date)	£8.3m	£5.0m	£4.122 m			Q2 outturn is driven by high usage in Children's Services. Target will inevitably be missed. Associated narrative included in Emerging Issues section above.
PPPE LI 07	Number of apprenticeship placements established in the Council. (Cumulative – year to date)	2	10	0			8 new placements established – 6 recruited to so far this year.
PPPE LI 08	% of training delegates attending as proportion of places reserved:						Capacity to attend training is commonly cited as a reason why not all employees booked on training actually attend. Concerns to be investigated further. Significant concern around attendance levels at virtual sessions. Under investigation.
	Face to face	100	95	83			
	Virtual	95	95	25			
PPPE L109	The percentage of top 5% of earners that are:						Positive movement on component indicator (a), which follows improvement in last 2 years.
	a) Women	64.2%	55%	61.9%			
	b) From BME communities	2.67%	2.0%	2.7%			Fluctuation exists in (b) and (c), due to turnover.

	c) With disability a	1.25%	8.0%	0%			It should be noted that recruitment in to the top 5% of earners is generally limited, and as such scope for significant change is low.
PPPE LI 10	No of staff declaring that they meet the definition of disability within the Equality Act 2010 as a % of the total workforce.	1.25%	10.00 %	1.28%			Fluctuation exists due to turnover and the indicator outturn reflects self-declaration. The 10% target reflects the wider Halton community. Despite the mismatch, it is important that this indicator continues to be monitored.
PPPE LI 11	Minority Ethnic community staff as % of total workforce.	0.99%	1.00%	1.18%			Shows improvement however fluctuation exists due to turnover and outturn tends to hover around target level.
PPPE LI 12	Average time to recruit (Applicant Tracking System reported figure)	19 Days	15 Days	17 Days			Stable outturn, particularly in context of consistent increased demand.





**ICT and Administrative Support Services**

**Key Objectives / milestones**

Ref	Objective
ICT 01	Constantly evaluate and improve the usability, resilience, control and flexibility of the Council's Data Communications Network, Hardware and Software Infrastructure.

Milestone	Progress Q2	Supporting Commentary
Continued Enhancement of the virtualization platform to enhanced or new technologies - <b>March 2023.</b>		Enhancements to the Halton Cloud platform continues at pace with the integration of Vendor Horizon 8 cloud-based systems and services within our own platform.
Further development of Cloud Services Platform - <b>March 2023.</b>		Enhancement planned in line with vendor software release and licensing restrictions to enhance functionality and the user experience
SharePoint and Records Management enhancements through the E5 licensing model - <b>March 2023.</b>		Enhancement planned in line with vendor software release to enhance functionality and the user experience
Continued development of Interactive Web Services, Enhancement and further SharePoint Integration - <b>March 2023.</b>		Enhancement planned in line with vendor software release to enhance functionality and the user experience
Further development of commercial ICT opportunity within desktop, hosting and DR provision - <b>March 2023.</b>		This will always remain a focus together with the development of existing client opportunity. Mersey Travel, LCR and Sefton together with the Cemeteries system deployed to a 3rd party. Other opportunities for the deployment of Agresso together with other systems are currently under discussion.
Continued compliance with Central Government and NCSC Security guidelines and compliance requirements – <b>March 2023.</b>		Changes and enhancements are managed on a daily basis as the ever-changing security landscape evolves and threats change on a daily basis – compliance with NCSC regulations and corporate and client needs remain a focus as detailed within this report.

Ref	Objective
ICT 02	The implementation of a range of new corporate wide facilities including Web services, records & document management, business process workflow, corporate desktop portal and GDPR process.





Milestone	Progress Q2	Supporting Commentary
Continuing improvements, enhancements and commercial use of Cloud system - <b>March 2023.</b>		All of the authorities' internal and external clients now successfully utilise this solution – delivering HBC services to partners, clients and internal users. With M365 becoming the focus as we deliver the E5 licencing suite within the Microsoft cloud.
Continuing workflow implementation together with a centralised and online postage systems - <b>March 2023.</b>		Continuing to support the technology developments as well as administrative process across the authority. This will evolve and enhance as part of the technology developments ahead.
Improvement and enhancement of all web-based customer interfaces - <b>March 2023.</b>		This continues to be a primary focus with content and facilities evolving monthly, in line with the ICT development programme and business requirement. A review of the design solution has taken place with development tools constantly being assessed. Linked the SharePoint development strategy and links to the M365 suite currently in development.
Continued development of document management and distribution services - <b>March 2023.</b>		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 – with the Hybrid Mail project under development - this focus will remain.







Ref	Objective
ICT 03	The implementation of a range of new corporate wide facilities including cloud and web service solutions, records & document management enhancement, business process workflow, corporate desktop portal.

Milestone	Progress Q2	Supporting Commentary
Continual development of the I Want Admin/Finance/HR Portals - <b>March 2023</b> .		Through enhancements linked to the Records Management Unit and the proposed procedural evaluation of the service developments will evolve in line with business need, together with technical developments underway through our own in-house systems development team.
Develop and enhance operational Records management Unit Services - <b>March 2023</b> .		This is a constantly evolving process, and one that is now attracting and taking advantage of commercial opportunity.
The continued development of corporate administrative and customer service procedural services and support solutions <b>March 2023</b> .		This is a constantly evolving process for the teams supporting our client departments and teams through to the customer service deliverables within the contact centre and the increasing face to face requirements of our residents through the One Stop Shop's within Runcorn and Widnes.

### Key Performance Indicators


Ref	Description	Actual 2021 / 22	Target 2022 / 23	Quarter 2 Position	Current Progress	Direction of Travel	Supporting Commentary
ICT LI 01	Average availability of the Council's operational servers (%).	99.98	99.00	99			Remains in line with target and SLA, linked to Halton Cloud Data Centre configuration. A real achievement given the considerable levels of work undertaken over this period mainly out of hours.
ICT LI 02	Average availability of the Council's WAN infrastructure (%).	99.97	99.00	99			Remains in line with target and SLA. Inclusive of planned down time out of hours. Especially during these times of new working arrangements when connectivity to the centre is key.

ICT LI 03	School Support SLA: % of calls responded to within <u>agreed</u> target*:						Again, this has been an unusual time with schools impacted by the pandemic and the support required evolving to support our clients within the boundaries of the SLA. New working practices are now in place to safeguard staff and clients – these service solutions will be retained as our clients prefer the new working models.
	Priority 1	100	85.00	100			
	Priority 2	100	90.00	100			
	Priority 3	100	95.00	100			
	Priority 4	100	95.00	99			
ICT LI 04	Average working days from delivery to completion of a new PC.	5 (Days)	5 (Days)	1			New procedures are in place, with the advent of a full VDi based workforce all desktop's can be replaced the same day – a process is in place for home workers to drop off and collect a new device again a same day service.

### Legal & Democracy



#### Key Objectives / milestones

Ref	Objective
LD 01	To ensure that decision makers are supported through the provision of timely and accurate advice and information and are kept informed of changing legislation and responsibilities.











Milestone	Progress Q2	Supporting Commentary
Review constitution - <b>May 2021</b> .		The revised constitution was approved at Annual Council

Ref	Objective
LD 02	To provide efficient and effective Democratic Support Services that provides Elected Members, as key decision makers, with the necessary information, support and training opportunities to fulfil their individual potential and management and governance role effectively.

Milestone	Progress Q2	Supporting Commentary
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To ensure that all members have been given the opportunity of a having a MAP meeting where desired.		All Members have been offered a MAP induction
To induct all new members <b>by October 2021</b> .		All new Members have been inducted

### Key Performance Indicators

Ref	Description	Actual 2021 / 22	Target 2022 / 23	Quarter 2 Position	Current Progress	Direction of Travel	Supporting Commentary
LD LI 01	No. Of Members with Personal Development Plans (56 Total).	54 (100%)	54 (100 %)	54 (100 %)			All Members are offered a MAP. All newly elected Members completed an initial MAP in May 2022.
LD LI 02	Percentage of Members attending at least one organised Training Event.	51 (94%)	54 (100 %)	21 (39%)			All Members are offered a hybrid development programme via in-house officer training and e-Learning via the L&D Portal. It is, of course, a matter of personal choice for Members
LD LI 03	Average Time taken to issue prosecutions from receipt of full instructions (working days).	10 (Days)	10 (Days )	10 (Days )			The target has been met.
LD LI 04	Average time taken to file application for Care proceedings at Court from receipt of all written evidence from client department (working days).	3 (Days)	3 (Days )	3 (Days )			The target has been met.
LD LI 05	% of Executive Board minutes published within 5 working days after the meeting.	100%	100%	100%			The target has been met.









## Community & Environment

### Key Objectives / milestones

Ref	Objective
CE 01	Increase the number of Pupils having a school lunch, to raise awareness and increase levels of healthy eating.

Milestone	Progress Q2	Supporting Commentary
Deliver a promotion and educational campaign - <b>September 2020</b> and <b>January 2021</b> .	NA	Not applicable due to Covid-19






### Key Performance Indicators

Ref	Description	Actual 2021 / 22	Target 2022 / 23	Quarter 2 Position	Current Progress	Direction of Travel	Supporting Commentary
CE LI 01	% Take up of free school meals to those who are eligible - Primary Schools.	71.42 %	75%	76.11 %			On target.
CE LI 02	% Take up of free school meals to those who are eligible - Secondary Schools.	56.29 %	65%	62.02 %			On target as this includes school leavers in year 11. This should realign
CE LI 03	Take up of school lunches (%) – primary schools.	57.81 %	60%	60.90 %			On target
CE LI 04	Take up of school lunches (%) – secondary schools.	50.10 %	55%	55.95 %			On target





### Property Services



#### Key Objectives / milestones

Ref	Objective
EEP 03	Corporate

Milestone	Progress Q2	Supporting Commentary
Commence Construction of new Leisure Centre on site by <b>31<sup>st</sup> October 2022</b>		Subject to Exec Board approval a full start on site will be late November however works have already commenced with site diversion works
Commence Construction of Extension to St Patrick's Nursing Home by <b>31<sup>st</sup> Dec 2022</b>		Anticipated start on site date put back to April 2023, design development works continuing and consultation process to be undertaken
Deliver agreed programmed maintenance programme to Corporate Buildings by <b>31<sup>st</sup> March 2023.</b>		Budget on track to be spent by year end
Deliver agreed programmed maintenance programme to schools by <b>31<sup>st</sup> March 2023.</b>		9 out of 13 projects already delivered others to be completed prior to year end
Complete refurbishment of 71 High Street, Runcorn by <b>30<sup>th</sup> September 2022</b>		Works complete.

#### Key Performance Indicators

Ref	Description	Actual 2021 / 22	Target 2022 / 23	Quarter 2 Position	Current Progress	Direction of Travel	Supporting Commentary
EEP LI 03	Commercial and investment portfolio – rent receivable against the budget to monitor receipt of income of rents and service charges.	Invest £44,300 Com £574,916	Invest £53,467 Com £663,613	Invest £31,317 Com £262,552			Other vacant units, former Frankie and Bennies unit at the Hive. A shortfall of income is predicted over the year of £116,000 to exclude the income from the lease of no 29 – 31 Moor Lane, Widnes (Enterprise) which ended 14 June 2022.
EEP LI 04	Occupancy rates of commercial and investment portfolio.	100 % Invest 89% com	100 % Invest 90% com	100 % Invest 93% com			There are 7 vacant properties which will be on the market or where negotiations have not been

							concluded. Negotiations are underway with a potential tenant for no 71 High Street and the former bus depot Moor Lane Widnes.
EEP LI 05	Occupancy of Widnes Market Hall.	95%	96%	89%			Difficult trading conditions and the impact on the Market following the introduction of parking charges are having an effect 4 traders having left since April 1 <sup>st</sup> 2022.

## 7.0 Financial Statements

**FINANCE DEPARTMENT****Revenue Budget as at 30 September 2022**

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	5,955	2,928	2,781	147	353
Proposed Pay Award 2022/23	328	0	0	0	0
Insurances	894	668	642	26	0
Supplies & Services	415	288	278	10	7
Rent Allowances	35,500	15,661	15,661	0	0
Non HRA Rent Rebates	70	35	28	7	0
Discretionary Social Fund	106	60	60	0	0
Discretionary Social Fund Household Support	579	579	594	(15)	0
Discretionary Housing Payments	300	150	127	23	0
Covid Isolation Scheme	0	0	-9	9	0
Concessionary Travel	1,898	574	509	65	130
LCR Levy	2,241	2,241	2,241	0	0
Transfer to Reserves	17	0	0	0	17
Bad Debt Provision	77	0	0	0	(78)
<b>Total Expenditure</b>	<b>48,380</b>	<b>23,184</b>	<b>22,912</b>	<b>272</b>	<b>429</b>
<b>Income</b>					
Rent Allowances	-34,900	-13,473	-13,336	(137)	(406)
Non HRA Rent Rebate	-70	-35	-87	52	0
Housing Benefit Recovery	-400	-100	-71	(29)	0
Burdens Grant	-60	-60	-87	27	27
Dedicated schools Grant	-111	0	0	0	0
Discretionary Housing Payment Grant	-300	-125	-91	(34)	0
Housing Benefits Admin Grant	-515	-257	-257	0	0
Universal Credits	-5	-5	-5	0	0
Council Tax Admin Grant	-204	-204	-211	7	7
Household Support Fund Grant	-579	-144	-144	0	0
Covid Isolation Grant Income	0	0	36	(36)	0
Council Tax Liability Order	-502	-251	-265	14	0
Business Rates Admin Grant	-155	0	0	0	0
VEP Grant	-9	-9	-9	0	0
Council Tax Rebate Scheme Admin Gra	0	0	-79	79	79
Schools SLAs	-278	-278	-280	2	5
LCR Reimbursement	-2,241	-2,241	-2,241	0	0
Other Fees & Charges	-264	-130	-164	34	31
Reimbursements & Other Grants	-111	-56	-58	2	71
CCG McMillan Reimbursement	-82	0	0	0	0
Transfer from Reserves	-461	-119	-119	0	(43)
<b>Total Income</b>	<b>-41,247</b>	<b>-17,487</b>	<b>-17,468</b>	<b>(19)</b>	<b>(229)</b>
<b>Net Operational Expenditure</b>	<b>7,133</b>	<b>5,697</b>	<b>5,444</b>	<b>253</b>	<b>200</b>
<b>Recharges</b>					
Premises Support	227	113	113	0	0
Central Support	2,518	1,259	1,259	0	0
Recharge Income	-5,753	-2,877	-2,877	0	0
<b>Net Total Recharges</b>	<b>-3,008</b>	<b>-1,505</b>	<b>-1,505</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>4,125</b>	<b>4,192</b>	<b>3,939</b>	<b>253</b>	<b>200</b>

**Comments on the above figures**

The net Department spend is £0.253m under budget at the end of Quarter 2. It is forecast the department outturn net spend will be £0.128m above the approved budget at year-end.

Employee costs are forecast to be under budget at year-end by £0.353m this is due to vacancies within Financial Management and Audit, Procurement & Operational Finance divisions. Delays on recruitment has been reflected in projections but these could change dependant on when posts are filled.

The 2022/23 pay award has yet to be agreed but the additional cost to the department over and above the approved budget is forecast at £0.328m. The cost of which will be funded from Council reserves. This figure being based on 153 full time equivalent staff.

Insurance costs are currently projected to match the 2022/23 budget, although this is dependent on the claims received and the excesses paid out during the year, and could change by year-end.

Concessionary travel costs are projected to underspend against the approved budget by £0.130m. Passenger numbers are still significantly below the levels seen prior to the Covid-19 pandemic, although operators are currently being supported at the same rates. Strike action by one of the local bus operators has led to a reduction in payments and increased forecast outturn variance from Q1.

Bad Debt provision relates to an estimate of possible non-return of Housing Benefits overpayments in this financial year.

Rent Allowance income is showing a significant shortfall of £0.406m against the budgeted income target due to an increase in the costs of supported accommodation. Sixty percent of these costs are funded from housing benefits, with the balance falling to the Council.

