

Public Document Pack



Executive Board

Thursday, 17 September 2020 2.00 p.m.
Via remote access (please contact below
for instructions)

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 - 6
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. COVID-19 UPDATE	
4. LEADER'S PORTFOLIO	
(A) URGENT DECISIONS	7 - 8

*Please contact Gill Ferguson on 0151 511 8059
gill.ferguson@halton.gov.uk or Ann Jones on 0151 511 8276
ann.jones@halton.gov.uk for further information.
The next meeting of the Committee is on Thursday, 15 October 2020*

Item	Page No
5. CHILDREN, EDUCATION AND SOCIAL CARE PORTFOLIO	
(A) FINANCIAL SUPPORT TO CARE PROVIDERS DURING THE PANDEMIC	9 - 14
6. TRANSPORTATION PORTFOLIO	
(A) LOCAL BUS CONTRACT TENDERS	15 - 17
(B) LOCAL TRANSPORT RESPONSES TO PANDEMIC	18 - 25
(C) MERSEY GATEWAY	26 - 42
7. PHYSICAL ENVIRONMENT PORTFOLIO	
(A) ASTMOOR REGENERATION PROGRAMME	43 - 56
8. ECONOMIC DEVELOPMENT PORTFOLIO	
(A) BOROUGH OF CULTURE	57 - 75
9. RESOURCES PORTFOLIO	
(A) BUSINESS RATES SECTION 44A DISCRETIONARY RATE RELIEF POLICY STATEMENT	76 - 83
(B) DISCRETIONARY NON-DOMESTIC RATE RELIEF	84 - 92
(C) 2020/21 REVENUE SPENDING AS AT 30 JUNE 2020	93 - 126
(D) ORGANISATIONAL DEVELOPMENT STRATEGY 2020-2023	127 - 129
(E) CORPORATE SECURITY CONTRACT	130 - 132

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, 30 July 2020 via remote access

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: G. Cook, D. Parr, I. Leivesley, M. Vasic, M. Reaney, E. Dawson, E. O'Meara and W. Rourke

Also in attendance: Councillor Whitley and one member of the press

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

	<i>Action</i>
<p>EXB1 MINUTES</p> <p>The Minutes of the meeting held on 27 February 2020 were taken as read and signed as a correct record.</p> <p>LEADER'S PORTFOLIO</p>	
<p>EXB2 URGENT DECISIONS</p> <p>The Executive Board received a report from the Chief Executive, which provided the urgent decisions taken since the last meeting of the Board and during the COVID-19 pandemic.</p> <p>It was noted that the Council's constitution gave authority to the Chief Executive to take urgent decisions, in consultation with the Leader of the Council and the Operational Director Finance and/or the Operational Director Legal and Democratic Services, where necessary. As Council meetings were suspended for some time during the Coronavirus outbreak, a number of urgent decisions had been necessary.</p> <p>A list of these decisions were provided to Members at Appendix 1 of the report and full details were published on the Council's website.</p>	

RESOLVED: That the urgent decisions taken since the last meeting of the Executive Board be noted.

CHILDREN, EDUCATION & SOCIAL CARE PORTFOLIO

EXB3 INSPECTION OF LOCAL AUTHORITY CHILDREN SERVICES

The Board received the findings of the recent Inspection of Local Authority Children Services (ILACS) in Halton and its recommendations.

It was reported that OFSTED conducted a standard inspection under the ILACS framework from 2 March to 13 March 2020. The ILACS inspection provided a Judgement across four areas and Halton was deemed to 'require improvement to be good' across all areas. Appended to the report was the Judgement document which provided explanations of the findings within each of these areas and their recommendations.

Further, as required by the ILACS framework and in response to the recommendations made, an Action Plan has been drafted and submitted to OFSTED. This was also attached to the report.

RESOLVED: That the Board notes the findings of the inspection and contents of the Action Plan.

HEALTH & WELLBEING PORTFOLIO

EXB4 OVERVIEW OF COVID-19 DATA IN HALTON

The Board received a briefing and presentation from the Director of Public Health, on Halton's data in respect of COVID-19.

RESOLVED: That the Board notes the contents of the presentation and data in respect of COVID-19 in Halton.

EXB5 TEST, TRACE, CONTAIN AND ENGAGE: OVERVIEW OF COVID-19 OUTBREAK PLANNING, GOVERNANCE, TESTING AND CONTAIN FRAMEWORK FOR HALTON.

The Board considered a report from the Director of Public Health, that provided a briefing of Halton's position on complex Outbreak Management and the associated governance, Halton's Testing Strategy and approach to the Contain Framework in Halton.

It was reported that on 22 May the Government requested individual Covid-19 Outbreak Plans for complex settings be developed by all councils with funding to be provided; the deadline for these was 30 June 2020. These were to be supported by a local Outbreak Office with mutual aid from Cheshire authorities which was stood up on 6 July 2020.

The definition of a complex setting was outlined in the report together with details of the Complex Outbreak Plans that had been developed. It was noted that these plans were also published on the Council's website.

The report provided details on the testing of the Outbreak Plans; Governance of Outbreaks; Halton's Outbreak Office; Mutual Aid for Outbreaks; and a testing update since the last Systems Assurance meeting held on 28 May.

RESOLVED: That the Board

- 1) notes Halton's position on Complex Outbreak Management and the associated governance, Halton's Testing Strategy and approach to the Contain Framework; and
- 2) notes that the Health Protection (Coronavirus, Restrictions) (England) (No. 3) Regulations 2020 ('the Regulations') have been made under the Public Health (Control of Disease) Act 1984 and as such delegated powers to Director – Public Health already exist to exercise the powers and duties of the Council under the Act. This would cover the Regulations.

For the avoidance of doubt, the Director of Public Health is hereby authorised in respect of the Health Protection (Coronavirus, Restrictions) (England) (No. 3) Regulations 2020 and any amendments thereto: (1) to give directions, (2) to act as Designated Officer and (3) is further authorised to appoint Authorised Officers.

The above delegated powers shall only be exercised in consultation with the Chief Executive and the Leader.

Director of Public Health

COMMUNITY SAFETY PORTFOLIO

EXB6 HBC (HALTON BOROUGH COUNCIL) LOCAL LOCKDOWN SHIELDED CONTINGENCY PLAN

The Board considered a report of the Strategic Director, Enterprise, Community and Economy, which presented the '*HBC Local Lockdown Shielded Contingency Plan*'.

It was reported that following the national lockdown of the Country, supporting shielded individuals within the Borough had been a key priority for the local authority. There were more than 6,000 shielded individuals residing in Halton and following the local lockdowns in areas such as Leicester, the authority needed to be prepared to experience and manage the risk of its own local lockdown.

The HBC Local Lockdown Shielded Contingency Plan (appended to the report) had been produced in response to a risk of a local lockdown, where there may be an impact on shielded individuals in the Borough.

RESOLVED: That the report is noted and the HBC Local Lockdown Shielded Contingency Plan be approved.

Strategic Director
- Enterprise,
Community and
Resources

ECONOMIC DEVELOPMENT PORTFOLIO

EXB7 LIVERPOOL CITY REGION AND HALTON BOROUGH ECONOMIC RESET PLANS

The Board was presented with Halton's draft Economic Reset Plan for consideration, together with the Liverpool City Region's Economic Recovery Plan, *Building Back Better*, provided for information.

It was noted that the main purpose of Halton's Economic Reset Plan document was to set out a framework for how the Council and its partners could support the Borough's economic recovery in the most effective, efficient and impactful way, following the Covid-19 pandemic. Further, it sought to identify and prioritise the key interventions required to achieve this. It was also highlighted that the document could also be used as a lobbying plan to outline a wide range of financial 'asks' of Government and/or the Combined Authority.

The Board discussed the principles of the Reset Plan as laid out in the report and its references to the Liverpool City Region's Economic Recovery Plan were noted.

RESOLVED: That Executive Board:

- 1) approved the general principles of the Halton Economic Resent Plan;
- 2) supports proposals to engage wider strategic partners in cross-referencing the document to other orgainsational resent plans; and
- 3) notes the contents of the Liverpool City Region's Economic Recovery Plan and acknowledges the contribution Halton had made to the development of the document.

Strategic Director
- Enterprise,
Community and
Resources

RESOURCES PORTFOLIO

EXB8 2019/20 FINANCIAL OUTTURN POSITION

The Board received a report from the Operational Director – Finance, which presented the Council's final overall revenue and capital spending position as at 31 March 2020.

Members were advised that the final accounts were nearing completion and the revenue spending for each Department was shown in Appendix 1.

It was reported that overall the final outturn position showed a net overspend of £5.296m against a revised budget of £108.621m. As highlighted to the Board throughout the year, the outturn position was representative of the continuing pressures evidenced on the Council's budget position over the last 4 years. The report provided details on the key budget variances within the following services:

- Children and Families Department;
- Community and Environment Department;
- Adult Social Care, Including Care Homes;
- Education, Inclusion and Provision;
- Complex Care Pool;
- Corporate and Democracy; and
- Finance.

RESOLVED: That

- 1) the report is noted; and
- 2) the information contained within the report be taken into account when reviewing the 2020/21 budget

Operational
Director - Finance

monitoring position, medium term forecast and saving proposals for future years.

EXB9 2020/21 REVENUE SPENDING AS AT 31 MAY 2020

The Board received a report from the Operational Director – Finance, which:

- a) reported the Council's overall revenue net spending position as at 31 May 2020, together with an initial forecast outturn position; and
- b) reported on the financial impact of Covid-19 and the Government funding made available to the Council to date.

A summary of spending against the operational revenue budget (excluding internal recharges) up to 31 May 2020 was presented in Appendix One. It was reported that the outturn forecast for the year estimated that total spending would be over budget by £6.616m; this was inclusive of additional costs and estimated income losses incurred as a result of Covid-19. It was noted that the spending position was made up of two elements as described in the report.

RESOLVED: That

- 1) all spending continues to be limited to only absolutely essential items;
- 2) Strategic Directors seek to implement those approved budget savings proposals which were currently proving difficult to action or seek alternative saving proposals; and
- 3) Strategic Directors take urgent action to identify areas where spending could be reduced or suspended for the remainder of the current financial year.

Operational
Director - Finance

MINUTES ISSUED: 5 August 2020

CALL-IN: 12 August 2020 at 5.00 pm

Any matter decided by the Executive Board may be called in no later than 5.00pm on 12 August 2020.

Meeting ended at 2.57 p.m.

REPORT TO:	Executive Board
DATE:	17 September 2020
REPORTING OFFICER:	Chief Executive
PORTFOLIO:	Leader
SUBJECT:	Urgent Decisions
WARDS:	Borough Wide

1.0 PURPOSE OF THE REPORT

- 1.1 To bring to the attention of Executive Board urgent decisions taken since the last meeting.

2.0 RECOMMENDATION:

- 2.1 That the report is noted.

3.0 SUPPORTING INFORMATION

- 3.1 The Council's Constitution gives authority to the Chief Executive to take urgent decisions which are required before the next formal meeting of Executive Board.

These must be made in consultation with the Leader of the Council where practicable, and with the Operational Director – Finance and/or Operational Director – Legal and Democratic Services where necessary. They must also be reported for information to the next practically available meeting of the Board.

- 3.2 The absence of meetings of Executive Board during the COVID19 crisis has meant that a number of urgent decisions have been necessary. More information on each can be found on the Council's website here:

<http://councillors.halton.gov.uk/mgDelegatedDecisions.aspx?bcr=1>

- 3.3 The urgent decisions taken since the last meeting of Executive Board are:

Date Decision taken	Decision details
14 August 2020	COVID-19 – 6 months (July – December) temporary rent holiday for Halton Business Tenants or until they re-occupy the Council building to which the rent relates, whichever is the sooner.
28 August 2020	Dispensations for two Elected Members for attendance at Council meetings.

4.0 POLICY IMPLICATIONS

4.1 There are none other than the constitutional requirement to report urgent decisions for information.

5.0 OTHER IMPLICATIONS

5.1 None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

None.

6.2 Employment, Learning and Skills in Halton

None.

6.3 A Healthy Halton

None.

6.4 A Safer Halton

None.

6.5 Halton's Urban Renewal

None.

7.0 RISK ANALYSIS

7.1 The report is for information, and there are no risk issues arising from it.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 None

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

9.1 No background papers have been used in the preparation of this report. Further information on the decisions taken is available from the link in paragraph 3.2.

REPORT TO: Executive Board

DATE: 17th September 2020

REPORTING OFFICER: Strategic Director- People

PORTFOLIO: Children, Education and Social Care

SUBJECT: Financial Support to Care Providers during the pandemic

WARDS: Borough – wide

1.0 PURPOSE OF REPORT

- 1.1 To update the Executive Board Members with details of the current financial support available to care providers to support additional cost pressures related to COVID 19.

2.0 RECOMMENDATION:

- I. Members of the Executive Board to note the contents of the report.
- II. Executive Board Members to consider and advise on the options available for consideration.

3.0 SUPPORTING INFORMATION

- 3.1 COVID 19 has been one of the greatest challenges for care providers nationally; both in relation to ensuring the health and well-being of their residents and service users, and the additional financial impact of the virus. The levels of expenditure in this area are significant and essential to reduce the impact of the virus on vulnerable individuals, who rely on the providers to keep them safe and well. It is important to note here, that the care market was fragile prior to the impact of COVID 19, with ongoing challenges in relation to sustainability and quality of care.
- 3.2 The government has acknowledged this with emergency temporary funding for local government and a further £600 million via the Infection Control Grant to help care providers manage infection control and remain resilient.
- 3.3 It is not clear at this stage if Local Authorities will receive any further COVID funding from central government, it is therefore essential at this stage we review our current commitments and expenditure. Although it has been suggested that we will receive another

allocation of the Infection control grant to fund additional PPE requirements.

3.4 The emergency funding has been utilised locally to ensure financial support is available to all contracted care providers within Halton, in line with ADASS guidelines. In order to alleviate financial pressures and support the sustainability of our care providers. A process has been established to ensure only relevant COVID related expenditure is funded. In addition we have not applied payment terms to ensure that all invoices are paid immediately, helping to support the cash flow of these independent businesses.

3.5 **Additional finance support available for Care Providers**

At the start of the pandemic, the Local Authority agreed to fund vacant beds in the sector, to ensure we had sufficient capacity available, plus to provide additional financial support to the homes with excessive vacancies. As the pandemic progressed, and the number of vacancies in the sector increased, it became apparent that this was financially unsustainable, and similar to a number of other Authorities we agreed to cease this level of support on the 31st June.

3.6 A grant was made available to Local Authorities from central government, and included an element for supporting the care market. The guidance available, was not specific in relation to how much of the Local Authority Grant was available to support the sector. All care providers, were notified in March, that the Local Authority would support them with additional COVID related expenditure.

3.7 To date the claims for additional COVID related expenditure equates to £1,835,262.30. (There are still outstanding invoices to be submitted).

3.8 In addition central government have allocated a ring fenced grant for care providers; The infection Control Grant of £1,008,396. This allocation is available for all 779 registered care home beds in Halton, and equates to £970.86 per bed. In addition 25% of the fund was made available to support our Domiciliary Care sector.

3.9 Again, providers submitted their proposed expenditure plans to the Local Authority, to ensure all expenditure was to support opportunities to minimise the spread of the virus, and therefore protect individuals.

3.10 **OPTIONS APPRAISAL**

There are a number of options for the Local authority to consider in relation to the provision of ongoing financial support to the sector

during this period, consideration should also be made to approach the CCG to support this financial pressure within the sector.

Option 1:

For the Local Authority to continue with the current position to fund all COVID related costs for all care providers, until the pandemic comes to an end.

Cost: £568,731.66 per month

Risks: The cost is a predictive amount as there are still providers who have not submitted claims. This option will provide the greatest impact on the COVID related expenditure budget. This amount is recurring monthly and could continue for a significant amount of time. Further additional costs may be incurred by the Council via this option if there is a second wave of the pandemic. This option does provide some support to the sector in relation to market stability, however even with this amount of funding support, there does remain an ongoing risk of market failure.

Option 2:

For the Local Authority to fund only additional PPE costs, once the infection control grant funding ceases.

Costs: £367,052.46 per month

Risks: The predicted costs are based on historical data, and may increase dependent on if we experience any additional outbreaks-particularly in the care home sector.

Any reduction in the current financial support to the care sector will have an impact on their future financial viability, during this time.

There may be a risk, due to financial constraints that providers may ration the use of PPE, which will have a negative impact on both staff and service users.

Option 3:

For the Local Authority to only offer financial support to care homes for PPE.

Cost: £75,798.10 per month

Risks: The main risk will be around the sustainability of the domiciliary care and supported living market and their capacity to support with the ongoing need within the Borough without any financial support.

There may also be a risk, due to financial constraints that providers may ration the use of PPE, which will have a negative impact on both staff and service users.

Option 4:

For the Local Authority to continue to fund at the current COVID related expenditure levels until March 2021.

Costs: £3,981k

Risks: The main risk for market stability are mitigated with this option, however, the costs to the Council remain prohibitive although time limited.

This option does provide some support to the sector in relation to market stability, however even with this amount of funding support, there does remain an ongoing risk of market failure.

Option 5:

For the Local Authority to offer no financial support to the care sector within Halton, and cease all additional funding from 1st September 2020.

Costs: Nil

Risks: The financial risk to the Council is minimised. However, there is an increased risk of market failure with this option.

Providers may transfer costs via 'top up' arrangements and increase care home fees to cover the gap.

- 3.11 Based on the highlighted risks and costs associated with each option, it is recommended that the Executive Board considers agreeing to option 2. There is a possibility that the government will provide additional funding for PPE costs to care providers; if we receive this then the additional cost to the council will be removed. This will minimise the financial risks to the Council, ensure HBC responsibilities under the Care Act, and support the care market as a whole.

4.0 POLICY IMPLICATIONS

- 4.1 Section 5 of the Care Act 2014 gives the local authority statutory obligations in respect of market shaping and the commissioning of adult care and support and a critical role in maintaining an efficient and effective market of services for meeting the care and support needs. In order to fulfil its duty the local authority must have effective strategies to shape and maintain the marketplace.

5.0 OTHER/FINANCIAL IMPLICATIONS

- 5.1 The emergency COVID funding is time-limited, with a number of different calls on spend. As per the Q1 revenue spending position report presented to Management Team 28/7/20 it is assumed the majority of lockdown measures will end in September and services will continue to resume to operate as they had done so before the pandemic. However, there is a very high likelihood of additional costs and loss of income to ASC continuing beyond this

point. Although the Council has received £9.279m to date toward additional costs incurred and loss of income during the pandemic, the shortfall in funding for the year is expected to be circa £13m.

5.2 Additional costs must therefore be minimised to reduce the financial risk to the Council.

5.3 There is no guarantee of any additional funding being made available for ongoing commitments.

5.4 Without additional funding being made available the current situation cannot be maintained and alternatives need to be considered.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

None identified.

6.2 Employment, Learning & Skills in Halton

A loss of any of the care providers within Halton will have a corresponding adverse impact on the workforce and drive up unemployment rates in Halton.

6.3 A Healthy Halton

The local authority must fulfil its duty under the Care Act to promote individual wellbeing and outcomes in everything it does. The Local Authority must understand the outcomes that are most important to people living in its area and demonstrate that these outcomes are at the heart of local commissioning strategies and policies.

6.4 A Safer Halton

Both the local authority and providers need to do all that they can to prevent provider failure. The impact on individuals who use the services is extremely stressful and on occasion result in death.

6.5 Halton's Urban Renewal

None identified.

7.0 RISK ANALYSIS

7.1 Reducing the financial support to the care sector at this time, may result in care home closures, loss of supported living and

domiciliary care providers across Halton, and a potential loss of jobs.

- 7.2 If a service provider providing regulated Care and Support activities in a Local Authority area becomes no longer able to do so then the Local Authority has a duty under section 48 of the Care Act to meet the needs of affected persons or carers and pay any costs that are incurred because of this.

8.0 EQUALITY & DIVERSITY ISSUES

- 8.1 Any decision, which may affect the care market stability, would also affect the most vulnerable and disabled individuals with care and support needs in Halton.

REPORT TO: Executive Board

DATE: 17th September 2020

REPORTING OFFICER: Strategic Director,
Enterprise, Community & Resources

PORTFOLIO: Transportation

SUBJECT: Local Bus Contract Tenders

WARDS: Borough-Wide

1.0 PURPOSE OF THE REPORT

1.1 To notify the Executive Board that the current Local Bus Contract Framework is due to come to an end in March 2021. On this occasion it is proposed to move from a framework type agreement to a Dynamic Purchasing System(DPS) to cover the period April 2021 to March 2023 with an option to extend the period by a further two years. A DPS will allow for flexibility to allow suppliers to join at any time during the lifetime of the DPS once they have satisfied the relevant criteria.

2.0 RECOMMENDATION: It is recommended that the Executive Board:

- 1. Approves the use of a Dynamic Purchasing System (DPS) agreement for the procurement of supported local bus contracts.**
- 2. Notes that under Procurement Standing Order Part 2.1, the accumulative value of the contracts is projected to be in excess of £1 million over period of the DPS agreement.**

3.0 SUPPORTING INFORMATION

- 3.1 The Council is responsible for providing supported local bus routes. These services are non-profitable due to the generally lower level of passenger demand they attract and hence are not provided on a commercial basis by local bus operators. The local bus budget provides support for these socially necessary bus services as there is evidence passenger demand for employment, educational, medical and/or leisure/social related journeys. These arrangements are required to be contracted out for a period of one to four years to external transport providers.
- 3.2 The local bus DPS will be a mechanism that allows the Council to identify public transport operators who are capable of delivering local bus transport contracts on behalf of the Council to the standard identified in the current conditions of contract. The DPS will provide a platform to

advertise long-term or short-term contracts over a reduced advertising period as all the qualifying requirements have previously been met.

