

Public Document Pack



Executive Board

Thursday, 16 January 2020 2.00 p.m.
The Boardroom, Municipal Building

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

Chief Executive

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

PART 1

Item	Page No
1. MINUTES	1 - 5
2. DECLARATION OF INTEREST	
Members are reminded of their responsibility to declare any Disclosable Pecuniary Interest or Other Disclosable Interest which they have in any item of business on the agenda, no later than when that item is reached or as soon as the interest becomes apparent and, with Disclosable Pecuniary interests, to leave the meeting during any discussion or voting on the item.	
3. CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO	
(A) HALTON SUPPORT AT HOME SERVICE	6 - 9
(B) SCHOOL ADMISSION ARRANGEMENTS 2021 -KEY DECISION	10 - 30

*Please contact Angela Scott on 0151 511 8670 or
Angela.scott@halton.gov.uk for further information.
The next meeting of the Committee is on Thursday, 27 February 2020*

Item	Page No
(C) SCHOOLS CAPITAL PROGRAMME – 2020/21 -KEY DECISION	31 - 34
(D) INTEGRATED, UNIVERSAL, TARGETED AND SPECIALIST YOUTH PROVISION POST JULY 2020	35 - 40
(E) THE FUNDING FORMULA FOR MAINSTREAM SCHOOLS & HIGH NEEDS FOR 2020/21	41 - 49
4. TRANSPORTATION PORTFOLIO AND PHYSICAL ENVIRONMENT PORTFOLIO	
(A) MAJOR SCHEMES AND FUNDING UPDATE	50 - 55
5. RESOURCES PORTFOLIO	
(A) POLICY CHANGES RELATING TO REAR LOADING FULLY ACCESSIBLE HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES WHERE THE WHEELCHAIR USER IS SECURED IN A FORWARD FACING POSITION	56 - 70
(B) POLICY CHANGES RELATING TO TAXI LICENSING	71 - 87
6. PHYSICAL ENVIRONMENT PORTFOLIO	
(A) REQUEST FOR WAIVER FOR THE ALLOCATION OF A CONTRACT TO HALTON HOUSING TRUST	88 - 91
7. ECONOMIC DEVELOPMENT PORTFOLIO	
(A) EXTERNAL FUNDING TEAM UPDATE	92 - 104

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

PART II

In this case the Board has a discretion to exclude the press and public and, in view of the nature of the business to be transacted, it is **RECOMMENDED** that under Section 100A(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

9. PHYSICAL ENVIRONMENT PORTFOLIO

(A) FOUNDRY LANE RESIDENTIAL

105 - 110

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

EXECUTIVE BOARD

At a meeting of the Executive Board on Thursday, 12 December 2019 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, G. Cook, D. Parr, I. Leivesley, M. Vasic, M. Reaney , E. O'Meara and E. Dawson

Also in attendance: None

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

EXB58 MINUTES

Action

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

HEALTH AND WELLBEING PORTFOLIO

EXB59 2018/19 PUBLIC HEALTH ANNUAL REPORT-
WORKPLACE HEALTH

The Board considered a report of the Director of Public Health, on the Public Health Annual Report (PHAR) 2019 for Halton.

The Board was advised that the PHAR was the Director of Public Health's independent assessment on the health of the local population. It was reported that for 2018/19 the PHAR focussed on Workplace Health, which highlighted key areas pertinent to the health and wellbeing of the working population in the Borough. The report included a short video film which examined the measures taken to both prevent poor health and improve the health of workers and their families.

The Board wished to place on record their thanks to the Health Improvement Team.

RESOLVED: That the report be noted.

COMMUNITY SAFETY PORTFOLIO

EXB60 DOMESTIC ABUSE, REFUGE AND COMMUNITY SUPPORT SERVICES

The Board considered a report of the Strategic Director, People, on the domestic abuse refuge and community support services.

The Board was reminded that, in March 2019, it had approved the commencement of a joint procurement process with Children's Services to commission an integrated domestic abuse system, based in Grangeway. This would require the refurbishment of a Council owned property.

It was reported that the refurbishment costs were now considered to be prohibitive. Therefore, it would be necessary to commence a new procurement process. The report sought approval for the waiver of the relevant Procurement Standing Orders to allow for the award of a new contract from July 2020.

RESOLVED: That pursuant to Procurement Standing Orders 1.14.4 and 1.14.5, Executive Board approve a further extension to the existing Adult Domestic Abuse Services.

Strategic Director
- People

(N.B. Councillors Polhill and Wharton declared a Disclosable Other Interest in the following item of business as they were both Non-Executive Directors of the Mersey Gateway Crossings Board)

TRANSPORTATION PORTFOLIO

EXB61 MERSEY GATEWAY PROJECT UPDATE

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the Mersey Gateway Project.

The Board was advised that the Mersey Gateway Crossings Board managed the day to day operation of the Mersey Gateway Bridge on behalf of the Council. The Board had received a progress report at its meeting on 11 April 2019 and this report now provided an update for the first six months of 2019/20.

The report provided Members with the up to date position in respect of the Construction and Finishing Works; the Operation and Maintenance update; the Economic Impact and Handback Land; Finances including Project Funding, Financial Performance and the Local User Discount and Extended Discount Schemes.

RESOLVED: That the report be noted.

RESOURCES PORTFOLIO

EXB62 DISCRETIONARY NON-DOMESTIC RATE RELIEF

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, on two applications for discretionary non-domestic rate relief.

The Board was advised that, under the amended provisions of the Local Government Finance Act 1988, the Council was able to grant discretionary rate relief to any business rate payer. Since 1 April 2017, the Council had been responsible for meeting the full cost of all mandatory and discretionary rate relief granted, as part of the Liverpool City Region 100% Business Rates Retention Pilot Scheme.

The report set out details of applications from two registered charities for discretionary rate relief by Halton Haven Hospice and the Cathie Stankevitch Foundation, both in Widnes, for Members' consideration.

RESOLVED: That

- 1) the application for 15% discretionary rate relief from Halton Haven Hospice in respect of premises at 23 Queen's Avenue, Widnes, from 14 October 2019, be approved; and
- 2) the application for 15% discretionary rate relief from the Cathie Stankevitch Foundation in respect of premises at 25 Albert Square, Widnes, from 14 June 2019 be approved.

Strategic Director
- Enterprise,
Community and
Resources

EXB63 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

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

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

PHYSICAL ENVIRONMENT PORTFOLIO

EXB64 3MG HBC FIELD

The Board considered a report of the Strategic Director, Enterprise, Community and Resources, which provided an update on the disposal of land at HBC Field.

RESOLVED: That Executive Board

- 1) approves the disposal to the company named in the recommendation on the terms set out in the report;
- 2) gives delegated authority to the Chief Executive, in consultation with the Leader and

Strategic Director
- Enterprise,
Community and
Resources

the Portfolio Holders (Physical Environment and Resources) to take all reasonable steps to complete the disposal; and

- 3) authorises the Operational Director for Economy, Enterprise and Property to arrange all required documentation to be completed to the satisfaction of the Operational Director, Legal and Democratic Services.

MINUTES ISSUED: 16 December 2019

CALL-IN: 23 December 2019 at 5.00 pm.

Any matter decided by the Executive Board may be called in no later than 5.00pm on 23 December 2019.

Meeting ended at 2.20 p.m.

REPORT TO: Executive Board

DATE: 16 January 2020

REPORTING OFFICER: Strategic Director, People

PORTFOLIO: Children, Education and Social Care

SUBJECT: Halton Support at Home Service

WARD(S): Borough-wide

1.0 **PURPOSE OF THE REPORT**

1.1 To seek a waiver in compliance with Procurement Standing Order 1.14.4 (iv) of Part 2 or Part 3 as appropriate, for the continued provision of the Halton Support at Home Service delivered by the British Red Cross.

2.0 **RECOMMENDATION: That Executive Board**

- 1) **Note the contents of the report; and**
- 2) **A waiver in compliance with Procurement Standing Order 1.14.4 (iv) of Part 2 or Part 3 as appropriate, is approved.**

3.0 **SUPPORTING INFORMATION**

3.1 The British Red Cross (BRC) is currently commissioned, until 31 March 2020, to provide a Support at Home Service which supports people for a short period of time during the difficult transition from hospital to home. The service is an important part of the discharge management process, helping to alleviate the pressure on beds as well as offering practical support to people when they are at their most vulnerable.

The Service is also available to people in the community to help avoid hospital admission.

3.2 Below is a list of services, activities or interventions, subject to a needs assessment, which may be provided to individuals whilst on the service:-

- Shopping/Escorted Shopping
- Emotional Wellbeing
- Preparing Home for Discharge and ongoing Support
- Supported appointments
- Providing Companionship/Confidence Building
- Assistance with Paperwork
- Safe and Well checks
- Signposting and Guidance
- Telephone Support /Check and Chat

- Assistance with Meals/Drinks
- Case Liaison
- Assisting with Mobility

NB. The British Red Cross do not provide personal care.

Referrals can be received from a variety of sources including from local acute hospital trusts, community health services, adult social care or self-referral.

3.3 To ensure that the service delivered is of the necessary quality, we have robust contract management arrangements in place, which consists of the quarterly provision of both quantitative and qualitative information, regular reporting through to Halton Borough Council's Adult Social Services Senior Management Team and half yearly monitoring meetings with the provider. Also recently, the BRC attended the Health Policy and Performance Board in November 2019 to provide the Board with an overview of the service and outcomes delivered.

3.4 A waiver in compliance of Procurement Standing Order 1.14.4 (iv) of Part 2 or Part 3 as appropriate, is sought to award the British Red Cross a contract for a two year period from 1 April 2020 to 31 March 2022.

4.0 **POLICY IMPLICATIONS**

4.1 Continuing this service supports the Council in its development of out of hospital services with NHS Halton CCG and in respect to the One Halton placed based approach.

4.2 Retendering this contract could result in the Council foregoing a clear benefit in developing out of hospital services with NHS Halton CCG and may result in the Council awarding the contract to another provider which would result in a risk to continuity of care and support to a vulnerable client group. It is preferred to remain with the existing provider to continue to achieve positive outcomes for the existing client base, and new clients, through well established relationships that they have with health, social care and the local voluntary and community sector. The service staff have a sound local knowledge of the population, geography and voluntary and community sectors in Halton and have used this to help people achieve personalised outcomes.

5.0 **FINANCIAL IMPLICATIONS**

5.1 Waiver in compliance with Procurement Standing Order 1.14.4 (iv) of Part 2 or Part 3 as appropriate: Non-Emergency Procedures (exceeding a value threshold of £100,000) on the basis that a full tender process would result in the Council having to forego a clear financial or commercial benefit (1.14.4 (iv)).

5.2 The provider is a specialist provider in delivery of this type of service and awarding a contract to the existing provider would support continuity of care for a vulnerable client cohort.

5.3 The waiver would be effective for the period 1 April 2020 – 31 March 2022.

5.4 The total financial cost to the authority is £57,069 per annum; total contract value over the two year term is £114,138. The cost of this contract can be met within existing budget allocations. There has been no inflationary uplift applied to this contract from that previously awarded.

5.5 Based on the number of Service Users in receipt of the service during quarters 1 and 2 of 2019/20, we can project that a total of 266 people will be supported during this financial year, which is on par with the number supported in 2018/19.

Based on the annual cost of the contract, this would mean the cost per Service User supported would be £214.54. The Support at Home Service is available to individuals for up to 6 weeks. On average a Service User could receive 3 hours of support per week for up to 6 weeks; 18 hours of support in total. This would work out to be an hourly rate of £11.92.

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

6.1 **Children & Young People in Halton**

None identified.

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

None identified.

6.3 **A Healthy Halton**

This service makes an important contribution to the health and social care system in Halton.

6.4 **A Safer Halton**

None identified.

6.5 **Halton's Urban Renewal**

None identified.

7.0 **RISK ANALYSIS**

7.1 This contract falls below the current EU Light Touch Regime threshold of £615,278 and subsequently the risk of challenge will be negligible.

7.2 The Service will continue to be monitored to ensure that the Council and Halton residents receive value for money.

8.0 **EQUALITY AND DIVERSITY ISSUES**

8.1 None identified.

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

9.1 None.

REPORT TO:	Executive Board
DATE:	16 January 2020
REPORTING OFFICER:	Strategic Director – People
PORTFOLIO:	Children, Education and Social Care
SUBJECT:	School Admission Arrangements 2021
WARDS:	Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 This report fulfils the Local Authority's statutory requirement to consult upon and then determine the admission arrangements to Halton's community and voluntary controlled schools for whom the Local Authority is the Admission Authority, and to fulfil the statutory requirement to determine Coordinated Admission Schemes for admission to all primary and secondary schools in Halton including Academy, Free School and Voluntary Controlled schools, for the September 2021 intake.

2.0 RECOMMENDATION: That the Board approves the attached School Admissions Policy, Admission Arrangements and Coordinated Schemes for admission to primary and secondary schools for the 2021/22 academic year.

3.0 SUPPORTING INFORMATION

3.1 On the 7 October 2019 Halton Local Authority issued a statutorily required consultation on the proposed admission arrangements and co-ordinated admission schemes for the September 2021 intake (attached as Appendix 1). The full consultation was available on the Council's website for parents and carers and any other interested party, was issued to all schools for sharing with parents, carers, staff and governing boards, was issued to the Diocesan Authorities responsible for voluntary aided schools in Halton, and sent to all schools in Halton who are their own admission authority, and to all neighbouring local authorities.

3.2 The consultation ran until 8 November 2019 and no changes were proposed to the current oversubscription criteria for admission to Local Authority maintained community and voluntary controlled primary schools. All secondary schools in Halton are either academies, free schools, or voluntary aided meaning they are their own admission authority and responsible themselves for consulting and determining their own admissions criteria and their own Published Admission Number (PAN), and any proposed changes they wish to make must be consulted upon and determined in accordance with the statutory

requirements regarding consultation and determination detailed in the Department for Education School Admissions Code 2014.

- 3.3 The Local Authority's consultation advised that there would be no individual response to any submission made, but any responses submitted would be considered by the Council's Executive Board. No responses to the consultation were received.
- 3.4 All admission authorities – the Local Authority for community and voluntary controlled schools, and the Governing Boards/Trusts for academies, free school and voluntary aided schools, must ensure that the admission arrangements determined are fair, clear and objective, and fully comply with all statutory requirements. The arrangements proposed by the Local Authority for admission to community and voluntary controlled schools for the 2021/22 academic year reflect those requirements.

4.0 POLICY IMPLICATIONS

- 4.1 The Admissions Policy has been drawn up to maximize parental preference for Halton Local Authority maintained community and voluntary controlled schools. The oversubscription criteria contained within the Policy for community and voluntary controlled schools for whom the Local Authority is the admissions authority, reflect the criteria which are considered good practice and acceptable by the Department for Education.
- 4.2 With regard to the Coordinated Admissions Schemes for admission to primary and secondary schools, parents/carers are invited to express a preference (or preferences) for any school for the relevant age group, and must complete an application form which allows them the opportunity to express those preferences. If the school of preference is undersubscribed then all applications will be successful. If the school is oversubscribed then the oversubscription criteria will be applied and places allocated in accordance with the relevant criteria. The Council applies the admissions criteria determined for community and voluntary controlled schools to applications for those schools, and the Admission Authority (Governing Board/Trust) for academy, free school and voluntary aided schools apply their criteria for admission and notify the Local Authority of the outcome of those applications. The Local Authority then communicates those decisions to parents/carers on behalf of all schools on the relevant notification date.

5.0 OTHER IMPLICATIONS

- 5.1 None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

The proposed policy complies with statutory requirements for local authorities who are the admission authority for community and voluntary controlled schools, in ensuring that the admission arrangements to community and voluntary controlled schools are fair and do not disadvantage, either directly or indirectly, a child from a particular social or racial group, or a child with disability or special educational needs.

6.2 Employment, Learning and Skills in Halton

Educational achievement is critical to the life chances of all children in the borough, and the School Admissions Policy detailing school admission arrangements to community and voluntary controlled schools in Halton underpins the requirement to promote fair access to educational opportunity.

6.3 A Healthy Halton

The School Admission arrangements for community and voluntary controlled schools are aligned to the Council's School Transport policies which promotes and supports measures that encourage local communities to use environmentally sustainable forms of travel, especially walking, cycling, and public transport.

6.4 A Safer Halton

The alignment of the School Admissions Policy and School Transport policies promotes the safe travel and transfer of pupils to school.

6.5 Halton's Urban Renewal

None identified.

7.0 RISK ANALYSIS

- 7.1 The admission arrangements for community and voluntary controlled schools are proposed to maximise parental preference for Halton schools. Any amendment to the current arrangements at this time may reduce parental preference and lead to an increased number of admission appeals, adversely affecting the intake at some schools. The coordinated schemes for admission to primary and secondary schools are proposed to ensure that statutory requirement to have such schemes in place is met.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 The proposed admission arrangements reflect any requirements of the Equality Act 2010.

9.0 REASON(S) FOR DECISION

9.1 The decision is statutorily required.

10.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

10.1 Other options considered and rejected include the allocation of places to community and voluntary controlled schools through random allocation (lottery) as this method could be seen as arbitrary and random.

11.0 IMPLEMENTATION DATE

11.1 The Policy and co-ordinated schemes will apply for the September 2021 academic intake.

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

Document	Place of Inspection	Contact Officer
School Admissions Code 2014	People Directorate	Martin West
School Standards & Framework Act 1998	People Directorate	Martin West
Education Act 2002	People Directorate	Martin West
Education & Inspections Act 2006	People Directorate	Martin West



HALTON LOCAL AUTHORITY SCHEME FOR THE CO-ORDINATION OF ADMISSION ARRANGEMENTS FOR SECONDARY SCHOOLS – 2021/22 ACADEMIC YEAR

- 1.0** This document is intended to fulfil the statutory requirements for admissions into year 7 at secondary schools in September 2021.
- 2.0** Halton Local Authority is consulting on the proposed admission arrangements to determine a co-ordinated scheme which will apply to all secondary schools in the authority's area for the September 2021 intake.
- 3.0** The Scheme will apply to the following schools in the table below. The table also details the proposed Published Admission Number (PAN) for each school, and the type (category) of school:

School	PAN	Type
The Grange	180	Academy
Saints Peter and Paul Catholic College	300	Voluntary Aided
St Chad's Catholic and Church of England Joint Faith High School*	190	Voluntary Aided
Ormiston Bolingbroke Academy	180	Academy
Ormiston Chadwick Academy	190	Academy
The Heath School	240	Academy
Wade Deacon High School	310	Academy
Sandymoor School	120	Free School

*In the process of converting to academy status.

It should be noted that at the time of writing some schools may be in the process of determining their PAN for 2021, providing they have consulted in accordance with the statutory requirements of the School Admissions Code.

Each Academy School (including Free Schools) has a Trust who is responsible for determining the admission arrangements for its school. The Governing Bodies of the Voluntary Aided Schools are the

APPENDIX 1

admission authorities for these schools. Academy Trusts and Governing Bodies of Voluntary Aided Schools are required to undertake their own consultation regarding admission arrangements.

- 4.0** From September 2020 Halton residents will be given the opportunity to complete a common preference form and express a preference, with reasons, for up to 3 secondary schools using this form for a school place in September 2021. The LA must invite applications on the preference form and the preference form must comply with mandatory provisions and the requirements of the DfE School Admissions Code. This form will be available on-line and parents/carers are required to apply for a school place via the Halton Borough Council website at www.halton.gov.uk/schooladmissions. Parents/carers should only complete one application form and preferences may include Halton schools and schools maintained by other LAs. Paper forms are available by request only.
- 5.0** Admission authorities i.e. governing bodies for voluntary aided, academy and free schools **must** ensure that their determined admission arrangements comply with the mandatory provisions of the School Admissions Code. All admission authorities must operate an Equal Preference Scheme. Within an equal preference scheme all preferences are considered against each school's published admission criteria. After all preferences have been considered, if only one school named on the preference form can offer a place, the LA will send out an offer of a place. If more than one school can offer a place, parents will be offered a place at whichever of those schools is ranked highest on the preference form. This may not be the first preference school. If a school becomes oversubscribed then places will be allocated in accordance with the oversubscription criteria.
- 6.0 APPLYING FOR A SECONDARY SCHOOL PLACE FOR SEPTEMBER 2021**
- 6.1** Halton LA publishes online an "Admission to Secondary School" booklet (a Composite Prospectus). A letter and information leaflet will be issued to all year 6 pupils attending Halton Primary Schools and Halton resident pupils who attend schools in other LAs, advising parents of the online booklet and application process, and will be available at the Halton Direct Link Offices, Halton Libraries, on line via the Council's website, and from the Admissions Team. The booklet will be published online at the start of the Autumn Term, **September 2020**, and the on-line application system will be available at the same time.
- 6.2** The preference form will seek three preferences in ranked order (regardless of which LA the school preferences are for). Applications from Halton resident parents, either on-line submissions or hard copy (by request only), must be returned no later than **31st October 2020**.

