

## EXECUTIVE BOARD

*At a meeting of the Executive Board on Thursday, 14 June 2018 in The Boardroom, Municipal Building*

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

Apologies for Absence: None

Absence declared on Council business: None

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

Also in attendance: None

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

#### EXB1 MINUTES

The Minutes of the meeting held on 15 May 2018 were taken as read and signed as a correct record.

#### LEADER'S PORTFOLIO

#### EXB2 LIVERPOOL CITY REGION COMBINED AUTHORITY (BUSINESS RATE SUPPLEMENTS FUNCTIONS) ORDER

The Board received a report of the Chief Executive regarding the use of his emergency powers in connection with the devolution of powers to the Mayoral Combined Authority to raise Business Rates Supplements.

The Board was advised that there were no plans to use the powers and that the powers were there to fund specific projects and were not to fund more general Combined Authority (CA) costs. Additionally, it was noted that the powers did not form part of the Liverpool City Region CA's overall financial strategy.

RESOLVED: That the action taken by the Chief Executive under his delegated authority, in consultation with

*Action*

the Leader, the Operational Director, Legal and Democratic Services and the Operational Director, Finance, be noted and confirms on behalf of the Council that

- 1) the draft Statutory Instrument (SI) (attached to the report) is agreed in principle by Halton Borough Council; and
- 2) Halton Council consents to the making of the Liverpool City Region Combined Authority (Business Rates Supplements Functions) Order.

## **CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO**

### **EXB3 ADULT SOCIAL CARE FUNDING – IMPROVED BETTER CARE FUND (IBCF) ALLOCATION 2018/19**

The Board considered a report of the Director of Adult Social Services on Adult Social Care Funding allocation 2018/19.

In the Spring 2017 budget, the Chancellor announced an additional £2 billion of new funding for Councils in England, over a three year period to spend on adult social care services. This was recognised as an important step towards closing the gap in Government funding for adult social care ahead of the expected publication of the Green paper on future sustainability of the sector.

The report set out details of the proposed allocations for Board approval, many of which commenced in 2017/18 and were expected to continue into 2018/19. It was reported that due to the short term nature of this additional funding, the schemes would be kept under review in respect of the outcomes and financial impact achieved.

**RESOLVED:** That the Board notes the contents of the report and approves the allocations as outlined in the report.

Director of Adult Social Services

### **EXB4 HALTON'S SUPPORTED HOUSING NETWORK SPECIALIST SUPPORT TEAM**

The Board considered a report of the Strategic Director, People, on proposals to establish a specialist team within the Halton Supported Housing Network Support Team.

It was reported that the proposed specialist team of

six staff would be based at the new emergency flats at Bredon and in the community as a whole. The new service option at Bredon flats had been established and built in response to two key demands; the need to find immediate accommodation when care packages had broken down; and the effective and safe care for service users engaged in behaviour that challenged services. The Board was advised that an emergency staff support team would enhance the models of support already provided. This would have positive implications for some of Halton's most vulnerable service users and was key to Halton's strategic commitment to the Transforming Care Agenda.

RESOLVED: That Executive Board support the establishment of a specialist team within the existing Supporting Housing Network Service, as detailed within the report.

Strategic Director  
- People

#### EXB5 SCHOOLS CAPITAL UPDATE – 2018/19 - KEY DECISION

The Board considered a report of the Strategic Director, People, which provided an update on Schools Capital Funding.

The report set out details of funding received via the Healthy Pupil Capital Fund (HPCF); additional capital works requirements for the remodelling of Ashley School and Simms Cross School; and Social, Emotional and Mental Health Resource Bases at Beechwood Primary School and at Halton Lodge Primary School.

It was reported that the HPCF funding for 2018/19 was a result of revenue generated from the Soft Drinks Industry Levy, with Halton's allocation being £70,362. The funding – allocated for one year only - was to be used for improving the physical and mental health of children and young people. It was reported that the funding would be distributed equally to Halton's Community and Voluntary Controlled Nursery, Primary and Special Schools.

The additional capital work requirements at Ashley and Simms Cross Schools would allow for internal remodelling for an enhanced learning/school environment at each school. An element of the capital works had been approved by the Board at its meeting on 18 January 2018.

Special Provision Capital Funding had been announced by the Department for Education for local authorities to invest in provision for children and young people with Special Educational Needs and Disabilities. It

was noted that Halton's allocation over a three year period would be £500,000. It was recommended that two specific resource bases be accommodated at Beechwood Primary School and Halton Lodge Primary School, with additional accommodation to be built specifically to support children in Foundation and Key Stage 1.