- 3.3 To become part of the DPS providers are required to demonstrate their capabilities of delivering contracts by completing a Pre-Qualifying Questionnaire (PQQ), which contains a series of quality, financial and experienced based questions relating to the contract requirements.
- 3.4 The main disadvantage of the current framework agreement is that any new operators expressing an interest to join are unable to do so until the agreement expires. The DPS allows for new operators to join the agreement at any time as long as they satisfy the PQQ. Therefore, providing further benefit for the Council in that the number of contractors can be increased at any time.
- 3.5 It should be noted that the supported local bus network currently provides for in excess of 253,000 passengers journeys across the Borough.
- 3.6 There are currently 13 local bus contracts in operation in the Borough providing access to employment areas, health facilities, education and training facilities. These contracts are tendered through the local bus framework as and when required.

4.0 POLICY IMPLICATIONS

- 4.1 There are no Policy Implications associated with this report.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The annual budget to provide the local bus services is £529,000.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 Children and Young People in Halton

It is widely recognised that good quality and affordable public transport services can help to improve access to key facilities for children and young people within the Borough.

- 6.2 Employment, Learning and Skills in Halton

The supported local bus network provides a wide range of accessible public transport services within the Borough aimed at improving access to key employment, learning and training facilities.

- 6.3 Healthy Halton

Many of the public transport contracts tendered provide essential access to a wide range of key facilities across the Borough and to out of borough

establishments. Therefore, public transport directly helps to assist and ensure that the public in general, live a healthy and active lifestyle.

6.4 A Safer Halton

Public transport services are provided to enable passengers to undertake a variety of journeys in a safe and non-intimidating environment. It also enables all passengers to access facilities in a safe manner, ensuring that they are socially included.

6.5 Halton's Urban Renewal

Provision of public transport services is widely acknowledged as playing a key role in sustainable regeneration and urban renewal. It also allows residents to access key areas within the Borough and cross-boundary to neighbouring districts.

7.0 RISK ANALYSIS

7.1 There are no specific risks associated with this report.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Public transport service contracts are constantly monitored to ensure the operation of these services embrace equality and diversity issues in line with the Equality Act.

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

9.1 None for the purposes of the Act.

REPORT TO:	Executive Board
DATE:	17 th September 2020
REPORTING OFFICER:	Strategic Director Enterprise, Community and Resources
PORTFOLIO:	Transportation
SUBJECT:	Local Transport Responses to Pandemic
WARDS:	Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to update the Board of the programme of works undertaken to support the local economy and protect public health. This report provides information on the acceleration local measures, to help support the safe and sustainable movement of people in the 'new normal'.
- 1.2 Guidance issued by the Department for Transport and Department for Education on the restart of the transport network¹ forms the basis of the measures implemented. This highlights the critical importance of walking and cycling, and the allocation of public space to allow people to travel and access services in a way that aids the ongoing need for social distancing. The following extracts are salient:-

"The government therefore expects local authorities to make significant changes to their road layouts to give more space to cyclists and pedestrians."...

..."Measures should be taken as swiftly as possible, and in any event within weeks, given the urgent need to change travel habits before the restart takes full effect. None of these measures are new – they are interventions that are a standard part of the traffic management toolkit, but a step-change in their roll-out is needed to ensure a green restart"...

2.0 RECOMMENDATION: That

- 1) the interventions undertaken so far be noted; and**
- 2) the Board be kept up-to-date with developments in this area**

¹ <https://www.gov.uk/government/publications/reallocating-road-space-in-response-to-covid-19-statutory-guidance-for-local-authorities>

3.0 SUPPORTING INFORMATION

3.1 On 9th May a £250 million national fund was announced by the Department for Transport (DfT) to support walking and cycling schemes, it was hoped there would reduce reliance on public transport. As part of announcement, the Government proposed a longer-term investment programme of £2billion over the next 5 years outside of London. The Liverpool City Region (LCR) was initially awarded £2.1m for tranche 1 works, and there is a budget of £45million nationally for tranche 2 with an indicative £8m anticipated for the Liverpool City Region. There will be a number of further tranches and the LCR will be expected to manage programmes in a strategic, efficient and joined-up way, and also to align monies with other devolved funding sources. Halton has been awarded £208k for tranche 1 works. These works have included the following areas:

3.2 Gathering local Intelligence

Research into key transport corridors, using a transport model and bus data to establish where the most impacted routes were. Impacted routes are where there is evidence of 10 or more bus passengers using the same bus service at the same time, with a risk of not being able to get to their destination due to social distancing measures on the bus, and will potentially need to find an alternative method of travel.

3.3 Temporary widening of footpaths to enable social distancing (using cones and barriers). In tranche 1 areas (temporary measures for quick delivery) 'pop up' cycle routes are located in:

- i) Hough Green-Liverpool Road,
- ii) Widnes Town Centre and
- iii) Halton Lea-Murdishaw

These use a mix of temporary barriers to allocate additional road space, forming segregated cycle routes, routes on existing paths and Experimental Traffic Order to allow cyclists to use part of the Busway. These are described further in Appendix 1, which also includes Tranche 2/3 proposed areas of intervention for more permanent future schemes.

3.4 General Social Distancing:

Proactive stencilling undertaken to support the re-opening of local centres and town centres. Over a two week period in May all three Town Centres and over 30 Local Centres were stencilled. This was welcomed by the business community, and gave the staff a good opportunity to engage (at a safe distance) with those businesses who had continued to operate and those preparing to re-open.

3.5 Engagement and Communication

In partnership with the Combined Authority, HBC have created a consultation portal to gather and share information with local businesses and residents seeking transport-planning advice. The team have engaged with local businesses via consultation to understand new work patterns and travel and transport concerns as they re-open.

- 3.6 To promote cycle and walking, a live cycle map for residents and visitors to view. The cycle map has a number of basic features such as road designation eg: quiet road, off road route etc. This will allow the team to update the map quicker as schemes and improvements progress. A particular feature will demonstrate the pop up cycleways as they are implemented. The cycle map will also be available to view on mobile devices.
- 3.7 Public Transport
Local bus services are currently operating at approximately 90% of pre-covid levels although, passenger numbers remain extremely low with operators reporting only 30% of passengers travelling compared to pre-covid levels.
- 3.8 Stencilling at bus stops to remind passengers of the two metre social distancing guidelines, together with notices reminding passenger of the mandatory use of face coverings whilst travelling have been put in place. Bus operators have posted information on vehicles relating to the recently published guidance informing passengers what is required to enable them to carry out a journey on their services. Changes have also been made to boarding and alighting arrangements at the major bus interchanges in the Borough to allow for social distancing.
- 3.9 Commercial bus journeys that accommodate schools
Recent discussions with operators have identified that commercially operated service levels will return to pre-covid levels by the end of August to co-inside with the re-opening of schools and colleges within the Borough.
- 3.10 Most recent discussions with Arriva raise two issues:
- 3.11 Arriva have a driver shortage, due to age profiles, with drivers choosing to retire rather than return to furlough.
- 3.12 Arriva receive Covid bus support grant from Government, this acts as disincentive to engage in activities that would draw additional funding e.g. additional tendering for services may take income over the covid bus support grant, thereby making Arriva ineligible for the Covid bus support grant.
- 3.13 Despite the above, capacity is expected to be available on these services, even with mixing with general bus passengers.
- 3.14 Education
HBC have written to all schools located in the Borough. Engagement has taken place with local schools to offer support and guidance as they re-accept pupils into their premises. Five schools have engaged with the Team currently, and due to the nature of location and highway

infrastructure a bespoke package of options are being discussed with each school to find the most appropriate solution.

3.15 Options include stencilling, barriers, cones to temporary closure of roads eg: 45 minutes before and after school hours to enable safe disbursement. It is important that Schools in the Borough are proactive in working with the Highways team as equipment such as Cones, Barriers and signage are nationally in short supply and where a temporary road closure is required 4 weeks' notice is required. It has been very difficult to gain an indication from schools whether they are going to stagger start and finish times. Where short term road closures were proposed in Farnworth, there was resistance from local ward members who felt this intervention would just displace parking issues to surrounding streets leading to complaints from residents. It is expected that school journeys by private car will increase as parents decide to drop their children at school rather than use buses.

3.16 Dedicated school buses

Transport Coordination are using 'the Chest' for the procurement of 3 additional buses to add capacity to school service routes as follows:

- 1) Moore / Sandymoor / via busway to Bollingbrook, the Heath school & Grangeway;
- 2) West bank via Town Centre to Peter & Paul and Wade Deacon and Rainhill High.
- 3) Weates Close via Halton View to Town Centre to terminate Ormiston Chadwick (bankfield).

Anecdotally, Merseytravel seeking to procuring 130 buses for the 5 districts who subscribe to them.

3.17 Although there is no current budget funding currently for these 3 additional services, funding has been announced by DfT and has been provided to LCR CA for allocation to districts. HBC Officers are seeking to establish the level of allocation expected for Halton.

3.18 Funding Expected

Anecdotally, the CA is to receive £1.2m to be disaggregated on a student population basis. No district allocations made as yet (19 Aug).

On 4 Aug CA stated they had received notification of £150k grant support towards travel demand management. Based on population, HBC could be expected to receive £12,450, however this has yet to be confirmed by the CA.

3.19 Home to School Travel (Special Educational Needs and Disabilities)

Specialist transport is provided for approximately 400 pupils with special educational needs and disabilities. Currently, this involves circa 130 taxi and minibus routes to in-borough and out-of-borough placements. Over recent weeks, transport has been provided for a maximum of 120 pupils with limited numbers of pupils in vehicles to adhere to social distancing measures. Route planning from September, when the vast majority of pupils are expected to return to school, will be based on tendered routes

with social distancing measures not being required as per DfE guidance dated 2nd July. Drivers and passenger assistants will be expected to wear face coverings at all times and have clear guidelines around vehicle cleaning regimes. Children over 11 will be asked to wear face coverings whilst on transport however realistically the majority of pupils will be exempt due to being medically vulnerable and having high anxiety levels. Hand cleaning for children will be required when entering transport therefore hand sanitiser will be available on all vehicles. Additionally, paid mileage will be offered to parents of eligible pupils, where requested, to transport their own children to school over a short-term period. Pupils who have been travel trained will be expected to travel independently on public transport, additional training and support will be provided to facilitate this.

3.20 Advice for Schools and Parents for School Transport:

The following advice is recommended for release to schools and parents:

1. Face Covering recommended even on dedicated school transport and to be worn throughout the journey.
2. Schools should have a process for children and young people to remove face coverings which enables them to wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again.
3. Home to School transport pre-COVID accepted general public passengers. This is to end.
4. School will organise queuing arrangements with older children allocated to the rear of the vehicle.
5. Social distancing should be practiced in the morning at bus stops.
6. Records of children using school transport kept to aid Test and Trace.
7. Dedicated SEN transport letter to parents on what steps in place to minimise transmission, e.g., dedicated travel assistants, fewer children on bus and maintaining social distancing.
8. To note: no schools have informed us that they are implementing staggered starts that impact on transport.

4.0 POLICY IMPLICATIONS

- 4.1 All proposed works support Halton Local Transport Plan 3, Local Cycling and Walking Infrastructure Plan, whilst following Government policy guidance.

5.0 FINANCIAL IMPLICATIONS

- 5.2 Halton has secured funding via the LCR and Central Government to Deliver Tranche 1 schemes. A further application will be made for Tranche 2 schemes in Mid-August.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

Supports Children and Young people back into education after Covid Pandemic closures.

6.2 Employment, Learning and Skills in Halton

Supports residents and visitors to Halton back to places of Education and Employment by providing social distancing Measures where appropriate within Halton's Transport Network.

6.3 A Healthy Halton

Supports residents and visitors to Halton by increased access to cycle Walking routes by recognising congested areas and implementing pop up infrastructure where possible.

6.4 A Safer Halton

As part of the Pop Up cycle routes a number of key corridors will have vegetation maintenance, which will increase confidence in using fore mentioned routes.

6.5 Halton's Urban Renewal

These schemes support regeneration in the following areas;

Astmoor
West Runcorn
Palacefields and
Murdishaw

The scheme in North Widnes supports the existing and proposed new sites as identified in the DALP.

7.0 RISK ANALYSIS

Lack of commitment to deliver tranche 1 temporary pop up schemes could be perceived to be high risk by not following government guidance to support the public in returning to work and education. The financial risk is also high as the lack of timely delivery of these phases could impact future funding opportunities Halton could apply for in the future tranches.

8.0 EQUALITY AND DIVERSITY ISSUES

Best practice will be followed wherever possible to ensure equality and diversity issues are addressed in any of the proposed schemes.

Appendix 1

Tranche 1 schemes

P1. Halton Lea – East Lane, Crown Gate,-Halton Hospital, Busway. Works will include barriers, speed reductions for Buses, signage, road markings and vegetation removal, with use of the Busway by cyclists proposed between Halton Lea and Murdishaw. The pilot scheme would operate in daylight hours only. If scheme needs to continue into the autumn/winter months temporary lighting would be installed. (start on site late July)

P1. Hough Green – Liverpool Road (Co-op area) towards Hale Road linking up to the existing cycle route at Chesnut Lodge Local centre, cones and signage, cyclists on this route would be positioned in the middle of the road on the right turns.

P1. Widnes Town Centre - Marzahn Way (DW sports area) to Gerrard Street (Aldi area) work for this project will commence on the 20/7/20 and will take approximately 2weeks. The works includes surfacing, stenciling, signage and barriers to create safe corridor.

P1. Local Centres & Town Centres work with local businesses to stencil shop frontages to encourage 2m social distancing. (completed)

P1. Bus Interchanges and Key Bus Corridors. Create safe waiting areas using barriers/cones where appropriate, stencils and advertisements to promote 2m social distancing and safe travel advice.

P1. Live Cycle Map of the Borough. Supporting government guidance to promote cycle and walking the map will be available as of the 28 July 2020 to the public.

Tranche 2 Schemes- In development.

P2. Runcorn- Link - Clifton Road(Busway Interchange) to Malpas Road (connects to Heath School /Railway cycle route) review and improvement of existing route down Heath Road to Union Street, then connect into existing cycle network leading to Town Centre and SJB.

P2 North Widnes – improve cycle corridor from Cronton College to Moorfield Rd/Barrows Green Lane, by providing a combination of segregated and on road stenciled routes. Some junction improvements will be required and a reduction in speed on Derby Road and potentially Lunts Heath Road. Connection along Birchfield Road to Widnes Station (potentially off carriageway footway cycleway)

P2. Astmoor business connections - The creation of new cycle paths to connect commuters from the cycle network running alongside the busway in Astmoor to Arkwright, Brindley and Chadwick Roads.

Highway verge on the East would be replaced with surfacing to allow improved cycle and walking facilities.

P2. Halton Hospital – Murdishaw Local Centre. Create permanent segregated cycle route (as per Astmoor and Castlefield) in verge alongside busway.

P3. Cow Hey Lane Link - Formalise cycle /walk links between J12 /Frodsham and Heath Business Park via Runcorn Rowing Club and Cow Hey Lane to Rocksavage, connecting commuters and visitors to key employment areas and places of interest.

P3. Weston point Expressway – Super cycle Highway - The introduction of a segregated cycle corridor from Rocksavage to Runcorn Station Quarter. This would require a speed reduction on that section of road. The loss of the hard shoulder and the introduction of black and white wands to segregate cyclists from vehicles.

Report to: Executive Board

Date: 17th September 2020

Reporting Officer: Operational Director – Legal & Democratic Services

Portfolio: Transportation

Subject: Mersey Gateway

1.0 PURPOSE OF THE REPORT

- 1.1** Mersey Gateway Bridge opened to traffic on the 14th October, 2017. As at the 1st September 2020 approximately 65m vehicles have used the bridge.
- 1.2** Mersey Gateway Bridge is a tolled crossing in the form of a road user charge and will remain a tolled crossing until the bridge and associated highway network are paid for.
- 1.3** With the imminent reopening of the Silver Jubilee Bridge and the changes to the road layout on the Runcorn approach to the SJB associated with the Runcorn Station Quarter regeneration there is a requirement to update the existing Order to reflect the new road configuration.
- 1.4** This report seeks to consider and respond to the issues raised.
- 1.5** This report asks Executive Board to agree to a process of consultation –
- 1.5.1 To make a Road User Charging Scheme Order (RUCSO).
 - 1.5.2 Revoking the current RUCSO and replacing it with an updated order
 - 1.5.3 Restating the charges that are levied in the updated RUCSO (“tolls/Charges”) in relation to Mersey Gateway Bridge and Silver Jubilee Bridge (together, the “Bridges”).
 - 1.5.4 To consider a number of other associated matters.

2.0 RECOMMENDATIONS: that

- 2.1** the Board should consult on making an updated RUCSO in the form (or substantially the same form) as that in Appendix 1 on the basis prescribed in this report.
- 2.2** after giving full and proper consideration to any comments received, make the updated RUCSO in the form (or substantially the same form) as that in Appendix 1 and delegate to the Operational Director (Legal & Democratic Services) the authority to make any non-material or consequential amendments as are necessary to give it effect.

2.3 authorise the Operational Director (Legal & Democratic Services) to take all necessary steps to bring the RUCSO into effect, provided that any material amendments or considerations shall be considered by the Board before the RUCSO is brought into effect.

3.0 SUPPORTING INFORMATION

3.1 Executive Board is asked, in approving the recommendations in this report, to take into account the matters set out below. These are predominantly about factual alterations to the defined scheme roads associated with the reconfiguration of the Runcorn approaches to the SJB.

3.2 Matters for Consideration

3.3 Approach Roads to the Silver Jubilee Bridge

3.3.1 Following the delinking work in Runcorn around the approach to the Silver Jubilee Bridge the road layout is now different from that in the 2018 Order. The drawings associated with the Order need to be updated to reflect the road layout when the Silver Jubilee Bridge reopens.

3.4 Further Exemptions

3.4.1 Since coming into operation the Council and the Mersey Gateway Crossings Board have received a representation suggesting anomalies in the toll/charge regime or improvements to that regime. In response to these it is proposed to add further exceptions to the list of vehicles exempt from tolls/charges.

3.4.2 Proposed additional group to be capable of registration for exemption from tolls/charges:

- an emergency response vehicle being the property of Her Majesty's Coast Guard notified to the Council by reference to its registration mark.

3.5 Charges Payable

3.5.1 It is proposed to move the two tables of Charges Payable from the actual Order to the schedule attached to the Order. This will in future allow the Charges Payable to be revised by a variation order rather than a revised Order.

3.6 RUCSO

3.6.1 The proposed amendments to the 2018 Order will be achieved by the revocation of the 2018 Order and by making of an updated RUCSO to replace that order.

- 3.6.2 The following process will be applied when considering, making and bringing into effect the RUCSO.
- 3.6.3 Following this meeting a consultation will be commenced, which will be advertised in the local newspapers and on the Council's website. The consultation will run for three weeks in September and October 2020.
- 3.6.4 After the close of consultation, the output will be reported to the Board at a meeting to be scheduled, but expected to take place in October.
- 3.6.5 If the Board is satisfied, it will resolve to make the updated RUCSO, taking the product of the consultation into account, which will then be sealed.
- 3.6.6 Once the updated RUCSO has been made, it is intended that it will have immediate effect, since it does not change the tolls/charges payable, and it will be advertised.

4.0 POLICY IMPLICATIONS

- 4.1 The Orders regulate the toll/charge regime and enforcement arrangements

5.0 FINANCIAL IMPLICATIONS

- 5.1 The cost of proposed amendments to the 2018 Order can be met from the MG Project Account and not from general Council funds.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

There are no implications for this priority.

6.2 Employment, Learning and Skills in Halton

There are no implications for this priority.

6.3 A Healthy Halton

There are no implications for this priority.

6.4 A Safer Halton

There are no implications for this priority.

6.5 Halton's Urban Renewal

There are no implications for this priority.

7.0 RISK ANALYSIS

7.1 The Orders that regulate the toll/charge regime need to be updated to be effective when the SJB reopens.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 Other than the matters identified in the report there are no implications for equality and diversity.

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

9.1 All existing Orders referred to in this report are public documents, hence there are no Background Papers as described in the Act.

