

Public Document Pack



Environment and Urban Renewal Policy and Performance Board

Wednesday, 12 February 2025 6.30 p.m.
Town Hall, Runcorn

A handwritten signature in black ink that reads 'S. Young'.

Chief Executive

BOARD MEMBERSHIP

Councillor Bill Woolfall (Chair)	Labour
Councillor Peter Lloyd Jones (Vice-Chair)	Labour
Councillor Colin Hughes	Labour
Councillor Noel Hutchinson	Labour
Councillor Kath Loftus	Labour
Councillor Louise Nolan	Labour
Councillor Mike Ryan	Labour
Councillor Aimee Skinner	Labour
Councillor Gareth Stockton	Liberal Democrats
Councillor Sharon Thornton	Labour
Councillor Andrea Wall	Labour

*Please contact Kim Butler on 0151 511 7496 or e-mail
kim.butler@halton.gov.uk for further information.*

The next meeting of the Board is to be confirmed.

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

Part I

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1. MINUTES	1 - 7
2. DECLARATIONS OF INTERESTS (INCLUDING PARTY WHIP DECLARATIONS)	
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.	
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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.

ENVIRONMENT AND URBAN RENEWAL POLICY AND PERFORMANCE BOARD

At a meeting of the Environment and Urban Renewal Policy and Performance Board on Wednesday, 13 November 2024 at the Civic Suite, Town Hall, Runcorn

Present: Councillors Woolfall (Chair), P. Lloyd Jones (Vice-Chair), Hughes, K. Loftus, L. Nolan and Ryan

Apologies for Absence: Councillor Hutchinson, Skinner, Thornton and Wall

Absence declared on Council business: None

Officers present: K. Butler, T. Gibbs, I. Dignall, J. Farmer, I. Jones and I. Saxby

Also in attendance: H. Jenkins (Liverpool City Region Combined Authority)

**ITEM DEALT WITH
UNDER DUTIES
EXERCISABLE BY THE BOARD**

	<i>Action</i>
<p>EUR12 PUBLIC QUESTION TIME</p> <p>It was confirmed that no public questions had been received.</p>	
<p>EUR13 MINUTES</p> <p>The Minutes of the meeting held on 18 September 2024 having been circulated were signed as a correct record.</p>	
<p>EUR14 EXECUTIVE BOARD MINUTES</p> <p>The Board considered the Minutes of the meetings of the Executive Board relevant to the Environment and Urban Renewal Policy and Performance Board.</p> <p>RESOLVED: That the Minutes be received.</p>	
<p>EUR15 LOCAL TRANSPORT PLAN 4 (LIVERPOOL CITY REGION COMBINED AUTHORITY)</p> <p>Huw Jenkins from the Liverpool City Region Combined Authority attended the meeting to present a report to the Board, which provided an overview of the draft</p>	

Local Transport Plan 4 (LTP4) and the consultation process.

Members of the Board were advised that the aim of the Plan was to provide transport choices that would be safe, inclusive, affordable and low carbon. It was acknowledged that there were gaps in the current transport network that needed to be challenged and the Plan would seek to address those. In order to decarbonise transport by 2040 we would need to significantly change the way we travel and transport freight and goods.

The draft Plan included five goals and eight core principles, and these were set out in section 4.4 of the report. The Plan also included details of the policy approaches and proposed interventions across the range of transport challenges. The consultation on proposed plans opened on 3 October 2024 and would close on 15 December 2024.

Members of the Board noted and discussed the report and subsequently the following additional information was noted:

- shopping habits had changed in recent years with more people buying goods online and consideration needed to be given to alternative ways to deliver those goods, for example, electric/greener vans or e-bikes;
- consideration to be given to banning petrol or diesel delivery vans in city centres. Instead goods could be delivered to a consolidation centre outside of a city centre and then delivered by e-bikes or greener vehicles. This however would require help from the Government in terms of funding and legal changes; and
- the plan does not advocate user charges (cleaner emission charges) due to the risk of alienating itself to other nearby areas, such as Manchester or Skelmersdale.

On behalf of the Board, the Chair thanked Huw Jenkins for his attendance and said they looked forward to further updates on the Plan in the future.

RESOLVED: that the Board note the Local Transport Plan 4 and its associated consultation process.

EUR16 HALTON LOCAL CYCLING AND WALKING
INFRASTRUCTURE PLAN

The Board received a report from the Executive Director – Environment and Regeneration which provided an update on the recent completion of a Halton specific Local Cycling and Walking Infrastructure Plan (LCWIP) document. Members also received a presentation which highlighted the main points of the report and demonstrated some examples of travel patterns, proposed cycle networks and walking routes round the Borough.

Members were reminded that the Liverpool City Region LCWIP document was produced in 2019 and approved by the Combined Authority. This document was presented to this Board on 26 February 2020 and since then, several schemes identified in the report had either been completed or were in the process of being taken forward, including:

- Runcorn-Daresbury – completed;
- Runcorn Busway - to be delivered in phases; Shopping City to Runcorn East Station/Whitehouse near to completion;
- Silver Jubilee Bridge to Sandy Lane/Knowsley boundary – completed; and
- Wilmere Lane/Birchfield Road – subject to ongoing design/consultation and funding.

The LCWIP sets out the structure and strategic direction to allow the development and delivery of a planned active travel network for Halton over a 10 year period for its residents, workers and visitors. The routes would be designed to offer safe and convenient alternatives for walking and cycling and had been prioritised based on elements such as connectivity to new developments; existing population; employment and services; air quality issues and deliverability. The LCWIP would also help deliver some of the local priorities such as a reduction in transport emissions and health improvement.

Members of the Board discussed the proposals and following discussions, the additional information below was noted:

- Members would be provided with more detailed information in due course which would demonstrate how proposals would look for each ward in the Borough;
- use of cycle lanes were observed by sensors and

would continue to be monitored;

- Councillor Peter Lloyd Jones suggested that it would be helpful if routes could be signposted; it was confirmed that a LCR standard was being adopted for signage and plans on the website would be updated as schemes come forward; and
- scheme funding was subject to further announcements, potentially in Spring 2025.

RESOLVED: That the Board:

- 1) endorses the Halton LCWIP (which comprises the Halton Borough Wide LCWIP and East Runcorn Connectivity Programme documents); and
- 2) notes the prioritised list of potential schemes outlined in the report.

Executive Director
Environment &
Regeneration

EUR17 DEPARTMENT FOR TRANSPORT STATISTICAL UPDATE 2023

The Board received a report on the latest road safety statistics released by the Department for Transport (DfT) through the publication of the 2023 Comprehensive Annual Report.

The report set out full details of the numbers of traffic collisions and casualties in 2023 and compared these figures with those from previous years, which showed a small rise in overall casualty numbers. This was in contrast to the national picture where there had been a slight decrease and traffic flow had been comparable for the first time since the pandemic.

Members noted that Halton had achieved its performance targets as set by the DfT; there were 158 road traffic collisions involving personal injury within Halton, one more than the previous year. These incidents had resulted in 195 casualties, a 4% increase on the 2022 figure but 22% below 2019, when traffic levels were comparable.

In addition, the report highlighted an update on the work the Road Safety Team had undertaken in 2024/25 which would continue to cover road traffic collision reduction schemes, road safety education, training and publicity as well as engaging with Cheshire Police to target effective enforcement action.

The report also outlined information on the following road safety initiatives:

- Gyrotory Red Light Camera;
- Speed Camera A562 (Speke Road);
- “Smiley” Speed Indicative Device/Sign (SiDs);
- Mobile Speed Camera Sites;
- Collision Sites;
- Speed Limit Reduction;
- Safer Active Travel;
- Road Safety Audits;
- Education; and
- Halton 2025/26 Programme.

Members of the Board noted the report and suggested that it would be useful to do a press release on Halton’s achievements on meeting performance targets.

RESOLVED: That

- 1) the overall progress made on casualty reduction in Halton over the past decade be noted; and
- 2) the 2024/25 strategy of road safety schemes and road safety education, training and publicity be endorsed.

Executive Director
Environment &
Regeneration

EUR18 PETITION FOR REGENT ROAD, WIDNES TO BECOME ONE-WAY

The Board considered a report from the Executive Director, Environment and Regeneration, which provided information on the petition received containing 43 signatures requesting that Regent Road be made a one-way street as a measure to reduce traffic flows and increase public safety. The lead petitioner had been informed that their request would be considered at this meeting and it was noted that they were not in attendance.

Members were reminded that in respect of petitions, their role was to receive a report on any petitions received by the Council relating to their respective area and/or any action taken or proposed to be taken by the Executive (or Portfolio Holder, or an Officer acting under delegated powers).

It was noted that at the time the petition was received, a section of Appleton Village, between Regent Road and Deacon Road had been closed for an extended period in July and August, to allow for emergency utility works and this had impacted on traffic to migrate onto adjacent roads, including Regent Road.

Following receipt of the petition, the report described the steps that were put in place to monitor activity on Regent Road and surrounding areas, and what the findings were as a result of those investigations.

It was also noted that a one-way street could only be imposed as part of a legal Traffic Regulation Order (TRO) which would require statutory consultation with various agencies, including emergency services. Members were advised that Cheshire Police had stated that they would not support a one-way TRO for the following reasons:

- vehicle speeds would increase as there would be no opposing flow of traffic;
- roads in the immediate vicinity would see an increase in traffic; and
- response times for emergency services would increase.

Members were advised that based on the findings of traffic monitoring investigations and advice from Cheshire Police, there was no recommended action.

RESOLVED: That the request set out in the petition not be supported for the reasons given in the report.

EUR19 ENVIRONMENTAL FUND UPDATE

The Board received a report of the Executive Director – Environment and Regeneration, which provided an update on the expenditure of the Environmental Fund.

Planning permission for the Runcorn Thermal Power Station (TPS) Plant was granted in September 2008. The Plant was subject to a legal agreement, under Section 106 of the Town and Country Planning Act 1990. The legal agreement contained a provision that the owner of the Plant agreed to pay the Council an annual lump sum payment for every tonne of fuel received and processed.

The fund had been in operation since 2015 and to date had generated £6,909,919.76. The projects that had benefitted from the fund were set out in Appendix 1.

RESOLVED: That the wide range of projects that had benefitted from the fund as set out in Appendix 1 be noted.

EUR20 PERFORMANCE MANAGEMENT REPORT FOR
QUARTER 2 OF 2024/25

The Board received the Performance Monitoring Reports for quarter 2 of 2024/25.

The key priorities for development of improvement in 2024/25 were agreed by Members and included in Directorate Plans for the various function areas reported to the Board as detailed below:

- Development and Investment Services;
- Highways and Transportation, Logistics and Development Services; and
- Waste and Environmental Improvement and Open Space Services.

The report detailed progress against service objectives and milestones, and performance targets and provided information relating to key developments and emerging issues that had arisen during the period.

Board Members were asked to note the budget reporting position and forecast which indicated that the Directorate services were on track to be delivered within budget.

RESOLVED: That quarter 2 performance management reports be received and noted.

Meeting ended at 7.30 p.m.

REPORT TO:	Environment & Urban Renewal Policy & Performance Board
DATE:	12 February 2025
REPORTING OFFICER:	Chief Executive
SUBJECT:	Public Question Time
WARD(S)	Boroughwide

1.0 **PURPOSE OF THE REPORT**

1.1 To consider any questions submitted by the Public in accordance with Standing Order 34(9).

1.2 Details of any questions received will be circulated at the meeting.

2.0 **RECOMMENDATION: That any questions received be dealt with.**

3.0 **SUPPORTING INFORMATION**

3.1 Standing Order 34(9) states that Public Questions shall be dealt with as follows:-

- (i) A total of 30 minutes will be allocated for dealing with questions from members of the public who are residents of the Borough, to ask questions at meetings of the Policy and Performance Boards.
- (ii) Members of the public can ask questions on any matter relating to the agenda.
- (iii) Members of the public can ask questions. Written notice of questions must be given by 4.00 pm on the working day prior to the date of the meeting to the Committee Services Manager. At any one meeting no person/organisation may submit more than one question.
- (iv) One supplementary question (relating to the original question) may be asked by the questioner, which may or may not be answered at the meeting.
- (v) The Chair or proper officer may reject a question if it:-
 - Is not about a matter for which the local authority has a responsibility or which affects the Borough;
 - Is defamatory, frivolous, offensive, abusive or racist;
 - Is substantially the same as a question which has been put at

- a meeting of the Council in the past six months; or
- Requires the disclosure of confidential or exempt information.

- (vi) In the interests of natural justice, public questions cannot relate to a planning or licensing application or to any matter which is not dealt with in the public part of a meeting.
- (vii) The Chair will ask for people to indicate that they wish to ask a question.
- (viii) **PLEASE NOTE** that the maximum amount of time each questioner will be allowed is 3 minutes.
- (ix) If you do not receive a response at the meeting, a Council Officer will ask for your name and address and make sure that you receive a written response.

Please bear in mind that public question time lasts for a maximum of 30 minutes. To help in making the most of this opportunity to speak:-

- Please keep your questions as concise as possible.
- Please do not repeat or make statements on earlier questions as this reduces the time available for other issues to be raised.
- Please note public question time is not intended for debate – issues raised will be responded to either at the meeting or in writing at a later date.

4.0 **POLICY IMPLICATIONS**

4.1 None identified.

5.0 **FINANCIAL IMPLICATIONS**

5.1 None identified.

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

6.1 **Improving Health, Promoting Wellbeing and Supporting Greater Independence**

None identified.

6.2 **Building a Strong, Sustainable Local Economy**

None identified.

6.3 **Supporting Children, Young People and Families**

None identified.

6.4 **Tackling Inequality and Helping Those Who Are Most In Need**

None identified.

6.5 **Working Towards a Greener Future**

None identified.

6.6 **Valuing and Appreciating Halton and Our Community**

None identified.

7.0 **RISK ANALYSIS**

7.1 None.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 None identified.

9.0 **CLIMATE CHANGE IMPLICATIONS**

9.1 None identified.

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

None under the meaning of the Act.

REPORT TO:	Environment & Urban Renewal Policy & Performance Board
DATE:	12 February 2025
REPORTING OFFICER:	Chief Executive
SUBJECT:	Executive Board Minutes
WARD(S)	Boroughwide

1.0 **PURPOSE OF THE REPORT**

1.1 The Minutes relating to the relevant Portfolio which have been considered by the Executive Board are attached at Appendix 1 for information.

1.2 The Minutes are submitted to inform the Policy and Performance Board of decisions taken in their area.

2.0 **RECOMMENDATION: That the Minutes be noted.**

4.0 **POLICY IMPLICATIONS**

4.1 None.

5.0 **FINANCIAL IMPLICATIONS**

5.1 None.

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

6.1 **Improving Health, Promoting Wellbeing and Supporting Greater Independence**

None.

6.2 **Building a Strong, Sustainable Local Economy**

None.

6.3 **Supporting Children, Young People and Families**

None.

6.4 **Tackling Inequality and Helping Those Who Are Most In Need**

None.

6.5 **Working Towards a Greener Future**

None.

6.6 **Valuing and Appreciating Halton and Our Community**

None.

7.0 **RISK ANALYSIS**

7.1 None.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 None.

9.0 **CLIMATE CHANGE IMPLICATIONS**

9.1 None.

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

None under the meaning of the Act.

APPENDIX 1

Extract of Executive Board Minutes relevant to the Environment & Urban Renewal Policy and Performance Board**EXECUTIVE BOARD MEETING HELD ON 16 JANUARY 2025**

EXB77	WASTE MANAGEMENT UPDATE
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The Board considered a report of the Executive Director Environment and Regeneration, that provided an update on the progress in developing Plans and Strategies in relation to the collection and recycling of Halton's waste.

At a previous meeting of the Board held on 16 March 2023, Members approved the principles set out in a LCR Zero Waste 2040 Strategic Framework to reduce waste related carbon emissions (Minute EXB94 refers). A Zero Waste Strategy had now been developed for the LCR and a copy was attached at Appendix 1. The Board was requested to endorse the draft strategy document and were advised that a final branded version would be produced.

Members were also advised that from 1 April 2026, all Councils across England would be legally required to offer a food waste collection service to all households in their area. The service must be provided on a weekly basis, be separate and preferably treated by anaerobic digestion. Attached to the report attached as Appendix 2 was a report produced by a specialist waste management consultancy who were appointed by the LCR Waste Partnership to develop a Strategy to meet the requirements for a food waste collection.

The report also sought approval to support the principals of, in the longer term, the purchase of green gas powered vehicles to collect the food waste. Liverpool City Region Waste Partnership would explore this approach further. In June 2024 DEFRA allocated capital monies to Council's to fund the vehicle and caddy purchasing requirement for food waste collection. Halton was allocated £1.019m. Procurement was now at an advanced stage and approval was sought to purchase the vehicles and caddies.

The Board noted that in January 2024, DEFRA announced that revenue resource transitional funding would be provided to Waste Collection Authorities from the 2024/25 financial year to implement the weekly food waste collection. Further allocations would be provided in 2026. The allocations to Halton were not known at this stage.

A further report would be brought to the Board on the proposals for the processing/treatment of collected food waste.

RESOLVED: That the Board

- 1) endorse the Zero Waste Strategy for the Liverpool City Region (attached as Appendix 1);
- 2) give delegated authority to the Executive Director – Environment and Regeneration, in consultation with the Executive Board Member for Environment and Urban Renewal, to agree the final branded version of the Zero Waste Strategy for the Liverpool City Region;
- 3) support a proposal to transition to a circular food waste system for the Liverpool City Region by:
 - i. Supporting the principles of local circularity and green powered vehicles over the longer term;
 - ii. acknowledging the high level business case to support such an approach;
 - iii. endorsing the further exploration of this approach by the Liverpool City Region Waste Partnership; and
- 4) approve the capital spend associated with the procurement of food waste receptacles and collection vehicles using monies allocated to the Council by DEFRA for that purpose.

REPORT TO:	Environment and Urban Renewal Policy and Performance Board
DATE:	12 th February 2025
REPORTING OFFICER:	Executive Director - Environment and Regeneration
PORTFOLIO:	Environment and Urban Renewal
SUBJECT:	Building Safety Levy
WARD(S)	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 To update Members on new Government initiatives and associated regulatory burdens.
- 1.2 The purpose of the Building Safety Levy (BSL) is to introduce a charge imposed on developers of new residential buildings to fund the remediation of unsafe buildings, particularly those with cladding issues post Grenfell. This levy ensures that developers bear the cost of fixing building safety issues.

2.0 RECOMMENDATION: That the Board receives a presentation about the Building Safety Levy at the meeting.

3.0 SUPPORTING INFORMATION

- 3.1 The Building Safety Levy is due to be introduced in Spring 2025, and to expected to come into force in the late Summer 2025.
- 3.2 The levy will be based on the number of units on the planning application, not on the Building Regulation submission.
- 3.3 The Levy will apply to all new residential buildings that require building control regardless of size or height. The Levy will apply to developments/ plots with 10 or more units, Student Housing and HMO's with 30 or more bed units.
- 3.4 The expected exemptions from the levy include:
 - Social and affordable housing.
 - Developments of fewer than ten units.
 - Care homes, NHS hospitals, armed forces accommodation, etc.
 - Supported housing, children's homes, refuges etc.
 - For-profit housing built by a not-for-profit registered provider.

4.0 POLICY IMPLICATIONS

4.1 None

5.0 FINANCIAL IMPLICATIONS

5.1 None

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Improving Health, Promoting Wellbeing and Supporting Greater Independence

The presentation supports the above by providing additional information to support Children, Young people and Families by its policies and strategies to ensure safe and vibrant communities to grow, learn and live in.

6.2 Building a Strong, Sustainable Local Economy

The presentation supports the above by providing additional information on the Building Safety Levy to ensure a strong and sustainable local economy through its policies.

6.3 Supporting Children, Young People and Families

None

6.4 Tackling Inequality and Helping Those Who Are Most In Need

The presentation informs the group of the emerging Levy to improve building safety standards to eligible existing housing stock.

6.5 Working Towards a Greener Future

None

6.6 Valuing and Appreciating Halton and Our Community

None

7.0 RISK ANALYSIS

7.1 The Council is expected to put in place a mechanism to collect the BSL and pass payments onto central government (MHCLG) on a quarterly basis.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no equality and diversity implications arising from this

report.

9.0 CLIMATE CHANGE IMPLICATIONS

9.1 There are no climate change implications arising from this report.

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

None under the meaning of the Act.

REPORT TO:	Environment & Urban Renewal Policy Performance Board
DATE:	12 th February 2025
REPORTING OFFICER:	Executive Director Environment & Regeneration
PORTFOLIO:	Environment and Urban Renewal
SUBJECT:	Halton Local Development Scheme (LDS)
WARD(S)	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 The Local Plan for Halton currently comprises of the adopted Delivery and Allocations Local Plan (2022) and the Joint Waste Plan (2013). The statutory Local Development Plan is the set of Local Plans (also known as Development Plan Documents (DPDs) that together form the statutory basis for determining whether or not planning permission should be granted.

2.0 RECOMMENDATION: That the board endorse the draft LDS and supports it progress to the Executive Council for approval

3.0 SUPPORTING INFORMATION

- 3.1 The LDS underpins Halton's Delivery and Allocations Local Plan, by providing a timetable of work to be undertaken in 2025/6.
- 3.2 In December 2024, the deputy Prime Minister wrote to all Local Planning Authorities requesting an updated Local Development Scheme (LDS) be sent to MHCLG by the 6th March 2025. The LDS informs work, which is required to maintain a Local Plan, in line with National Policy.
- 3.3 The National Planning Policy Framework (NPPF) informs planning authorities of Government Policies and procedures which are required to be undertaken in order to remain compliant. The NPPF para 34 and regulation 10a of the Town and Country Planning (Local Planning) (Regs 2012) informs that a 5 year review should be undertaken to maintain a Local Plan and ensure its policies are met.
- 3.4 The National Planning Policy Framework (NPPF) informs planning authorities of Government Policies and procedures which are required to be undertaken in order to remain compliant. The NPPF para 34 and regulation 10a of the Town and Country Planning (Local Planning) (Regs 2012) informs that a 5 year review should be undertaken to maintain a

Local Plan and ensure its policies are met.

- 3.5 Halton is due to start work on its partial review of the Delivery and Allocations Local Plan in April 2026, however given the capacity within the team some of the evidence-based documents will start to be reviewed earlier, such as the joint Waste Local Plan for Merseyside and Halton. The Infrastructure Delivery Plan (IDP) identifying essential supporting infrastructure and services, how they will be delivered and by whom.
- 3.6 An Authority's Monitoring Report (AMR) setting out progress in terms of producing documents and in implementing policies.
- 3.7 A number of Supplementary Planning Documents (SPD) have been identified in this LDS work programme which complement or expand upon Local Plan policies, for example describing in more detail how an allocated site should be developed.
- 3.8 In accordance with the Council's Statement of Community Involvement and the regulations set out in the Town and Country Planning Act, as the LDS is not classed as a process document the Council are not required to publicly consult on them. However once endorsed by the Council the LDS will be available to view on the Council's website.

4.0 POLICY IMPLICATIONS

- 4.1 Members wish to ensure that LDS supports the policies are performing effectively and the DALP strategies are being met.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The LDS is a statutory 'process document' and as such has no direct financial implications beyond setting the timetable for the partial review of different planning documents that may incur expenditure on supporting evidence base or statutory assessments.

6.0 IMPLICATIONS FOR THE COUNCIL'S

6.1 Improving Health, Promoting Wellbeing and Supporting Greater Independence

The LDS is a statutory 'process document' that sets out the programme for the updating of the Local Plan, which is intended to assist in the delivery of the Local Plan

6.2 Building a Strong, Sustainable Local Economy

The LDS supports the above by providing additional information to develop a strong and sustainable local economy through its policies.

6.3 Supporting Children, Young People and Families

The LDS supports the above by providing additional information to support Children, Young people and Families by its policies and strategies to encourage strong and vibrant communities to grow, learn

and live in.

6.4 Tackling Inequality and Helping Those Who Are Most In Need

The LDS supports the above by providing additional information to develop a fair and equitable borough by providing policies that shape our community.

6.5 Working Towards a Greener Future

The LDS supports the above by providing additional information to guide developers and investors in the borough of the aspirations of the borough to reduce its carbon footprint.

6.6 Valuing and Appreciating Halton and Our Community

The LDS contains policies that supports the delivery of affordable homes and the enhancement of the communities in which we will live and work.

7.0 RISK ANALYSIS

7.1 An LDS is a statutory document. Not having an up to date LDS puts the Authority at the risk of legal challenge. Stakeholders are entitled to rely upon forward notice of the Local Plans that will be produced and may directly impact on their assets or business.

7.2 The LDS is an explicit commitment to the delivery of the Local Plan over a definite period. Not having a specific and relatively fixed work programme for Local Plan delivery means that resources are not prioritised and used as effectively as they could be.

7.3 The risk of not having an up-to-date Local Plan needs to be fully understood. Without a current Local Plan, the development industry has no certainty over where different types of land use will be permitted; appeals against refusal of planning permission are more likely to be upheld in the developer's favour with the possibility of costs awarded against the Council. An up-to-date Local Plan is needed to retain local control over decision making.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Building stronger communities through community engagement and good planning is a key aspect of the Local Plan. The Council is already committed to equality regardless of age, sex, caring responsibility, race, religion, marital status, maternity issues, gender reassignment, socio economic need, sexuality or disability and these commitments are reflected in the Local Plan as far as is relevant. Planning Policy documents are subjected to Equality Impact Assessments during their production to ensure compliance.

9.0 CLIMATE CHANGE IMPLICATIONS

9.1 The LDS provides an opportunity to shape and manage future development and its impact on the Climate by encouraging the use of

new and innovative technologies to reduce its carbon footprint.

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

Document	Place of Inspection	Contact Officer
Halton Local Development Scheme 2025	Municipal Building, Widnes	Rebecca Taylor
The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)	Municipal Building, Widnes	Rebecca Taylor
National Planning Policy Framework (NPPF 2025)	Municipal Building, Widnes	Rebecca Taylor
National Planning Practice Guidance (PPG)	Municipal Building, Widnes	Rebecca Taylor
Halton Delivery and Allocations Local Plan (DALP 2022)	Municipal Building, Widnes	Rebecca Taylor
Waste Local Plan (2013)	Municipal Building, Widnes	Rebecca Taylor

Halton Borough Council

LOCAL DEVELOPMENT STRATEGY - MARCH 2025

REBECCA TAYLOR



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Introduction

- 1.1. This document is the Local Development Scheme (LDS) for Halton and sets out the documents that Halton Borough Council will produce, along with a timetable for the preparation and review of these documents. It provides the starting point for local communities, businesses, developers, service and infrastructure providers and other interested stakeholders to find out what local planning policy documents relate to their area and the timetable for their preparation. The Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011) requires local planning authorities to prepare, maintain and publish a LDS. Halton's LDS will be available to view online at [Background Documents \(halton.gov.uk\)](https://www.halton.gov.uk/background-documents)
- 1.2. In December 2024 the Deputy Prime Minister wrote to Local Planning Authorities and requested a new/revised LDS be submitted by the 6th March 2025¹.

Legal Context

- 1.3. The primary legislation that guides the planning system, including the production of Local Plans is set out in the Planning and Compulsory Purchase Act 2004 with amendments from the 2008 Planning Act and 2011 Localism Act. Further detail on procedures for producing Local Plans is contained within the associated regulations, the latest being the Town and Country Planning (Local Development) (England) Regulations 2012 (as amended) which came into force in April 2012.
- 1.4. The Localism Act (2011) included a number of changes to the “plan-making” system including the ability for local communities to prepare neighbourhood development plans that would form part of the overall development plan for the area. Another important aspect of the legislative changes is the duty to co-operate which requires the Council to co-operate with other local planning authorities and prescribed bodies to maximise the effectiveness of the preparation of the Local Plan and supporting activities so far as it relates to a strategic matter.