Reason(s) for Decision

To deliver and implement the capital programmes.

Alternative Options Considered and Rejected

Not applicable.

Implementation Date

The works at Simms Cross School and Ashley School needed to be completed by September 2018. It was anticipated that the works at Beechwood and Halton Lodge Primary Schools would be completed in time for the 2019/20 academic year.

RESOLVED: That

- 1) the Healthy Pupil Capital Fund (HPCF) and application procedure for 2018/19 be noted;
- 2) the proposals for capital works at Ashley School and Simms Cross Primary School, funded from the Basic Need Capital Funding, be approved; and
- 3) the proposals regarding the provision of Social, Emotional and Mental Health Resource Bases at Beechwood Primary School and Halton Lodge Primary School, together with the publishing of statutory notices, be approved.

Strategic Director  
- People

EXB6 HIGH NEEDS UPDATE - KEY DECISION

The Board received a report of the Strategic Director, People, which provided an update on the available High Needs funding for 2018/19, and which also set out a range of proposed budget reductions for 2018/19. The report also sought permission to consult partners on new guidance which set out support for pupils with Special Educational Needs and Disabilities (SEND).

The Board was advised that Halton faced a significant budget deficit of over £2.1m in its High Needs Budget in 2018/19. The Board had previously agreed a range of budget reductions at its meeting on 18 April 2018, however, a shortfall remained. The report set out proposals to address the funding gap.

It was reported that final figures for 2018/19 indicated there would be a small amount of reserves (£153,754), and it was intended that this would be used to fund the gap in High Needs and support discretionary support for schools. However, the Education and Skills Funding Agency had over allocated the High Needs block, and would therefore look to recoup this funding.

The current arrangements for supporting pupils with SEND had been reviewed and Guidance on Supporting Pupils, attached to the report at Appendix A, had been developed. The document set out the roles and responsibilities of different partners and the criteria for applying for discretionary support – previously known as Enhanced Provision. It was proposed that the budget for top up funding be delegated to a panel of Head teachers or senior school staff from the Primary and Secondary sectors, with local authority Officers attending in an advisory capacity.

#### Reason(s) for Decision

The increased demand for support for pupils with special educational needs, the level of complexity of some pupils and reduced flexibility to transfer money between the different funding blocks leading to a budget deficit.

#### Alternative Options Considered and Rejected

To cease enhanced provision funding.

#### Implementation Date

1 September 2018.

RESOLVED: That

- 1) the Board note the changes to the allocations in the High Needs Budgets, as set out in Paragraph 3.2 of the report, as a result of changes to funding made available by Central Government; and
- 2) approval is given to consult schools, parent and

Strategic Director  
- People

carer representatives on the Guidance for Supporting Pupils with SEND, to ensure additional support is determined by a Headteacher Panel and based on the specific needs of individual children.

**EXB7 STAIR LIFT INSTALLATION CONTRACT – PRELIMINARY ESTIMATES REPORT**

The Board considered a report of the Strategic Director, People, which sought approval to undertake a procurement exercise to commission a supplier of stair lift installation services.

The Board had considered a report at its meeting on 22 February 2018, which outlined a proposed new model of provision of stair lifts. Following Board approval, an options appraisal had been completed by the Procurement team regarding the various routes to market. It was noted that the preferred option was to award a contract as a result of conducting a mini competition with the nominated providers on a framework.

It was also reported that a waiver request had been submitted to the Head of Procurement to allow the Council to continue using the current provider for a period of four months, whilst the procurement exercise took place.

**RESOLVED:** That the Board

- 1) gives approval to undertake a procurement exercise to commission a supplier of stair lift installation services; and
- 2) notes the waiver request, as detailed in paragraph 3.2 of the report, in order to continue using the existing Stannah contract until new arrangements were in place.

Strategic Director  
- People

**HEALTH AND WELLBEING PORTFOLIO**

**EXB8 WORK PLACE HEALTH & TIME TO CHANGE EMPLOYER PLEDGE**

The Board considered a report of the Director of Public Health, which provided an update on work undertaken across the Borough to improve workplace health, and to encourage the Council to sign up to the “Time to Change” Employer Pledge.

The Board was advised that over the past eighteen months, the Health Improvement Team had rolled out a comprehensive Workplace Health Programme (the Programme) to local businesses across Halton. Depending on the needs of individuals and businesses, a tailored package of support for businesses, including a review of health policies, health checks, smoking cessation and health awareness events, was established. It was reported that the next phase of the Programme would be to work with local businesses to further improve their mental health offer and support them to undertake the “Time to Change” Employer’s Pledge.