£27k of additional grant funding in relation to DWP legislative changes and the Housing Benefit Accuracy Initiative has been received. Additional funding has also been received in year for the administrative costs relating to the Council Tax Rebate Scheme, whereby households in Council Tax bands A-D received £150 to assist with energy bills.

Reimbursements & Other Grant income is projected to overachieve by £0.071m due to procurement card income and Early Payment Scheme discounts received.

All savings applied to the 2022/23 budget will be achieved.



**Revenue Budget as at September 30 2022**

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	2,162	1,048	987	61	175
Proposed Pay Award 2022/23	53	0	0	0	0
Employees Training	123	66	68	(2)	(4)
Apprenticeship Levy	300	151	155	(4)	(9)
Supplies & Services	144	86	93	(7)	(14)
Agency Related Expenditure	11	0	3	(3)	0
<b>Total Expenditure</b>	<b>2,793</b>	<b>1,351</b>	<b>1,306</b>	<b>45</b>	<b>148</b>
<b>Income</b>					
Fees & Charges	-132	-100	-102	1	(2)
Schools SLA	-448	-448	-452	4	4
Transfer from Reserves	-70	-17	-17	0	0
<b>Total Income</b>	<b>-650</b>	<b>-565</b>	<b>-570</b>	<b>5</b>	<b>2</b>
<b>Net Operational Expenditure</b>	<b>2,143</b>	<b>786</b>	<b>736</b>	<b>50</b>	<b>150</b>
<b>Recharges</b>					
Premises Support	72	36	36	0	0
Central Support	1,037	518	518	0	0
Recharge Income	-3,252	-1,626	-1,626	0	0
<b>Net Total Recharges</b>	<b>-2,143</b>	<b>-1,072</b>	<b>-1,072</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>0</b>	<b>-286</b>	<b>-335</b>	<b>50</b>	<b>150</b>

**Comments on the above figures**

At the close of the second quarter, Policy, Performance, People and Efficiency net spend is below the budget profile to date by £0.050m, the forecast position through to the end of the year is for net spend to be £0.150m below the approved budget.

Employee's expenditure is below budget. The majority of this is in relation to the budget for apprentices. There have only been a few apprentices in post but there are expected to be further apprentice's taking up posts across different service areas soon.

The 2022/23 pay award has yet to be agreed but the additional cost to the department over and above the approved budget is forecast at £0.053m. The cost of which will be funded from Council reserves. This figure being based on 47 full time equivalent staff.

All budget savings applied to 22-23 budget will be achieved

**ICT & ADMINISTRATION****Revenue Budget as at 30 September 2022**

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employee	7,288	3,645	3,615	30	(82)
Proposed Pay Award 2022/23	485	0	0	0	0
Supplies & Services Expenditure	1,012	506	498	8	(14)
Capital Finance	78	5	1	4	33
Computer Repairs & Software	1,257	1,150	1,151	(1)	30
Communication Costs	13	13	9	4	0
Premises Expenditure	99	85	77	8	(27)
Transport Expenditure	3	2	1	1	1
Transfer from Reserves	15	0	0	0	15
<b>Total Expenditure</b>	<b>10,250</b>	<b>5,406</b>	<b>5,352</b>	<b>54</b>	<b>(44)</b>
<b>Income</b>					
Fees & Charges	-624	-260	-252	(8)	178
Schools SLA Income	-565	-480	-475	(5)	(83)
Contribution from Reserves	-485	0	0	0	0
Reimbursements & Other Grant Income	0	0	-6	6	7
<b>Total Income</b>	<b>-1,674</b>	<b>-740</b>	<b>-733</b>	<b>(7)</b>	<b>102</b>
<b>Net Operational Expenditure</b>	<b>8,576</b>	<b>4,666</b>	<b>4,619</b>	<b>47</b>	<b>58</b>
<b>Recharges</b>					
Premises Support	389	195	195	0	0
Transport Support	19	12	12	0	0
Central Support	1,592	796	796	0	0
Asset Rental Support	1,494	0	0	0	0
Recharge Income	-13,112	-6,556	-6,556	0	0
<b>Net Total Recharges</b>	<b>-9,618</b>	<b>-5,553</b>	<b>-5,553</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>-1,042</b>	<b>-887</b>	<b>-934</b>	<b>47</b>	<b>58</b>

### Comments on the above figures

In overall terms net spend is below the budget profile by £0.047m at the end of the second and forecast to be below the approved budget by £0.058m at the end of the financial year.

Employee's costs are £0.030m under the approved budget at the end of Q2. The Admin department is projecting spend to be lower than budget which is reduced departmentally by an overspend against budget in staffing within the IT Division. The majority of the overspend within the IT Division is due to not achieving staff turnover saving targets. It should be noted the projections in Admin are based on maintaining current staffing levels which include a level of vacancies. If this level of staffing continues then the additional £0.529m staff turnover savings target and efficiency budget targets that are part of the Admin budget can be met. However, if staffing levels increase this will have an impact on outturn. Admin staffing usually has high staff turnover so it is at times a volatile budget to project.

The 2022/23 pay award has yet to be agreed but the additional cost to the department over and above the approved budget is forecast at £0.485m. The cost of which will be funded from Council reserves. This figure being based on 240 full time equivalent staff.

Supplies and services projected costs within the Admin division are based on historical spend pre pandemic as this is best indication of projected spend now that services has resumed and staff returning to offices. These can be projected more accurately as the year progresses and managers can confirm spend.

Computer repairs and software and communication costs are based on managers projections and is predicted to be underspent against budget at year end.

Premises costs are predicted to overspend against budget at year end due to the well-publicised increases in gas and electricity prices.

SLA income from the SLA matrix is showing as marginally unachieved compared to budget for Q2 and this trend is expected to continue through to financial year-end.

Fees and charges income budget relates to external client income for traded services. This is for Agresso implementation and continued support and the income is marginally unachieved against budget for Q2 but is expected to overachieve at financial year-end.

### **Capital Projects as at 30 September 2022**

<b>Capital Expenditure</b>	<b>2022/23 Capital Allocation £'000</b>	<b>Allocation to Date £'000</b>	<b>Actual Spend £'000</b>	<b>Total Allocation Remaining £'000</b>
ICT Rolling Capital Programme	700	123	123	577
<b>Total Capital Expenditure</b>	<b>700</b>	<b>123</b>	<b>123</b>	<b>577</b>

### **Comments on the above figures.**

It is expected that the full capital allocation will be spent at Outturn.

**Revenue Budget as at 30<sup>th</sup> September 2022**

	<b>Annual Budget</b>	<b>Budget to Date</b>	<b>Actual</b>	<b>Variance (Overspend)</b>	<b>Forecast Outturn</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Expenditure</b>					
Employees	1,913	956	898	58	48
Proposed Pay Award 2022/23	29	0	0	0	0
Supplies & Services	322	149	159	(10)	(20)
Civic Catering & Functions	39	11	2	9	17
Legal Expenses	218	73	121	(48)	(96)
Legal Expenses Locums	360	183	183	0	0
Transport Related Expenditure	10	7	4	3	6
<b>Total Expenditure</b>	<b>2,891</b>	<b>1,379</b>	<b>1,367</b>	<b>12</b>	<b>(45)</b>
<b>Income</b>					
Land Charges	-84	-41	-37	(4)	(6)
School SLA's	-85	-84	-82	(2)	(2)
Licence Income	-263	-114	-129	15	30
Fees & Charges Income	-65	-32	-34	2	2
Transfer from Reserves	-406	-200	-200	0	0
<b>Total Income</b>	<b>-903</b>	<b>-471</b>	<b>-482</b>	<b>11</b>	<b>24</b>
<b>Net Operational Expenditure</b>	<b>1,988</b>	<b>908</b>	<b>885</b>	<b>23</b>	<b>(21)</b>
<b>Recharges</b>					
Premises Support	58	29	29	0	0
Central Support	351	175	175	0	0
Recharge Income	-1,895	-947	-947	0	0
<b>Net Total Recharges</b>	<b>-1,486</b>	<b>-743</b>	<b>-743</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>502</b>	<b>165</b>	<b>142</b>	<b>23</b>	<b>(21)</b>

**Comments on the above figures**

In overall terms net spending is marginally under the budget profile by £0.023m at the end of Q2 and expected to be £0.021m above the approved budget at the end of the financial year.

Employee expenditure is forecast to be £0.048m under the approved budget at financial year-end due to a number of vacancies within the departmental structure. Some of these vacancies are being covered by legal locums, forecast cost of which are £0.360m through to year-end and are to be funded from Council reserves.

The 2022/23 pay award has yet to be agreed but the additional cost to the department over and above the approved budget is forecast at £0.029m. The cost of which will be funded from Council reserves. This figure being based on 39 full time equivalent staff.

Civic catering and functions projections are based on historic expenditure, before Covid restrictions These could therefore change dependant on number of events through to the end of the financial year.

Legal expenses are projected to largely overspend. These projections are only an estimation, these costs are dependent on complexity and number of cases so difficult to forecast accurately. It has been advised that

increased case numbers and case complexity will mean increased barrister costs and the need to use outside legal services. It seems prudent therefore to project spend will be significantly higher than the approved budget through to the end of the last financial year.

Land and license Income is dependent on demand for property searches and license applications, so variable and difficult to project.

All budget savings applied to 22-23 budget will be achieved.

**COMMUNITY & ENVIRONMENT DEPARTMENT**

**Revenue Budget as at 30 September 2022**

	Annual Budget £'000	Budget to Date £'000	Actual £'000	Variance (Overspend) £'000	Forecast Outturn £'000
<b>Expenditure</b>					
Employees	15,412	7,300	6,966	334	303
Proposed Pay Award 2022/23	640	0	0	0	0
Premises	2,543	1,272	1,317	(45)	(90)
Supplies & Services	1,398	750	800	(50)	(100)
Hired & Contracted Services	890	44	156	(112)	(225)
Book Fund	140	108	93	15	30
Food Provisions	404	817	801	16	32
School Meals Food	1,872	925	721	204	409
Miscellaneous Transport Costs	115	47	49	(2)	(3)
Other Agency Costs	156	92	69	23	(51)
Other Expenditure	0	2	5	(3)	(5)
Waste Disposal Contracts	6,538	3,269	3,268	1	2
Grants to Voluntary Organisations	67	16	41	(25)	48
Grant to Norton Priory	172	172	174	(2)	(1)
Rolling Projects	0	10	20	(10)	(20)
Capital Financing	0	4	4	0	0
<b>Total Expenditure</b>	<b>30,347</b>	<b>14,828</b>	<b>14,484</b>	<b>344</b>	<b>329</b>
<b>Income</b>					
Sales Income	-1,309	-678	-608	(70)	(141)
School Meals Income	-4,958	-2,275	-2,086	(189)	(378)
Fees & Charges Income	-5,546	-3,318	-3,298	(20)	(41)
Rental Income	-205	-75	-75	0	0
Government Grant Income	-359	-500	-664	164	329
Reimbursements & Other Grant Income	-597	-214	-149	(65)	(130)
Catering Fees	-88	-44	-45	1	2
Internal Fees Income	-247	-30	-38	8	16
Capital Salaries	-173	-46	-46	0	0
Transfers From Reserves	-742	-26	-24	(2)	0
<b>Total Income</b>	<b>-14,224</b>	<b>-7,206</b>	<b>-7,033</b>	<b>(173)</b>	<b>(343)</b>
<b>Net Operational Expenditure</b>	<b>16,123</b>	<b>7,622</b>	<b>7,451</b>	<b>171</b>	<b>(14)</b>
<b>Recharges</b>					
Premises Support	1,496	748	748	0	0
Transport	2,324	1,144	1,196	(52)	(104)
Central Support	4,449	2,225	2,225	0	0
Asset Rental Support	146	0	0	0	0
HBC Support Costs Income	-511	-255	-255	0	0
<b>Net Total Recharges</b>	<b>7,904</b>	<b>3,862</b>	<b>3,914</b>	<b>(52)</b>	<b>(104)</b>
<b>Net Departmental Expenditure</b>	<b>24,027</b>	<b>11,484</b>	<b>11,365</b>	<b>119</b>	<b>(118)</b>

### Comments on the above figures

The net department spend is £0.119m under budget at the end of Quarter 2 with the estimated net spend for the year being forecast at £0.118m over the approved budget.

Net employee spend is below the budget to date by £0.303m, due to the number of vacancies within the department resulting from delays and difficulty in recruitment.

The 2022/23 pay award has yet to be agreed but the additional cost to the department over and above the approved budget is forecast at £0.640m. The cost of which will be funded from Council reserves. This figure being based on 425 full time equivalent staff.

Premises costs are £0.045m over budget at the end of Quarter 2. Savings were identified at Q1 due to NNDR bills remaining the same as in previous years, however, the forecast outturn position is currently projected to be £0.090m over budget due to significant increases in both electricity and gas costs. This has impacted all of the sites managed by the Department, especially at Leisure Centres. Runcorn swimming pool has closed but premises costs will continue while the building remains under Council control.

Additional premises costs are expected for Brookvale Leisure Centre and Halton Lea Library. A £0.020m feasibility study (Brookvale) and £0.030m building works (remove Café and re-instate as library) have not been budgeted for.

Spend on Supplies and Services is currently £0.050m over budget and spend on Hired Services is £0.112m over budget. This includes £0.050m domestic violence contribution to Sanctuary Scheme, £0.025m cemetery and crematory re-saleable spend which is offset by income from Sanctum Vaults purchases, £0.020m for the decommissioning of a temporary cremator, and £0.043m equipment including £0.008m/month for container hire. Some of this spend will be offset by Government Grant income where possible.

Invoices for 2021/22 waste disposal contracts are still to be received, expected during the next quarter. Whilst costs were estimated at financial year-end, any variance in the actual cost when invoices are received will impact on this year's financial position.

No invoices have yet been received for the waste disposal contracts in 2021/22. Estimated expenditure is therefore calculated based on the average cost per tonne in 2020/21 plus estimated additional tonnage in the current year. Any changes to these costs could have a large impact on the Department's outturn position.

The cancellation of certain events, such as the Vintage Rally means that the associated income targets will not be achieved, while some costs for these events have already been incurred.

Transport recharges are expected to be higher than budgeted due to fuel and other cost increases resulting in a forecast net overspend against budget at year-end of £0.104m.

**Capital Projects as at 30 September 2022**

<b>Project Title</b>	<b>2022/23 Capital Allocation £'000</b>	<b>Allocation to Date £'000</b>	<b>Actual Spend £'000</b>	<b>Total Allocation Remaining £'000</b>
Stadium Minor Works	37	10	9	28
Halton Leisure Centre (Moor Lane)	6,296	950	938	5,358
Brookvale Pitch Refurbishment	70	40	38	32
Stadium decarbonisation scheme	0	0	117	(117)
Open Spaces Schemes	450	130	128	322
Children's Playground Equipment	80	5	2	78
Upton Improvements	13	0	0	13
Crow Wood Park Play Area	39	10	10	29
Landfill Tax Credit Schemes	340	0	0	340
Runcorn Town Park	256	110	110	146
Widnes Crem - Replacement Cremator	200	200	234	(34)
Spike Island / Wigg Island	60	0	0	60
Litter Bins	20	0	0	20
<b>Totals</b>	<b>7,861</b>	<b>1,455</b>	<b>1,586</b>	<b>6,275</b>

**Comments on the above figures****Moor Lane Leisure Centre**

The estimated cost of the new leisure centre has increased significantly due to the current levels of inflation, scarcity of materials etc. A report has been issued to the Executive Board detailing the increased costs and a decision is imminent. It is likely that the decision will be to continue with the project as there are wider implications for the regeneration of the whole Kingsway area. The draft report indicates the increased annual revenue cost of borrowing from £1m to £2m given the construction cost and interest rate rises.

**Brookvale Pitch Refurbishment**

The scheme is now complete. There is a retention payment that may be held until Quarter 4 (% of Football Foundation funding grant is held until all conditions met/discharged) but the remaining spend will be in the current financial year.