TRANSPORT ACT 2000**The A533 (Mersey Gateway Bridge) and the A557 (Silver Jubilee Bridge) Road User Charging Scheme Order 2020**

Made - - - - - [**]

Coming into force - - - - - [**]

CONTENTS*Preliminary*

1.	Citation and commencement	2
	<i>Scheme for imposing charges in respect of the use of The Mersey Gateway Bridge and The Silver Jubilee Bridge</i>	
2.	Interpretation	2
3.	Revocation	3
4.	Duration of the Order	3
	<i>Designation of scheme roads, vehicles and charges</i>	
5.	The scheme roads	3
6.	Imposition of charges	3
7.	Payment of charges	4
8.	Classification of vehicles	5
9.	Vehicles exempt from charges	5
10.	10 year plan for net proceeds	5
11.	Detailed programme for net proceeds	5
	<i>Penalty charges</i>	
12.	Penalty charges	6
13.	Additional penalty charges where powers exercised in respect of vehicles	6
	<i>Powers in respect of motor vehicles</i>	
14.	Powers in respect of motor vehicles	6
15.	Examination of vehicles	6
16.	Entering vehicles	6
17.	Seizure	7
18.	Immobilisation of vehicles	7
19.	Removal, storage and disposal of vehicles	7

SCHEDULES

SCHEDULE 1	—	8
	PART 1 — Road User Charges Payable	8
	PART 2 — Penalty Charges Payable	8
	PART 3 — Classification of Vehicles for the Purposes of Charges	8

SCHEDULE 2	8
PART 1 — Register of Vehicles Exempt from Charges	8
PART 2 — The Register of Vehicles Exempt from Charges	9
SCHEDULE 3 — Halton Borough Council’s General Plan for Applying the Net Proceeds of this Scheme During the Opening 10 Year Period	10
SCHEDULE 4 — Halton Borough Council’s Detailed Programme for Applying the Net Proceeds of this Scheme	11

Halton Borough Council makes the following Order, which contains a road user charging scheme, in exercise of the powers conferred by sections 163(3)(a), 164, 168(1) and (2), 170, 171(1) and 172(2) of the Transport Act 2000⁽¹⁾ and by regulations 4, 5, 22, 23, 24, 25 and 27 of the Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013⁽²⁾.

Appropriate persons have been consulted in accordance with section 170(1A) and (1C) of the Transport Act 2000.

Preliminary

Citation and commencement

1.—(1) This Order may be cited as The A533 (Mersey Gateway Bridge) and the A557 (Silver Jubilee Bridge) Road User Charging Scheme Order 2020.

(2) The scheme set out in this Order shall have effect.

(3) The Council shall publish notice of the making of this Order in the London Gazette and in at least one newspaper circulating in the Borough of Halton.

Scheme for imposing charges in respect of the use of The Mersey Gateway Bridge and The Silver Jubilee Bridge

Interpretation

2.—(1) In this Order—

“the 2000 Act” means the Transport Act 2000;

“the 2018 Order” means The A533 (Mersey Gateway Bridge) and the A557 (Silver Jubilee Bridge) Roads User Charging Scheme Order 2018;

“appointed day” means the date of this Order;

"authorised person" means the Council or any person so authorised by the Council under article 14(1) to exercise any one or more of the powers in articles 15 to 19(1);

“concession agreement” means a legally binding arrangement which may be comprised within one or more documents that makes provision for the design, construction, financing, refinancing, operation and maintenance of either the Silver Jubilee Bridge and the scheme roads or a new road crossing over the River Mersey or any of them;

“concessionaire” means any person with whom the Council enters into a concession agreement from time to time together with the successors and assigns of any such person;

“Council” means the Council of the Borough of Halton;

“custodian” means a person authorised in writing by the Council to perform the functions of a custodian described in Part 6 of the Enforcement Regulations;

(1) 2000 c.38. There are amendments to section 167, 168, 171 and 172 which are not relevant to this Order.

(2) S.I. 2013/1783.

“deposited plans” means the plans numbered 61034234/RUCO/01 (Rev A), 61034234/RUCO/02 (Rev 2), 61034234/RUCO/03, 61034234/RUCO/04 and 61034234/RUCO/05 deposited at the offices of the Council at Municipal Building, Kingsway, Widnes WA8 7QF signed by the Chief Executive of the Council;

“Enforcement Regulations” means the Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England Regulations) 2013;

“new crossing” means the bridge and other roads and structures built pursuant to the River Mersey (Mersey Gateway Bridge) Order 2011⁽³⁾;

“register” means the register of vehicles being exempt from charges pursuant to the scheme maintained by the Council under article 9;

“scheme” means the scheme for imposing charges for the use or keeping of a vehicle on the scheme roads pursuant to this Order;

“scheme roads” means those parts of:

- (i) the road that approaches and crosses the new crossing; and
 - (ii) the road that approaches and crosses the Silver Jubilee Bridge,
- as are shown on the deposited plans.

“website” means the website maintained by the Mersey Gateway Crossings Board Ltd containing information about the operation of the scheme⁽⁴⁾.

Revocation

3. The 2018 Order is hereby revoked.

Duration of the Order

4. This Order shall remain in force indefinitely.

Designation of scheme roads, vehicles and charges

The scheme roads

5. The roads in respect of which this Order applies are the scheme roads.

Imposition of charges

- 6.—(1) A charge is to be imposed in respect of a vehicle where—
 - (a) the vehicle has been used or kept on the scheme roads; and
 - (b) the vehicle falls within a class of vehicles in respect of which a charge is imposed by this Order.
- (2) The charge imposed is determined by reference to Part 1 of Schedule 1.

(3) The class of vehicles or classes of vehicles in respect of which charges may be levied under this Order shall be those set out in Part 3 of Schedule 1.

(4) Where any vehicle would fall within the description of more than one classification of vehicles or class of vehicles it shall be deemed to fall in the class of vehicles bearing the highest number in Part 3 of Schedule 1.

⁽³⁾ S.I. 2011/41.

⁽⁴⁾ www.merseyflow.co.uk

Payment of charges

7.—(1) Subject to paragraph **Error! Reference source not found.** a charge imposed by this scheme, the amount of which is specified in article 6 paragraph (2) (imposition of charges), shall be paid no later than 23:59 hours on the day immediately following the day upon which the charge has been incurred by a means and by such method as may be specified by the Council on the website or in a document available on application from the Council or such other means or method as the Council may in the particular circumstances of the case accept.

(2) Subject to such regulations as the Secretary of State may make pursuant to section 172(1) of the 2000 Act, the Council may waive charges (or any part of such charges) and may suspend the charging of charges in whole or in part.

(3) The Council or its agent may enter into an agreement (“composition agreement”) under which persons contract for the payment of charges in respect of the use of the scheme roads by them, by other persons or by any vehicles on such terms as may be provided by the agreement.

(4) A composition agreement may relate to use of the scheme roads on such number of occasions or during such period as may be provided for by the agreement.

(5) Any composition agreement entered into prior to the appointed day and whether or not in respect of this Order shall have effect from that day and from the appointed day this scheme shall apply to that composition agreement and nothing in this scheme shall render a composition agreement entered into other than during the currency of this scheme invalid.

(6) Without prejudice to the generality of paragraph (3), a composition agreement may be entered into for such of the following periods as the Council may agree:

- (a) the duration of a single journey;
- (b) a number of single journeys specified in the composition agreement;
- (c) a single day or any number of single days;
- (d) a period of 5 or 7 consecutive days;
- (e) a period of a single month; or
- (f) a period of one year.

(7) The following provisions shall apply to composition agreements—

- (a) a composition agreement shall be specific to a particular vehicle;
- (b) that vehicle shall be identified by its registration mark; and
- (c) a person entering into a composition agreement with the Council shall specify to the Council or its agent the registration mark of the vehicle to which the composition agreement relates.

(8) Where a composition agreement is entered into or purported to be entered into, and payment is to be made to the Council otherwise than in cash, and payment is not received by the Council or its agent (whether because a cheque is dishonoured or otherwise), the charge or charges to which the composition agreement relates shall be treated as not paid and the composition agreement may be voided by the Council.

(9) The Council may require a vehicle that is subject to a composition agreement to display a document in that vehicle or to carry in or fix equipment to that vehicle.

(10) Where a composition agreement provides for a discount or waiver of any charge or part of any charge and is calculated solely by reference to the use of the scheme roads—

- (a) for a number of journeys; or
- (b) for any period

a user or prospective user of the scheme roads shall not be prevented from entering into such a composition agreement by reason of their place of residence or business.

(11) Where any scheme of discount or waiver is proposed in respect of charges payable or prospectively payable under this scheme the Council shall have regard to the most appropriate means of providing the benefit of such a scheme to those socio-economic groups within the Borough of Halton least able to afford the full price of charges in deciding to apply any such scheme.

(12) The Council may impose such reasonable conditions upon the making of a composition agreement as it considers appropriate including in relation to the transfer of the benefit of composition agreements or the refund of payments.

Classification of vehicles and charges payable

8. Schedule 1 to this Order, which sets out the classification of vehicles in respect of which a charge is imposed by this scheme together with the specification of the charges and penalty charges payable by reference to those classes, shall have effect.

Vehicles exempt from charges

9.—(1) Subject to, and to the extent not inconsistent with, such regulations as the Secretary of State may make pursuant to section 172(1) of the 2000 Act, Part 1 of Schedule 2 to this Order, which sets out the vehicles exempt from charges, shall have effect.

(2) The exemptions from the charges set out in this scheme shall have effect subject to the particulars of the vehicle in respect of which an exemption is claimed being entered upon the register.

(3) The Council may require a vehicle exempt from charges to display a document in that vehicle or to carry in or fix equipment to that vehicle.

(4) The provisions of Part 2 of Schedule 2 shall apply.

10 year plan for net proceeds

10. Schedule 3 to this Order constitutes the general plan of the Council under paragraph 10(1)(a) of Schedule 12 to the 2000 Act for applying the net proceeds of this scheme during the period which begins with the date on which this Order comes into force and ends with the tenth financial year that commences on or after that date.

Detailed programme for net proceeds

11. Schedule 4 to this Order constitutes the detailed programme of the Council under paragraph 10(1)(b) of Schedule 12 to the 2000 Act for applying the net proceeds of this scheme during the period which begins with the date on which this Order comes into force and ends at the time by which the Council's local transport plan is next required to be replaced.

Penalty charges

Penalty charges

12.—(1) A penalty charge is payable in respect of a vehicle upon which a charge has been imposed under this Order and where such charge has not been paid in full at or before 23:59 hours on the day immediately following the day upon which the charge was incurred.

(2) Where a penalty charge has become payable in respect of a vehicle under paragraph (1), the penalty charge rate applicable is determined by reference to Part 2 of Schedule 1.

(3) A penalty charge payable under paragraph (1) is—

- (a) payable in addition to the charge imposed under article (1);
- (b) to be paid in full within the period of 28 days beginning with the date on which a penalty charge notice relating to the charge that has not been paid in full is served;
- (c) reduced by one half provided it is paid in full prior to the end of the fourteenth day of the period referred to in sub-paragraph (3)(b);

- (d) increased by one half if not paid in full before a charge certificate to which it relates is served by or on behalf of the Council (as the charging authority) in accordance with regulation 17 of the Enforcement Regulations.

Additional penalty charges where powers exercised in respect of vehicles

13.—(1) An additional penalty charge in accordance with the table of penalty charge rates displayed on the website will be payable under the charging scheme for the—

- (a) release of a motor vehicle immobilised in accordance with article 18;
- (b) removal of a motor vehicle in accordance with article 19(1);
- (c) storage and release from storage of a vehicle so removed; and
- (d) disposal of a vehicle in accordance with article 19(2).

(2) Any penalty charge payable under paragraph (1) is payable in addition to the charge imposed under article 6(1).

Powers in respect of motor vehicles

Powers in respect of motor vehicles

14.—(1) The Council may authorise in writing a person to exercise any one or more of the powers in articles 15 to (1).

(2) An authorised person under this Order is an authorised person within the meaning of regulation 21 of the Enforcement Regulations.

Examination of vehicles

15. An authorised person may examine a motor vehicle whilst it is on a road to ascertain if any of the circumstances described in regulation 22 of the Enforcement Regulations exists.

Entering vehicles

16. An authorised person may enter a vehicle whilst it is on a road where the authorised person has reasonable grounds for suspecting that any of the circumstances described in regulation 23(1) of the Enforcement Regulations exists provided that the condition referred to in regulation 23(2) of those Regulations is met.

Seizure

17. An authorised person may seize anything (if necessary by detaching it from a vehicle) as provided for in regulation 24 of the Enforcement Regulations provided that the condition referred to in regulation 24(2) of those Regulations is met.

Immobilisation of vehicles

18. Provided—

- (a) none of the circumstances in paragraph (2) of regulation 25 of the Enforcement Regulations apply; and
- (b) the conditions in paragraph (3) of that regulation do apply,

an authorised person may immobilise a vehicle in accordance with paragraphs (4) and (5) of that regulation.

Removal, storage and disposal of vehicles

19.—(1) Provided regulation 27(1) (a) or (b) of the Enforcement Regulations is satisfied, an authorised person may remove a vehicle and deliver it to a custodian for storage.

(2) The custodian may dispose of the vehicle and its contents in the circumstances described in regulation 28 of the Enforcement Regulations.

THE COMMON SEAL of the **COUNCIL OF
THE BOROUGH OF HALTON** was hereunto
affixed the [**] day of April 2018 in the
presence of



Authorised Signatory

SCHEDULES

SCHEDULE 1

Articles 6 and 12

PART 1

Road User Charges Payable

1. The charge payable under article 6 in respect of a vehicle falling within a class specified in column 1 of the table below shall be determined by reference to the corresponding entry in column 2 of the table.

<i>Column 1</i>	<i>Column 2</i>
<i>Class of vehicle</i>	<i>Charge for each vehicle each time it is used or kept on the scheme roads</i>
Class 1 vehicles	Nil
Class 2 vehicles	£2.00
Class 3 vehicles	£6.00
Class 4 vehicles	£8.00

PART 2

Penalty Charges Payable

2. The penalty charge payable under article 12 in respect of a vehicle falling within a class specified in column 1 of the table below shall be determined by reference to the corresponding entry in column 2 of the table.

<i>Column 1</i>	<i>Column 2</i>
<i>Class of vehicle</i>	<i>Penalty Charge rate applicable</i>
Class 1 vehicles	Nil
Class 2 vehicles	£40
Class 3 vehicles	£40
Class 4 vehicles	£40

PART 3

Classification of Vehicles for the Purposes of Charges

<i>Class of Vehicle</i>	<i>Classification</i>
"class 1 vehicle"	means a moped falling within classifications A(a) and A(b); motorcycles falling within classifications B(a) and B(b); motor tricycles falling within classifications C(a) and C(b); and quadricycles falling within classifications D(a), D(b), E(a) and E(b).
"class 2 vehicle"	means motor caravans falling within classifications L(a) and L(b); motor vehicles with at least four wheels, used for the carriage of passengers falling within classifications M ₁ (a) and M ₁ (b); and

motor vehicles with at least four wheels used for the carriage of goods falling within classifications N₁(a) and N₁(b).

“class 3 vehicle” means motor vehicles with at least four wheels used for the carriage of passengers falling within classifications M₂(a) and M₂(b); and motor vehicles with at least four wheels used for the carriage of goods falling within classifications N₂(a) and N₂(b).

“class 4 vehicle” means motor vehicles with at least four wheels used for the carriage of passengers falling within classifications M₃(a) and M₃(b); and motor vehicles with at least four wheels used for the carriage of goods falling within classifications N₃(a) and N₃(b).

Reference to “classifications” in this Schedule 1 are references to the classes of motor vehicles contained or referred to in Part II of the Schedule to the Road User Charging and Work Place Parking Levy (Classes of Motor Vehicles) (England) Regulations 2001⁽⁵⁾.

SCHEDULE 2

Article 9

PART 1

Vehicles Exempt from Charges

1. Charges may not be levied in respect of—

- (a) a vehicle whose details have been recorded on the register in accordance with Part 2 of this Schedule and, in the case of those listed in sub-paragraphs 3(1)(a) to 3(1)(e) of Part 2 of this Schedule, being used in the execution of duty; or
- (b) a vehicle being used in connection with—
 - (i) the collection of charges; or
 - (ii) the maintenance, improvement or renewal of, or other dealings with, the Silver Jubilee Bridge or the new crossing or any structure, works or apparatus in, on, under or over any part of the new crossing or Silver Jubilee Bridge; or
- (c) a vehicle which, having broken down on the Silver Jubilee Bridge or the new crossing while travelling in one direction, is travelling in the opposite direction otherwise than under its own power; or
- (d) a military vehicle, that is, a vehicle used for army, naval or air force purposes, while being driven by persons for the time being subject to the orders of a member of the armed forces of the Crown.

PART 2

The Register of Vehicles Exempt from Charges

2. The Council shall maintain the register in respect of exempt vehicles for the purposes of the provisions of this Schedule which requires particulars of a vehicle to be entered in the register.

3. Vehicles falling within the following descriptions of motor vehicles shall be eligible to be entered upon the register—

- (a) a police vehicle, identifiable as such by writing or markings on it or otherwise by its appearance, or being the property of the Service Authority for the Serious Organised Crime Agency or notified to the Council by reference to its registration mark;

⁽⁵⁾ S.I. 2001/2793.

- (b) a fire engine as defined by paragraph 4(2) of Schedule 2 to the Vehicle Excise and Registration Act 1994⁽⁶⁾;
- (c) a vehicle which is kept by a fire authority as defined by paragraph 5 of that Schedule;
- (d) an ambulance as defined by paragraph 6(2) or a vehicle falling within paragraph 7 of that Schedule and shall also include vehicles used for the transport of blood, plasma or human organs;
- (e) an emergency response vehicle being the property of Her Majesty's Coastguard notified to the Council by reference to its registration mark;
- (f) a vehicle being used for the transport of a person who has a disabled person's badge and which displays a current disabled person's badge issued under—
 - (i) section 21 of the Chronically Sick and Disabled Persons Act 1970⁽⁷⁾, or
 - (ii) section 14 of the Chronically Sick and Disabled Persons (Northern Ireland) Act 1978⁽⁸⁾; or
- (g) an omnibus being used for a local service as defined by section 2 of the Transport Act 1985 in respect of crossing the Silver Jubilee Bridge⁽⁹⁾; or
- (h) an agricultural tractor as defined by paragraph 20B of Schedule 2 to the Vehicle Excise Registration Act 1994 in respect of crossing the Silver Jubilee Bridge.

4. Registration of a vehicle upon the register, and the use to which that vehicle must be put to qualify as exempt from charges, shall be subject to the imposition of such further conditions as the Council may reasonably impose.

5. The Council may require that an application to enter particulars of a vehicle on the register or to renew the registration of a vehicle—

- (a) shall include all such information as the Council may reasonably require; and
- (b) shall be made by such means as the Council may accept.

6. Where the Council receives an application that complies with paragraph 4 to enter particulars of a vehicle on the register, or to renew the registration of a vehicle and the vehicle falls within the descriptions set out in paragraph 2 of this Part it shall enter the particulars of that vehicle upon the register within twenty working days of receiving such an application.

7. The Council shall remove particulars of a vehicle from the register—

- (a) in the case of a vehicle registered in relation to the holder of a disabled person's badge, when that person ceases to be an eligible person for the purposes of sub-paragraph 3(1)(f) of this Part;
- (b) in the case of any vehicle at the end of the period of 7 consecutive days beginning with the day on which a change in the keeper of the vehicle occurred, unless the Council renews the registration for a further period on application to it by or on behalf of the new keeper.

8. Where the registered keeper of a vehicle is aware that the vehicle has ceased or will cease to be a vehicle eligible to be entered on the register, the keeper shall notify the Council of the fact and the Council shall remove the particulars of the vehicle from the register as soon as reasonably practicable or from the date notified to the Council as the date on which it will cease to be a vehicle eligible to be entered on the register.

9. If the Council is no longer satisfied that a vehicle is an exempt vehicle it shall—

- (a) remove the particulars of a vehicle from the register; and
- (b) notify the registered keeper.

10. Nothing in this paragraph shall prevent the making of a fresh application under Schedule 2 for particulars of a vehicle to be entered in the register after they have been removed from it in accordance with any provision of this Part of this Schedule 2.

⁽⁶⁾ 1994 c.22.
⁽⁷⁾ 1970 c.44.
⁽⁸⁾ 1978 c.53.
⁽⁹⁾ 1985 c.67.

SCHEDULE 3

Article 10

Halton Borough Council's General Plan for Applying the Net Proceeds of this Scheme During the Opening 10 Year Period

1. Road user charging under this scheme is due to start in 2018. Paragraph 10(1)(a) of Schedule 12 to the Transport Act 2000 applies to the period that is covered partly by the current Local Transport Plan that fully supports the implementation of the scheme.

2. The net proceeds of the road user charging scheme in the ten year period following the start of the charging scheme will be applied, in such proportions to be decided, towards:

- (a) paying the costs and expenses incurred in designing, constructing, managing, operating and maintaining the new crossing and in managing, operating and maintaining the Silver Jubilee Bridge and the scheme roads or any costs associated with financing any or both;
- (b) providing such funds as are or are likely to be necessary to discharge the obligations of the Council or a concessionaire pursuant to a concession agreement;
- (c) paying the interest on, and repaying the principal of, monies borrowed in respect of the new crossing;
- (d) making payment into any maintenance or reserve fund provided in respect of the Silver Jubilee Bridge and the scheme roads or the new crossing;
- (e) making payments to the Council's general fund for the purpose of directly or indirectly facilitating the achievement of policies relating to public transport in its local transport plan; and
- (f) providing funds for, meeting expenses incurred in, or the cost of securing any necessary authority or consent for, constructing or securing the construction, maintenance and operation of the new crossing or securing the maintenance and operation of the Silver Jubilee Bridge and the scheme roads.

SCHEDULE 4

Article 11

Halton Borough Council's Detailed Programme for Applying the Net Proceeds of this Scheme

1. Road user charging on the Mersey Gateway Bridge began in 2017 to coincide with the opening of the Mersey Gateway Bridge for use by the public. The existing third Local Transport Plan (LTP3) runs from 2011/12 to 2025/26. Therefore, paragraph 10(1)(b) of Schedule 12 to the Transport Act 2000 relates to the second LTP3. The Mersey Gateway Bridge is a key element of the LTP3 as it addresses—

- (a) the worst congestion in Halton - on the approaches to the Silver Jubilee Bridge and on the Weston Point Expressway approach to M56 Junction 12;
- (b) demand management to establish and maintain free flow traffic conditions on the Mersey Gateway Bridge and the Silver Jubilee Bridge; and
- (c) transport resilience to enhance cross-Mersey linkages.