APPENDIX 1

- 6.3** Halton resident parents may request information (a prospectus) regarding schools in neighbouring LAs but **must** complete their preferences on the Halton form. Halton LA will work with its neighbouring authorities: Cheshire West and Chester, Warrington, Liverpool, Knowsley, and St Helen's, together with any other admission authority where a parent has applied for a school place.
- 6.4** On-Line Admissions: LAs are required to have a facility for parents to apply on-line for a secondary school place. This facility is in place for Halton residents via Halton Borough Council's website at www.halton.gov.uk/schooladmissions. This is the preferred method of application. Residents who cannot apply online may request a paper copy of the preference form from any of the Halton Direct Link Offices or directly from the School Admissions Team.
- 6.5** Halton LA will record all preferences on the admissions database, including those received from neighbouring LAs whose children are seeking a place at a Halton School and will forward, week beginning 16th November 2020, details of all first, second, and third preferences for admission to aided schools, for consideration in accordance with their published admission criteria.
- 6.6** The governing bodies of Voluntary aided schools should note that they must treat first, second, and third preferences equally against their admission criteria and **must** place in ranked order, against their criteria, the details of all pupils applying to their school, and must return the ranked list to the Admissions Team by Friday 11th December 2020.
- 6.7** When all preferences have been considered and allocations finalised, Halton residents will be able to view their allocated school place online on **Monday 1st March 2021**, together with details of the appeal process if applicable. Letters advising of the allocated school place will be posted to parents submitting a paper copy of the preference form on this date. Parents/carers who applied online will also receive an email confirming the allocated place.
- 6.8** If none of the parent's preferences can be met, Halton LA will allocate a school unless there are insufficient places remaining in the authority. In Halton, a place will be allocated at the nearest school, with places available, to the home address measured in a straight-line distance measurement from the child's permanent residence to the school. This does not affect the parent's rights to appeal for a place at the school(s) they have been refused.

7.0 EARLY AGE TRANSFER TO SECONDARY SCHOOL

Children of exceptional ability and maturity can be considered for transfer to secondary schools one year earlier than normal. It is the

APPENDIX 1

responsibility of the Head teachers of primary/junior schools to put forward the names of any pupils whom they consider are physically, intellectually, and emotionally suitable to benefit from such a transfer, and who might be educationally disadvantaged by remaining in the primary sector for a further year. However, as a first step, head teachers will discuss possible candidates with parents, the school's link adviser, and the Educational Psychologist. Parents who consider that early transfer might benefit their child should discuss this with the head teacher.

8.0 LATE APPLICATIONS FOR HALTON SECONDARY SCHOOLS

Late applications for places at Halton Local Authority maintained community schools received after the closing date will not be considered until after the main allocation of places has taken place for all those applications received on time. If an application is received after places have been allocated and the school(s) of preference are oversubscribed, the child will be placed on the school's waiting list, the child's position on the waiting list being determined by the admission policy. Parents have the right of appeal if admission is refused and details on the appeals process are given in paragraph 14 below.

If parents are making a late application to a voluntary aided school the school will advise how this will be dealt with. Late applications **must** be made on a paper copy of the preference form which can be obtained from any of the Halton Direct Link Offices or directly from the School Admissions Team. The online application system is not available after the deadline for application, **31st October 2020**.

9.0 CHANGE OF PREFERENCE

If parents decide to change their preference after the closing date they will need to complete another preference form. If places have already been allocated the LA may not be able to meet the change of preference and the child's name will be added to the waiting list. It should be noted that the online application process will cease on the closing date, so parents/carers will need to request and complete a paper copy of the application form.

10.0 CHANGE OF ADDRESS

If a pupil moves house **after the closing date of 31st October 2020 and before 18th January 2021**, parents must notify the LA. The LA may require documentary evidence to confirm this change of address. For changes made **after 18th January 2021**, the address used for the initial allocation of places will be the permanent place of residence provided in application before this date. A new address may be submitted for purposes of waiting list position if required and documentary evidence will be necessary to confirm this change of address.

APPENDIX 1

11.0 WITHDRAWAL OF OFFER OF A SCHOOL PLACE

Halton LA reserves the right to withdraw the offer of a school place in limited circumstances. These may include where a fraudulent/intentionally misleading preference form is received claiming a false sibling or false residence.

12.0 WAITING LISTS

Waiting lists will be held for all oversubscribed secondary schools. The Local Authority, who are responsible for coordinating admissions, will maintain the waiting lists for oversubscribed schools and, if a place becomes available, will liaise with the relevant schools before reallocating any available place. Secondary schools must not reallocate any places, this is the responsibility of the Local Authority for the secondary transfer process. The waiting list will comprise of those pupils refused admission to the school(s) of preference. This list will be maintained from the time of initial allocation until the end of the Autumn Term, at which point the waiting list will cease. If a place becomes available at an oversubscribed school, the place will be reallocated in accordance with the published over-subscription criteria for the relevant school. Parents should be aware that their child's place on the waiting list might alter, either up or down, dependent upon the movement of other applicants. The waiting list forms part of the co-ordinated scheme, therefore applications received up to the end of the Autumn Term will be considered within the scheme, following which any applications received after this date will be dealt with as an in-year admission and the in-year admission process will be applied.

13.0 ADMISSION APPEALS

Parents who are not offered a place at any of their preferred schools have a right of appeal to an independent appeals panel under section 94 of the School Standards & Framework Act 1998. Appeals must be submitted in writing but parents have the right to present their case to the panel in person. Appeals will be conducted in accordance with the School Admission Appeals Code. The decisions of independent appeals panels are legally binding on all parties.

Applications for admission to Aided Church schools, Trust and Academy schools will be referred to the Admissions Committee of the governing body of the school concerned. The LA, acting on behalf of the governors, will notify parents of the result of their application. If the application is not approved parents will be notified of their statutory right of appeal.

15.0 SCHOOLS WITH SIXTH FORMS

Each school with a sixth form **must** include in its consultation paper the arrangements they propose to use to allocate places in Year 12. It is

APPENDIX 1

not intended that the LA will co-ordinate admissions to sixth form, therefore applications must be sent to the relevant admission authority (i.e. the school) for consideration. Parents and children above compulsory school age have the right to make separate applications for more than one school.

Each school **must** set an admission number for its sixth form, and should say in its published information what the anticipated sixth form capacity will be. However, the published admission number **must** only relate to those being admitted to the school for the first time and should be based on an estimate of the minimum number of external candidates likely to be admitted. It is not necessary for children already in the school to apply formally for places in year 12, but the admission arrangements **must** give details of any entry requirements. Children in care **must** be given highest priority within the criteria, schools **must not** interview children or their families for entry to year 12, although meetings can be held to provide advice on options and entry requirements. Entry **must not** be dependent on attendance, behaviour record, or perceptions of attitude or motivation. Where the admission authority has not admitted up to its PAN it cannot refuse to admit applicants who have met the minimum entry. Any other applicant refused must be given the right of appeal to an independent appeal panel.

TIMETABLE FOR SEPTEMBER 2021 SECONDARY ADMISSIONS

SEPTEMBER 2020 – APPLICATION PROCESS COMMENCES

31ST OCTOBER 2020 CLOSING DATE FOR RECEIPT OF APPLICATIONS

WEEK COMMENCING 16TH NOVEMBER 2020 LA PROVIDES DETAILS OF ALL 1ST 2ND AND 3RD PREFERENCES TO VA SCHOOLS

BETWEEN 16TH NOVEMBER AND 11TH DECEMBER 2020 ADMISSION COMMITTEES OF OWN AUTHORITY SCHOOLS MUST MEET TO CONSIDER ALL APPLICATIONS (IF APPLICABLE)

NO LATER THAN 11TH DECEMBER 2020 OWN AUTHORITY SCHOOLS MUST HAVE RANKED ALL APPLICATIONS IN CRITERIA ORDER & SUBMITTED THIS LIST TO THE LA, FOLLOWING WHICH INTER-LA EXCHANGE OF DATA WILL ALSO OCCUR

1ST MARCH 2021 ONLINE NOTIFICATION OF OFFER MADE TO PARENTS APPLYING ONLINE. LETTER POSTED TO PARENTS SUBMITTING A PAPER COPY OF THE PREFERENCE FORM

FRIDAY 26TH MARCH 2021 APPEALS TO BE LODGED WITH THE LA MAINTAINING THE SCHOOL



HALTON LOCAL AUTHORITY SCHEME FOR THE CO-ORDINATION OF ADMISSION ARRANGEMENTS FOR PRIMARY SCHOOLS – 2021/22 ACADEMIC YEAR

- 1.0 This document is intended to fulfil the statutory requirements for admissions into reception class in maintained infant and primary schools.
- 2.0 This Co-ordinated Primary Scheme applies to all those schools detailed on pages 15 and 16 of this document. Halton Borough Council (as the Local Authority - LA) is the Admission Authority for all community and voluntary controlled schools, and the Governing Body of each voluntary aided or academy school is the admission authority for the school.
- 3.0 Parents/carers **must** complete their home LA's preference form, therefore if a non-Halton resident is seeking admission to a Halton school, (or vice-versa) they must complete their own authority's form which will then be forwarded to the relevant authority and LAs will then share any cross border applications for consideration.
- 4.0 Halton residents will be required to complete a Halton preference form and will be given the opportunity to express a preference, with reasons, for up to 3 primary schools regardless of which authority the school is in. The LA must invite applications on the preference form and the preference form must comply with mandatory provisions and the requirements of the School Admissions Code. This form will be available on-line and parents are encouraged to apply for a school place via the Halton Borough Council website at www.halton.gov.uk/schooladmissions.
- 5.0 Where a Voluntary Aided School requires supporting information e.g. asking for a reference from a priest or other religious minister for a faith school, or details of baptism etc parents may be required to complete a supplementary form and VA schools **must** inform parents of their requirements within their school's published admission arrangements.
- 6.0 Admission authorities (the LA for community and voluntary controlled schools, and governing bodies for voluntary aided and academy schools) **must** ensure that their determined admission arrangements comply with the mandatory provisions of the Code. In Halton, as

APPENDIX 1

statutorily required, an Equal Preference Scheme is operated. Within the equal preference scheme all preferences are considered equally against each school's published admission criteria. After all preferences have been considered if only one school named on the preference form can offer a place the maintaining LA will send out an offer of a place. If more than one school can offer a place parents will be offered a place at whichever of those schools is ranked highest on the preference form. This may not be the first preference school. If a school becomes oversubscribed then places will be allocated in accordance with the relevant oversubscription criteria.

- 7.0** Admission authorities **must** provide for the admission of all children in the September following their fourth birthday and parents are allowed to request that the date their child is admitted to the school is deferred until the child reaches compulsory school age in that school year. In Halton this already happens. Parents can request their child attends part-time until the child reaches compulsory school age and admission authorities **must** accommodate these requests where it appears to be in the best interest of the child.
- 7.1** As recommended in the School Admissions Code the LA will allow parents/carers to defer their child's entry to school until the child is of compulsory school age, providing the parent applies, is offered, and accepts the place within the normal admissions timetable, and the place is taken up within the same academic year.
- 7.2** In addition, the LA, as detailed within the Department for Education document "Advice on the admission of summer born children" (2014), will ensure that flexibilities exist for children whose parents do not feel they are ready to begin school in the September following their fourth birthday. School admission authorities are responsible for making the decision on which year group a child should be admitted to, but are required to make a decision based on the circumstances of the case. In these cases the School may seek the professional views of Local Authority officers including the Special Educational Needs Assessment Team, the Education Welfare Service, and the Educational Psychology Service, together with any other agencies who are involved with the child/family.
- 7.3** It should be noted that if a child is presently attending a nursery class/early years setting they do not have an automatic right to transfer to the primary school to which the nursery/early years setting is attached (the only exception being The Grange School which is an all-through school). Parents/carers are required to indicate a preference for a primary school along with all other parents/carers. The same applies for children who already have siblings already at a particular school, parents/carers must complete a preference form along with all other parents.

APPENDIX 1

8.0 APPLYING FOR A PRIMARY SCHOOL PLACE FOR SEPTEMBER 2021

- 8.1** Halton LA publishes online an “Admission to Primary School” booklet (a Composite Prospectus). A letter and information leaflet will be issued to all Halton Primary Schools and will be available at Halton Direct Link Offices, Halton Libraries, on line via the council’s website, and upon request from the Admissions Team. The booklet will be published online in **September 2020** and the on-line application system will be available at the same time.
- 8.2** The preference form will seek three preferences in ranked order. All applications, whether made online or submitted in paper format (by request only) must be submitted by no later than **Wednesday 15th January 2021**. This closing date is a statutorily set closing date. The online application system will not be available after this date and late applications must be submitted on a paper copy of the preference form.
- 8.3** Halton resident parents may request information (a prospectus) regarding schools in neighbouring local authorities but **must** complete their preferences on their home LA form.
- 8.4** The Admissions Team will load all preferences onto the database including those received from neighbouring LAs (inter-LA exchange to take place week commencing **Monday 1st February 2021**). Halton LA will then forward all application details, regardless of whether they are first, second and third preferences to all Voluntary Aided schools where admission is being sought, by **Friday 19th February 2021**. The Admissions Committee of those governing bodies **must** meet and place in ranked order against their criteria the details of all pupils applying to their school. Governing bodies must treat first, second, and third preferences equally against their admissions criteria. Voluntary Aided schools **must** then notify the Admissions Team by **Friday 5th March 2021** all pupils’ details in ranked order against their criteria.
- 8.5** The LA will then undertake a final data exchange with neighbouring LAs to ensure that all children have an allocated school by **Friday 19th March 2021**.
- 8.6** When all preferences have been considered and allocations finalised, Halton residents will be able to view their allocated school place online on **Friday 16th April 2021**, together with details of the appeal process if applicable. Letters advising of the allocated school place will be posted to parents submitting a paper copy of the preference form on this date. Parents/carers will be required to decline any offer of the school place within 10 school days. If the LA does not hear from the parent/carer then it is assumed the place has been accepted.
- 8.7** Parents will have until **Friday 14th May 2021** to lodge any appeals with the LA.

APPENDIX 1

9.0 OVERSUBSCRIPTION CRITERIA

9.1 If a Halton community or voluntary controlled school becomes oversubscribed, places will be allocated in accordance with the following criteria:

- 1) Looked after children and children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order), and children who appear to the Local Authority as the admission authority for community and voluntary controlled schools to have been in state care outside of England and ceased to be in state care as a result of being adopted;
- 2) Siblings – pupils with elder brothers or sisters including half brothers and sisters and unrelated children living together as part of the same household, already attending the school and expected to continue in the following year;
- 3) Pupils living nearest to the school measured using an Ordnance Survey address-point system which measures straight-line distances in metres from the address point of the school to the address point of the place of permanent residence of the pupil.

For admission to community and voluntary controlled schools the following notes apply:

a) Children who have a statement of special educational needs (to be known as Education, Health & Care Plan) will be allocated a place at the school named in the statement (Education, Health & Care Plan). Where a child with a statement (Education, Health & Care Plan) is allocated a place this will reduce the number of remaining places available to allocate within the above oversubscription criteria.

b) If oversubscription occurs within any one of the above criteria 1-3, places will be allocated on distance grounds as described within the distance criteria (3) above. In the instance of a tie regarding distance for the last place to be offered (to two decimal places in metres), a place will be offered using the electronic admission system's random allocation function.

c) Where applications are received for twins, triplets etc, the LA will apply the oversubscription criteria and will oversubscribe the school if a family would otherwise be separated.

d) The address to be used in measuring distance for the purpose of allocating school places will be the child's permanent home address. Where a child lives with parents with shared responsibility the LA will use the address of the person receiving Child Benefit for allocation purposes. Parents may be required to submit evidence of Child

APPENDIX 1

Benefit upon request from the LA. It may also be necessary for the Council to carry out checks that the address given is genuine and parents may be requested to produce further documentary evidence of the child's address. The above criteria will apply without reference to the Halton Borough Council boundary.

e) Where applications are received from families of UK Service personnel and other Crown servants, school places will be allocated to children in advance of the approaching school year if accompanied by an official MOD, FCO or GCHQ letter declaring a return date with full address details and providing they would meet the criteria when they return to the UK.

f) If none of the parent's preferences can be met, Halton LA will allocate a school unless there are insufficient places remaining in the authority. In Halton, a place will be allocated at the nearest school, with places available, to the home address measured in a straight-line distance measurement from the child's permanent residence to the school. This does not affect parent's rights to appeal for a place at the school(s) they have been refused.

9.2 THE GRANGE ALL THROUGH SCHOOL

The Grange is a designated all through school, therefore children enrolled in the nursery at the closing date will automatically transfer from the nursery to infants, infants to juniors, and juniors to secondary within The Grange. Following the transfer of those children from the nursery to reception class the remaining places will be allocated in accordance with the school's admissions criteria. If a child is enrolled to the nursery after the primary closing date, and allocations have been made and the school is full, the child will be placed on the waiting list.

10.0 LATE APPLICATIONS FOR HALTON PRIMARY SCHOOLS

Late applications for places at Halton Local Authority maintained community and voluntary controlled schools received after the closing date will not be considered until after the main allocation of places has taken place for all those applications received on time. If an application is received after places have been allocated and the school(s) of preference are oversubscribed, the child will be placed on the school's waiting list, the child's position on the waiting list being determined by the admission policy. Parents have the right of appeal if admission is refused and details on the appeals process are given in paragraph 15 below.

If parents are making a late application to a voluntary aided school or academy the school will advise how this will be dealt with. Late applications **must** be made on a paper copy of the preference form which can be obtained from any of the Halton Direct Link Offices or directly from the School Admissions Team. The online application

APPENDIX 1

system is not available after the deadline for application, **15th January 2021**.

11.0 CHANGE OF PREFERENCE

If parents decide to change their preference after the closing date they will need to request and complete another preference form. The on-line facility will not be available after the closing date. If places have already been allocated the LA may not be able to meet the change of preference and the child's name will be added to the waiting list as detailed in paragraph 14 below. It should be noted that the online application process will cease on the closing date, so parents/carers will need to request and complete a paper copy of the application form.

12.0 CHANGE OF ADDRESS

If a pupil moves house **after the closing date of 15th January 2021 and before 19th February 2021**, parents must notify the LA. The LA may require documentary evidence to confirm this change of address. For changes made on or after **20th February 2021**, the address used for the initial allocation of places will be the permanent place of residence provided in application before this date. A new address may be submitted for purposes of waiting list position if required and documentary evidence will be necessary to confirm this change of address.

13.0 WITHDRAWAL OF OFFER OF A SCHOOL PLACE

Halton LA reserves the right to withdraw the offer of a school place in limited circumstances. These may include where a fraudulent/intentionally misleading preference form is received claiming a false sibling or false residence.

14.0 WAITING LISTS

The LA will maintain waiting lists for oversubscribed community and voluntary controlled primary schools. The waiting list will comprise of those pupils refused admission to the school(s) of preference. This list will be maintained from the time of initial allocation until the end of the Autumn Term, at which point the waiting list will cease. If a place becomes available at an oversubscribed school, the place will be reallocated in accordance with the published over-subscription criteria detailed above. Parents should be aware that their child's place on the waiting list might alter, either up or down, dependent upon the movement of other applicants. The waiting list forms part of the co-ordinated scheme, therefore applications received up to the end of the Autumn Term will be considered within the scheme, following which any applications received after this date will be dealt with as an in-year admission and the in-year application process will be applied.

APPENDIX 1

15.0 ADMISSION APPEALS

Parents who are not offered a place at any of their preferred community, voluntary controlled, voluntary aided trust or academy schools have a right of appeal to an independent appeals panel under section 94 of the School Standards & Framework Act 1998. Appeals must be submitted in writing but parents have the right to present their case to the panel in person. Appeals will be conducted in accordance with the School Admission Appeals Code. The decisions of independent appeals panels are legally binding on all parties.