The National Planning Policy Framework (NPPF) was first published on 27 March 2012 and subsequently updated on

- 24 July 2018, 19 February 2019,
- 20 July 2021, 5 September 2023
- 19 December 2023 and
- 14 December 2024

1

https://assets.publishing.service.gov.uk/media/675c1cc0b745d5f7a053eeed/Planning_update_newsletter_13_December_2024.pdf

by the Ministry of Housing, Communities and Local Government (MHCLG). It sets out the Government's planning policies for England and the Government's requirements for the planning system.

The December 2024 update to the NPPF² made changes to Planning policy, due to the Local Plan being adopted in 2022 the plan remains under the same guidance as when adopted until its planned 5 year review as per The NPPF (para 34³) and Regulation 10A of the Town and Country Planning (Local Planning, England Regulations 2012), to take into account any relevant changes to national planning policy. It is intended that a partial review of the Delivery Allocations Local Plan will start to be undertaken in April 2026. A future LDS will set out a timetable in April 2026.

- 1.5. National Planning Practice Guidance was launched by MHCLG in March 2014, it is a completely online resource and is live, which means that guidance can be quickly amended in order to keep it up to date. It provides guidance from MHCLG to planning professionals to guide them in developing sites, making policies and taking decisions on planning applications. It is anticipated that new guidance will be shared in the forthcoming months, which will inform future LDS and Local Plan reviews.

Development Plan

- 1.6. The statutory Development Plan is the set of Local Plans (also known as Development Plan Documents (DPDs)) that together form the statutory basis for determining whether or not planning permission should be granted.
- 1.7. Local Plans are planning documents that contain policies for the use and protection or development of land, usually including the allocation of land for development. These must be in general conformity with government guidance, in particular the National Planning Policy Framework.
- 1.8. Neighbourhood development plans are defined by NPPF as a plan prepared by a parish council or neighbourhood forum for a designated neighbourhood area. In law this is described within the [Planning and Compulsory Purchase Act 2004](#). They are required to undergo formal consultation and preparation procedures including an examination by an independent person and a public referendum. Subject to the successful completion of these procedures the neighbourhood development plan will ultimately be adopted by the council as part of the statutory development plan.
- 1.9. The Development Plan for Halton currently comprises: the Halton Delivery and Allocations Local Plan (2022) and the Joint Waste Local Plan (2013).
- 1.10. Parish Councils or neighbourhood forums have an option to produce Neighbourhood Plans on their own behalf and in their own timescale, the local development scheme does not seek to set this out. To date no parishes or neighbourhood areas in the Borough have yet begun the formal process to begin the development of such a plan.

² NPPF Dec 2024 [National Planning Policy Framework - GOV.UK](#)

³ [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#)

- 1.11. Supplementary Planning Documents (SPD) (and their predecessors, supplementary planning guidance) complement or expand upon local plan policies, for example describing in more detail how an allocated site should be developed. A SPD cannot allocate new sites for development nor contain new policies for the use or development of land, and they must not conflict with the adopted development plan. SPDs are subject to community involvement but do not require independent Examination. They do not form a statutory part of the development plan for the authority but are a material consideration when assessing any planning application to which they relate.

Local Development Scheme

Halton Delivery and Allocations Local Plan

- 1.12. The Local Plan (2022) provides a robust policy framework to guide future development within the Borough. Specifically, the Local Plan has:
- a. Replaced selected policies from the Halton Local Plan Core Strategy (adopted April 2013) and the remaining saved policies of the Halton UDP (adopted April 2005).
 - b. Allocates land for residential, employment, retail, leisure and other land uses.
 - c. Designates areas protected for landscape, nature conservation, environmental and heritage reasons.
 - d. Provides policies to guide decision making in the development management process.

Halton Borough Council is currently preparing a number of supplementary planning documents to support the policy implementation of the adopted Halton Delivery and Allocations Local Plan (2022).

Officers continue to working closely with colleagues in the Liverpool City Region Combined Authority and the production of the LCR LDS, to ensure that they compliment the over arching priorities and emerging LCR Sustainable Development Strategy (SDS)

The most recent revision of the NPPF in December 2024 and its policies will be taken into full consideration with the commencement of it partial review in April 2026.

Timetable

- 1.13. More detail is provided in Appendix A.
- 1.14. The Council is liaising with partner authorities across the Liverpool City Region on the review and of the
- Joint Halton and Merseyside Waste Local Plan.
 - Local Nature Recovery Strategy
 - Sustainable Development Strategy

1.15. Other planning documents intended to be prepared by the Council include:

- a. Houses of Multiple Occupation (Adoption anticipated Spring 25)
- b. Climate Change SPD (Adoption anticipated Spring 25)
- c. Adding Social Value to Development SPD
- d. Transport and Accessibility SPD
- e. House Extensions SPD
- f. Planning Obligations SPD

Indicative Timetable

	2024		2025				2026			
	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Housing of Multiple Occupation SPD										
Climate Change SPD										
Adding Social Value to Development										
Transport & Accessibility SPD										
House Extensions SPD										
Planning Obligations										

1.16. The following supporting documents have been or are being produced by the Council to support the policy contained within the Local Plan and to provide more guidance to those undertaking development or to those making decisions on planning applications.

1.17. **Local Development Orders (LDO)** are policy instruments that extend permitted development rights for certain forms of development that the local authority considers to be suitable, either in general or limited to defined areas. LDOs are intended to simplify development. Development that conforms to an LDO would not require planning permission.

Process Documents

- 1.18. A **Sustainability Appraisal Report (SA)** is prepared alongside a planning document, including the Local Plan, to ensure that the document as a whole reflects a balance of sustainable development objectives (social, environmental and economic factors). The SA incorporates the requirements of the European Union (EU) Strategic Environmental Assessment (SEA) Directive 2001/42.
- 1.19. **Habitats Regulations Assessment (HRA)** is a requirement of the European Habitat Directive and seeks to assess the potential impact of a proposed plan in conjunction with the other plans and policies on one or more European Habitat sites. This is also referred to as the Appropriate Assessment (AA).
- 1.20. An updated **Infrastructure Delivery Plan (IDP)** has been prepared alongside the Local Plan to identify essential supporting infrastructure and services, how they will be delivered and by whom.
- 1.21. **Authority Monitoring Report (AMR)** will set out whether the Council is on target to meet the milestones set out in the LDS, it will provide information on whether the policy targets included in the Local Plan are being achieved and will identify key issues that are relevant to the borough that should be used to revise the LDS if necessary.
- 1.22. **Statement of Community Involvement (SCI)** – The Halton SCI was updated and approved in 2020. It sets out how the community will be involved in the preparation, alteration and review of planning policy documents produced by the Council and how they can be expected to be consulted on planning applications.
- 1.23. **Annual Infrastructure Funding Statement (AIFS)** - is annual public report which provides a summary of developer contributions in line with government guidance.

3. Evidence Base

- 3.1 The key pieces of Halton's existing evidence base which will be used to support the Local Plan are set out below (please note that other existing evidence base documents may also be used, where required, alongside these):

A	Whole Plan Viability Study (HDH Planning & Development Ltd 2019)	The study assessed the viability impacts of emerging planning policies to ensure that the Local Plan, when taken as a whole, is viable and deliverable and providing evidence to support affordable housing provision from qualifying sites.
B	Liverpool City Region Strategic Housing and Employment Land Market Assessment (SHELMA)	This study identifies housing and employment land needs for the City Region over the period to 2037

	(GL Hearn 2017)	
C	Liverpool City Region Strategic Housing and Employment Land Availability Assessment Vol.2 (March 2018) (GL Hearn)	This study quantifies the potential supply of land for large scale B8 (warehousing).
D	Joint Employment Land and Premises Study (BE Group, 2010)	The study assesses the quantity and quality of employment land in the Borough and recommends future allocations of employment land to maintain economic growth.
E	Halton Retail Study (England & Lyle 2017):	This is a capacity study looking to identify trading roles and performance of the Borough's main retail centres and to quantify the need, if any, for additional provision.
F	Halton Landscape Character Assessment (TEP, 2009):	This identifies, describes and maps areas according to various landscape character types.
G	Halton Open Space Study (PMP and HBC, 2006/2021).	The study assesses existing and future needs for open space, sport and recreation in Halton and the current ability to meet these needs.
H	Halton Strategic Flood Risk Assessment Level 1 (HBC, 2017)	Provides a detailed assessment of the extent and nature of the risk of flooding and the implications for future development.
I	Halton Level 2 Strategic Flood Risk Assessment (JBA, 2019)	Detailed flood risk assessment for individual potential development sites, focusing on risk from three primary watercourses.
J	Liverpool City Region Renewable Energy Capacity Study (Arup, 2010):	This study identifies Energy Priority Zones for the delivery of low and zero carbon technologies.
K	Cheshire Gypsy, Traveller and Travelling Showpeople Accommodation Assessment (June 2018)	Assessment of accommodation and related service needs of Gypsies, Travellers and Travelling Show people across Halton, Warrington and Cheshire.
L	Liverpool City Region and Warrington Green Infrastructure Framework Draft (Mersey Forest, 2013)	This Framework provides information and new perspectives on green infrastructure across the seven local authorities.
M	Liverpool City Region and Warrington Green Infrastructure Framework Action Plan	This Plan identifies actions at a city region level that meet key priorities of the Green Infrastructure Framework.

	(Mersey Forest, 2013):	
N	Listed Buildings in Halton:	Compendium detailing each of the Listed Buildings in Halton, including location map and image(s) of the property or structure.
O	Mersey Gateway Regeneration Strategy (HBC and GVA, 2008)	This study details the opportunities that the Mersey Ga
P	Halton Green Belt Study: (HBC 2018):	This study reviews and assesses the Green Belt around Widnes and Hale, Runcorn, Moore, Daresbury and Preston-on-the-Hill.
Q	Strategic Housing Land Availability Assessment (2020)	This is the main mechanism to identify a deliverable and developable supply of sites in the Borough for housing.
R	Halton Housing Land Availability Report (annual update)	This report provides data on land availability and take-up (build) rates for housing within Halton
S	Halton Employment Land Availability Report (annual update)	This report provides data on land availability and take-up (build) rates for employment uses within Halton
T	Liverpool City Region Transport Plan for Growth: (2015)	This document combines the key elements from the Local Transport Plans for Merseyside and Halton
U	Playing Pitch Strategy: (2021)	This strategy assessed existing and future needs for playing pitch provision in Halton.
V	Halton Local List:	This document identifies the non-designated heritage assets in Halton.
W	Liverpool City Region Ecological Network (MEAS, 2015)	This study assessed existing and future needs for ecological site protection and potential enhancement.
X	Halton Non-Breeding Birds Survey (Avian Consulting 2019):	This survey identified functionally linked habitat associated with the Special Protection Area of the Mersey Estuary for overwintering non breeding wetland birds.

4. Delivery

- 4.1. Emerging Changes to Planning Policy may impact on the delivery of the above programme. There will always be an element of uncertainty associated with a document of this nature. It is legitimate to ask how reasonable and achievable the targets are set out above, and what issues may affect the overall delivery of the LDS.
- 4.2. An assumption has been made over the amount of time that will need to be allocated to public and stakeholder involvement. Whilst this has been based on past

experience, it cannot accurately predict how many people will wish to engage with the Council on a particular project.

- 4.3. The programme has to be flexible in terms of staff, both the turnover and the allocation of work – neither can be fully accounted for over a three-year period.

Project Management and Resources

- 4.4. Preparation of the planning documents will be led by the Council's planning policy team. The work will be complemented by other council officers with specialist expertise in particular areas e.g. housing, urban design, heritage and conservation, leisure, transport, environment, health and legal. In addition, external resources may be called upon, including Merseyside Environmental Advisory Service (MEAS) and consultants for certain projects.
- 4.5. The Director for Planning and Transport has a strategic overview of the production of planning policy documents; the Principal Officer for Planning and Transport Strategy is responsible for the management of the programme and document production.
- 4.6. Elected member involvement in plan preparation is primarily via the Local Plan Working Party. This group provides advice and feedback to officers on a range of planning policy matters. The decision to submit the Local Plan to the Secretary of State and subsequent stages up to and including adoption will be via full Council resolution, but agreement to publicly consult on draft documents can be given by the Executive Board.

Monitoring and Review

- 4.7. To ensure that the plan process is achieving its objectives, the Authority Monitoring Report (AMR) will set out the progress and effectiveness of the plan preparation processes. The AMR is updated annually and will report key milestones in relation to the progress of the development plan documents such as the Annual Infrastructure Fund Statement (AIFS) and Halton's Employment Land Assessment (HELA) amongst other relevant items.
- 4.8. Unforeseen developments such as the closure of a major employer may lead to the requirement for the Local Development Scheme to be reviewed earlier as this may require new SPDs or DPDs to be produced urgently whilst other documents are delayed.

Risk Assessment

4.9. The table below identifies possible risks that could be encountered in the implementation of this LDS. It sets out an evaluation of the significance of the potential risk and the mitigation measures to manage risk should it occur.

	Risk	Likelihood	Issue	Mitigation
1	IT Systems	Medium	<ul style="list-style-type: none"> • Insufficient expertise • Resources – software, hardware and staff • Loss of data • Lack of access to data held by other teams • Changes to systems used could all lead to slippage in the programme. 	Staff training, appropriate resourcing, and improvements to data access could reduce these risks.
2	Staffing Issues	High	<ul style="list-style-type: none"> • Loss of experienced staff • Reduced numbers of staff • Sickness <p>Could lead to slippage in the programme, reduced staff moral and motivation, over work of existing staff potentially leading to sickness within the team and thereby increasing the issue.</p>	Prompt recruitment of new staff, or temporary staff and careful management of the work programme could reduce these risks.
3	Political Delay	Medium	<ul style="list-style-type: none"> • Committee cycle dates • Last minute changes and amendments • Change in National or Sub-Regional Government <p>Reporting procedures and long lead in times may lead to slippage in the programme.</p>	Ensuring involvement of members throughout the process and regular reviews of the programmed should help to reduce this risk.
4	Change in National / Local Government Policy	High	All stages of Local Plan preparation are influenced by government policy. Changing policies/priorities and uncertainty for the Local Plan.	Ensure that policy team is abreast of changes in policy.
5	Team undertaking other work	High	Resources are finite (3 FTE). If the project team is required to input in to other priority areas of the Authority or Combined Authority, this is likely to cause slippage in the programme.	Local Plan to be a corporate priority ensuring team remain focused on delivery.
6	Volume of work greater than anticipated	Medium	This may include a higher number of representations than expected, new work areas, or additional evidence base requirements leading to slippage in the programme.	Ensure timetable is realistic and has a degree of built-in flexibility.

	Risk	Likelihood	Issue	Mitigation
7	Duty to Co-operate	Medium	<ul style="list-style-type: none"> • Joint Working • Negotiation When working to differing timelines, priorities for joint working may differ and lead to delays in evidence or discussion taking place.	Ensure that timetables are realistic and reflect partner authorities' / organisations' ability to contribute to joint working.
8	Consultation Fatigue	Medium	<ul style="list-style-type: none"> • Lack of responses • Lack of understanding with regard to the purpose/content of the plan. 	Ensure approach set out in the SCI is used, where possible adopt new ideas to improve consultation. Use plain English.
9	Need for further consultation	Medium	It can be hard to predict where and when extra consultation may be required but may be as a result of the Hearing or due to the levels of comments received.	Ensure timetable is realistic, reviewed regularly and has a degree of built in flexibility.
10	Need for specialist Input	High	It is normally possible to foresee where there is a need for specialist involvement therefore reducing the risk associated with this issue. However, on occasions e.g. where new Government guidance is created, it may be necessary to use specialists without additional time being built into the programme, therefore causing delays.	Ensure that policy team is abreast of changes in policy and allow for some flexibility in the AMR.

Acronyms

AMR	Authority Monitoring Report
CIL	Community Infrastructure Levy
MHCLG	Ministry of Housing, Communities and Local Government
DPD	Development Plan Document
LDO	Local Development Order
LDS	Local Development Scheme
NDP	Neighbourhood Development Plan
NPPF	National Planning Policy Framework
PPG	National Planning Policy Guidance
SA	Sustainability Appraisal
SCI	Statement of Community Involvement
SPD	Supplementary Planning Document

Appendix A:

Local Development Scheme Details

Adding Social Value to Development		
Document Details		
Title	Adding Social Value to Development	
Role and Content	Sets out detailed guidance for the public, planners, housing providers, developers and their agents, clarifying definitions and procedural matters in dealing with planning applications and Social Value requirements.	
Status	Material Consideration in the determination of planning applications.	
Geographical coverage	Borough wide	
Chain of Conformity	Conforms with the Delivery and Allocations Local Plan specifically policy ED2 and National Planning Policy Framework	
Timetable and Milestones		
Start	Begin collation of evidence and start engaging stakeholders in the early preparation of the document	
SA Scoping	Consultation on the scope of the Sustainability Appraisal	
Initial Consultation	Iterative process – identifying issues and options, developing preferred options and taking account of the evidence base	
Publication	Publish the final draft document and consult for 4 weeks on the content prior to adoption.	
Adoption	Document adopted and published	
Arrangements for Production		
Lead Department	Planning Policy	
Management arrangements	Executive Board approval will be required for public consultation on draft Plan(s). Full Council approval will be required for adoption.	
Resources	To be provided within the Planning Policy budget.	
Involving Stakeholders and Community	Consultation will be undertaken in line with the Regulations and the Statement of Community Involvement (SCI 2020).	
Post Production		
Monitoring	Monitored by the Authority Monitoring Report (AMR).	
Review	The effectiveness of this SPD will be reviewed through the data collected within the AMR.	
Transport and Accessibility SPD		
Document Details		
Title	Transport and Accessibility SPD	
Role and Content	This SPD will show how development can satisfy the requirements of accessibility policies contained within Halton's Development Plan. It will assist developers in ensuring that their proposals are accessible, promote sustainable travel patterns and minimise the congestion and pollution caused by vehicles. The main objective of the SPD is to ensure a good choice of travel modes to all new development.	

Status	Material Consideration in the determination of planning applications.	
Geographical coverage	Borough wide	
Chain of Conformity	Conforms with the Delivery and Allocations Local Plan specifically CSR 15 / C1 and National Planning Policy Framework	
Timetable and Milestones		
Start	Begin collation of evidence and start engaging stakeholders in the early preparation of the document	Commenced
SA Scoping	Consultation on the scope of the Sustainability Appraisal	
Initial Consultation	Iterative process – identifying issues and options, developing preferred options and taking account of the evidence base	
Publication	Publish the final draft document and consult for 4 weeks on the content prior to adoption.	
Adoption	Document adopted and published	
Arrangements for Production		
Lead Department	Planning Policy	
Management arrangements	Executive Board approval will be required for public consultation on draft Plan(s). Full Council approval will be required for adoption.	
Resources	To be provided within the Planning Policy budget.	
Involving Stakeholders and Community	Consultation will be undertaken in line with the Regulations and the Statement of Community Involvement (SCI 2020).	
Post Production		
Monitoring	Monitored by the Authority Monitoring Report (AMR).	
Review	The effectiveness of this SPD will be reviewed through the data collected within the AMR.	
Houses of Multiple Occupation SPD		
Document Details		
Title	Houses of Multiple Occupation SPD	
Role and Content	This SPD is intended to raise awareness and assist in the appropriate designation of HMOs to ensure quality, equitable distribution of the designated properties.	
Status	Material Consideration in the determination of planning applications.	
Geographical coverage	Borough wide	
Chain of Conformity	Conforms with the Delivery and Allocations Local Plan specifically CS(R)12, RD3, C2, and GR2, and National Planning Policy Framework	
Arrangements for Production		
Lead Department	Planning Policy	
Management arrangements	Executive Board approval will be required for public consultation on draft Plan(s). Full Council approval will be required for adoption.	
Resources	To be provided within the Planning Policy budget.	

Involving Stakeholders and Community	Consultation will be undertaken in line with the Regulations and the Statement of Community Involvement (SCI 2020).	
Timetable and Milestones		
Start	Begin collation of evidence and start engaging stakeholders in the early preparation of the document	
SA Scoping	Consultation on the scope of the Sustainability Appraisal	
Initial Consultation	Iterative process – identifying issues and options, developing preferred options and taking account of the evidence base	
Publication	Publish the final draft document and consult for 4 weeks on the content prior to adoption.	
Adoption	Document adopted and published	
Post Production		
Monitoring	Monitored by the Authority Monitoring Report (AMR).	
Review	The effectiveness of this SPD will be reviewed through the data collected within the AMR.	

Climate Change SPD

Document Details		
Title	Climate Change SPD	
Role and Content	Sets out detailed guidance for the public, planners, housing providers, developers and their agents, clarifying definitions and procedural matters in dealing with planning applications and Open Space requirements.	
Status	Material Consideration in the determination of planning applications.	
Geographical coverage	Borough wide	
Chain of Conformity	Conforms with the Delivery and Allocations Local Plan specifically policy CSR20 ,21 and HEI and National Planning Policy Framework	
Timetable and Milestones		
Start	Begin collation of evidence and start engaging stakeholders in the early preparation of the document	
SA Scoping	Consultation on the scope of the Sustainability Appraisal	
Initial Consultation	Iterative process – identifying issues and options, developing preferred options and taking account of the evidence base	
Publication	Publish the final draft document and consult for 4 weeks on the content prior to adoption.	
Adoption	Document adopted and published	
Arrangements for Production		
Lead Department	Planning Policy	
Management arrangements	Executive Board approval will be required for public consultation on draft Plan(s). Full Council approval will be required for adoption.	
Resources	To be provided within the Planning Policy budget.	

Involving Stakeholders and Community	Consultation will be undertaken in line with the Regulations and the Statement of Community Involvement (SCI 2020).	
Post Production		
Monitoring	Monitored by the Authority Monitoring Report (AMR).	
Review	The effectiveness of this SPD will be reviewed through the data collected within the AMR.	
House Extension SPD		
Document Details		
Title	House Extension SPD	
Role and Content	This SPD is intended to help householders, developers, agents and architects who are planning and designing an extension or alterations (householder development) to an existing residential property, including conservatories and outbuildings.	
Status	Material Consideration in the determination of planning applications.	
Geographical coverage	Borough wide	
Chain of Conformity	Conforms with the Delivery and Allocations Local Plan specifically RD3 and CSR 18 and National Planning Policy Framework	
Arrangements for Production		
Lead Department	Planning Policy	
Management arrangements	Executive Board approval will be required for public consultation on draft Plan(s). Full Council approval will be required for adoption.	
Resources	To be provided within the Planning Policy budget.	
Involving Stakeholders and Community	Consultation will be undertaken in line with the Regulations and the Statement of Community Involvement (SCI 2020).	
Timetable and Milestones		
Start	Begin collation of evidence and start engaging stakeholders in the early preparation of the document	
SA Scoping	Consultation on the scope of the Sustainability Appraisal	
Initial Consultation	Iterative process – identifying issues and options, developing preferred options and taking account of the evidence base	
Publication	Publish the final draft document and consult for 4 weeks on the content prior to adoption.	
Adoption	Document adopted and published	
Post Production		
Monitoring	Monitored by the Authority Monitoring Report (AMR).	
Review	The effectiveness of this SPD will be reviewed through the data collected within the AMR.	
Planning Obligations		
Document Details		
Title	Climate Change SPD	

Role and Content	Sets out detailed guidance for the public, planners, housing providers, developers and their agents, clarifying definitions and procedural matters in dealing with planning applications and planning obligations.	
Status	Material Consideration in the determination of planning applications.	
Geographical coverage	Borough wide	
Chain of Conformity	Conforms with the Delivery and Allocations Local Plan specifically policy CS(R) 1 , 20, 21, HE1 and RD4 and National Planning Policy Framework	
Timetable and Milestones		
Start	Begin collation of evidence and start engaging stakeholders in the early preparation of the document	
SA Scoping	Consultation on the scope of the Sustainability Appraisal	
Initial Consultation	Iterative process – identifying issues and options, developing preferred options and taking account of the evidence base	
Publication	Publish the final draft document and consult for 4 weeks on the content prior to adoption.	
Adoption	Document adopted and published	
Arrangements for Production		
Lead Department	Planning Policy	
Management arrangements	Executive Board approval will be required for public consultation on draft Plan(s). Full Council approval will be required for adoption.	
Resources	To be provided within the Planning Policy budget.	
Involving Stakeholders and Community	Consultation will be undertaken in line with the Regulations and the Statement of Community Involvement (SCI 2020).	
Post Production		
Monitoring	Monitored by the Authority Monitoring Report (AMR).	
Review	The effectiveness of this SPD will be reviewed through the data collected within the AMR.	

REPORT TO:	Environment and Urban Renewal Policy Performance Board
DATE:	12 th February 2025
REPORTING OFFICER:	Director of Public Health
PORTFOLIO:	Environment and Urban Renewal
SUBJECT:	Pest Control – review of fees and charges
WARD(S)	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to inform members of a review of fees and charges for pest control services and to seek member approval for the introduction of a new fee from April 2025 to cover the cost of providing rat treatments on domestic premises. This service is currently free for all residents.

2.0 RECOMMENDATION: That the Board:

- 1) endorse the proposal to introduce a new fee that recovers the full cost of rat treatments on domestic property; and**
- 2) recommend that the proposal is taken forward by Executive Board and the Council as part of the budget setting process for 2025/2026.**

3.0 SUPPORTING INFORMATION

- 3.1 The pest control service is an integral part of the Environmental Health Service within the Public Health Directorate. The team is made up of 3 qualified pest control operatives, one of whom is also the Team Leader.
- 3.2 The main work of the team is the control of rats in the borough, this includes the provision of rat treatments to domestic premises. This service is currently free to all residents. The team also undertake treatments for nuisance pests such as mice, ants and wasps. A charge is made for these treatments. The team also provide advice and support on pest issues to the wider environmental health team particularly in relation to food safety, housing standards and sanitation issues. The team also treat pests on council owned land and carry out an annual sewer baiting programme. The total net budget for the service is £128,650

3.3 Although standards of hygiene and sanitation have improved significantly over the past century, rats are still considered a public health pest. Rats can carry a number of infectious diseases which can be transmitted to humans from contact with surfaces that have been contaminated by rats, their urine or faeces. These diseases include leptospirosis and salmonella. It is essential to protect public health that rats are controlled in and around domestic premises and premises providing care or preparing food. Rats in and around a property can also be a considerable source of anxiety to residents and can affect their mental health and wellbeing.

3.4 There is a statutory element to the pest control service. The council is under a duty by virtue of the Prevention of Damage by Pests Act 1949 to:

“take such steps as may be necessary to secure so far as practicable that their district is kept free from rats and mice”.

In particular the Act requires local authorities to:

- from time to time carry out inspections as may be necessary.
- to destroy rats and mice on land of which they are the occupier and keep such land so far as practicable free from rats and mice.
- to enforce the duties of owners and occupiers of land to keep their land free from rats and mice and take any action required to ensure this duty is fulfilled.

3.5 The statutory nature of the service was confirmed by the Secretary of State for Environment, Food and Rural affairs in a written response to a question raised by an MP.

“The Prevention of Damage by Pests Act 1949 places a duty on local authorities to ensure that their areas are kept, so far as practicable, free from rats and mice. Should Defra become aware that a local authority is failing to discharge its responsibilities, Defra has certain default powers to initiate action”.

3.6 The provision of free pest control services is not in itself a statutory requirement; therefore, the council has some discretion as to how it exercises its duties under the Act. To date the council has determined that the most effective means to fulfil this legal duty and to protect public health is to provide free rat treatments to all domestic properties. Rats are also treated on the council’s own land.

3.7 In response to the council’s budget position a number of proposals to save money or generate income have been put forward for consideration by members. One such proposal is to introduce a charge for the provision of rat treatments on domestic property. This service is currently free for all residents.

- 3.8 All Cheshire and Merseyside local authorities have retained an in-house pest control service. Most now charge for rat treatments although some do still offer a free service. The range of charges is set out in the table below.