2. The expenditure plans for receipts from the scheme will complement the current LTP3 programme and contribute towards achieving the following LTP3 objectives—

- (a) tackling congestion;
- (b) delivering accessibility;
- (c) securing safer roads; and
- (d) achieving better air quality.

3. Priorities for the scheme revenue expenditure are—

- (a) paying the costs and expenses incurred in designing, constructing, managing, operating and maintaining the Mersey Gateway Bridge and the new crossing and in managing, operating and

maintaining the Silver Jubilee Bridge and the scheme roads or any costs associated with financing any or both of them;

- (b) providing such funds as are or are likely to be necessary to discharge the obligations of the Council or a concessionaire pursuant to a concession agreement;
- (c) paying the interest on, and repaying the principal of, monies borrowed in respect of the new crossing;
- (d) making payment into any maintenance or reserve fund provided in respect of the Silver Jubilee Bridge and the scheme roads or the Mersey Gateway Bridge and the new crossing;
- (e) making payments to the Council's general fund for the purpose of directly or indirectly facilitating the achievement of policies relating to public transport in LTP3; and
- (f) providing funds for, meeting expenses incurred in, or the cost of securing any necessary authority or consent for, the constructing or securing the construction, maintenance and operation of the Mersey Gateway Bridge and the new crossing or securing the maintenance and operation of the Silver Jubilee Bridge and the scheme roads.

EXPLANATORY NOTE

(This note is not part of the Order)

Sections 163(3)(a) and 164 of the Transport Act 2000 authorise the Council of the Borough of Halton to make a charging scheme in respect of roads for which it is the traffic authority. The scheme roads described in article 2 of this Order comprise the Mersey Gateway Bridge and the Silver Jubilee Bridge. Charges are currently levied under the A533 (Mersey Gateway Bridge) and the A557 (Silver Jubilee Bridge) Roads User Charging Scheme Order 2018.

This Order revokes the 2018 Order. It imposes charges for use of either the Mersey Gateway Bridge or the Silver Jubilee Bridge, and contains enforcement provisions.

Article 1(1) (citation and commencement) deals with preliminary matters.

Article 2(1) (interpretation) contains interpretation provisions including definitions of the "scheme roads". It also refers to the Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013 (SI 2013/1783) (the "Enforcement Regulations") which make provision for or in connection with the imposition and payment of charging scheme penalty charges.

Article 3 (revocation) revokes the 2018 Order.

Article 4 (duration of the Order) provides that the Order remains in force indefinitely.

Article 5 (the scheme roads) provides that the scheme roads are the roads to which charges, penalty charges and enforcement provisions apply.

Article 6(1) (imposition of charges) describes the event by reference to the happening of which a charge is imposed, namely, a vehicle being used or kept on the scheme roads. The charges imposed are set out in Part 1 of Schedule 1.

Article 7(1) (payment of charges) provides that the Council may specify how a charge should be paid. It also provides that payments may be under an agreement relating to a number of journeys or a number of days. It also provides that displaying a permit may be required. Paragraph (11) of article 7(1) continues the existing arrangement relating to scheme discounts.

Article 8 (classification of vehicles) specifies classes of vehicles to which the scheme applies, set out in Part 3 of Schedule 1 of this Order.

Article 9(1) (vehicles exempt from charges) provides for the exemption of certain vehicles from paying the charge provided conditions are met, set out in Schedule 2.

Articles 10 and 11 explain to what purposes the charges recovered may be applied.

Article 12(1) deals with the civil enforcement of unpaid charges through the imposition of penalty charges. Paragraph 12(1) imposes a penalty charge where the charge for using the crossing is not paid in accordance

with Article 7. The penalty charge rates are set out in Part 2 of Schedule 1. Paragraph 12(3)(a) explains that the penalty charge is payable in addition to the charge imposed. Paragraphs 12(3)(b) to (d) explain that the penalty charge is payable within 28 days of the penalty charge notice relating to it being served, that the amount of the charge is reduced by half if paid within 14 days or is increased by half if not paid before a charge certificate is served in accordance with regulation 17 of the Enforcement Regulations.

Article 13(1) imposes additional penalty charges of the amounts set out on the project website where the powers in respect of vehicles described in paragraphs 18 and 19 are exercised.

Articles 14(1) to 19(1) contain powers that can be exercised in respect of motor vehicles. These powers are to examine vehicles (article 15), enter vehicles (article 16), seize items (article 17), immobilise vehicles (article 18) and remove, store and dispose of vehicles (article 19(1)). The exercise of those powers must be in accordance with the Enforcement Regulations. In particular the power to immobilise a vehicle or remove a vehicle that has not been immobilised can only be exercised where none of the circumstances in regulation 25(2) of the Enforcement Regulations apply and the conditions in paragraph 25(3) of those regulations do apply.

REPORT TO: Executive Board

DATE: 17th September 2020

REPORTING OFFICER: Strategic Director, Enterprise, Community & Resources

PORTFOLIO: Physical Environment

SUBJECT: Astmoor Regeneration Programme

WARD(S) Halton Castle

1.0 PURPOSE OF THE REPORT

1.1 To present to Members the Astmoor 5 Year Regeneration Masterplan and Delivery Strategy and recommend it for adoption.

2.0 RECOMMENDATION: That

- 1) Members adopt the Masterplan and Delivery Strategy for Astmoor**
- 2) Members recommend to Full Council a variation to the capital programme of £1.5m to cover the costs as outlined in section 6 of the report; and**
- 3) Members approve the extension to the Discretionary Business Rates Scheme of one year to March 2025**

3.0 SUPPORTING INFORMATION

3.1 Background

In March 2017, Executive Board (EXB119) approved the Mersey Gateway Regeneration Plan *Plus* (MGRPP), as a way of prioritising resources in respect of the Council's physical and economic regeneration activity. Focussed on eight 'Regeneration Impact Areas', the Plan set out a cohesive package of development opportunities and identified the key infrastructure and enabling projects needed to complement and support the borough's economic growth. The Plan identified the former new town industrial estate of Astmoor as one of eight Regeneration Impact Areas.

3.2 An Astmoor Annual Delivery Plan (ADP) was produced to steer the development and implementation of a comprehensive regeneration programme for the area. In June 2018 Executive Board (EXB14), approved the approach to the development and implementation of a regeneration programme for Astmoor Industrial Estate including the implementation of a two-stage consultation process to inform a future Masterplan and Delivery Strategy. Members also

acknowledged the potential benefits from investing Council resources to deliver the 5-year regeneration programme.

3.3 Subsequently, the Council in December 2018 to deliver a 5-year Masterplan and Delivery Strategy appointed a consortium of consultants led by architects and design specialists BDP.

3.4 BDP completed a Baseline Report in February 2019, which informed the key proposals to be presented to stakeholders for comment throughout the consultation process. The Baseline Report identified three key themes to address the issues found:

- Development and Investment Opportunities: Opportunities include the Central Redevelopment Area, the Eastern Employment Renewal Area and Western Employment Renewal Area.
- Placemaking, Connectivity and Movement Strategy: Potential projects include Astmoor Boulevard, Footpath Rationalisation, Busway / Cycleway Enhancement, New junctions at the eastern and western end of Astmoor Road, Views of the Mersey, and a Communal Service Centre.
- Inclusive Growth Initiative: Securing benefits for residents within the three neighbouring Wards of Halton Castle, Mersey and Windmill Hill and promoting the benefits of a local supply chain at both construction and operational phases of development.

3.5 **Consultation**

In March 2019, two Council drop in consultation events took place at which BDP presented the Masterplan proposals;

- 18th March to key stakeholders including the Astmoor business community, Business Improvement District (and by extension Halton Chamber of Commerce), landlords, landowners and commercial developers
- 19th March to the general public and neighbouring residential communities
- In addition, a questionnaire, in both electronic and hard copy format, was available at each of the consultation events, and remained online for a period of four weeks.
- Consultants BDP also presented to the Astmoor business community at the Astmoor Business Improvement District (BID) Annual Review in April 2019
- In July 2020, following the lifting of lockdown restrictions a video presentation of the masterplan was created by BDP and circulated to stakeholders for final comments/questions. A masterplan phone in with BDP and HBC followed with a further 2 weeks allowed for online comments and questions. The masterplan and presentation video may be accessed at:

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

- Subsequently in August 2020, a Transport & Movement focus group was formed with membership drawn from those businesses directly impacted by any changes to Astmoor Road. These key business owners will provide a sounding board for the Council to introduce options on the design of Astmoor Road before presenting full proposals to the wider business community and the BID. This will also extend at a later date to those impacted upon by changes to the east-west road of the eastern renewal area

3.6 Discretionary Business Rates Scheme

In July 2018 Executive Board (EXB22), approved the implementation of a Discretionary Business Rates Scheme to be piloted on Astmoor and aimed at businesses, landlords and developers undertaking developments which complement the Mersey Gateway Regeneration Plan Plus. The scheme was subsequently launched on 1st April 2019 and offers tapered business rate relief for a period of 3 years between 2019 and 2024 in respect of the uplift on business rates for new build, expansion or refurbishment of premises, over and above that which is currently in the ratings system, for schemes which evidence certain design principles and energy saving initiatives.

- 3.7 Because of a delay in the handback land being transferred back into Council ownership, developers and businesses have not had an opportunity during the first year of implementation to draw up detailed proposals that would attract rate relief. It is, therefore, proposed that this scheme be extended to March 2025 to allow businesses and developers the full five years in which to take advantage of the rate relief.

Estimated Rates Income from Handback Sites Astmoor

Site	Size	Estimated Building Size	Estimated RV	Estimated Business Rates
Chadwick Road South	4.75acres	3,040sq mt and 1,147sq mt	£50,000 & £34,000	£25,200 & £17,136
Chadwick Road East	4.65acres	6,038sq mt	£27,300	£13,759
Chadwick Road West	1.5acres	1,021sq mt	£33,000	£16,632
Goddard Road	4.75acres	9,754sq mt	£37,000	£18,648
Astmoor Road West	2.89acres	2,601sq mt	£61,000	£30,744
Old Quay Street	3.6acres	1,393sq mt	£35,000	£17,640
Davy Road	4.27acres	5,295sq mt	£34,000	£10,080
Total				£149,839.00

4.0 AIMS AND OBJECTIVES

4.1 Specifically the masterplan and delivery strategy will be used to:

- Provide a transformational shared vision to secure the long-term future and prosperity of Astmoor as a 'stand out' business location;
- Help maximise the economic benefits of the Mersey Gateway Project and integrate Astmoor with wider regeneration and economic development activity in Halton and the sub-region;
- Signal Council strategic leadership of place and commitment to the regeneration of Astmoor, to provide confidence to existing businesses and potential investors, developers and end users;
- Create a portfolio of development and investment opportunities to engage commercial markets and support the disposal of Council owned land;
- Engage with funding providers, particularly the Liverpool City Region Single Investment Fund;
- Demonstrate a clear return on investment for any Council Capital Expenditure, with clear outputs and outcomes for measuring success;
- Inform programme implementation and governance; including prioritising masterplan projects and actions, and identifying roles and responsibilities for delivery;
- Align regeneration activity with the Astmoor Business Improvement District Business Plan;
- Embed an exit strategy beyond five-year delivery.

4.2

Progress to Date

Work to date has focussed on laying the foundations for the development of a regeneration programme including the production of the 5 year Masterplan and Delivery Strategy.

Action	
• Baseline intelligence gathering and analysis completed	January 2019
• Formal stakeholder consultation process	March-May 2019
• Commencement of return of residual Mersey Gateway project hand back land with initial expressions interest sought from resident businesses and developers	April 2019
• £1.2million LCR STEP funding for Astmoor Busway / cycleway enhancement completed	January 2020
• Continued engagement with the Astmoor BID Operating	

Board, Astmoor businesses and Halton Chamber of Commerce	
• Launch of the Discretionary Business Rate Relief Scheme	April 2019
• Dialogue commenced with the Bridge School to facilitate relocation	Ongoing
• Traffic survey completed on Astmoor Road	November 2019
• Virtual presentation postponed from April 2020 presented to Senior Management, the Leader, and Ward Councillors	July 2020
• Astmoor masterplan phone-in with stakeholders took place July 2020 to allow for final questions and comments	July 2020
• Completion of Delivery Strategy and Masterplan	August 2020

4.3 Analysis of the fluidity of businesses trading on the estate before the Mersey Gateway opened and since then has provided the following statistics:

Pre Mersey Gateway:

14th October 2015 - 13th October 2017 saw 11 new businesses
**data not available pre 2015*

Post Mersey Gateway:

14th October 2017 - 14th September 2019 saw 24 new businesses

The current occupancy rate on Astmoor as of July 2020 is 86%

This significant trend represents just over 100% increase in new businesses coming to Astmoor, which is attributed to the Bridge, complimented by the ongoing £1.5m refurbishment investment by the key property owner on Astmoor, First Investments. Business losses since the bridge opened and the pandemic have been minimal, mostly sole traders and fledgling businesses.

5.0 NEXT STEPS

5.1 The year to September 2021 includes the following proposed key actions:

Action	When
Submission of application for SIF funding to Combined Authority to commence site investigations on 4 handback sites and Old Quay Street, all in HBC ownership	Autumn 2020
Formalisation of working partnership with key landlord and/ developer	Autumn 2020
Handback land review process	Ongoing
Submission of application to MHCLG to lift restrictions on land use under the Academies Act 2010 in respect of the Bridge School	Autumn 2020
Transfer of all Astmoor handback sites from Mersey Crossings Board to Council ownership	By Dec 2020
Commencement of marketing strategy and disposal of handback land process	Autumn 2020
Appointment of development partner	Winter 2020
Formation of 'Greening Astmoor' focus Group	January 2021
Progress report to Executive Board on Year 1 of Discretionary Rates Relief Scheme	April 2021
Commence improvements to Astmoor Road	Summer 2021

5.2 Relocation of Inappropriate Uses

The relocation of two inappropriate uses from the estate is required in order to release two key development sites and to secure more fitting environments for both:

- 1) The relocation of the Bridge School from its existing location on Chadwick Road will create a prominent development site with frontage onto Astmoor Road. The Council owned school building in its current location requires substantial Council resources to maintain and repair and shares the site with two lorry parks which impact on the school's ability as a pupil referral unit to provide the necessary outdoor space and quiet zones required to support the students, many of whom have complex social anxiety issues.

Consultation has been ongoing with the school and a preferred relocation site has been identified at Old Quay Street, a Council owned location close to Astmoor with good transport links and close to Runcorn

Town Centre, whilst also remaining in walking distance of the school's existing vocational campus also on Astmoor that does not share the same key requirements for space and tranquillity. The preferred site would provide an enhanced learning experience for the students with dedicated outdoor space, no adjacent industrial activity that may disturb their learning, and would allow for an energy efficient, purpose built building, reducing maintenance, carbon footprint and utility costs. There would also be a consolidation of the school's outgoings in the region of £12,000pa, with their leased accommodation at Murdishaw being accommodated into the new build and no annual levy due as part of the Astmoor Business Improvement District.

In addition, the current building and its usage is not in keeping with the vision to create a dedicated, modern business park, being close to the Mersey Gateway and opposite a large handback site, proposed for redevelopment. Relocation would require a separate decision of the Council together with further funding approval. Monies previously allocated for repairs to the building are currently being held in abeyance pending approval of a relocation.

An application to the Secretary of State will be submitted in the coming months to free the site of any encumbrance that the Academies Act 2010 places on the redevelopment of sites previously used for educational purposes to allow landlord First Investments to bring the entire site forward.

- 2) The traveller site located off Marsh Lane to the south east of the estate is also considered an inappropriate use on a modern industrial estate. The site currently presents a negative first impression of the area to new investors, and creates a barrier for property owners who struggle to let adjacent units. Although currently a legal traveller settlement, the Council would seek to negotiate a more appropriate location for the residents.

A new site has been identified at Haddocks Woods, close to Astmoor that would provide the space and privacy required. However, as the travellers are owner/occupiers, it is likely that a fully costed development scheme would be required before any relocation could be negotiated. This would likely form part of a detailed mini masterplan that focuses on the eastern renewal area and that would also address major parking issues, bring landscaping under control, and create consistency with signage, particularly around unit numbering which is currently confusing and absent in many cases.

- 5.3 The phasing of the entire works schedule over the lifetime of the programme up to 2026 is as follows:

Element	Phases/Years				
	Year 1	Year 2	Year 3	Year 4	Year 5
Project Management					
Marketing of handback land					
Site Investigations					
Site Remediation					
Astmoor Boulevard					
East West Road					
Greenways					
Rationalisation of Footpaths					
Branding Signage					
Relocation of the Bridge School					
Generic Placemaking					
Relocation of the traveller site					

- 5.4

Greening Astmoor

The original masterplan brief presented at the inception meeting in 2018 and again at the consultation in 2019 included an optional 'fourth strand'; 'The Nature of Business'. This centred on the estate's location within a wider natural landscape setting containing a number of important ecological areas and environmental assets with the objectives being focused on making Astmoor an exemplar green business location. However, inclusion of this proposal was dependant on feedback and feasibility.

Feedback from the consultation in 2019 regarding this strand was poor, although latterly there has been some renewed interest. The Council is therefore presented with an opportunity to create an exemplar industrial estate by integrating energy efficient options; within new builds and expansion as part of the eligibility for the Business Rates Relief Scheme, and to consider the feasibility of new technology for asphalt/tyres for road surfacing on Astmoor Road that would reduce maintenance, traffic noise and used tyres going to landfill. There already exists an industrial tyre manufacture on Astmoor that partners with Bridgestone Tyres, and who have expressed early interest in such a scheme. A feasibility study will be completed to assess the benefits and long term cost savings as an Invest to Save scheme.

In addition, the Council in partnership with Halton Chamber of Commerce will re-engage with the University of Chester and Thornton Science Park to assess the feasibility of the estate adopting green energy in the widest sense including low emission vehicles, local energy networks, micro generation, and the introduction of hydrogen into the gas grid and reducing energy consumption with individual buildings and processes.

Consequently, a 2nd focus group will be formed in 2021 to engage with interested stakeholders that will also include the Environmental Trust.

6.0 THE WAY FORWARD

6.1 In June 2018, Executive Board (EXB14) approved the proposed approach to a regeneration programme for Astmoor, as set out in the Annual Delivery Plan, and acknowledged the potential benefits from investing Council resources to deliver a five-year regeneration programme for Astmoor. The report was specific in its recommendations that to take forward the Astmoor Programme a Council Capital Allocation would be required but that any such request is to be presented in phases. The initial tranche of £1.5m over 2 years would bring forward the first development sites to market, and commence works to Astmoor Road. This commitment by the Council would also help provide a degree of certainty to delivery, to help build confidence with potential investors and developers, and help to lever in match funding opportunities.

6.2 The funding profile presented and approved by Exec Board (EXB14) in 2018 included a detailed spend and income profile. To take account of alternative and external funding opportunities that may have become available since then, and to also reflect any adaptations to the masterplan following the consultation process, this profile has been reviewed and updated, with any Capital Allocation to be requested in stages, to enable Council capital expenditure to be minimised and rolled forward (Appendix 1).

6.3 It is estimated that by the fifth year (2026), a regeneration programme for Astmoor will seek to deliver:

- An uplift in business rate receipts of £0.5m per year
- 1 Million Sq ft. of additional commercial floor space
- 2,000 new jobs over 5 years and safeguarding many more that will fuel ongoing future investment in the estate
- £2m capital land receipt or provide an ongoing income stream

These will provide the basis for measuring success and represent a significant opportunity for return of investment of Council resources to deliver the programme.

6.4 An initial investment of £750,000 in each of the first 2 years would see a complete overhaul of Astmoor Road – the gateway to the estate – and which currently sits in complete contrast to the Mersey Gateway that traverses above it.

- complement any future new development on the handback land
- ensure that potential investor's first impression of Astmoor is positive
- new energy efficient lighting
- potential innovative road surfacing
- new signage, branding and landscaping/public realm improvements
- removal of the disused footbridge over the road to be replaced by a toucan crossing

This transformation will act as a catalyst for new investors coming to Astmoor, presenting a modern, clean approach road, with easy access to the Mersey Gateway, M56 and M62 in addition to supporting and retaining existing successful, high profile businesses. Astmoor Road is central to the estate and is seen as a major asset by stakeholders and visitors but it currently lacks any sense of place and creates a negative impression for visitors and investors alike.

7.0 **POLICY IMPLICATIONS**

7.1 Astmoor is identified as a physical and economic regeneration priority for the Council within the MGRPP.

7.2 Astmoor is also identified as an Employment Renewal Area within the Draft Delivery and Allocations Local Plan. The proposed regeneration programme will support implementation of the Local Plan. In particular, it supports delivery of Halton's Spatial Strategy to promote the beneficial and efficient use of existing employment land and prioritise the re-use of brownfield sites.

8.0 **OTHER/FINANCIAL IMPLICATIONS**

8.1 Following adoption of the Masterplan and Delivery Strategy, a Council Capital Allocation will be required. Any request for a Capital Programme Allocation will be presented in phases commencing in the Summer of 2020 together with adoption of the Astmoor Masterplan. This initial tranche would focus on bringing forward the first development sites to market and key place making projects.