**Stadium Decarbonisation Scheme**

Grant-funded project to reduce the DCBL Stadium's carbon footprint. This involved replacing the gas boilers with air source heat pumps and installing LED lighting and additional installation. The scheme is currently over budget by £0.117m, the cost of which will have to be funded through capital receipt reserves or increased borrowing.

**Open Spaces**

This covers spending on a variety of externally funded projects, including Arley Drive/Halton Housing Trust and Fairfield History projects.

**Children's Playground Equipment**

This is an ongoing project which includes spend on improvements within the Borough's playgrounds.

**Crow Wood Park**

Project to include replacement park building and upgrade to paths. The main contract for new park building has ended but a small amount of work to the building is required and will be done separately along with a small landscape contract to complete paths. This is still delayed due to team workload. Possibly will run to end of 2022/23.



**Landfill Tax Credits Schemes**

Currently used to support improvements for a rolling programme of existing playgrounds/open space schemes across the Borough. There are no projects currently identified and minimal spend if any against this code is anticipated in 2022/23.

**Runcorn Town Park**

Project to renew park infrastructure. Works from INEOS funding 2021/22 has not yet completely spent. The works are behind schedule due workload/capacity issues within D&D Team due to RSQ project taking priority. For 2022/23 there will be another major INEOS funding bid to continue the infrastructure replacement works, Bid has not yet been submitted but it is anticipated that next phase will carry over to 2023/24 assuming bid is successful.

**Widnes Crematorium replacement Cremator**

Installation works on site are progressing to programme. The new unit commissioned and fully operational with staff trained to us new systems. The final cost is £0.234m (increase due to a change of supplier plus some small additional works to the building in order to accommodate the new unit).

**Wigg/Spike Island Recovery Works**

Projects are at the commencement stage. The extent of works and exact split for works contracts is being assessed.

**ECONOMY ENTERPRISE & PROPERTY DEPARTMENT****Revenue Operational Budget as at 30 September 2022**

	<b>Annual Budget</b>	<b>Budget to Date</b>	<b>Actual</b>	<b>Variance (Overspend)</b>	<b>Forecast Outturn</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Expenditure</b>					
Employee Related Expenditure	5,159	2,529	2,609	(80)	60
Proposed Pay Award 2022/23	220	0	0	0	0
Repairs & Maintenance	2,306	1,216	1,216	0	0
Premises	92	90	90	0	0
Energy & Water Costs	919	284	387	(103)	(207)
NNDR	533	533	535	(2)	(2)
Rents	179	102	99	3	5
Economic Regeneration Activities	37	0	0	0	0
Security	485	211	211	0	0
Supplies & Services	494	398	398	0	6
Supplies & Services - Grant	1,192	415	415	0	0
Grants to Voluntary Organisations	113	72	72	0	0
Capital Finance	30	30	30	0	0
Transfer to Reserves	254	127	127	0	0
<b>Total Expenditure</b>	<b>12,013</b>	<b>6,007</b>	<b>6,189</b>	<b>(182)</b>	<b>(138)</b>
<b>Income</b>					
Fees & Charges Income	-864	-144	-144	0	0
Rent - Commercial Properties	-842	-297	-235	(62)	(124)
Rent - Investment Properties	-53	-31	-31	0	0
Rent - Markets	-797	-391	-382	(9)	(18)
Government Grant	-690	-412	-412	0	0
Reimbursements & Other Grant Income	-1,451	-351	-351	0	0
Schools SLA Income	-410	-381	-345	(36)	(36)
Recharges to Capital	-237	-36	-36	0	0
Transfer from Reserves	-1,717	-1,174	-1,277	103	207
<b>Total Income</b>	<b>-7,061</b>	<b>-3,217</b>	<b>-3,213</b>	<b>(4)</b>	<b>29</b>
<b>Net Operational Expenditure</b>	<b>4,952</b>	<b>2,790</b>	<b>2,976</b>	<b>(186)</b>	<b>(109)</b>
<b>Recharges</b>					
Premises Support	1,474	737	737	0	0
Transport Support	27	13	13	0	0
Central Support	2,082	1,041	1,041	0	0
Asset Rental Support	4	0	0	0	0
Recharge Income	-6,258	-3,129	-3,129	0	0
<b>Net Total Recharges</b>	<b>-2,671</b>	<b>-1,338</b>	<b>-1,338</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>2,281</b>	<b>1,452</b>	<b>1,638</b>	<b>(186)</b>	<b>(109)</b>

**Comments on the above figures**

To date the Department is reporting net spend to be over the approved budget by £0.186m. The longer term forecast through to the end of the year estimates net spend will be above the budget by £0.109m.

By carefully monitoring the accounts, the department is utilising grant/external funding where possible to try and relieve the pressure on the core Council budget. This is reflected in employee expenses this quarter where various projects have been identified and staff time has been charged accordingly. All vacancies in the department have been put on hold to help achieve the staff turnover saving target of £0.099m.

The 2022/23 pay award has yet to be agreed but the additional cost to the department over and above the approved budget is forecast at £0.220m. The cost of which will be funded from Council reserves. This figure being based on 184 full time equivalent staff, although some of these will be grant funded.

Due to the ongoing rise in utility bills, expenditure for energy and water costs are projected to be over budget at the end of the financial year. Latest forecasts show an increase of 207% increase in Gas Costs and 64% electricity costs and this is reflected in the forecast. Increase in forecast energy costs will be met through Council reserves.

As the economy looks to recover from the impact of the coronavirus pandemic the financial challenges of commercial property rent present a significant financial challenge. As the working from home environment continues there is less need for office accommodation. The savings put forward to provide additional office space for external agencies at Rutland House will not be achieved this financial year.

In previous year's repairs and maintenance expenditure has been under budget to help the Department achieve an overall balanced position. An assessment has been carried out on forecast spend for the current year and the maintenance programme is showing the budget will be utilised in full.

The School Cleaning Service Level Agreement (SLA) is not covering its costs this financial year due to the need to employ agency staff in order to cover sickness and leave. A review of SLA charges will be undertaken ahead of the next financial year.

The department is projecting to under achieve on market rental income targets this financial year. During the last few months the occupancy rate has dropped to 92%. This may be linked to the introduction of customers having to pay for parking outside the market. There is a slight improvement on quarter 1 projections due to one off events held on a Sunday.

## ECONOMY ENTERPRISE &amp; PROPERTY DEPARTMENT

Capital Projects as at 30 September 22

	2022-23 Capital Allocation £'000	Allocation to Date £'000	Actual Spend £'000	Total Allocation Remaining £'000
	£'000	£'000	£'000	£'000
<b>Expenditure</b>				
3MG	164	6	6	158
Property Improvements	213	169	169	44
Equality Act Improvement Works	300	34	34	266
Widnes Market Refurbishment	6	6	6	0
Broseley House	21	7	7	14
Woodend - Former Unit 10 Catalyst Trade Park	500	21	21	479
Solar Farm Extension	11	0	0	11
Murdishaw Redevelopment	31	0	0	31
Foundry Lane Residential Area	2,117	932	932	1,185
Astmoor Regeneration	14	10	10	4
Kingsway Learning Centre Improved Facilities	36	0	0	36
St Paul Mews	500	500	515	(15)
Halton Lea TCF	388	353	353	35
Runcorn Town Centre Redevelopment	2,089	959	959	1,130
Runcorn Station Building Development	530	77	77	453
<b>Total</b>	<b>6,920</b>	<b>3,074</b>	<b>3,089</b>	<b>3,831</b>

Comments on the above figures

**3MG** - Spend will be back-ended in the financial year, the largest of which is HBC field where the completion has been put back to Feb 2023. A more comprehensive forecast will be presented at the end of quarter three.”

**Property Improvements-** All the budget will be spent by year end. There are a number of projects against this code including Reroofing the Fitness suite at the Stadium, lift replacement at Kingsway Learning Centre, and reroofing 73 High Street. There will also likely be some roofing works done at the Municipal Building against this budget.

**Equality Act Budget-** There are a number of access type schemes using the equality act budget this year so the department is anticipating the budget will be fully spent at year end.

**Widnes Market Refurbishment** - All Capital works have now been completed and all retentions paid

**Broseley House** - All works are complete on site, the only outstanding payment is the retention monies of circa £5,000 due in December 2022.

**Woodend Unit 10 Catalyst Trade Park** - No further spend is likely until the last remaining tenant vacates the property then the department will progress with demolition work.

**Solar Farm Extension** - It has now been operational for 2 years. No major issues have been identified. The system is performing in line with expectations in terms of energy produced and income.

**Murdishaw** - Work is ongoing to develop proposals for a community garden in the outdoor space at Murdishaw Community Centre. Funding is allocated to the project as match funding with a potential Awards for All bid to be submitted in the next quarter. Environmental Improvements are ongoing in partnership with Onward and Riverside Housing.

**Foundry Lane** – There has been a delay in finalising the Development Agreement due to summer holiday leave commitments. The land will be transferred to the developer very soon. It is anticipated that the allocation will be spent in full this financial year.

**Kingsway Learning Centre Improvement Works** – Majority of the refurbishment works completed; redecoration works to the meeting rooms to be carried out.

**St Paul Mews** - No further spend is likely until the last remaining tenant vacates the property then the department will progress with the demolition work.




**Halton Town Centre Fund** - This LCR funded programme is now complete

**Runcorn Town Centre Redevelopment** - Options reports for the seven Towns Fund projects are now complete. Business Cases for four of the projects were submitted early August. The remaining business cases will be submitted at the beginning of November.




## 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 is <u>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 <b>is better</b> as compared to the same period last year.
Amber 	Indicates that performance <b>is the same</b> as compared to the same period last year.
Red 	Indicates that performance <b>is worse</b> as compared to the same period last year.
N / A	N / A
	Indicates that the measure cannot be compared to the same period last year.

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	8 <sup>th</sup> December 2022
<b>REPORTING OFFICER:</b>	Strategic Director, People
<b>PORTFOLIO:</b>	Children and Young People, Employment, Learning and Skills and Health & Wellbeing
<b>SUBJECT:</b>	Right to Succeed
<b>WARD(S)</b>	Halton Lea

### 1.0 **PURPOSE OF THE REPORT**

1.1 To provide an update on the Right to Succeed initiative.

### 2.0 **RECOMMENDATION: That the report be noted.**

### 3.0 **SUPPORTING INFORMATION**

3.1 Right to Succeed supports communities in areas of high deprivation to work collectively to give children and young people the best start in life. Every child deserves the right to succeed, no matter where they live. Right to Succeed brings together residents, professionals and decision-makers to co-design a programme that is bespoke to the needs of the local community working on an approach of place-based change.

3.2 Executive Board received a comprehensive report on the Right to Succeed initiative in February 2021 and agreed to support the development of the initiative in the Halton Lea ward:-  
<https://councillors.halton.gov.uk/documents/g7450/Public%20reports%20pack%2025th-Feb-2021%2014.00%20Executive%20Board.pdf?T=10>

The above report set out the test bed approach in North Birkenhead, the model applied and indicative costs. Approval was given to progress with the discovery phase of work in Halton Lea ward.

Alongside Halton Lea, Right to Succeed has mobilised in Knowsley in the same wave. Further waves across the City Region are planned in the future.

3.3 North Birkenhead are now in year two of the programme. Year one metrics have demonstrated:-

- Social care step down rate 62 per 10,000 of the population

compared to 20 per 10,000 Wirral wide

- Social care case closure rate 369 per 10,000 compared to 225 per 10,000 Wirral wide
- 19 cases kept out of social care in North Birkenhead, if this was scaled up across Wirral this would equate to 425

A summary of the measures for North Birkenhead year one:-

Social Care	Cradle to Career	Wirral Wide	% by which C2C outperforms Wirral wide	Number of benefits achieved beyond (Wirral Wide) expectation	Unit
Average Caseload	18.25	14.55	25.4%	3.70	extra cases per professi
Referrals					
Number of referrals	115	3239			
Rate (per 10,000) of referrals	223	240	7.1%	7.61	less referrals than expe
Repeat referrals					
Number of repeat referrals	20	659			
Rate (per 10,000) of repeat referrals	39	48.5	19.6%	3.28	less repeat referrals tha
Social care closures (children stepped down from CiN)					
Number of closures	132	2971			
Rate (per 10,000) of closures	400	220	81.8%	59.4	more children stepped c
Social care step downs (children stepped down from CP)					
Number of step downs	29	272			
Rate (per 10,000) of step downs	56	20	180.0%	18.6	more children stepped c

3.4 The Right to Succeed team have been working in Halton Lea with a multi-agency steering group on the discovery phase. The approach has been to understand what conditions for collective impact are in place and to collaboratively define a common agenda for delivery. This has involved engagement and consultation with local residents and professionals via interviews, surveys, workshops, focus groups and public consultation events in order to understand the perspectives of the Halton Lea community and their priorities. The themes that emerged from the consultation were:-

- Across all age groups, there was low satisfaction with Halton Lea and a lack of a sense of belonging
- Less than a third of adult residents who responded to the follow-up consultation survey were happy with where they lived
- Only 7% of 11-16 year-olds gave a positive rating when asked how much they like Halton Lea, and just 25% felt a strong sense of belonging to the area
- 69% of respondents to the residents' survey are dissatisfied with services and facilities in Halton Lea, and 23% are very dissatisfied



- For each of the following in Halton Lea, less than half of respondents are aware of their existence; youth service, CAMHS, mental health service, women’s centre, statutory SEND support, social housing/housing associations, recreation centre, food banks/access to fresh food
- At the Shopping City consultation event, residents believed that the service improvements that would most benefit children, young people and families in the area were mental health support, high street regeneration, transport, communication and special educational needs support
- Transport came up consistently as a barrier to accessing services and employment opportunities with numerous local residents and workers commenting on the infrequency, unreliability and high cost of bus travel
- 93% of survey respondents would welcome something like a ‘family support hub’ and 100% would welcome ‘Family Support Workers’
- The three most sought-after services to support families are mental health services, physical health services and children’s centres
- The most requested services to support children and young people specifically are mental health services and special education needs or disability support (SEND)

3.5 The steering group have considered the findings and have set out recommendations for:-

- a family support hub model that includes focussed support for SEND
- an Education strand working with local schools to better equip education providers at the five partner schools to understand child development challenges, including those with SEN, and design and deliver effective solutions
- to co-design a localised youth offer. The project will supplement existing youth provision and ensure children and young people are engaged and participate in youth activities.

3.6 The data/evidence that supports this concept is:-

3.6.1 **Early Years**

% children on track for reception	Halton Lea children	Halton children	England
All	18%	45%	
Boys	13%	38%	
Girls	22%	52%	
Sample (Dec 2021)	34	875	

Children from Halton Lea in nursery year 2 at Early Years settings, were assessed for their readiness for reception using the Early

Learning Goals framework in December 2021. Children from Halton Lea had an average of 7 out of 12 goals on track, meaning only 18% of children (13% of boys, and 22% of girls) were considered on track for reception. This compares to 45% across Halton.

### 3.6.2 Social Care

Measure	Halton Lea	Halton	England
Early Help contacts	731	8,077	
Child social care contacts	249	2,313	
Referrals to social care (rate per 10,000)	141 (911)	1,678 (556)	597, 760 (494)

From April 2021 – March 2022 Halton Lea had the fourth highest number of social care contacts and referrals of all wards in Halton local authority with 731 Early Help contacts, 249 Child Social Care contacts, and 141 referrals of families to social care. The rate of referrals to Social Care per 10,000 children was almost twice as high in Halton Lea than nationally (911 vs 494 per 10,000).