Council	Fee (inc VAT)	Scope of service
Cheshire West and Chester	£65	Includes 3 visits within 1 month
Warrington	£105	3 visits
Cheshire East	£70	3 visits
Wirral	£97	2 visits
Knowsley	£24	2 visits
Liverpool	Free	
St Helens	Free	
Sefton	46.50	Free for residents in receipt of council tax reduction benefit

- 3.9 The cost of rat treatments by private contractor's ranges from around £120 to £240.
- 3.10 The actual cost of providing an average rat treatment in Halton has been calculated at £38. With VAT added this comes to a fee of £45.60. The fee allows for full cost recovery of each treatment including direct labour, materials and overheads per direct labour hour.
- 3.11 The pest control team currently receive around 2500 requests for rat treatments each year. This number has increased gradually year on year
- 3.12 In addition to benchmarking fees and charges, each neighbouring local authority was asked for details on request volumes for rat treatments. Of those authorities that responded and who currently charge for treatments, the number of requests ranged from 202 to 787 treatments per year. In a response to a freedom of information request from local media, Liverpool city council who still offer free treatments, reported receiving over 6000 requests in 2024.
- 3.13 It is clear that where the service is free there remains a high demand for the service, however this demand reduces significantly once a fee is introduced.
- 3.14 The total number of treatments carried out each year in Halton for each pest species are set out in the table below

Pest	Number of requests per year
Rats	2525
Wasps	143
Ants	12
Fleas	26
Mice	24

4.0 POLICY IMPLICATIONS

- 4.1 With members agreement it is proposed to introduce a fee of £45.60 from April 2025 for all rat treatments at domestic premises. This will replace the free service. Residents will be able to book and pay for treatment on the council's website or via the contact centre.
- 4.2 It is proposed that there will be no reductions or concessions to the charge. Applying a means test to the service, such as entitlement to certain benefits, would increase administration costs significantly due to the time it would take to assess eligibility in each case.
- 4.3 It is recognised that this proposal will disproportionately impact low-income households. This is mitigated by the fact the fee has been set as low as possible to ensure the council simply recovers the full cost of each treatment. The fee is still considerably less than using a private contractor.
- 4.4 As with the removal of any free service it is recognised this proposal will be unpopular with the public and many members. If the financial circumstances were different, the professional advice of officers would be that the free treatments should be retained as the most effective means of protecting public health, complying with the council's legal duties and ensuring equality of access to the service. However, the council's budget position requires members to consider a range of proposals to generate income or save money. Introducing a charge for rat treatments is one of these proposals.
- 4.5 It is likely that there will be additional, and currently unknown, hidden costs associated with this proposal. Ultimately it is the responsibility of the property owner to address pest issues at their premises. The Environmental Health department have a range of powers that can be used to require property owners to deal with the causes and consequences of rat activity. Removal of free rat treatments is likely to lead to an increase in enforcement work for the environmental health team, particularly with private rented properties.
- 4.6 There is a risk that if there is a reduction in rat treatments there will be an increase in rat activity in the borough. This risk has been mitigated by setting the fee at a cost recovery level that should remain affordable for many households thereby maximising the number of treatments carried out within the community.

4.7 Discussions will also need to take place with the registered social landlords as this proposal will also impact their tenants.

5.0 FINANCIAL IMPLICATIONS

5.1 The fee has been set to recover the full cost of providing a rat treatment at a residential property.

5.2 It is clear from information provided by other local councils that the introduction of a fee has a significant impact on demand. It is difficult to predict the total income that could be realised from this proposal.

5.3 Assuming a 50% reduction in demand it is estimated that the proposal will generate an income of around £50,000 per annum. It is proposed to introduce the fee in April 2025 and then review demand and income over the year with a view to setting a permanent income target from 2026. This would then represent a permanent budget saving from 2026/2027.

5.4 In addition to the new income from the proposal the team also generate around £30,000 per annum from chargeable treatments for nuisance pests including wasps, ants and fleas. However, this income fluctuates year to year as the number of wasp nests is influenced by the weather during the early part of the year. This income includes around £5,000 received each year from United Utilities as a contribution towards the sewer baiting programme.

5.5 From 2025 the pest control team will provide all internal pest control treatments to all council-maintained buildings. This should save around £3,000 on the use of external contractors.

5.6 The full list of fees and charges for domestic pest control from April 2025 are set out below.

Pest	Fee inc VAT	Scope / conditions
Rats	£45.60	Up to 3 visits within 4 weeks if required
Mice inside only	£45.60	Up to 3 visits within 4 weeks if required
Wasps	£69.00	All viable nests on property. Guaranteed revisit if not cleared. Refund if unable to treat.
Fleas	£69.00	Includes 1 revisit if required
Ants inside only	£69.00	Includes 1 revisit if required
Crawling insects	£69.00	Includes 1 revisit if

		required
Bees	No service	Advice only
Bed bugs	No service	

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Improving Health, Promoting Wellbeing and Supporting Greater Independence

Rats are a public health pest and are known to carry a number of infectious diseases. Controlling rat activity in and around buildings is essential to protect public health. In addition to providing chargeable rat treatments the service will continue to treat rats on council owned land and carry out a sewer baiting programme.

6.2 Building a Strong, Sustainable Local Economy

None

6.3 Supporting Children, Young People and Families

None

6.4 Tackling Inequality and Helping Those Who Are Most In Need

This proposal will disproportionately impact low-income households who may not be able to afford the new fee for treatments. This has been mitigated by ensuring that the fee is as low as possible and has been set to only recover the full cost of providing the treatment

6.5 Working Towards a Greener Future

None

6.6 Valuing and Appreciating Halton and Our Community

None

7.0 RISK ANALYSIS

7.1 The removal of this free service and the implementation of a charge will not be popular with the public. However, the council's budget position is such that members need to consider a range of proposals to save money or generate income. This new charge will disproportionately impact lower income households. However, this is mitigated by the fact the fee has been set as low as possible to simply recover the costs of the treatment. This will ensure the service remains affordable to as many residents as possible. However, it is very likely there will be a reduction in demand for the service which could lead to fewer treatments and result in an increase in rat activity. To mitigate this risk the service will continue to treat rats on council owned land and monitor complaints of rat activity to ensure the sewer baiting programme is targeted in areas of high activity.

7.2 This proposal is likely to require additional enforcement work from

the environmental health team to deal with the causes and consequences of rat activity on private property. This represents a hidden indirect cost that it is not currently possible to quantify.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Whilst there are not considered to be any issues within the scope of the Equalities Act, the proposal will disproportionately impact low-income households who may not be able afford the new fee for rat treatments.

9.0 CLIMATE CHANGE IMPLICATIONS

9.1 None

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

'None under the meaning of the Act.'

REPORT TO:	Environment and Urban Renewal Policy and Performance Board.
DATE:	12 th February 2025
REPORTING OFFICER:	Executive Director - Environment & Regeneration
PORTFOLIO:	Environment and Urban Renewal
SUBJECT:	Performance Management Reports for Quarter 3 of 2024/25
WARD(S)	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 To consider, and to raise any questions or points of clarification, in respect of performance management for the third quarter period to 31st December 2024.
- 1.2 Key priorities for development or improvement in 2024-25 were agreed by Members for the various functional areas reporting to the Board as detailed below:
- Development and Investment Services
 - Highways and Transportation, Logistics and Development Services
 - Waste and Environmental Improvement and Open Space Services
- 1.3 The report details progress made against objectives and milestones and performance targets and provides information relating to key developments and emerging issues that have arisen during the period.

2.0 RECOMMENDATION: That the Board:

- 1) Receive the third quarterly performance management report;**
- 2) Consider the progress and performance information and raise any questions or points for clarification; and**
- 3) Highlight any areas of interest and/or concern where further information is to be reported at a future meeting of the Board.**

3.0 SUPPORTING INFORMATION

- 3.1 Departmental objectives provide a clear statement on what services are planning to achieve and to show how they contribute to the

Council's strategic priorities. Such information is central to the Council's performance management arrangements and the Policy and Performance Board has a key role in monitoring performance and strengthening accountability.

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications associated with this report.

5.0 FINANCIAL IMPLICATIONS

5.1 There are no financial implications associated with this report.

6.0 IMPLICATIONS FOR THE COUNCIL'S

6.1 All Key Performance Indicators relate directly to the following Council's priorities:

- Improving Health, Promoting Wellbeing and Supporting Greater Independence
- Building a Strong, Sustainable Local Economy
- Supporting Children, Young People and Families
- Tackling Inequality and Helping Those Who Are Most In Need
- Working Towards a Greener Future
- Valuing and Appreciating Halton and Our Community

7.0 RISK ANALYSIS

7.1 At the time at which Annual Business Plans are developed Directorate Risk Registers are also refreshed and updated.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None identified.

9.0 CLIMATE CHANGE IMPLICATIONS

9.1 None identified.

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

10.1 None under the meaning of the Act.

Departmental Quarterly Monitoring Report Quarter 3

Directorate: Environment & Regeneration

Departments: **Community & Environment, Planning & Transportation, Economy, Enterprise & Property Services**

Period: Quarter 3 - 1st October – 31st December 2024

1.0 Introduction

This quarterly monitoring report covers the **Environment & Regeneration Directorate's** third quarter period up to 31st December 2024.

It describes key developments and progress against 'key' milestones and performance indicators for the service in line with the Corporate plan.

2.0 Data Quality Statement

The author provides assurance that the information contained within this report is accurate and valid and that every effort has been made to avoid the omission of data.

Where data has been estimated, it has been sourced directly from partner or other agencies, or where there are any concerns regarding the limitations of its use, this has been clearly annotated.

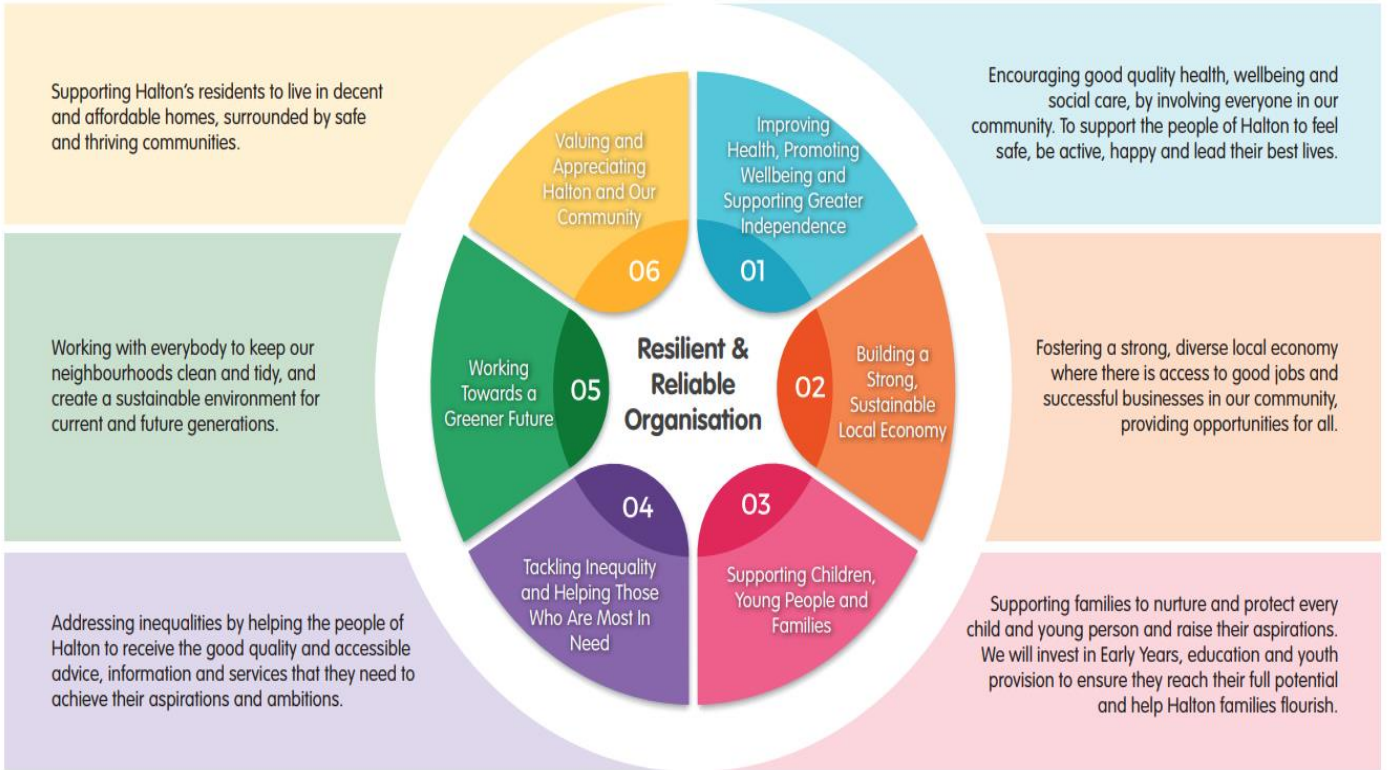
3.0 Appendices

Appendix 1: Progress Against Objectives / Milestones







Appendix 2: Explanation of Symbols

Appendix 3: Progress Against Performance Indicators



Appendix 4: Financial Statement



	Priority 2 – Building a strong sustainable local economy. Regeneration
ERD 01	Regeneration of Widnes Town Centre

Milestone	Progress Q3	Supporting Commentary
Secure LCR capacity funding by June 2024		Approved in principle, waiting for the legal agreement from LCR.
Develop & agree project brief by end of June 2024	 	This was concluded at end of July 2024 after the identification of additional budget.
Start procurement process in July 2024		This was delayed but is now completed.
Agree first draft of Framework - March 2025		On Track
Present Widnes Town Centre Regeneration Framework to Town Panel by March 2025		On Track

Corporate Priority	Priority 2 – Building a strong sustainable local economy Regeneration
ERD 02	Regeneration of Runcorn Town Centre




Milestone	Progress Q3	Supporting Commentary
Board member submission to DLUHC by 1 st June.		Information submitted to DLUHC. Currently waiting for feedback and approval confirmation which has been delayed due to the General Election.
Submission to DLUHC by 1 st November 2024		PLACED have produced a document of the engagement completed to date. Arcadis have started work on the Vision document. The Government are currently reforming this funding and will be issuing new guidance and objectives. Therefore, further work on the investment plan and project development and prioritisation is on hold.



Agree 10-year vision and 3-year investment plan by March 2025		The LTPT funding has been moved back a year to now start from April 2026 meaning this date is more than likely to slip.
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Corporate Priority	Priority 2 – Building a strong sustainable local economy Regeneration
ERD 03	Support development & growth at Sci-tech Daresbury



Milestone	Progress Q3	Supporting Commentary
Assist JV to secure funding from the CA by July 2024		Ongoing discussions with the CA in relation to development appraisal and costs. The OBC has been reviewed by the CA, however further work is required to meet the viability gap and progress the Full Business Case in Q4.
Secure Investment Zone funding by September 2024		Funding is secured in principle subject to Full Business Case. Anticipate funding to be secured in Q4.
Commence delivery of Project Violet Phase 2 – October 2024		Due to increase in the viability gap, the project has been re-appraised. As a result, further funding is required to deliver the scheme, and the procurement exercise will be restarted. A start is now anticipated in August 2025.
Confirm funding arrangements for long term expansion by December 2024		The use of the Enterprise Zone Funding mechanism is likely to be able to support the costs of the land acquisition for the long-term expansion of the campus.
Report to Exec Board Q3 2024-25		Work is ongoing to compile all the necessary supporting information for the land acquisition report in Q3.
Agreed funding package for Project Violet by September 2024		As stated, the viability gap increase means that the project has been re-appraised and further work is required to confirm the funding package for delivery. The Full Business Case is likely to be submitted in Q4.




Corporate Priority	Priority Six – Valuing and Appreciating Halton and our Community Regeneration
ERD 04	Providing new homes that meet Halton’s needs

Milestone	Progress Q3	Supporting Commentary
Sign the MOU by August 2024		Achieved - At its meeting on 11 th July 2024, Executive Board approved entering a Strategic Place Partnership Memorandum of Understanding (MOU) with partners, leading to production of a Business Plan and new governance arrangements to be established. See Report: Liverpool City Region Strategic Place Partnership.pdf (halton.gov.uk)
Agreeing Halton’s Place Priorities by September 2024		Achieved - At the meeting on 11th July 2024, Executive Board provided delegated authority to the Director of Economy, Enterprise and Property, in consultation with the Portfolio Holder Climate Change, to agree details for the formation of the Strategic Place Partnership and finalise Halton’s Place Priorities. Halton Place Priorities were presented as a draft ‘Place on a Page’ to Executive Board. The Strategic Place Partnership Interim Business Plan, including Halton’s Place Priorities, were approved at the Housing and Liverpool City Region Combined Authority (LCR CA) first meeting of Strategic Place Partnership Board. This was held on the 13 th September 2024.
Establish Place Group by October 2024		Achieved - The Halton Place Group is Officer level meeting held quarterly with representation from the LCR CA and Homes England (HE). The Council lead is the Director of Economy, Enterprise and Property. Council




		<p>Officer representation on the Halton Place Group has now been agreed.</p> <p>The LCR CA have confirmed the first meeting of the Place Group is scheduled to be held in October 2024.</p>
Produce a housing project pipeline, in line with Halton Place Priorities, by March 2025		<p>Housing project pipeline will reflect the priorities identified within the Halton 'Place on Page'. Pipeline drafting has commenced, awaiting information requirements from LCR CA to progress. This will form part of the Halton Place Group which is scheduled to be held in October 2024.</p>
Secure first draft of Housing Strategy by March 2025		<p>At its meeting on 18th April 2024, Executive Board approved production of a new Borough wide Housing Strategy and supporting evidence base. See Report: ProductionofBoroughwideHousingStrategy.pdf (halton.gov.uk)</p> <p>Following a formal procurement process, specialist housing consultancy Arc4 were appointed in September 2024. The evidence base gathering stage of the Housing Strategy is now underway. A survey of household in Halton to assess housing need is now underway. A first draft of the Housing Strategy is on track to be prepared by March 2025.</p>




Corporate Priority	Priority Two – Building a Strong, Sustainable Local Economy Business Investment & Growth
ERD 05	To provide support to all Halton’s businesses and encourage start-ups.

Milestone	Progress Q3	Supporting Commentary
Deliver four sector network events and two business events by March 2025		<p>One business event complete and one planned for Q4</p> <p>Over 4 network events complete by 31/12/24</p>
Carry out 150 diagnostics by March 25		On track to complete in Q4




Provide support to forty-seven town centre businesses by March 25		20 complete by end of Q3
Provide support to 67 Halton businesses by March 25		On target
Provide support to 114 businesses across the Borough by March 2025		On Target
Support sixteen business startups by March 2025		Almost complete at 31/12/24



Corporate Priority	Priority One – Improving Health, Promoting Wellbeing and Supporting Greater Independence Programmes Office
ERD 06	Maximise new external funding opportunities and effectively manage and monitor existing funding programmes

Milestone	Progress Q3	Supporting Commentary
Produce monthly funding bulletins.		Monthly Funding Bulletins produced and widely distributed to HBC colleagues and external partners (voluntary sector) via Community Development Team and VCA
Deliver quarterly training sessions for colleagues.		Training sessions were paused for a short period due to limited staff resources; a programme of dates has now been agreed and promoted. Training in Bid Writing and Grant Monitoring will be delivered on a bi-monthly basis. Liaising with VCA to develop a programme of training to voluntary sector for 2025
Submit compliant claims for all grant programmes		Bi-annual performance report submitted to Govt for the Town Deal Programme





		Quarterly grant claims submitted to the CA for the UKSPF and Destination Marketing programmes. Additional claim work on One Public Estate and Catalyst Museum
Provide an annual Programmes Office update to Corporate PPB in July 2024		Comprehensive Report prepared and presented to Corporate PPB in September 24; report well received
Produce a pipeline of future regeneration projects to maximise the potential to secure future funding by October 2024		Work in progress on Regeneration Pipeline; progress delayed due to gaps in info requested and additional information required. However, pipeline is well developed and in its current form will be completed by end Jan 25
Agree pipeline with members and the CA by March 2025		Early discussions held with Exec Director/Directors; agreement of format early Jan and exercise to be completed by end March 2025

Corporate Priority	Priority Five – Working Towards a Greener Future Visitor Economy
ERD 07	To deliver a dynamic and exciting Destination Marketing programme promoting the Borough's cultural, heritage and green assets, to highlight Halton as a great place to live, work and play.

Milestone	Progress Q3	Supporting Commentary
A Taste of Halton campaign – April to June 2024		Successfully delivered campaign 20+ venues showcased – well received in Halton and by LCR colleagues
50 Quirky Things campaign to 31 st Dec 2024		Successfully delivered campaign throughout the year, including a monthly prize from 12 local venues; widely promoted and well received
Heritage Open Days campaign August-Sept 2024		Relatively successful campaign; featured 6 local heritage walks. Would have benefited from more input from HHP members and wider promotion






Well, attended quarterly Marketing Halton meetings with clear ambitions.		Quarterly meetings held and well attended by a range of partners; planning for future of forum once current programme ends on March 25
Produce an external evaluation report by end April 2025		External evaluator appointed and information being collected and collated; final evaluation report due April 2025




Corporate Priority	Priority Two – Building a Strong, Sustainable Local Economy. Priority Three – Supporting Children, Young People and Families. Priority Five – Working Towards a Greener Future. Priority Six - Valuing and Appreciating Halton and our Community. Asset Management & Valuation
ERD 08	Provide Support for the Council's Corporate Priorities through the Provision of Property Advice

Milestone	Progress Q3	Supporting Commentary
Agree a programme to renew agreements with providers of early years care in primary schools and the school by August 2024		School visits completed and final draft figures for the fee charge has been presented to colleagues in Education for support. Q4 commence negotiations with the early years providers for each school.
Support the provision of a café in the new leisure centre by March 25		No further action required by Asset Management s cafe to be provided by in house staff
Bring forward residential development land at Priory Meadow for development by March 25		Working with colleague in Regeneration and appointed external property consultants to finalise the marketing pack and engage with Homes England to resolve the matter of the calculation of 'clawback' payment due to Homes England on disposal. Marketing pack due for completion end Q3 and go out to the market Q4.
Provide a Property Service across the Council to support corporate priorities		The team are working through the caseload relying on agency staff




and accelerated growth throughout 24/25		
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Corporate Priority	Priority Two – Building a Strong, Sustainable Local Economy. Priority Three – Supporting Children, Young People and Families. Priority Four – Tackling Inequality and Helping those who are most in need. Employment, Learning & Skills
ERD 9	To promote access to learning to those who need it most and create employment opportunities for Halton residents

Milestone	Progress Q3	Supporting Commentary
Deliver six accredited ESOL and two Pre-ESOL courses across Widnes and Runcorn to help our BAME residents improve their English skills between 1 st August 2024 and 31 st July 2025		Delivery of 3 accredited ESOL programmes and one pre-ESOL programme began in September 2024. A further ESOL tutor has been recruited and will commence the other 3 accredited and one pre-ESOL programme in January 2025
Utilise a budget of £11,300 LCR Devolved ESFA Hardship Funding for adult learners between 1 st August 2024 and 31 st July 2025		On track for full spend this academic year
Commence learning programme for those aged 19+ by 1 st August 2024		Commenced. Successful recruitment of Art, Personal Development and ESOL tutors has resulted in a wider curriculum offer. At R04 (November return), Adult Learning was delivering at 95% of its expected allocation, with new programmes to launch in January 2025.
Commence year 3 of the Supported Internship Programme by September 2024		8 new Supported Interns commenced programme in Sep 2024 (year 3). All 8 remain on programme at the end of Q3.
Learners passing courses = 92% by July 2025		Review of Autumn 1 Pass Rate Data – Overall 99%, Tailored Learning 100%, Accredited 95%.




<p>330 residents who access HPIJ employment programmes to obtain employment between April 2024 – March 2025.</p>		<p>105 residents were supported into work through HPIJ employment programmes in Q3. There were more job starts; however, we are awaiting evidence from employers for audit.</p>
<p>The % of learners (average across all target wards) who are of unemployed working age residing in the LSOAs, and who access Halton Adult Learning will increase from 29% to 48% between 1st August 2024 and end July 2025.</p>		<p>Enrolments increased in 3/5 target ward areas (Halton View and Grange decreased slightly). Full scrutiny of ward data to take place in Autumn 1 Quality, Income and Marketing meeting in January 2025</p>
<p>The % of residents accessing Halton Adult Learning courses and achieving will increase from 88% to 92% between 1st August 2024 and July 2025.</p>		<p>Review of Autumn 1 Achievement Data – Overall 98%, Tailored Learning 100%, Accredited 90.5%. Further achievements expected, awaiting exam results</p>

<p>Corporate Priority</p>	<p>Priority One – Improving Health, Promoting Wellbeing and Supporting Greater Independence. Priority Three – Supporting Children, Young People and Families. Priority Five – Working Towards a Greener Future. Property Services</p>
<p>ERD 11</p>	<p>Rationalise the Council’s main office accommodation to deliver revenue savings.</p>



Milestone	Progress Q3	Supporting Commentary
<p>Exec Board approval to vacate the Municipal Building and progress with associated works – June 24.</p>		<p>Informal discussions held with Exec Board with regards to the rationalisation of our office accommodation in September. Ongoing discussions and design work is taking place and will be presented to Exec Board early 2025.</p>
<p>Agreement to revised officer to desk ratio – September 24</p>		<p>A trial is due to take place in RTH</p>
<p>Complete options appraisal for Widnes office to present to members by March 25</p>		<p>Various options have been presented to Executive Board members, no decision in respect of the way forward has been made yet.</p>

<p>Agreed approach to provision of HBC staff accommodation by March 25</p>		<p>Various options have been presented to Executive Board members, no decision in respect of the way forward has been made yet. Further discussions to take place prior to confirming agreed approach.</p>
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
<p>Corporate Priority</p>	<p>Priority Five – Working Towards a Greener Future. Property Services</p>
<p>ERD 12</p>	<p>Reduce Carbon Emissions from the Council’s Property Portfolio</p>

Milestone	Progress Q3	Supporting Commentary
<p>Deliver the leisure centre by Feb 3rd, 2025.</p>		<p>The leisure centre is on programme and will be handed over by the completion date of February 3rd 2025.</p>
<p>Commence works on site at St Pat’s & St Luke’s by December 2024.</p>		<p>Capital investment was predicated on a successful grant application, unfortunately the bid was unsuccessful and further work with the client department is required to determine how this project should proceed.</p>
<p>Ensure year on year reduction in carbon emissions from the Council’s property portfolio. Baseline at 31st March 2023 - 6096 tonnes. target 3% after year 1, 5% reduction after year 3.</p>		<p>We are on course for reducing emissions in line with the targets stated.</p>


<p>Corporate Priority</p>	<p>Priority One – Improving Health, Promoting Wellbeing and Supporting Greater Independence. Priority Two – Building a Strong, Sustainable Local Economy. Priority Three – Supporting Children, Young People and Families. Priority Four - Tackling Inequality and Helping Those Who Are Most in Need. Priority Five – Working Towards a Greener Future. Priority Six - Valuing and Appreciating Halton and our Community Planning & Development</p>
<p>ERD 13</p>	<p>Create and maintain statutory plans, generated through community consultation, that guide decisions on future development proposals and address the needs and opportunities of the area</p>



Milestone	Progress Q3	Supporting Commentary
Delivery during the plan period (2037)		Local Development Strategy agreed 6 SPDs identified within the work programme
As per Local Plan Monitoring Framework & Annual Monitoring Report		Annual AMR reporting to Environment and Urban renewal PPB reported on time.

Corporate Priority	Priority Two – Building a Strong Sustainable Local Economy. Planning & Development
ERD 14	Providing new homes that meet Halton's needs


Milestone	Progress Q3	Supporting Commentary
Granting of planning permission for housing and other forms of accommodation		A total of 3 applications have been approved for residential development for a range of application types such as Outline, Full and a S73 applications. In Q3 7 new residential development applications were received and are within the statutory deadline. Overall, 28 applications are awaiting decision.

Corporate Priority	Priority Two – Building a Strong Sustainable Local Economy. Planning & Development
ERD 15	Provide an efficient Planning service that supports business investment in Halton



Milestone	Progress Q3	Supporting Commentary
60% major determined within 13 weeks (or agreed extension)		100% 5 of 5 Applications therefore above target
70% minor application determined in 8 weeks (or agreed extension)		

		100% 7 of 7 Applications therefore above target
70% other application determined in 8 weeks (or agreed extension)		95% 53 of 56 Applications therefore above target All above correct as of the 17 th December.