8.2 Whilst a Capital Allocation is not a pre-requisite to commence the implementation of the Programme, it would help provide a degree of certainty to delivery to help build confidence with potential investors and developers, and also lever in match funding opportunities

8.3 A Delivery Strategy has been developed that will guide a programme of activity and investment over the next 5 years. Funding options identified and currently under consideration include:

- Borrowing from Public Works Loan Board
- Funds from Liverpool City Region Combined Authority
- Private Sector Investment

8.4 There has been a lengthy dialogue between the Council and MGCB /Merseylink regarding acceptable use under the approach structures to the new bridge and any building easements close to these structures.

8.5 Further due diligence will be undertaken prior to the 4 handback sites being brought to market to identify 'abnormal' constraints that could impact on the

viability of their future development, notwithstanding those identified during the preparation of the Masterplan. It is the Council view that land beneath the bridge infrastructure, whilst not suitable for buildings, could be used for ancillary car parking to new development on adjacent sites.

8.6 Any agreement on use must ensure that land underneath the structures does not detract from wider regeneration aspirations for Astmoor; therefore, the Council must retain an element of control.

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

Children & Young People in Halton

Regenerating Astmoor will provide for the jobs of future, for local children and young to access and will lead to better facilities for the Bridge School.

Employment, Learning & Skills in Halton

Through 'inclusive growth', securing local employment, training, work placement and apprenticeships opportunities will form an important part of this regeneration programme and the Halton Employment Partnership will be a key partner in its delivery.

A Healthy Halton

Improving economic prosperity is a key factor in improving health and well-being.

A Safer Halton

One of the proposed objectives to guide regeneration of Astmoor is to create a safe and attractive environment for business.

Halton's Urban Renewal

This Programme seeks to secure the regeneration of one Halton's largest dedicated employment areas and promote a modern business park environment.

10.0 **RISK ANALYSIS**

Figure 9 of the ADP (EXB114 Appendix A), provided a risk register for the initial years of the regeneration programme, identifying:

- No formal agreement reached with Mersey Gateway Crossings Board and Project Company in respect of use of hand back land underneath the Bridge structures which crosses Astmoor
- Lack of securing a Capital Programme Allocation.
- Impact of Covid19 on funding streams.
- The four Council owned handback sites are subject to certain restrictions that may affect their land value and attractiveness to the market:

- 1) The physical constraints on each handback site together with the 3mtr no build zone either side of the Mersey Gateway limit the development potential when compared with other sites in the Borough
 - 2) Access for inspection and maintenance of the Mersey Gateway adds further complications to the development potential of each handback site
 - 3) Site specific contamination and ground conditions are currently unknown
- The Delivery Strategy advises that due to contractual obligations with Mersey Crossings Board and the legal implications of maintaining access and what is allowed to be stored beneath the carriageway, the handback sites should only be disposed of by way a long lease of at least 150years. Management and control of the sites in the long term will be difficult without enforced covenants or an estate management strategy.

In addition, the Masterplan requires that certain Traffic Orders, Stopping Up Orders and Planning Permissions be obtained. Failure to secure any of these will lead to delay or non-delivery of certain elements.

11.0 **EQUALITY AND DIVERSITY ISSUES**

11.1 It is proposed that the regeneration of Astmoor will include an inclusive growth initiative to ensure local people and particularly those within Halton Castle, Windmill Hill and Mersey Wards share in the benefits of growth and job creation. All three Wards are within the top 10% most deprived within England.

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

Document	Place of Inspection	Contact Officer
Mersey Gateway Regeneration Plan <i>Plus</i>	http://runcorn-widnes.com/docs/mgplan.pdf	Wesley Rourke

Appendix 1 Astmoor Funding Profile 2020

Project	Total Cost £	Funding Streams (£)				Notes
		Private	HBC	SIF	Other	
Programme Management						
Consultancy & Design Fees	100,000	-	100,000	-		
Consultation & Communication	25,000	-	25,000	-		
Sub Total	125,000		125,000			
Development Sites						
Marketing of handback land	50,000	-	50,000			
Desk Top Site Investigations	130,000	-	-	130,000		Application pending for 5 sites
Site Remediation	1,000,000	TBC	1,000,000	TBC		Ground conditions are unknown
Relocation of the Bridge School	4,094,000	TBC	850,000	-	3,244,000	<ul style="list-style-type: none"> • 30year loan • £850,000 contribution from Education ring fenced for building repairs • reduction in current school lease outgoings and BID Levy
Sub Total	5,274,000		1,900,000	130,000	3,244,000	
Place Making and Connectivity						
Busway Enhancement Scheme	1,310,000	-	110,000	-	1,200,000	STEP funding. Secured and delivered
Astmoor Boulevard	1,500,000	-	1,500,000	TBC		
Footpath Rationalisation/Greenways	500,000	TBC	500,000	TBC		
East West Road Eastern Renewal	750,000	TBC	750,000	TBC		
Generic Place making	500,000	TBC	500,000	TBC		
Sub Total	4,560,000		3,360,000		1,200,000	
TOTAL	9,959,000		5,385,000		4,444,000	
OTHER INCOME STREAMS						
Funding Secured/Anticipated						
Capacity Funding LCR					50,000	Secured.

Option 1: Income stream handback land (anticipated) leasehold annually OR	2,207,618pa					(4xsites) £3.50per sq ft (630,748 sq ft)
Option 2: Capital Receipts (anticipated) Sale of handback land	2,172,000					14.48 acres @ £120k per acre
Covid 19 Pop Up Cycleways/Pedestrian Walkways	360,000				200,000	Covid 19 Funding anticipated
Uplift in Business Rates	149,839pa					Includes n4 handback sites and Old Quay Street

REPORT TO:	Executive Board
DATE:	17 th September 2020
REPORTING OFFICER:	Strategic Director Enterprise, Community and Resources
PORTFOLIO:	Enterprise, Economy and Property
SUBJECT:	Borough of Culture
WARDS:	Borough wide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to provide an update on the preparations being made to deliver Halton's Borough of Culture year in 2021. The report seeks the approval in principle, of the Executive Board to progress the programme ideas outlined in the appendices to this report.
- 1.2 Whilst the report sets out potentially an exciting programme of activities, the ongoing uncertainty surrounding COVID-19 and its impact on the Visitor and Cultural Economy cannot be understated. This could have a bearing on the Council's ability to deliver the programme in its entirety. Equally, the breadth of the programme will be influenced by the draw down of match-funding, the level of commitment from the borough's partners, as well as the level of human resources that can be made available to support.

2.0 RECOMMENDATIONS: The Board

- 1) approves, in principle, the draft Programme outlined in this report;**
- 2) acknowledges that the programme may be subject to change;**
- 3) receives a further progress report in due course.**

3.0 SUPPORTING INFORMATION

3.1 Background to Borough of Culture

The award of Liverpool City Region Borough of Culture was inspired by the UK City of Culture programme, which followed Liverpool's European Capital of Culture in 2008. The new initiative was launched in 2018 as Liverpool celebrated its 10th Anniversary as the UK's only European Capital of Culture.

The Borough of Culture initiative is a non-competitive process, which will rotate around the City Region with the aim of encouraging each Borough to develop collaboratively its local talent and potential, while reflecting the

ambitions and aims of the Regional Culture and Creativity Strategy, which looks to build sustainable capacity across the City Region.

The Borough of Culture years are allocated across the City Region as follows:

- St Helens – 2018
- Wirral – 2019
- Sefton - 2020
- Halton - 2021
- Knowsley – 2022

The overall aim of the programme is to stimulate talent, aspiration and promote creativity and economic growth through cultural engagement and activity across the City Region. Each Borough needs to weave five key elements into their creative programme:

- Children and Young People – accessing, enjoying, learning and thriving through culture, performance and creative engagement with skills and talent pathways
- Positive Outcomes – wellbeing, health, education, cohesion and future of work
- Communities – increased participation, particularly the ageing society
- Distinctiveness of Place – promoting the creative and cultural offer to local people and visitors
- Infrastructure – leaving a legacy through better infrastructure for culture and creativity

The aim of Halton's Borough of Culture year is to:

increase participation in quality cultural activity across Halton, helping more people to experience the arts and to benefit from the role that culture can play in transforming lives - improving health and wellbeing, reducing social isolation, increasing community cohesion, inspiring creativity, supporting learning and making Halton a great place to live and work.

It is proposed that this will be delivered under the banner of 'Celebrate Halton' and will look to celebrate Halton's past, present and future through a programme of activity, ranging from small community-led activities to large-scale events, which bring in national/international artists.

The programme will seek to promote the borough's visitor economy by 'showcasing' the borough's cultural and heritage offer, thereby demonstrating the benefits of living, working and investing in Halton.

It is to be noted that the timescales for Borough of Culture in the light of Covid19 remain unchanged, but there will need to be flexibility built into the programme to reflect changing circumstances.

3.2 **Progress to Date**

To date the following actions have been undertaken:

3.2.1 Establishment of an Internal Project Group

In contrast to neighbouring authorities, no additional human resources have been identified to deliver Halton's Borough of Culture 2021. However, an informal Project Group has been established to oversee the development of the programme. The group comprises:

Julie Griffiths (Head of Libraries) – Borough of Culture Lead Officer
Steph Davies (Lead Funding Officer) – leading on match funding, consultation, Culture HQ and heritage strand
Wesley Rourke – Operational Director lead
Chris Patino – Operational Director lead
Tim Booth – events management lead
Michelle Osborne – marketing lead

The Project Group provides briefings to the Member Lead – Cllr Eddie Jones

Members of the HBC Project Group are undertaking their role in addition to their substantive role, and, therefore, the delivery of the programme will need to reflect this.

Appendix 1 identifies the resources required against each strand of the programme.

3.2.2 Appointment of Programme Development Organisation

A condition of the grant paid by the CA was that the Council was expected to secure additional funding and resource. In late 2019 a Programme Development Organisation was appointed through the Council's procurement process and funded by HBC.

ArtReach is a contemporary cultural development agency with a mission to make great art possible and accessible, connecting art with grassroots and diverse communities to forge creative engagement. ArtReach is a National Portfolio Organisation with Arts Council England. The organisation has a twenty-year track record of work across the UK and Europe and has evolved to deliver four areas of activity:

1. Festival development and delivery (both as a Creative Producer and in supporting other delivery organisations)
2. Public art and performing arts commissioning and programming
3. Capital cultural project development support
4. Consultancy to support arts and cultural organisations and artist development

Artreach's responsibilities are:

- To develop a high quality, engaging, and relevant programme that meets the Borough of Culture aims.
- To commission artists to create work.

- To provide advice and guidance on content and programming.

3.2.3 Consultation

Heart of Glass were commissioned to undertake an some initial in autumn 2019. A series of workshops were held with local forums – Halton Heritage Partnership, Halton Local Cultural Education Partnership, Halton Primary Arts Network and residents input sought at events and in libraries, with visitors and staff.

A report was produced and some of the suggestions made incorporated into the programme development. Artreach are now picking up individual conversations with some of those who attended the consultation sessions to explore partnership involvement in the programme.

3.2.4 Programme Development

The current programme overview is as follows:

- **Made in Halton** (small grants commissioning local artists work)
- **Halton MakeFest** (local makers market at Halton Lea library)
- **Harmony Halton** (Music weekender in grassroots venues)
- **Bridge Festival** (Outdoor Event & Parade on SJB)
- **North West Vintage Rally** (with new Steam Punk attraction)
- **Festival 10:15** (young people led festival)
- **Halton Light Event** (to be held at Norton Priory)
- **Explore Festivals** (Libraries Programme)
- **Halton Heritage Hub** (with young person led strand)
- **Culture HQ** (shop space for event and workshops at Halton Lea)
- Small scale **public art commissioning** (murals etc)

This is currently being worked up in more detail; the full programme is subject to securing match funding – see below.

3.2.4 Match Funding

An allocation of £200k is made by the CA with an expectation that match funding is also secured to enhance the programme. The team has been in discussions with funding bodies for some time and the following match funding bids/sources are being pursued:

Arts Council England - £15,000 – towards partner planning (secured)

Arts Council England - £100,000 – large events/commissions (bid to be submitted August 2020)

National Lottery Heritage Fund - £220,000 – heritage hub (bid to be submitted Autumn 2020)

Business Sponsorship – prospectus being developed

3.3 Programme Delivery Options

The aim of the Project Group is to create a programme that intends to meet and exceed resident expectations throughout 2021, engaging more people in cultural activity and raising the profile of the Borough.

However, there a number of emerging issues which will need to be considered if the Council is to achieve this aim. These include:

Resources – as described above the HBC resource allocated to BoC is minimal and non-dedicated to the programme

Capacity – staff involved to date are undertaking BoC duties in addition to their substantive role, supported of course by ArtReach. Artreach's responsibilities are specific and do not include elements such as event management, marketing, funding etc;

Visibility – the programme will require corporate commitment to ensure the programme has a high profile, with a strong PR campaign and positive messages from officers/Members via their networks.

Finance – the full programme has been developed with a view to securing around £300k in match funding; whilst conversations with the funding bodies are well developed and the bids are expected by them, the success of these is not guaranteed. In the case of unsuccessful bids, the programme would need to be scaled back.

Equally, there is no budget for event management, marketing. There is an expectation from the CA that each local authority would allocate some resource in these areas.

Impact – there is an expectation that there will be a positive impact from the delivery of the BoC programme for the cultural sector in each authority and for the public and that, this impact will come from a mix of home-grown (Halton) input and from bringing in artists who operate regionally/nationally. In addition, the impact will be driven by a combination of neighbourhood level activity and 'wow factor' large-scale events.

4.0 POLICY IMPLICATIONS

4.1 None

5.0 FINANCIAL IMPLICATIONS

5.1 If match-funding sources are not secured, a reduced programme will be Implemented.

Possible additional funding to secure events staff/pay for casual staff

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

One of the five core elements of all BoC programmes is aimed at Children and Young People – accessing, enjoying, learning and thriving through culture and creative engagement with skills and talent pathways. A Cultural Youth Voice panel is being developed as part of the stakeholder involvement for the year.

6.2 Employment, Learning and Skills in Halton

One of the five core elements of all BoC programmes is Positive Outcomes – including for education and future of work – it is anticipated that a focus on the cultural offer locally, along with the introduction of nationally renowned companies and artists will kick-start skills development and employment opportunities in the creative industries.

6.3 A Healthy Halton

One of the five core elements of all BoC programmes is Positive Outcomes – including for wellbeing and health – it is anticipated that the programme will have a positive impact on the health and wellbeing of residents whether through passive or active engagement.

6.4 A Safer Halton

None

6.5 Halton's Urban Renewal

None

7.0 RISK ANALYSIS

N/A

8.0 EQUALITY AND DIVERSITY ISSUES

The ethos of the Borough of Culture programme is that it offers opportunities for the whole community through a range of activities and events, the majority of which are offered free of charge and at a range of venues across the Borough.

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

None under the meaning of the Act.

APPENDIX 1

- Outline of resources required against programme strands

Halton Borough of Culture 2021

This document provides a project-by-project overview of the proposed Borough of Culture programme to be used for funding applications, to garner support, and build partnerships.

Project	Detail	Resources	Timeframe
<p>Made in Halton</p>	<p>Small grant commissioning programme for arts, culture and heritage projects created by artists, creatives and groups, living or based in the Borough.</p> <p>An open call for ideas and projects that showcase work made in the borough or projects will be launched across the borough.</p> <p>Applications will be made via an online form on Halton BoC website and selections will be made via a panel of people from key cultural organisations.</p> <p>The grants can be used to fund the total cost of the project or as seed funding for further grant applications made by applicants.</p> <p>Grants of up to £750 can be applied for. This amount should cover the full cost of the project including time and materials.</p> <p>Projects selected through this scheme will be programmed and showcased throughout 2021.</p>	<p>Development: HBC Borough of Culture Team</p> <p>Delivery: Arts sector panel including HBC representation (2 days per month for 12 months)</p> <p>Administration: HBC Funding Team</p>	<p>Callout to be launched Autumn 2020. Delivery of projects programmed across 2021</p>

<p>MakeFest</p>	<p>Building on the success of Halton’s first ever MakeFest, the event will return in 2021 to once again offer a packed day of family friendly, free, hands on events showcasing all things ‘makey’</p> <p>“We are going to showcase digital arts, science, creations, inventions and gadgets through exhibits, demonstrations, installations, hands on activities and workshops for all age groups. The showcase extravaganza will explore how science, technology, engineering, arts and crafts are shaping our world.”</p>	<p>Development: Mako Create</p> <p>Delivery: Mako Create</p>	<p>Event: February</p> <p>Venue: Halton Lea</p>
<p>Harmony Halton - music weekender</p>	<p>Borough-wide music festival that lights up the borough with a cacophony of sounds in small venues and unusual spaces.</p> <p>Showcasing the widest possible musical genres from traditional to electronic from solo performers to bands and choirs.</p> <p>A mix of free and limited headline ticketed events</p> <p>Working with a music programmer we will bring in high quality up and coming artists as well as ensuring there is lots of space for local musicians and music groups to showcase their talents.</p> <p>Venues will include pubs, clubs, community centres, street performances, people’s houses, theatres, parks, bandstands, libraries and other cultural venues etc.</p> <p>There will also be a community outreach programme that provides performances and workshops in care homes and hospitals.</p>	<p>Development: HBC Borough of Culture Team with support from professional music promoter</p> <p>Delivery: multiple partners and venues</p>	<p>Call for local musicians and bands - Jan/Feb 2020</p> <p>Event: spring</p> <p>Venue: multiple</p>

	<p>Local musicians, musical groups and venues can add their own events to the programme via the sign-up form on the website. Participating artists and groups will be encouraged to promote their own events.</p> <p>Venue line ups will include multiple artists on one stage throughout the weekend as well as one off pop up or ticketed events</p> <p>Small bursaries will be made available through an application process for musicians that need additional support to showcase their work.</p>		
<p>Bridge Festival</p>	<p>A day of community led participatory outdoor arts and street theatre. Featuring a spectacular handmade parade across the Silver Jubilee bridge from communities on either side that culminates in an outdoor festival featuring high quality street theatre, live music and food and drink.</p> <p>Local community groups will be invited to take part in creating their own part of the parade that celebrates Halton’s creativity with a fun procession of costume, colour and movement.</p> <p>Strictly motor-free and people powered, groups will walk, dance, and play music to accompany floats that they have built themselves and represent their group and respond to the theme.</p> <p>There will be an open call for community groups to get involved who will then have access to workshop sessions where artists can inspire and assist them in making their costumes and floats.</p> <p>At the end of the parade floats and props will be displayed on the bridge to create additional decoration and pop up street theatre performances will animate the space. There will be a live music stage and food and</p>	<p>Development: HBC Borough of Culture Team</p> <p>Delivery: Arts partners + HBC Events Team (25 days lead events officer commitment to plan, liaise and deliver the event plus additional front of house / steward/ health & safety / risk management / highways/ legal support in lead up to the event)</p>	<p>Event: June</p> <p>Venue: Silver Jubilee Bridge</p>

	<p>drink stalls with areas for people to socialise and enjoy the atmosphere, in an unusual environment that is uniquely Halton.</p> <p>The day will conclude in the evening with a show on the water.</p>		
<p>Vintage Rally - addendum</p>	<p>Plans are to add in Steam Punk attractions and exhibitors into the event to add an additional level of interest in a fun and playful way that aims to attract younger audiences.</p> <p><i>“Steampunk is a retro-futuristic subgenre of science fiction or science fantasy that incorporates technology and aesthetic designs inspired by 19th-century industrial steam-powered machinery. Although its literary origins are sometimes associated with the cyberpunk genre, steampunk works are often set in an alternative history of the 19th century British Victorian era or the American “Wild West”, in a future during which steam power has maintained mainstream usage, or in a fantasy world that similarly employs steam power.”</i></p> <p>The combination of the traditional vintage steam engines and other steam-powered attractions will be shown alongside fantasy retro/future Steam Punk exhibitors. The two types of attractions should sit well together as they share the use and influence of a common source - steam.</p> <p>An experienced Steampunk convention organiser from the region will bring in the Steam Punk exhibitors and work on the event with Halton Council from an early stage so that this element is integrated into the event in a way that we think will work for the event and audiences.</p>	<p>Development: HBC Borough of Culture Team</p> <p>Delivery: Arts partner</p>	<p>Event: September</p>

	This additional element will freshen up the event and add additional marketing potential through creating new opportunities to create attractions that appeal to the younger audience.		
Festival 10:15	<p>An arts festival by and for young people aged 10-15 years old.</p> <p>This offers an opportunity to create a youth panel or steering group to consult on other elements of the programme development and delivery.</p>	<p>Development: Local Cultural Education Partnership + Youth Panel</p> <p>Delivery: Local Cultural Education Partnership + Youth Panel</p>	Event: spring / summer
Lumiere Event	<p>Taking place in the woodland and grounds of Norton Priory. Light installations will illuminate a woodland trail for the audience to explore upon a lantern walk which will be animated by lit performances culminating in a fire garden installation with musical accompaniment.</p> <p>Lantern Making workshops will be run in community groups and schools in the lead up to the event so that people can bring their lanterns to the event. Older students and young people could make more complex lantern sculptures and installations that form part of the trail.</p> <p>Alongside traditional lantern making there could be a digital lantern workshop that allows participants to code the patterns that the LED lights display, either inside the sculptures or as separate installations along the trail.</p>	<p>Development: HBC Borough of Culture Team</p> <p>Delivery: Arts partners + Norton Priory Team</p>	<p>Event: November / December</p> <p>Venue: Norton Priory Museum</p>