Regulations made under Section 1 of the School Standards and Framework Act 1998 limit the size of an infant class (in which the majority of children will reach the age of 5, 6, or 7 during the school year) to 30 pupils per school teacher. Parents will have a right of appeal but an appeal panel can only uphold this appeal if it is satisfied that:

- a) It finds that the admission of additional children would **not** breach the infant class size limit; or
- b) It finds that the admission arrangements did not comply with admissions law or were not correctly and impartially applied and the child would have been offered a place if the arrangements had complied or had been correctly and impartially applied; or
- c) It decides that the decision to refuse admission was not one which a reasonable admission authority would have made in the circumstances of the case.

The decisions of independent appeals panels are legally binding on all parties.

Applications for admission to Aided Church schools will be referred to the Admissions Committee of the governing body of the school concerned. The LA, acting on behalf of the governors, will notify parents of the result of their application. If the application is not approved parents will be notified of their statutory right of appeal.

16.0 SCHOOLS TO WHICH THIS SCHEME APPLIES:

The LA as commissioner of school places is continually reviewing and monitoring the number of places available against projected pupil numbers and updates head teachers accordingly. It is possible that occasionally, there may be certain geographical areas within the borough where demand for places is higher than the actual number of places available, and the LA will, in discussion with the school, give consideration to admitting above a school's Published Admission Number (PAN). Admitting above a school's PAN will only be agreed between the school and the LA where it is confirmed that to do so will not affect the school in the longer term and will not have a detrimental

APPENDIX 1

effect on neighbouring schools and providing it does not breach infant class size legislation.

The figure in brackets denotes the school's proposed Published Admission Number for 2020 but may alter as a result of any school reorganisation.

COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS TO WHICH THIS SCHEME APPLIES:

All Saints Upton C E Voluntary Controlled Primary (30)
Astmoor Primary (25)
Beechwood Primary (20)
Brookvale Primary (40)
Castleview Primary (20)
Fairfield Primary (90)
Farnworth C E Voluntary Controlled Primary (60)
Gorsewood Primary (30)
Hale C E Voluntary Controlled Primary (25)
Halebanks C E Voluntary Controlled Primary (15)
Hallwood Park Primary (25)
Halton Lodge Primary (30)
Hillview Primary (30)
Lunts Heath Primary (60)
Moore Primary (30)
Moorfield Primary (45)
Murdishaw West Community Primary (30)
Oakfield Community Primary (40)
Pewithall Primary (30)
Simms Cross Primary* (40)
The Brow Community Primary (25)
Victoria Road Primary (40)
Westfield Primary (25)
Weston Primary (30)
Weston Point Primary (20)
Windmill Hill Primary (25)
Woodside Primary (30)

* in the process of converting to academy status

ALL THROUGH ACADEMY SCHOOLS TO WHICH THIS SCHEME APPLIES:

The Grange (60)

VOLUNTARY AIDED SCHOOLS TO WHICH THIS SCHEME APPLIES:

APPENDIX 1

CHURCH OF ENGLAND:

Runcorn All Saints' CE Aided Primary (20)
St Berteline's CE Aided Primary (44)
St Mary's CE Aided Primary (35)

CATHOLIC:

Our Lady Mother of the Saviour Catholic Primary (30)
Our Lady of Perpetual Succour Catholic Primary (30)
St Basil's Catholic Primary (60)
St Bede's Catholic Infant (75)
St Bede's Catholic Junior (75)
St Clement's Catholic Primary (30)
St Edward's Catholic Primary (15, to be confirmed)
St Gerard's Roman Catholic Primary & Nursery (30)
St John Fisher Catholic Primary (30)
St Martin's Catholic Primary School (30)
St Michael's Catholic Primary (30)
The Holy Spirit Catholic Primary (20)

ACADEMY SCHOOLS TO WHICH THIS SCHEME APPLIES:

Daresbury Primary (30)
Palace Fields Primary Academy (30)
St Augustine's Catholic Academy (25)
The Bridgewater Park Academy (30)
Widnes Academy (30)
Ditton Primary (60)
St Michael's with St Thomas C E Primary (30) (formerly Spinney Avenue CE Primary)

TIMETABLE FOR SEPTEMBER 2021 PRIMARY ADMISSIONS

15th January 2021
Closing Date for applications

Monday 1st February 2021
Inter LA exchange of preferences

By Friday 19th February 2021
preference details sent to all VA schools to rank applications in criteria order

Friday 5th March 2021 VA schools must have ranked all applications in criteria order and submitted the details to the LA

19th March 2021
Final exchange of data between neighbouring LAs to confirm allocations

16th April 2021
Online notification of offer for parents submitting preferences online. Letter posted to parents submitting paper copy.

14th May 2021
appeals to be lodged with LA

REPORT TO: Executive Board

DATE: 16 January 2020

REPORTING OFFICER: Strategic Director – People

PORTFOLIO: Children, Education & Social Care

SUBJECT: Schools Capital Programme – 2020/21

WARD(S): Borough-wide

1.0 PURPOSE OF THE REPORT

1.1 This report provides a summary of the capital funding received by the Council from central government to support capital works and programmes within schools for the 2020/21 financial year.

2.0 RECOMMENDATION: That

- 1) the position regarding capital funding from the Department for Education for 2020/21 is noted;**
- 2) the proposals to be funded from School Condition Capital Allocation are approved; and**
- 3) the capital allocations are put forward for inclusion in the Budget report to full Council.**

3.0 SUPPORTING INFORMATION

3.1 The Department for Education has not yet announced the Capital Grant Allocation for 2020/21, but given the timescales for some of the proposed capital projects, there is a requirement to present this report. The allocation stated in this report is based on the 2019/20 allocation which was £987,506. As in previous years, the allocation is likely to follow the same methodology, therefore, for the purpose of planning the capital programme for 2020/21, the 2019/20 allocation figure has been applied. In the event that the 2020/21 allocation is reduced, or in the event that a school converts to academy status which impacts on funding received by the Council, the amount of funding available for elements of the capital programme will be reduced accordingly.

3.2 Detailed in the table below is the indicative funding available to support capital projects across the school estate:

GOVERNMENT FUNDING	
<p>School Condition Allocation – Local Authority maintained schools i.e. community and voluntary controlled schools (INDICATIVE FIGURE BASED ON 2019/20)</p> <p>Allocated to fund condition and suitability projects at Local Authority maintained schools.</p>	£987,506
<p>Devolved Formula Capital – Local Authority maintained schools i.e. community and voluntary controlled schools (INDICATIVE FIGURE BASED ON 2019/20)</p> <p>Allocated directly to Local Authority maintained schools for their own use to address school building and Information Communication Technology needs.</p>	£221,943
<p>Devolved Formula Capital – Voluntary Aided maintained schools (INDICATIVE FIGURE BASED ON 2019/20)</p> <p>Allocated directly to Voluntary Aided maintained schools for their own use to address school building and Information Communication Technology needs.</p>	£157,179

4.0 School Condition Allocation funding.

4.1 The table below details how the School Condition Allocation will be utilised.

Description	Estimated costs	Description
Asset Management - Computer Aided Design (CAD) Plans and Condition Surveys	£27,500	CAD plans of school buildings are updated where improvement works have been carried out. The condition surveys are essential in order to identify any condition issues and plan for future capital repair programmes
Asbestos Management	£35,000	Annual update of asbestos surveys and undertaking of resulting remedial works.
Accessibility projects	£50,000	Funding that schools can apply for to resolve accessibility issues within school buildings.
Contingency	£112,006	Used for emergency and health and safety works that arise during the year.

Description	Estimated costs	Description
Capital Repairs	£800,000	A programme of capital works undertaken at community and voluntary controlled schools, determined by the Local Authority, based upon a priority of need.
Total	£1,024,506	

The total amount of £1,024,506 detailed above comprises £987,506 (based on 2019/20 School Condition Allocation), together with a required total contribution from schools (circa £37,000).

5.0 POLICY IMPLICATIONS

- 5.1 The programme of works will allow the Council to continue to meet its requirement to enhance the school environment through capital projects.

6.0 FINANCIAL IMPLICATIONS

- 6.1 In March 2019 the DfE announced the final capital allocations for 2019/20, for Halton this was £987,506. At the time of writing, the 2020/21 allocation has not yet been announced, but it is likely to follow the same methodology as previous years, therefore for the purpose of planning the capital programme for 2020/21 the 2019/20 allocation figure has been used. In the event that the allocation is reduced, or should further schools convert to academy status which will also reduce the amount of funding the Local Authority receives, the amount of funding available for elements of the capital programme will be reduced accordingly.

7.0 OTHER IMPLICATIONS

- 7.1 The Capital Repairs Programme will contribute to Halton's Carbon Management Programme by helping to produce more energy efficient buildings.

8.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

8.1 Children and Young People in Halton.

The Capital Programme will address condition and suitability issues within school buildings and will continue to improve the learning environment for children and young people.

8.2 Employment, Learning & Skills in Halton

As above.

8.3 A Healthy Halton

None identified.

8.4 A Safer Halton

None identified.

8.5 Halton’s Urban Renewal

None identified.

9.0 RISK ANALYSIS

9.1 Capital Repairs

It is current practice for schools to contribute towards the cost of works. Consultation with schools on their contribution to any proposed works will take place following the Council’s consideration of the budget report in March 2020. If schools cannot or are not willing to contribute, any proposed projects will not be carried out in 2020/21.

10.0 EQUALITY AND DIVERSITY ISSUES

10.1 The Accessibility funding will provide funding to improve the accessibility of mainstream and special schools for pupils with disabilities and the wider community. Consideration to access issues is given in all building projects. The capacity of schools to meet the needs of children with more complex needs and disabilities will be developed further through building works at schools.

11.0 REASON(S) FOR DECISION

11.1 To deliver and implement the capital programmes.

12.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

12.1 Not applicable.

13.0 IMPLEMENTATION DATE

13.1 Capital Programmes for 2020/21 to be implemented with effect from 1 April 2020.

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

Document	Place of Inspection	Contact Officer
Schools Capital Funding Allocations 2019/20 Department for Education 04/04/2019.	People Directorate	Catriona Gallimore

REPORT TO: Executive Board

DATE: 16 January 2020

REPORTING OFFICER: Strategic Director, People

PORTFOLIO: Children, Education & Social Care

SUBJECT: Integrated, Universal, Targeted and Specialist Youth Provision post July 2020

WARDS: Borough Wide

1.0 PURPOSE OF THE REPORT

1.1 It has been agreed that the integrated universal and targeted youth provision contract and the separate specialist treatment contracts be commissioned as one contract. Confirmation is now sought to start procurement process.

2.0 RECOMMENDATION: That the Board

- 1) note the report; and**
- 2) agree that if the procurement of the new integrated, universal, targeted and specialist youth provision is approved, it will agree a three year contract with the option to extend for a further 1 plus 1 year.**

3.0 SUPPORTING INFORMATION

3.1 National Picture of Youth Provision

3.1.1 Section 507B of the Education Act 1996 published in March 2008, sets out the statutory requirements for local authorities to provide youth work in three areas: positive activities, decision making by young people and 14-19 learning.

3.1.2 An estimated £387m has been cut from youth service spending by local authorities in the last six years, research has found. Data compiled by Unison from 180 local authorities that provide youth services in the UK found that in 2014/15 and 2015/16 cuts amounted to £123m.

3.1.3 The continued reduction in youth services has come at a time when those services are most needed. The risk of child poverty and material deprivation in the UK at a time has risen in recent years,

and as children become young people, thousands fail to receive any kind of economic support to get into the labour market.

(In Halton more than £160,000 has been cut from the budget since 2015, which equates to 20% plus).

3.2 Current Provision

3.2.1 Halton has a long history of providing universal, targeted and specialist youth provision, that provides young people with opportunities to develop their own unique talents and be able to access early help with any problems.

3.2.2 The Halton vision in 2015 was to develop a high quality integrated youth provision that meet the needs of young people and their families, with a focus on narrowing the gap in positive outcomes for the most disadvantaged and vulnerable young people, while improving outcomes for all young people.

3.2.3 In recent years Halton Borough Council with the support of youth provision and other partners (e.g. police, sexual health services) have made excellent progress in reducing teenage conceptions, under 18 alcohol related hospital admissions and youth related anti-social behaviour. However we are still above the National and North West averages for teenage conceptions and drug related hospital admissions for under 25's.

3.2.4 Halton Youth Provision has also further developed and increased the number of young people engaging and completing the Mayor's Award and the Duke of Edinburgh Awards. Both these awards were described by the Care Quality Commission in December 2016 as outstanding, along with the joint initiatives between the youth provision, police and housing departments around preventing anti-social behaviour. In 2016 the Quality Care Commission also rated Halton Youth Provision as outstanding, in the work it carries out in schools and colleges and the work it does to support those young people with additional needs.

3.2.5 The youth provision works together with a range of agencies to help young people who are taking risks or experiencing difficulties in getting back on the right path. Through early help or the early identification of an issue, they offer a range of support to prevent problems from getting worse: For example :

- Health and emotional wellbeing support e.g. confidence building, self-esteem anger management.
- Risk taking behaviour including sex, drugs and alcohol.
- One to one support for children and young people affected by parental substance misuse and/or mental health issues.

- Sexual health advice, contraception and STI screening.
- Promoting positive relationships.
- Diversion from crime and anti-social behaviour (eg. Knife crime).
- Staying safe, including internet and social media safety.
- Support to encourage volunteering and active citizenship.
- Signposting to find work, education and training opportunities.

3.3 **Detail of demographics – etc.**

There are 15,200 young people (10-19) in Halton, 7,800 males and 7,400 females (2018 info). The split between Runcorn and Widnes is 7,730 for Runcorn and 7,120 for Widnes (2017 info).

4.0 **SUMMARY**

- 4.1 Halton Borough Council is proud of its history in maintaining innovative, exciting, experienced and suitably qualified provider/s to deliver its youth provision.
- 4.2 Provision will continue to be provided through centre based clubs, group work, 1-1 treatment, street based outreach teams and it will continue to include the delivery of the Halton Mayors award and the Duke of Edinburgh awards, in partnership with schools, youth clubs and community groups.
- 4.3 The ambition is to build stronger, safer communities, which are able to support the development and learning of children and young people, so they grow up feeling safe, secure, happy and healthy and ready to be part of Halton's present and future.
- 4.4 To ensure that resources are targeted effectively and they meet the needs of young people in Halton, the provider/s will offer the service in the areas where there is a greater need. Provision will be delivered in the right place and at the right time for young people, so they can access universal, targeted or specialist services when appropriate.
- 4.5 Services will be rooted in strengths, or an asset-based approach that in addition to delivering interventions focused on reducing risk taking behaviour, also develop young people's resilience, such as life skills and their ability to make better choices and deal with difficulties
- 4.6 The Integrated Youth Service will have 3 core functions. The three areas of support have an indicative budget of £633.527 per annum, split as outlined below:-
- 70% of the budget will be focused on universal activities and targeted early interventions, provided through youth clubs, Halton Mayors Award, Duke of Edinburgh awards, street

based outreach and targeted one to one sessions in community venues e.g. schools and colleges.

- 30% of the budget will be focused on providing specialist support/treatment for those young people whose risk taking behaviour is impacting on their health, education, family and their long term chances in life.

These are indicative only and will change if needed through discussion with the Provider and the Commissioner of the service.

It is proposed the contract will start on 1st August 2020.

5.0 POLICY IMPLICATIONS

- 5.1 The most relevant statutory duty relating to youth services is the duty to secure access to positive activities. Under section 507B inserted into the Education Act 1996 by virtue of section 6 of the Education and Inspections Act 2006, the duty requires Local Authorities to ensure, so far as reasonably practicable, that young people have access to sufficient educational leisure-time activities which are for the improvement of their well-being and personal and social development.
- 5.2 This includes sufficient facilities for such activities; that activities are publicised; and that young people are placed at the heart of decision making regarding the positive activity provision. The duty applies to the 13 – 19 age range, and up to 24 for young people with learning difficulties.
- 5.3 The duty is qualified by the term 'reasonably practicable' which means that the determination of whether the local authority is acting reasonably depends on the particular circumstances of the local authority and the particular requirement for access to such activities and facilities. It is important for local authorities to document their consideration of need and any decisions made on the grounds of what is judged to be 'reasonably practicable'. By doing so, the authority will be able to provide a rationale for its decision making, if challenged.
- 5.4 Positive activities are split into two forms of activity; educational leisure time activities and recreational leisure time activities. The two are not mutually exclusive and many activities can fall in the remit of both. The positive activities to which access is to be secured need not always be in the local authority's area and the duty allows local authorities to enter into cross-border co-operative arrangements in order to meet the needs of young people who must travel to specific provision, or who live on, or near the borders of different local authority areas.

- 5.5 There is no enforceable statutory guidance on the level of provision of youth services, however if local authorities did not meet their statutory duties, they could be challenged through judicial review.

6.0 FINANCIAL IMPLICATIONS:

- 6.1 The budget would need to continue to provide integrated, specialist and targeted provision at the current level. The total budget is £633.527

7.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

7.1 Children and Young People in Halton

The current provision provides an integrated universal and targeted provision and a standalone specialist treatment/support service for young people in various locations across Halton, which allows for improved access in key areas of need, as reported by our partners such as the Police, Public Health and Housing.

7.2 Employment, Learning and Skills in Halton

This provision will support Halton Council in raising young peoples' aspirations and drive up participation and attainment in learning. The provision also supports young people who are NEET to get back into education training and employment

7.3 A Healthy Halton

This provision will target identified wards in Halton and promote positive emotional and physical wellbeing to children and young people aged 10yrs to 19yrs and up to 25 for young people with additional needs or leaving care. It will pro-actively target the young people most vulnerable to future risk taking behaviour (e.g. Drug and alcohol use, anti-social behaviour and exploitation).

7.4 A Safer Halton

This provision allows Halton the opportunity to continue using information, data, local intelligence and detailed demographic information to targeted area of greatest need with regards to reducing youth related anti-social behaviour, teenage conceptions and substance misuse.

8.0 RISK ANALYSIS

- 8.1 The benefits that universal, specialist and targeted youth provision provides for young people are long-lasting. While many other public services step in when problems occur, universal and targeted youth

services can prevent so many of those difficulties from occurring in the first place.

9.0 EQUALITY AND DIVERSITY ISSUES

9.1 The Equality Act 2010 extended legal protection to groups with 'protected characteristics'. The protected characteristics are:

- age
- disability
- gender reassignment
- marriage and partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

Halton Borough Council is a public body within the meaning of the act and must therefore pay due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited under the act
- advance equality of opportunity between those who share protected characteristics and those who do not
- foster good relations between those who share protected characteristics and those who don't

Halton Borough Council aims to ensure that services available at all levels, reflect the diversity of the people they serve.

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

None

REPORT TO:	Executive Board
DATE:	16 January 2020
REPORTING OFFICER:	Strategic Director, People
SUBJECT:	The funding formula for mainstream schools and high needs for 2020-21
PORTFOLIO:	Children, Education and Social Care
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 This report will outline the proposal for the Dedicated Schools Grant Schools Block Funding Formula for Halton mainstream schools and academies for 2020-21.

2.0 RECOMMENDATION: That the Board approve the continuation of the National Funding Formula for 2020-21.

3.0 SUPPORTING INFORMATION

- 3.1 From April 2018 the Dedicated Schools Grant was split into four blocks, Schools Block, Central Schools Services Block, High Needs Block and Early Years Block. The Schools Block supports mainstream primary, secondary and academies from reception to year 11. The Central Schools Services Block mainly supports the statutory functions carried out centrally on behalf of the schools and academies. The High Needs Block supports provision and central services for children with Special Educational Needs and Disabilities aged 0-25. The Early Years Block supports provision and central services for children aged 2 to 4 years.
- 3.2 In July 2017 the Secretary of State confirmed the introduction of the national funding formula from April 2018. The National Funding Formula is used by the Department for Education to calculate the Schools Block element of the Dedicated Schools Grant allocated to Halton. Until such time as the National Funding Formula “hard” formula is introduced, it is for each local authority to decide upon the funding formula to be adopted each financial year.
- 3.3 After consultation with schools and Schools Forum it was decided to move Halton mainstream schools and academies to the National Funding Formula with transitional protection for 2018-19. Transitional protection was required to ensure that the local authorities for whom funding was reducing under the National Funding Formula did not see a sudden, large drop in funding but it also meant that local authorities who were seeing an increase in funding, had that increase stepped over the

years of protection. The financial year 2019-20 was the last year with transitional protection, therefore part of the increase to the Schools Block funding for 2020-21 is due to the final unwinding of transitional protection.