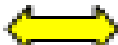
Corporate Priority	Priority Five - Working Towards a Greener Future Planning & Development
ERD 16	Provide improvements to Biodiversity

Milestone	Progress Q3	Supporting Commentary
The amount of BNG secured as part of planning applications.		Applications have been received that are expected to be liable for BNG, but none yet determined



Corporate Priority	Priority Four - Tackling Inequality and Helping Those Who Are Most in Need. Logistics
ERD 17	Deliver travel choices that are safe, inclusive, affordable, and low carbon

Milestone	Progress Q3	Supporting Commentary
Percentage number of public transport journeys on-time at intermediate timing points Baseline 87% Target 95%		82% - 3% down against Q2. Indicator has not achieved the baseline target. Punctuality reports show that this is due to highway works in Liverpool and along the A56 in Daresbury. Ongoing liaison with bus operators to improve performance. Expected to increase to Q2 levels towards the end of the quarter with service changes being put in place.
Percentage number of public transport journeys departing the terminus on-time Baseline 96% Target 97%		Unable to safely perform punctuality checks at Murdishaw Centre (terminus) due to major highway works along the busway.


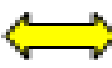
Corporate Priority	Priority Four - Tackling Inequality and Helping Those Who Are Most in Need. Logistics
ERD 18	Maintain Corporate Fleet Availability

Milestone	Progress Q3	Supporting Commentary
Number of vehicle maintenance & safety inspections completed within the statutory timeframe.		Confirmation that all vehicle safety inspections will be completed to end of the 3 rd quarter, December 2024
Number of litres of diesel consumed.		96200 estimated until the end of December 2024
Number of Community Meals delivered within the two-hour timeframe.		8740 Estimated until the end of December 2024
Number of student passenger journeys		62,730 Calculated on actual school days in period. Figures from Q1 & Q2 were mis-calculated and should be doubled as were quoted as number of pupils transported as opposed to number of passenger journeys (each pupil travels AM & PM).
Number of school transport routes		173 Average of total during reporting period.
Cost of externally contracted school transport		£863,622 Total cost for period (increased from last period as busy term with few school holidays)

Corporate Priority	Priority One - Improving Health, Promoting Wellbeing and Supporting Greater Independence. Logistics
ERD 19	Deliver travel choices that are safe, inclusive, affordable, and low carbon.







Milestone	Progress Q3	Supporting Commentary
Number of referrals for travel training and number of successful uptakes from the referrals.		11 referrals during the reporting period with 8 individuals (72.7%) taking up the travel training offer.
Number of students who engage in group classroom and outdoor tailored practical sessions.		52 individuals have taken part in weekly classroom-based sessions, 7 have taken part in weekly outdoor practical group sessions and 10 individuals have taken part in 1-2-1 ITT sessions in the same time frame (5 of whom undertook the ITT programme).

Corporate Priority	Priority Five - Working Towards a Greener Future Highways
ERD 20	Deliver travel choices that are safe, inclusive, affordable, and low carbon


Milestone	Progress Q3	Supporting Commentary
Securing and Investing funding in Travel schemes		Same as last quarter in terms of securing funding. A consultation was carried out during June on a proposed Wilmere Lane Birchfield Rd Active travel scheme (likely to be CRSTS funded with design work to date funded by ATE capability funding streams). Also, the Halton Local Cycling and Walking Infrastructure Plan (LCWIP) documents have now been completed and a report presented to PPB.
Length of schemes implemented / delivered.		1.1km of new cycleway delivered in the period







Corporate Priority	Priority Five - Working Towards a Greener Future Highways
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ERD 21	Deliver travel choices that are safe, inclusive, affordable, and low carbon
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Milestone	Progress Q3	Supporting Commentary
Securing and Investing funding in highway maintenance to protect the asset.		Three GFA's at Octobers Exec Board for acceptance and investment in the Highway asset
Total length of highway asset		HAMP is 606 km of roads and 838 km of footpaths
Length of maintenance schemes implemented / delivered.		5915m2 footway and carriageway maintained
Value of insurance claims for highways defects		There have been 6 insurance claims received in the last quarter. A figure cannot be provided as the claims remain open.
Number of bridges and structures maintained.		The number of structures maintained in Q3 is 5 - 3 minor repairs and 2 through Capital funding.
Number of streetlights maintained		In this quarter officers have attended to 126 general streetlights which is 12 less than in Q2. The Council maintains 21053 streetlights in the borough.

Corporate Priority	Priority One – Improving Health, Promoting Wellbeing and Supporting Greater Independence Traffic
ERD 22	Deliver travel choices that are safe, inclusive, affordable, and low carbon



Milestone	Progress Q3	Supporting Commentary
Programme of education relating to road safety		8 No. KS1 and 10 No. KS2 and 1 No. KS3 sessions delivered. SCP priority list surveys undertaken. Two parking


		campaigns at schools, joint working days with Police and Fire at Cronton College and a number of supermarkets and shopping areas throughout the Borough.
Safety cameras and speed indication devices		Existing mobile camera site upgraded with new hardstanding and signage. New mobile SiD purchased to be deployed at multiple sites across Borough. 16 SiDS, 24 speed activated signs. 2 SiDs currently not operating and options for repair / replacement being explored. PCC has agreed to fund a new mobile SiD to replace one no longer functioning.
Analysis of collision sites		A number of small-scale accident remedial schemes have been undertaken at known collision sites.
Road safety audits for new schemes		None this quarter
Number of school crossing patrols		21 school crossing patrols 1 mobile 1 casual
Number of bike-ability training sessions delivered		459 children attended Bikeability training sessions in October and November
Number of safety cameras		Currently 13 No. mobile camera sites and 8 No. static cameras in the Borough.

Corporate Priority	Priority One - Improving Health, Promoting Wellbeing and Supporting Greater Independence. Leisure Services
ERD 23	To provide a new leisure centre for Widnes




Milestone: One new leisure centre open	Progress Q3	Supporting Commentary
Opening February 2025		Handover of the keys to the Council is scheduled for 06/01/25. Wates staff (constructor) will remain on site for the first 6 weeks, continuing to complete and log items on the snagging list. Wates will provide help and support to Sports Facility Team, IT, Property Services, and suppliers to prepare the building and staff for opening to the public. The centre looks fantastic, welcoming and bright. The Sports Team is confident that they will be ready to deliver a varied programme of activity to support residents, staff and visitors from 10 th February.

Corporate Priority	Priority One - Improving Health, Promoting Wellbeing and Supporting Greater Independence. Priority Two – Building a Strong, Sustainable Local Economy. Priority Three – Supporting Children, Young People and Families. Priority Four – Tackling Inequality and Helping those who are most in need. Leisure Services
ERD 24	Increase footfall at the Brindley

Milestone: Increase footfall at the Brindley	Progress Q3	Supporting Commentary
Brindley - Total number of tickets sold		26,805 = £491,099, this figure is an increase of 14,657 tickets from quarter 2. Quarter 3 includes the pantomime.
Brindley - Total number of days hired days		42 Hire Days, this figure is lower than last quarter by 11 hires. This is in part because we have halted bookings due to the current construction works and the requirement to give the contractor spaces within the calendar to undertake noisy groundworks.



Brindley - Total number of Council Promotions		52 Council Promotion Days, this figure is up has increased by 41 from quarter 2.
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Corporate Priority	<p>Priority One - Improving Health, Promoting Wellbeing and Supporting Greater Independence.</p> <p>Priority Two – Building a Strong, Sustainable Local Economy.</p> <p>Priority Three – Supporting Children, Young People and Families.</p> <p>Priority Four – Tackling Inequality and Helping those who are most in need.</p> <p>Leisure Services</p>
ERD 25	Increase footfall at the Libraries

Milestone: Increase footfall at the Libraries	Progress Q3	Supporting Commentary
Footfall for all libraries, Ditton, Widnes, Runcorn & Halton Lea		<p>Site footfall counters:</p> <p>Ditton Library = 14,490</p> <p>Halton Lea Library = 35,657</p> <p>Runcorn Library = 22,916</p> <p>Widnes Library = 23,794</p> <p>Total = 96,857</p> <p>Previous quarter (2) people count total was 125,772</p> <p>Figures for the same quarter last year 2023: (D)4461 (R)17493 (H)32352 (W)19530 = 73,836 an improvement on last year of over 20,000.</p>
Library Digital issues		<p>Digital Issues Grand Total = 1,030,223</p> <p>The previous quarter was 1,010,252 (increase of over 20,000)</p>
Library Issues in branch: Ditton Library Widnes Library Runcorn Library Halton Lea Library		<p>Library Issues in Branch (October – December 2024)</p> <p>Ditton = 3,894</p> <p>Widnes = 20,487</p> <p>Runcorn = 6,639</p> <p>Halton Lea = 18,801</p> <p>Library issues are up on same period in 2023 but down on previous quarter 2024 (July – September)</p>



		2024) as expected with summer reading initiatives and events.
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Corporate Priority	<p>Priority One - Improving Health, Promoting Wellbeing and Supporting Greater Independence.</p> <p>Priority Two – Building a Strong, Sustainable Local Economy.</p> <p>Priority Three – Supporting Children, Young People and Families.</p> <p>Priority Four – Tackling Inequality and Helping those who are most in need.</p> <p>Community Centres</p>
ERD 26	Increase footfall at the Community Centres


Milestone: Monitor footfall, hires and events at Community Centres	Progress Q3	Supporting Commentary
Community Centres - Total number of users in attendance (including drop-ins, events and hires)		<p>The total number of users for Q3 is 52,788</p> <p>Castlefields 9,427</p> <p>Ditton 11,241</p> <p>Grangeway 13,605</p> <p>Murdishaw 7,661</p> <p>Upton 10,854</p> <p>The total number of users is slightly higher than the previous quarter, the events have brought in more customers along with the increased bookings all 5 our Centres.</p>
Community Centres - Total number of hires		<p>The total number of hires for Q2 is 2,258</p> <p>Castlefields 427</p> <p>Ditton 473</p> <p>Grangeway 499</p> <p>Murdishaw 369</p> <p>Upton 490</p> <p>All Community Centres are performing well with increased bookings at all Centres. We have taken extra booking due to the closure of the Chi Cafe and</p>

		accommodated them in Castlefields Community Centre.
Community Centres - Total number of Centre organised events		4/5 Community Centres held parties for Halloween, and Christmas for children. Adult Christmas parties were also held in 4/5. Grangeway and Upton Community Centres run weekly Bingo sessions which are well attended. Grangeway also held a Christmas Fayre with stall holders and activities for Children. Castlefields has an Animal Teach event at the end of the year. Overall, the Community Centre service directly delivered 41 events in Q3 which is on par with the previous quarter, and an increase on the previous year.


Corporate Priority	Priority Five – Working Towards a Greener Future Environment Services
ERD 27	Provide a clean, safe, and attractive environment

Milestone: Carry out Land Audit Management Surveys (LAMS) to assess the standard and quality of the Council’s Parks, Cemeteries and Public Realm.	Progress Q3	Supporting Commentary
Ensure that, as a minimum, inspections are carried out bi-monthly throughout the year with results uploaded to the Association for Public Service Excellence (APSE) for benchmarking purposes and Quality Standard Scores.		In Q3, 40 inspections on sites chosen at random have been completed. Results showed 15 at Grade A (37.5%) and 25 at Grade B (62.5%).
Training to be delivered to all managers by June 2024 to ensure that they are able to carry out and record quality and inspections to the required standard.		Training completed on 2 nd May



Corporate Priority	Priority Five – Working Towards a Greener Future Environment Services
ERD 28	Safety within Parks and Open Spaces

Milestone: Carry out planned equipment and safety inspections at playgrounds and Multi-Use Games Areas (MUGAs) in the Council's parks and public open spaces.	Progress Q3	Supporting Commentary
% of playgrounds, play equipment and MUGAs inspected in accordance with planned safety inspection schedules.		In Q3, a total of 888 inspections were carried out. This is against a scheduled target of 818. The completion rate is over 100% and is due to staff carrying out further inspections when revisiting sites to complete repairs on equipment.


Corporate Priority	Priority Five – Working Towards a Greener Future Environment Services
ERD 29	Increase the Council's recycling rate and reduce the amount of waste produced per household

Milestone: Quarterly updates on progress and annual performance data statistics to be reported to the relevant PPB by 31st March 2025.	Progress Q3	Supporting Commentary
Kgs of waste produced per household and % of waste recycled - reported annually to the relevant PPB.		<p>Waste production is subject to seasonal variation. This is an estimated figure, but it does show that waste levels per household in Q3 (465kgs) are slightly higher than those in Q3 in the previous year (452kgs).</p> <p>This is an estimated figure, but it does show that recycling levels in Q3 (37.8%) are slightly higher than in Q3 in the previous year (37.2%).</p>


Corporate Priority	Priority Five – Working Towards a Greener Future Environment Services
ERD 30	Development plans for council's Cemeteries & Crematoria

Milestone: To develop plans for the future provision of the Council's Cemeteries and Crematoria	Progress Q3	Supporting Commentary
Developing a plan for replacing the current crematorium with an improved new facility, in a new location, to meet future regulations and service demands. As well as providing a facility which can be adapted for additional offers to produce a financially sustainable business.		A project is underway to secure a suitable site and begin a feasibility study to define project parameters and work on this is progressing in conjunction with colleagues in Legal and Property Services. It was reported that an outline project programme will begin to be developed in Q2, and this work is also progressing.
Identify a future cemetery site for Runcorn. The existing Runcorn Cemetery extension has capacity for possibly up to 10 further years and, as such, a new suitable cemetery site is required.		This work is in progress and on-going and is added to the pipeline project list.



Corporate Priority	Priority Five – Working Towards a Greener Future Environment Services
ERD 31	Safety within Cemeteries & Crematoria

Milestone: Ensure memorial safety across the Council's 4 cemetery sites is carried out and properly recorded	Progress Q3	Supporting Commentary
Memorials affected by adjacent burial excavations to be inspected, and actions recorded on burial forms/cemeteries database system. Progress integration of ALLOY asset management system to record memorial safety testing (5 year rolling programme to fully survey).		ALLOY integration is being progresses with a joint HBC/ALLOY Project Team established and a number of project team meetings have now been held. Ahead of full ALLOY implementation, inspections around new burials will continue to be carried out to ensure safety to staff and public.

Corporate Priority	Priority Five – Working Towards a Greener Future Environment Services
ERD 32	Increase standards of service within Cemeteries & Crematoria



Milestone: Ensure high standard of service is maintained throughout the cemeteries; ensuring good upkeep.	Progress Q3	Supporting Commentary
The general quality of cemetery grounds will be assessed and scored for quality, for grass cutting, weed control and overall management using the Association for Public Service Excellence (APSE) Land Audit Management System (LAMS) system scoring.		Staff training completed and LAMS system now in use. In Q3, 30 inspections have been completed. Results showed 6 at Grade A (20%), 22 at Grade B (73%) and 2 at Grade C (7%)

Corporate Priority	Priority One - Improving Health, Promoting Wellbeing and Supporting Greater Independence. Community Safety & Protection
ERD 33	Deliver services that support victims of Domestic Abuse as set out in the Domestic Abuse Act 2021

Milestone: Deliver services that support victims of Domestic Abuse as set out in the Domestic Abuse Act 2021	Progress Q3	Supporting Commentary
% of those who have experienced high risk high harm perpetrators leave the service in a planned way		The service received 502 referrals in Q3. The average case is open to the service for 22 days and 111 cases left the service in planned way having received an intervention. For the same quarter in 2023 the service received 407 referrals. The average case was open to the service for 31 days and 48 cases left the service in planned way having received an intervention.
% of those who present with harmful behaviours leave the service in a planned way		The HBC offer for those who harm is the CHOICES behaviour change programme, (24–32-week



		<p>intervention) established this operational year.</p> <p>34 referrals were received for the service in Q3, a significant increase from 6 in the previous quarter. The service offer has been promoted with awareness increasing; a total of 36 currently pending on the waiting list.</p> <p>17 clients are currently actively engaging in Choices.</p> <p>A total of 193 1:1 sessions delivered with the first cohort of successful course completions anticipated in Q4.</p>
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Corporate Priority	Priority One - Improving Health, Promoting Wellbeing and Supporting Greater Independence. Community Safety & Protection
ERD 34	Ensure preparedness and risk and resilience in Emergency Planning for Halton as set out in the Civil Contingencies Act 2004

Milestone: Report into Cheshire Resilience Forum and produce annual report for Safer Halton PPB and deliver Member session annually.	Progress Q3	Supporting Commentary
Delivery of two COMAH exercises per year		Two completed COMAH exercises in 2024. Updated version of the Runcorn Site COMAH Operators Plan currently out for consultation with the aim to publish in January 2025. Exercises scheduled for 2025 are Lanxess 15/05/25 and RSCO 02/10/25.
Number of Emergency Planning Training sessions attended		Reported to Senior Management Team on 12/11/24 detailing attendance at EP training and exercises; further sessions planned in 2025 for responders. EP delivered a Council wide Business Continuity exercise in November along with IT Services and launched amended business continuity plans framework.

		The EP team have commenced a programme of Rest Centre training.
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Corporate Priority	Priority Five - Working Towards a Greener Future Community Safety & Protection
ERD 35	To work towards a cleaner, greener Halton applying statutory powers as set out in the Environment Protection Act 1990 & Environment Act 2021


Milestone: Annual report to Safer Halton PPB	Progress Q3	Supporting Commentary
Number of fixed penalty notices (FPN's) issued.		16 FPN's issued in Q3 for an array of offences including littering, fly-tipping, breach of householder's responsibility, and breach of PSPO (dogs off lead).
Number of prosecutions for environmental crime		<p>There have been 6 prosecutions for waste related offences in Q3. Three heard in November with all resulting in criminal convictions and financial penalties of £1,172 per case at total of £3,516. T</p> <p>Three cases were listed for hearing at Magistrates Court on 30/12/2024 outcomes will be notified in January 2025.</p> <p>Council Members informed of actions and outcomes in the respective wards and the Council has issued press releases to raise awareness.</p>

Corporate Priority	Priority Six - Valuing and Appreciating Halton and our Community Community Safety & Protection
ERD 36	To co-ordinate an effective Community Safety Partnership, Safer Halton as set out in Crime & Disorder Act 1998 placing the duty on Local Authorities

Milestone: Quarterly reporting to Safer Halton PPB and Safer Halton Partnership.	Progress Q3	Supporting Commentary
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Overall crime figures for Halton	U	The overall position of crime figures data managed by Cheshire Police is a positive trajectory however, at the date of publishing permissions for public reporting is not authorised, this is being progressed.
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Corporate Priority	Priority Two - Building a Strong Sustainable Local Economy. Community Safety & Protection
ERD 37	Ensure a fit for purpose surveillance service that contributes to tackling crime & disorder whilst supporting residents to feel safe in the borough.





Milestone: Annual report to Safer Halton PPB and Safer Halton Partnership	Progress Q3	Supporting Commentary
% of camera's fully operational per month		82% - 114 cameras fully operational, 6 additional cameras installed in Widnes Town Centre in Q3 utilising UKSPF funding to support a safer environment reducing anti-social behaviour.
number of fully operational control room weeks	U	92% - The service has experienced some staff absence and a gap in full establishment with recruitment in process to a vacant Operator post. Two new starters in the team in Q3 awaiting completion of vetting to enable lone operating of the system which will support increased fully operational control room weeks.

Corporate Priority	Priority Two – Building a Strong Sustainable Local Economy. Widnes Market
ERD 38	Provide a variety of affordable trading spaces at Widnes Market

Milestone: Deliver a new business plan by the end of 2025.	Progress Q3	Supporting Commentary
Increase market occupancy levels both indoor and outdoor stalls. Increase the awareness of the Market offering and public perception.		




Indoor stall occupancy levels %		The Market has a high trader occupancy rate, which is currently at 83% , this is in an economy where many local markets are suffering from reduced trader numbers, and the national average of local market occupancy rates are at 72% (in accordance with the 2023 survey from NABMA)
Outdoor stall occupancy levels %		Widnes outdoor market regular trading days are Monday, Friday and Saturday with the Flea and Collectors market on Wednesday, the occupancy levels overall for established trading is 88.5% . (target of 72%) However, a combined flea and retail trading day was introduced on Thursdays in April 2022 and uptake on this day each week is low in comparison to established regular days which reduces the overall occupancy in terms of data analysis, however, operates at no additional cost to the Authority the combined occupancy of the outdoor market is 70.25% .
Overall footfall Indoor Outdoor		Indoor visitor footfall is down by 2.19% on the same period as last year. Outdoor visitor footfall is down by 32.17% on the same period as last year.

Corporate Priority	Priority One – Improving Health, Promoting Wellbeing and Supporting Greater Independence. Priority Three – Supporting Children, Young People and Families. Priority Six - Valuing and Appreciating Halton and our Community The DCBL Stadium
ERD 39	Provide affordable space for business, community, cultural and recreational activities to take place.

	Progress Q3	Supporting Commentary
Meeting space occupancy levels %		<p>2024 Q3 has seen meeting space occupancy at 49.92% which shows an increase of 29.26% from the same period in the previous operating year which was 20.66%.</p> <p>During Q3 occupancy in the Stadium's Suites for conferences and functions is at 53.20% compared to 48.80% occupancy in Q3 2023 representing a 4.40% increase.</p>
Sports hall occupancy levels %		<p>Sports hall occupancy has increased in the Q3 period to 57.78 % in comparison to 21.42% in Q3 2023.</p> <p>This increase can be attributed to the Stadium accommodating local dance schools for competitions and showcases, the hosting of Children's birthday parties, Local sports clubs etc.</p>
4g pitch occupancy levels %		<p>Q3 sees the start of community pitch hire at the Stadium and the facility is well used which is demonstrated in the occupancy data showing a 75.78% take up of available slots.</p>
Customer satisfaction % of 4/5-star reviews.		<p>97% of returns rated the stadium in terms of 'Quality of Venue' between 4 and 5 stars.</p> <p>94% of returns rated the stadium in terms of 'Quality of Catering' between 4 and 5 stars.</p> <p>97% of returns said they would likely or very likely use the stadium again.</p> <p>96% of customers would likely or very likely recommend the stadium to</p>

		<p>others. (1 star being very poor and 5 stars being excellent)</p> <p>Overall, 95% of customers rated the stadium very good or excellent.</p>
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Corporate Priority	<p>Priority Three – Supporting Children, Young People and Families.</p> <p>Priority Four - Tackling Inequality and Helping Those Who Are Most in Need.</p> <p>Registrars</p>
ERD 40	Provide accessible and efficient Registration Service to Halton residents.

Milestone: Quarterly updates on progress and annual performance data statistics to be reported to the relevant PPB (national benchmarks set by General Registrar Office)	Progress Q3	Supporting Commentary
Births (or declarations) within 5 working days of request		100% achievement, national benchmark is 95%. Appointment availability monitored to ensure births registered with required timeframe.
Deaths (or declarations) within 2 working days of request		99.04% achievement, national benchmark is 95%. Appointment availability monitored to ensure deaths registered with required timeframe
Waiting times - % of customers seen early, on time or within 10 minutes of their appointment time.		99.32% achieved, national benchmark is 90%.

4.0 Financial Statements

ECONOMY ENTERPRISE & PROPERTY DEPARTMENT**Revenue Operational Budget at 30 November 24**

	Annual Budget	Budget to Date	Actual Spend	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	5,075	3,558	3,285	273	410
Agency - covering vacancies	0	0	198	(198)	(320)
Repairs & Maintenance	1,706	1,280	1,346	(66)	(99)
Premises	136	119	119	0	0
Energy & Water Costs	1,248	666	617	49	74
NNDR	690	691	660	31	31
Rents	173	94	89	5	7
Economic Regeneration Activities	21	0	0	0	0
Security	544	243	278	(35)	(53)
Supplies & Services	506	387	369	18	27
Supplies & Services - Grant	2,090	302	304	(2)	(3)
Grants to Voluntary Organisations	75	85	86	(1)	(1)
Capital Finance	0	0	0	0	0
Transfer to Reserves	185	186	185	1	1
Total Expenditure	12,449	7,611	7,536	75	74
Income					
Fees & Charges Income	-987	-405	-460	55	83
Rent - Commercial Properties	-872	-524	-511	(13)	(20)
Rent - Investment Properties	-38	-26	-26	0	0
Government Grant	-2,510	-1,157	-1,158	1	1
Reimbursements & Other Grant Income	-193	-403	-400	(3)	(5)
Schools SLA Income	-227	-208	-198	(10)	(15)
Recharges to Capital	-295	-214	-217	3	5
Transfer from Reserves	-1,120	-1,164	-1,164	0	0
Total Income	-6,242	-4,101	-4,134	33	49
Net Operational Expenditure	6,207	3,510	3,402	108	123
Recharges					
Premises Support	2,074	1,382	1,382	0	0
Transport Support	30	18	18	0	0
Central Support	1,947	1,298	1,298	0	0
Asset Rental Support	4	0	0	0	0
Recharge Income	-7,927	-5,285	-5,285	0	0
Net Total Recharges	-3,872	-2,587	-2,587	0	0
Net Departmental Expenditure	2,335	923	815	108	123

Comments on the above figures

Finance communicates with the department on a regular basis to manage and analyse spending, identifying potential savings that could support current and future priorities. In an era of constrained budgets, achieving these goals is essential. The above report indicates the department will be under budget by £0.123m at year-end, compared to the period 6 projection of £0.030m under budget

Supporting Information

The department consists of 139fte, of which 69fte are externally funded, with a staff turnover savings target of £0.126m. The employee figures in this report incorporate the pay award for 24/25. All vacancies have been removed from the budget until the next financial year. Through diligent account monitoring, the success of utilising grant and external funding to alleviate pressure on the core budget is evident in employee expenses. Specific projects have been identified, and staff time has been allocated accordingly. Ensuring at all times that we are compliance with the grant conditions. This approach will continue throughout the year.

To fulfil statutory and contractual obligations and support the borough's regeneration, maintaining a complete staff is essential. However, the challenge of filling surveyor and project manager roles, even with a market supplement, has resulted in a lack of suitable candidates. Consequently, the engagement of agency personnel has been necessary, anticipated to cost £0.320m this financial year. Without these personnel, the borough's regeneration efforts would be hindered, potentially leading to a loss of business rates and council tax. Where possible, these costs are reimbursed through capital and external funding grants. So far, £0.050m has been recharged.

The recruitment of agency staff has increased commercial rental income by enabling the completion of pending rent reviews. All units at The Hive are now tenanted, although a rent-free period was provided to secure lease completions, resulting in a £0.020m shortfall.

A reconciliation of service charges at Rutland House and the relocation of Connect to Halton to the Municipal Building have increased the fees and charges income. As a result, the department is forecasting an overachievement of £0.083m by year-end. Managers have asked to identify and implement measures to reduce unnecessary spending, whilst also ensuring the needs of the service are met leading to the department's projecting a positive variance amounting to £0.027m within supplies and services.

A recent exercise was conducted to determine the costs associated with empty properties within the Borough. Consequently a new cost centre was established to monitor these expenses.

In addition to the loss of rental income whilst the properties remain vacant, the Council also incur additional costs for utilities, repairs, and maintenance. As of the end of September, the total costs related to these properties amount to £0.203m. To reduce the expenses actions need to be taken to accelerate the leasing or explore temporary uses for properties, such as short-term rentals or community projects, which will generate some income and reduce costs.

The Department highlighted the necessity of expert advice to advance regeneration projects. Additionally, the change in Government highlighted the need for an up-to-date Housing Strategy for the Borough. Following a meeting with the Director of Economy, Enterprise, and Property, it was decided to use the Department's reserves to cover these one-off costs. Seeking external advice will assist with future grant funding requests from the LCR and Government, and enable the department to fulfil its obligations regarding the borough's regeneration strategy.

Although there has been a significant increase in energy costs over the last few years, it is anticipated that costs this financial year will be £0.152m lower than in 2023/24, representing a decrease of over 11%. The department is forecasting that it will be £0.074m under budget by year-end.