<p>Explore Festivals</p>	<p>Building on the success of previous and ongoing library festival programmes, Halton Libraries will run three festival programmes based on the following themes: Green Halton, Halton’s Memories and Halton’s Makers.</p>	<p>Development: HBC Libraries</p> <p>Delivery: HBC Libraries + Arts Partners</p>	<p>The festivals will take place across 2021</p>
<p>Heritage project</p>	<p>Borough Of Culture year is a great opportunity to engage a wider audience in finding out about the history and heritage of the borough, in particular the younger generation whose engagement is currently under-represented in the sector.</p> <p>The project aims to build on successful recent projects that unearthed and showcased a number of stories about local people and places and presented them to a new audience.</p> <p>This project is an opportunity to reinterpret some of these narratives and information into high quality and engaging presentations, both displaying physical artefacts and digital versions as well as interpretations and learning opportunities so that they are appealing and engaging to the local community and beyond.</p> <p>The project will bring together some of the key heritage narratives from the Borough that include waterways, industry, in particular mechanical and chemical engineering, sports and local heroes, and create a partnership between local experts and professional heritage architects team to create physical displays that can be installed easily a different locations in the borough through the year.</p>	<p>Development: HBC Borough of Culture Team</p> <p>Delivery: multiple partners</p>	<p>Events will take place throughout 2021 at multiple venues</p>

<p>CultureHQ</p>	<p>CultureHQ will form a central hub space for Halton Borough Of Culture. Housed in a shop unit in Runcorn Shopping City it will attract both a destination audience and passers-by who otherwise might not know about the programme. It is important to have a physical space like this people can visit especially for those that may not be able to access information about the programme online.</p> <p>In addition to being an information point CultureHQ will also be used as a space for exhibitions, meetings, workshops and performances. Local artists and groups will be able to book it for events and there will be a rolling programme of art and heritage exhibitions throughout the year. It will also host taster events and performances that help promote larger events coming up in the programme.</p> <p>The space will be run by a dedicated coordinator.</p>	<p>Development: HBC Borough of Culture Team</p> <p>Delivery: CultureHQ Programme Officer</p>	<p>September 2020- November 2021</p> <p>Venue: Runcorn Shopping City</p>
<p>Public Art Commissioning</p>	<p>Borough of Culture year is a great time to consider the role of public art in the area. We recognise there is an appetite for permanent public artworks to be installed in the Borough. In order to achieve this, it needs to be built into regeneration schemes in the area such as the station quarter regeneration or as part of business investment at business and science parks particularly around sci/art collaborations. This is because these schemes are costly and difficult to fundraise for through public funds. Borough of Culture year will inspire this future investment and help connect with artists to develop these artworks in the future.</p> <p>Artists murals are a simple format that Borough of Culture can support by working with local artists to identify spaces and commissioning artists to paint them with local communities. These can be fairly low cost and high impact.</p>	<p>Development: HBC Borough of Culture Team</p> <p>Delivery: multiple partners</p> <p>Administration: HBC Borough of Culture Team (1 day per month)</p>	<p>Event: 2021</p> <p>Venue: multiple</p>

Timeline summary 2021:

Month	One Off Activity	Ongoing Activity
Jan		Made in Halton, Culture HQ, Explore Festival,
Feb	MakeFest	Made in Halton, Culture HQ, Explore Festival,
March		Made in Halton, Culture HQ, Explore Festival,
April		Made in Halton, Culture HQ, Explore Festival,
May	Harmony Halton	Made in Halton, Culture HQ, Explore Festival, Murals
June	Bridge Festival	Made in Halton, Culture HQ, Explore Festival, Heritage Project, Murals
July	Festival: 10-15	Made in Halton, Culture HQ, Explore Festival, Heritage Project, Murals
August		Made in Halton, Culture HQ, Explore Festival, Heritage Project, Murals
September	Vintage Rally	Made in Halton, Culture HQ, Explore Festival, Heritage Project, Murals
October		Made in Halton, Culture HQ, Explore Festival, Heritage Project,
November	Lumiere Event, Handover Event, Culture & Creativity Awards	Made in Halton, Culture HQ, Explore Festival, Heritage Project,
December		



Halton Borough of Culture

Events (proposed)

Project	Detail	Lead Organisation	Funding
Halton's Got Talent 10 th Anniversary	<p>Halton's Got Talent was a very popular event, it is proposed that all 10 winners (and those acts that came 2nd, if time allows) be invited to perform at the Brindley.</p> <p>It is proposed to convert the Annual Mayoral Event at the Brindley and have, as a once only showing a talent show that will attract a lot of interest from a wide range of audience.</p> <p>The host will interview each person(s) asking what has happened since they appeared on the original show.</p>	HBC	By converting the Mayor's charity event into this one off spectacular it is hoped that no money will be needed
Fireworks	<p>This is the annual Halton Firework display it is used for various reasons, safety being one of them.</p> <p>By consolidating the Borough of Culture year with the theme of past, present and future, we would promote the fireworks with an array of music.</p> <p>Although there is a cost to the fireworks display, by linking it to the borough of culture, it will not cost us any more.</p>	HBC	Usual cost.
Stadium Event	Four different promoters, looking to hold some form of outdoor event on the pitch, have approached the Stadium.	Stadium/HBC	Nil

	<p>The last time we had this type of event we attracted 15,000 people to the Elton John concert.</p> <p>It is proposed when the event is launched it can join with the tag line, Halton's Year of Culture. This event is dependent on one of these promoters actually taking up the offer and will therefore cost nothing, as it will be a commercial venture.</p> <p>It is also hoped that this can link in with the Harmony Halton Music Weekender, which is highlighted in the Borough of Culture programme.</p>		
The Moon	<p>There is a six-meter wide, detailed replica of the moon, which outlines the different contours and textures of the moon and when presented well, can hold the visitor in awe.</p> <p>This could be set up inside or outside, we have looked at the Studio at The Brindley and we would need to link this back to the education department, if there can be a link.</p>	HBC	TBC
The Philharmonic Orchestra	<p>To introduce the public of Halton to the Liverpool Philharmonic Orchestra, we could either have an open-air concert, which may be at the stadium. Alternatively, at Victoria Park or at Norton Priory.</p> <p>A similar event to this happened on the Wirral two years ago and proved to be highly successful.</p>	HBC	TBC
Viking Heritage Day	<p>An invitation has gone out to Widnes Vikings to see if they would be interested in hosting a heritage match against a Runcorn or Warrington opposition with players dressed in the old kit, (not so</p>	Stadium/HBC	Nil

	sure about the old ball!) We could do this as a friendly game and would therefore bear no costs.		
Daresbury Sci-Tech Open Day – Branded ‘The Borough of Culture’	As part of the year of culture, Sci-Tech Daresbury will open its doors for a week and provide a fantastic opportunity for visitors to discover the breadth of science and engineering there, establish why it is so important, and the impact this science has on their own lives. The event provides a perfect opportunity for the research staff at the campus, to inspire and encourage our younger visitors to consider taking up subjects through which they could become our next generation of scientists, engineers and technicians. More importantly, it is a chance to explain the many routes to a career in science, such as university studies or through an apprenticeship at one of the UK’s science campuses. Visitors will get a ‘hands on’ experience of the technology on the site and or explore, for example, one of the most advanced particle accelerators dedicated to cancer therapy research, as well as tour one of the world’s most powerful supercomputing facilities dedicated to industry, where new models of car and robots are designed and developed.	Daresbury Sci-Tech Team	Nil

REPORT TO: Executive Board

DATE: 17 September 2020

REPORTING OFFICER: Strategic Director Enterprise Community & Resources

PORTFOLIO: Resources

SUBJECT: Business Rates Section 44A Discretionary Rate Relief Policy Statement

WARD(S): Borough-wide

1. PURPOSE OF REPORT

- 1.1 To seek approval to the Business Rates Section 44A Discretionary Rate Relief Policy Statement, to allow discretionary relief for a short term period for unoccupied or partly unoccupied business premises

2. RECOMMENDED: The Business Rates Section 44A Discretionary Rate Relief Policy Statement, as presented in Appendix A, be approved.

3. SUPPORTING INFORMATION

- 3.1 On 28 July 2020 the Corporate Policy & Performance Board received a report regarding the Section 44A Discretionary Rate Relief Statement. Corporate Policy & Performance Board recommended that Executive Board approve the Section 44A Discretionary Rate Relief Statement, as presented in the Appendix.
- 3.1 Section 44A of the Local Government Finance Act 1992 (as amended) provides the Council with discretionary powers to allow discretionary rate relief for unoccupied or partly unoccupied business premises for a short term period.
- 3.2 The provision of Section 44A relief is aimed at situations where there are practical difficulties in occupying or vacating part of a property. Therefore it is not intended that all properties which temporarily become unoccupied should have their liability reduced.
- 3.3 Whilst the Council recognises that awarding relief is beneficial to local businesses, it must also consider the benefit to the local community. The principle consideration is that any relief granted is in the best interests of the taxpayers of Halton.
- 3.4 The Section 44A Discretionary Rate Relief Policy Statement is presented in the Appendix.

4. POLICY IMPLICATIONS

- 4.1 The Policy Statement presented within the Appendix would meet the requirements of Section 44A of the Local Government Finance Act 1992 (as amended).

5. FINANCIAL IMPLICATIONS

- 5.1 Under the current business rate retention scheme the Council retains 99% of all business rate income generated during the year. The cost of any relief will impact directly on the finances of the Council. Approved relief under this scheme must demonstrate the wider benefit to the community within Halton.
- 5.2 The total cost of the relief proposed cannot be determined precisely, it is dependent on the value of each relief given and the number of approved applications.

6. IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

6.2 Employment, Learning and Skills in Halton

6.3 A Healthy Halton

6.4 A Safer Halton

6.5 Halton's Urban Renewal

Depending upon the specific circumstances, the award of discounts under the Section 44A Policy have the potential to affect all of the Council priorities above.

7. RISK ANALYSIS

- 7.1 The total cost of awards granted may become significant. The number and cost of awards will therefore be monitored and included in the quarterly performance monitoring reports to the Board.

8. EQUALITY AND DIVERSITY ISSUES

- 8.1 The eligibility criteria and application process in relation to the Section 44A Policy will ensure that no particular groups of business are excluded.

In accordance with our equality duty, this proposal will remove some financial barriers, resulting in increased opportunities for employment and local economic growth.

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

Document	Place of Inspection	Contact Officer
Section 44A Local Government Finance Act 1992 (as amended)	Revenues & Financial Management Division Stadium Widnes	Louise Bate Business Rates Manager

Business Rates
Section 44A Discount
Policy Statement

1. INTRODUCTION

- 1.1 Section 44A of the Local Government Finance Act 1992 (as amended) provides the Council with discretionary powers to allow discretionary rate relief for unoccupied or partly unoccupied business premises for a short term period.
- 1.2 The definition 'short term period' is not prescribed by law and therefore the Council has the discretion to decide the period relief should be awarded.
- 1.3 The discretionary power does not alter the general rule that occupation of part of a premises constitutes occupation of the whole premises.

2. STATEMENT OF OBJECTIVES

- 2.1 The provision of Section 44A relief is aimed at situations where there are practical difficulties in occupying or vacating part of a property. Therefore it is not intended that all properties which temporarily become unoccupied should have their liability reduced.
- 2.2 The circumstances when it appears that Section 44A should apply are reasonably infrequent but generally are found in respect of large manufacturing hereditaments. In these cases it is often difficult to vacate the property quickly due to the size and nature of the equipment used. Conversely there are often difficulties in occupying a property for the same reason.
- 2.3 Whilst the Council recognises that awarding relief is beneficial to local businesses, it must also consider the benefit to the local community. The principle consideration is that any relief granted is in the best interests of the taxpayers of Halton. Changes to local government finance now mean that income from business rates directly impacts the Council's finances. Any relief granted has a direct impact on the Council's income and ultimately on Council taxpayers in the area.

3. QUALIFYING FOR SECTION 44A

- 3.1 The use of Section 44A is intended to apply to those properties where there are practical difficulties in either occupying the property or vacating the property. Therefore it is not intended that all properties which temporarily become partly unoccupied should have their liability reduced.
- 3.2 **Some examples where it may be deemed reasonable to award the relief are:**
 - Where full occupation is being phased in over a period of time, this may be due to relocation to the area.
 - Where there are difficulties in occupying the whole of the property due to short term practical or financial restraints.

- Temporary occupation, for example due to remedial building works or refurbishment, fire damage or similar.

3.3 The following conditions are unlikely to be awarded relief:

- Full vacation occurring in stages over a period of time, taking the business out of the area.
- Where there is no intention to occupy the whole of the property.
- Where the property has already received the benefit of the relief for the same area
- Where unoccupied areas are continuously rotated to consecutively apply for the relief.

If a ratepayer is moving to different parts within the same property more than once, the Council will require a business case to be submitted in support of this approach. The business case will need to explain clearly why such changes to the business are required and the reason this results in another part of the premises being temporarily unoccupied.

4. RETROSPECTIVE CLAIMS

4.1 Relief will only be considered if the Council has the opportunity to conduct an inspection during the period requested.

4.2 Relief will not normally be granted for retrospective claims, however, consideration will be given where:

- The applicant is newly liable for business rates and an application is received within 1 calendar month of the new liability arising or;
- There are exceptional circumstances and the ratepayer can demonstrate good cause for not submitting the application earlier.

4.3 No consideration shall be given to an award for a retrospective period where the Council is not able to verify to its satisfaction that the circumstances giving rise to the application pertained for that period.

5. MAXIMUM AWARD

5.1 A maximum of 3 months relief will be awarded for a non-industrial hereditament and 6 months relief for an industrial hereditament. Amendments to any existing reliefs will be carried out at the time of the award being approved.

The relief will cease on the day the following arises;

- The occupation of any of the area of the unoccupied parts of the premises.
- The ending of the rate period in which the apportionment was requested.
- A further apportionment is required.
- The area becomes reoccupied completely.

6. APPLICATION PROCESS

- 6.1 The Council will consider applications for changes to the amount charged under the Section 44A legislation from ratepayers, based on their own merits, on a case by case basis.
- 6.2 The Council will require a written application and the applicant must supply a plan of the property, with the unoccupied portions clearly identified.
- 6.3 If the application is successful, then the Council will request a certificate from the Valuation Office Agency indicating the relevant values for the occupied and unoccupied portions and this certificate is binding upon the Council.
- 6.4 Section 44A applications will be considered by a panel made up of:
- Revenues Manager – Business Rates
 - Divisional Manager – Revenues and Financial Management

7. REVIEW PROCEDURE

- 7.1 Where an application is refused, any requests for a review of the decision will be considered by the Operational Director, Finance.
- 7.2 The Applicant will be allowed to submit additional information or evidence to support the review of the application.
- 7.3 As the decision to grant a Section 44A relief is discretionary, any challenge relating to the Council from not granting relief would be in accordance with Section 138 of the Local Government Finance Act 1988 by way of judicial review.

8. NOTIFICATION

- 8.1 A letter of notification will be sent to the ratepayer and an amended bill to show;
- The period of the award; and
 - The amount of relief
- 8.2 The letter will also inform the ratepayer that regular unannounced visits to the premises will be made by Council inspectors and that the Council must be informed immediately of any changes of circumstances that may affect the relief.

8.3 Where the Applicant is not successful, the notification will provide full reasons for the decision.

9. FRAUD

9.1 The Council is committed to prevent fraud. Any applicant who tries to fraudulently claim a Section 44A rate relief might have committed an offence under the Fraud Act 2006. If the Council suspects that fraud may have occurred, the matter will be investigated as appropriate and this could lead to criminal proceedings.

REPORT TO:	Executive Board
DATE:	17 September 2020
REPORTING OFFICER:	Strategic Director – Enterprise, Community and Resources
SUBJECT:	Discretionary Non-Domestic Rate Relief
PORTFOLIO:	Resources
WARD(S):	Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to consider an application for discretionary non-domestic rate relief, under Section 47 of the Local Government Finance Act 1988.

2.0 RECOMMENDATION: That;

- (i) **Consideration be given to the application from Sports Traider for the award of 15% discretionary rate relief in respect of Unit 39, Orchard Way, Runcorn Shopping Centre, Runcorn.**

3.0 SUPPORTING INFORMATION

- 3.1 Under the amended provisions of the Local Government Finance Act 1988, the Council is able to grant discretionary rate relief to any business ratepayer. This relief had previously only been available to organisations that were a registered charity, a community amateur sports club or a not-for-profit organisation.
- 3.2 The Council currently meets the full cost of all mandatory and discretionary rate relief granted, as part of the Liverpool City Region 100% Business Rates Retention Pilot Scheme.
- 3.3 An application for discretionary rate relief has been received from Sports Traider who are a registered charity, in respect of their new premises located at Unit 39, Orchard Way, Runcorn Shopping Centre.
- 3.4 Currently, where the Council has granted discretionary rate relief to registered charities, it has been awarded until 31st March 2022 in order to provide the organisations with some degree of certainty.

Sports Traider

Unit 39, Orchard Way, Runcorn Shopping Centre, Runcorn

- 3.5 Sports Traider is a registered charity whose mission is to support people with complex needs, and specifically ex-offenders and/or those at risk of offending, to become work ready. They provide support for children and young adults to engage in sport, across disadvantaged communities.
- 3.6 The Charity seeks to provide a number of outcomes including;
- Improving the employment opportunities for people with complex needs
 - Improving mental and physical health and wellbeing
 - Giving young persons from disadvantaged backgrounds access into sport
 - Providing low cost or no cost, high quality sportswear and kit for all abilities
- 3.7 A letter detailing the Charity's aims and activities is included at Appendix 2.
- 3.8 As a registered charity, Sports Traider receives 80% mandatory rate relief and has requested further top-up discretionary rate relief. The Council's policy is to only provide 15% top-up discretionary rate relief, with the organisation themselves meeting the remaining 5%.
- 3.9 Sports Traider is a national charity. Historically the Council has chosen not to provide top-up discretionary rate relief to national charities and has therefore only awarded it to local charities. Each application for top-up discretionary rate relief is however considered on its own merit.
- 3.10 The cost of awarding top-up discretionary rate relief to Sports Traider is detailed in Appendix 1 and is summarised as follows;

Actual cost of 80% mandatory relief from 01/04/20-31/03/21	£12,800
Actual cost of 15% discretionary relief from 01/04/20-31/03/21	<u>£2,400</u>
Total	<u>£15,200</u>

4.0 POLICY IMPLICATIONS

- 4.1 The Board is required by the regulations to consider each application on its own merit. Any recommendations provided are given for guidance only, are consistent with Council policy and, wherever possible, previous decisions.

5.0 FINANCIAL IMPLICATIONS

5.1 Appendix 1 presents the potential cost to the Council of granting 15% top-up discretionary rate relief for the 2020/21 financial year.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

The Charity works with children and young people from disadvantaged backgrounds to provide them with access into sport.

6.2 Employment, Learning and Skills in Halton

The Charity supports and assists individuals with gaining employment opportunities.

6.3 A Healthy Halton

The Charity works with individuals to improve mental and physical health and wellbeing.

6.4 A Safer Halton

The Charity works with individuals to prevent them offending or re-offending.

6.5 Halton's Urban Renewal

None.

7.0 RISK ANALYSIS

7.1 There are no key risks associated with the proposed action.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 The applicant offers their services to all sections of the community, without any prejudice.

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

9.1	Document	Place of Inspection	Contact Officer
	Application form	DCBL Stadium, Lowerhouse Lane, Widnes	Louise Bate Business Rates Officer

APPENDIX 1

Ratepayer	Address	Annual Rates Liability 2020/21	Mandatory Rate Relief Awarded 2020/21	Annual Cost of Mandatory Rate Relief to HBC 2020/21	Disc. Rate Relief	Annual Cost of Disc. Rate Relief to HBC 2020/21	Total Cost of Rate Relief to HBC 2020/21
		£		£		£	£
Sports Traider	Unit 39, Orchard Way, Runcorn Shopping Centre, Runcorn, WA7 2EU.	16,000	80%	12,800	15%	2,400	15,200



Interchange Business Centre (iCentre)

Howard Way

Milton Keynes

MK16 9PY

Tel. 01908 299340

August 2020

Sports Traider Charity, a Charitable Incorporated Organisation (CIO) registered no. 1156175, is setting up a new charitable store in Runcorn, Halton, through which we will support people with complex needs, and specifically ex-offenders and/or those at risk of offending, to become work ready. As we build the capacity of the outlet we aim to support children and young adults to engage in sport, across local disadvantaged communities in Halton where there are several neighbourhoods amongst the 10% most deprived in England.

Sports Traider Charity

Sports Traider Charity helps provide a wealth of outcomes including but not exclusively;

- Improving the employment opportunities for people with complex needs
- Improving mental and physical health and wellbeing
- Giving young persons from disadvantaged backgrounds access into sport
- Providing low cost or no cost, high quality sportswear and kit for all abilities

The charity is locally based and has a chain of sports shops in areas in, or close by to, deprived neighbourhoods, selling a mixture of new and some high-quality second-hand sports clothing and equipment at affordable prices, as well as giving pieces free to disadvantaged young people where the shops are located; currently Stoke, Dunstable, Evesham and Loughborough.

Shops are manned by local volunteers, many of whom are young adults with complex needs. Engagement with volunteering improves skills, reduces loneliness and isolation, improves mental and physical health and wellbeing. It gives people a reason to get out of bed, work in a team, building confidence and self-esteem. The skills they learn include organising the shop, dealing with new stock and donations, answering the phone, dealing with the general public, team working, and handling money. Their services and the experience of shop work gained are recognised through references, which may lead to paid employment.