Time to Change was the leading national social movement aimed at improving public attitudes and behaviour towards people with mental health problems. Time to Change provided support to employers to develop an action plan to get employees to talk about mental health. An action plan for Halton Borough Council would provide support in a number of key areas, as detailed in the report. It was proposed that a small working group be established to develop and drive the Time to Change Employer Pledge action plan. It was noted that an example of some key actions were set out in Appendix 1, attached to the report.

RESOLVED: That

- 1) the report be noted; and
- 2) the Board approve participation in the Time to Change Employer Pledge.

Director of Public Health

## **TRANSPORTATION PORTFOLIO**

### **EXB9 TERM SERVICE CONTRACT FOR HIGHWAYS**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which sought approval for a one year extension to the Term Service Contract for Highway Improvement and Maintenance Services.

It was reported that the current contract provided the option to award up to four separate extensions, each for a period of one year, so long as the contractor met or exceeded the Acceptable Performance for each Key Performance Indicator (KPI). The Board noted that the contractor had achieved the Acceptable Performance level for the financial years 2017/18 and therefore were entitled to

a one year extension to the contract period.

RESOLVED: That a one year extension to the Term Service Contract for Highway Improvement and Maintenance Services with Tarmac CRH Limited, be approved.

Strategic Director  
- Enterprise,  
Community and  
Resources

## **ECONOMIC DEVELOPMENT PORTFOLIO**

### **EXB10 PROMOTING HALTON'S VISITOR ECONOMY**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on proposals for promoting Halton's Visitor Economy.

It was reported that the Employment, Learning and Skills and Community Policy and Performance Board recently carried out a scrutiny topic review of Halton's Cultural offer within the City Region context. One conclusion from this review was that there needed to be a strong interaction between Halton's Cultural Offer and the Visitor Economy.

At the same time, a report was commissioned by the Liverpool City Region Local Enterprise Partnership, which assessed how, through additional investment, the sector could be developed to support Halton's wider economic strategy and help to shape its sense of place.

The report set out details of the proposals and opportunities for links with the Council's regeneration priorities, and by making such connections, the benefits of a vibrant Visitor Economy would be embedded in Masterplans and/or Delivery Plans for the respective Key Impact Areas.

RESOLVED: That progress to date to raise the profile of Halton's Visitor Economy be noted and the proposals in sections 4 and 5 of the report, be approved.

## **RESOURCES PORTFOLIO**

### **EXB11 2017/18 FINANCIAL OUTTURN**

The Board considered a report of the Operational Director, Finance, on the final revenue and capital spending position for 2017/18.

The Board was advised that the final accounts for 2017/18 were near completion; the revenue spending for each Department, which would be subject to external audit,



was attached to the report at Appendix 1.

It was reported that since 2010, the Council had experienced significant reductions in Government grant funding, which had occurred at a time when the demand for, and costs of, Council services had rapidly increased. Despite this, the Council had managed its finances by restricting spending to only essential items and used its reserves to assist with the funding of services with significant extra cost pressures.

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

- Children and Families;
- Adult Social Care;
- Community and Environment;
- Economy, Enterprise and Property; and
- Central Support.

Members were advised that the Council's Reserves and Balances had been reviewed in accordance with the Reserves and Balances Strategy. The Council's General Reserve stood at £3.806m, which was considered not sufficient, given the level of increased service pressure, continued public spending cuts and the risk of fluctuations in the level of business rates retained. However, it was reported that a number of reserves had been reviewed and a further £1.200m moved into the General Reserve to increase the balance to a more prudent level.

A breakdown of School Budgets and spending for 2017/18 was provided, indicating a total of £3.8m at 31 March 2018. Capital Spending had been revised to reflect an additional allocation of Disabled Facilities Grant funding, received in the final quarter of 2017/18. Capital Spending at 31 March 2018 was 99.4% of the total Capital Programme, and it was noted that no slippage had been calculated on the Mersey Gateway Construction Costs or the Mersey Gateway Liquidity Fund.

RESOLVED: That

- 1) the report be noted; and
- 2) the information within the report be taken into

account when reviewing the 2018/19 budget monitoring position, medium term forecast and saving proposals for future years.

EXB12 TERM CONTRACT TENDER FOR PROFESSIONAL SERVICES

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, regarding the procurement of a professional services term contract for complete design service for building works across the Borough.

It was reported that the current contract for design services would end on 16 November 2018. It was proposed that a new contract would be awarded for a period of three years with the option for the Council to extend for a further one year. A tender process would commence in June/July 2018, with the anticipated annual value of the contract being £275k. It was noted that tender submissions would be evaluated on both price and quality, with a ratio of 30%:70%, with the outcome being reported to the Board in due course.