Since contract prices are fixed until March 2025, projections are based on the 2023/24 usage, using the unit price quoted by the supplier. Due to a delay in securing a new security contract, the current provider has been granted a one-year extension. Based on the spending over the last six months, actual spend is projected to exceed budget by £0.053m by the end of the year. The repairs and maintenance program is under continuous review to ensure it stays within budget. This financial year is particularly challenging because the 24/25 budget did not include an inflation adjustment and was further reduced by 10%. An exercise was conducted with the service to distinguish between capital and revenue expenditures, and the budgets have been adjusted accordingly. Despite these adjustments, revenue expenditure is projected to exceed the budget by £0.099m by the end of the year.

Approved 2024/25 Savings

Please see Appendix A for details of progress towards achieving budget efficiency savings agreed by Council in February 2023.

ECONOMY, ENTERPRISE AND PROPERTY DEPARTMENT

APPENDIX A

Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
EEP4	Cleaning Services – Council Buildings	580	Review cleaning arrangements, with a focus on only emptying bins and cleaning toilets daily.	100	0		A review of the cleaning service is underway with some positions removed from the structure. The full savings will not be achieved until the accommodation review is complete.
EEP2	Caretaking & Security Services	641	A review and restructuring of	52	0		The restructure can now take place following the

			caretaking arrangements.				retirement of a member of staff. The full saving will not be made until financial year 25/26
Total Economy, Enterprise & Property Department				152	0		

Capital Budget at 30 November 24

Scheme Detail	2024/25 Original Allocation £000	2024/25 Revised Allocation £000	Q1 Spend £000	Q2 Spend £000	Q3 Spend £000	Q4 Spend £000	Total Spend £000	Allocation remaining £000
Environment & Regeneration Directorate								
Economy, Enterprise & Property								
3MG	134.5	134.5	0.0	0.0	0.0		0.0	134.5
Murdishaw redevelopment	21.2	21.2	5.4	0.0	0.0		5.4	15.8
Waterloo Building	0.0	75.0	46.0	66.0	-112.0		0.0	75.0
Equality Act Improvement Works	293.2	93.2	8.7	17.6	59.6		85.9	7.3
Foundary Lane Residential Area	1,160.0	1,160.0	1.8	464.8	2.3		468.9	691.1
Property Improvements	360.2	460.5	4.3	131.1	286.6		422.0	38.5
Town Deal	11,352.9	11,552.9	174.9	261.8	940.0		1,376.7	10,176.2
Runcorn Station Quarter	484.7	484.7	0.0	60.5	15.5		76.0	408.7
UK Shared Prosperity Fund	178.2	178.2	0.0	0.0	12.2		12.2	166.0
Runcorn Waterfront Residential Development	484.7	268.7	8.6	122.9	61.5		193.0	75.7
Chanqing Places	24.1	24.1	2.5	0.1	1.6		4.2	19.9
Sci-tech Daresbury Project Violet	2,200.0	2,200.0	0.0	0.0	0.0		0.0	2,200.0
Port of Weston	0.0	3,960.0	0.0	1.3	1.7		3.0	3,957.0
Kingsway Leisure Centre Demolition	0.0	750.0	0.0	30.7	0.0		30.7	719.3
Total EEP	16,693.7	21,363.0	252.2	1,156.8	1,269.0	0.0	2,678.0	18,685.0

Comments on above figures

3MG is in its final stages for development with HBC Field being finalised this year and developments for Liberty Park and the Mound not presently forthcoming. No significant levels of expenditure this quarter.

Foundry Lane Resolving some of the site and financial issues remains the main focus of the work of this project in the quarter resulting in minimal expenditure with a view to being back on track in the next quarter.

Murdishaw The allocation has been brought forward to continue work to improve the amenity at Murdishaw Community Centre as part of the wider community project.

Work has been completed to provide allotment space and further work is due to be undertaken to provide secure and accessible spaces, enhancing the allotment offer. It is intended to allocate and spend the remaining balance within the financial year.

The improvements are part of the wider Murdishaw community regeneration scheme which has supported the delivery of the Tea Tree community café, improvements to bungalows on the estate and environmental improvements.

Sci-Tech Daresbury Project Violet Project Violet is currently being reviewed and a full business case is in development. As a result of increased costs, the development appraisal is being reviewed and the funding requirements being reviewed. The programme anticipates a

procurement exercise in the next quarter and the revised delivery programme proposes a 26 month build with construction commencing in August 2025 and completion in Q4 2026.

Waterloo Building All works complete, site now sold, retention monies left to pay in March 2025 circa £2.5k

Equality Improvement Works All budget will be spent by year end, £0.200m allocated to The Brindley.

Property Improvement The budget has been adjusted to accommodate two new unforeseen projects: replacing the platform lift at Kids Planet and fully refurbishing the public lift at Halton Lea.

Changing Places Works all complete, grant money fully spent, some retention monies left to pay circa £5k.

Runcorn Station Quarter The Runcorn Station Development Project will formally be passed over to the CA Rail team as a Merseytravel project from 30th September. A final invoice is estimated to be submitted during quarter 3 2024 period for Network Rail Project Management fees.

This is estimated to be no more than £10k. Once this has been paid and claimed, the CA Investment Team will formally end Halton's GFA. Halton's role will continue as strategic partner and actively be involved in the design process.

Town Deal Although at different stages work is progressing with all Town Deal funded projects. The Brindley started on site mid-August and the next phase of the Creative and Digital Skill centre started on site in September. The Health Hub design work is completed and the next stage is to tender the work. Design work progresses on the remaining projects.

Runcorn Waterfront Residential Development A contractor for the demolition works was appointed in March 2024, with Planning Consent gained in May 2024. Following a period of services disconnections and liaison with Halton Housing (whose adjoining building Church Mansions, is connected to Churchill Hall), the demolition works commenced in mid-July 2024. The main demolition works are now completed, with practical completion anticipated in mid-Oct 2024. This will bring to a close the Council capital element of the project. The Council continues to work on developing residential proposals for the site in partnership with Halton Housing, community consultation is anticipated in Winter 2024.

Kingsway Leisure Centre Demolition Preliminary work is underway, with a submission of an application for demolition works to the Local Planning Authority and the procurement of the demolition contractor both anticipated to commence in Autumn 2024. The demolition works are on track to commence in Spring 2025, following relocation of the Leisure Centre and period of decommissioning of the building.

Port of Weston A outline business case has been developed and finalised which demonstrates the viability of the Port of Weston as a business location with a mixture of uses including high-barn warehousing and a business park. Within the quarter a full business case was starting to be commissioned with a view to carrying out a green book assessment to secure the funding for site purchase and development.

UK Shared Prosperity Fund Work has commenced at The Brindley. The allocation for the education room will be reflected in the forecast. The allocations for the High Street solar panels and Church Street works are projected for the end of the financial year.

COMMUNITY & GREENSPACE

Revenue Budget as at 30th November 2024

	Annual Budget	Budget to Date	Actual Spend	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	17,435	11,470	10,795	675	1,012
Agency - covering vacancies	0	0	149	(149)	(224)
Agency - in addition to establishment	0	0	164	(164)	(246)
Premises	3,455	2,004	2,092	(88)	(90)
Supplies & Services	2,186	1,304	1,381	(77)	(115)
Hired & Contracted Services	623	623	623	0	0
Book Fund	128	96	96	0	0
Food Provisions	388	281	259	22	33
School Meals Food	1,960	972	1,025	(53)	(80)
Transport	117	52	74	(22)	(33)
Other Agency Costs	429	340	340	0	0
Other Expenditure	0	0	63	(63)	(64)
Waste Disposal Contracts	7,002	3,317	3,131	186	279
Grants to Voluntary Organisations	64	44	27	17	26
Grants to Norton Priory	172	172	172	0	0
Total Expenditure	33,959	20,675	20,391	284	498
Income					
Sales Income	-1,373	-991	-973	(18)	(26)
Fees & Charges Income	-5,490	-4,016	-4,122	106	158
Rental Income	-235	-135	-170	35	53
Markets Income	-910	-446	-437	(9)	(12)
Government Grant Income	-1,337	-1,337	-1,337	0	0
Reimbursements & Other Grant Income	-703	-361	-361	0	0
School SLA Income	-1,313	-564	-564	0	0
School Meals Income	-3,598	-1,942	-1,808	(134)	(200)
Internal Fees Income	-322	-135	-177	42	64
Capital Salaries	-173	-90	-34	(56)	(84)
Transfers From Reserves	-15	-15	-15	0	202
Total Income	-15,469	-10,032	-9,998	(34)	155
Net Operational Expenditure	18,490	10,643	10,393	250	653
Recharges					
Premises Support	1,675	1,115	1,116	(1)	0
Transport	2,257	1,491	1,515	(24)	(37)
Central Support	3,897	2,581	2,581	0	0
Asset Rental Support	199	0	0	0	0
HBC Support Costs Income	-1,148	-765	-765	0	0
Net Total Recharges	6,880	4,422	4,447	(25)	(37)
Net Departmental Expenditure	25,370	15,065	14,840	225	616

Comments on the above figures

The net departmental expenditure is forecast to be £0.616m under budget at the end of the 2024/25 financial year. A marginally improved position from the expected £0.395m forecasted in Month 6.

The largest contributor to the underspend is in relation to spend on Employees, this is currently forecast to be £1.012m under the approved budget profile by the end of the financial year.

There are several restructures taking place across the Department, in order to facilitate these, a number of vacancies arising are being held vacant for the current financial year until the new

structure is implemented, the most notable being the new structure being realised when the Halton Leisure Centre is opened.

Agency spend is currently sitting at £0.313m for the first half of the 2024/25 financial year. As the Department offers a number of front-line services, including waste collections, in order to continue operations in the event of staff sickness, there is a reliance on agency to reduce the impact on residents within the borough.

Spend on premises costs is forecast to be £0.090m over budget in 2024/25, the new leisure centre is now expected to hand over within this financial year and will begin to incur costs within 2024/25. The site is planning to be open in February 2025, in order to facilitate this, both sites will incur costs in the overlap. This should be offset by the increase in fees expected from a rise in demand with the new site. The original plans were for the leisure centre to utilise the solar farm however the extension required to provide energy to the leisure centre has only recently been submitted for planning, so there is a potential budget pressure next year as the energy will have to be supplied from elsewhere until the solar farm extension is functioning.

Supplies and Services is forecasting an overspend of £0.115m which is a budget pressure throughout the Department, and is primarily caused by inflationary cost increases of key goods and services over recent years, if the Council were to contain these costs within the budget profile there would be a reduction in the service provided. As the Department provides very visible services to the residents of Halton, any changes would be likely to have a negative impact to The Council's reputation.

School Meals food costs have been severely impacted by the high rate of inflation on food, due to the winding up of the service the department is likely to see an underspend in regards to its expenditure, however this will be net against a reduction in income.

Waste Disposal Contract costs are forecasted to achieve £0.279m under the approved budget during 2024/25. Costs are likely to increase slightly from 2023/24 however, from a budgetary position it is still expected to be underspent by the end of the financial year. Reconciliation adjustments for prior year costs are also received several months into subsequent financial years which cause difficulties when accurately projecting expenditure.



There is central government initiative to incorporate food waste recycling into all waste provisions across the country, once this has been fully implemented, there is scope to further drive down these costs as when sorted at source, the processing costs are reduced.

Income across the Department (excluding reserves movements) is expected to be below the approved budget profile within 2024/25 by £0.047m, an improved figure from Month 6 - £0.141m, these are offset against reductions in forecasted expenditure for the year in particular the staffing costs, as the staff are not in place to generate the income, however the full impact of changes of this nature will be realised following the cessation of the School Meals service as this budget pressure absorbs any underspend generated. The improvement from Month 6 has come from the Leisure Centre site opening in February, and generating higher income than that of the Kingsway facility. The most significant change in reported outturn from Month 6 is within the Transfers From Reserves line. There has been an identification of £0.202m of grant funding which can be utilised in year from the Homes For Ukraine scheme

which is currently in reserves. This can be used against costs arising from the support and subsequent impact on other services as Halton hosts Ukrainian citizens.

BUDGET SAVINGS

COMMUNITY AND GREENSPACES DEPARTMENT

Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
COMM3	Sport & Recreation	471	Restructuring the roles and responsibilities of the Sports Development Team	36	0		Phase 1 of the restructure is underway with subsequent phases to occur within the next financial year.
COMM5	Stadium & Catering Services – School Meals	12	Cease to deliver the school meals service, which has made significant losses of over £200,000 for a number of years and is forecast to make a similar loss by year-end. Work would be undertaken with schools over the next two years to support them to secure an alternative means of delivery, whether in-house or via an external provider.	0	12		The cessation of the service is underway with the majority of schools ending their contracts by the end of the calendar year.
Total Community & Environment Department				36	12		

Planning, Provision and Transportation Department
Revenue Budget as at 30 November 2024

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Employees	5,719	3,796	3,535	261	393
Agency - covering vacancies	110	84	120	(36)	(54)
Agency - in addition to establishment	24	22	68	(46)	(69)
Efficiency Savings	-150	-100	0	(100)	(150)
Premises	193	144	111	33	50
Hired & Contracted Services	59	0	96	(96)	(167)
Planning Appeal Decision	0	0	0	0	(300)
Supplies & Services	144	153	260	(107)	(161)
Street Lighting	1,662	502	494	8	12
Highways Maintenance - Routine & Reactive	1,772	946	1,010	(64)	(97)
Highways Maintenance - Programmed Works	1,908	932	718	214	321
Fleet Transport	1,455	978	908	70	105
Bus Support - Halton Hopper Tickets	23	20	15	5	8
Bus Support	498	569	569	0	0
Agency Related Expenditure	8	7	34	(27)	(27)
Grants to Voluntary Organisations	31	31	31	0	0
NRA Levy	74	73	73	0	2
LCR Levy	1,059	529	529	0	0
Contribution to Reserves	359	359	359	0	0
Total Expenditure	14,948	9,045	8,930	115	(134)
Income					
Sales & Rents Income	-97	-65	-111	46	70
Planning Fees	-826	-546	-350	(196)	(294)
Building Control Fees	-245	-163	-163	0	0
Other Fees & Charges	-908	-596	-910	314	472
Grants & Reimbursements	-206	-121	-121	0	0
Government Grant Income	-240	-253	-253	0	0
Halton Hopper Income	-24	-16	-7	(9)	(13)
Recharge to Capital	-467	-89	-89	0	0
LCR Levy Reimbursement	-1,059	-529	-529	0	0
Contribution from Reserves	-1,036	-1,036	-1,036	0	0
Total Income	-5,108	-3,414	-3,569	155	235
Net Operational Expenditure	9,840	5,631	5,361	270	101
Recharges					
Premises Recharges	560	373	373	0	0
Transport Recharges	749	511	509	2	4
Central Recharges	1,534	1,022	1,022	0	0
Asset Charges	851	0	0	0	0
HBC Support Costs Income	-5,129	-3,438	-3,720	282	423
Net Total Recharges	-1,435	-1,532	-1,816	284	427
Net Departmental Expenditure	8,405	4,099	3,545	554	528

Comments on the above figures

Financial Position It is currently estimated net spend for the year will be £0.528m below the approved budget.

Supporting Information

As in previous years budget holders are working closely with the Finance Officers to ensure a balanced budget is achieved. Wherever possible capital expenditure is being prioritised to relieve pressure on the revenue budgets.

Employee expenditure is predicted to be under budget at the end of the financial year due to the following:

- There is now a more accurate projection of current vacant posts and when they are likely to be filled, this includes vacancies that have not been filled after going out to advert. The department is currently about to embark on a restructure.
- There were 3 members of agency staff which are now shown separately from employee costs. These contracts have now ended.

Efficiency savings for PPT are not expected to be met and more information is provided about this further down the report.

Supplies and services and contracted services are projected to be over budget as in previous years due to the following:

- Halton has a contract with MEAS (Merseyside Environmental Advisory Service) which is hosted by Sefton LA. This is used to provide Halton with advice in relation to ecology, waste, environmental impact assessments and local plans. Although the expenditure on the contract is over the allocated budget, it would cost Halton considerably more to provide this advice in house. Budget has been increased in 2025/26 to allow for this.
- £0.109m of the overspend against supplies and services is in relation to software licences and maintenance of systems required but there is no budget available.

For a number of years the Council has reported a contingent liability on the balance sheet as under the Town and Country Planning Act 1990, participants in planning appeals can apply for costs against other parties. The Council has had one application awarded against them recently, and so until the final costs are agreed there has been a provision of £0.300m put against the revenue budget in 2024/25. As the cases have been settled in 2024/25, these need to be provided for in this financial year. This relates to the Pavilions public enquiry. It is therefore important that Halton makes robust planning decisions otherwise expenditure like this can occur.

The street lighting expenditure is projected to come in slightly under budget. Various actions have been taken to decrease the amount of power being used such as lights being turned off 12am – 6am on some routes and over 80% of HBC owned street lighting stock of around 20,500 columns have been upgraded to LED. However, this has been offset a small amount by new developments that have become adopted and therefore added to the energy bill. This is a volatile budget and could change over the winter months. For the purpose of this report the projected figure is based on the previous financial years outturn in terms of energy costs. This is

the simplest way to project expenditure due to actual usage fluctuations year upon year which cannot be predicted.

Highways maintenance actual spend is projected to be under budget. Capital is again being utilised where appropriate. The report is again broken down into routine and reactive schemes and programmed works so the various areas can be looked at in more detail.

Fleet transport has seen an increase in costs across fuel and parts which reflects the projected outturn and was also evidenced in the last financial year. However, there has been a concerted effort to ensure expenditure is only accrued when necessary. There is also a significant delay in the time it takes from placing an order and receiving the goods. Every effort is being made to prolong fleet replacements, but this also has a negative impact on the cost of repairs as they then increase.

Planning income is again projected to be under achieved. Following on from the last financial year there is a downturn in the number of applications being received. Although, Government increased planning fees rates towards the end of last year this has not offset the lack of large development agreements the Council has witnessed in previous years. This forecast is based on the income that has been received so far, this financial year and what is likely to be achieved going forward.

Fees and charges income is projected to exceed its income target based on the last few financial years. This is an ever-changing area as it is fully dependent on the amount of permit applications etc that is received. It is anticipated that this level of income will start to reduce in future years.

Transport income recharges will be over on its income target, but these are offset by overspends in other Council departments where transport support is provided.

Approved 2024/25 Savings

Savings that were put forward for 2024/25 can be seen in Appendix A at the end of this report

Risks/Opportunities

Across the whole department inflation has significantly driven costs up and every division is bearing the cost of this. Budgets have also been top sliced in order to help balance the overall council budgets. The Highways / Traffic and Logistics divisions are seeing the largest impact of this when purchasing materials / fuel / parts for vehicles etc.

Scheme Detail	2024/25 Original Allocation £000	2024/25 Revised Allocation £000	Q1 Spend £000	Q2 Spend £000	Q3 Spend £000	Q4 Spend £000	Total Spend £000	Allocation remaining £000	Comments
Environment & Regeneration Directorate									
Policy, Planning & Transportation Dept									
Bridge and Highway Maintenance	0.0	2,265.6	281	313	20		613.8	1,651.8	
Runcorn Busway	0.0	0.0	227	80	371		678.4	-678.4	
ATF3 Murdishaw to Whitehouse	0.0	3,000.0	175	363	497		1,035.3	1,964.7	
ATF4 Widnes Town Centre Accessibility	0.0	114.5	0	0	0		0.0	114.5	
A56 Reconstruction (Delph Lane)	0.0	943.7	351	0	10		361.1	582.6	
Dukesfield ATL (Waterloo Bridge)	0.0	0.0	1	0	0		1.1	-1.1	
LCWIP Phase 2 Daresbury	0.0	3,861.7	629	56	15		700.3	3,161.4	
Additional Pothole Funding	0.0	429.1	0	0	0		0.0	429.1	
CRSTS	5,288.6	5,288.6	1,656	884	2,184		4,724.0	564.6	
Street Lighting - Structural Maintenance	1,025.6	1,025.6	0	37	94		131.0	894.6	
Street Lighting - Upgrades	969.4	969.4	0	0	0		0.0	969.4	
East Runcorn Connectivity	5,851.7	5,851.7	453	207	810		1,469.5	4,382.1	
Risk Management	597.8	597.8	5	0	0		4.9	592.9	
Fleet Replacements	4,927.4	4,927.4	1,082	455	256		1,792.8	3,134.6	
Total PPT	18,660.4	29,275.0	4,860.2	2,395.0	4,257.0	0.0	11,512.2	17,762.8	

Comments on the above capital figures

Both Runcorn Busway and Dukesfield ATL (Waterloo Bridge) came in over budget. These were grant funded and the full amount has been utilised, LCR have confirmed they will fund the majority of the gap for Runcorn Busway and talks are still ongoing around Dukesfield.

CRSTS (City Region Sustainable Travel Settlement) replaced the historical grant funding from the DfT. It is broken down into various areas such as carriageway maintenance, footway maintenance, street lighting and structures. Halton has recently been informed by the Combined Authority (CA) that the underspend from 2023/24 will be carried forward into 2024/25.


The East Runcorn Connectivity (ERC) scheme is on track and additional funding from LCR has been secured. The grant funding agreement has now been signed off by both parties and claims are currently being completed.

The A56 project is in support of the new junction completion for the Redrow development which overlaps with the ERC scheme mentioned above. Progress is not being made on this and will continue over the summer period.

LCWIP Phase 2 (Local Cycling and Walking Infrastructure Plan) Runcorn to Daresbury is currently underway on Long Benton Way. A change request has been submitted to LCR as expenditure is not projected to reach the original budget of £5.7m, but a response hasn't yet been received.

POLICY, PLANNING AND TRANSPORTATION DEPARTMENT




APPENDIX A

Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
PPT6	Traffic	N/A	Consider introducing civil traffic enforcement for traffic violations. Employ private sector civil enforcement officers to issue fines and generate income. It would take 12 months to apply for powers from the DFT and put the scheme in place. The Environment & Urban Renewal Policy & Performance Board will consider this via a Topic Group.	150	0		This was not agreed to be a viable saving and members did not approve the scheme. Therefore no income will be generated as the traffic enforcement will not be carried out.
Total Policy, Planning & Transportation Department				150	0		




Appendix 2: Explanation 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.
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.
Red		Indicates that it is <u>highly likely or certain</u> that the objective will not be achieved within the appropriate timeframe.

Direction of Travel Indicator

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

REPORT TO:	Environment and Urban Renewal Policy and Performance Board
DATE:	12 February 2025
REPORTING OFFICER:	Director of Finance
PORTFOLIO:	Corporate Services
SUBJECT:	Councilwide Spending as at 30 November 2024
WARD(S):	Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 To report the Council's overall revenue and capital spending position as at 30 November 2024, together with the latest 2024/25 outturn forecast.

2.0 RECOMMENDED: That;

- (i) The Councilwide financial position as outlined in the attached report, be noted.**

3.0 SUPPORTING INFORMATION

- 3.1 On 16 January 2025 the Executive Board received the attached report, which presents details of Councilwide revenue and capital spending by each Department, and outlines the reasons for key variances from budget.
- 3.2 Given the scale of the Council's current financial challenges, Executive Board requested that a copy of the report be shared with each Policy and Performance Board for information. This is to ensure that all Members have a full appreciation of the Councilwide financial position, in addition to their specific areas of responsibility.
- 3.3 The report is presented to Executive Board every two months and the attached report covers the period 1 April 2024 to 30 November 2024. It includes details of spending to date by each Department against both the revenue budget and capital programme.
- 3.4 Appendix 1 provides a Councilwide summary of revenue spending, while Appendix 2 presents details relating to each Department. The latest forecast of revenue spending to year-end compared to budget is also provided.
- 3.5 Appendix 4 indicates progress with implementation of previously approved budget savings for 2024/25 and 2025/26.
- 3.6 In future the bi-monthly Councilwide spending report will be reported to each Policy and Performance Board.

4.0 POLICY IMPLICATIONS

4.1 None.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 **Improving Health, Promoting Wellbeing and Supporting Greater Independence**

5.2 **Building a Strong, Sustainable Local Economy**

5.3 **Supporting Children, Young People and Families**

5.4 **Tackling Inequality and Helping Those Who Are Most In Need**

5.5 **Working Towards a Greener Future**

5.6 **Valuing and Appreciating Halton and Our Community**

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

6.0 RISK ANALYSIS

6.1 There are a number of financial risks within the budget. However, the Council has internal controls and processes in place to ensure that spending remains in line with budget as far as possible.

6.2 A budget risk register of significant financial risks is maintained and is included at Appendix 5 of the attached report.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 CLIMATE CHANGE IMPLICATIONS

8.1 None

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

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

REPORT TO: Executive Board
DATE: 16 January 2025
REPORTING OFFICER: Finance Director
PORTFOLIO: Corporate Services
SUBJECT: 2024/25 Spending as at 30 November 2024
WARD(S): Borough-wide

1.0 PURPOSE OF REPORT

1.2 To report the Council's overall revenue net spend position as at 30 November 2024 together with a 2024/25 forecast outturn position.

3.0 RECOMMENDED: That;

- (ii) All spending continues to be limited to essential items only;**
- (iii) Executive Directors continue to identify areas where they can further reduce their directorate's spending or generate income, in order to reduce the councilwide forecast outturn overspend position;**
- (iv) Executive Directors continue to implement the approved savings proposals for 2024/25 and 2025/26 as detailed in Appendix 4;**
- (v) The updated forecast outturn position be shared with the Ministry of Housing, Communities & Local Government in support of the Council's application for Exceptional Financial Support;**
- (vi) Council be asked to approve the revisions to the capital programme set-out in paragraph 3.22 and incorporated within Appendix 3;**
- (vii) This report be shared with each Policy and Performance Board, in order to ensure they have a full appreciation of the councilwide financial position, in addition to their specific areas of responsibility.**

3.0 SUPPORTING INFORMATION

Revenue Spending

- 3.1 Appendix 1 presents a summary of spending against the operational revenue budget up to 30 November 2024 and Appendix 2 provides detailed figures for each individual Department. In overall terms, net Council spending as at 30 November 2024 is £14.246m over budget. The outturn forecast for the year estimates that net spending will be over budget by £20.757m if no corrective action is taken.
- 3.2 The forecast outturn overspend has increased by approximately £100,000 from the amount reported on 14 November 2024. Whilst this is only a marginal increase, there has been significant movement within individual directorates' outturn positions. Further information regarding significant departmental variances is included within the report and departmental figures are included in Appendices 1 and 2.
- 3.3 The forecast position continues to be of great concern, as there is no evidence of a reduction in overall spending across the Council. In order to address the situation, financial focus workshops led by the Chief Executive are taking place with each Directorate's senior leadership team on a monthly basis. These workshops are looking for urgent ways to reduce or stop spending, or generate income. The aim is that initiatives identified in these workshops will help reduce the overall forecast overspend position for the year.
- 3.4 It is certain that available reserves will not be sufficient to cover the forecast overspend for the year. Therefore, on 04 December 2024 Council approved an application to the Ministry of Housing, Communities & Local Government (MHCLG) for Exceptional Financial Support (EFS). The Government's EFS arrangement provides councils with exceptional permission to capitalise annual revenue costs and fund them from long term borrowing (usually over 25 years) from the Public Works Loans Board (PWLB). EFS provides permission to borrow and does not provide grant funding. The Council submitted a draft EFS application on 13 December 2024. The application will be updated based on the information within this report and also following clarification of the 2025/26 provisional grant settlement.
- 3.5 The Council's available useable reserves (general and earmarked) total £11.484m. This is well below that required to help provide a balanced budget position given the forecast outturn overspend. Further detail on reserves is provided at paragraph 3.19.
- 3.6 The forecast outturn figures reflect a prudent yet realistic view of spend and income levels through to the end of the year. Work will continue to update the financial position as more information becomes available. Included within the forecast position is the 2024/25 pay award which was paid in November 2024.
- 3.7 The largest pressure on the Council's budget continues to be within the Children & Families Department, where net spend for the year is forecast to be £8.311m (16.5%) above 2023/24 actual spend. There continue to

be significant cost pressures within the forecast relating to staffing costs, residential placements, and out of borough foster care.