- 3.4 We are required to now make a decision on the funding formula to be adopted for 2020-21. Once again, for 2020-21 there is an increase in per pupil funding which the DfE have provisionally calculated at 5.51% for Halton. The Minimum Per Pupil funding level, introduced in April 2018 as part of the National Funding Formula is now a mandatory requirement. For 2020-21 this is set at £3,750 for primary pupils and £5,000 for secondary pupils. The Minimum Funding Guarantee can still be used if required, local authorities in consultation with schools and School Forum have the flexibility of setting it at between +0.5% and +1.84%.
- 3.5 On 11th December 2019 a report highlighting the key changes to the funding of mainstream schools was presented to the Schools Forum. Following the release of indicative budgets from the DfE, a consultation paper was sent out to each school in the borough on 12th November 2019 (see Appendix A).
- 3.6 The consultation asked schools two questions for their consideration
- (1) Do you agree that we continue to adopt the NFF method, principles and rules for the funding formula to be applied to primary and secondary schools and academies for 2020-21?
 - (2) Do you agree to Schools Forum determining the level of the Minimum Funding Guarantee and any capping or scaling at the January meeting?
- 3.7 Of the 22 responses received, all were in favour of continuing with the National Funding Formula. The majority of schools (21) also said that they supported the proposal that School Forum make a decision on the appropriate level for the Minimum Funding Guarantee at their January meeting.
- 3.8 The indicative Dedicated Schools Grant Schools Block allocation released on 14th October gave an increase of £4.16M. The final allocation issued on 19th December is £92,581,025, an increase of £5.65M compared to the 2019-20 Schools Block grant.
- 3.9 In previous years Local Authorities have had the flexibility to move funding between the different funding blocks. From April 2018 the Schools Block has been ring-fenced. Local Authorities are allowed to transfer up to 0.5% of the Schools Block allocation to High Needs to ease the budget pressures on High Needs, if this is approved following consultation with schools and academies and receives the approval of School Forum. A transfer in excess of 0.5% is possible but is also

subject to approval by the Secretary of State. For 2018-19, schools and Schools Forum agreed to a transfer of 0.5% while in 2019-20 schools, Schools Forum and the Secretary of State agreed to a transfer of 1%.

- 3.10 The grant allocations announced on 19th December also showed an increase of £2.29M to the High Needs Block compared to the 2019-20 allocation. We have not requested any transfer of Schools Block grant to the High Needs Block for the 2020-21 financial year, to allow us to pass through the full amount of the Schools Block allocation to mainstream primary and secondary schools and academies in Halton. However, in line with the Inclusion Charter developed with schools in 2019 and school's responsibility as part of the Local Offer, we would hope to see schools using this funding to improve their provision for children and young people with SEND, thereby reducing the need for specialist placements.
- 3.11 Although the Independent Review of High Needs Provision is yet to be finalised the emerging proposals are focused on maintaining more children and young people in mainstream provision through investment in local mainstream schools and settings, capacity building and enhancing the specialist support services. This should improve outcomes for children and young people with SEND and reduce the number of costly out of borough placements.

4.0 FINANCIAL IMPLICATIONS

- 4.1 If pupil numbers and cohort in each school remained the same for 2020-21, every school would see an increase in funding. However, we know that in some schools, pupil numbers are falling. For 2019-20 91.16% of Schools Block funding was allocated through pupil-led factors. Therefore, where pupil numbers are falling schools will likely see a reduction in funding, however the two levels of safeguards – Minimum Per Pupil funding level and Minimum Funding Guarantee will ensure that on a per pupil basis schools will receive a minimum increase of 0.5% per pupil.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

5.1 Children & Young People in Halton

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

5.2 Employment, Learning & Skills in Halton

None.

5.3 A Healthy Halton

None

5.4 A Safer Halton

None.

5.5 Halton's Urban Renewal

None.

6.0 RISK ANALYSIS

6.1 The High Needs Budget continues to be highly pressured due to the number of learners requiring support. The High Needs Review has been considering the changes needed in Halton to ensure that we can continue to appropriately support our children and young people with SEND whilst reducing costs.

6.2 Increased investment in schools through the National Funding Formula and promoting and developing increased inclusion in our schools and settings should reduce the need for additional support or specialist placements.

7.0 EQUALITY AND DIVERSITY ISSUES

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

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

Document	Place of Inspection	Contact Officer
National Funding Formula policy document 2020-21 (October 2019)	Ann McIntyre	Ann McIntyre – Operational Director – Education Inclusion and Provision & Operational Director Resources
Impact of the schools NFF – EFA – (October 2019)	Ann McIntyre	Ann McIntyre – Operational Director – Education Inclusion and Provision & Operational Director Resources
Schools Block National Funding Formula – Technical	DFE Website	Ann McIntyre – Operational Director – Education, Inclusion and Provision &

<p>note (October 2019)</p> <p>High Needs Funding Operational Guide 2020-21 (October 2019)</p> <p>Central School Services Block National Funding Formula - Technical note - (October 2019)</p> <p>High Needs Funding Formula – Technical note (October 2019)</p> <p>School Revenue Funding 2020-21 – Operational Guide (September 2019)</p>		<p>Operational Director Resources</p>
<p>School Forum agenda, papers and minutes</p>	<p>HBC website</p>	<p>Ann McIntyre – Operational Director – Education Inclusion and Provision & Operational Director Resources</p>

Consultation on the Schools Block Funding Formula for 2020-21**Funding Formula**

We are required to consult with schools and academies on the method, principles and rules adopted for the funding formula to be applied to primary and secondary schools and academies for 2020-21.

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

<u>Factor</u>	<u>Criteria</u>	<u>Primary NFF value 20-21</u>	<u>Secondary NFF value 20- 21</u>
Basic per Pupil	A set level of funding for each pupil.	£2,857	£4,018 KS3 £4,561 KS4
Deprivation - FSM	Funding for pupils who are currently eligible for FSM.	£450	£450
Deprivation – FSM Ever 6	Funding for pupils who have been eligible for FSM at some point in the previous 6 years.	£560	£815
Deprivation – IDACI	Income Deprivation Affecting Children Index. Funding is based on the deprivation level assigned to each pupil's home post code, banded A to G. However funding is only allowed for bands A to F. NB the updated IDACI data will not be used for 20-21.	F £210 E £250 D £375 C £405 B £435 A £600	F £300 E £405 D £535 C £580 B £625 A £840
Low Prior Attainment	Primary – where pupils have not achieved the expected level of development at EYFSP Secondary – where pupils have not achieved the expected standard in KS2 at either reading, writing or maths.	£1,065	£1,610
English as an Additional Language	Pupils identified with a first language other than English can be funded for up to the first three years of statutory schooling. We fund for the maximum period of three years.	£535	£1,440
Pupil Mobility	Provides funding for pupils who enter a school other than at the start of Autumn Term. A minimum threshold applies of 6% of pupil numbers. Not used in Halton	£875	£1,250

	due to extremely low number of schools affected.		
Sparsity	Funding for small schools located in areas where pupils would have to travel a set minimum distance to the next nearest school. No schools qualify in Halton.		
Minimum Level of Per-pupil funding	Currently under consultation to implement as a mandatory factor. <i>Combines all pupil-led factors and is not a stand-alone amount.</i>	£3,750	£5,000
Total Pupil-led factors	Each LA is required to allocate at least 80% of the delegated Schools Block funding through the above pupil-led factors.		
Lump Sum	An amount per school up to a maximum of £175,000. Can be different for primary and secondary schools.	£114,400	£114,400
Split Sites	No schools in Halton are eligible for funding under this factor.		
LA Rates	LA Rates must be funded at an estimate of the actual cost.	Estimate of actual cost	Estimate of actual cost
PFI contracts	A factor to support schools that have unavoidable premises costs due to being a PFI school. A per pupil rate uplifted by 3.03%	£203.81	£203.81
Exceptional Premises	In Halton, this is for the joint use of leisure facilities by contractual agreement with one school.		£141,919*
Minimum Funding Guarantee	The MFG can be set between +0.5% and +1.84%. The model uses MFG at +1.84%, the maximum amount allowed.		

*Waiting on a decision from ESFA

Cash values

We are not required to consult on the cash values attributed to each factor, however we can share with you the NFF values as above. The final cash values used are dependent upon the pupil data and final grant allocation which will both be released mid-December.

Minimum Funding Guarantee

The Minimum Funding Guarantee remains in place for 2020-21 but is now only allowed between plus 0.5% and plus 1.84%. The MFG is calculated to a per pupil

amount which cannot be less than the previous year per pupil amount multiplied by the MFG factor. This means that a schools' per pupil amount must increase by a minimum of 0.5% to 1.84% compared to the previous year.

It is impossible to say what MFG level we will require, or can afford at this point in time. This can only be calculated when the final grant allocation and pupil data is received in mid-December. Therefore, as in previous years, we are asking that you agree to Schools Forum approving the MFG level at the January meeting when the Schools Block indicative budgets will be presented.

Indicative Schools Block budgets

The attached spreadsheet issued by the DfE shows the impact of the updated 2020-21 NFF formula and cash values. This is not necessarily the amount of funding you will receive.

Consultation questions

1. Do you agree that we continue to adopt the NFF method, principles and rules adopted for the funding formula to be applied to primary and secondary schools and academies for 2020-21?

Yes/No

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

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

Yes/No

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

Please respond no later than **5.00pm on Tuesday 26th November 2019** to ensure your feedback can be included in the report to Schools Forum on Wednesday 11th December 2019 and subsequently to the Executive Board of the Council.

Responses to be e-mailed to anne.jones@halton.gov.uk

REPORT TO:	Executive Board
DATE:	16 January 2020
REPORTING OFFICER:	Strategic Director – Enterprise, Community and Resources
PORTFOLIO:	Transportation & Physical Environment
SUBJECT:	Major Schemes and Funding Update
WARDS:	Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 Significant investment is underway to enhance the Borough's infrastructure. This comprises the Silver Jubilee Bridge (SJB) maintenance package; deconstruction of the SJB access road and viaducts in Runcorn ('delinking'); and the enhanced access into the Runcorn Station Quarter (RSQ) to deliver that masterplan. Junction construction at 'Widnes Loops', to enhance connectivity into Widnes and West Bank, is being undertaken consecutively with the delinking works in Runcorn. Individually these are complex pieces of work, even more so when tackled in combination, with each project impacting on the other.
- 1.2 This report provides an update on the above major projects that are in delivery, together with new relevant funding opportunities that have arisen. If secured, these funds will allow scheme enhancements, programme refinements, and additional phases of the Runcorn Station Quarter Masterplan to be brought into scope. The total of all funding opportunities could provide Runcorn with an investment of between £50m and £71m.

2.0 RECOMMENDATION: That

- 1) Project progress is noted;**
- 2) Funding bids are submitted with a view to securing funding for the full programme of works, enhancements, and additional phases of the Runcorn Station Quarter Masterplan and wider Runcorn Vision (see section 5.1 – 5.8); and**
- 3) In association with recommendation 2), Council be asked to approve the amendment of the capital programme to £50m in respect of the SJB Delinking and Runcorn Station Quarter, to reflect the updated position regarding opportunities for grant funding.**

3.0 SUPPORTING INFORMATION

- 3.1 Capitalising on the closure of the Silver Jubilee Bridge (SJB) for major maintenance, the development of an enhanced access into Runcorn's west coast mainline station is underway, together with the removal of the 'Trumpet Loop' and associated elevated infrastructure. Site work has been challenging with a number of constraints that have had to be overcome. These have included a significant number of uncharted services that have needed relocation; the discovery of asbestos bonded into construction materials; and an enhanced project scope to include additional road connections. However, the pace of work on site has been rapid, and recently the new roundabout has begun to take shape, with new surfaced road connections between the roundabout and Shaw Street now visible. Most of the old 'Trumpet Loop' itself has been removed, and demolition will start in January of the western overhead viaduct that once carried traffic onto the SJB. Based on the current programme, the scheme is expected to be fully complete by summer 2020. The closure order on the Weston Expressway is in place until September 2020.
- 3.2 The major maintenance programme on the Grade II listed SJB is almost complete. This could not be undertaken while the bridge carried traffic, and therefore this has been the first opportunity since 1961 for comprehensive refurbishment. The entire steel arch structure has now been completely repainted. A new paint system has been applied from bare metal up to a decorative coat. A structural cable has been successfully replaced, the first time this has been attempted. Taking two years of advanced modelling and planning due to all cables being under maximum load, it was impossible to simply remove one cable. A means of transferring the stresses onto a temporary arrangement had to be devised, before removing the old cable, inserting a new hanger, and then transferring the load back onto the new section. The final aspect of this project is the preparation of the road deck in preparation for the reopening to vehicles. This will involve the existing carriageway surface being planed off and renewed, with new expansion joints installed, and new lines and demarcations, including splitter islands that will form the protected lanes for cyclists. The bridge will be reopened to vehicles at the same time as the RSQ works complete in summer 2020.
- 3.3 A permanent junction into West Bank and Widnes from the Mersey Gateway Bridge is under formation. This replaces the temporary road and offset mini-roundabout with a new signal controlled junction. The legacy of previous development in this area had resulted in a significant amount of ground condition issues (for example old basements and foundation slabs) together with intertwined services from almost all major utility companies. Delays have been experienced while these constraints were resolved and the utility companies have moved and protected their assets to allow construction of the new junction to continue. At the present time, kerb lines and road surfacing has been carried out,

together with the installation of a splitter island. As a consequence of the ground conditions, the new junction is expected to fully complete by summer 2020.

4.0 POLICY IMPLICATIONS

- 4.1 The significant investment described in this report flows from the Council's strategic policies contained in the Local Plan, the Mersey Gateway Plus regeneration strategy, and the Local Transport Plan.
- 4.2 These strategic documents are supported at a more detailed level through documents that capture ambitions at a more focussed scale, for example the Runcorn Station Quarter Masterplan and Runcorn Vision documents. The ambition for the Runcorn Old Town area is:
- Build a stronger town centre
 - Improve linkages, accessibility and movement
 - Utilise assets, waterways, culture and heritage
 - Grow the residential offer
 - Realise the full potential of the mainline station and connectivity to major cities.
- 4.3 Project delivery relies upon having a clear strategy for the Borough's development. This process identifies the infrastructure and regeneration schemes needed to support that development. Schemes need to be supported by quality feasibility, options appraisal, and design work to turn them into deliverable projects. The value of this approach yields significant advantages when grant funding bids are pursued because they can be supported by a robust business case demonstrating value for money. The limiting factor with this approach are the up-front costs of financing this feasibility work, as costs for large multi-million pound schemes can require up to £250k to be invested in the production of a full business case with scheme designs that are suitable for procurement and start on site.

5.0 OTHER IMPLICATIONS

New Funding Opportunities

- 5.1 Newly announced funds could provide Runcorn with access to pot of up to £71m, giving Runcorn a 'once in a lifetime' transformative opportunity. The following bullet points summarise the funds that could bring significant additional investment to the Runcorn Station Quarter (RSQ) project and move subsequent phases into delivery, including the Station Piazza, public transport hub, and connectivity into the Town Centre. Beyond the RSQ Masterplan, the Runcorn Vision document highlights the opportunities for regeneration within the town centre.
- Town Deals – up to £25m Government (MHCLG) funding allocated for Runcorn (launched at the end of September). Not competitive.

- Future High Street Fund – bids of up to £25m (£675m national pot) for Runcorn Old Town. Competitive. £150k capacity fund provided.
- Liverpool City Region Combined Authority Mayoral Fund - Transforming Cities Fund - £19.9m bid in for Runcorn Station Quarter. Competitive.
- LCR Town Centre Commission Fund – Combined Authority / Mayoral fund of £1m allocated for Halton Lea. Not competitive.

Town Deals

- 5.2 Eligible Activities for funding include urban regeneration to ensure towns are thriving places for people to live and work. Example outputs include increasing density in town centres; strengthening local economic assets including local cultural assets; improving transport and digital connectivity; and site development (site acquisition, remediation, and preparation). There is strong strategic fit between the eligible activity criteria and the ambitions for regeneration in Runcorn Town Centre.

Future High Streets Fund

- 5.3 The objective of the funding is to renew and reshape town centres and high streets in a way that improves experience, drives growth and ensures future sustainability. To bid, local authorities are required to define the specific challenges faced by their high streets, to set out their overarching strategic ambition for what the high street or town centre should become, and what needs to be done to make this possible. However, this funding cannot be used for ‘superficial enhancements’ e.g. shop frontages; business grants etc.

Transforming Cities Fund

- 5.4 A bid for up to £19.9m has been submitted to the Combined Authority to enhance the programme of works to improve access to Runcorn Station and regenerate the vicinity of the station and town centre. The bid seeks to deliver the next phase of the RSQ masterplan including a transport hub, new Piazza, new road linkages, and improved connectivity.

Halton Lea Town Centre Commission Fund

- 5.5 For completeness, the funding allocated to Halton Lea from the Liverpool City Region Mayoral Fund is referenced as part of the overall funding opportunity that has been directed towards Runcorn.

Runcorn Station Quarter and Town Centre - Next Phases

- 5.6 If the bids into the funds described above are successful, that investment will secure the full programme of works that are in delivery, provide an element of contingency, and allow the next phases of the masterplan to move to implementation.
- 5.7 Together with the transport hub linking the station to Runcorn Town Centre, facilitating greater mobility and promoting active travel for residents and visitors, the next phase of works includes construction of

the Cavendish Street Link which involves highway improvements, including a new direct connection through to Shaw Street, and additional taxi stand facilities. The works will also deliver a new 'Piazza' area outside Runcorn Station that will offer inviting, high quality public realm helping to create an improved sense of place and facilitate modal transfer between the station, buses and taxis calling at Cavendish Street. Improvements to footways and cycleways will also be delivered to enhance active mode connections between the Station Quarter and town centre. The high utilisation of private cars for journeys in the wider Runcorn area will be addressed through the prioritisation of pedestrians and cyclists and the implementation of a new bus service timetable that will increase the number of buses calling at Runcorn Station from 4 to 15 services per hour.

- 5.8 Beyond the improvements and new infrastructure described above, future phases of the project envisage relocation of existing station car-parking, and housing and commercial development surrounding the station. If the total funding described in 5.1 could be secured, then these future phases could be implemented.
- 5.9 Depending on the success of the bids for funds outlined in this report the Council will need to keep the project constantly under review and will have to exercise a degree of prioritisation as the scheme progresses. Executive Board will be kept apprised of the progress on each element of the programme. However, this is clearly a great opportunity to regenerate this area of the Borough, which also presents wider opportunities for the whole of Halton.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

Indirect benefits will be gained from a much improved physical environment for local communities. There will be benefits to this group from the health and safer implications described below.

6.2 Employment, Learning and Skills in Halton

Good transport networks are fundamental to economic growth and employment. In the long-term there are strong prospects of new job creation as a result of an enhanced leisure, business, retail and cultural offers in Runcorn town centre. Investment in the station will ensure this facility continues to attract high passenger numbers and its connections to London and other major cities.

6.3 A Healthy Halton

The project will deliver active travel linkages between the station, town centre, canal, and over the SJB. The improved rail and bus offer will increase opportunities to use public transport, thereby engaging an element of active travel and also environmental benefits. Removal of the overhead viaduct will have a positive local impact on air quality.

6.4 A Safer Halton

Upon completion, the projects will provide safer, off-road and interconnected routes between the station, town centre, canal and SJB for cyclists and pedestrians. Removal of bridges, embankments, and overhead viaducts increases natural surveillance and the perception of light and space. This will make the local area feel safer to those who travel through these new areas.

6.5 Halton's Urban Renewal

The combination of projects will provide a much improved urban environment for visitors and residents. There will be direct implications for the Council's priorities through the achievement of regeneration projects as set out in in the relevant strategic documents (Local Plan, Mersey Gateway Regeneration Strategy Plus, RSQ masterplan, and Runcorn Vision).

7.0 RISK ANALYSIS

- 7.1 With any regeneration or construction scheme there are risks associated with uncertainty arising from various aspects of the process, such as securing funding, the need to acquire land, material availability and fluctuating prices (Brexit), severe weather, securing regulatory consents, environment factors (breeding birds), and from ground conditions that are experienced when work starts (such as contamination, uncharted utilities). These risks are impossible to eradicate and are dealt with by the inclusion of contingencies to draw upon. Consequently, if any of these key risks arise in project delivery, the consequence usually translates into increased costs and extended programmes for completion of the works. To mitigate these risks, detailed project planning and survey work is always undertaken.

8.0 EQUALITY AND DIVERSITY ISSUES

- 8.1 There are no Equality and Diversity implications arising from this report.