### 3.6.3 Health

Measure	Halton Lea	Halton	England
% reception age children that are obese	15%	13%	10%
Standardised Mortality Ratio (SMR) of deaths that are considered preventable	192	135	100
% with limiting long-term illness or disability	27%	21%	18%
Life expectancy (males)	73.1	77.5	79.7
Life expectancy (females)	76.7	81.1	83.2

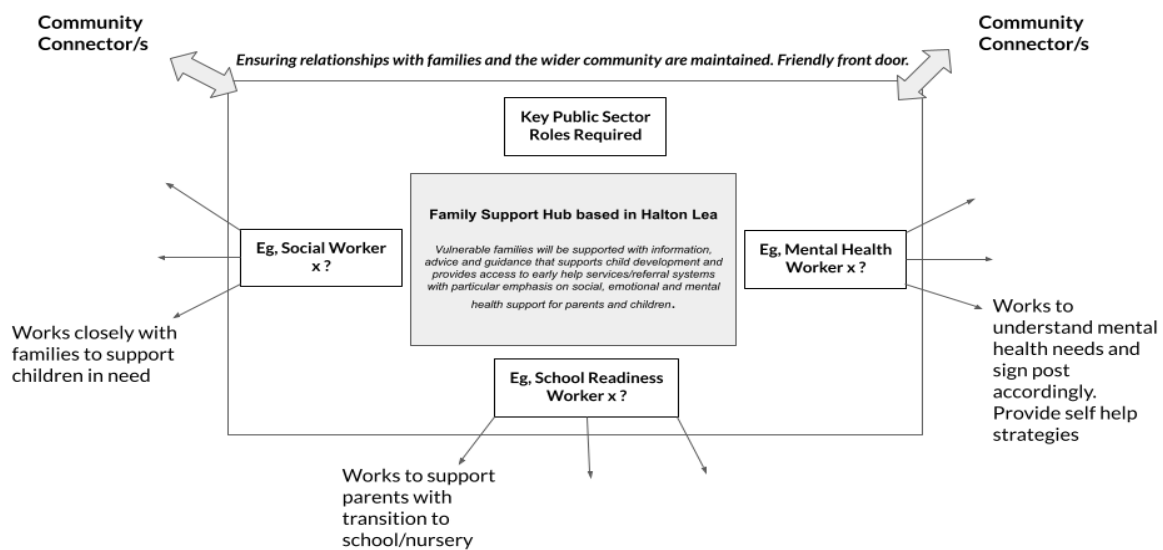
There were 66 referrals of children and young people from Halton Lea to the Halton Health Engagement Team between January 2020 and March 2022. The most common reason for referral was behaviour (22 referrals), followed by mental health (13 referrals), and anxiety/emotional/self-esteem issues (12 referrals).

The most common type of health condition for patients living in Halton Lea & Brookvale\* in 2019/20 was depression (19%), 1.5 times higher than national (12%). This is just for conditions that have been diagnosed by a GP - the actual figure could be much higher. There is no open data for child mental health specifically in Halton

Lea. According to Public Health England, the rate of hospital admissions for mental health in under 18s in Halton (LA) was 173.8 per 100,000, significantly higher than 89.5 for England.

*\*the lowest available geography for this data was MSOA, which is the area including both Halton Lea and Brookvale.*

3.7 Funding to support the next stage of development to mobilise the recommendations has been approved by Liverpool City Region. The concept that the next stage would further develop is:-



3.8 The Community Connectors would be funded direct by Right to Succeed. The other roles would be aligned resources to provide match in kind to the initiative. These would be existing resources in the Council's Team Around the Family deploying Family Workers, Health Engagement Workers, Early Years & Play Workers and Parent Support staff.

3.9 Dialogue has commenced with Community Shop whom provide a community hub element to their offer (positioned in the heart of Halton Lea) to ascertain if there is scope to extend the community hub offer to include early years and family support offer. Dialogue is also in progress with Onward Homes as the site owners however, early responses are they are supportive of the concept and open to developing this further.

3.10 Work is underway with the schools on the Education strand with five partner schools coming together, Our Lady and Palacefields primary's, the Heath secondary, Grange and Ormiston Bolingbroke academies. The project aims to better equip education providers to understand child development challenges, including those with special education needs, and design and deliver effective solutions. With a focus on inclusion of vulnerable learners the project will rely on schools and education providers to work collaboratively to support

the social, emotional and mental health of young people. The project aims to improve attainment outcomes in literacy amongst children and support young people to transition successfully into secondary school where additional needs increase.

The project activity will include approximately 240 Wellcomm Assessments for speech and language, 1,360 new group reading tests (NGRT) & pupil attitudes to self and school (PASS) to measure baseline in autumn 2022, and progress achieved by summer 2023 (9 months between assessment points). Once baseline data has been analysed, schools will be helped to consider what universal interventions are required to meet the needs of children with respect to literacy attainment and improve social, emotional and mental health and wellbeing outcomes.

3.11 The youth offer project will build capacity within the community to develop youth provision and support the most vulnerable children and young people to thrive outside of school. Right to Succeed will collectively work alongside youth provision partners, families, young people, service professionals and relevant community organisations to co-design a localised youth offer. The project will supplement existing youth provision and ensure children and young people are engaged and participate in youth activities.

3.12 Overall, the Halton Lea Right to Succeed objectives are:-

1. Five schools working collaboratively to support at least 2,000 young people by 2025 to improve literacy attainment in KS2 pupils closing the gap to national average within 3 years.
2. Over 150 education providers are better equipped to understand needs of pupils at key transition points with a focus on vulnerable SEN and SEMH learners through receiving targeted specialist training from chosen training/intervention partners by 2025.
3. Map existing provision and co-design a youth offer with community involvement to be implemented by September 2023 that will benefit local young people through to 2025.
4. Establish a family support hub in the community to better support vulnerable families, outperforming LA-wide performance on key statutory measures including stand downs from Child Protection and Children in Need, keeping children out of social care, sustained returns to families for children returning from care, and repeat referrals by 2025.

3.13 The project will result in long lasting outcomes linked to three impact levels:-

- **Child Level** - Support education providers to use assessments to understand the needs of vulnerable learners

at key transition points (early years to primary, primary to secondary), implement evidence-based interventions and whole-school approaches, and facilitate professional development to improve outcomes in literacy attainment and, inclusion amongst children and young people with SEN and SEMH needs.

- **Community support** - Strengthen communities by establishing family hubs that improve access to services and opportunities and coordinate a multi-agency approach to supporting children and young people and their families.
- **Systems change** – work with community leaders to strengthen the systems around children and young people, such as school development and local authority plans, to ensure they are supported to succeed.

3.14 Right to Succeed will be releasing the discovery report at a formal Liverpool City Region launch of Right to Succeed in the new year (date to be advised) which will be hosted in Halton Lea. The Metro Mayor will be attendance.

#### 4.0 **POLICY IMPLICATIONS**

4.1 This work contributes to the Council's Everyone Early Help (2018-2021) strategy and compliments the Department of Education Family Hubs which Halton will be developing. Indeed this approach provides a test bed to support that work.

#### 5.0 **FINANCIAL IMPLICATIONS**

5.1 Delivering the initiative will require the Council to align existing resources to provide the match (in kind) as part of a locally based multi-disciplinary team approach. The success of the impacts and outcomes also depends on this.

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

##### 6.1 **Children & Young People in Halton**

This initiative focuses support on Children & Young People to support raising aspirations and reaching potential. Success will enrich the life experiences for individuals and support a thriving resilient community.

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

The initiative aims to lift achievement and increase skills and employability. As well as focusing on children's progress there will an impetus on connecting households with access to adult learning

and the employment support offers in Halton.

### **6.3 A Healthy Halton**

This initiative aims to tackle the wider socio and economic determinants that contribute to poor health outcomes. Achievement, employment, housing, family and communities are key components to how well individuals and communities function. This is a place shaping approach to facilitate an environment which generates positive wider outcomes.

### **6.4 A Safer Halton**

A sense of community and community connectedness reduces residents' fears of crime where they live, they are likely to feel a stronger sense of belonging and safety in an environment where the communities know each other and are active. This initiative will generate community activity supporting connected and vibrant communities building resilience.

### **6.5 Halton's Urban Renewal**

The initiative compliments the physical regeneration approach in Halton Lea. It provides an opportunity to focus efforts and resources to positively impact life experiences and outcomes for future generations, the human regeneration whilst creating vibrancy and increasing the attractiveness of Halton as a place to reside.

## **7.0 RISK ANALYSIS**

7.1 There is a potential risk in not optimising this opportunity that the programme will focus efforts and funding elsewhere. LCR are supporting a role out of this across all six LA areas; Halton and Knowsley are the second round with North Birkenhead having been the test bed. The programme at this stage needs to demonstrate a commitment from the LA to work through a delivery model and provide aligned match resources. A failure to provide this is likely to jeopardise LCR investment to continue this work in Halton and impact on Halton's reputation of delivery.

## **8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 The initiative will be accessible to all cohorts of the community of benefit with added focus to support engagement for any marginalised residents.

## **9.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF**

**THE LOCAL GOVERNMENT ACT 1972**

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
Executive Board Report 25 <sup>th</sup> February 2021	<a href="http://www.halton.gov.uk">www.halton.gov.uk</a>	Nicola Goodwin

**REPORT TO:** Executive Board

**DATE:** 8<sup>th</sup> December 2022

**REPORTING OFFICER:** Strategic Director, People

**PORTFOLIO:** Children and Young People

**SUBJECT:** Services for Missing from Home and Care for young people across Cheshire for Halton, Cheshire East, Cheshire West & Chester and Warrington: Request for Waiver of Standing Orders

**WARD(S)** Borough-wide

## **1.0 PURPOSE OF THE REPORT**

### **1.1 Request for Waiver of Standing Orders:**

A request for a waiver in compliance with Procurement Standing Order 1.14.4 iv of part 3.1 and 3.2 of Procurement Standing Orders is sought to allow the continuation of a contract with We are With You to deliver, on behalf of the Council, the Pan Cheshire Missing from Home and Care Service, for a period of one year from 1<sup>st</sup> July 2023 to 30<sup>th</sup> June 2024.

## **2.0 RECOMMENDATION: That Executive Board**

- 1) note the contents of this report; and**
- 2) consider giving approval to the recommendation that the contract with We are With You should be extended for a further twelve months without going through the Procurement process, in pursuance of Procurement Standing Order 1.14.4 (non-emergency procedures – exceeding a value threshold of £100,000), seeking to waive part 3.1 and 3.2 of Procurement Standing Orders.**

## **3.0 SUPPORTING INFORMATION**

- 3.1** We are With You has been commissioned to deliver the Pan Cheshire Missing from home and Care service since July 2018. The Service works across all of the four local authority areas with clear links with Cheshire Constabulary's missing from home co-ordinators to support young people who have been notified as missing from home or care. There is a co-ordinated and organised response including return interviews will facilitate direct intervention work with children, young people and their families.



3.2 The existing contract ends on 30<sup>th</sup> June 2023. The request for authorisation of a waiver rather than implementing a tender process is due to the following:

- i It is proposed to include a young person's interview and evaluation panel in the tender process, as this indicates the competence and approach of a potential provider in working with young people and families. It would not be possible to include this at present, which would reduce the effectiveness of the process for this specific service.
- ii The current service is well known and well regarded across the four local authority areas. It has good networks in place with foster carers and residential providers. In the current situation it would be difficult for a new provider to become established as it a specialist provision. All local authorities continue to have a statutory duty to provide services to looked after children.
- iii To continue with a collaborative approach across Cheshire to deliver a high quality service that is effective in improving outcomes delivered by skilled practitioners which safeguards children and young people that are identified at risk.
- iv For the completion of the Cheshire partnership work around contextual safeguarding and the all age exploitation strategy to see how the outcomes of this work would influence a missing service.

3.4 The value of a contract extension for one year to 30<sup>th</sup> June 2024 is £491,633. All local authorities have agreed to continue with a joint commissioning approach with Halton acting as the lead.

3.5 In respect of the delivery of the Service, each local authority has an agreed funding commitment which is set out in a Deed of Agreement. The annual fees are:

○ Halton Borough Council	£ 114,908.25
○ Cheshire West and Chester Borough Council	£ 114,908.25
○ Cheshire East Council	£ 146,908.25
○ Warrington Council	£ 114,908.25

#### **4.0 POLICY IMPLICATIONS**

4.1 The method of procurement complies with both Public Contract Regulations 2015 and the Council's Procurement Standing Orders.

4.2 The authority continues to have a statutory duty to provide services to looked after children within the authority.

- 4.3 The service supports the Pan Cheshire Missing from Home and Care Protocol with Cheshire Constabulary

## 5.0 **FINANCIAL IMPLICATIONS**

The value of a contract extension for one year to 30th June 2023 is £491,633 the commitment for Halton is available within current budgets.

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

### 6.1 **Children & Young People in Halton**

This service directly relates to improving the safety and wellbeing of children and young people by reducing the incidents of missing and risky behaviour. This service supports key elements within Halton's Safeguarding and Children and Young People's Plans.

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

The provider will ensure that children and young people that go missing from home or care or that are vulnerable to exploitation are supported in their learning and future employment and skills development.

### 6.3 **A Healthy Halton**

The service support people to minimise reduce the risks of harm, and access relevant services to improve their physical and mental health and wellbeing.

### 6.4 **A Safer Halton**

The service provides support to vulnerable children, young people and families to assist them to access appropriate service provision within their local communities. This links to satisfaction with services and overall perception of the area in which people live.

### 6.5 **Halton's Urban Renewal**

None.

## 7.0 **RISK ANALYSIS**

- 7.1 The current contracts for these services will end on 30th June 2023; should the above not be agreed, the services will cease delivery of the provision and there will be a detrimental effect on children and young people across Cheshire.

If contracts for Missing from Home and Care are not in place, this may lead to the Council being unable to fulfil its statutory duty regarding looked after children. Failure to have this service in place will additionally lead to vulnerable children, young people and families being placed under increased pressure.

**8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 The current proposal would not impact upon any equality and diversity issues as all relevant protected characteristics would be unaffected by the proposal.

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

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
Current contract	Rutland House	Clare Hunt

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	8 <sup>th</sup> December 2022
<b>REPORTING OFFICER:</b>	Strategic Director, People
<b>PORTFOLIO:</b>	Children and Young People
<b>SUBJECT:</b>	The Funding Formula for Mainstream Schools and Academies for 2023-24
<b>WARDS:</b>	Borough wide

### **1.0 PURPOSE OF THE REPORT**

- 1.1 This report will outline the proposal for the Dedicated Schools Grant (DSG) Schools Block Funding Formula for Halton mainstream schools and academies for the Council's financial year 2023-24.

### **2.0 RECOMMENDATION: That the Board approve the continuation of the National Funding Formula for 2023-24.**

### **3.0 SUPPORTING INFORMATION**

- 3.1 The Dedicated Schools Grant was split into four blocks; Schools Block, Central Schools Services Block, High Needs Block and Early Years Block from April 2018. The Schools Block supports mainstream primary and secondary schools and academies from reception to year 11. The Central Schools Services Block mainly supports the statutory functions carried out centrally on behalf of the schools and academies. The High Needs Block supports provision and central services for children with Special Educational Needs and Disabilities aged 0-25. The Early Years Block supports provision and central services for children aged 2 to 4 years.
- 3.2 The National Funding Formula (NFF) is used by the Department for Education to calculate the Schools Block element of the Dedicated Schools Grant allocated to Halton. The NFF contains a number of factors, mainly pupil-led and each schools' budget is calculated using the cash values assigned to each factor with the data from the October school census. Until such time as the "hard" National Funding Formula is introduced, it is for each local authority to decide upon the funding formula to be adopted each financial year. This is which factors we wish to use and, where permissible, what criteria is attached to those factors.
- 3.3 After consultation with schools and Schools Forum it was decided to move Halton mainstream schools and academies to the National Funding Formula for 2018-19 and have followed the NFF since that point.