- 3.8 On 24 October 2024 the Board approved additional revenue funding of £4.2m per year, to help develop a programme around the stabilisation and redesign of Children's Social Care, following the Ofsted review. This investment is focused upon proactive early intervention and prevention systems. It is envisaged that this investment will help control and reduce costs within Children's Social Care over the next few years, and these cost reductions will be built into future year budget targets.
- 3.9 The use and cost of agency staff continues to be one of the main contributing factors to the overspend position for the year. This is mostly evident within the Children & Families Department and the Council's in-house Care Homes. Initiatives and support from the Transformation Programme are ongoing to reduce reliance upon agency staff.
- 3.10 Analysis of agency spend for the year, together with comparative analysis of 2023/24 costs, is included in the table below. Note information for Q3 only includes data for two months, October and November.

	2024/25				2023/24
	Q1 £'000	Q2 £'000	Q3 to Date £'000	Total £'000	Total £'000
Adult Social Care	1,341	1,656	806	3,803	5,927
Chief Executives Delivery Unit	132	179	154	465	0
Children & Family Services	1,283	1,432	940	3,655	6,157
Community & Greenspace	116	129	68	313	336
Economy, Enterprise & Property	86	105	78	269	343
Education, Inclusion & Provision	99	78	36	213	393
Finance	14	42	24	80	56
Legal & Democratic Services	253	274	137	664	814
Planning & Transportation	94	85	15	194	206
Public Health & Public Protection	11	10	1	22	21
Total	3,429	3,990	2,259	9,678	14,253

- 3.11 Within the approved budget for the year is a £4m savings target against the Transformation Programme. To date budget savings of £0.129m have been identified against this target. In addition, the Transformation Delivery Unit (TDU) have identified cost reductions and cost avoidance measures, although these will not lead to an overall reduction in the budgeted target. Progress against transformation savings is reported monthly to the Transformation Programme Board.
- 3.12 The forecast overspend is significantly above that which has been recorded in recent years. Whilst the current year net budget for the Council has increased by £7.7m (5.45%), this is well below the forecast increase in net costs, currently estimated as an increase of £22.952m (15.5%).

Revenue - Operational Spending

- 3.13 Operational net spending for the first eight months of the year is higher than the budget to date by £14.246m Based on current forecasts it is estimated net spend will be over budget for the year by £20.757m if no further corrective action is taken.
- 3.14 Within the overall budget forecast position for the quarter, the key budget variances are as follows;

(i) **Children and Families Department**

The overall forecast financial position at the end of 2024/25 has reduced by £0.631m since last reported at 30 September 2024.

Significant investment as part of a Children's Social Care improvement plan and redesign of the service, has been provided to support the improvement journey. Although, there has been a reduction in forecast overspend, It is important to recognise that the level of spend across the service remains a similar level. The reduction in forecast overspend is primarily due to the increased funding provided, as well as some reductions in other areas.

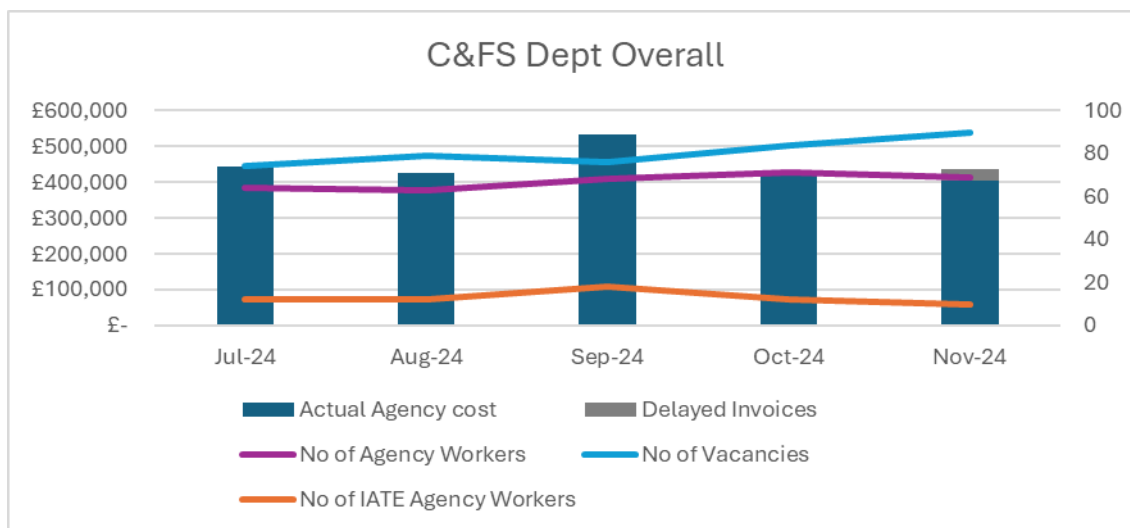
The Children's and Families Department forecast overspend continues to be an area of serious concern and the issues remain the same. These include the difficulty with recruitment of social workers and the subsequent high cost of agency staff, along with spiralling costs of residential placements. This has been an ongoing problem for a number of years.

Employee Expenditure

Employee costs are forecast to be over budget profile at the end of financial year 2024/25 by £2.618m, a reduction of £0.438m compared to the end of September 2024.

The reduction mainly relates to the approved additional investment within Children's Services which has resulted in the establishment of 33 new roles across the Department. Agency staff that were previously in addition to the establishment (IATE) are no longer considered as IATE. Additional in-year budget of £0.370m (funded from contingency) has been provided for some of the newly established posts which has helped reduce the overspend position.

The chart below analyses agency costs for the period April to November, for the Children and Families Department. These are based upon the period worked, the number of agency staff where an invoice has been received for each period, the number of vacancies, and the number of staff who are currently in addition to the establishment (IATE).



Residential Care

Out of Borough Residential Care costs continue to be the main budget pressure for the Children and Families Department, as the costs of residential care have continued to escalate year-on-year. The numbers of young people in residential placements remains high, complexity of care is increasing, and the cost of placements is rising significantly.

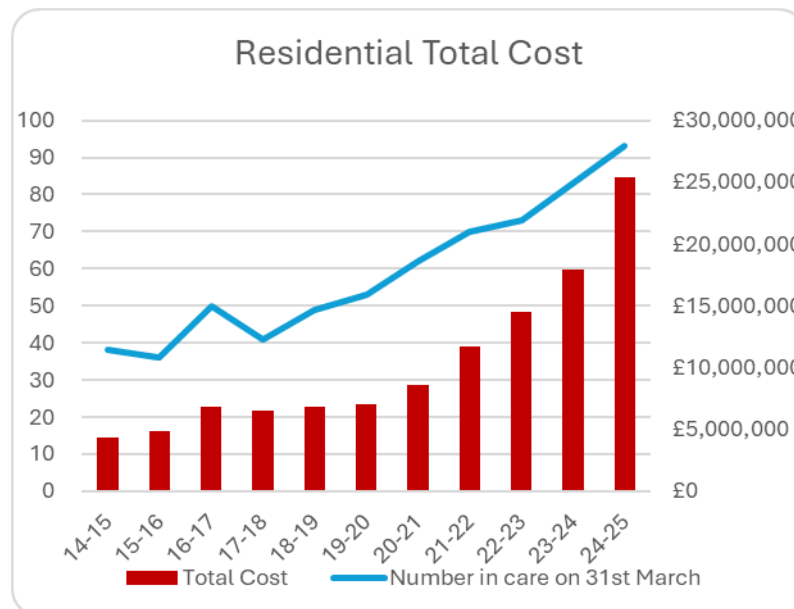
Provision	Weekly Costs	30-Nov-24		30-Sep-24	
		No. Placed	Estimated cost for the year	No. Placed	Estimated cost for the year
Residential	£1000 - £3000	4	476,360	3	425,275
Residential	£3001 - £5000	25	4,956,870	26	5,642,774
Residential	£5001 - £7000	26	7,413,389	27	7,989,196
Residential	£7001 - £15982	17	9,291,964	14	8,215,999
Secure	£6397 - £8137				
Leaving Care	£443 - £7175	14	2,341,056	18	2,643,101
Parent & Child	£2000 - £5500	7	913,562	6	715,298
Total:		93	25,393,201	94	25,631,643

The forecast overspend at the end of financial year is £7.194m for residential placements, which is a reduction of £0.200m since last reported.

Overall the cost of packages is increasing due to the complexity of support the young people require, as well as inflationary package cost increases. This is a national issue and market factors such as low supply and high demand have resulted in the costs of residential care packages rising significantly over the past year in particular, meaning that the level of spend is unsustainable at the current rate.

A number of initiatives are taking place to try and address the issue, including the operation of a High Cost Placement Panel, where high cost packages are individually scrutinised to ensure the placement is correct for the young person’s needs and is provided at the best available cost.

The graph below illustrates the rising costs of Residential Care, for consistency this does not include the costs of Unaccompanied Asylum-Seeking Children (UASC) as these costs were not included in previous years.



(ii) **Adult Social Care Directorate**

Community Care

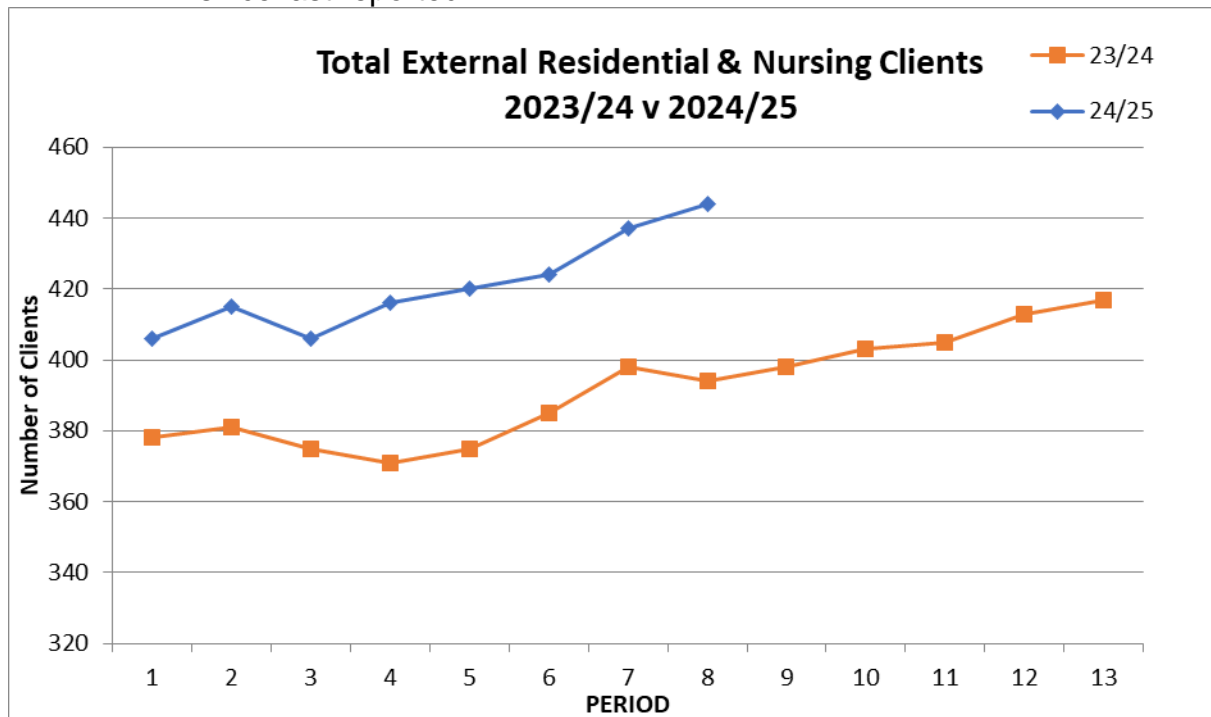
At the end of November 2024 expenditure on Community Care services is over budget profile by £1.569m. It is anticipated that at the end of the financial year it will be overspent by £2.951m. This is an increase of £0.518k from the previous forecast reported at the end of September. Note the September forecast was based upon August figures, hence this increase is over three months.

Residential & Nursing Care

There are currently 444 residents in permanent external residential/nursing care as at the end of November 2024 compared to 406 in April, an increase of 9.3%. Compared to the 2023/24 average of 390 this is an increase of 13.8%. The average cost of a package of care since April 2024 has increased from £866 to £873 a slight increase of 0.8%. Based on this average cost the 24 additional service users from August to November will cost approximately £0.491m to year-end. In addition, there are 92 residents placed within the Council’s in-house care homes.

The graph below illustrates the demand for permanent placements.

However, it is not only permanent placements that are increasing, as short-stay placements are also increasing fuelled by Pathway 3 Discharge to Assess. Health provide funding for four weeks, but generally when this funding ends the cost falls to the Council. Very few residents tend to qualify for Continuing Healthcare funding from Health. Short-stay placements have increased by £0.183m since last reported.



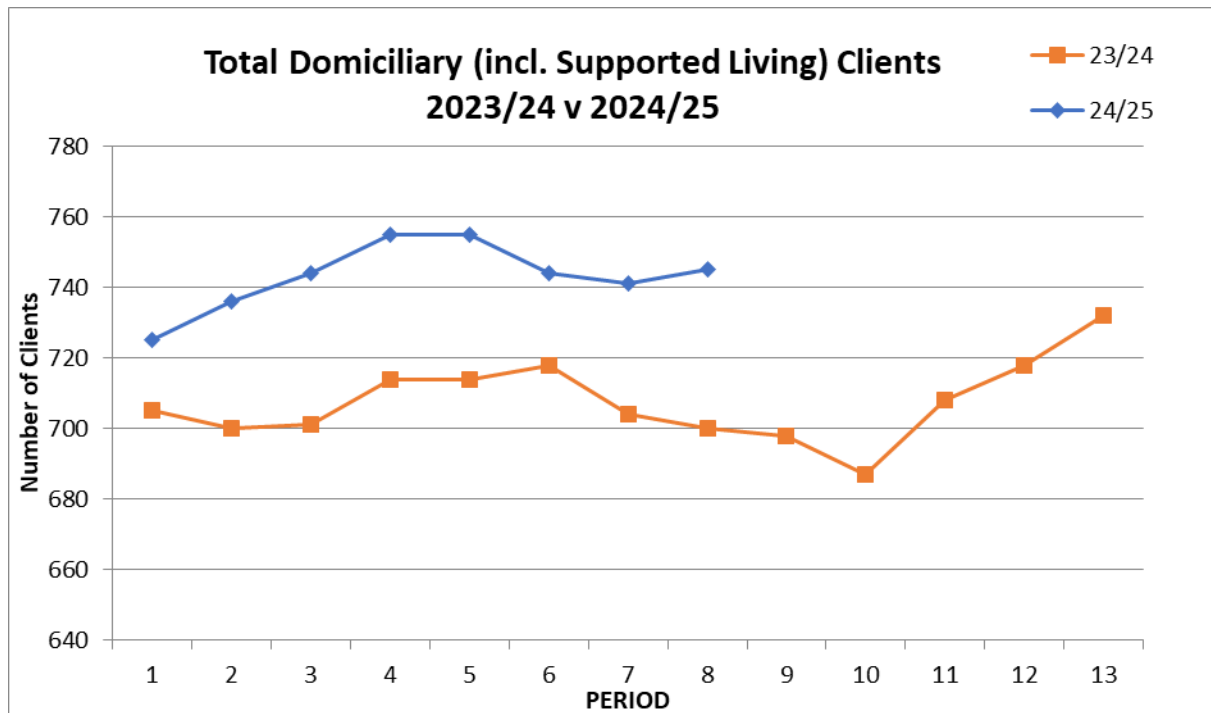
There are 25 external packages which charge top-up amounts currently costing £4,138 per week. The full year forecast spend is circa £0.159m.

Extra 1 to 1 hours in external care homes currently cost £8,339 per week and the forecast to year end for this is circa £0.492m. This is for 18 individuals to date. Last year 20 individuals received 1 to 1 care at a total cost of £0.255m. This suggests that either people are receiving more hours of care, or the rate is higher than last year.

Domiciliary Care & Supported Living

There are currently 745 service users receiving a package of care at home compared to 755 in August, a slight decrease of 1.3%. However, the average number of service users during 2023/24 was 707, so there has been an increase of 5.3% demonstrating that demand for the service has increased this financial year. The average cost of a package of care has increased by 3.5%, from £515 to £533.

The graph below illustrates the demand for the service from April 2023 to date.



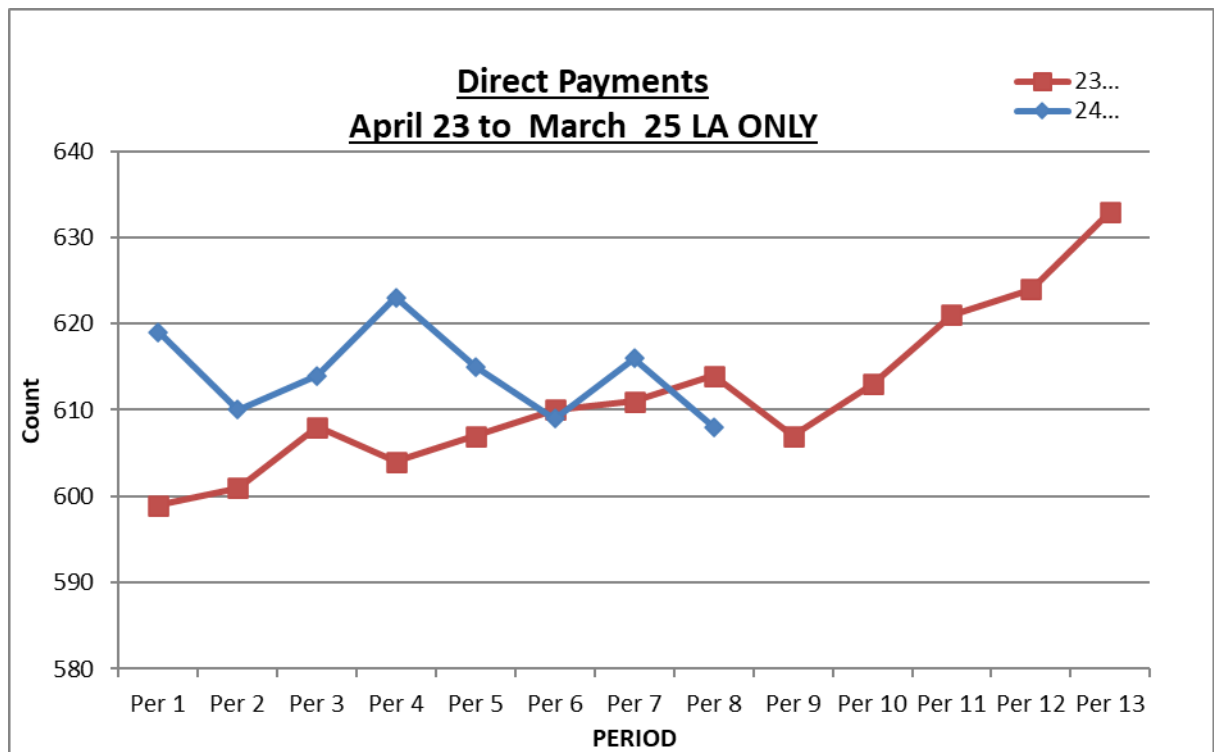
The average cost of a package of care is currently £533 compared with £491 in April, an increase of 8.6%.

Direct Payments

In November 2024, 608 clients received a Direct Payment (DP) compared with 619 in April 2024, a very slight decrease of 1.7%. However, the average number of DP's in 2023/24 was 591, therefore, there has been an increase of 2.8% on last year's average.

The average cost of a package of care has decreased since April 2024 from £529 to £472 in November 2024, a reduction of 10.7%.

The forecast position for Direct Payments assumes an amount of £1.4m will be recovered from users, following the ongoing audit process to seek assurance that the DP is spent in line with their care and support needs. Variations to the amount recovered will directly affect the forecast.



Care Homes

The spend to 30 November 2024 across the Division is over budget profile by £0.873m. The forecast for the end of 2024/25 financial year is an estimated outturn position of £1.245m over budget. This is assuming the level of agency staffing continues at a similar rate and includes higher spend assumptions later in the financial year due to winter pressures surrounding staffing and utilities.

Recruitment of staff is a continued pressure across the care homes, where there remains a high number of staff vacancies. A proactive rolling recruitment exercise is ongoing, supported by HR.

Due to pressures with recruitment and retention in the sector, heavy reliance is being placed on overtime and expensive agency staff to support the care homes. At the end of November 2024 total agency spend across the care homes reached £2.383m, the cost of which has partially been offset by staff vacancies.

(iii) Education, Inclusion and Provision

Schools Transport is the main budget pressure for the Education, Inclusion and Provision Department. The Council has a statutory responsibility to provide Special Educational Needs (SEN) pupils with transport. This is split into two main areas of SEN pupils attending In-Borough and Out-of-Borough Schools.

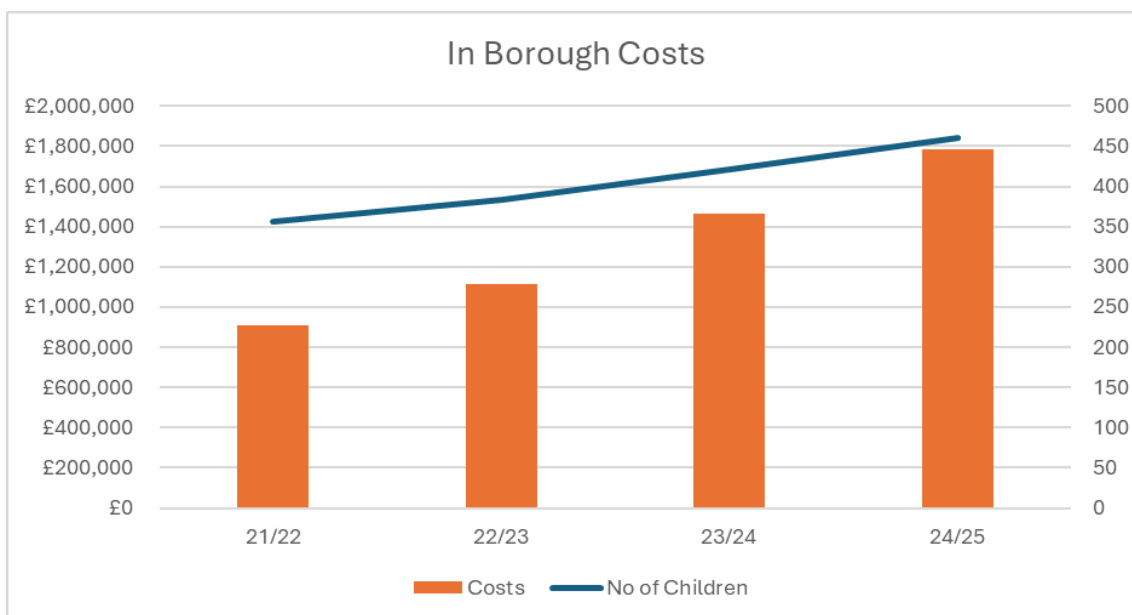
The table below illustrates the split between the two areas, and how each areas spend compares to the budget.

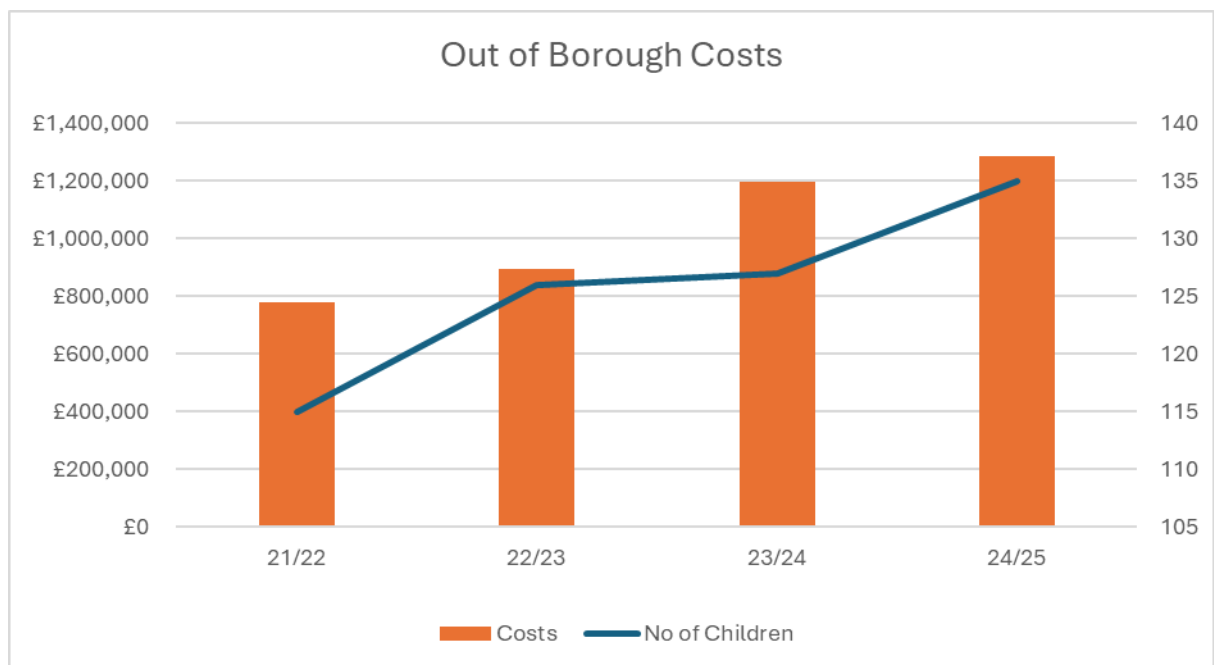
2024-25 as at Nov-24					
Area	Number of Users	Budget £000	Projected Spend £000	Variance £000	Average Cost per User
In Borough	461	1,826	1,783	43	£3,869
Out of Borough	135	489	1,286	(797)	£9,528
Total	596	2,315	3,070	(754)	

There are currently 596 service users, the majority of which attend schools within the Borough. The Out-of-Borough overspend has increased since the end of September 2024, to £0.852m.

During the current Academic year, it is anticipated that these figures will continue to rise, based upon historic information. The demand for the School Transport Service continues to increase in line with the increasing number of pupils with SEN within the Borough.

The graphs below show the trend in the number of SEN children using this service and the associated costs.





A further pressure on the departmental budget for the year relates to Psychology and SEN Assessment services provided to schools. For a number of years these costs have been funded by the Dedicated Schools Grant (DSG). The Department for Education have recently advised that these costs cannot be DSG funded as they are outside of scope in meeting the grant conditions. It is therefore currently assumed this cost will fall upon the Council's budget at a cost of £0.860m, until at such time other sources of funding are found.

(iv) **ICT Department**

At the end of the 2024/25 financial year it is forecasted that the ICT and Administration Department will be over the approved budget profile by £0.657m.

The main pressures faced by the ICT and Administration Department is in relation to the IT infrastructure, with the move to Microsoft 365, staff have been able to utilise much more efficient hardware. However, the software utilised by the new hardware is at a premium and will be a continuous pressure the Council will need to react to as prices fluctuate.

(v) **Community and Greenspaces Department**

The net departmental expenditure is forecast to be £0.616m under budget at the end of the 2024/25 financial year. This is an improved position from the expected £0.395m forecasted previously.

The largest contributor to the underspend is in relation to spend on Employees, which is currently forecast to be £1.012m under the approved budget profile by the end of the financial year. There are

several restructures taking place across the Department, therefore, in order to facilitate these a number of posts are currently being held vacant until the new structure is implemented. The most notable of these being the new structure being implemented when the new Halton Leisure Centre opens.

Collection Fund

- 3.15 The council tax collection rate through to the end of November 2024 is 71.43% which is 0.14% lower than the collection rate at the same point last year.

Debt relating to previous years continues to be collected, and the Council utilises powers through charging orders and attachment to earnings/benefits to secure debts. £1.811m (10.28%) has so far been collected this year in relation to previous years' debt.

- 3.16 Business rate collection through to the end of November 2024 is 76.03% which is 2.39% higher than the collection rate at the same point last year.

£1.694m has so far been collected this year in relation to previous years' debt.