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

Document	Place of Inspection	Contact Officer
Local Plan	Municipal Building	Tim Gibbs
Runcorn Station Quarter Masterplan	Municipal Building	Wesley Rourke
Runcorn Vision	Municipal Building	Wesley Rourke

REPORT TO: Executive Board

DATE: 16 January 2020

REPORTING OFFICER: Strategic Director, Enterprise, Community and Resources

PORTFOLIO: Resources

SUBJECT: Policy changes relating to rear loading fully accessible Hackney Carriage and Private Hire Vehicles where the wheelchair user is secured in a forward facing position

WARDS: Boroughwide

1 PURPOSE OF REPORT

To receive a report from the Regulatory Committee recommending that the Executive Board adopt policy changes which relate to the current Hackney Carriage and Private Hire vehicle policy in respect of rear loading fully accessible vehicles where the wheelchair user is secured in a forward facing position and to deal with consequential matters.

2 RECOMMENDED: That

- 1) The policy changes as recommended by Regulatory Committee at item 1 of Minute Number REG 6 and as detailed in the Regulatory Committee Agenda dated 27 November 2019 be adopted as Council Policy; and**
- 2) The consequential matters set out in items 2, 3 and 4 of Minute Number REG 6 and as detailed in the Regulatory Committee Agenda dated 27 November 2019 be endorsed.**

3 SUPPORTING INFORMATION

- 3.1 Appendix 1 to this report contains a resolution of the Regulatory Committee made at its meeting held on 27 November 2019 (Includes Appendix A and B) Appendix 2 contains the agenda item which gave rise to the resolution and Appendix 3 Response from Unite Union.

3.2 The policy changes recommended by the Regulatory Committee were the culmination of a consultation exercise via the Taxi Consultative Group.

3.3 The proposals which the Regulatory Committee recommend for adoption are set out in appendix B of the Report dated 27 November 2019.

4 ISSUES FOR THE COUNCIL TO DETERMINE

4.1 The issues to consider are set out in Appendix 1, 2 and 3

5 POLICY IMPLICATIONS

5.1 The subject matter of this report is to adopt policy changes

6 OTHER IMPLICATIONS

6.1 There are no other implications

7 IMPLICATIONS FOR THE COUNCILS PRIORITIES

7.1 Children and Young People in Halton
N/A

7.2 Employment Learning and Skills in Halton
N/A

7.3 A healthy Halton
N/A

7.4 A Safer Halton
N/A

7.5 Halton's Urban Renewal
N/A

8 RISK ANALYSIS N/A

9 EQUALITY AND DIVERSITY ISSUES N/A

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

None.

APPENDIX 1

REG 6

REAR LOADING HACKNEY CARRIAGE AND PRIVATE HIRE VEHICLES

The Committee considered the report together with representations made by the UNITE trade union which had been received after the agenda had been printed. The Committee expressed their thanks for the trouble taken by UNITE in providing detailed comments on the matters before the Committee. The proposals had also been considered by the Taxi Consultative Group. The Committee recognised that there were negative as well as positive aspects of introducing this policy change as well as arguments for and against applying the policy only to private hire vehicles. However, the interests of the wheelchair travelling public and the need to increase, if possible, the number of fully wheelchair accessible vehicles were the prime objectives.

Consequently it was unanimously recommended that the policy change should apply to both hackney carriage vehicles and private hire vehicles. The benefits applying to existing categories of fully wheelchair accessible vehicles would apply to rear loading fully wheelchair accessible vehicles where the wheelchair user is secured in a forward facing position only. For the avoidance of doubt rear loading vehicles where the wheelchair user is secured in a rear facing position would continue to be banned.

RESOLVED: That the Executive Board be recommended to:

1. Adopt the policy changes detailed in this report relating to rear loading fully wheelchair accessible vehicles where the wheelchair user is secured in a forward facing position in respect of hackney carriage vehicles and private hire vehicles;
2. Give the Licensing Manager delegated authority to relax where appropriate for a period of 18 months from the date of grant of the first licence under this amended policy the Minimum Usable Luggage Space Requirement in respect of rear loading fully wheelchair accessible vehicles;
3. Direct that the Licensing Manager report back to the Regulatory Committee on the impact of the amended policy as near as possible to the expiry 18 months from the date of grant of the first licence under this amended policy;
4. To give the Licensing Manager delegated authority to set out and publish the Council's various policies, terms, conditions and guidance on taxi and private hire matters as the Licensing Manager considers appropriate from time to time

APPENDIX 2

REPORT:	Regulatory Committee
DATE:	27 th November 2019
REPORTING OFFICER:	Strategic Director Enterprise, Community and Resources
PORTFOLIO:	Resources
SUBJECT:	Taxi Licensing Matter
WARDS:	Borough-wide

1. PURPOSE OF REPORT

To consider amending the current hackney carriage and private hire vehicle policy in respect of loading wheelchair users from the rear.

2. RECOMMENDED

That the Executive Board be recommended:

5. To approve the policy changes detailed in this report relating to fully wheelchair accessible rear loading vehicles in respect of hackney carriage vehicles and private hire vehicles.
6. To give the Licensing Manager delegated authority to relax where appropriate for a period of 18 months from the adoption of this policy change The Minimum Usable Luggage Space Requirement in respect of rear loading fully accessible vehicles.
7. To give the Licensing Manager delegated authority to set out and publish the Council's various policies, terms, conditions and guidance on taxi and private hire matters as the Licensing Manager considers appropriate from time to time

3. INTRODUCTION AND BACKGROUND INFORMATION

- 3.1 All vehicles licensed by this Authority are able to carry a “standard” wheelchair in a folded up state following the user transferring to a seat in the vehicle.
- 3.2 This report however refers to vehicles that are able to carry passengers while remaining in their wheelchair, known nationally as Wheelchair Accessible Vehicles or “WAV”. This Council has traditionally referred to this category of vehicles as “fully” wheelchair compatible since the whole of the fleet is “wheelchair compatible” in the sense that a folding wheelchair can be accommodated with the passenger using the normal seating. National legislation and government targets have moved in the direction of only recognising vehicles as wheelchair accessible if they are “fully” wheelchair accessible.
- 3.3 As of the date of producing this report Halton Borough Council has the following number of WAV’s:

Total	WAV	%
267 hackney carriage vehicles	55	20
109 private hire vehicles	16	14
376 licensed vehicles	71	18

- 3.4 There is no legal requirement for any specific amount of vehicles to be accessible to wheelchair users. The Equality Act 2010 was written with the intention to amend this, however the section relating to minimum numbers was never enacted.
- 3.5 Currently, the Council only approves vehicles for licensing as a WAV hackney carriage or WAV private hire vehicle that are permanently adapted/modified to enable a passenger using a standard wheelchair to enter, exit from the side of the vehicle.
- 3.6 Meetings have been held with representatives of the local trade (Taxi Consultative Group) when the issue of WAV’s has been discussed. It is widely accepted by trade representatives that there is a need for additional WAV’s in the Halton area in order to be able to meet the growing demand for vehicles that can carry customers who need to be carried while seated in their wheelchair.
- 3.7 By far the main reason provided by the trade for the reluctance to purchase a WAV under the current policy was the cost of purchase and the cost of maintaining this type of vehicle.

4. POTENTIAL CHANGES

- 4.1 Enquiries have been made by the Council's own Transportation Team as to this Authority possibly allowing vehicles to be licensed that can load wheelchair users from the rear of the vehicle. This would allow for a wider range of wheelchair users to be carried, more specifically those that are of a non-standard type to be carried i.e. heavier as well as those that can only be secured in a forward facing position.
- 4.2 In considering the implications of allowing rear fully loading wheelchair accessible vehicles, officers have identified both the advantages and disadvantages of licensing rear loading WAV's and have listed them at **Appendix A** of this report.
- 4.3 As can be seen from the points in **Appendix A**, all the disadvantages relate almost specifically to hackney carriages due to the fact that they are available for immediate hire from taxi ranks.
- 4.4 Private Hire vehicle drivers are able to assess where to park when attending a pick-up or drop-off point which would explain why most Local Authorities now licence rear loading WAV's as private hire vehicles.
- 4.5 An argument for allowing rear loading WAV's as hackney carriages in Halton was raised at the Taxi Consultative Group on 10th October 2019. This argument was that a large volume of work undertaken by hackney carriages in Halton is from unofficial "taxi ranks" that are located on private land i.e. Asda car park in both Widnes and Runcorn, Hough Green and Widnes railway stations where there is no kerb for a wheelchair user to negotiate.
- 4.6 There is a further issue to consider in terms of the Council's current vehicle policies. Some rear loading vehicles are too small to comply with the Council's Minimum Useable Luggage Space requirements. There may have to be a 'trade-off' between increasing the number of fully wheelchair accessible vehicles and a relaxation of other standards. It is hoped that this will not happen since vehicles that are too small ought not to be attractive to the trade – some of these might only be able to accommodate two passengers. The Committee is asked to recommend that the Licensing Manager be given discretion to relax the Minimum Useable Luggage Space requirement in respect of fully wheelchair accessible vehicles for a period of 18 months to 'test the market'.
- 4.7 At present the following nearby Licensing Authorities do license rear loading vehicles as hackney carriages:

- Cheshire West & Chester
- St Helens
- Cheshire East

4.8 Knowsley Council have advised that they may be reviewing their own policy on this matter shortly.

5. Policy Decision Making

5.1 The Committee is responsible for determining the Council's policies in connection with the grant, variation, suspension or revocation of licences relating to taxi and private hire (see Terms of Reference of the Regulatory Committee part 17B).

5.2 However, the Constitution must now be interpreted in accordance with the case of R (On the application of 007 Stratford Taxis Limited v Stratford on Avon District Council 2011. This Court of Appeal decision interpreted the meaning of the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 in respect of matters which must be dealt with by a Council's Executive or by a committee of its council. Essentially, the court held that: (1) it was clear that individual applications relating to taxi matters must be dealt with by the equivalent of this Council's Regulatory Committee and (2) matters calculated to facilitate, or be conducive or incidental to such applications must also be dealt with in the same way but (3) any "plan or strategy" associated with such a function would be an executive function and therefore have to be determined by a council's executive. The Stratford case concerned the introduction of a wheelchair access policy. The decision was taken by the Council's cabinet rather than its Licensing Committee. The challenge from the taxi trade was that the Licensing Committee should have adopted the policy. This element of the challenge was rejected by the court.

5.3 Consequently, any decision of the Regulatory Committee relating to policy change will be by recommendation to the Executive Board.

5.4 In deciding whether or not to adopt or to recommend the adoption of a policy the following questions should be addressed:

5.4.1 Has proper consultation been undertaken?

5.4.2 Are the proposals necessary and proportionate?

5.4.3 In considering 5.4.2 what is it about any existing policy which has proved deficient or has failed to deal adequately with changes in circumstance?

5.4.4 Notwithstanding the above, the Committee is entitled to determine individual applications on their merits. This means that the Committee could determine the application and/or wait for a change in policy.

6. ISSUES ARISING

It is not envisaged that any current licence-holder would be disadvantaged by the implementation of any of the recommendations made in this report.

7. REGULATORS' CODE 2014

7.1 The Regulators' Code 2014 requires regulators (such as the Council) to take into account a number of factors when introducing new policies.

7.2 For example, paragraph 1.2 of the Code states: "When designing and reviewing policies, operational procedures and practices, regulators should consider how they might support or enable economic growth for compliant businesses and other regulated entities, for example, by considering how they can best:

- understand and minimise negative economic impacts of their regulatory activities;
- minimise the costs of compliance for those they regulate;
- improve confidence in compliance for those they regulate, by providing greater certainty; and
- encourage and promote compliance."

7.3 The Code also states that regulators should base their regulatory activities on risk. In the present case the balancing exercise is to weigh any negative consequences on the taxi trade against the positive consequences on the public who use the services of the trade.

7.4 It is taken as read that unnecessary burdens should never be imposed and that all actions need to be proportionate.

8. OPTIONS

8.1 The options available to the committee are to:

- Recommend the Executive Board to agree to amend the Council's current policy to allow rear loading wheelchair accessible vehicles to be licensed as private hire vehicles
- Recommend the Executive Board to agree to amend the Council's current policy to allow rear loading wheelchair accessible vehicles to be licensed as hackney carriage vehicles
- Reject either or both of the potential amendments

- 8.2 Should the Committee recommend a course of action other than outright rejection of the proposed changes then the existing policy pre-conditions will need to be re-drafted. The Committee would therefore be requested to include within the resolution a delegation of the task of preparing detailed wording and other consequential matters. An illustration of which can be found at **Appendix B**.

9. POLICY IMPLICATIONS

- 9.1 These are set out in the report.

10. OTHER IMPLICATIONS

None

11. IMPLICATIONS FOR THE COUNCILS PRIORITIES

11.1 Children and Young People in Halton

None

11.2 Employment Learning and Skills in Halton

N/A

11.3 A Healthy Halton

N/A

11.4 A Safer Halton

None

11.5 Halton's Urban Renewal

N/A

12. RISK ANALYSIS

There are no associated risks which have been identified with this item.

13. EQUALITY AND DIVERSITY ISSUES

The proposals recommended in this document promote the Council's Primary Transport Strategy No. 13 - Provision for People with Disabilities.

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

Document

Hackney and private hire vehicle licensing pre-conditions

Place of Inspection

<https://www3.halton.gov.uk/Pages/business/Licences/Taxis.aspx>

Contact Officer

Kay Cleary

Appendix A

Advantages of Rear Loading Wheelchair Accessible Vehicles

- Many wheelchair users use rear loading vehicles in their personal lives (e.g. through the Motability scheme) and will be confident and comfortable using them and this may be their preference
- Easier to load/unload in some locations compared to side loading vehicles (e.g. private driveways and locations where there is no kerb)
- Easier for driver to load as:
 - a) some models can be fitted with an assistance winch
 - b) the angle at which the wheelchair user is loaded is smaller due to the floor in most of these vehicles usually being lower
- No need for driver to turn the wheelchair 90 degrees inside the vehicle which can be difficult for many drivers
- More suitable for some people using larger, heavier electric wheelchairs
- Provides disabled people with an additional transport option when booking (some wheelchair users find the side loading vehicles difficult to access)
- It is hoped (but not guaranteed) that the number of 'fully wheelchair accessible' vehicles in the fleet would be boosted
- Considerably cheaper to purchase from new as prices currently start around £19,000 as opposed to the side loading vehicles that start around from £30,000 to £46,000
- Petrol and hybrid options are available which may be less polluting than diesel variants
- Can carry passengers in a forward facing position which is a requirement for certain specialist wheelchairs. Note that existing 'fully wheelchair accessible' vehicles all carry wheelchairs anchored in a backward facing direction

Disadvantages

- Where there are no dropped kerbs it could be difficult or uncomfortable to move a wheelchair bound passenger off a kerb on to the road
- Loading in the road puts passengers and drivers at greater risk from other road users
- No additional space on most designated hackney carriage stands to accommodate rear loading vehicles (up to 3000mm space is needed for rear loading)
- As rear loading vehicles are cheaper than side loading vehicles, it could result in the entire fleet being rear loading
- In most cases these vehicles are smaller and carry fewer passengers than side loading vehicles
- In pursuing the goal of increasing the number of fully wheelchair accessible vehicles in the fleet, compromises may be needed in relaxing certain standards such as minimum usable luggage space

Appendix B

Condition modification if rear loading of wheelchairs to be permitted

Both current hackney carriage and private hire policies referring to the loading of wheelchair users can be found in their respective pre-conditions at 2.1.3(3) and read as follows:

- (3) *A ramp for the loading of a wheelchair and occupant via the nearside passenger door must be carried in the vehicle at all times. The ramp must be of a design that is able to be effectively secured to the vehicle when being used.*

Should either, or both types of licensed vehicle policy be modified then the pre-conditions can be amended to incorporate the text in bold below.

- (3) *A ramp for the loading of a wheelchair and occupant via the nearside passenger door **(or in the case of rear loading fully wheelchair accessible vehicles, via the rear door)** must be carried in the vehicle at all times. The ramp must be of a design that is able to be effectively secured to the vehicle when being used.*

APPENDIX 3

Unite the Union

Response to the proposals to Amend Taxi Conditions in Halton

(submitted via email on 12th November 2019)

1. To remove the current requirement to paint an approved trailer the same colour as the towing vehicle. We have no Objections

Reference - Agenda Item 5, page 17, paragraph 4.1

HBC Comments: Noted

2. To amend the current private hire vehicle condition to specify the location Halton Borough Council door signs are to be fitted on vehicles (para 4.2 of the report relates) We have No Objections

Reference - Agenda Item 5, page 18, paragraph 4.2

HBC Comments: Noted

3. Consider removing the driver condition requiring the display of the table of fares (para 4.3 of the report relates). We have concerns that a hackney driver will have no legal tariff on display to cover disputes with the travelling public on what can be legally charged. The 1847 Act states that a Hackney carriage must have a current table of fares inside so that it can ply for hire.

Reference - Agenda Item 5, page 18, paragraph 4.3

HBC Comments: This response misreads the proposed change. Unite the Union's concerns are not justified as clarified in Appendix A of Agenda Item 5 toward the bottom of page 24 and continued on to page 25

4. Consider creating a new condition requiring all licensed vehicles to only be fitted with tyres that are under 10 years old (para 4.4 of the report relates) We have no objections.

Reference - Agenda Item 5, page 18, paragraph 4.4

HBC Comments: Noted

5. Consider removing the condition requiring private hire and hackney carriage vehicle licence holders to hold insurance for their vehicles and to keep a copy in their vehicle (para 4.5 of the report relates) We don't have a issue with the insurance document not being carried in the vehicle.

Reference - Agenda Item 5, page 20, paragraph 4.5

HBC Comments: Noted

6. Consider removing the condition requiring holders of single status driver's licenses to keep a copy of their insurance in their vehicles (para 4.6 of the report relates). We have no objections to this proposal.

Reference - Agenda Item 5, page 20, paragraph 4.6

HBC Comments: Noted

7. Rear loading WAV – As a union we have a massive objection to this type of vehicle being used due to the following.

a. Public Safety -the driver would have to push the wheelchair user out into the road. In the current climate of Health and Safety, are you are telling a driver to push a disabled passenger into the public highway to be loaded into a WAV. In what way would this be safe for the passenger and driver?

b. Rank space. Rank space is at a premium and if the ranks are full how do they load a wheelchair. There are a variety of WAV's with side loading entrance which is perfectly safe for the Wheelchair user and the driver. Due to this why would there be a need to license a vehicle of this type.

c. If there was to be a rear end accident and the ramp could not be accessed, how would wheelchair user escape the vehicle?

Reference - Agenda Item 4, pages 6-12

HBC Comments: These are all valid points and echo the negative aspects of the proposal as set out in the agenda (Appendix A, pages 13 - 14). All of these points need to be balanced with the positive aspects of rear loading vehicles

REPORT TO: Executive Board

DATE: 16 January 2020

REPORTING OFFICER: Strategic Director, Enterprise, Community and Resources

PORTFOLIO: Resources

SUBJECT: Policy changes relating to Taxi Licensing
Conditions

WARDS: Boroughwide

1. PURPOSE OF REPORT

To receive a report from the Regulatory Committee recommending that the Executive Board (1) adopt policy changes which relate to Hackney Carriage and Private Hire Vehicles and Private Hire Operators conditions; and (2) consider adopting a policy imposing a 10 year maximum age limit for the use of tyres on Council owned vehicles and on vehicles subject to the Council's transportation contracts.

2. **RECOMMENDED: That the policy changes as recommended by Regulatory Committee Minute Number REG 7 and as detailed in the Regulatory Committee Agenda dated 27 November 2019, be adopted as Council Policy.**

3. SUPPORTING INFORMATION

- 3.1 Appendix 1 to this report contains a resolution of the Regulatory Committee made at its meeting held on 27 November 2019 and Appendix 2 contains the agenda item which gave rise to the resolution. In addition Appendix 3 contains the response received from the Unite Union together with HBC comments which were reported to the Regulatory Committee separately since the response was received after the agenda had been put forward for printing.
- 3.2 The policy changes recommended by the Regulatory Committee were the culmination of a consultation exercise via the Taxi Consultative Group.
- 3.3 The recommendations of the Regulatory Committee related to a number of areas. The proposals which the Regulatory Committee recommend for adoption are set out in appendix A of the Report dated 27 November 2019 and in particular column 7.
- 3.4 Members will note that the proposed changes relate to the 6 areas highlighted in that Appendix.