3.4 The Council are required to now make a decision on the funding formula to be adopted for 2023-24. The changes to the NFF for 2023-24 are:

- The DfE are requiring local authorities to move closer to the NFF criteria and cash values as a step towards the implementation of a full NFF. We are already deemed to be mirroring the NFF criteria and cash values with the exception of the Pupil Mobility and Sparsity factors. Historically we have not adopted these two factors in Halton but they will be included in the 2023-24 funding formula as these are now mandatory factors.
- As long as our cash values are within +/-2.5% of the NFF cash factors we will meet the requirements for 2023-24. For 2022-23 apart from the Basic per pupil factor which was reduced for the transfer to the High Needs Block, every other factor used in Halton was at the NFF cash value.
- The final cash values used are dependent upon the pupil data and final grant allocation which will both be released mid-December. As long as funding allows, we will continue to fund at the NFF cash values.
- The Supplementary Grant which was paid as a separate grant in 2022-23 has been rolled into the NFF for 2023-24 as follows: Basic per pupil (primary) £97, Basic per pupil Key Stage 3 (KS3) £137, Basic per pupil Key Stage 4 (KS4) £155, Free School Meals Ever 6 (FSM6) primary £85, FSM6 secondary £124 and Lump sum £3,680.
- The DfE have uplifted by 2.4% the NFF cash values for basic entitlement, Free School Meals, Low Prior Attainment, English as an Additional Language, mobility, sparsity and the lump sum. The FSM6 and Income deprivation affecting children index (IDACI) cash values have been uplifted by 4.3%. The Funding Floor and Minimum Per Pupil Led factors have been uplifted by 0.5%. No uplift has been applied to premises factors, except for PFI which has increased by RPIX (11.2%) for the year to April 2022.

3.5 A consultation was issued early in September on the Schools Block funding formula to be used in Halton for 2023-24. The consultation is attached at Appendix A and the detailed responses at Appendix B.

Of the 14 schools that responded, all were in agreement with the continuation of following the NFF funding factors and criteria.

3.6 The MFG continues in 2023-24 but with a lower permissible range of 0.0% to plus 0.5%, meaning that a school's per pupil amount must increase by a minimum of 0.5% compared to the previous year.

The MFG is calculated to a per pupil amount which cannot be less than the previous year's per pupil amount multiplied by the MFG factor.

As stated in the consultation document, it is impossible to say what level of MFG the Council can afford until the October 2022 census data and final grant allocation is received. The grant settlements are typically released less than a week before Christmas and it is envisaged it will be mid-January before the final calculations are completed.

As in previous years, we will always strive to give the maximum MFG possible based upon the actual grant settlement. Of the 14 schools that responded, all were in agreement with the MFG being set at the January meeting

#### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 If pupil numbers and cohort in each school remained the same for 2023-24, every school would see an increase in funding. However, it is known that in some schools, pupil numbers are falling. Therefore, where pupil numbers are falling schools will likely see a reduction in funding, however the two levels of safeguards – Minimum Per Pupil funding level and Minimum Funding Guarantee will ensure that on a per pupil basis schools will receive a minimum increase of at least 0.5% per pupil.

#### **5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

##### **5.1 Children & Young People in Halton**

It is essential the funding allocated to schools ensures that they are sustainable and have the resources to invest in improving outcomes for all Halton children and young people.

##### **5.2 Employment, Learning & Skills in Halton**

None.

##### **5.3 A Healthy Halton**

None

##### **5.4 A Safer Halton**

None.

##### **5.5 Halton's Urban Renewal**

None.

## 6.0 RISK ANALYSIS

- 6.1 The High Needs Budget continues to be highly pressured due to the number of learners requiring support. The High Needs Review has been considering the changes needed in Halton to ensure that we can continue to appropriately support our children and young people with SEND whilst reducing costs.
- 6.2 Increased investment in schools through the National Funding Formula and promoting and developing increased inclusion in our schools and settings should reduce the need for additional support or specialist placements.

## 7.0 EQUALITY AND DIVERSITY ISSUES

- 7.1 The aim of the introduction of the national funding formula to create a system that supports opportunity, is fair, efficient, delivers funding straight to schools, transparent, simple and predictable.

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

Document	Place of Inspection	Contact Officer
National Funding Formula for schools and high needs 2023-24 (July 2022)	DfE website	Jill Farrell – Operational Director – Education Inclusion and Provision & Operational Director Resources
Impact of the schools NFF – EFA – (July 2021)	DfE website	Jill Farrell – Operational Director – Education Inclusion and Provision & Operational Director Resources
Schools Block National Funding Formula – Technical note (July 2022)  High Needs Funding Operational Guide 2023 to 2024 (October 2022)  Central School Services Block National Funding	DFE Website	Jill Farrell – Operational Director – Education Inclusion and Provision & Operational Director Resources

<p>Formula - Technical note - (July 2022)</p> <p>High Needs Funding Formula – Technical note (July 2022)</p> <p>School Revenue Funding 2023 to 2024 –Operational Guide (July 2022)</p>		
<p>School Forum agenda, papers and minutes</p>	<p>HBC website</p>	<p>Jill Farrell – Operational Director – Education Inclusion and Provision &amp; Operational Director Resources</p>



**Consultation on the Schools Block Funding Formula****Funding Formula**

We are required to consult with schools and academies on the method, principles and rules adopted for the funding formula to be applied to mainstream primary and secondary schools and academies.

As you will be aware, for the past three years we have followed the National Funding Formula (NFF) method, principles and rules. We are recommending that we continue this. The NFF for 2022-23 is as detailed below:

<u>Factor</u>	<u>Criteria</u>	<u>Primary NFF value 23-24</u>	<u>Secondary NFF value 23-24</u>
Basic per Pupil	A set level of funding for each pupil. For 23-24 this factor has had the supplementary grant added at Primary £97/KS3 £137/KS4 £155 and then uplifted by 2.4%.	£3,394	£4,785 KS3 £5,393 KS4
Deprivation - FSM	Funding for pupils who are currently eligible for FSM.	£480	£480
Deprivation – FSM Ever 6	Funding for pupils who have been eligible for FSM at some point in the previous 6 years. This has been had the supplementary grant added at Primary £85/Secondary £124.	£705	£1,030
Deprivation – IDACI	Income Deprivation Affecting Children Index. Funding is based on the deprivation level assigned to each pupil's home post code, banded A to G. However funding is only allowed for bands A to F.	F £230 E £280 D £440 C £480 B £510 A £670	F £335 E £445 D £620 C £680 B £730 A £930
Low Prior Attainment	Primary – where pupils have not achieved the expected level of development at EYFSP. Secondary – where pupils have not achieved the expected standard in KS2 at either reading, writing or maths.	£1,155	£1,750
English as an Additional Language	Pupils identified with a first language other than English can be funded for up to the first three	£580	£1,565

	years of statutory schooling. We fund for the maximum period of three years.		
Pupil Mobility	Provides funding for pupils who enter a school other than at the start of Autumn Term. A minimum threshold applies of 6% of pupil numbers. This is now a mandatory factor.	£945	£1,360
Sparsity	Funding for small schools located in areas where pupils would have to travel a set minimum distance to the next nearest school. This is now a mandatory factor.	Year Group size and distance tapers as per DfE	Year Group size and distance tapers as per DfE
Minimum Level of Per-pupil funding	A mandatory factor. <i>Combines all pupil-led factors and is not a stand-alone amount.</i>	£4,405	£5,503 KS3 £6,033 KS4
Total Pupil-led factors	Each LA is required to allocate at least 80% of the delegated Schools Block funding through the above pupil-led factors.		
Lump Sum	An amount per school up to a maximum of £175,000. Can be different for primary and secondary schools. Includes £3,680 for supplementary grant from 22-23	£128,000	£128,000
Split Sites	No schools in Halton are eligible for funding under this factor.		
LA Rates	LA Rates	Estimates will be set in December based on latest uplift information.	
PFI contracts	A factor to support schools that have unavoidable premises costs due to being a PFI school. In Halton we use a per pupil rate. RPIX increase of 11.2% as per DfE Guidance.	£374.31	£374.31
Exceptional Premises	In Halton, this is for the joint use of leisure facilities by contractual agreement with one school.		£160,276
Minimum Funding	The MFG can be set between 0% and +0.5%.		

Guarantee			
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### **Cash values**

The final cash values used are dependent upon the pupil data and final grant allocation which will both be released mid-December. As long as funding allows, we will continue to fund at the NFF cash values.

The Supplementary Grant which was paid as a separate grant in 2022-23 has been rolled into the NFF for 2023-24 as follows: Basic per pupil (primary) £97, Basic per pupil (KS3) £137, Basic per pupil (KS4) £155, FSM6 (primary) £85, FSM6 (secondary) £124 and Lump sum £3,680.

### **Pupil Mobility Factor**

This factor allocates funding to schools with a high proportion of pupils who have an entry date in the last three years that is not typical – i.e. the first census on which a pupil is recorded as attending the school not the October census (or the January census for a spring term intake to Reception class). To be eligible for funding the proportion of mobile pupils in a school must be above a threshold of 6%. In 2022-23, if we had used this factor we would have allocated a total of £79,796 between 15 primary schools.

### **Sparsity Factor**

A school is eligible for sparsity funding if its sparsity distance is equal to or above the main distance threshold or above the tapered distance threshold AND the average year group size is below the relevant size threshold. In Halton for 2022-23 we only had one secondary school that was eligible for funding under this factor and we would not expect this to change for 2023-24.

### **NNDR**

This is an optional factor but has always been used in Halton.

### **Exceptional Circumstances factor**

The Exceptional Circumstances factor has been used to provide funding to Ormiston Bolingbroke Academy for the Joint Use of Brookvale Recreation Centre. This is an historic agreement for which we gained permission to continue to use this factor last year. The DfE allow the continuation of the factor for six years after agreement. The factor is uplifted each year by the same RPIX percentage as applied to the PFI factor, set by the DfE for 23-24 at 11.2%.

### **Minimum Funding Guarantee**

The Minimum Funding Guarantee remains in place for 2023-24 with a permissible range of 0% to plus 0.5%. The MFG is calculated to a per pupil

amount which cannot be less than the previous year's per pupil amount multiplied by the MFG factor.

It is impossible to say what MFG level we will require, or can afford at this point in time. This can only be calculated when the final grant allocation and pupil data is received. The grant settlement is typically released just a few days before Christmas. There is insufficient time to allow the calculations to be completed, options modelled, a new consultation paper prepared, issued and responses received and considered before Schools Forum in January and the statutory DfE submission deadline. Therefore, as in previous years, we are asking that you agree to Schools Forum approving the MFG level at the January meeting when the Schools Block indicative budgets will be presented. If we do not submit a proposed Schools Block funding formula to the DfE by the deadline of 20<sup>th</sup> January it is possible that the DfE will impose a funding formula on us. As in previous years, we will always strive to give the maximum MFG possible based upon the actual grant settlement.

### **Indicative Schools Block budgets**

The attached spreadsheet issued by the DfE shows the impact of the updated 2023-24 NFF formula and cash values. This is based on your October 2021 census data and therefore is not the amount of funding you will receive.

### **Consultation questions**

1. Do you agree that we continue to adopt the NFF method, principles and rules adopted for the funding formula to be applied to primary and secondary schools and academies?

Yes/No

If no, please explain what you would prefer to use:

2. Do you agree to Schools Forum determining the level of the Minimum Funding Guarantee at the January meeting?

Yes/No

If no, please explain how you think agreement should be reached within the timescales set by the DfE:

Please respond no later than **5pm on Friday 30<sup>th</sup> September 2022** to ensure your feedback can be fed back to Schools Forum and subsequently to the Executive Board of the Council.

**Responses to be e-mailed to [anne.jones@halton.gov.uk](mailto:anne.jones@halton.gov.uk)**

## Appendix B

School	Date rec'	Q1	Q2	Comme
Woodside	08/09/2022	Yes	Yes	
Windmill Hill	08/09/2022	Yes	Yes	
St Gerards	08/09/2022	Yes	Yes	
Widnes A	22/09/2022	Yes	Yes	
The Grange	22/09/2022	Yes	Yes	
Wade Deacon	22/09/2022	Yes	Yes	
OCA	23/09/2022	Yes	Yes	
Sandymoor	23/09/2022	Yes	Yes	
Victoria Rd	27/09/2022	Yes	Yes	
The Bridge	27/09/2022	Yes	Yes	
Bridgewater Park	28/09/2022	Yes	Yes	
Palacefields	28/09/2022	Yes	Yes	
Daresbury	28/09/2022	Yes	Yes	
The Heath	28/09/2022	Yes	Yes	

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	8 <sup>th</sup> December 2022
<b>REPORTING OFFICER:</b>	Strategic Director, People
<b>PORTFOLIO:</b>	Adult Social Care
<b>SUBJECT:</b>	Health Policy and Performance Board - Scrutiny Topic 2021/22
<b>WARD(S)</b>	Borough-wide

### 1.0 **PURPOSE OF THE REPORT**

- 1.1 To provide Executive Board with a copy of the final report from the Health Policy & Performance Board (PPB) Scrutiny Review for 2021/22 (attached).

### 2.0 **RECOMMENDATION: That the Board note the contents of the attached report, in particular the action plan on pages 17-20.**

### 3.0 **SUPPORTING INFORMATION**

- 3.1 The scrutiny topic considered by Health PPB for 20221/22 was the North West Association of Directors of Adult Social Services (NWADASS) Elected Member Commission report entitled 'The impact of Covid-19 on People with Care and Support Needs, their Families, Carers and Communities'.
- 3.2 The scrutiny topic was agreed by Health PPB in February 2021. The topic group was chaired by Councillor Peter Lloyd-Jones with Sue Wallace-Bonner as operational lead. The topic group met between July 2021 and January 2022 with all Health PPB members being invited to attend each meeting. The final report was presented to Health PPB on 27<sup>th</sup> September 2022 and the action plan was agreed. There was a delay in the final report going to PPB due to the June PPB meeting being cancelled.
- 3.3 The Elected Member Social Care Commission was established as part of a North West ADASS approach to learning lessons from the Covid-19 pandemic. In particular, the role of The Commission was to investigate the impact of the pandemic on people and communities in the North West and what lessons could be learnt for further waves of infection and future service design.
- 3.4 The NWADASS report set out ten recommendations, which were the main focus of the scrutiny topic in terms of looking at local implementation.

3.5 The attached report explains how the review was conducted, the information that was considered by the topic group over the course of five meetings and the actions agreed in relation to the each of the ten NWADASS recommendations.

3.6 In the course of the review, the topic group learned of the overwhelmingly positive work undertaken locally during the pandemic. Areas for further action in relation to each of the recommendations set out by NWADASS were agreed upon by the group and are outlined in the action plan included on pages 17-20 of the report.

4.0 **POLICY IMPLICATIONS**

4.1 None identified.

5.0 **OTHER/FINANCIAL IMPLICATIONS**

5.1 None identified.

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

6.1 **Children & Young People in Halton**

None identified.

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

None identified.

6.3 **A Healthy Halton**

The focus of the scrutiny review was a report by NWADASS looking at learning lessons from the COVID-19 pandemic; the scrutiny review report presented, and in particular the actions that are proposed, therefore support the Council's strategic priority of improving health.

6.4 **A Safer Halton**

None identified.

6.5 **Halton's Urban Renewal**

None identified.

7.0 **RISK ANALYSIS**

7.1 No specific risks identified.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 None identified.



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

None within the meaning of the Act.



# **Health Policy & Performance Board Scrutiny Review 2021/22**

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**Scrutiny Topic: North West Association of Directors  
of Adult Social Services (NWADASS) Elected  
Member Commission – ‘The impact of Covid-19 on  
People with Care and Support Needs, their  
Families, Carers and Communities’**

**Final Report**

*March 2022*

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## Purpose of this report

The purpose of this report is to provide information on the Health Policy & Performance (HPPB) Scrutiny Review for 2021/22. It describes how the review was conducted and the recommendations/actions agreed upon by the topic group.

## Overview of the scrutiny topic

The 2021/22 scrutiny topic focussed on the following report:

*'North West Association of Directors of Adult Social Services (NWADASS) Elected Member Commission: The impact of Covid-19 on People with Care and Support Needs, their Families, Carers and Communities'*

The full report and additional information regarding the commission can be found on the NWADASS website via the following link: <https://www.nwadass.org.uk/elected-member-social-care-commission>

The Elected Member Social Care Commission was established as part of a NWADASS approach to learning lessons from the Covid-19 pandemic. In particular, the role of The Commission was to investigate the impact of the pandemic on people and communities in the North West and what lessons could be learnt for further waves of infection and future service design.