The charity has been very successful in including ex-offenders, engaging them in both the retail and community projects, where, together with contributing their volunteering hours, they can discuss and talk about prison life, social disadvantage, alcohol and drug misuse and abuse. The peer support that they get is proving, in many cases, to be very beneficial to their rehabilitation process. Friendships are forged, with many of our volunteers realising new opportunities to move on to education, employment and/or training.

The social impact is broad, from generating volunteering and work experience opportunities for people with complex needs; creating a level playing field for children and young people to access top quality sports coaching; creating opportunities for young people to engage in further education; enabling more people, of all abilities, to participate in sports by being able to purchase quality items at low prices; as well as promoting environmental issues by reducing landfill and increasing recycling; all of this is achieved in the area where the shops are located.

Sports Traider Charity acquires redundant sportswear and equipment which can be given to disadvantaged young persons, free of charge, to help them participate in their chosen sport, again helping to remove any barriers. The charity recycles sports clothes and equipment, collecting from schools, sporting facilities and sports companies whether the product is second hand or new. Counterfeit goods are also received via trading standards and "rebranded" to ensure that the product is legal.

Runcorn

The proposed new store is located at Runcorn Shopping Centre, Unit 39, Orchard Way, Runcorn, WA7 2EU.

The store is in Halton 013F Lower Super Output Area (LSOA i.e. neighbourhood), which is ranked 519 out of 32,844 LSOAs in England; where 1 is the most deprived LSOA. This is amongst the 10% most deprived neighbourhoods in the country. Halton 013F is within Halton Lea ward and one of 79 LSOAs in Halton local authority district, located in the midst of a cluster of 6 neighbouring LSOA's, all in the top 10% most deprived in England.

Deprived areas suffer from high levels of poverty including child poverty, (around 6,500 children in Halton are currently growing up in poverty), health inequality, high levels of long term unemployment, in some cases generational, and high levels of crime and antisocial behaviour (ASB). During April 2020 there were 45 reported instances of ASB which accounts for 46.9% of all reported crime in Halton Lea for April.

In an effort to create a 'thriving and vibrant Borough' and tackle high levels of inequality Halton has a vision, through its Sustainable Community Strategy, where people can:

- Learn and develop their skills

- Enjoy a good quality of life with good health
- Benefit from a high quality, modern urban environment
- Have the opportunity for all to fulfil their potential
- Develop greater wealth and equality, sustained by a thriving business community
- Live in safer, stronger and more attractive neighbourhoods.

Sports Traider Charity through its work supports all, and can contribute to most, of these strategic outcomes. It is against the backdrop of poverty, poor physical and mental health and wellbeing in a deprived neighbourhood that Sports Traider Charity provides services and activities to the most disadvantaged.

Working with Partners

Sport Traider Charity will be looking to establish close working relationships with local partners, not only to support the staff and volunteer recruitment process, but also to ensure greater opportunity for signposting to additional services, and for marketing and promotional activities. Engagement with the statutory and voluntary sectors provides opportunity to address identified local needs both for our team and for future service users who may benefit from the discounted retail stock, and from any additional support/activities we may be able to generate through excess sales income being utilised. Furthermore, local contacts with schools, businesses and sports organisations will support increasing stock levels through donations.

The charity places great store on the local knowledge and diverse skill set provided via partners. Regular communication can help iron out potential problems that might arise from time to time and the counsel that partners bring has proven invaluable in building the capacity in each of our current outlets, together with offering broader opportunity to our service users through network contacts.

Kops n Kids

In the summer of 2020 Sports Traider Charity was pleased to be able to demonstrate partner support to the Kops n Kids programme, with a donation of a 100 or so Mitre footballs. We received the following email from the organiser:

'We thought kops n kids would not go ahead in any form this year, but it has and we estimate that the 3 ½ weeks it's been on we have seen close to 450 children during that time and not committed any Covid -19 violations !!. It's been hard due to the restrictions , but the engagement opportunities for us with the children has been priceless.

They have done football, multi-sport, wellbeing and dance. We have given out the footballs you sent us at the football sessions . The housing providers in Runcorn have been doing food parcels , sharing videos that Everton FC kindly recorded for Kops n kids, so that other children could do football from home. The Mitre Footballs were also given out to these vulnerable families/children.'



Halton Strategic Partnership

Cheshire Constabulary
Cheshire Fire and Rescue Service
Cheshire Police Authority
Faith Community
Greater Merseyside
Connexions Service
Halton Association of Secondary Heads
Halton Borough Council
Halton Chamber of Commerce and Enterprise
Halton Housing Partnership

Halton Sports Partnership
Halton & St Helens Voluntary and Community Action
Jobcentre Plus
NHS Halton
St Helens Riverside College Halton

The charity notes that the Halton Strategic Partnership is a key driver of change in the borough and would be looking to help members of the partnership achieve key performance indicators viz:

- Give every child the best start in life;
- Enable all children, young people and adults to maximise their capabilities and have control over their lives;
- Create fair employment and good work for all;
- Ensure a healthy standard of living for all;
- Create and develop healthy and sustainable places and communities;
- Strengthen the role and impact of ill health prevention

Sports Traider Charity Changes Lives

Where a retail outlet is trading successfully the profits are pumped back into the local community. The store acts as a catalyst in support of local sports clubs and the voluntary sector; a place where we can help build community capacity e.g. through youth diversionary schemes reducing crime and antisocial behaviour; offering alternatives to the gang culture; helping single parents increase participation levels; providing opportunity for NEET young people; offering disabled people greater chances to participate by providing specialist

equipment. The more sales we can achieve, and funds we can secure from local grant giving trusts to cover costs, the greater assistance we can give to local people in need.

There have been too many individual achievements to list them all but one example is where a young boy's mum died and he was forced to live with his auntie with MS. He didn't take well to the loss of his mother and started to get into a lot of trouble at school and with the police. Carers approached us to see if we could help which we obliged and since the young man became involved with the project he has stayed out of trouble, trains 4 times a week, received a full scholarship for a national league team and represented the county at basketball.

In another case, we had two brothers going every other week to football because they were sharing one pair of boots and we provided a free pair enabling them to participate twice as much.

The charity also took on board a young person who was homeless; this young man is now not only able to afford to rent his own place but he has started his own business coaching sports to young persons like himself. This has proven to be a great success story as he understands first-hand the issues that face young people who find themselves in a less fortunate situation. He has recently organised sport events for a local youth hostel. He said, ***'I regularly look back to when I was homeless and I find it hard to believe that I had literally hit rock bottom. This time in my life was really hard for me and I came very close to making some very bad choices but having Lance there helped me stay on track and gave me a structure/direction which I had been lacking for years.'***

Martin Keech

Operations Manager

Sports Traider Charity

07796334316

mkeech@sportstraider.org.uk

REPORT TO: Executive Board

DATE: 17 September 2020

REPORTING OFFICER: Operational Director – Finance

PORTFOLIO: Resources

SUBJECT: 2020/21 Revenue Spending as at 30 June 2020

WARD(S): Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 To report the Council's overall revenue net spending position as at 30 June 2020 together with a forecast outturn position.
- 1.2 To report on the financial impact of Covid-19 and to summarise Government funding made available to the Council to date.

2.0 RECOMMENDED: That;

- (i) All spending continues to be limited to only absolutely essential items;**
- (ii) Departments seek to implement those approved budget savings proposals which currently remain to be actioned;**
- (iii) Strategic Directors take urgent action to identify areas where spending could be reduced or suspended for the remainder of the current financial year;**
- (iv) The write-off of debts as set-out in paragraph 3.19, be approved;**
- (v) Council be requested to approve the revisions to the Capital Programme as set out in paragraph 3.17.**

3.0 SUPPORTING INFORMATION

Revenue Spending

- 3.1 Appendix 1 presents a summary of spending against the operational revenue budget up to 30 June 2020 and Appendix 2 provides detailed figures for each individual Department. As at 30 June 2020 total spending is £770,000 above budget. In overall terms the outturn forecast for the year shows that net spend will be over budget by £6.951m, unless corrective action is taken. This is inclusive of additional costs and loss of income incurred as a result of Covid 19.

- 3.2 The spend position to date is made up of two elements. Operational day to day net spend is forecast to be over the approved budget by £3.846m, whilst costs for Covid19 (inclusive of loss of income) is forecast to add a further £3.105m to the budget strain for the year, after allowing for grant income already received.
- 3.3 For comparison, a forecast outturn figure was calculated at the end of May which estimated operation spend would be over budget by £4.878m, compared to the current position of £3.846m, reducing the forecast overspend by £1.032m. Of particular note in achieving a reduced cost position is the financial performance of the Community and Environment Department. The current operational forecast is an overspend position of £0.079m compared to the May forecast position of £0.833m. Spend on employees (casual and overtime), premises and supplies & services is much lower at this point in the year than would be expected. Mainly as a result of the closure of services during the Covid19 pandemic and efforts to only commit to spend where absolutely necessary. This has helped to mitigate the continued shortfall on operational income targets
- 3.4 The May forecast was largely based on historical spend and income patterns from last year, whereas, the pattern of current spend and income levels are now developing and can be utilised in forecasting. Knowledge and latest available information from budget managers with regard to their spending plans and known service demands have also been used in forecasting. Finance Officers will continue to work closely with budget managers and updated forecasts will be provided in future reports.
- 3.5 In summary the main budget pressures for the Council continue to be with both Adults and Children Social Care. Excess costs compared to budget are still an issue for children's residential placements; internal care homes, community care; supplies and services and school transport costs. Income targets within the Community & Environment and ICT & Support Services also continue to be significant budget pressures.
- 3.6 It has proved difficult to implement certain approved budget savings due to the current Covid19 situation, which is having an adverse impact upon the budget. Seeking to implement them as soon as possible will help improve the forecast spend position and put the Council on a firmer base for future years.

Revenue – COVID19 Net Spending

- 3.7 The impact of Covid19 has resulted in additional costs for the Council's full range of services, although particularly within Adult Social Care. In addition to costs, the temporary closure of some services will result in shortfalls of budgeted income targets over the financial year. It is possible that the impact will continue to be felt in future years, which will need to be addressed as far as possible within the Medium Term Financial Forecast.
- 3.8 For the purpose of this report it is assumed the majority of lockdown measures will end in September 2020. However, even with this

assumption there is the likelihood of additional costs and loss of income continuing well beyond this point and where possible this has been taken into account within the figures. For example, it is considered it will take some considerable time before user numbers in leisure services will return to pre March 2020 levels; costs for social care may continue to be incurred to support the provision of bed places in the event of a second wave of the pandemic.

- 3.9 The forecast total cost of Covid19 including income losses for the year to 31 March 2021 is estimated at £11.946m.
- 3.10 This excludes the impact upon the Collection Fund of shortfalls in Council Tax and Business Rates income. The Collection Fund is accounted for as per estimates provided in setting the Council's 2020/21 budget. The Council is allowed to carry forward a deficit on the Collection Fund and therefore any deficit for the current year will be carried forward to 2021/22 and funded in that year. This is likely to have a significant impact upon balancing the 2021/22 budget, to be addressed in a review of the Medium Term Financial Forecast.
- 3.11 The cost to the Collection Fund as a result of Covid19 is currently forecast at £9.973m. This assumes a 35% increase in the number of claimants to the Council Tax Reduction Scheme and increase to the bad debt provision for council tax and business rates of 5% and 13% respectively.
- 3.12 To date the Council has received three tranches of un-ringfenced funding to cover general costs and loss of income associated with Covid19. In total the funding allocated to date is £9.279m. Of this £0.438m was used in meeting costs incurred in 2019.20
- 3.13 In summary there is a forecast shortfall in Government funding of £13.078m, summarised as per Table A:

Table A

	£m
Funding Received	9.279
less	
Covid19 Costs 2020/21	11.946
Costs Incurred in March 2020	0.438
Forecast 2020/21 Deficit	3.105
Collection Fund Shortfall	9.973
Shortfall in Funding	13.078

Funding the Shortfall / Reserves

- 3.14 Government have announced they will implement a scheme to help part fund the loss of sales/fees and charges income which Councils incur as a result of the pandemic. Detailed points of the scheme are still to be published, in summary the new income loss scheme will involve a 5% deductible rate, whereby councils will absorb losses up to 5% of their planned sales, fees and charges income, with the government compensating them for 75p in every pound of relevant loss thereafter. Work is currently being undertaken to estimate the potential income the Council will receive from the scheme.
- 3.15 Government have also announced plans for Councils to spread the cost of the Collection Fund shortfall over three years from 2021 to 2024, rather than as a hit on the 2021/22 budget. This only defers the pressure to future years, the likelihood of Government supporting Councils in dealing with such losses is unlikely to be known until much later in the current year.
- 3.16 As at 31 March 2020 the Council's General Reserve was £4.004m. This is considered to be the minimum acceptable level of the General Reserve, in order to ensure the Council remains in a financially sustainable position moving forward. Earmarked reserves of £42.335m were held by the Council on 31 March 2020 and these reserves have been set aside for specific purposes. Generally they are not available for general use but regular reviews will identify where funds are no longer required.

Capital Spending

- 3.17 The Capital Programme has been revised to reflect a number of changes in spending profiles and funding as schemes have developed and these are reflected in the Capital Programme presented in Appendix 3. The schemes which have been revised within the programme are as follows;
1. Stadium Minor Works
 2. Brookvale Pitch Refurbishment
 3. New Leisure Centre
 4. Open Spaces Schemes
 5. Children's Playground Equipment
 6. Upton Improvements
 7. Crow Wood Park
 8. Peelhouse Lane Cemetery
 9. Sandymoor Playing Fields
 10. Victoria Park Glass House
 11. Widnes & Runcorn Cemeteries
 12. Landfill Tax Credit Schemes
 13. Runcorn Town Park
 14. Bowling Greens
 15. 3MG

16. Widnes Waterfront
17. SciTech Daresbury - Project Violet
18. The Croft
19. Advertising Screen at The Hive
20. Widnes Market Refurbishment
21. Broseley House
22. Solar Farm
23. Equality Act Improvement Works
24. Foundary Lane Residential Area
25. Kingsway Learning Centre – improved facilities
26. Halton Lea TCF
27. Runcorn Town Centre Development
28. Mersey Gateway – Land Acquisition
29. Mersey Gateway – Development Costs
30. Mersey Gateway – Additional Signage
31. Risk Management
32. Fleet Replacements
33. Bridge & Highway Maintenance
34. Integrated Transport & Network Management
35. Street Lighting – Structural Maintenance & Upgrades
36. SJB – Major Maintenance
37. Silver Jubilee Bridge – Decoupling
38. SJB Deck Reconfiguration
39. Widnes Loops
40. KRN – Earle Road Gyratory
41. SUD Green Cycle / Walk Corridors
42. Windmill Hill Flood Risk Management Scheme
43. ALD Bungalows
44. Purchase of 2 Adapted Properties
45. Orchard House
46. Lilycross
47. Disabled Facilities Grant
48. Stairlifts (Adaptations Initiative)
49. RSL Adaptations (Joint Funding)
50. Carehome refurbishment
51. St Luke's Care Home
52. St Patrick's Care Home
53. Capital Repairs
54. Asbestos Management
55. Schools Access Initiative
56. Basic Need projects
57. Ashley School
58. Fairfield Primary School
59. Kitchen Gas Safety
60. Small Capital Works

- 61. SEND capital allocation
- 62. Healthy Pupils Capital Fund
- 63. Chesnut Lodge
- 64. Woodside Primary
- 65. The Grange – Brookfields Provision

- 3.18 Capital spending at 30 June 2020 totalled £7.3m, which is 101% of the planned spending of £7.2m at this stage. This represents 16.2% of the total Capital Programme of £44.8m (which assumes a 20% slippage between years).
- 3.19 The Administrators for Widnes Sport Limited have now completed their work to wind-up the company following it ceasing to trade in February 2019. They have confirmed there are no funds remaining to be distributed to creditors. As a result the debts owed to the Council by the company totalling £371,000 are now required to be written off. This will be fully funded by bad debt provision which had previously been set-aside for this purpose.

4.0 CONCLUSIONS

- 4.1 As at 30 June 2020 the forecast net outturn (including the net impact of Covid) will be £6.951m over the available budget.
- 4.2 Departments should therefore ensure that all spending continues to be restricted to only essential items and tightly controlled throughout the year, to ensure that the forecast outturn overspend is minimised as far as possible
- 4.3 It remains imperative that lobbying of the Government continues in order for them to support Local Government in providing full funding for the Covid pandemic.
- 4.4 A number of approved budget savings have yet to be fully implemented due to the current Covid19 situation. Departments should therefore strive to implement these savings at the earliest opportunity.

5.0 POLICY AND OTHER IMPLICATIONS

- 5.1 None.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

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

6.0 RISK ANALYSIS

- 6.1 There are a number of financial risks within the budget. However, the Council has internal controls and processes in place to ensure that spending remains in line with budget. A budget risk register is maintained and regularly reviewed to help mitigate the financial risks.

7.0 EQUALITY AND DIVERSITY ISSUES

- 7.1 None.

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

- 8.1 There are no background papers under the meaning of the Act.

Summary of Revenue Spending to 30 June 2020

APPENDIX 1

Directorate / Department	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance (Overspend) £'000	Forecast Outturn (Overspend)
Community & Environment	23,693	3,916	3,617	299	-79
Economy, Enterprise & Property	1,960	612	612	0	1
Finance	4,937	1,079	1,103	-24	53
ICT & Support Services	-572	-164	-82	-82	-494
Legal & Democratic Services	483	62	23	39	177
Planning & Transportation	8,569	2,224	2,218	6	-39
Policy, People, Performance & Efficiency	397	-255	-207	-48	4
Enterprise, Community & Resources	39,467	7,474	7,284	190	-377
Adult Social Care (inc Care Homes and Community Care)	44,825	9,400	10,061	-661	-1,986
Children & Families	23,510	4,583	5,115	-532	-2,287
Complex Care Pool	3,952	-722	-802	80	149
Education, Inclusion & Provision	7,510	887	1,126	-239	-951
Public Health & Public Protection	1,223	319	311	8	22
People	81,020	14,467	15,811	-1,344	-5,053
Corporate & Democracy	-347	-1,424	-1,808	384	1,584
Mersey Gateway	0	-21,016	-21,016	0	0
Operational Net Spend	120,140	-499	271	(770)	(3,846)
Covid-19 Additional Costs	-768	-233	3,645	-3,878	-8,344
Covid-19 Shortfall in Budgeted Income Targets	-3,602	-1,881	0	-1,881	-3,602
Government Grant	0	0	-5,759	5,759	8,841
Covid Net Spend	-4,370	-2,114	-2,114	0	(3,105)
Total Net Spend (Including Covid-19)	115,770	-2,613	-1,843	(770)	(6,951)

APPENDIX 2

Community & Environment Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	13,898	3,230	3,110	120	552
Premises	2,175	856	646	210	378
Supplies & Services	1,013	311	248	63	152
Book Fund	155	3	3	0	0
Hired Services	540	20	0	20	81
Food Provisions	180	3	2	1	45
School Meals Food	1,366	34	34	0	2
Transport	130	40	47	(7)	(28)
Area Forum	210	25	25	0	0
Contribution to Archives	57	0	0	0	0
Levies	30	30	29	1	0
Waste Disposal Contract	6,205	0	0	0	154
Grants to Voluntary Organisations	67	5	0	5	47
Grant to Norton Priory	172	86	86	0	(1)
Capital Financing	0	0	50	(50)	(50)
Rolling Projects	0	0	60	(60)	(60)
Total Expenditure	26,198	4,643	4,340	303	1,272
Income					
Sales Income	-785	-155	-114	(41)	(336)
School Meals Sales	-1,812	-27	-27	0	(512)
Fees & Charges Income	-3,816	-1,000	-950	(50)	(336)
Rents Income	-156	-15	-15	0	(13)
Government Grant Income	-1,076	0	-3	3	(133)
Reimbursements & Other Grant Income	-596	-54	-40	(14)	(54)
Schools SLA	-1,208	-1,208	-1,308	100	100
Internal Fees Income	-369	-95	-35	(60)	(240)
School Meals Other Income	-212	0	9	(9)	(94)
Catering Fees	-24	-9	-9	0	0
Capital Salaries	-173	-17	-17	0	1
Transfers from Reserves	-106	-38	-38	0	0
Total Income	-10,333	-2,618	-2,547	(71)	(1,617)
Net Operational Expenditure	15,865	2,025	1,793	232	(345)

Community & Environment Department (continued)

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
Covid Costs					
Community Development	0	0	0	0	(1)
Community Safety	0	0	4	(4)	(4)
Leisure & Recreation	0	0	1	(1)	(21)
Open Spaces	0	0	188	(188)	(240)
Schools Catering	0	0	18	(18)	(18)
Waste & Environmental Improvement	0	0	0	0	(341)
Shielding Hub	0	0	15	(15)	(26)
Avoided Costs					
Commercial Catering	48	21	0	21	48
Community Development	28	13	0	13	28
Leisure & Recreation	168	57	0	57	168
Open Spaces	712	136	0	136	712
Schools Catering	600	386	0	386	600
Stadium	442	90	0	90	442
Covid Loss of Income					
Commercial Catering	-78	-26	0	(26)	(78)
Community Development	-227	-72	0	(72)	(227)
Leisure & Recreation	-760	-325	0	(325)	(760)
Open Spaces	-1,263	-248	0	(248)	(1,263)
Schools Catering	-720	-589	0	(589)	(720)
Stadium	-473	-195	0	(195)	(473)
Waste & Environmental Improvement	-10	-10	0	(10)	(10)
Government Grant Income	0	0	-988	988	2,184
Net Covid Expenditure	-1,533	-762	-762	0	0
Recharges					
Premises Support	1,639	409	409	0	0
Transport Support	2,360	561	494	67	266
Central Support	4,170	1,042	1,042	0	0
Asset Rental Support	146	0	0	0	0
Recharge Income	-487	-121	-121	0	0
Net Total Recharges	7,828	1,891	1,824	67	266
Net Departmental Expenditure	22,160	3,154	2,855	299	(79)