- 3.5 One of the changes proposed by the Regulatory Committee relates to a new policy imposing a 10 year maximum age limit for tyres. The Committee considered that this policy should apply more generally (i.e. not be limited to licensed hackney carriage and private hire vehicles). This is reflected in items 2 and 3 of the Regulatory Committee resolution.

4. ISSUES FOR THE COUNCIL TO DETERMINE

- 4.1 The issues to consider are set out in Appendix 1, 2 , 3 and Appendix A

5. POLICY IMPLICATIONS

- 5.1 The subject matter of this report is to adopt policy changes

6 OTHER IMPLICATIONS

- 6.1 There are no other implications

7 IMPLICATIONS FOR THE COUNCILS PRIORITIES

7.1 Children and Young People in Halton

N/A

7.2 Employment Learning and Skills in Halton

N/A

7.3 A Healthy Halton

N/A

7.4 A Safer Halton

N/A

7.5 Halton's Urban Renewal

N/A

8 RISK ANALYSIS

N/A

9 EQUALITY AND DIVERSITY ISSUES

N/A

10. LIST OF BACKGROUND PAPERS UNDER SECTION 100D LOCAL GOVERNMENT ACT 1972

None.

APPENDIX 1

REG 7 The Committee considered six uncontroversial changes to hackney carriage and private hire policy. These had all been discussed at the Taxi Consultative Group and had been the subject of positive comments from the UNITE trade union (apart from the matter described at 4.3 of the agenda which the union had misunderstood). The only completely new proposal was the proposed introduction of a 10 year maximum age for tyres which was part of an initiative being promoted by the licensing authorities throughout the Liverpool City Region area. The Committee was advised that the 10 year maximum age for tyres applied to the Council's own vehicles as a matter of practice but considered that a policy should apply generally rather than just for hackney carriage and private hire licensing.

RESOLVED: That the Executive Board be recommended to:

1. Adopt as Council policy the six items set out in the agenda;
2. Consider adopting a policy imposing a 10 year maximum age for tyres on all Council vehicles
3. Consider adopting a policy requiring the Council to impose a 10 year maximum age policy as an additional condition in its transportation contracts.

APPENDIX 2

REPORT:	Regulatory Committee
DATE:	27 th November 2019
REPORTING OFFICER:	Strategic Director Enterprise, Community and Resources
PORTFOLIO:	Resources
SUBJECT:	Taxi Licensing Matter
WARDS:	Borough-wide

1. PURPOSE OF REPORT

To consider additions/amendments to elements of Taxi Licensing Policy, Single Status Driver's, Hackney Carriage, Private Hire Vehicle and Private Hire Operator's conditions as set out below.

2. RECOMMENDED

That the Committee considers the proposals and make appropriate recommendations to the Executive Board.

3. INTRODUCTION AND BACKGROUND INFORMATION

3.1 During meetings of the Taxi Consultative Group, various changes and additions were tabled for policy changes as well as changes to the Single Status Driver's, Hackney Carriage and Private Hire Vehicle, and Private Hire Operator's conditions as set out below. The group was asked to consult with the taxi trade they represent regarding the proposed changes. The potential changes to existing policy are summarised at section 4 of this report.

3.2 The Committee is responsible for determining the Council's policies in connection with the grant, variation, suspension or revocation of licences relating to taxi and private hire (see Terms of Reference of the Regulatory Committee part 17B).

3.3 However, the Constitution must now be interpreted in accordance with the case of R (On the application of 007 Stratford Taxis Limited v Stratford on Avon District Council 2011. This Court of Appeal decision interpreted the meaning of the Local Authorities (Functions and Responsibilities)(England) Regulations 2000 in respect of

matters which must be dealt with by a Council's Executive or by a committee of its council. Essentially, the court held that: (1) it was clear that individual applications relating to taxi matters must be dealt with by the equivalent of this Council's Regulatory Committee and (2) matters calculated to facilitate, or be conducive or incidental to such applications must also be dealt with in the same way but (3) any "plan or strategy" associated with such a function would be an executive function and therefore have to be determined by a council's executive. The Stratford case concerned the introduction of a wheelchair access policy. The decision was taken by the Council's cabinet rather than its Licensing Committee. The challenge from the taxi trade was that the Licensing Committee should have adopted the policy. This element of the challenge was rejected by the court.

3.4 Consequently, any decision of the Regulatory Committee on matters contained in this agenda will be by recommendation to the Executive Board.

3.5 In deciding whether or not to adopt or to recommend the adoption of a policy the following questions should be addressed:

3.5.1 Has proper consultation been undertaken?

3.5.2 Are the proposals necessary and proportionate?

3.5.3 In considering 3.5.2 what is it about any existing policy which has proved deficient or has failed to deal adequately with changes in circumstance?

3.6 The potential policy changes are introduced at section 4 below and analysed at Appendix A below. In summary they deal with the following areas:

- Painting trailers;
- Position of door signs on private hire vehicles;
- Display of table of fares as a single status driver condition;
- Maximum tyre age requirement;
- Insurance condition on vehicle licences;
- Insurance condition on single status drivers' licences.

4. POTENTIAL CHANGES

4.1 Consider amending the pre-condition vehicle policy and remove the requirement to paint an approved trailer the same colour as the towing vehicle.

4.1.1 Currently, trailers may be towed by licensed hackney carriage and private hire vehicles provided they comply with a number of pre-

conditions. One of these pre-conditions is the requirement to paint the trailer to match the towing vehicle.

4.1.2 This requirement has been in place further back than current records are held therefore its purpose can only be assumed to date back to a time when trailers were not mass-manufactured with current lightweight materials.

4.1.3 This pre-condition serves no benefit to the current trade (or the public) and as modern trailers are made from metals, painting would likely affect the re-sale value of the trailer.

4.2 Consider an amendment to the current private hire vehicle licence conditions in order to specify where on the vehicle Halton borough Council's door signs are to be fitted.

4.2.1 Private hire vehicle condition 6, bullet point 3 currently states the following:

"a sign on adhesive plastic of a size colour design and wording approved by the Council shall be required to be positioned on both front doors indicating that the vehicle is a licensed Private Hire Vehicle".

4.2.2 This instruction does not clarify where on the front doors these stickers should be fitted. This has resulted in a number of vehicles having these door signs fitted to the lower half of the vehicle doors which are either harder to read or cannot be read due to the curvature of the door.

4.2.3 The door signs are already designed in high visibility colours and as they provide safety information as well as providing the vehicle identification they need to be in a prominent position on the vehicle.

4.3 Consider removing the single status driver's licence condition requiring the display of a table of fares.

4.3.1 This condition is a "historical" one which no longer has any relevance to the driver. The requirement to display a table of fares now sits within the hackney carriage vehicle licensing conditions.

4.4 Consider creating a new hackney carriage and private hire vehicle pre-condition (policy) requiring all licensed vehicles to always be fitted with tyres that are less than 10 years old from the date of manufacture.

4.4.1 In 2012, a coach transporting young people back from a music festival crashed, causing three people to tragically lose their lives,

and many more to suffer life changing injuries. The crash was caused by a tyre that was 19.5 years old.

Following an inquest into the tragic crash the coroner wrote to the Government appealing for legislation to ban tyres older than 10 years from being used by coaches or mini-buses.

The Department of Transport did not implement this change in legislation but simply amended the safety guidelines of public service vehicles (buses, mini-buses, coaches etc), recommending that tyres over 10 years should not be fitted.

- 4.4.2 It is accepted that one of the biggest factors that adversely affects tyres is the process of ageing. Over time and with 'oxidation' certain rubbers 'work-harden' which leads to rubber stiffening and decreases its integrity.

Because aging substantially decreases the quality, integrity and ultimately the safety of tyres, you would expect there to be laws in place to protect the public.

Vehicle manufacturers make safety recommendations in their handbooks, stating tyres over 10 years old should not be used. Some go as far as saying 6 years is the safe limit.

- 4.4.3 On the sidewall of a tyre you will find the 'Department of Transport code' (DOT code). One of the key pieces of information that can be gained from this is the date the tyre was manufactured.

Since the year 2000, the date section of the code has been made up of 4 numbers. The first two numbers tell you the week and the last two indicate the year the tyre was manufactured. Therefore if a tyre has the code 39/09, this means the tyre was manufactured in the 39th week of the year 2009.

- 4.4.4 Because of the deemed safety implications, a safety campaign was set up by the mother of one of the individuals who died in the coach accident. Further details can be found on the campaign website www.tyred.org.uk

A number of authorities, public bodies and private organisations have given their backing to this campaign of which the Liverpool City Region is one.

- 4.4.5 Hackney carriages and private hire vehicles provide a major contribution to the transport network across the Liverpool City Region (if not the UK), therefore the issue of tyre safety has been discussed by licensing representatives from all 6 Liverpool City

Region authorities. During these meetings it was agreed to recommend a new policy to each licensing committee requiring all hackney carriage and private hire vehicles to be fitted with tyres less than 10 years old at all times.

4.4.6 The test bay at the Council's Lower House Lane depot has been monitoring the age of tyres being used on all licensed vehicles over the past 12 months and have only found 3 vehicles with tyres that exceed 10 years of age. When the owners of these vehicles were made aware of this fact they all chose to replace the tyres at their own discretion.

4.5 Consider removing a condition for private hire and hackney carriage vehicle licence-holders to hold insurance for their vehicles and for a copy of this insurance to be kept in the vehicle at all times.

4.5.1 The first part of this condition requiring a vehicle licence-holder to have insurance for their vehicle no longer serves any purpose as national legislation requires appropriate insurance to be held (Road Traffic Act 1988 refers) and drivers not complying with this act can be prosecuted.

4.5.2 The second part of this condition is no longer deemed relevant as again national legislation requires insurance to be provided by a licence-holder upon request which is a considerably more cost effective way of checking on insurance.

4.5.3 There is also an argument that it is no longer environmentally friendly to require all licence-holders to photocopy or print-out their insurance policies especially as most insurance companies now provide digital copies via email.

4.6 Consider removing a condition requiring single status drivers to keep a copy of their insurance in their vehicle at all times.

4.6.1 This condition is almost identical to the condition referred to in 4.5 of this report except that it refers to licensed drivers instead of the vehicle licence-holders and does not require drivers to hold relevant insurance.

4.6.2 The points referred to in 4.5.2 and 4.5.3 also apply to this condition.

5. ISSUES ARISING

It is not envisaged that any current licence-holder would be disadvantaged by the implementation of any of the recommendations made in this report.

6. REGULATORS' CODE 2014

- 6.1 The Regulators' Code 2014 requires regulators (such as the Council) to take into account a number of factors when introducing new policies.
- 6.2 For example, paragraph 1.2 of the Code states: "When designing and reviewing policies, operational procedures and practices, regulators should consider how they might support or enable economic growth for compliant businesses and other regulated entities, for example, by considering how they can best:
- understand and minimise negative economic impacts of their regulatory activities;
 - minimising the costs of compliance for those they regulate;
 - improve confidence in compliance for those they regulate, by providing greater certainty; and
 - encourage and promote compliance."
- 6.3 The Code also states that regulators should base their regulatory activities on risk. In the present case the balancing exercise is to weigh any negative consequences on the taxi trade against the positive consequences on the public who use the services of the trade.
- 6.4 It is taken as read that unnecessary burdens should never be imposed and that all actions need to be proportionate.

7. OPTIONS

- 7.1 The options available to the committee are to **recommend:**
- Agreement to some or all of the potential changes or
 - Amendment to some or all of the potential changes or
 - Rejection of the potential changes.
- 7.2 Should the Committee recommend a course of action other than outright rejection of any potential changes existing conditions will need to be altered. The Committee would therefore be requested to include within the resolution a delegation of the task of preparing detailed wording and other consequential matters.

8. POLICY IMPLICATIONS

- 8.1 Any changes made would change elements of existing policy and vary Conditions relating to applicants applying to hold Single Status

Driver's, Hackney Carriage & Private Hire, Vehicles and Private Hire Operator's Licences issued by Halton Borough Council.

9. OTHER IMPLICATIONS

None

10. IMPLICATIONS FOR THE COUNCILS PRIORITIES

10.1 Children and Young People in Halton

None

10.2 Employment Learning and Skills in Halton

N/A

10.3 A Healthy Halton

N/A

10.4 A Safer Halton

None

10.5 Halton's Urban Renewal

N/A

11. RISK ANALYSIS

There are no associated risks which have been identified with this item.

12. EQUALITY AND DIVERSITY ISSUES

There are no equality or diversity issues related to a review

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

Document	Place of Inspection	Contact Officer
1. Taxi Consultative Group Agendas	Licensing Section	Kay Cleary Nick Wheeler
2. Current licence Conditions/policies		

Additional Evidence 1

APPENDIX 3

Unite the Union

Response to the proposals to Amend Taxi Conditions in Halton

(submitted via email on 12th November 2019)

1. To remove the current requirement to paint an approved trailer the same colour as the towing vehicle. We have no Objections

Reference - Agenda Item 5, page 17, paragraph 4.1

HBC Comments: Noted

2. To amend the current private hire vehicle condition to specify the location Halton Borough Council door signs are to be fitted on vehicles (para 4.2 of the report relates)

We have No Objections

Reference - Agenda Item 5, page 18, paragraph 4.2

HBC Comments: Noted

3. Consider removing the driver condition requiring the display of the table of fares (para 4.3 of the report relates). We have concerns that a hackney driver will have no legal tariff on display to cover disputes with the travelling public on what can be legally charged. The 1847 Act states that a Hackney carriage must have a current table of fares inside so that it can ply for hire.

Reference - Agenda Item 5, page 18, paragraph 4.3

HBC Comments: This response misreads the proposed change. Unite the Union's concerns are not justified as clarified in Appendix A of Agenda Item 5 toward the bottom of page 24 and continued on to page 25

4. Consider creating a new condition requiring all licensed vehicles to only be fitted with tyres that are under 10 years old (para 4.4 of the report relates) We have no objections.

Reference - Agenda Item 5, page 18, paragraph 4.4

HBC Comments: Noted

5. Consider removing the condition requiring private hire and hackney carriage vehicle licence holders to hold insurance for their vehicles and to keep a copy in their vehicle (para 4.5 of the report relates) We don't have a issue with the insurance document not being carried in the vehicle.

Reference - Agenda Item 5, page 20, paragraph 4.5

HBC Comments: Noted

6. Consider removing the condition requiring holders of single status driver's licenses to keep a copy of their insurance in their vehicles (para 4.6 of the report relates). We have no objections to this proposal.

Reference - Agenda Item 5, page 20, paragraph 4.6

HBC Comments: Noted

7. Rear loading WAV – As a union we have a massive objection to this type of vehicle being used due to the following.

a. Public Safety -the driver would have to push the wheelchair user out into the road. In the current climate of Health and Safety, are you are telling a driver to push a disabled passenger into the public highway to be loaded into a WAV. In what way would this be safe for the passenger and driver?

b. Rank space. Rank space is at a premium and if the ranks are full how do they load a wheelchair. There are a variety of WAV's with side loading entrance which is perfectly safe for the Wheelchair user and the driver. Due to this why would there be a need to license a vehicle of this type.

c. If there was to be a rear end accident and the ramp could not be accessed, how would wheelchair user escape the vehicle?

Reference - Agenda Item 4, pages 6-12

HBC Comments: These are all valid points and echo the negative aspects of the proposal as set out in the agenda (Appendix A, pages 13 - 14). All of these points need to be balanced with the positive aspects of rear loading vehicles

Proposed changes to elements of policy together with Single Status Drivers, Hackney Carriage, Private Hire Vehicle and Private Hire Operator licence conditions

Proposal	Mischief being addressed	Arguments in favour of change	Arguments against change	Proportionality	Grandfather rights issues	Proposed Wording of condition
<p>Remove the current requirement to paint an approved trailer the same colour as the towing vehicle.</p> <p>(para 4.1 of the report relates)</p>	<p>The current pre-condition was approved at a time when the construction of trailers was considerably different i.e. mostly home-made with the main body made from wood. The original reason for the condition was to avoid confusion between hackney carriage and private hire vehicles.</p>	<p>Trailers are now primarily made from various metal elements and do not require painting for protection. The colour of trailers can no longer lead to any confusion as to the type of vehicle involved. There is no safety benefit to painting the trailer in the same colour as the towing vehicle. Requires re-painting every time new towing vehicle purchased (if different colour).Painting may also detract from the eventual sale price of the trailer.</p>	<p>No arguments against have been submitted.</p>	<p>There is no question of proportionality for this amendment. This proposal is a relaxation of current requirements.</p>	<p>Not applicable</p>	<p>Vehicle Pre-Condition (Policy)</p> <p>Remove HCV condition 2.3.2 and PHV condition 2.4.2</p> <p><i>“Trailers shall be painted the same colour as the towing vehicle.”</i></p>

Proposal	Mischief being addressed	Arguments in favour of change	Arguments against change	Proportionality	Grandfather rights issues	Proposed Wording of condition
<p>To amend the current private hire vehicle condition to specify the location Halton Borough Council door signs are to be fitted on vehicles.</p> <p>(para 4.2 of the report relates)</p>	<p>The current condition does not specify where on the front doors of the vehicle the HBC signs are to be fitted and have been seen fitted to the lower half of the door which can be hard to read, especially where the door is curved.</p>	<p>Halton Borough Council door signs clearly depict that the vehicle needs to be pre-booked and also provides the licence number of the vehicle. This amendment provides clear instruction for licence-holders fitting the stickers and also means that members of the public can read the content.</p>	<p>No arguments against have been submitted.</p>	<p>There is no perceived question of proportionality relating to this proposal as it is seen to assist the Licensing Section with its primary function of public protection as well as licence-holders with clear instruction on fitting.</p>	<p>Not applicable</p>	<p>Vehicle Condition</p> <p>Amend PHV condition 6, bullet point 3 to read as follows:</p> <p><i>“a sign on adhesive plastic of a size, colour, design and wording approved by the Council shall be required to be positioned on the upper half of both front doors (i.e. immediately below the windows) indicating that the vehicle is a licensed Private Hire Vehicle”</i></p>
<p>Consider removing the driver condition requiring the display of the table of fares.</p> <p>(para 4.3 of the report relates)</p>	<p>This is a historical condition that has been superseded by other amendments and is no longer relevant to drivers.</p>	<p>This condition has been moved to cover hackney carriage vehicle licenses as well as a small number (if any) of private hire vehicle licenses.</p>	<p>No arguments against this proposed condition have been received.</p>	<p>There is no perceived question of proportionality relating to this proposal. This proposal is a relaxation of current requirements and avoids duplication.</p>	<p>Not applicable.</p>	<p>Driver Condition</p> <p>Remove SSD condition 14</p> <p><i>“The holder shall display in a conspicuous place within any licensed hackney carriage or private hire vehicle being driven by the holder a copy of a current Table of Fares issued by the Council.”</i></p>

Proposal	Mischief being addressed	Arguments in favour of change	Arguments against change	Proportionality	Grandfather rights issues	Proposed Wording of condition
<p>Consider creating a new condition requiring all licensed vehicles to only be fitted with tyres that are under 10 years old.</p> <p>(para 4.4 of the report relates)</p>	<p>Due to a number of reasons, oxidation etc. the older a tyre gets the risk of it failing also increases. Tyres in this age bracket are therefore cheaper to buy which effectively puts profit before safety.</p>	<p>This proposed amendment is being considered by all Liverpool City Region licensing authorities in order to show a unified approach to safety in all licensed vehicles.</p>	<p>No arguments against this proposed condition have been received.</p>	<p>There is no perceived question of proportionality relating to this proposal. This proposal is made on public safety grounds and is consistent with provisions being introduced by other licensing authorities.</p>	<p>Not applicable.</p>	<p>Vehicle Pre-Condition (Policy)</p> <p>New policy as a pre-condition for licensing</p> <p><i>“Tyres that are 10 years old or over from the date of manufacture must not be fitted to any licensed vehicle or used as a spare/space-saver tyre. This applies to both new and re-treaded tyres.”</i></p>
<p>Consider removing the condition requiring private hire and hackney carriage vehicle licence-holders to hold insurance for their vehicles and to keep a copy in their vehicle.</p> <p>(para 4.5 of the report relates)</p>	<p>This is a historical licensing condition. If not removed, the second part of this condition would have to be enforced which is neither cost-effective nor relevant.</p>	<p>The first part of this condition requiring the vehicle and driver to be insured is already covered by national legislation and therefore serves no purpose. The requirement to hold a copy of the insurance in the vehicle is also now dated.</p>	<p>No arguments against this proposed condition have been received.</p>	<p>There is no question of proportionality for this amendment. This proposal is a relaxation of current requirements.</p>	<p>Not applicable.</p>	<p>Vehicle Condition</p> <p>Remove private hire vehicle and hackney carriage vehicle condition 8</p> <p><i>“The licence holder shall ensure that proper insurance is taken out and maintained in his name which must cover all persons holding single status drivers licences who will be driving the vehicle. A copy of the current insurance certificate must be kept in the vehicle at all times.”</i></p>

Proposal	Mischief being addressed	Arguments in favour of change	Arguments against change	Proportionality	Grandfather rights issues	Proposed Wording of condition
<p>Consider removing the condition requiring holders of single status driver's licence to keep a copy of their insurance in their vehicles.</p> <p>(para 4.6 of the report relates)</p>	<p>If not removed, this condition would have to be enforced which is neither cost-effective nor relevant.</p>	<p>The requirement to hold a copy of the insurance in the vehicle is now dated and unnecessary.</p>	<p>No arguments against this proposed condition have been received.</p>	<p>There is no question of proportionality for this amendment. This proposal is a relaxation of current requirements.</p>	<p>Not applicable.</p>	<p>Driver Condition</p> <p>Remove single status driver condition 13.</p> <p><i>“The holder shall keep a copy of a current certificate of insurance in the vehicle used by the holder.”</i></p>

REPORT TO: Executive Board

DATE: 16 January 2020

REPORTING OFFICER: Strategic Director, People

PORTFOLIO: Physical Environment

SUBJECT: Request for waiver for the allocation of a contract to Halton Housing Trust

WARD: Borough wide

1.0 PURPOSE OF REPORT

1.1 This is a request for a waiver of Procurement Standing Orders to allow the continuation of a contract with Halton Housing Trust to deliver, on behalf of the Borough Council, the management of the housing register and housing allocations process.