The Commission investigated the following question:

*"What has been the impact of the pandemic on people who use adult social care services, their families and our communities and what does this tell us about the role our communities should play in supporting people to live independently at home?"*

The NWADASS report made a number of recommendations for councils, which were the main focus of this scrutiny review, in particular looking at local implementation of the recommendations. A summary of the recommendations made by NWADASS is provided below:

### **Councils should...**

- I. Say thank you to all adult care and support services.
- II. Take active steps to build the capacity of the community and voluntary sector to provide health, care and wellbeing services.
- III. Strengthen the wellbeing support, guidance and information available to family and unpaid carers.
- IV. Increase the use of direct payments and make them quick and easy to obtain and more flexible.
- V. Use role as place-based leaders to communicate across organisations helping vulnerable and isolated people.

- VI. Build on the community volunteering capacity and energy to create stronger preventative and community solutions.
- VII. Support creativity in their providers.
- VIII. Work to make digital services part of blended approaches to meeting need.
- IX. Collaborate with care home providers and provide leadership to design approaches for safe visiting in care homes.
- X. Work with providers and people who use services to redesign day services and shape the market to allow for greater choice, flexibility and accessibility for people.

### Topic brief

Please see **appendix 1** for the topic brief, which was agreed at the Health PPB meeting held on 23.02.21. The initial proposed commencement date of March 2021 was delayed to July 2021 due to elections taking place.

In addition, at the first meeting of the topic group (and following a change in membership and the Chair of HPPB following the elections), it was agreed to widen the scope of the topic to include consideration of the ongoing impact of the pandemic on hospital services, particularly waiting lists and back logs given the clear and direct link between adult social care and health.

### Topic group membership

All elected members sitting on the Health Policy & Performance Board (as listed below) were invited to the meetings of the scrutiny topic group.

Councillor Peter Lloyd-Jones (Chair)

Councillor Sandra Baker (Vice-Chair)

Councillor Angela Ball

Councillor Laura Bevan

Councillor Dave Cargill

Councillor Eddie Dourley

Councillor Andrew Dyer

Councillor Louise Goodall

Councillor Rosie Leck

Councillor Margaret Ratcliffe

Councillor John Stockton

Council officer support for the scrutiny topic was as follows:

Lead Officer – Susan Wallace-Bonner, Director of Adult Social Services

Support Officer – Natalie Johnson, Service Development Officer (Adult Social Care)

Additional council officers and representatives from partner organisations were invited to individual meetings as appropriate to the focus of the scrutiny topic. Further details are outlined throughout the report.

## Methodology

The review was completed by conducting a series of five meetings at which the group members received presentations on various elements related to the NWADASS recommendations. This allowed the group to consider the local position and determine suitable actions/recommendations for implementation in Halton.

Below is a summary of each of the topic group meetings, all of which were held via Microsoft Teams at 5.30pm.

Meeting date	Meeting agenda items
<b>20<sup>th</sup> July 2021</b>	Review of Topic Brief Discussion re widening the brief Overview of the NWADASS Elected Member Commission Report Next steps
<b>21<sup>st</sup> September 2021</b>	Lessons learned: COVID-19 Pandemic Reflections – bed-based adult social care services Briefing note re NWADASS Recommendation I – thank you to adult social care and support services Presentation re NWADASS Recommendation VII – facilitating providers to be creative Presentation re NWADASS Recommendation IX – safe visiting in care homes Revised meeting plan
<b>19<sup>th</sup> October 2021</b>	Hospital waiting lists updated Presentation re community and voluntary sector (NWADASS Recommendations II and VI)
<b>14<sup>th</sup> December 2021</b>	Presentation re NWADASS Recommendation III – wellbeing support for informal/unpaid carers Presentation re NWADASS Recommendation IV – direct payments Presentation re NWADASS Recommendation VIII – digital service delivery

<b>18<sup>th</sup> January 2022</b>	Presentation re NWADASS Recommendation X – day services Presentation re NWADASS Recommendation V – place-based leadership Recommendations/actions for final report
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### Timescales

The scrutiny review was originally intended to conclude in December 2021 to allow the final report to be presented to the February 2022 HPPB meeting. Unfortunately, due to neither the Chair nor Vice-Chair being available for the November meeting, rescheduling was required, resulting in some delays to the original timescales.

Therefore this report is to be presented to the HPPB meeting in June 2022, as no PPB meetings take place between March and May.

## Evidence, analysis and conclusions

At the various topic group meetings, colleagues/partners were invited to give presentations/reports on the recommendations from the NWADASS report, looking at current performance in Halton and any gaps and areas for improvement. This section of the report provides further details about the information presented to the topic group and the resulting actions agreed.

This section is structured according to the recommendations from the NWADASS report and looks at the information considered / what we have already achieved and what we still need to do in relation to each recommendation. Please also see **appendix 2**, which displays this information in a table format and includes the original reports and presentations as embedded files.

The table at appendix 2 was shared with topic group members and those who had attended the meetings to give presentations on 01.02.22 following the conclusion of the meetings allowing time for feedback to be sent before finalisation of this report.

### NWADASS Recommendation I – public thank you to services

#### ***Information considered / what we have already achieved***

The topic group learned (via a briefing note presented by Sue Wallace-Bonner, Director of Adult Social Services) that a number of actions had already taken place to thank adult social care and support services:

- Weekly letter from the Director of Adult Social Services.
- Letter from the Chief Executive to care home settings along with a gift of chocolates.
- Easter eggs for members of staff.
- An expression of thanks from the Chair of the Health Policy & Performance Board (Cllr Joan Lowe at the time) within the Health PPB Annual Report for 2020/21.

In addition, there were various expressions of support and thanks that took place within provider organisations:

- Thank you cards and a £200 voucher for all staff (PossAbilities).
- A YouTube video of staff supporting and congratulating each other under the title 'what have you done to make you feel proud?' (ICare).
- Gifts and expressions of thanks from the community and local businesses, e.g.:
  - Free pizzas from Domino's;
  - Free tyre puncture repairs from KwikFit;
  - Donation of toiletries from Savers;
  - Donations of cakes and biscuits from Poundland;
  - Donations from the community of items such as wine, bath bombs, candles, chocolates, hand lotion and uniform bags.



With regards to unpaid carers, the Council commissions Halton Carers Centre to provide support to unpaid/informal carers in Halton. The Carer's Centre continued to support carer's during lockdown through zoom sessions, online activities and regular phone calls where support workers would remind them how well they were doing during difficult times. As restrictions have eased, the centre has been able to offer face-to-face support once again, if preferred by carers.

The Council recognises the vitally important role played by unpaid carers, which is why it will continue to work with the Carer's Centre to ensure that carers are provided with the support they need to continue in their caring role.

***What we still need to do***

- When conditions allow, the Council will hold an event\* to say a public thank you to commissioned and voluntary adult social care and support services and unpaid/informal carers. (\*Funding to be identified in the form of sponsorship from an external agency.)

**NWADASS Recommendation II – building capacity in the community and voluntary sector**

***Information considered / what we have already achieved***

The topic group received a presentation from Sally Yeoman, Chief Executive Officer of Halton & St Helens Voluntary and Community Action (VCA) regarding the response of the voluntary, community, faith and social enterprise sector in Halton during the COVID-19 pandemic. It was noted that over 800 new volunteers were recruited and they took on a range of roles including delivering food and other emergency supplies, undertaking wellbeing and check-in calls and providing transport and general advice, guidance and support. Between April and June 2020 over 6,000 vulnerable were able to be supported through the volunteering effort.

***What we still need to do***

- Build on the volunteering legacy and sustain the growth in volunteers seen during the pandemic, making use of the Volunteering Portal.
- Involve the community and voluntary sector in the public thank you event (see recommendation I). Ensure that volunteers are encouraged to continue in their role by understanding the difference they make to people's lives.
- Ensure Halton's Market Position Statement (last updated in 2018 and therefore due for review) clearly sets out the role of the community and voluntary sector and the support that the council will provide.
- Continue to commission for outcomes, encouraging creativity within the community and voluntary sector.
- Further promote the comprehensive training offer available from the Council's External Funding Team, which can be accessed by the community and voluntary sector. The following training courses (which are free of charge for

organisations working in Halton/on behalf of Halton residents) are available to sign up for online (<https://halton.me/external-funding-course-booking-form/>):

- ‘Basic Bid Writing’ covering good bid writing techniques, ten key elements of a basic funding application and top tips to write a strong bid.
- ‘Monitoring and Evaluation’, which helps attendees to understand what monitoring and evaluation involves, where and how it should be used in grant-funded projects and best practice for producing good quality and effective data and reports.
- ‘Now you have your grant’ is a course that offers a basic introduction to the responsibilities of managing grant funding for those who are new to it or would like to improve their skills.
- ‘Developing a Fundraising Strategy’ helps attendees to develop their organisation’s vision and focus its aims and objectives. It includes organisation analysis, action planning, understanding budgets, cash flow and risk and monitoring.

### NWADASS Recommendation III – wellbeing support for informal carers

#### **Information considered / what we have already achieved**

The topic group received a presentation from Carl Harris, Chief Executive Officer of Halton Carers Centre who was supported by Emma Sutton-Thompson, Principal Manager of Policy, Performance & Customer Care within the Council’s Adult Social Care department who is also the lead for the Carers Strategy.

The presentation covered information about the Carers Centre, the One Halton Carers Strategy, the wellbeing offer from the centre and partnership working. Information was also provided about the main triggers leading to carer breakdown, how the centre has supported carers throughout the pandemic along with feedback from carers and findings from the wellbeing survey.

It was noted that carers valued the wellbeing support most of all and it is clear that this warrants ongoing investment – 90% of carers surveyed by the centre said that if they weren’t performing the caring role their loved one would need require more intervention from health and social care services.

Below is a quote from a carer who clearly values the support available from the Carers Centre:

*I get everything out of coming here. It’s like the centre is a part of me now. I get advice and support and the therapies are really important.*

*Everyone gets a chance and everyone is included. There’s a fun factor here. Life would be dull, dreary and boring if the centre didn’t exist. There would be a lot of isolated people. People come together and let other people know how they really feel here. Without the centre there would be a lot of isolated people and there would be no way of getting the info you need.*

**What we still need to do**

- Continue to support the Carers Centre to deliver wellbeing support and other services to Halton carers in order to prevent breakdown.
- Help to enable the Carers Centre to provide support to any new carers that may have emerged during the pandemic but are as yet unidentified. Early support is key to avoid escalation / crisis.

**NWADASS Recommendation IV – use of direct payments****Information considered / what we have already achieved**

The topic group received a report from Marie Lynch, Divisional Manager for Care Management and Principal Social Worker. The report covered information about what direct payments are and how they are delivered in Halton, including the role of the Council's Direct Payments Team. Latest figures indicated that 827 people were receiving a direct payment in Halton. It was also noted that 35% of clients in Halton in receipt of long-term support have a direct payment, which compares favourably to the North West average of 25%.

**What we still need to do**

- Halton already performs well compared to regional averages in terms of the proportion of people receiving a direct payment; this should continue.
- Continue to work with the Liverpool City Region to address issues surrounding the recruitment of Personal Assistants.

**NWADASS Recommendation V – place-based leadership****Information considered / what we have already achieved**

The topic group received a presentation from Mil Vasic, Strategic Director for the People Directorate. The presentation covered information about the successful work that had taken place during the pandemic as a result of the Council's approach to facilitating partnership working:

- COVID-19 Asymptomatic Testing, which necessitated a place-based approach to targeting disproportionately impacted and underrepresented groups such as the Gypsy/Traveller community, asylum seekers/refugees, high-risk occupations, multi-generational households, areas of high population density and areas of socioeconomic deprivation.
- HBC COVID-19 Support including emergency food supplies and a single point of contact COVID-19 hotline;
- Supporting Families – providing support in creative ways during COVID-19 restrictions.

**What we still need to do**

- Continue to provide support for vulnerable adults in line with the learning from the pandemic (e.g. the success of the COVID hotline in signposting people to the appropriate place etc.)
- COVID has given us time to reflect on our working practices and be open to change and adaptations for the future. The Topic Group will progress the following suggestions:
  - Create a virtual and digital platform for families to access services both face-to-face and virtually;
  - Continue to learn and listen to what communities and families are telling us about services;
  - Continue to adapt and change and have the ability to re-design services mixing virtual support with face-to-face support and build on the increased involvement of the voluntary sector.

**NWADASS Recommendation VI – build on volunteering capacity****Information considered / what we have already achieved**

Recommendation VI and II (see above) were covered jointly through the presentation from Sally Yeoman, Halton & St Helens VCA CEO. As referenced earlier, there was a real increase in volunteering during the pandemic and it is essential that we attempt to maintain and build on that by ensuring people know what a difference it makes to the lives of vulnerable people.

**What we still need to do**

As with recommendation II:

- Build on the volunteering legacy from the pandemic to further strengthen the local community and voluntary sector;
- Ensure that volunteers are encouraged to continue in their role by understanding the difference they make to people's lives. This should be part of the public thank you event and there is also an ongoing role for Halton & St Helens VCA.

**NWADASS Recommendation VII – facilitating provider creativity****What we have already achieved**

The topic group received a presentation from Helen Moir, Divisional Manager for Independent Living and learned of the following examples of support provided by the Council and creative practice that had taken place during the pandemic:

- Support was provided to care homes, including the development of a resilience plan enabling the sector to respond to changes required as a result of the pandemic;
- iPads were distributed to all care homes;

- PenPal schemes were established;
- Contact for clients with family and friends was supported through the use of iPads, Skype, FaceTime and telephone calls;
- Communication with families was maintained via videos and newsletters;
- Networking between services and colleagues was facilitated through welfare calls to registered managers and monthly meetings, for example;
- Wellbeing activities were delivered including corridor quizzes, access to streaming services (e.g. Netflix), bingo, hairdressing, hand massage and spiritual and pastoral support delivered through online means.

#### ***What we still need to do***

- Further develop IT skills amongst care home staff;
- Facilitate re-integration into the community for care home residents;
- Continue to support the wellbeing of staff in the care home sector;
- Support care homes to access national funding/grants;
- Continue to hold strategic meetings with care home operators.

### **NWADASS Recommendation VIII – digital service delivery**

#### ***Information considered / what we have already achieved***

The topic group received a presentation from Shelah Semoff, Partnerships Officer within the Enterprise, Community & Resources Directorate, which provided information regarding the work taking place in Halton and across the Liverpool City Region in relation to digital inclusion.

It was noted that a key issue is ensuring that the digital infrastructure is in place to allow people to get online – there were some issues during the pandemic around the Wi-Fi infrastructure not being sufficient to allow the use of iPads to keep in touch with loved ones. There is a local working group, linked in with the LCR work that is working to establish a baseline and determine actions required.

#### ***What we still need to do***

- Progress the work around digital inclusion and infrastructure locally, linking in with the Liverpool City Region as necessary. The first step is to establish the baseline from a mapping exercise and then present an Action Plan to Management Team.

### **NWADASS Recommendation IX – safe visiting in care homes**

#### ***Information considered / what we have already achieved***

The topic group received a presentation from Jane English, Divisional Manager for Care Homes (in-house), which covered the following areas:

- The picture in care homes in March 2020 at the onset of the pandemic and the current picture in 2021;
- The restrictions in place surrounding visitors;

- Support from the council to care homes;
- National examples of care home staff going above and beyond;
- Challenges;
- Next steps – Covid is here to stay so how do we best support our most vulnerable and their families to maintain health lives living within our care homes?

It was noted that care homes are not hospitals; they are people's homes and we need to ensure that people are able to experience quality of life. Work took place locally to ensure people were able to see their loved ones including the use of pods, window visits and outdoor visits as well as ensuring ongoing virtual contact.

#### ***What we still need to do***

- Develop a Communications Strategy to raise awareness that care homes are safe environments and people are invited to come in to enrich the lives of residents.
- Explore the role for the community and voluntary sector to be more involved in care homes in order to improve residents' quality of life. This should include exploring new opportunities as well as strengthening existing projects (e.g. Pen Pal schemes etc.)