Review of Reserves

- 3.17 As at 30 November 2024 the Council's General Reserve is unchanged from the previous period at £5.149m, which represents 3.44% of the Council's 2024/25 net budget. This is considered to be a minimum level.
- 3.18 There is a regular review of earmarked reserves undertaken to determine whether they can be released in part or in full to assist with funding the Council's current financial challenges, recognising that this only provides one-year funding solutions.

Reserves Summary

- 3.19 A summary breakdown of the Council's reserves is presented in the table below, showing the balance of reserves as at 30 November 2024.

Summary of General and Earmarked Reserves	
Reserve	Reserve Value £m
Corporate:	
General Fund	5.149
Transformation Fund	6.355
Capital Reserve	0.499
Insurance Reserve	1.000
Specific Projects:	
Adult Social Care	0.507
Fleet Replacement	0.418
Highways Feasibility Costs	0.102

Local Development Framework	0.494
Community & Environment	0.253
Mersey Valley Golf Club	0.483
Mersey Gateway	27.222
Various Other	0.554
Grants:	
Building Schools for the Future	6.529
Public Health	1.881
Supporting Families Performance Payments	0.534
Children's & Education	0.741
Domestic Abuse	1.186
Enterprise & Employment	0.115
Various Other	0.766
Total Earmarked Reserves	54.788

- 3.20 Held within the Transformation Reserve is £6.355m, set aside to help fund future balanced budgets, fund overspends, and meet a range of potential spending commitments in future years associated with delivering the Transformation Programme.
- 3.21 The above table shows the diminishing level of reserves available to assist with funding any future budget overspends and balancing future budgets. Only the £11.484m of the General Fund and Transformation Reserve could now be used for these purposes, as all remaining reserves are committed for specific purposes. Use of these reserves will help contribute towards reducing the Council's overall forecast overspend position and mitigate against the level of Exceptional Financial Support required.

Capital Spending

- 3.22 Council approved the 2024/25 Capital Programme on 6 March 2024. Since then the capital programme has been revised to reflect a number of changes in spending profiles and funding as schemes have developed. Appendix 3 brings all the separate elements together and report on the Council's total planned capital programme expenditure over the next three years. The schemes which have been revised within the programme are as follows:
- a. Family Hubs & Start for Life
 - b. Joint Funding RSL Adaptations
 - c. Madeline McKenna Refurbishment
 - d. Runcorn Station Quarter
 - e. Mersey Gateway Handback Land

- 3.23 Capital spending at 30 November 2024 totalled £26.1m, which represents 37.5% of the total Capital Programme of £69.6m (which assumes a 20% slippage between years).

Approved Savings

- 3.24 On 02 February 2023, Council approved savings proposals against the budget for the three year period 01 April 2023 to 31 March 2026. Appendix 4 lists those savings covering 2024/25 and 2025/26, together with RAG rated information on progress to date with developing and implementing the target savings.

4.0 CONCLUSIONS

- 4.1 As at 30 November 2024, net revenue spend is forecast to be £20.757m over the budget for the year.
- 4.2 It is clear that Council reserves alone will not be sufficient to fund this pressure. As a result of this position and future budget challenges, the Council has applied to Government for Exceptional Financial Support (EFS).
- 4.3 Departments should continue to ensure that all spending continues to be limited to only what is absolutely essential throughout the remainder of the year, to ensure that the forecast outturn overspend is minimised as far as possible and future spending is brought in line with budget. This will assist with minimising the ongoing cost of EFS borrowing.

5.0 POLICY IMPLICATIONS

- 5.1 None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Improving Health, Promoting Wellbeing and Supporting Greater Independence

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

6.2 Building a Strong, Sustainable Local Economy

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

6.3 Supporting Children, Young People and Families

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

6.4 Tackling Inequality and Helping Those Who Are Most In Need

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

6.5 Working Towards a Greener Future

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

6.6 Valuing and Appreciating Halton and Our Community

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

7.0 RISK ANALYSIS

7.1 There are a number of financial risks within the budget. However, the Council has internal controls and processes in place to ensure that spending remains in line with budget as far as possible.

7.2 A budget risk register of significant financial risks has been prepared and is included at Appendix 5.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None.

9.0 CLIMATE CHANGE IMPLICATIONS

9.1 None

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

10.1 There are no background papers under the meaning of the Act

Summary of Revenue Spending to 30 November 2024

APPENDIX 1

Directorate / Department	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance (Overspend) £'000	November 2024 Forecast Outturn (o'spend) £'000	September 2024 Forecast Outturn (o'spend) £'000
Adult Social Care	22,806	15,080	15,367	(287)	(456)	(335)
Care Homes	9,989	6,519	7,392	(873)	(1,245)	(1,198)
Community Care	16,460	12,980	14,549	(1,569)	(2,951)	(2,433)
Complex Care Pool	10,704	1,972	1,660	312	234	308
Adults Directorate	59,959	36,551	38,968	(2,417)	(4,418)	(3,658)
Finance	5,030	6,099	6,156	(57)	(162)	369
Legal & Democratic Services	-618	-360	447	(807)	(1,137)	(976)
ICT & Support Services	2,279	886	1,308	(422)	(657)	(588)
Chief Executives Delivery Unit	1,169	595	602	(7)	(14)	(63)
Chief Executives Directorate	7,860	7,220	8,513	(1,293)	(1,970)	(1,258)
Children & Families	38,745	21,153	29,602	(8,449)	(11,702)	(12,333)
Education, Inclusion & Provision	9,771	4,802	5,908	(1,106)	(1,598)	(1,642)
Children's Directorate	48,516	25,955	35,510	(9,555)	(13,300)	(13,975)
Community & Greenspace	25,370	15,065	14,840	225	616	395
Economy, Enterprise & Property	2,335	923	815	108	123	30
Planning & Transportation	8,405	4,099	3,545	554	528	102
Environment & Regeneration Directorate	36,110	20,087	19,200	887	1,267	527
Corporate & Democracy	-4,240	-3,659	-1,721	(1,938)	(2,418)	(2,380)
Public Health Directorate	1,291	-962	-1,032	70	82	102
Total Operational Net Spend	149,496	85,192	99,438	(14,246)	(20,757)	(20,642)

Adult Social Care

APPENDIX 2

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Employees	17,559	11,684	10,956	728	1,092
Agency- Covering Vacancies	0	0	796	(796)	(1,194)
Premises	482	360	334	26	40
Supplies & Services	637	452	588	(136)	(180)
Aids & Adaptations	37	25	34	(9)	(14)
Transport	242	161	245	(84)	(130)
Food & Drink Provisions	211	142	123	19	29
Supported Accommodation and Services	1,385	923	828	95	150
Emergency Duty Team	115	0	0	0	0
Transfer To Reserves	269	0	0	0	0
Contracts & SLAs	1,090	738	738	0	0
Housing Solutions Grant Funded Schemes					
Homelessness Prevention	471	150	151	(1)	0
Rough Sleepers Initiative	167	48	46	2	0
Trailblazer	100	50	43	7	0
Total Expenditure	22,765	14,733	14,882	(149)	(207)
Income					
Fees & Charges	-860	-574	-526	(48)	(70)
Sales & Rents Income	-480	-368	-378	10	10
Reimbursements & Grant Income	-2,195	-858	-905	47	47
Capital Salaries	-121	-61	-61	0	0
Transfer from Reserves	-49	-49	-49	0	0
Housing Schemes Income	-731	-731	-735	4	4
Total Income	-4,436	-2,641	-2,654	13	(9)
Net Operational Expenditure	18,329	12,092	12,228	(136)	(216)
Recharges					
Premises Support	529	353	353	0	0
Transport Support	582	402	553	(151)	(240)
Central Support	3,465	2,308	2,308	0	0
Asset Rental Support	13	0	0	0	0
Recharge Income	-112	-75	-75	0	0
Net Total Recharges	4,477	2,988	3,139	(151)	(240)
Net Departmental Expenditure	22,806	15,080	15,367	(287)	(456)

Care Homes

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
<u>Madeline Mckenna</u>					
Employees	698	466	443	23	28
Agency - covering vacancies	0	0	87	(87)	(150)
Other Premises	101	65	65	0	(2)
Supplies & Services	20	10	17	(7)	(6)
Food Provison	48	28	33	(5)	(1)
Total Madeline Mckenna Expenditure	867	569	645	(76)	(131)
<u>Millbrow</u>					
Employees	2,057	1,271	853	418	782
Agency - covering vacancies	3	3	656	(653)	(1,077)
Other Premises	129	89	101	(12)	(35)
Supplies & Services	61	36	71	(35)	(36)
Food Provison	78	33	39	(6)	1
Total Millbrow Expenditure	2,328	1,432	1,720	(288)	(365)
<u>St Luke's</u>					
Employees	2,884	1,922	1,420	502	740
Agency - covering vacancies	250	250	931	(681)	(1,042)
Premises	172	104	164	(60)	(86)
Supplies & Services	60	33	64	(31)	(35)
Reimbursement & Grant Income	-103	-103	-103	0	0
Client Income	-44	-44	-44	0	0
Food Provison	120	80	88	(8)	(9)
Total St Luke's Expenditure	3,339	2,242	2,520	(278)	(432)
<u>St Patrick's</u>					
Employees	1,838	1,225	813	412	612
Agency - covering vacancies	42	42	709	(667)	(1,007)
Other Premises	157	95	95	0	(10)
Supplies & Services	64	38	37	1	5
Food Provison	122	82	70	12	14
Reimbursement & Grant Income	-21	-21	-21	0	0
Total St Patrick's Expenditure	2,202	1,461	1,703	(242)	(386)
<u>Care Homes Divison Management</u>					
Employees	306	184	170	14	73
Supplies & Services	0	0	3	(3)	(4)
Care Home Divison Management	306	184	173	11	69
Net Operational Expenditure	9,042	5,888	6,761	(873)	(1,245)
Recharges					
Premises Support	264	176	176	0	0
Transport Support	0	0	0	0	0
Central Support	683	455	455	0	0
Asset Rental Support	0	0	0	0	0
Recharge Income	0	0	0	0	0
Net Total Recharges	947	631	631	0	0
Net Departmental Expenditure	9,989	6,519	7,392	(873)	(1,245)

Community Care

	Annual Budget	Budget to Date	Actual Spend	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Residential & Nursing	13,715	9,941	11,428	(1,487)	(2,503)
Domiciliary Care & Supported living	12,890	8,564	8,574	(10)	(17)
Direct Payments	14,125	9,838	10,063	(225)	(570)
Day Care	648	377	366	11	19
Total Expenditure	41,378	28,720	30,431	(1,711)	(3,071)
Income					
Residential & Nursing Income	-13,138	-8,457	-8,039	(418)	88
Community Care Income	-2,270	-1,364	-1,459	95	35
Direct Payments Income	-1,014	-521	-624	103	8
Income from other CCGs	-466	-34	-396	362	0
Market sustainability & Improvement Grant	-2,796	-1,864	-1,864	0	0
Adult Social Care Support Grant	-5,167	-3,445	-3,445	0	0
War Pension Disregard Grant	-67	-55	-55	0	(11)
Total Income	-24,918	-15,740	-15,882	142	120
Net Operational Expenditure	16,460	12,980	14,549	(1,569)	(2,951)

Complex Care Pool

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Intermediate Care Services	5,220	3,087	3,243	(156)	(234)
Oakmeadow	1,831	1,192	1,259	(67)	(100)
Community Home Care First	2,111	1,196	1,124	72	107
Joint Equipment Store	871	553	553	0	0
Development Fund	191	77	0	77	115
Contracts & SLA's	3,171	586	586	0	0
Inglenook	127	85	66	19	28
HICafs	3,703	2,026	1,744	282	423
Carers Breaks	494	303	226	77	115
Carers centre	371	357	342	15	23
Residential Care	7,225	3,629	3,629	0	0
Domiciliary Care & Supported Living	4,227	2,113	2,113	0	0
Pathway 3/Discharge Access	391	0	0	0	0
HBC Contracts	72	54	58	(4)	(6)
Total Expenditure	30,005	15,258	14,943	315	471
Income					
BCF	-13,484	-8,990	-8,990	0	0
CCG Contribution to Pool	-2,865	-1,910	-1,910	0	0
Oakmeadow Income	-19	-16	-13	(3)	(4)
ASC Discharge Grant Income	-1,631	-1,088	-1,088	0	0
ICB Discharge Grant Income	-1,282	-1,282	-1,282	0	0
Other Income	-20	0	0	0	0
Total Income	-19,301	-13,286	-13,283	(3)	(4)
ICB Contribution Share of Surplus					(233)
Net Operational Expenditure	10,704	1,972	1,660	312	234

Finance Department

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Employees	6,989	4,664	4,600	64	96
Insurances	975	566	362	204	306
Supplies & Services	417	261	441	(180)	(263)
Rent Allowances	35,500	20,669	20,669	0	0
Concessionary Travel	1,748	556	659	(103)	(154)
LCR Levy	1,748	0	0	0	0
Bad Debt Provision	77	0	97	(97)	(145)
Non HRA Rent Rebates	70	34	29	5	7
Discretionary Social Fund	106	75	11	64	96
Discretionary Housing Payments	300	146	134	12	18
Household Support Fund Expenditure	2,625	2,158	2,158	0	0
Total Expenditure	50,555	29,129	29,160	(31)	(39)
Income					
Fees & Charges	-335	-210	-214	4	6
Burdens Grant	-60	-62	-78	16	24
Dedicated schools Grant	-144	-13	0	(13)	(19)
Council Tax Liability Order	-581	-446	-547	101	152
Business Rates Admin Grant	-157	0	0	0	0
Schools SLAs	-312	-312	-307	(5)	(5)
LCR Reimbursement	-1,748	0	0	0	0
HB Overpayment Debt Recovery	-400	-264	-191	(73)	(109)
Rent Allowances	-34,700	-18,548	-18,287	(261)	(391)
Non HRA Rent Rebate	-70	-47	-49	2	2
Discretionary Housing Payment Grant	-300	-300	-93	(207)	(23)
Housing Benefits Admin Grant	-498	-332	-326	(6)	(9)
Housing Benefits Award Accuracy	0	0	-12	12	12
Universal Credits	-5	-3	0	(3)	(5)
Household Support Fund Grant	-2,625	0	-243	243	0
VEP Grant	0	0	-5	5	5
CCG McMillan Reimbursement	-87	-44	-48	4	5
Reimbursements & Grant Income	-185	-235	-390	155	232
Transfer from Reserves	-7	-7	-7	0	0
Total Income	-42,214	-20,823	-20,797	(26)	(123)
Net Operational Expenditure	8,341	8,306	8,363	(57)	(162)
Recharges					
Premises Support	377	251	251	0	0
Transport Support	0	0	0	0	0
Central Support	2,365	1,577	1,577	0	0
Asset Rental Support	0	0	0	0	0
Recharge Income	-6,053	-4,035	-4,035	0	0
Net Total Recharges	-3,311	-2,207	-2,207	0	0
Net Departmental Expenditure	5,030	6,099	6,156	(57)	(162)

Legal Services

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Employees	1,511	1,104	1,099	5	7
Agency Related Expenditure	0	0	664	(664)	(914)
Supplies & Services	388	331	294	37	55
Civic Catering & Functions	23	12	4	8	13
Legal Expenses	218	122	281	(159)	(230)
Transport Related Expenditure	11	11	7	4	6
Other Expenditure	0	3	3	0	0
Total Expenditure	2,151	1,583	2,352	(769)	(1,063)
Income					
School SLA's	-98	-78	-77	(1)	(20)
Licence Income	-301	-205	-183	(22)	(33)
Government Grant	-42	-42	-42	0	0
Reimbursement & Other Grants	-164	-164	-164	0	0
Fees & Charges Income	-74	-52	-37	(15)	(21)
Transfer from Reserves	-27	-27	-27	0	0
Total Income	-706	-568	-530	(38)	(74)
Net Operational Expenditure	1,445	1,015	1,822	(807)	(1,137)
Recharges					
Premises Support	53	35	35	0	0
Transport Recharges	0	0	0	0	0
Central Support Recharges	275	184	184	0	0
Asset Rental Support Costs	0	0	0	0	0
Support Recharge Income	-2,391	-1,594	-1,594	0	0
Net Total Recharges	-2,063	-1,375	-1,375	0	0
Net Departmental Expenditure	-618	-360	447	(807)	(1,137)

ICT & Support Services Department

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Employees	5,596	3,758	3,567	191	286
Supplies & Services	921	625	941	(316)	(475)
Capital Finance	100	67	12	55	80
Computer Repairs & Software	1,725	1,521	1,770	(249)	(374)
Communication Costs	13	0	100	(100)	(164)
Premises	159	101	88	13	19
Transport	3	3	1	2	0
Total Expenditure	8,517	6,075	6,479	(404)	(628)
Income					
Fees & Charges	-1,056	-529	-562	33	50
Schools SLA Income	-646	-599	-561	(38)	(59)
Reimbursements & Grant Income	0	7	20	(13)	(20)
Transfer from Reserves	-148	-148	-148	0	0
Total Income	-1,850	-1,269	-1,251	(18)	(29)
Net Operational Expenditure	6,667	4,806	5,228	(422)	(657)
Recharges					
Premises Support	550	367	367	0	0
Transport Support	19	15	15	0	0
Central Support	2,380	1,587	1,587	0	0
Asset Rental Support	1,494	0	0	0	0
Support Costs Income	-8,831	-5,889	-5,889	0	0
Net Total Recharges	-4,388	-3,920	-3,920	0	0
Net Departmental Expenditure	2,279	886	1,308	(422)	(657)

Chief Executives Delivery Unit

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Employees	3,304	2,229	2,221	8	12
Employees Training	99	66	63	3	2
Apprenticeship Levy	300	187	193	(6)	(10)
Supplies & Services	391	267	240	27	41
Total Expenditure	4,094	2,749	2,717	32	45
Income					
Fees & Charges	-223	-146	-141	(5)	(8)
Schools SLA Income	-565	-548	-509	(39)	(56)
Transfer from Reserves	0	0	-5	5	5
Total Income	-788	-694	-655	(39)	(59)
Net Operational Expenditure	3,306	2,055	2,062	(7)	(14)
Recharges					
Premises Support	174	116	116	0	0
Transport	0	0	0	0	0
Central Support	1,209	806	806	0	0
Asset Rental Support	53	0	0	0	0
HBC Support Costs Income	-3,573	-2,382	-2,382	0	0
Net Total Recharges	-2,137	-1,460	-1,460	0	0
Net Departmental Expenditure	1,169	595	602	(7)	(14)

Children & Families

	Annual Budget	Budget to Date	Actual Spend	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	15,544	9,828	11,607	(1,779)	(2,618)
Other Premises	415	199	227	(28)	(24)
Supplies & Services	1,725	1,612	1,966	(354)	(589)
Transport	360	210	176	34	44
Direct Payments	1,097	701	827	(126)	(206)
Commissioned services to Vol Orgs	224	134	134	0	0
Residential Care	17,727	9,509	14,895	(5,386)	(7,194)
Out of Borough Adoption	96	48	0	48	96
Out of Borough Fostering	4,253	2,336	3,051	(715)	(955)
In House Adoption	548	304	253	51	63
Special Guardianship Order	2,510	1,577	1,617	(40)	(59)
In House Foster Carer Placements	2,739	1,738	1,532	206	310
Lavender House Contract Costs	234	141	128	13	15
Home Support & Respite	340	177	224	(47)	(73)
Care Leavers	248	215	295	(80)	(130)
Family Support	53	27	39	(12)	(18)
Contracted services	3	2	2	0	0
Early Years	0	0	0	0	0
Emergency Duty	132	37	72	(35)	(51)
Youth Offending Services	321	124	169	(45)	(73)
Transfer to Reserves	8	0	0	0	0
Total Expenditure	48,577	28,919	37,214	(8,295)	(11,462)
Income					
Fees & Charges	-33	-9	0	(9)	(12)
Sales Income	-4	-3	0	(3)	(5)
Rents	-81	-41	-37	(4)	0
Reimbursement & other Grant Income	-787	-598	-506	(92)	(137)
Transfer from reserve	-82	-82	-82	0	0
Dedicated Schools Grant	-50	0	0	0	0
Government Grants	-10,528	-8,189	-8,143	(46)	(86)
Total Income	-11,565	-8,922	-8,768	(154)	(240)
Net Operational Expenditure	37,012	19,997	28,446	(8,449)	(11,702)
Recharges					
Premises Support	398	266	266	0	0
Transport	16	11	11	0	0
Central Support Recharges	2,274	1,516	1,516	0	0
Asset Rental Support	0	0	0	0	0
Internal Recharge Income	-955	-637	-637	0	0
Net Total Recharges	1,733	1,156	1,156	0	0
Net Departmental Expenditure	38,745	21,153	29,602	(8,449)	(11,702)

Education, Inclusion & Provision

	Annual Budget	Budget to Date	Actual Spend	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	7,313	4,887	5,108	(221)	(283)
Agency - covering vacancies	0	0	199	(199)	(290)
Agency - addition to establishment	72	48	14	34	58
Premises	14	12	11	1	3
Supplies & Services	4,152	2,676	2,617	59	88
Independent School Fees	9,113	5,618	5,618	0	0
Schools Contingency	225	157	157	0	0
Transport	43	23	30	(7)	(10)
Schools Transport	2,341	1,033	1,536	(503)	(754)
Early Years Payments	10,372	6,995	6,995	0	0
Early Years Pupil Premium	154	94	94	0	0
Commissioned Services	1,719	890	1,090	(200)	(300)
Inter Authority Special Needs	1,175	795	795	0	0
Grants to Voluntary Organisations	182	84	77	7	10
Capital Financing	4,608	2,805	2,805	0	1
Total Expenditure	41,483	26,117	27,146	(1,029)	(1,477)
Income					
Fees & Charges Income	-424	-414	-414	0	(14)
Government Grant Income	-7,747	-5,300	-5,300	0	0
Dedicated Schools Grant	-23,331	-15,554	-15,554	0	0
Inter Authority Income	-366	-216	-216	0	0
Reimbursements & Other Grant Income	-1,779	-1,098	-1,098	0	0
Schools SLA Income	-473	-383	-399	16	24
Transfers from Reserves	-84	0	0	0	0
Total Income	-34,204	-22,965	-22,981	16	10
Net Operational Expenditure	7,279	3,152	4,165	(1,013)	(1,467)
Recharges					
Premises Support	344	229	229	0	0
Transport Support	528	352	445	(93)	(131)
Central Support	1,603	1,069	1,069	0	0
Asset Rental Support	17	0	0	0	0
Recharge Income	0	0	0	0	0
Net Total Recharges	2,492	1,650	1,743	(93)	(131)
Net Departmental Expenditure	9,771	4,802	5,908	(1,106)	(1,598)

Community & Greenspaces

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Employees	17,435	11,470	10,795	675	1,012
Agency - covering vacancies	0	0	149	(149)	(224)
Agency - in addition to establishment	0	0	164	(164)	(246)
Premises	3,455	2,004	2,092	(88)	(90)
Supplies & Services	2,186	1,304	1,381	(77)	(115)
Hired & Contracted Services	623	623	623	0	0
Book Fund	128	96	96	0	0
Food Provisions	388	281	259	22	33
School Meals Food	1,960	972	1,025	(53)	(80)
Transport	117	52	74	(22)	(33)
Other Agency Costs	429	340	340	0	0
Other Expenditure	0	0	63	(63)	(64)
Waste Disposal Contracts	7,002	3,317	3,131	186	279
Grants to Voluntary Organisations	64	44	27	17	26
Grants to Norton Priory	172	172	172	0	0
Total Expenditure	33,959	20,675	20,391	284	498
Income					
Sales Income	-1,373	-991	-973	(18)	(26)
Fees & Charges Income	-5,490	-4,016	-4,122	106	158
Rental Income	-235	-135	-170	35	53
Markets Income	-910	-446	-437	(9)	(12)
Government Grant Income	-1,337	-1,337	-1,337	0	0
Reimbursements & Other Grant Income	-703	-361	-361	0	0
School SLA Income	-1,313	-564	-564	0	0
School Meals Income	-3,598	-1,942	-1,808	(134)	(200)
Internal Fees Income	-322	-135	-177	42	64
Capital Salaries	-173	-90	-34	(56)	(84)
Transfers From Reserves	-15	-15	-15	0	202
Total Income	-15,469	-10,032	-9,998	(34)	155
Net Operational Expenditure	18,490	10,643	10,393	250	653
Recharges					
Premises Support	1,675	1,115	1,116	(1)	0
Transport	2,257	1,491	1,515	(24)	(37)
Central Support	3,897	2,581	2,581	0	0
Asset Rental Support	199	0	0	0	0
HBC Support Costs Income	-1,148	-765	-765	0	0
Net Total Recharges	6,880	4,422	4,447	(25)	(37)
Net Departmental Expenditure	25,370	15,065	14,840	225	616

Economy, Enterprise & Property

	Annual Budget	Budget to Date	Actual Spend	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	5,075	3,558	3,285	273	410
Agency - covering vacancies	0	0	198	(198)	(320)
Repairs & Maintenance	1,706	1,280	1,346	(66)	(99)
Premises	136	119	119	0	0
Energy & Water Costs	1,248	666	617	49	74
NNDR	690	691	660	31	31
Rents	173	94	89	5	7
Economic Regeneration Activities	21	0	0	0	0
Security	544	243	278	(35)	(53)
Supplies & Services	506	387	369	18	27
Supplies & Services - Grant	2,090	302	304	(2)	(3)
Grants to Voluntary Organisations	75	85	86	(1)	(1)
Capital Finance	0	0	0	0	0
Transfer to Reserves	185	186	185	1	1
Total Expenditure	12,449	7,611	7,536	75	74
Income					
Fees & Charges Income	-987	-405	-460	55	83
Rent - Commercial Properties	-872	-524	-511	(13)	(20)
Rent - Investment Properties	-38	-26	-26	0	0
Government Grant	-2,510	-1,157	-1,158	1	1
Reimbursements & Other Grant Income	-193	-403	-400	(3)	(5)
Schools SLA Income	-227	-208	-198	(10)	(15)
Recharges to Capital	-295	-214	-217	3	5
Transfer from Reserves	-1,120	-1,164	-1,164	0	0
Total Income	-6,242	-4,101	-4,134	33	49
Net Operational Expenditure	6,207	3,510	3,402	108	123
Recharges					
Premises Support	2,074	1,382	1,382	0	0
Transport Support	30	18	18	0	0
Central Support	1,947	1,298	1,298	0	0
Asset Rental Support	4	0	0	0	0
Recharge Income	-7,927	-5,285	-5,285	0	0
Net Total Recharges	-3,872	-2,587	-2,587	0	0
Net Departmental Expenditure	2,335	923	815	108	123

Planning & Transportation Department

	Annual Budget	Budget to Date	Actual Spend	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	5,719	3,796	3,535	261	393
Agency - covering vacancies	110	84	120	(36)	(54)
Agency - in addition to establishment	24	22	68	(46)	(69)
Efficiency Savings	-150	-100	0	(100)	(150)
Premises	193	144	111	33	50
Hired & Contracted Services	59	0	96	(96)	(167)
Planning Appeal Decision	0	0	0	0	(300)
Supplies & Services	144	153	260	(107)	(161)
Street Lighting	1,662	502	494	8	12
Highways Maintenance - Routine & Reactive	1,772	946	1,010	(64)	(97)
Highways Maintenance - Programmed Works	1,908	932	718	214	321
Fleet Transport	1,455	978	908	70	105
Bus Support - Halton Hopper Tickets	23	20	15	5	8
Bus Support	498	569	569	0	0
Agency Related Expenditure	8	7	34	(27)	(27)
Grants to Voluntary Organisations	31	31	31	0	0
NRA Levy	74	73	73	0	2
LCR Levy	1,059	529	529	0	0
Contribution to Reserves	359	359	359	0	0
Total Expenditure	14,948	9,045	8,930	115	(134)
Income					
Sales & Rents Income	-97	-65	-111	46	70
Planning Fees	-826	-546	-350	(196)	(294)
Building Control Fees	-245	-163	-163	0	0
Other Fees & Charges	-908	-596	-910	314	472
Grants & Reimbursements	-206	-121	-121	0	0
Government Grant Income	-240	-253	-253	0	0
Halton Hopper Income	-24	-16	-7	(9)	(13)
Recharge to Capital	-467	-89	-89	0	0
LCR Levy Reimbursement	-1,059	-529	-529	0	0
Contribution from Reserves	-1,036	-1,036	-1,036	0	0
Total Income	-5,108	-3,414	-3,569	155	235
Net Operational Expenditure	9,840	5,631	5,361	270	101
Recharges					
Premises Recharges	560	373	373	0	0
Transport Recharges	749	511	509	2	4
Central Recharges	1,534	1,022	1,022	0	0
Asset Charges	851	0	0	0	0
HBC Support Costs Income	-5,129	-3,438	-3,720	282	423
Net Total Recharges	-1,435	-1,532	-1,816	284	427
Net Departmental Expenditure	8,405	4,099	3,545	554	528