2.0 RECOMMENDATION: That Executive Board

- 1) **note the contents of this report; and**
- 2) **consider giving approval to the recommendation in paragraph 3.3.3 that the contract with Halton Housing Trust should be extended for a further twelve months without going through the procurement process, in pursuance of Procurement Standing Order 1.14.4 (non-emergency procedures – exceeding a value threshold of £100,000), seeking to waive parts 2 and/ or 3 of Procurement Standing Orders.**

3.0 SUPPORTING INFORMATION

3.1 Context:

3.1.1 As part of the voluntary stock transfer process in 2007, Halton Borough Council opted to transfer its entire housing stock to Halton Housing Trust (HHT), which was commissioned to manage the housing register and deliver the allocations process on behalf of the local authority.

3.1.2 In 2012, following agreement by the executive Board the previous year, a new Choice Based Lettings scheme – Property Pool Plus – went live in Halton. This is a sub-regional IT management scheme, which operates across the five local authorities of Halton, Liverpool, Sefton, Knowsley and Wirral. Housing providers advertise their vacancies through Property Pool Plus, and people seeking access to properties can then apply to be considered for an advertised property. This was described in the 2011 Housing Allocations Policy, and has been subsequently updated

following the introduction of the Homelessness Reduction Act, which introduced a number of changes.

3.1.3 Since then, the Liverpool City Region has commissioned an independent review of the way in which the PPP process is managed and administered across the sub-region, which is funded directly by the Combined Authority, to ensure it incorporates the Housing First Programme; the review is due to report back in Spring 2020. At the moment there is little consistency across the sub-region as to how the access to the PPP is managed; some Authorities, like Halton, have contracted out to an external provider (HHT), whilst others retain the management of the process within their own Authority. The aim of the review, therefore, is to consider whether there is a more cost-effective approach which could deliver the same, or improved, outcomes for people who use the service.

3.1.4 This review will have considerable implications for the way in which the lettings process is managed in each Authority. Although there is as yet no final conclusion to the Review, the early indications are that there will be three recommendations for consideration:

- No change
- Each local authority to draw back the management of the housing lettings process into their own council
- Development of a sub-regional “hub”, which manages all the process on behalf of each local authority.

3.2 **The Contract with Halton Housing Trust:**

3.2.1 The contract with HHT to deliver the Choice-based lettings process currently stands at an annual cost of £119,634. For this, HHT undertake the following processes:

- Registration of all applications for housing
- Assessment of priority need and allocation to a Priority Banding
- Undertaking of health assessments for all people who are applying for accommodation on health grounds
- Advertising property vacancies on Property Pool Plus
- Shortlisting and allocation of properties
- Management of all customer queries and complaints

3.2.2 As an indication of the volume of work that HHT have undertaken on our behalf, in 2018/ 19 they received 3617 applications for accommodation, with 886 people being provided with accommodation. Of these, almost two-thirds (575 in total) were provided with HHT accommodation; the rest were allocated places in a number of different housing associations.

3.3 Conclusions and recommendations:

- 3.3.1 The arrangement with HHT to deliver the Choice-Based lettings process on behalf of the council has been in place for some years now, and has largely worked well. There are well established processes to identify those at priority need, and the use of Property Pool Plus has allowed the development of an efficient and transparent process for allocation of properties according to need. As with every complex system, there have been difficulties but these have in general been quickly resolved.
- 3.3.2 During the course of the contract, there has been increasing emphasis from Central Government on identifying those at most risk of becoming homeless, and where possible preventing this from happening. The Homelessness Reduction Act 2017 was a response to this, and has led to significant changes in the ways in which housing need is identified and prioritised. There have been increasing pressures on overall housing stock, both nationally and locally.
- 3.3.3 For these reasons, the Review of the sub-regional processes for allocation of accommodation through the Property Pool Plus system is timely. The Review should identify where efficiencies can be made, and may involve changes in the ways the services are commissioned and delivered. On that basis, it is very likely that a decision on the future process to manage the housing allocations process can be made by the middle of the summer 2020, and it is therefore appropriate to consider extending the contract with Halton Housing Trust for another year. If this were to go out to tender at this stage, there would be considerable uncertainty about the future delivery of the service, which would not be attractive to potential bidders for the contract.
- 3.3.4 Unfortunately, the contract with Halton Housing Trust will have expired by the time of this Executive Board meeting. The Chief Executive has therefore used his discretion under the Procurement Standing Order 1.14.2 to authorise the extension to the existing contract for seventeen days, to cover the period from 31st December 2019 to 16th January 2020. This was subsequently ratified by the Chair of the Executive Board.

4.0 POLICY IMPLICATIONS

- 4.1 There will be no immediate policy implications from the direct contract award for Halton Housing to continue to deliver the scheme administration on behalf of the Local Authority.

5.0 FINANCIAL IMPLICATIONS

- 5.1 As indicated earlier, the current contract value is £119,634; the recommendation is that this is awarded for a one year period only. There is likely to be a small cost of living increase each year, so this would make the total contract value around £123,000 annually.

6.0 IMPLICATIONS FOR THE COUNCIL’S PRIORITIES

6.1 Children and Young People in Halton Borough Council

None at present

6.2 Employment, Learning and Skills in Halton

None at present

6.3 A Healthy Halton

None at present

6.4 A Safer Halton

None at present

7.0 RISK ANALYSIS

7.1 None at present

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None at present

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

Document	Place of Inspection	Contact Officer
PPP Housing Allocations Policy.	Runcorn Town Hall	Principal Manager Homelessness

REPORT TO:	Executive Board
DATE:	16 January 2020
REPORTING OFFICER/S:	Strategic Director - Enterprise, Community and Resources
SUBJECT:	External Funding Team Update
PORTFOLIO:	Economic Development
WARDS:	Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To provide an update to Executive Board on the work of the External Funding Team in securing external funding resources into Halton.

The Report covers the following issues:

- An update on the team's priorities/key activities;
- Emerging issues in external funding;
- Funding statistics for 2018-19 and 2019-20 to date.

2.0 RECOMMENDATIONS: That Executive Board

- 1) **note the content of the report; and**
- 2) **approves the current pipeline project list at Appendix 2 .**

3.0 SUPPORTING INFORMATION

3.1 The Report focuses on the period April 2019-November 2019; however, statistics include a comparative period of the last five year financial period (between April 2015 and November 2019).

3.2 The External Funding Team's role is to help to maximize external funding into the Borough. The Team is responsible for preparing medium to large-scale funding bids (primarily over £50,000) on behalf of Council colleagues, public sector partners, the voluntary sector and the private sector, with the aim of maximising external funding opportunities for Halton.

The Team comprises five posts and costs the Council £165,418; however, the Funding Development Officer post is currently fully funded through the monitoring of ESIF projects. The Team has secured £6,065,787 in 2019-20 to date.

The Team focuses mainly on the following funding sources: Government, European, National Lottery, Landfill Funding, Trusts and Foundations.

Key functions of the Team include:

- Maintaining a strategic approach to funding to ensure the most appropriate bids from Halton are submitted and internal competition is averted;
- Undertaking funding searches for specific projects; bid writing and development of supporting documents, e.g. policies and business plans etc.;

- Dissemination of funding information to target audiences, mainly via the production of monthly Funding Bulletins on a range of themes, including a targeted local authority one;
- Lobbying funders, developing strong relationships with key funding bodies, and participating in key forums to ensure Halton gets its fair share of funding;
- Developing strong partnerships with Council colleagues, and the voluntary and private sectors where appropriate, to submit joint bids.
- Develop and deliver an Annual Training Programme for HBC colleagues and partner organisations to enable capacity building.

The Team held an away session in June as part of which we undertook an exercise to assess our values and motivations as a team; common values identified included – quality, integrity, resourcefulness and commitment. Motivations included: getting good results, sharing knowledge, and an opportunity to contribute to society. These values and motivations underpin the work of the Team.

Emphasis over the last couple of years has been on ensuring all HBC colleagues are aware of the service that the Team offers; this has resulted in a more collaborative approach to funding bids across the Council as we aim for the highest quality and most appropriate bids to be put forward.

In the year to date, specific support has been given to four large-scale LCR ESF bids to the value of £18m from ESF/YEI Funding, with another £2m scheme being written at present; the Team has continued to support colleagues in Development and Investment Services in bidding to the Strategic Investment Fund (SIF), the Town Centre Commission Fund, the Future High Street Fund and the Skills Capital Fund among others. Each member of the Team is allocated to support one or more of the Mersey Gateway Regeneration Plan Plus Impact Areas and the Team is also supporting the Boroughs of Culture programme, looking to secure additional funding for Halton's year in 2021.

We continue to look at how we can further support HBC colleagues to bid for funding for priority schemes in order that we do not miss out on any appropriate funding streams. The Team produces a monthly Local Authority Funding Update which highlights current funding streams available for local authorities.

We now have an understanding of some of the findings from the recent Peer Review, one of which was that we may not be making full strategic use of Halton's assets, such as the potential in the Voluntary Community and Faith and private sector partners. There may be potential for the External Funding Team to place more priority on supporting colleagues in other sectors to secure funding to take the pressure off Council resource/delivery.

4.0 FUNDING CONTEXT AND EMERGING ISSUES

4.1 External Funding Environment– Challenges and Opportunities

Most, if not all, external funding bodies continue to receive large volumes of grant applications and regularly reject a high proportion of good quality bids, often for no other reason than they have insufficient funds to support every project; it is not uncommon for funders to quote a less than 20% pass rate. Nevertheless, continue to make available a wide range of funding opportunities for many eligible activities and project-types.

The External Funding Team, working in close collaboration with other Departments, needs to ensure well-planned, competitive, sustainable and, where possible, innovative projects are put forward for Halton's priorities.

The External Funding Team aims to respond to any changes in the current funding environment and maintain knowledge of new strands of funding; the Team maintains regular contact with some of the key funders, including landfill funders, Lottery funders and European and Government funding bodies.

The External Funding Team is able to provide the necessary expertise and experience regarding current bid-writing best-practice and key funder priorities and act as a liaison point with the funders. In a highly competitive field, the Team provides a critical yet objective eye to highlight both the threats and opportunities within each organisational plan, project proposal and chosen funding body. Bids are increasingly being asked to submit using the Treasury's Green Book business case model and the Team has received training in this in order to better support such bids.

Case studies from the past 12-months in which the Team played a key role in securing important grant investment to the Borough.

St Paul's Church Hall, Widnes

The Church has a vision to reconfigure part of the interior of the main church building into an 'Amazing Space' community hub. This involves building improvements which are urgently needed (floor, heating, toilets and entrances) to make the space DDA compliant, safe, comfortable, attractive, accessible and useable for all. The hub will provide a community multi-use space with café/kitchen; in addition, a state-of-the-art performance space (capacity of 300) for creative arts and contemporary worship, with wow-factor Audio-Visual equipment will be installed. The External Funding Team has so far helped them to secure £75,000 and are awaiting decisions on grants of £136,000.

Open 360

Open 360's Community Learning Programme is a 12-week structured training and support programme aimed at equipping unemployed local people of all ages who are not in education or training (primarily, but not exclusively, from Runcorn) with improved motivation, self-confidence and basic skills to access the labour market in identified growth sectors, including male cosmetics, hair-dressing and personal grooming. The Team has so far helped them to secure funding of £34,795 with further projects in the pipeline.

Liverpool City Region Ways to Work 2.0

This is an extension of the LCR Ways to Work programme. The project will continue to support adults into employment and provide subsidised work placement opportunities providing individuals with the opportunity to develop their skills and experience in the work place. The External Funding Team led the employment and skills leads of each Local Authority in Liverpool City Region in drafting a European Social Fund bid as part of the ESIF programme. The Team led the application process to a successful award of £5.869 million to extend the project until September 2021.

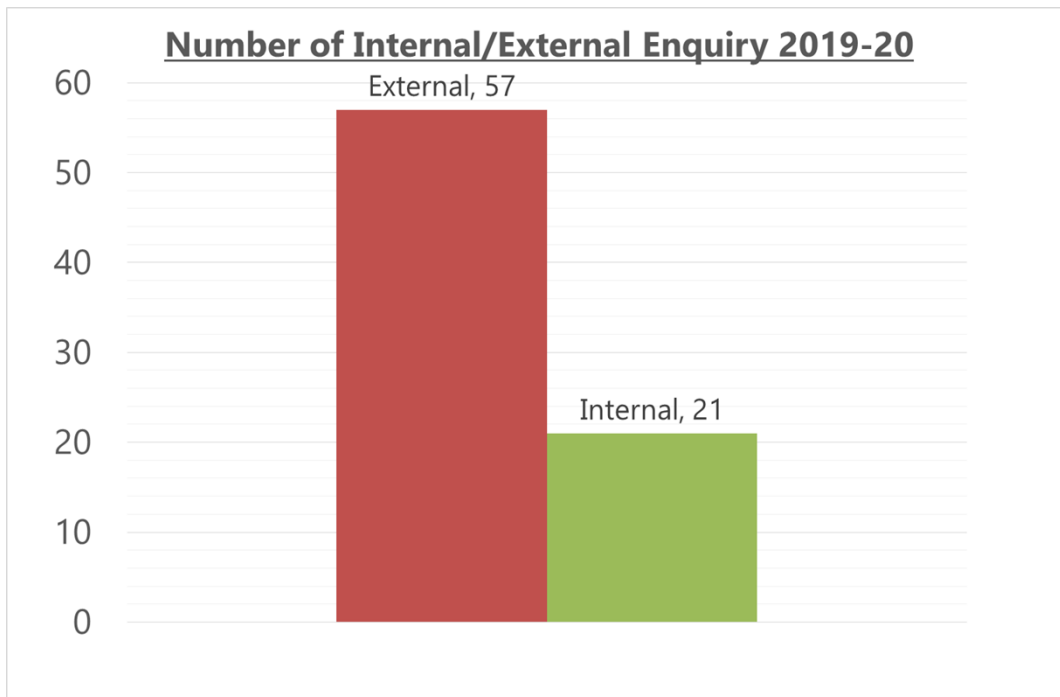
4.2 Capacity and Demand

Demand for the service remains high – the Team has already received 78 requests for funding support between April 2019 and October 2019, against a total number of enquiries for 2018-19 of 88. Of these:

36 remain active – i.e. scoping meetings, funding searches
17 were referred on to other colleagues/services
15 did not progress for a variety of reasons
7 bids were submitted worth £5.9m
3 bids are in progress

The Team works to full capacity which means decisions need to be made at times about where to allocate support, allowing the ability to respond to new enquiries and priorities, manage tight deadlines for bids, horizon scan to ensure opportunities are not missed etc.; Importantly, the Team does not drive projects, but specialists in sourcing funding and bid-writing; the Team does not ‘own’ bids, the ‘owner’ needs to drive the project as the specialist in that particular area.

Enquiries can be broken down into internal and external as follows:



We are currently monitoring projects worth £21.4 million, have submitted bids worth £21.6 million and have pipeline projects of £50.4 million. A breakdown can be found in Appendix 2. The pipeline list gives a current profile of the projects the Team will be supporting over the coming year; this pipeline is subject to new priorities being

identified – should this be the case, the new projects will be discussed with the Operational Director and relevant Portfolio Holder.

4.3 ESIF Programme

The Team manages the European Structural Investment Fund (ESIF) on behalf of HBC; this includes both project development and bid-writing. To date the Team has helped secure £9.1m in ESIF grants since Jan 2016.

There are a number of **projects** currently being supported as follows:

Ways to Work

The Employment, Learning and Skills Division and 14-19 Programme Teams are delivering the **Ways to Work Project** which totals £3.3m in project costs; this is made up of £1,255,492 in ESF and YEI Funding. The project has two elements - 1.1 and 1.3. The 1.3 element was due to finish in July 2018; however, a request for additional funding of £448,227 means the project can now be delivered until June 2020. The 1.1 element of the project was due to finish in July 2019, but following a thorough application process to request £960k in additional funding, approval was granted last quarter, therefore the 1.1 element will now be delivered until September 2021. The project will continue to provide subsidised work placement opportunities for local unemployed residents, providing individuals with the opportunity to develop their skills and experience in the work place.

The Team has been providing intensive continued support in checking and monitoring ILM spend, making quarterly claims to the Combined Authority, carrying out procurement exercise for specialist mentors/coaches, preparation for external audits, change controls submitted to DWP and close liaison with the Combined Authority Compliance Team.

Business Growth Programme

The Team provides continued support for the **Liverpool City Region's Business Growth Programme**. The project, which was due to finish in December 2018, has now received an additional £160k to continue the project until December 2021 to provide an integrated business support package to SMEs. The Team has continued to support the project in advising on EU procurement rules and regulations for the contracting of specialist consultants, financial claims and external MHCLG audits.

Include IT

The Team's Funding and Monitoring Officer is now leading on the **Include IT Mersey Project** for Halton. This is a Digital Inclusion Project to improve IT skills and get online, for those who are unemployed and over 30. The project has received additional funding to deliver the project until September 2021.

Greening DUN Land Demonstrator Project

The Team is heavily involved in the **Greening DUN Land Demonstrator project**. The project will develop a solar farm on St Michaels Golf Course which provides renewable energy to HBC buildings as a demonstration site for the Liverpool City Region. The project is due to complete in April 2019 at a project cost of **£1.3m**. The main design and build contractor was appointed in July and is due to start on site this month.

New Markets 2

The ERDF funded New Markets 2 programme completed on 31st December 2018, and successfully achieved its target to support 41 SME's. The project created 25 new

jobs; 17 SME's developed products that were new to their companies; and 15 of these were products new to the market.

Pipeline Bids

Over the past 12 months the Team has also supported a number of LCR wide projects in applying for European Social Funding (ESF). The Positive Inclusion project, the Ways to Work 3.0 Extension and the LCR Skills and Apprenticeship Hub Project are currently being appraised by DWP and await approval, which should be confirmed in the next three months. These projects amount to £11.5m in ESF. The Team is currently supporting an ESIF bid for the Households into Work programme worth £2m.

ESIF Update

The majority of the LCR indicative allocation for ERDF (European Regional Development Fund) is now almost fully committed on current projects, proposed extensions or possible new projects. The Liverpool Enterprise Partnership (LEP) and the Combined Authority (CA) have confirmed that any remaining funding may be used for an Urban Development Fund, which is a loan fund; details of this are still to be published but is likely to commence early 2020.

The Department for Work and Pensions (DWP) have confirmed a Reserve Fund, which will consist of ESF, at the starting value of just under £390.6m. This will be available from 2020 and each LEP area will be able to access this by drafting their own call proposals which will be considered under the Reserve Fund. Priority will be given to call proposals which address Programme underperformance against specific targets set out in the Operational Programme. Priority will also be given to local areas which were previously not able to fully commit their notional allocation. This reflects the policy objective of ESIF funding in addressing regional disparities, whilst not jeopardising commitment of the Programme overall.