### **NWADASS Recommendation X – flexibility within day services**

#### ***Information considered / what we have already achieved***

The topic group received a report from Eileen Clarke representing Day Services on behalf of Stiofan O'Suillibhan, Divisional Manager for Community. The report covered information about the journey experienced by Day Services through the pandemic. Key points highlighted were as follows:

- PPE was a big struggle at first;
- Regular management meetings helped keep services functioning;
- Nationally, people with a learning disability died at a rate of six times the normal average;
- Initially Day Services was closed down and staff redeployed to open services (predominantly Halton Supported Housing Network);
- Contact with people/families was maintained to help with feelings of loneliness, anxiety and depression etc.;
- In addition, activity packs were distributed and these helped to improve mental health;
- Following the first lockdown, Day Services looked at the areas that could re-open safely (e.g. outdoors);
- Service users who had reported having mental health struggles were prioritised for places;
- Transport was difficult to manage in terms of ensuring it was safe so this caused some delays;



- Into Summer 2020, indoor venues began to open with the service operating at 50% of pre-pandemic levels;
- Social distancing requirements meant that even with all venues open the service could only accommodate 70% of the usual attendee numbers;
- Currently, the service is still only 60% open but it is hoped that the service will be able to return to some kind of normality by the second quarter of next year;
- It's clear that the activities engaged in within Day Services are important to people and contribute to their wellbeing and self-worth – without these services, pressures occur elsewhere in the system (e.g. Care Management, Positive Behaviour Support Service and the NHS).

### ***What we still need to do***

- The Topic Group learned that outreach support offered by in-house Day Services during the pandemic was welcomed and greatly valued by clients and families (e.g. telephone check-ins and activity packs). A flexible approach to service delivery should continue once clients return to building-based services so that visits to day services are supplemented by access to digital support/activities and there is outreach support for those who may be feeling isolated. Day Services should also consider what learning they can take from the care home sector (e.g. Pen Pal schemes).
- This should link in with the review of the Adults with Learning Disabilities Strategy that is in progress.

### **Additional topic scope – hospital waiting lists**

Martin Stanley, Head of Acute Commissioning at NHS Halton Clinical Commissioning Group (CCG) talked to the topic group about the position in relation to hospital waiting lists and recovery plans. Some key points highlighted by Martin are detailed below:

- The CCG is involved in the work around hospital recovery programmes;
- At the start of the pandemic, all aerosol generating procedures had to stop until the disease was more understood;
- It is estimated that it will take two years to get back to pre-pandemic levels with waiting lists;
- Those on waiting lists have been put into one of five priority groups – one being procedures of the highest priority that need to take place immediately (e.g. life-threatening conditions), group two being procedures that need to take place in four weeks, group three are those that can wait longer and groups four and five are those not relating to life-threatening conditions and in this case a discussion will take place with the patient who may choose to wait and manage their condition until they feel happy to proceed;
- There are three main factors contributing to the increased numbers on waiting lists:
- Physical space – infection control requirements slow things down and impact on the number of procedures that can take place (e.g. air must circulate before

the next patient); use of air conditioning units has helped create additional capacity but productivity is still down;

- Staffing issues – staff needing to isolate creates capacity issues;
- Covid patients in hospital – ICU beds being occupied means certain types of surgery cannot be undertaken – currently a low number of ICU beds are occupied by Covid patients so elective surgery can take place;
- Also, people must undergo a Covid test before going into hospital for a procedure and, if positive, this means cancellation and re-booking, which creates more pressure;
- In terms of recovery plans, the hope was for the level of activity to be 95% of what it was pre-Covid at the end of October 2021 and 100% by the end of March 2022 – local hospitals were doing well towards this until a couple of weeks ago due to the pressure on A&E (98-100% occupancy of medical beds);
- Increase in non-elective admissions puts pressure on elective capacity;
- Halton is doing well in relation to hospital discharges with just a few complex patients waiting on a care home placement (in Warrington there is a problem around domiciliary care with 98 beds occupied by those awaiting discharge with domiciliary care package);
- In general, Warrington and Whiston hospitals have been used for emergency, non-elective and Halton and St Helens have been used for elective, which has kept things moving;
- Information regarding the total waiting list was displayed – pre-Covid it was around 10,000 patients and now it is 12,500 patients;
- Information regarding 52 week waiters was displayed – pre-Covid nobody would wait more than one year but there are now a number of patients who have waited this long but some may be those in priority groups four/five who have chosen to wait (e.g. dermatology – varicose veins);
- The aim is to get the 52 week waits to zero by March 2022;
- In terms of the aim to be at 95% pre-Covid levels, nationally it is at 82% and two local trusts are at a similar level;
- There is concern that a winter surge could add further pressure;
- Hospital cells are working hard to keep on track and there is national support and a pot of money;
- Updates are received weekly and there is regular discussion with patients with public health support to ensure no-one slips through the net;
- GP referral rates are back to pre-Covid levels;
- Cancer referrals are at 110% of pre-Covid levels (due to wanting to make sure nothing is missed);
- Patients are encouraged to see their GP if required.

### ***What we still need to do***

The topic group felt it was important that they remained updated regarding the hospital situation and the following course of action was agreed:



- Regular summary updates regarding the hospital position to be provided to Health PPB meetings with a full update report in April 2022.

### Action Plan

The information presented above outlines 'what we still need to do' in relation to each of the NWADASS recommendations; these actions have been incorporated into an Action Plan, which can be found on the following page.

## 2021/22 Scrutiny Review Action Plan

NWADASS Recommendation Councils should...	Action(s) for Halton (as agreed by Scrutiny Topic Group)	Responsibility	Timescale
I Say a public ‘thank you’ to adult social care and support services (commissioned and voluntary) and unpaid carers for their hard work and sacrifices during the pandemic and beyond	Hold a public thank you event for commissioned and voluntary adult social care services and informal carers (to be funded via an external agency – i.e. sponsorship)	Care Home Development Group	When conditions relating to COVID-19 allow a physical event
II Take active steps to build the capacity of the community and voluntary sector to provide health, care and wellbeing services	Build on the pandemic volunteering legacy, making use of the Volunteering Portal	Halton & St Helens VCA	Ongoing
	Involve the community and voluntary sector in the public thank you event (see above) ensuring they know the difference they make	Care Home Development Group	When conditions relating to COVID-19 allow a physical event
	Include reference to the role of the community and voluntary sector and the support the council will provide in the Market Position Statement	HBC Commissioning	Last Statement was 2018 so due to be updated
	Continue to commission for outcomes, encouraging creativity in the community and voluntary sector	HBC Commissioning	In line with contractual requirements
	Promote the comprehensive training offer of the Council’s External Funding Team to the community and voluntary sector	HBC External Funding Team	Ongoing
III Strengthen the wellbeing support available to informal/unpaid carers	Continue to support the Carers Centre so it is able to continue delivering wellbeing support and early	HBC Adult Social Care	Ongoing

NWADASS Recommendation Councils should...	Action(s) for Halton (as agreed by Scrutiny Topic Group)	Responsibility	Timescale
	intervention to avoid carer breakdown and crisis situations		
IV Seek to increase the use of direct payments, making them quick and easy to obtain, and allowing for much greater flexibility for people in how they can be used	Ensure the already high take-up of direct payments in Halton can continue by working with the LCR to address the key issue of recruitment of Personal Assistants	HBC Direct Payments	2022/23
V Use their place-based leadership role to facilitate communication with and across organisations helping vulnerable and isolated people	Create a virtual and digital platform for families to access services both face-to-face and virtually	One Halton Digital Group	2022/23
	Continue to learn and listen to what communities and families are telling us about services	HBC Quality Assurance Team	Ongoing
	Continue to adapt and change and have the ability to re-design services mixing virtual support with face-to-face support and build on the increased involvement of the voluntary sector	One Halton Digital Group	2022/23
VI Build upon the new capacity for volunteering in the community (which people have demonstrated during the pandemic) to create stronger preventative and community solutions	As Recommendation II – see above		
VII Support creativity in their providers	Further develop IT skills amongst care home staff	Care home providers	2022/23
	Facilitate re-integration into the community for care home residents	Care home providers	Spring / Summer 2022

NWADASS Recommendation Councils should...	Action(s) for Halton (as agreed by Scrutiny Topic Group)	Responsibility	Timescale
	Continue to support the wellbeing of staff in the care home sector	Care home providers	Ongoing
	Support care homes to access national funding/grants	HBC Quality Assurance Team	Ongoing
	Continue to hold strategic meetings with care home operators	HBC Quality Assurance Team	Ongoing
VIII Work to make digital services part of blended approaches to meeting need	Progress the work around digital inclusion and infrastructure locally, linking in with the Liverpool City Region as necessary; the first step is to establish the baseline from a mapping exercise and then present an Action Plan to Management Team	HBC Digital Working Group	2022/23
IX Collaborate with care home providers and provide leadership to design approaches for safe visiting in care homes	Develop a Communications Strategy to raise awareness that care homes are safe environments and people are invited to come in to enrich the lives of residents	HBC Care Homes Division / Care Homes Development Group	2022/23
	Explore the role for the community and voluntary sector to be more involved in care homes in order to improve residents' quality of life; this should include exploring new opportunities as well as strengthening existing projects (e.g. Pen Pal schemes etc.)	HBC Care Homes Division / Care Homes Development Group	2022/23
X Work with providers and people who use services to redesign day services and shape the market to allow for greater choice, flexibility and accessibility for people	Continue with a flexible approach to service delivery once clients return to building-based services so that visits to day services are supplemented by access to digital support/activities and there is outreach support for those who may be feeling isolated	HBC Day Services	2022/23

NWADASS Recommendation Councils should...	Action(s) for Halton (as agreed by Scrutiny Topic Group)	Responsibility	Timescale
	Consider learning that can be taken from the care home sector (e.g. Pen Pal schemes)	HBC Day Services	2022/23

## Appendix 1: Scrutiny Review 2021/22 Topic Brief

<b>Scrutiny topic:</b>	Recommendations of the NWADASS report ‘The impact of Covid-19 on People with Care and Support Needs, their Families, Carers and Communities’
<b>Officer lead:</b>	Sue Wallace-Bonner, Director of Adult Social Services
<b>Start date:</b>	July 2021
<b>Target PPB meeting:</b>	February 2022

### Topic description and scope:

The scrutiny topic will focus on the outcomes from the ***‘North West Association of Directors of Adult Social Services (NWADASS) Elected Member Commission: The impact of Covid-19 on People with Care and Support Needs, their Families, Carers and Communities’<sup>1</sup>*** with a view to making recommendations for Halton.

The Elected Member Social Care Commission was established as part of a North West ADASS approach to learning lessons from the Covid-19 pandemic. In particular, the role of The Commission was to investigate the impact of the pandemic on people and communities in the North West and what lessons could be learnt for further waves of infection and future service design.

The Commission investigated the following question:

*“What has been the impact of the pandemic on people who use adult social care services, their families and our communities and what does this tell us about the role our communities should play in supporting people to live independently at home?”*

### Why this topic was chosen:

The NWADASS Elected Member Commission was established to investigate the impact of Covid-19 on adults aged 18+, their families and communities and what this tells us about the role communities play in supporting people to live independently at home.

The report of the Commission provides a broad account of what was learned through eye-witness accounts from people/organisations and it identifies lessons learned. Recommendations are made for councils that look beyond the pandemic at how the learning can shape future service design.

The Commission’s report will be scrutinised in order to consider how Halton will implement the recommendations.

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<sup>1</sup> The full report and additional information regarding the commission can be found on the NWADASS website; <https://www.nwadass.org.uk/elected-member-social-care-commission>

**Key outputs and outcomes sought:**

The topic group will consider the recommendations set out in the report in order to determine implementation at a local level. The report recommendations for councils are summarised below (the NWADASS report should be consulted for full details):

- Councils should say a public ‘thank you’ to adult social care and support services (commissioned and voluntary) and unpaid carers for their hard work and sacrifices during the pandemic and beyond;
- Councils should take active steps to build the capacity of the community and voluntary sector to provide health, care and wellbeing services (the report details six suggestions in relation to this);
- Councils should strengthen the wellbeing support available to informal/unpaid carers (there are three suggestions sitting under this point);
- Councils should seek to substantially increase the use of direct payments, making them quick and easy to obtain, and allowing for much greater flexibility for people in how they can be used;
- Councils should use their place-based leadership role to facilitate communication with and across organisations helping vulnerable and isolated people
- Councils should build upon the new capacity for volunteering in the community (which people have demonstrated during the pandemic) to create stronger preventative and community solutions;
- Councils and other organisations should accept that digital becomes one of the primary mechanisms for service delivery in the future (there are four suggestions sitting under this recommendation);
- Councils can provide more local leadership and should collaborate with care home providers and relatives to design approaches to safe visiting in care homes which allows visiting to take place safely and in line with government guidance and the NWADASS statement on visiting
- Councils should work with providers and people who use services to redesign day services and to shape the market to allow for greater choice, flexibility and accessibility for people.

Following full consideration of the recommendations, an Action Plan will be developed to ensure that they are implemented locally, as appropriate.

**Which of Halton’s 5 strategic priorities this topic addresses and the key objectives and improvement targets it will help to achieve:**

This topic contributes to the ‘Healthy Halton’ priority within the Council’s Corporate Plan and the Sustainable Community Strategy.

*Halton Borough Council Corporate Plan*

A Healthy Halton: To improve the health and wellbeing of Halton people so they live longer, healthier and happier lives.

*Halton Strategic Partnership Sustainable Community Strategy*

A Healthy Halton: To create a healthier community and work to promote wellbeing and a positive experience of life with good health, not simply an

absence of disease, and offer opportunities for people to take responsibility for their health with the necessary support available.

**Nature of expected/desired PPB input:**

Member-led scrutiny review of the NWADASS report, particularly the recommendations made for councils and consideration of how these could be implemented locally.

**Preferred mode of operation:**

- Desk-top review of the NWADASS report;
- Meetings/discussions with relevant officers from within the council and partner organisations;
- Review of current service provision in areas outlined within the recommendations in order to identify gaps and develop action plan for improvement.

**Agreed and signed by:**

PPB chair:		Date:	
Officer lead:		Date:	

**Note re expansion of topic scope:**

At the first meeting of the topic group in July 2021 (following a change in membership of Health PPB as a result of the elections), it was agreed that the scope of the scrutiny topic would be widened to include consideration of the ongoing impact of the pandemic on hospital services, particularly waiting lists and back logs.

There is a clear and direct link between adult social care and health services and it was therefore thought to be necessary to ensure that this scrutiny topic considered the position from a health perspective given that there will be an impact on the vulnerable people who receive support from adult social care services.