Corporate & Democracy

	Annual Budget	Budget to Date	Actual Spend	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	412	275	235	40	0
Contracted Services	39	24	24	0	0
Supplies & Services	119	98	98	0	0
Premises Expenditure	5	5	7	(2)	0
Transport Costs	1	0	8	(8)	(9)
Members Allowances	983	656	659	(3)	0
Interest Payable - Treasury Management	1,341	894	1,305	(411)	(617)
Interest Payable - Other	115	77	143	(66)	(100)
Bank Charges	132	44	158	(114)	(100)
Audit Fees	348	174	15	159	0
Contingency	667	445	0	445	667
Capital Financing	2,288	2	2	0	301
Debt Management Expenses	20	13	3	10	0
Precepts & Levies	240	160	140	20	30
Transformation Efficiency Savings	-4,000	-2,667	0	(2,667)	(3,871)
Total Expenditure	2,710	200	2,797	(2,597)	(3,699)
Income					
Interest Receivable - Treasury Management	-4,152	-2,768	-3,405	637	956
Interest Receivable - Other	-19	-13	-13	0	0
Other Fees & Charges	-158	-99	-58	(41)	(50)
Grants & Reimbursements	-255	-85	-85	0	333
Government Grant Income	-377	-126	-189	63	42
Total Income	-4,961	-3,091	-3,750	659	1,281
Net Operational Expenditure	-2,251	-2,891	-953	(1,938)	(2,418)
Recharges					
Premises Support	21	14	14	0	0
Transport	0	0	0	0	0
Central Support	1,016	711	711	0	0
Asset Rental Support	0	0	0	0	0
HBC Support Costs Income	-3,026	-1,493	-1,493	0	0
Net Total Recharges	-1,989	-768	-768	0	0
Net Departmental Expenditure	-4,240	-3,659	-1,721	(1,938)	(2,418)

Public Health

	Annual Budget £'000	Budget to Date £'000	Actual Spend £'000	Variance (Overspend) £'000	Forecast Outturn £'000
Expenditure					
Employees	4,762	3,095	3,085	10	20
Agency - covering vacancies	0	0	22	(22)	0
Premises	6	0	0	0	0
Supplies & Services	485	274	218	56	46
Contracts & SLA's	7,547	4,314	4,288	26	16
Transport	4	3	1	2	0
Transfer to Reserves	19	19	19	0	0
Other Agency	24	24	24	0	0
Total Expenditure	12,847	7,729	7,657	72	82
Income					
Fees & Charges	-102	-124	-121	(3)	0
Reimbursements & Grant Income	-349	-331	-332	1	0
Transfer from Reserves	-820	-65	-65	0	0
Government Grant Income	-12,174	-9,116	-9,116	0	0
Total Income	-13,445	-9,636	-9,634	(2)	0
Net Operational Expenditure	-598	-1,907	-1,977	70	82
Recharges					
Premises Support	149	75	75	0	0
Transport Support	22	11	11	0	0
Central Support	2,387	1,194	1,194	0	0
Asset Rental Support	0	0	0	0	0
Recharge Income	-669	-335	-335	0	0
Net Total Recharges	1,889	945	945	0	0
Net Departmental Expenditure	1,291	-962	-1,032	70	82

Capital Programme as at 30 November 2024

Appendix 3

Scheme Detail	2024/25 Original Allocation £000	2024/25 Revised Allocation £000	Q1 Spend £000	Q2 Spend £000	Q3 Spend £000	Q4 Spend £000	Total Spend £000	Allocation remaining £000	2025/26 Allocation £000	2026/27 Allocation £000
Childrens Directorate										
Capital Repairs	749.0	749.0	151.0	531.0	50.0		732.0	17.0		
Basic Need Projects	600.8	600.8	0.0	0.0	0.0		0.0	600.8		
SEND capital allocation	3,355.2	3,355.2	178.0	519.0	322.0		1,019.0	2,336.2		
SCA unallocated	255.6	448.0	0.0	0.0	0.0		0.0	448.0		
Family Hubs & Start for Life	53.2	110.4	1.3	54.1	10.0		65.4	45.1		
Childcare Expansion	314.8	314.8	0.0	0.0	0.0		0.0	314.8		
Directorate Total	5,328.6	5,578.2	330.3	1,104.1	382.0	0.0	1,816.4	3,761.9	0.0	0.0
Adults Directorate										
Halton Carers Centre Refurbishment	199.0	0.0	0.0	0.0	0.0		0.0	0.0		
Grants - Disabled Facilities	600.0	1,050.0	353.0	227.0	157.0		737.0	313.0	600.0	600.0
Stair Lifts	270.0	200.0	66.0	23.0	62.0		151.0	49.0	270.0	270.0
Joint Funding RSL Adaptations	270.0	200.0	53.0	24.0	81.0		158.0	42.0	270.0	270.0
Telehealthcare Digital Switchover	0.0	135.0	60.0	0.0	20.0		80.0	55.0		
Oakmeadow & Peelhouse Network Improvements	0.0	40.0	0.0	0.0	0.0		0.0	40.0		
Madeline McKenna Refurbishment	0.0	150.0	9.0	73	2.0		84.0	66.0		
Millbrow Refurbishment	0.0	50.0	26.0	8.0	0.0		34.0	16.0		
St Lukes Care Home	0.0	50.0	10.0	14.0	7.0		31.0	19.0		
St Patricks Care Home	1,200.0	50.0	14.0	16.0	-1.0		29.0	21.0		
Directorate Total	2,539.0	1,925.0	591.0	385.0	328.0	0.0	1,304.0	621.0	1,140.0	1,140.0

Capital Programme as at 30 November 2024 Continued

Scheme Detail	2024/25 Original Allocation	2024/25 Revised Allocation	Q1 Spend	Q2 Spend	Q3 Spend	Q4 Spend	Total Spend	Allocation remaining	2025/26 Allocation	2026/27 Allocation
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Environment & Regeneration Directorate										
Stadium Minor Works	30.0	30.0	7.9	7.7	0.0		15.6	14.4	30.0	30.0
Halton Leisure Centre	8,997.0	8,997.0	2,030.0	3,045.4	2,205.0		7,280.4	1,716.6		
Children's Playground Equipment	67.8	67.8	1.0	1.0	40.0		42.0	25.8	65.0	65.0
Landfill Tax Credit Schemes	340.0	340.0	0.0	0.0	0.0		0.0	340.0	340.0	340.0
Upton Improvements	13.0	13.0	0.0	0.0	0.0		0.0	13.0		
Crow Wood Park Play Area	12.0	12.0	0.0	0.0	0.0		0.0	12.0		
Open Spaces Schemes	600.0	600.0	130.0	154.4	86.0		370.4	229.6	600.0	600.0
Runcorn Town Park	468.6	468.6	0.0	6.8	0.0		6.8	461.8	280.0	280.0
Spike Island / Wigg Island	1,933.5	1,933.5	2.4	4.4	0.0		6.8	1,926.7		
Pickerings Pasture Cafe	503.0	503.0	0.0	0.0	0.0		0.0	503.0		
Replacement Cremator Widnes	308.0	308.0	0.0	77.3	6.0		83.3	224.7		
Litter Bins	20.0	20.0	0.0	0.0	0.0		0.0	20.0	20.0	20.0
3MG	134.5	134.5	0.0	0.0	0.0		0.0	134.5		
Murdishaw redevelopment	21.2	21.2	5.4	0.0	0.0		5.4	15.8		
Equality Act Improvement Works	293.2	93.2	8.7	17.6	59.6		85.9	7.3	300.0	300.0
Foundary Lane Residential Area	1160.0	1160.0	1.8	464.8	2.3		468.9	691.1		
Town Deal	11352.9	11552.9	174.9	261.8	940.0		1,376.7	10,176.2	7,190.4	
Property Improvements	360.2	460.5	4.3	131.1	286.6		422.0	38.5	200.0	200.0
Runcorn Station Quarter	484.7	76.0	0.0	60.5	15.5		76.0	0.0		
Waterloo Building	0.0	75.0	0.0	0.0	0.0		0.0	75.0		
UK Shared Prosperity Fund	178.2	178.2	0.0	0.0	12.2		12.2	166.0		
Runcorn Waterfront Residential Development	484.7	268.7	8.6	122.9	61.5		193.0	75.7		
Changing Places	24.1	24.1	2.5	0.1	1.6		4.2	19.9		
Sci-tech Daresbury Project Violet	2200.0	2200.0	0.0	0.0	0.0		0.0	2,200.0		
Port of Weston	0.0	3,960.0	0.0	1.3	1.7		3.0	3,957.0		
Kingsway Leisure Centre Demolition	0.0	749.5	0.0	30.7	0.0		30.7	718.8		
Bridge and Highway Maintenance	0.0	2,265.6	280.8	313.0	20.0		613.8	1,651.8		







Capital Programme as at 30 November 2024 Continued

Scheme Detail	2024/25 Original Allocation £000	2024/25 Revised Allocation £000	Q1 Spend £000	Q2 Spend £000	Q3 Spend £000	Q4 Spend £000	Total Spend £000	Allocation remaining £000	2025/26 Allocation £000	2026/27 Allocation £000
Runcorn Busway	0.0	0.0	227.4	80.0	371.0		678.4	-678.4		
ATF3 Murdishaw to Whitehouse	0.0	3,000.0	175.3	363.0	497.0		1,035.3	1,964.7		
ATF4 Widnes Town Centre Accessibility	0.0	114.5	0.0	0.0	0.0		0.0	114.5		
A56 Reconstruction (Delph Lane)	0.0	943.7	351.1	0.0	10.0		361.1	582.6		
Dukesfield ATL (Waterloo Bridge)	0.0	0.0	1.1	0.0	0.0		1.1	-1.1		
LCWIP Phase 2 Daresbury	0.0	3,861.7	629.3	56.0	15.0		700.3	3,161.4		
Additional Pothole Funding	0.0	429.1	0.0	0.0	0.0		0.0	429.1		
CRSTS	5,819.4	5,288.6	1,656.0	884.0	2,184.0		4,724.0	564.6		
Street Lighting - Structural Maintenance	1,025.6	1,025.6	0.0	37.0	94.0		131.0	894.6	200.0	200.0
Street Lighting - Upgrades	969.4	969.4	0.0	0.0	0.0		0.0	969.4		
East Runcorn Connectivity	5,851.7	5,851.7	452.5	207.0	810.0		1,469.5	4,382.1	5,851.7	5,851.7
Early Land Acquisition Mersey Gateway	212.4	212.4	0.0	16.4	99.2		115.6	96.8		
VAT										
deposit Jolly Brewer										
Land adj 44 Bower St										
falkirk Ave S106 funds included in sale proceeds for 14-15										
Directorate Total	49,390.3	63,773.5	7,237.7	6,826.1	8,086.6	0.0	22,150.4	41,623.1	16,620.4	8,006.7
Chief Executives Directorate										
IT Rolling Programme	1,026.9	1,026.9	27.7	668.2	12.7		708.6	318.3	700.0	700.0
Halton Smart Microgrid	11,000.0	11,000.0	0.0	0.0	128.0		128.0	10,872.0		
Transformation Programme	3,740.0	3,740.0	0.0	0.0	0.0		0.0	3,740.0	1,000.0	
Directorate Total	15,766.9	15,766.9	27.7	668.2	140.7	0.0	836.6	14,930.3	1,700.0	700.0
Grand Total	73,024.8	87,043.6	8,186.7	8,983.4	8,937.3	0.0	26,107.4	60,936.2	19,460.4	9,846.7

Progress Against Agreed Savings

Appendix 4




Adults Directorate

	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
ASC1	Housing Solutions	474	Remodel the current service based on good practice evidence from other areas.	0	125		Anticipated to be achieved, currently under review.
ASC2	Telehealthcare	680	Explore alternative funding streams such as Health funding or Disabled Facilities Grants.	170	0		Currently Under Review
			Increase charges / review income.	170	0		Charges were increased by 40% w.e.f. April 2024, so this should be achieved
			Cease the key safe installation service.	15	0		Service still being provided
ASC17/18	Quality Assurance Team	395	Review the activities of the Quality Assurance Team, given there are fewer providers for domiciliary care and the transfer of four care homes into the Council.	0	0		Saving implemented
			Merge the service with the Safeguarding Unit.	50	0		

ASC16	Shared Lives (Adult Placement Service)	115	Engage with an external agency currently operating Shared Lives to take over the running of this service. It is anticipated that this would provide an improved service.	58	0	u	Service currently still provided in-house, although a balanced budget will be attained for 2024/25 as a result of current temporary savings, and work is ongoing to ensure the 2025/6 structure can achieve the permanent savings target
ASC19	Voluntary Sector Support	N/A	Review the support provided by Adult Social Care and all other Council Departments, to voluntary sector organisations. This would include assisting them to secure alternative funding in order to reduce their dependence upon Council funding. A target saving phased over two years has been estimated.	200	100	✓	Anticipated to be achieved
ASC4	Positive Behaviour Support Service	349	Increase income generated in order to ensure full cost recovery, through increased service contract charges to other councils. Review the Integrated Care Board	100	0	✓	Contracts being re-costed on renewal, saving anticipated to be achieved ICB funding not secured, although a balanced budget will be attained for 2024/25 as a result of current temporary savings, and




			contribution for Adults, to ensure the full recovery of related costs.	150	0	u	work is ongoing to ensure the 2025/6 structure can achieve the permanent savings target
ASC15	Learning Disability Nursing Team	424	Cease provision of this service. The service is a Health related function rather than Adult Social Care, but this is a historical arrangement. The Integrated Care Board would need to consider how they want to provide this function.	424	0	✓	Costs now recharged to the ICB
ASC14	Care Management Community Care Budget	18,982	Attract £500k investment from the pooled budget (BCF) from 2024/25. Undertake work in years 1 and 2 to reduce reliance upon contracted services from 2025/26. Services are currently in the process of being redesigned on a "Strengths Based Approach" ie. focused upon prevention.	500	1,000	u	Position currently being reviewed.
Total Adults Directorate				1,837	1,225		

Finance Department




Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
F9	Internal Audit	300	Restructure in light of potential retirements over the next two years within the Internal Audit Team.	0	50		No official changes made yet
F13	Discretionary Support Scheme	221	Review the roles, procedures and structure of the team.	25	0		On track
F17	Council Tax	84	Increase the charges applied when a court summons is issued by 30% (£23), to achieve full cost recovery over the three year period.	40	40		On track
Total Finance Department				65	90		

Legal and Democratic Services Department

Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
L4	Marketing, Design and Communications	45	Review the frequency of production of Inside Halton, as part of the wider consideration of the Council's communications strategy required for the Transformation Programme	15		<input checked="" type="checkbox"/>	Budget adjusted inline with the savings in the ICT department
Total Legal Services Department				15	0		

Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
C1	Ditton and Warrington Road Daycare Centres	52	Closure of Ditton and Warrington Road daycare centres, given the significant on-going net losses at both centres. Sufficient alternative provision exists nearby, as well as in the adjoining nursery schools.	26	0		Early Years has now closed and budget for 24/25 has been removed
C2	Children's Centres	1,293	Review the operation of Windmill Hill Children's Centre, where there is the potential to save on premises and staffing costs.	0	22		This is subject to further review as external factors are changing the original review parameters. Potential alternative funding also to be reviewed.
C3	Children with Disabilities and Inglefield	858	Explore the potential for selling Inglefield and then purchase two bungalows within the community to provide a more appropriate setting.	112	0		Amount was removed at budget setting as will not be achieved
Total Children & Families Department				138	22		

Education, Inclusion and Provision Department

Ref	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
EIP1	Education Psychology Service	339	There is excess demand from schools for the Education Psychology Service. The service is valued and there is opportunity to expand our offer and generate additional income.	52	0		
EIP2	SEN Assessment Team	82	Consideration will be given to funding the full service costs from the High Needs Block of the Dedicated Schools Grant.	80	0		DSG funding removed as does not comply with grant conditions.
EIP5	Commissioning	148	Review with Health colleagues how the Emotional Health and Wellbeing Service for Children in Care, Care Leavers and Carers could instead be provided by Child and Adolescent Mental Health Services (CAMHS) as they	148	0		To be reviewed.

			are commissioned by the Integrated Care Board.				
Total Education, Inclusion and Provision Department				280	0		

Community and Greenspaces Department


Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
COMM3	Sport & Recreation	471	Restructuring the roles and responsibilities of the Sports Development Team	36	0	<input checked="" type="checkbox"/>	Restructure is currently underway
COMM5	Stadium & Catering Services – School Meals	12	Cease to deliver the school meals service, which has made significant losses of over £200,000 for a number of years and is forecast to make a similar loss by year-end. Work would be undertaken with schools over the next two years to support them to secure an alternative means of delivery, whether in-house or via an external provider.	0	12	<input checked="" type="checkbox"/>	The cessation of the service is underway with the majority of schools ending their contracts by the end of the calendar year.

Total Community & Greenspace Department	36	12		
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Economy, Enterprise and Property Department

Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
EEP4	Cleaning Services – Council Buildings	580	Review cleaning arrangements, with a focus on only emptying bins and cleaning toilets daily.	100	0	U	A review of the cleaning service is underway with some positions removed from the structure. The full savings will not be achieved until the accommodation review is complete.
EEP2	Caretaking & Security Services	641	A review and restructuring of caretaking arrangements.	52	0	U	The restructure can now take place following the retirement of a member of staff. The full saving will not be made until financial year 25/26
Total Economy, Enterprise & Property Department				152	0		

Policy, Planning and Transportation Department

Ref.	Service Area	Net Budget £'000	Description of Saving Proposal	Savings Value		Current Progress	Comments
				24/25 £'000	25/26 £'000		
PPT6	Traffic	N/A	Consider introducing civil traffic enforcement for traffic violations. Employ private sector civil enforcement officers to issue fines and generate income. It would take 12 months to apply for powers from the DFT and put the scheme in place. The Environment & Urban Renewal Policy & Performance Board will consider this via a Topic Group.	150	0		Not currently viable, therefore no income will be generated in the current year as the traffic enforcement will not be carried out.
Total Policy, Planning & Transportation Department				150	0		

Symbol

Objective



Indicates that the objective is on course to be achieved within the appropriate timeframe.



Indicates that it is uncertain or too early to say at this stage whether the milestone/objective will be achieved within the appropriate timeframe.



Indicates that it is highly likely or certain that the objective will not be achieved within the appropriate timeframe.

2024/25 Budget Risk Register as at 30 November 2024

Appendix 5

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
1	<p>Pay costs</p> <ul style="list-style-type: none"> Pay award Staff Turnover Saving Target Agency, casuals and overtime National Living Wage Pension Costs 	4	4	16	<ul style="list-style-type: none"> Budget based upon individual staff members/vacancies Budget monitoring Contingency Balances Medium Term Forecast Engage with Cheshire Pension Scheme and pension actuary Recruitment and retention scheme children social care workers. Social Care Academy for children social care workers Connect to Halton 	3	3	9	ED/SB/Executive Directors	Monthly	<p>2024/25 pay offer accepted and implemented November 2024.</p> <ul style="list-style-type: none"> •£1290 on all pay points from 1st April •Equivalent to 5.77% on point 2 and 2.5% on point 43 •2.5% on all pay points above 43 and below chief officer level <p>Estimated 4% 2024.25 budget uplift will cover cost of pay award.</p> <p>Connect to Halton scheme went live September 2024, agency and casual appointments to be covered by</p>	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
											the scheme.	
2	Redundancy and Early Retirements	3	3	9	<ul style="list-style-type: none"> • Benefits Tracking Process • Future savings to take into account cost of redundancy and early retirements. • Seek Government approval to use capital receipts to fund transformation costs. • Transformation Reserve 	2	3	6	ED/SB	Quarterly	Tracker created to monitor redundancy costs in current year. Transformation reserve created to cover costs but limited reserves will impact use of this. Look to capitalise compulsory costs where possible where evidence exists it creates in a longer term saving.	30/11/24
3	Savings not achieved	4	3	12	<ul style="list-style-type: none"> • Budget monitoring • Contingency • Reserves / Provisions • Rigorous process in 	4	2	8	RR/ED/SB	Monthly	Savings for 2024/25 have been written into Directorate budgets. Budget savings monitored closely and if necessary	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
					<p>approving savings.</p> <ul style="list-style-type: none"> Review of savings at departmental and directorate level Monthly budget monitoring Medium Term Financial Forecast 2023/24 to 2025/26 savings agreed February 2023. RAG monitoring of savings included in quarterly monitoring reports. Transformation saving targets reported monthly through Transformation Programme Board. 						offsetting savings sought. Transformation Programme Board meeting on monthly basis to discuss progress against programme.	

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
4	Price inflation	3	3	9	<ul style="list-style-type: none"> Prudent budget provision Latest forecast information used eg. utilities Budget monitoring Contingency Balances CPI/RPI monitoring MTFS 	3	3	9	ED/SB	Monthly	CPI for November 2024 is 2.6% and RPI is 3.6%. Office of Budget Responsibility (OBR) forecast inflation to hit 3.5% in 2025 and 3.1% through to 2027. Rates are higher than forecast in September 2024 and remain above Governments 2% target.	30/11/24
5	Review of LG Finance <ul style="list-style-type: none"> Business rates retention – 100% Pilot and Review Fair Funding Review National Public Spending Plans Social Care Green 	4	4	16	<ul style="list-style-type: none"> MPs SIGOMA / LG Futures Liverpool City Region & Merseyside Treasurers Group Medium Term Financial Strategy Member of business 	3	3	9	ED/SB/NS/M W/MG	Weekly/ Monthly	Business rate retention pilot continues through to March 2026. New Government are committed to providing more certainty on LG Finances through multi year settlements.	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
	Paper				<p>rate retention pilot region</p> <ul style="list-style-type: none"> • Dialogue with DCLG 						Provisional settlement announced 18 December 2024, funding is higher than within financial forecast but consideration still being undertaken on impact to Halton.	
6	Treasury Management <ul style="list-style-type: none"> • Borrowing • Investment 	2	3	6	<ul style="list-style-type: none"> • Treasury Management Strategy • Link Asset Services advice • Treasury Management planning and monitoring • Attendance at Networking and Benchmarking Groups • Officer Training 	1	3	3	ED/SB/MG	Daily / Quarterly	Investment rates continue to be high relative to last decade. BoE base rate at 4.75%, general thoughts are for this rate to be lowered towards the end of the financial year and further reductions beyond this. Impact of Exceptional Financial Support request to be assessed with regards to timing of future	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
											borrowing.	
7	Demand led budgets <ul style="list-style-type: none"> Children in Care Out of borough fostering Community Care 	4	4	16	<ul style="list-style-type: none"> Budget monitoring Contingency Balances Review service demand Directorate recovery groups Monthly budget monitoring 	4	4	16	ED/SB/NS/MW	Monthly	<p>Children in care, numbers and costs continue to exceed budget. Numbers of children in care and with protection plans reviewed on a weekly basis. Community care costs and numbers on increase, reviewed on a regular basis.</p> <p>Investment in Children Services following OFSTED inspection to be monitored with</p>	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
											regard to control and reduction of future costs.	
8	Mersey Gateway Costs <ul style="list-style-type: none"> Costs Toll Income Funding Accounting treatment 	4	2	8	<ul style="list-style-type: none"> Regular monitoring with Crossing Board Capital reserve Government Grant Liquidity Fund 	2	1	2	ED/SB/MG	Quarterly	Arrangements in place to monitor spend and availability of liquidity fund.	30/11/24
9	Council Tax Collection	3	3	9	<ul style="list-style-type: none"> Council tax monitoring on monthly basis Review of Collection Rate Collection Fund Balance Provision for bad debts 	3	2	6	ED/PG/SB/PD/BH/MG	Monthly	Collection rate to 30 November 2024 was 71.43% which is marginally lower than the rate of 71.57% at the same point last year. It is uncertain at this point if collection for the year will	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
					<ul style="list-style-type: none"> Review recovery procedures Benchmarking 						be at the same level as for 2023/24. To 30 November 2024 £1.811m was collected in relation to old year debt.	
10	Business Rates Retention Scheme	3	3	9	<ul style="list-style-type: none"> Review and monitoring of latest business rates income to baseline and estimate for year. Prudent allowance for losses in collection Prudent provision set aside for losses from valuation appeals Regular monitoring of annual yield and baseline / budget position Benchmarking Groups Review recovery procedures 	3	1	3	ED/SB/LB/M G	Monthly	Collection rate to 30 November 2024 was 76.03% which is 2.39% higher than the rate at the same point last year. It is uncertain at this point if collection for the year will be at the same level as for 2023/24. To 30 November 2024 £1.694m was collected in relation to old year debt.	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
11	Income recovery <ul style="list-style-type: none"> Uncertainty to economy following Brexit, cost of living and high inflation 	3	3	9	<ul style="list-style-type: none"> Corporate charging policy Budget monitoring Contingency Balances Income benchmarking 	3	2	6	ED/MM/SB	Monthly	Income shortfalls identified and cause of increased concern in certain areas are being closely monitored. Cost of living crisis adds to uncertainty over collection.	30/11/24
13	Capital Programme <ul style="list-style-type: none"> Costs Funding Key Major Projects Clawback of Grant Availability and timing of capital receipts Cashflow Contractors 	4	3	12	<ul style="list-style-type: none"> Project Management Regular monitoring Detailed financial analysis of new schemes to ensure they are affordable Targets monitored to minimise clawback of grant. Contractor due diligence Dialogue with 	3	2	6	Project Managers/ED /SB/LH	Quarterly	Capital receipts have been fully committed therefore new capital schemes need to bring own funding.	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
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					Government departments.							
14	Academy Schools <ul style="list-style-type: none"> Impact of transfer upon Council budget Loss of income to Council Services 	2	4	8	<ul style="list-style-type: none"> Early identification of school decisions DfE Regulations Prudent consideration of financial transactions to facilitate transfer Services continue to be offered to academies Transfer Protocol 	1	3	3	ED/SB/NS	Monthly	Consideration given in MTFS for loss of funding.	30/11/24
15	Reserves <ul style="list-style-type: none"> Diminishing reserves, used to balance budget, fund overspend positions. 	3	4	12	<ul style="list-style-type: none"> Monitored on a quarterly basis, reported to Management Team and Exec Board Benchmarking Financial Forecast Programme to replenish reserves. 	3	3	9	ED/SB	Quarterly	Monitored and reported on a regular basis. Council reserves at historic low levels. Reserves will need to be replenished within future budgets	30/11/24

Risk No	Risk Identified	Impact	Likelihood	Risk Score	Risk Control Measures	Assessment of Residual Risk with Control Measures Implemented			Responsible Person	Timescale for Review	Progress Comments	Date Updated
						Impact	Likelihood	Risk Score				
16	<p>Budget Balancing</p> <ul style="list-style-type: none"> • Council has struggled to achieve a balanced budget position for a number of years. • Forecast for current year is an overspend position of £19m. • Reserves insufficient to balance current year budget. • Before transformation targets, there is a forecast budget gap of £68.5m through to 2028/29. 	4	4	16	<ul style="list-style-type: none"> • Current year budgets monitored on a regular basis. • Forward forecasting through to March 2029 reported on a prudent basis. • Regular conversations with DHLUC re Council's financial position. • LGA to undertake a financial assurance review. • Transformation programme in place. 	4	4	16	ED/SB	Ongoing	Updated benchmarking to be reported to better inform Transformation Programme targets.	30/11/24