RESOLVED: That Members note that a procurement process will be entered into via The Chest, with the purpose of securing a professional services term contract for a complete design service for building works across the Borough.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB13 2018/19 TO 2020/21 CAPITAL PROGRAMME

The Board considered a report of the Operational Director, Finance, which presented the Council's total forecast Capital Programme expenditure and associated funding for 2018/19 to 2020/21.

The report updated Members on the latest position on the Council's Capital Programme, including planned Capital Programme expenditure 2018/19 to 2020/21, a summary of how this would be financed and details of Capital Receipts. The report also outlined the proposed use of the ICT Capital Allocation, and the proposed programme of activities, attached at Appendix A to the report.

RESOLVED: That

- 1) Council be recommended to approve the updated Capital Programme for 2018/21, including forecast spend and funding, as set out in Table 1 and

Operational  
Director - Finance

Table 2 attached to the report;

- 2) The Strategic Director, Enterprise, Community and Resources, in consultation with the portfolio holder for Transportation, be delegated to agree an implementation programme of Highways and Transportation schemes to be delivered in 2018/19; and
- 3) The proposed use of the ICT rolling Capital programme for 2018/19, as set out in Appendix A attached to the report, be noted and approved.

## **PHYSICAL ENVIRONMENT PORTFOLIO**

### **EXB14 ASTMOOR REGENERATION PROGRAMME**

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, regarding the implementation of a regeneration programme for Astmoor Industrial Estate.

It was reported that in March 2017, the Board approved the Mersey Gateway Regeneration Plan *Plus* (the Plan), which had helped to prioritise resources for physical and economic regeneration of eight Regeneration Impact Areas. The Plan set out a cohesive package of development opportunities and identified key infrastructure and enabling projects needed to support the Borough's economic growth. Astmoor Industrial Estate was one of the eight Areas and an Annual Delivery Plan had been developed to steer the development and regeneration programme for the area. This was attached to the report at Appendix A.

The report provided the Board with a detailed summary of the Strategic Context, the Vision and Objectives, the Masterplan and Delivery Strategy, the Funding Profile and the Governance and Management Structure.

**RESOLVED:** That

- 1) Members approve the two stages of public consultation to be undertaken, which will inform a future Masterplan and Delivery Strategy for Astmoor, as outlined in Section 3.10 of the report;
- 2) the proposed approach to a regeneration

Strategic Director  
- Enterprise,  
Community and  
Resources

programme for Astmoor, as set out in the Annual Delivery Plan (attached to the report at Appendix A), be noted;

- 3) Members acknowledge the potential benefits from investing in Council resources to deliver a five year regeneration programme for Astmoor, as outline in Section 3.17 of the report; and
- 4) following feedback from the consultation process, a further report be presented to Executive Board, to seek formal adoption of a Masterplan and Delivery Strategy for Astmoor.

#### EXB15 AMENDMENT TO HOUSING ALLOCATIONS POLICY

The Board considered a report of the Strategic Director, People, which sought approval to amend the Council's Housing Allocations Policy, Property Pool Plus (PPP).

The Board was advised that, as part of the Government's commitment to reduce homelessness and eliminate rough sleeping, new regulations – The Homelessness Reduction Act – had been implemented in April 2018. It was reported that as a result, local authorities would need to make policy and service changes to ensure that they were fully equipped to deliver and comply with legal statutory duty requirements.

It was reported that it would be necessary for a full review of the Council's Housing Allocations Policy to be undertaken to address the needs of all clients, to ensure that the priority categories and criteria were compliant with national trends and legislation. The results and recommendations would be reported to the Board in Spring 2019.

RESOLVED: That

- 1) the report be noted;
- 2) subject to the unanimous agreement of the Local Authorities participating in the Sub-Regional Property Pool Plus Scheme, the Board agrees to amend the Council's Housing Allocations Policy, to include the additional sub-banding, which would ensure that additional priority is awarded to those registered under Homelessness Prevention and/or

Strategic Director  
- People

Relief, in accordance with the Homelessness Reduction Act 2017; and

- 3) the Board approves the undertaking of a policy review for the purpose of further amending the Housing Allocations Policy, to take account of provisions within the Localism Act 2012, the Homelessness Act 2017 and the Housing Allocations Code of Guidance.

**MINUTES ISSUED: 19 June 2018**

**CALL-IN: 26 June 2018**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 26 June 2018**

*Meeting ended at 2.20 p.m.*