## Appendix 2: NWADASS Recommendations with Halton Response

NWADASS Recommendation	Halton Response	
	Information considered by the Topic Group	Topic Group Recommendation
<p>I. Councils should say a public ‘thank you’ to adult social care and support services (commissioned and voluntary) and unpaid carers for the hard work they are doing and the sacrifices they have made, and continue to make, during the pandemic and beyond. The Commission heard of the work done by organisations, paid and unpaid carers and volunteers to maintain vulnerable people in their communities so that vital NHS capacity was freed up.</p>	<p>Briefing note re what has been done locally to thank adult social care and support services shared at the September meeting:</p> <p><a href="#">Briefing note recommendation I</a></p>	<p>When conditions allow, the Council will hold an event* to say a public thank you to commissioned and voluntary adult social care and support services and unpaid/informal carers.</p> <p><i>*Funding to be identified in the form of sponsorship from an external agency.</i></p>
<p>II. Take active steps to build the capacity of the community and voluntary sector to provide health, care and wellbeing services. The Commission saw and heard evidence that services developed in and by the community are not only able to respond quickly on a large scale for those who are vulnerable, but, if commissioned correctly and over a long period time, could deliver more responsive and personalised services to people. The Commission found that given the flexibility to create services to meet needs (in these circumstances driven by necessity) organisations were able to develop person-centred responses.</p> <p>a) Reward and acknowledge the work that community and voluntary sector organisations have done over the period of the pandemic e.g. recognition awards, certificates of achievement.</p> <p>b) Build on the energy and commitment shown throughout the pandemic by establishing community and voluntary sector fora to support the health and care sector.</p>	<p>Presentation from Sally Yeoman (Chief Executive, Halton &amp; St Helens Voluntary and Community Action) re the community and voluntary sector at the October meeting:</p> <p><a href="#">Community and voluntary sector presentation</a></p>	<p>Build on the volunteering legacy and sustain the growth in volunteers seen during the pandemic, making use of the Volunteering Portal.</p> <p>Involve the community and voluntary sector in the public thank you event (see recommendation I). Ensure that volunteers are encouraged to continue in their role by understanding the difference they make to people’s lives.</p> <p>Ensure Halton’s Market Position Statement (last updated in 2018 and therefore due for review) clearly sets out the role of the community and voluntary sector and the support that the council will provide.</p> <p>Continue to commission for outcomes, encouraging creativity within the community and voluntary sector.</p>

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<p>c) Start commissioning for outcomes and allow organisations the freedom to develop creative ways of supporting people to live the lives they want.</p> <p>d) Through ‘innovation funding’ type initiatives, provide community and voluntary sector organisations with opportunities to develop and test outcome-based services.</p> <p>e) Set out in clear terms the role Councils want the community and voluntary sector to play in meeting people’s health and care needs and the support you will provide to achieve this e.g. in your Market Position Statement.</p> <p>f) Provide training to community and voluntary sector organisations on things like accessing funding through the council and partners and creating digital services.</p>		<p>The Council’s External Funding Team already provides a comprehensive training offer, which can be accessed by the community and voluntary sector. The following training courses (which are free of charge for organisations working in Halton/on behalf of Halton residents) are available to sign up for online (<a href="https://halton.me/external-funding-course-booking-form/">https://halton.me/external-funding-course-booking-form/</a>):</p> <ul style="list-style-type: none"> <li>• ‘Basic Bid Writing’ covering good bid writing techniques, ten key elements of a basic funding application and top tips to write a strong bid.</li> <li>• ‘Monitoring and Evaluation’, which helps attendees to understand what monitoring and evaluation involves, where and how it should be used in grant-funded projects and best practice for producing good quality and effective data and reports.</li> <li>• ‘Now you have your grant’ is a course that offers a basic introduction to the responsibilities of managing grant funding for those who are new to it or would like to improve their skills.</li> <li>• ‘Developing a Fundraising Strategy’ helps attendees to develop their organisation’s vision and focus its aims and objectives. It includes organisation</li> </ul>

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		<p>analysis, action planning, understanding budgets, cash flow and risk and monitoring.</p> <p>This training offer should be promoted to the community and voluntary sector.</p>
<p>III. Councils should strengthen the wellbeing support available to informal/unpaid carers.</p> <p>a) Establish a process of regular wellbeing checks with unpaid carers. For example, consider how a range of local organisations including voluntary, health and care, Police, Fire and Rescue and Housing providers can work together to check if more vulnerable people are coping. Combining capacity, data and knowledge could enable wellbeing checks for each carer who is under pressure ensuring early intervention to prevent carer breakdown.</p> <p>b) Identify the triggers which could lead to ‘carer breakdown’ and provide proactive support to them.</p> <p>c) Invest further in carers support and wellbeing services and look to carers and the community to design these. These are likely to include respite, peer support, counselling, flexible day services, information, advice and digital services.</p>	<p>Presentation from the Carl Harris, Halton Carer’s Centre CEO supported by Emma Sutton-Thompson (Principal Manager, Policy, Performance and Customer Care and Carer’s Strategy Lead) re wellbeing support available to informal carers at the December meeting:</p> <p><a href="#">Carers presentation</a></p>	<p>Continue to support the Carers Centre to deliver wellbeing support and other services to Halton carers in order to prevent breakdown.</p> <p>Help to enable the Carers Centre to provide support to any new carers that may have emerged during the pandemic but are as yet unidentified. Early support is key to avoid escalation / crisis.</p>
<p>IV. Councils should seek to substantially increase the use of direct payments, making them quick and easy to obtain, and allowing for much greater flexibility for people in how they can be used. People should be given the freedom to choose and control how their money is spent to a greater extent. The guidance is clear that payments must be used for meeting</p>	<p>Presentation from Marie Lynch (Divisional Manager, Care Management) re substantial use of direct payments in Halton at the December meeting:</p> <p><a href="#">Direct payments report</a></p>	<p>Halton already performs well compared to regional averages in terms of the proportion of people receiving a direct payment; this should continue.</p>

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people's needs and there is no need to specify how to spend funding.		Continue to work with the Liverpool City Region to address issues surrounding the recruitment of Personal Assistants.
V. Councils should use their place-based leadership role to facilitate communication with and across organisations helping vulnerable and isolated people. For example, ensure that referral pathways for those in greater need are clear and accessible; information about how people can help themselves and join up the dots locally.	<p>Presentation from Mil Vasic (Strategic Director, People) re place based leadership at the January meeting:</p> <p><a href="#">Place based leadership</a></p>	<p>Continue to provide support for vulnerable adults in line with the learning from the pandemic (e.g. the success of the COVID hotline in signposting people to the appropriate place etc.)</p> <p>The presentation highlighted that COVID has given us time to reflect on our working practices and be open to change and adaptations for the future. The Topic Group will progress the following suggestions:</p> <ul style="list-style-type: none"> <li>• Create a virtual and digital platform for families to access services both face-to-face and virtually;</li> <li>• Continue to learn and listen to what communities and families are telling us about services;</li> <li>• Continue to adapt and change and have the ability to re-design services mixing virtual support with face-to-face support and build on the increased involvement of the voluntary sector.</li> </ul>
VI. The pandemic has shown how many people have volunteered in their community when they know they can make a difference to individual's lives. Build on this new capacity and	Presentation from Sally Yeoman (Chief Executive, Halton & St Helens Voluntary and	As with recommendation II:

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energy to create stronger preventative and community solutions.	Community Action) re the community and voluntary sector at the October meeting:  <i>See file attached under Recommendation II above.</i>	<ul style="list-style-type: none"> <li>• Build on the volunteering legacy from the pandemic to further strengthen the local community and voluntary sector;</li> <li>• Ensure that volunteers are encouraged to continue in their role by understanding the difference they make to people’s lives. This should be part of the public thank you event and there is also an ongoing role for Halton &amp; St Helens VCA.</li> </ul>
VII. Councils should expect and facilitate their providers to be creative. Many care agencies were able to safely protect individuals – but needed access to PPE, technology, the ability to swiftly change practice. They needed advice on safe contact with families, the ability to meet in groups, enabling service users to pay for their own services, promoting decision making, and reducing deterioration especially physically and mentally.	Presentation from Helen Moir (Divisional Manager, Independent Living) re facilitating providers to be creative at the September meeting:  <a href="#">Facilitating provider creativity</a>	Adopt the suggested ‘focus for the future’ actions from the presentation: <ul style="list-style-type: none"> <li>• Further develop IT skills amongst care home staff;</li> <li>• Facilitate re-integration into the community for care home residents;</li> <li>• Continue to support the wellbeing of staff in the care home sector;</li> <li>• Support care homes to access national funding/grants;</li> <li>• Continue to hold strategic meetings with care home operators.</li> </ul>
VIII. Councils and other organisations should accept that digital becomes one of the primary mechanisms for service delivery in the future. In particular:	Presentation from Shelah Semoff (Partnership Officer, Enterprise, Community and Resources Directorate) re digital service delivery / digital inclusion at the December meeting:	Progress the work around digital inclusion and infrastructure locally, linking in with the Liverpool City Region as necessary. The first step is to establish the baseline from a mapping

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<p>a) Organisations who plan to use digital services should ensure these are co-designed with the people who will be using them.</p> <p>b) Councils should develop a digital inclusion strategy, alongside their commissioning strategies, for all ages and abilities which demonstrates how they will increase take up and ensure people are not disadvantaged.</p> <p>c) Councils should provide greater and more immediate support to people who are now accessing services online, perhaps for the first time, in the same way that some private sector companies have done. For example, 'digital navigators'.</p> <p>d) Councils should support voluntary and community organisations with online payment solutions and develop options in their local community.</p>	<p><a href="#">Digital presentation</a></p>	<p>exercise and then present an Action Plan to Management Team.</p>
<p>IX. Councils can provide more local leadership and should collaborate with care home providers and relatives to design approaches to safe visiting in care homes which allows visiting to take place safely and in line with government guidance and the NWADASS statement on visiting. Spouses in particular were even prepared to self-isolate in order to facilitate contact and protect others, yet this never appeared to be discussed with them.</p>	<p>Presentation from Jane English (Divisional Manager, Care Homes) re safe visiting in care homes at the September meeting:</p> <p><a href="#">Care home visiting</a></p>	<p>Develop a Communications Strategy to raise awareness that care homes are safe environments and people are invited to come in to enrich the lives of residents.</p> <p>Explore the role for the community and voluntary sector to be more involved in care homes in order to improve residents' quality of life. This should include exploring new opportunities as well as strengthening existing projects (e.g. Pen Pal schemes etc.)</p>

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<p>X. Councils should work with providers and people who use services to redesign day services and to shape the market to allow for greater choice, flexibility and accessibility for people. For example, more blended approaches to service delivery utilising digital, home and building based delivery; using a network of organisations who together can meet people’s requirements more fully. An example was Wildlife Trusts across the NW who had designed and shared activity packs and stimulating content for online or groups to engage in.</p>	<p>Report from Eileen Clarke on behalf of Stiofan O’Suillibhan (Divisional Manager, Community) re day services at the January meeting: <a href="#">Day services report</a></p>	<p>The Topic Group learned that outreach support offered by in-house Day Services during the pandemic was welcomed and greatly valued by clients and families (e.g. telephone check-ins and activity packs). A flexible approach to service delivery should continue once clients return to building-based services so that visits to day services are supplemented by access to digital support/activities and there is outreach support for those who may be feeling isolated. Day Services should also consider what learning they can take from the care home sector (e.g. Pen Pal schemes).</p> <p>This should link in with the review of the Adults with Learning Disabilities Strategy that is in progress.</p>

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	8 <sup>th</sup> December 2022
<b>REPORTING OFFICER:</b>	Director of Public Health
<b>PORTFOLIO:</b>	Health and Wellbeing
<b>SUBJECT:</b>	Award of Contract for Community Infection Prevention and Control service.
<b>WARD(S)</b>	All

### 1.0 **PURPOSE OF THE REPORT**

- 1.1 To seek approval to the Award of Contract for the Community Infection Prevention and Control Service.

Approval is sought to proceed with an award of contract to Bridgewater Community Healthcare NHS Foundation Trust for the provision of community infection, prevention and control services on behalf of Halton, Warrington and St Helens councils, following a successful retender process lead by St Helens Council as lead commissioner.

- 2.0 **RECOMMENDATION: That the Board approve the proposal to award the contract for Community Infection Prevention and control services for Halton to Bridgewater Community Healthcare NHS Foundation Trust.**

### 3.0 **SUPPORTING INFORMATION**

- 3.1 Under the responsibilities of the Health and Social Care Act, Halton Borough Council is responsible for the provision of public health functions across the domains of health promotion, health protection and health care public health.

Infection, prevention and Controls represents a vital service which undertakes duties to promote health, protect the population and provide advice and support to health care services against a variety of infections and infectious agents that pose a threat to our populations.

- 3.2 The Community Infection, Prevention and Control service is commissioned to prevent infections through provision of comprehensive high quality evidence-based infection control, advice and support in the community, and through the promotion,



review and audit of infection prevention and control standards within health, social care and relevant community settings.

Key work of the service includes, but is not limited to:

- Advice and support to professionals, the public and relevant community settings
- Education and training
- Response to cases, clusters of communicable disease
- Outbreak management
- Audit and quality improvement procedures
- Completion of root cause analysis for HCAI's
- Work with commissioners and partners to develop and deliver work plans to achieve relevant national and local targets for example (but not limited to) AMR, MRSA, Clostridium Difficile).

- 3.3 The contract is commissioned on a joint contractual basis between St Helens Borough Council, Warrington Borough Council and Halton Borough Council where all three LAs are liable jointly and severally. St Helens Borough Council act as lead Commissioner for the management of contractual arrangement and processes.

The responsibility for payment of the total contract price is, and going forward will be:

St Helens Borough Council 35%  
Warrington Borough Council 40%  
Halton Borough Council 25%

The contract value is £2.167m based on a per annum value of £433.527k pa for a contract duration of 3 + 1 + 1.

- 3.4 The service is currently provided by 3 Boroughs Infection Control Team, hosted by St Helens CCG (now transferred under the Cheshire and Merseyside ICS arrangements).
- 3.5 The current contract ends on 31<sup>st</sup> March 2023. The existing contract has exceeded its maximum 3+1+1 duration, with an additional year agreed under extenuating principles as a result of the Covid-19 pandemic. As such a full procurement exercise has been undertaken. A fully compliant FTS tender under the Light Touch Regime was published on the 26<sup>th</sup> September 2022 for an Infection Prevention Control Service, St Helens Borough Council, Warrington Borough Council, Halton Borough \_

Reference – DN634773

- 3.6 One tender submission was received from Bridgewater Community Healthcare NHS Foundation Trust.

The incumbent provider St Helens CCG did not submit a tender and did not express an interest in the opportunity.

The tender submission from Bridgewater was evaluated in three stages:

Stage 1 - Evaluation of a Suitability Questionnaire to help ensure Bridgewater have the capability, experience and capacity to provide an IPC Service.

Stage 2 - Evaluation of answers to IPC Tender Questions around how Bridgewater will deliver and manage the service,

Stage 3 - Bridgewater attended an interview to help ensure that they would meet key areas around delivering breadth of the specification, maintaining community focus, clinical supervision and providing the service within budget.

In all three evaluation stages Bridgewater achieved and / or exceeded the required standards and submitted a price of £443.527K per annum that is within budget.

As such we seek to award the contract to this provider to undertake the contract specifications.

#### 4.0 **POLICY IMPLICATIONS**

4.1 The method of procurement complies with the Council's procurement policy and Procurement Standing Orders.

#### 5.0 **FINANCIAL IMPLICATIONS**

5.1 Budget implication are highlighted above, failure to prevent and control infection will impact on other health and social care services.

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

##### 6.1 **Children and Young People in Halton**

The service provide support to all members of the population including families and children, and support schools and other children setting in creating hygienic and safe environments for our children and young people..

##### 6.2 **Employment, Learning and Skills in Halton**

The service contributes to supporting local residents to remain healthy and prevent illness best enabling opportunities to remain economically and academically active.

##### 6.3 **A Healthy Halton**

The service will support our the people in Halton to promote health, protect the population and provide advice and support to health care

services to prevent, and manage a variety of infections and infectious agents that pose a threat to our populations.

6.4 **A Safer Halton**

The service contributes to a Safer Halton by supporting local people, settings and health care services to minimise risk and harm from infectious diseases and outbreaks.

6.5 **Halton's Urban Renewal**

N/A.

**7.0 RISK ANALYSIS**

7.1 The Tender process is fully compliant with the Public Contract Regulations, 2015 thus avoiding the risk any potential legal challenges.

Failure to award a contract will result in failure to provide appropriate infection prevention control services that fulfil requirements of the public health functions under the Health and Social Care Act.

**8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 All contractors will be required to demonstrate that they embrace and comply with the Equality Act, and services will be monitored to ensure this is the case.

9.0 **REASON(S) FOR DECISION**

To ensure business continuity and maintain provision in infection, prevention and control services across the Borough

10.0 **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

10.1 To issue a Direct Award for a limited period to the current provider, this does not provide a stable environment for the service area. Impacting on performance and service delivery to service users.

11.0 **IMPLEMENTATION DATE**

11.1 The contract will commence from 1<sup>st</sup> April 2023

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

None within the meaning of the Act.

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

Document is Restricted