The Government has confirmed that it will guarantee funding for ESIF projects that continue after the UK has left the EU. Funding for new projects will only be honoured by the UK Government if they are good value for money and are in line with domestic strategic priorities

Once the ESIF programme finishes a new fund will commence called 'Shared Prosperity Fund'. The exact details of the fund are unknown as yet; a consultation was due to commence in Autumn 2018, but this has been delayed due to the current unknowns regarding the Brexit deal. This fund is likely to be similar to that of ESF and ERDF and will be heavily scrutinised by Government to ensure value for money and no duplication; it is envisaged, therefore, that resources will be required to support with bidding and ensuring the Borough gets its fair share.

4.4 Visitor Economy and Borough of Culture

The Team continues to undertake some key work with Liverpool City Region and Halton partners in relation to Visitor Economy and Culture:

- The Lead Funding Officer sits on the LEP's Visitor Economy Officers Group; and on the Liverpool City Region Heritage Officers Group.
- Undertaking a joint piece of work with Halton Chamber of Commerce to secure private sector support for a Destination Marketing toolkit for Halton's Visitor Economy going forward.
- The Lead Funding Officer provides support for the development of a programme of activity for Halton's Borough of Culture 2021, including securing match funding.

- The Team supports the development of the Halton Local Cultural Education Partnership (LCEP) which is looking to bid to deliver a quality arts and cultural programme for children/young people in Halton.

4.5 Training

The Team delivers a free Training Programme which is available to HBC colleagues and externally to the voluntary and other public sector partners. The courses are delivered from a range of community venues in Widnes and Runcorn with the aim of increasing the quality of bids and capacity building.

The Annual Programme consists of:

- 4 x half-day bid-Writing sessions
- 2 x half day Monitoring and Evaluation sessions
- 2 x half day Now You've Got Your Grant sessions – *new course*
- 2 x Developing a Fundraising Strategy – *new course*

The training sessions are continually updated to improve bid-writing skill levels among both internal and external colleagues and also give a greater understanding of the context in which funding bids are submitted helping to ensure that bids are prioritised and of the highest possible quality. The Team works increasingly with Halton and St Helens VCA to co-deliver and cross-promote.

5.0 CHARGING POLICY

Executive Board agreed in July 2018 that the Council should pilot a Charging Policy for a period of 12 months, specifically for bid-writing support for external agencies. The pilot was completed in August 2019 and it was agreed the policy should be rolled out on a permanent basis.

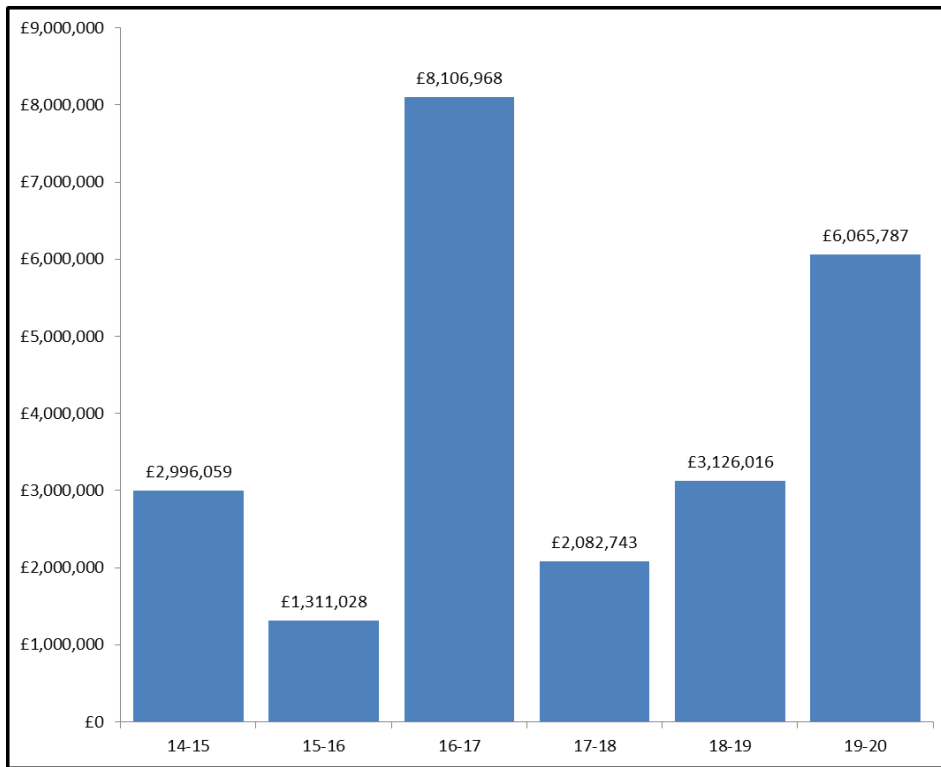
£17,000 in fees has been generated by the Team to date, with at least a further £5,000 in the pipeline.

It is vital that staff across the whole Council implement the Charging Policy where it applies and seeks the support of the External Funding Team to do this where needed.

6.0 FUNDING DATA

6.1 Funding Secured

The graph below shows details of the funding secured by the External Funding Team between April 2019 and October 2019. In 2019-20 to date the Team has helped to secure funding of £6,065,787; has bids awaiting decisions to the value of £21.6m, and is in the process of supporting pipeline projects worth around £50.4m.

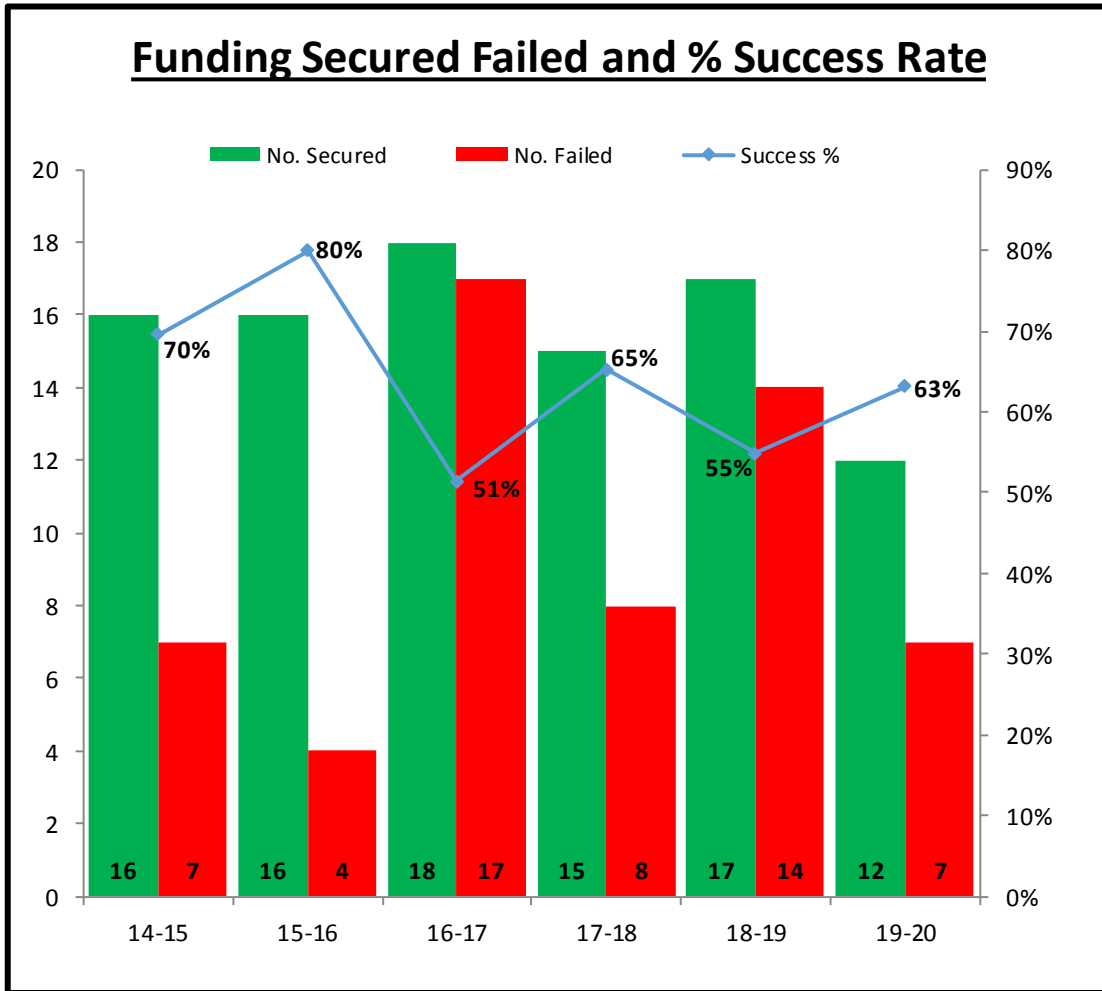


The total funding secured by the External Funding Team in the 5 year period was **£25.03m**. See **Appendix 1** for a full breakdown of grants secured in 2019-20 to date.

6.2 Bid Success Rate

The charts below show bid success rates between 2015-2019 (to date), as well as details of unsuccessful bid rates and the reasons for these. 61% of bids submitted in the period 2015-2019 were successful.

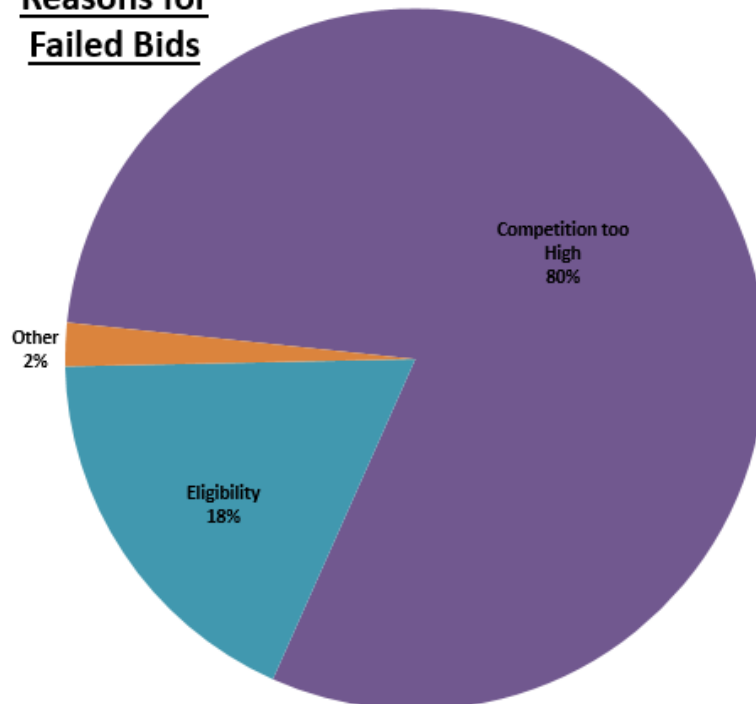
Success and failure rates 2015 and 2019 (to date).



N.B 2019-20 is the year to date only

Failure reasons for unsuccessful bids 2015-2019

Reasons for Failed Bids



7.0 CONCLUDING COMMENTS

It has been another very busy and varied year so far for the Team, including the piloting of the Charging Policy which proved to be successful and which has now been rolled out on a permanent basis. We continue to deal with high demand for our services and recognise the need to prioritise support where necessary.

The external funding environment remains vibrant and we look forward to securing further investment into the Borough in the year ahead to support the corporate vision and key strategic schemes going forward.

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

None.

14.0 APPENDIX 1

14.1 List of bids secured/failed in 2019-20 to date

	Group Name	Project	Failed/ Secured	Amount	Month	Source of Funding	Reason Failed
Q1	Hazlehurst Arts Studios	Runcorn Heroes in Libraries	Secured	£13,657	Jun-19	Arts Council	-
	Catalyst SDC	Running Costs	Secured	£14,709	Jun-19	Arts Council	-
	Beechwood School	Nature/Sensory Room	Secured	£10,000	Jun-19	Awards for All	-
	MGET	Interpretation Board	Secured	£2,500	Jun-19	Nineveh Trust	-
	Open 360	Women's Project	Failed	£15,000	Jun-19	Smallwood Trust	Competition
	LCEP/The Studio	Create 10:15	Failed	£15,000	Jun-19	Co-creating Change	Competition
Q2	Open 360	Running Costs	Secured	£14,795	Jul-19	ESF Community Grants	-
	St Pauls	Amazing Space	Secured	£25,000	Jul-19	All Churches - Growing Lives	-
	Open 360	Community Learning Project	Secured	£20,000	Aug-19	Riverside CC	-
	Liverpool City Region	1.1 Ways to Work Extension	Secured	£5,869,115	Sep-19	ESF	-
	St Pauls	Amazing Space	Secured	£50,000	Sep-19	Viridor	-
	Catalyst SDC	Running Costs	Failed	£20,000	Jul-19	BUPA	Oversubscribed
	Catalyst SDC	Running Costs	Failed	£104,000	Sep-19	Esmee Fairburn	Oversubscribed
	Catalyst SDC	Running Costs	Failed	£1,000,000	Sep-19	SIF	Needs more work
	Catalyst SDC	Running Costs	Failed	£30,000	Sep-19	Fore Trust	Oversubscribed
	LCEP	Heritage Action Zone	Failed	£250,000	Sep-19	Heritage Action Zone	Oversubscribed
Q3	MIND	Employment Programme	Secured	£12,000	Nov-19	ESF Community Grants	
	Hope Corner	Employment Programme	Secured	£19,991	Nov-19	ESF Community Grants	
	Nightstop CNW	Employment Programme	Secured	£14,020	Nov-19	ESF Community Grants	

Total Secured	12	£6,065,787
Total Failed	7	£1,434,000

Appendix 2 at 06.12.19

Bids Submitted		Total Bidding = £15,539,793			No. of Bids = 16		
Ref	Org/Group	Project	Amount	Funder	Project Lead	EF Lead	Notes
944	HBC	TCCF Bid	£1,000,000	Town Centre Commissioning Fund	Sara Munikwa	SD	Action Plan required end Jan 2020
529	HBC	Sankey Canal	£250,000	National Lottery Heritage Fund	Nick Martin	SD/SW	
956	HBC	Skills Capital x 2 EOIs	£669,000	Skills Capital	Siobhan Saunders	LO/SD	
964	HBC	Foundry Lane	£1,800,000	Homes England	Sally McDonald	-	Awarded in principle
933	Halton Play Council	Running Costs	£9,293	St James CH Fund	Joyce Reilly	SB	
933	Halton Play Council	Running Costs	£196,500	Reaching Communities	Joyce Reilly	SB	Reached Stage 2
954	Liverpool City Region	LCR Positive Inclusion Project	£2,250,000	ESIF (ESF)	LCR Skills & Employment Leads	LO	
953	Liverpool City Region	Apprenticeship Hub	£5,200,000	ESF	LCR Skills & Employment Leads	LO	
957	Liverpool City Region	Ways to Work 3.0	£3,800,000	ESF/YEI	LCR Skills & Employment Leads	LO	
659	Catalyst SDC	Match for ISF	£50,000	Viridor	Martin Pearson	SD	Reached St 2; decision due Dec
659	Catalyst SDC	New heritage gallery	£150,000	Scottish Power	Martin Pearson	SD	
857	St Luke's Farnworth	Toilets/Community space	£15,000	All Churches Trust	Barry Horabin	SD	
905	St Pauls	Amazing Space	£44,000	Cornerstone Grants	Richard Bennett	JP	
906	St Pauls	Amazing Space	£48,000	Trusthouse	Richard Bennett	JP	
907	St Pauls	Amazing Space	£30,000	Garfield Weston	Richard Bennett	JP	
949	Appleton Interpretation Panels	Interpretation panels	£28,000	Inovyn Energy from Waste fund	Eddie Jones	SD	

Pipeline projects		Total Pipeline = £48,482,810			No. of projects = 17					
Ref	Organisation	Project	Approx £	Source of Funding	Directorate	Involvement	Project Lead	E.F Lead	Theme	Notes
659	Catalyst SDC	Heritage Officer	£1,000,000	HLF, SIF, Esmee Fairburn	N/A	Lead Fund Plan, A,B,P	Martin Pearson	SD	ST	Bid writing
962	CHI CIC	Café + Community Centre	£100,000	Reaching Comms	N/A	A,B,P	Philip Thorton	SD	VC	Bid Writing, support
953	The Combined Authority	Apprenticeships Hub	£5,200,000	ESF	ECR	A,B,P	Siobhan Saunders	SD	-	Bid Writing, support
961	The Combined Authority	Households into work	£2,000,000	ESF	ECR	A,B,P	John White	LO		Bid Writing, support
886	Diverse Active	Mamafit Halton	£292,810	BLF RC	N/A	A,P	Rob Lunn	JP/SW	HS	Bid Writing, support
947	Halton LCEP	Various projects	£0	Various	N/A	A,B,P	Louise Hesketh	SD	ACH	Ongoing Support
933	Halton Play Council	Running costs & project costs	£150,000	Reaching Comms	N/A	A,B,P	Joyce Reilly	SB	H,Y	Bid Writing, Support
939	Halton Speaks Out	Development Manager	£80,000	Various	N/A	A,B,P	Mal Hampson	SB	Y	Ongoing Support
941	HBC	Future High Streets Fund	£25,000,000	Future High Street	ECR	A,B,P	Sara Munikwa	SD	-	Ongoing Support

				Fund						
956	HBC Employment & Skills	Skills Capital Fund	£500,000	Skills Capital	ECR	A,B,P	Siobhan Saunders	LO	-	Bid Writing, Support
957	HBC Employment & Skills	W2W 3.0 Extension	£3,000,000	ESF/YEI	ECR	A,B,P	Siobhan Saunders	LO	-	Bid Writing, Support
913	HBC/St Berts Church	Community Space, Windmill Hill	£4,000,000	Various	ECR	A,B,P	Nicki Goodwin	SD	VC	Ongoing Support
529	HBC Open Spaces	Sankey Canal Restoration	£6,000,000	HLF, Coastal Com	ECR	A, P	Nick Martin	SW/SD	E	Ongoing Support
958	HBC Open Spaces	Spike Island Playground Refurb	£50,000	FCC/Viridor	ECR	A,B,P	Paul Wright	SD	-	Bid Writing, Support
904	Open 360	Bridging the Gap	£35,000	Various	N/A	A,B,P	Peter Nunu	SB/JP	Y	Bid Writing, Support
856	St Lukes Church	Youth Work, Roof, Churchyard	£200,000	HLF, Anchor	N/A	A, P	Barry Horabin	SD	FR	Ongoing Support
905	St Pauls, Widnes	Buildings Project	£875,000	Various	N/A	A,B,P	Greg Sharples	LO/JP	FC	Bid Writing

Monitoring		Total Monitoring = £21,423,031					No. Monitoring = 7			
Ref	Org	Project	Secured	Funder	Date	Involvement	Project Lead	EF Lead	Monitoring Details	
849	HBC Library Services, Childrens Centres & EFT	Include IT - Mersey	£69,206	BLF BBO ESF	ECR	B, M	VOLA	SD/LV	ESIF passed stage 1, stage 2 in.	
890	HBC CX	Green Business Parks	£1,197,822	ERDF	ECR	A,B,M,P	Jim Yates	LO		
936	HBC Employ. & Skills	Ways to Work	£3,000,000	ESF/YEI	Jan-16	A,C,M	Siobhan Saunders	LO	Claims on quarterly basis, support with Audits, reprofiles and performance	
747	HBC Regeneration	3MG Infrastructure/Bus Dev	£5,400,000	RGF	Mar-12	C,M	Sally McDonald	SW/SM	Variation Request, Claim/monitor forms qrlly	
736	HBC Regeneration	Sci-Tech Daresbury Infrastructure & Business Development	£7,600,000	RGF	Jul-13	A,C,M	JV Board	SW/HR	Ongoing monitoring - y.e claim due re. jobs 31.1.19. Final match o/s	
736	HBC Regeneration	Sci-Tech Daresbury Infrastructure & Business Development	£3,580,000	EZ	Oct-12	C,M	JV Board	SW/HR	Still £90k left, HR to update	
880	HBC Regeneration	Sci-Tech New Markets 2	£576,003	ESF	Mar-16	A,C,M	Paul Treloar	SD/JP/SW	Project completed, final monitoring June 19	

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

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