Economy, Enterprise & Property Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	4,641	1,050	1,058	(8)	(36)
Repairs & Maintenance	2,103	480	430	50	200
Premises	76	64	64	0	0
Energy & Water Costs	694	110	104	6	25
NNDR	472	463	487	(24)	(24)
Rents	179	61	61	(0)	0
Economic Regeneration Activities	34	0	0	0	0
Security	471	61	61	0	(0)
Supplies & Services	429	155	145	10	42
Supplies & Services - Grant/External Funded	748	116	116	0	(0)
Grants to Voluntary Organisation	188	2	2	0	0
Covid-19 Discretionary Business Support Grants	831	333	333	1	0
Capital Financing	21	21	21	0	0
Transfer to Reserves	210	67	67	(0)	0
Total Expenditure	11,098	2,983	2,949	34	207
Income					
Fees & Charges	-919	-128	-128	0	0
Rent - Commercial Properties	-822	-119	-86	(33)	(205)
Rent - Investment Properties	-39	-7	-7	0	0
Rent - Markets	-588	-26	-25	(1)	(1)
Government Grant Income	-1,570	-822	-822	0	0
Reimbursements & Other Income	-1,088	-26	-26	0	0
Schools SLA Income	-467	-430	-430	0	0
Recharges to Capital	-170	-13	-13	0	0
Transfer from Reserves	-774	-124	-124	0	0
Total Income	-6,437	-1,695	-1,661	(34)	(206)
Net Operational Expenditure	4,661	1,288	1,288	0	1
Covid Costs					
Staffing	0	0	1	(1)	(22)
Repairs & Maintenance	0	0	7	(7)	(21)
Security	0	0	14	(14)	(46)
Supplies & Services	0	0	51	(51)	(57)
Covid Loss of Income					
Rent - Commercial Properties	-141	-141	0	(141)	(141)
Rent - Investment Properties	-5	-5	0	(5)	(5)
Rent - Markets	-193	-193	0	(193)	(193)
Covid Grant Funding	0	0	-412	412	485
Net Covid Expenditure	-339	-339	-339	0	0
Recharges					
Premises Support	1,777	444	444	0	0
Transport Support	28	7	7	0	0
Central Support	2,082	521	521	0	0
Asset Rental Support	4	0	0	0	0
Recharge Income	-6,592	-1,648	-1,648	0	0
Net Total Recharges	-2,701	-676	-676	0	0
Net Departmental Expenditure	1,621	273	273	0	1

Finance Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	5,653	1,368	1,398	(30)	(120)
Supplies & Services	336	199	188	11	43
Insurances	1,038	456	456	0	0
Concessionary Travel	2,218	164	40	124	497
LCR Levy	2,241	2,241	2,241	0	0
Rent Allowances	35,500	7,075	7,075	0	0
Non HRA Rebates	70	14	14	0	0
Discretionary Housing Payments	528	122	122	0	0
Discretionary Social Fund	106	21	21	0	0
Bad Debt Provision	0	0	0	0	50
Total Expenditure	47,690	11,660	11,555	105	470
Income					
Fees & Charges	-225	-52	-44	(8)	(34)
SLA to Schools	-464	-464	-465	1	1
Business Rates Administration Grant	-156	0	0	0	0
Hsg Ben Administration Grant	-461	-115	-115	0	0
Rent Allowances	-35,500	-6,592	-6,463	(129)	(518)
New Burdens Grant	-67	-67	-78	11	141
Council Tax Admin Grant	-204	-204	-202	(2)	(2)
Non HRA Rent Rebates	-70	-19	-19	0	0
Reimbursements & Other Grants	-40	-15	-1	(14)	(19)
Liability Orders	-106	10	10	0	0
Transfer from Reserves	-22	0	0	0	0
Discretionary Housing Payments Grant	-528	-176	-176	0	0
Dedicated School Grant	-106	0	0	0	0
Universal Credits	-12	-12	-12	0	0
VEP Grant	0	0	-12	12	12
CCG McMillan Reimbursement	-80	-20	-20	0	2
LCR Reimbursement	-2,241	-2,241	-2,241	0	0
Total Income	-40,282	-9,967	-9,838	(129)	(417)
Net Operational Expenditure	7,408	1,693	1,717	(24)	53
Covid Costs					
Employees	0	0	4	(4)	(6)
Discretionary Social Fund	0	0	6	(6)	(7)
Supplies & Services	0	0	3	(3)	(19)
Covid Loss of Income					
Reimbursements & Other Grants	-46	-19	0	(19)	(46)
Liability Orders	-300	-75	0	(75)	(300)
Fees & Charges	-9	-3	0	(3)	(9)
Government Grant Income	0	0	-110	110	387
Net Covid Expenditure	-355	-97	-97	0	0
Recharges					
Premises Support	249	62	62	0	0
Central Support	2,311	577	577	0	0
Recharge Income	-5,031	-1,253	-1,253	0	0
Net Total Recharges	-2,471	-614	-614	0	0
Net Departmental Expenditure	4,582	982	1,006	(24)	53

ICT & Support Services Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	7,385	1,824	1,824	0	39
Supplies & Services	976	200	145	55	164
Computer Repairs & Software	958	958	981	(23)	(215)
Communications Costs	17	1	9	(8)	(33)
Other Premises	64	39	43	(4)	(17)
Capital Financing	78	0	-14	14	34
Transport Expenditure	3	1	1	0	0
Transfers to Reserves	15	0	0	0	0
Total Expenditure	9,496	3,023	2,989	34	(28)
Income					
Fees & Charges	-1,129	-246	-128	(118)	(477)
SLA to Shools	-543	-447	-449	2	11
Transfer from Reserves	-29	-29	-29	0	0
Total Income	-1,701	-722	-606	-116	-466
Net Operational Expenditure	7,795	2,301	2,383	(82)	(494)
Covid Costs					
Employees	0	0	8	(8)	8
Supplies & Services	0	0	458	(458)	(460)
Capital Costs	0	0	31	(31)	(141)
2020/21 Saving - Staff Efficiencies	-768	-233	0	(233)	(768)
Government Grant Income	0	0	-730	730	1,361
Net Covid Expenditure	-768	-233	-233	0	0
Recharges					
Premises Support	406	102	102	0	0
Transport Support	20	5	5	0	0
Central Support	1,213	303	303	0	0
Asset Rental Support	1,494	0	0	0	0
Recharge Income	-11,500	-2,875	-2,875	0	0
Net Total Recharges	-8,367	-2,465	-2,465	0	0
Net Departmental Expenditure	-1,340	-397	-315	(82)	(494)

Legal & Democratic Services Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	1,796	435	415	20	79
Transport	8	6	6	0	2
Supplies & Services	272	56	43	13	54
Civic Catering & Functions	49	2	0	2	10
Legal Expenses	215	30	30	0	0
Total Expenditure	2,340	529	494	35	145
Income					
Land Charges	-79	-4	-4	0	1
License Income	-247	-28	-33	5	21
School SLA's	-82	-82	-79	(3)	(3)
Fees & Charges Income	-57	-4	-6	2	7
Government Grants	0	0	0	0	6
Total Income	-465	-118	-122	4	32
Net Operational Expenditure	1,875	411	372	39	177
Covid Costs					
Employees	0	0	5	(5)	(6)
Legal Expenses	0	0	7	(7)	(60)
Covid Loss of Income					
Land Charges	-2	-2	0	(2)	(2)
License Income	-8	-8	0	(8)	(8)
Government Grant Income	0	0	-22	22	76
Net Covid Expenditure	-10	-10	-10	0	0
Recharges					
Premises Support	61	15	15	0	0
Central Support	328	81	81	0	0
Recharge Income	-1,781	-445	-445	0	0
Net Total Recharges	-1,392	-349	-349	0	0
Net Departmental Expenditure	473	52	13	39	177

Planning & Transportation Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	4,450	1,202	1,086	116	462
Premises	161	66	57	9	29
Hired & Contracted Services	129	19	76	(57)	(228)
Supplies & Services	141	55	78	(23)	(95)
Street Lighting	1,615	63	123	(60)	(238)
Highways Maintenance	2,515	417	383	34	136
Fleet Transport	1,357	281	222	59	236
Bus Support - Halton Hopper Tickets	197	49	49	0	0
Bus Support	536	143	140	3	(15)
Contribution to Reserves	440	7	0	7	41
Grants to Voluntary Organisations	61	30	30	0	0
NRA Levy	67	67	67	0	0
LCR Levy	882	220	220	0	0
Finance Charges	0	0	0	0	0
Total Expenditure	12,551	2,619	2,531	88	328
Income					
Sales	-133	-23	-14	(9)	(35)
Planning Fees	-340	-62	-56	(6)	0
Building Control Fees	-217	-32	-29	(3)	(12)
Other Fees & Charges	-711	-135	-127	(8)	(30)
Grants & Reimbursements	-136	-28	-50	22	0
Government Grant Income	-61	-5	2	(7)	0
Halton Hopper Income	-197	0	0	0	0
School SLAs	-45	-41	-41	0	(4)
Recharge to Capital	-317	-22	0	(22)	(87)
LCR Levy Reimbursement	-882	-220	-220	0	0
Contribution from Reserves	0	0	0	0	0
Efficiency Savings	-28	-7	0	(7)	(28)
Total Income	-3,067	-575	-535	(40)	(196)
Net Operational Expenditure	9,484	2,045	1,996	49	132
Covid Costs					
Employees	0	0	56	(56)	(93)
Fleet Transport	0	0	5	(5)	(9)
Bus Support	0	0	20	(20)	(33)
Contribution to Capital Reserves	0	0	861	(861)	(1,435)
Covid Loss of Income					
Planning Fees	-218	-131	0	(131)	(218)
Fees & Charges	-133	-80	0	(80)	(133)
Grants & Reimbursements	-30	0	0	0	(30)
Government Grant Income	0	0	-1,153	1,153	1,951
Net Covid Expenditure	-381	-211	-211	0	0
Recharges					
Premises Support	572	109	109	0	0
Transport Support	692	29	22	7	28
Central Support	1,733	433	433	0	0
Asset Rental Support	1,244	0	0	0	0
Recharge Income	-5,156	-392	-342	(50)	(199)
Net Total Recharges	-915	179	222	(43)	(171)
Net Departmental Expenditure	8,188	2,013	2,007	6	(39)

Policy, People, Performance & Efficiency Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	1,968	458	451	7	26
Employee Training	126	27	25	2	7
Supplies & Services	138	60	60	0	1
Apprenticeship Levy	300	73	72	1	2
Total Expenditure	2,532	618	608	10	36
Income					
Fees & Charges	-102	-23	-29	6	25
Reimbursement and Other Grants	0	0	-6	6	6
Transfer from Reserves	0	0	0	0	0
School SLAs	-456	-456	-392	(64)	(63)
Total Income	-558	-479	-427	(52)	(32)
Net Operational Expenditure	1,974	139	181	(42)	4
Covid Costs					
Employees	0	0	1	(1)	(1)
Covid Loss of Income					
Government Grant Income	0	0	-1	1	1
Net Covid Expenditure	0	0	0	0	0
Recharges					
Premises Support	91	23	23	0	0
Central Support	963	241	241	0	0
Recharge Income	-2,631	-658	-652	(6)	0
Net Total Recharges	-1,577	-394	-388	(6)	0
Net Departmental Expenditure	397	-255	-207	(48)	4

Adult Social Care Department (incl Care Homes and Community Care)

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	14,120	3,400	3,379	21	60
Premises	268	94	97	(3)	(10)
Supplies & Services	542	137	137	0	(10)
Aids & Adaptations	113	4	1	3	0
Transport	187	9	7	2	0
Food Provision	181	21	15	6	0
Agency	669	153	153	0	0
Supported Accommodation and Services	1,443	360	360	0	0
Emergency Duty Team	101	0	0	0	0
Contract & SLAs	543	311	315	(4)	(10)
Lillycross Contract Costs	320	156	156	0	0
Capital Financing	44	0	0	0	0
<u>Housing Solutions Grant Funded Schemes</u>					
LCR Immigration Programme	342	6	6	0	0
Flexible Homeless Support	169	9	9	0	0
LCR Trailblazer	69	17	17	0	0
Rough Sleepers Initiative	155	4	4	0	0
Total Expenditure	19,266	4,681	4,656	25	30
Income					
Fees & Charges	-582	-157	-147	(10)	(40)
Sales & Rents Income	-315	-164	-170	6	20
Reimbursements & Grant Income	-803	-118	-112	(6)	(20)
Housing Strategy Grant Funded Schemes	-735	-636	-636	0	0
Transfer from Reserves	-43	0	0	0	0
Capital Salaries	-111	-27	-30	3	10
CCG Reimbursement Re Lillycross	-312	-156	-156	0	0
Government Grant Income	-175	-87	-87	0	0
Total Income	-3,076	-1,345	-1,338	(7)	(30)
Net Operational Expenditure Excluding Homes and Community Care	16,190	3,336	3,318	18	0
Care Homes Net Expenditure	6,190	1,275	1,611	(336)	(1,334)
Community Care Expenditure	17,838	3,681	4,024	(343)	(652)
Net Operational Expenditure Including Homes and Community Care	40,218	8,292	8,953	(661)	(1,986)

Adult Social Care (inc Care Homes and Community Care) continued

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Covid Costs					
Staffing	0	0	518	(518)	(974)
PPE	0	0	51	(51)	(94)
Telehealthcare Equipment	0	0	54	(54)	(101)
Bed & Breakfast Accommodation	0	0	20	(20)	(50)
Medical, hygiene & cleaning	0	0	33	(33)	(65)
Lilycross	0	0	468	(468)	(936)
Contract Costs	0	0	95	(95)	(190)
Covid Loss of Income					
Community Care Income	-718	-359	0	(359)	(718)
Community Services Transport	-70	-33	0	(33)	(70)
Community Services Trading	-40	-15	0	(15)	(40)
Community Services Placements	-50	-22	0	(22)	(50)
Rentals	-30	-12	0	(12)	(30)
Covid Grant Funding	0	0	-1,680	1,680	3,318
Net Covid Expenditure	-908	-441	-441	0	0
Recharges					
Premises Support	13	0	0	0	0
Transport Support	564	100	100	0	0
Central Support	3,589	894	894	0	0
Asset Rental Support	563	141	141	0	0
Recharge Income	-122	-27	-27	0	0
Net Total Recharges	4,607	1,108	1,108	0	0
Net Departmental Expenditure	43,917	8,959	9,620	(661)	(1,986)

Care Homes Division

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
<u>Madeline McKenna</u>					
Employees	470	108	129	(21)	(85)
Other Premises	54	8	13	(5)	(22)
Supplies & Services	14	1	0	1	1
Food	30	6	7	(1)	(1)
Total Madeline McKenna Expenditure	568	123	149	(26)	(107)
<u>Millbrow</u>					
Employees	1,521	352	465	(113)	(453)
Other Premises	72	14	18	(4)	(16)
Supplies & Services	50	13	15	(2)	(8)
Food	55	10	12	(2)	(5)
Total Millbrow Expenditure	1,698	389	510	(121)	(482)
<u>St Luke's</u>					
Employees	2,069	428	544	(116)	(463)
Other Premises	83	13	35	(22)	(85)
Supplies & Services	39	7	9	(2)	(11)
Food	99	7	16	(9)	(38)
Total St Luke's Expenditure	2,290	455	604	(149)	(597)
<u>St Patrick's</u>					
Employees	1,421	275	305	(30)	(122)
Other Premises	82	16	22	(6)	(11)
Supplies & Services	32	4	5	(1)	(4)
Food	99	13	16	(3)	(11)
Total St Patrick's Expenditure	1,634	308	348	(40)	(148)
Total Expenditure	6,190	1,275	1,611	(336)	(1,334)
Net Operational Expenditure	6,190	1,275	1,611	(336)	(1,334)

COMMUNITY CARE BUDGET

	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance To Date (overspend) £'000	Forecast Variance (overspend) £'000
Adult Social Care Services:					
Residential & Nursing Care,	11,547	1,450	1,401	49	345
Domiciliary, Supported Living & Day Care	8,889	1,012	1,019	(7)	(19)
Direct Payments	9,415	2,959	3,148	(189)	(755)
Total Expenditure	29,851	5,421	5,568	(147)	(429)
Income					
Residential & Nursing Income	-7,072	-1,050	-955	(95)	(241)
Domiciliary Income	-1,461	-199	-201	2	15
Direct Payments Income	-714	-111	-112	1	3
CCG funded care home placements	-2,356	-380	-276	(104)	(187)
Reimbursement HCCG	0	0	0	0	187
Income from other CCG's	-113	0	0	0	0
ILF	-656	0	0	0	0
Total Income	-12,372	-1,740	-1,544	(196)	(223)
Net Department Expenditure	17,479	3,681	4,024	(343)	(652)

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	9,468	2,092	2,102	(10)	(62)
Premises	281	61	67	(6)	(27)
Supplies & Services	777	133	244	(111)	(548)
Transport	113	15	7	8	27
Direct Payments/Individual Budgets	887	203	213	(10)	(40)
Commissioned Services	224	37	4	33	90
Out of Borough Residential Placements	6,562	1,086	1,334	(248)	(814)
Out of Borough Adoption	86	1	0	1	7
Out of Borough Fostering	2,475	503	499	4	15
In House Adoption	209	37	48	(11)	(146)
Special Guardianship	1,722	363	361	2	5
In House Foster Carer Placements	2,150	404	444	(40)	(171)
Care Leavers	229	23	38	(15)	(57)
Family Support	53	13	20	(7)	(30)
Contracted Services	4	1	0	1	1
Early Years	131	17	120	(103)	(453)
Transfer to Reserves	0	0	0	0	0
Emergency Duty Team	104	0	0	0	(9)
Total Expenditure	25,475	4,989	5,501	(512)	(2,212)
Fees & Charges	-30	-3	0	(3)	(11)
Sales Income	-4	-1	0	(1)	0
Rents	-21	0	0	0	0
Reimbursements & Grant Income	-527	-26	-9	(17)	(64)
Transfer from Reserves	-18	-18	-18	0	0
Dedicated School Grant	-124	0	0	0	0
Government Grant Income	-4,007	-1,046	-1,046	0	0
Total Income	-4,731	-1,094	-1,073	(21)	(75)
Net Operational Expenditure	20,744	3,895	4,428	(533)	(2,287)
Covid Costs					
Employees	0	0	23	(23)	(120)
Supplies & Services	0	0	1	(1)	(10)
Transport	0	0	10	(10)	(25)
Direct Payments/Individual Budgets	0	0	12	(12)	(27)
Commissioned Services	0	0	20	(20)	(83)
Out of Borough Residential Placements	0	0	122	(122)	(604)
Out of Borough Fostering	0	0	2	(2)	(2)
In House Foster Carer Placements	0	0	9	(9)	(21)
Care Leavers	0	0	2	(2)	(9)
Family Support	0	0	0	0	(6)
Covid Loss of Income					
Rents	-21	-11	0	(11)	(21)
Government Grant Income	0	0	-212	212	928
Net Covid Expenditure	-21	-11	-11	0	0
Recharges					
Premises Support	137	34	34	0	0
Transport Support	19	5	4	0	0
Central Support	2,655	660	660	0	0
Asset Rental Support	0	0	0	0	0
Recharge Income	-45	-11	-11	0	0
Net Total Recharges	2,766	688	687	0	0
Net Departmental Expenditure	23,489	4,572	5,104	(533)	(2,287)

Complex Care Pool

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Intermediate Care Services	7,264	1,200	1,199	1	3
End of Life	206	51	24	27	32
Sub-Acute	1,986	53	50	3	52
Joint Equipment Store	617	154	155	(1)	(5)
CCG Contracts & SLA's	3,016	18	18	0	0
Intermediate Care Beds	607	152	152	0	0
Carers Breaks	405	216	163	53	90
Oakmeadow	1,117	260	274	(14)	(82)
Carers Centre	364	91	91	0	0
Inglenook	125	21	10	11	59
Health & Community Care Packages	3,150	788	788	0	0
Total Expenditure	18,857	3,004	2,924	80	149
Income					
BCF	-10,891	-2,723	-2,723	0	0
CCG Contribution to Pool	-3,402	-850	-850	0	0
Oakmeadow Income	-612	-153	-153	0	0
Total Income	-14,905	-3,726	-3,726	0	0
Net Operational Expenditure	3,952	-722	-802	80	149
Covid Costs					
Covid Costs					
Additional hours, PPE	0	0	58	(58)	(60)
Government Grant Income	0	0	-58	58	60
Net Covid Expenditure	0	0	0	0	0
Net Departmental Expenditure	3,952	-722	-802	80	149

Education, Inclusion & Provision Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Core Funded					
Employees	2,750	736	826	(90)	(359)
Premises	3	1	0	1	1
Support & Services	814	209	209	0	3
Transport	43	3	1	2	10
School Transport	610	153	298	(145)	(579)
Commissioned Services	2,297	574	573	1	2
Grant Funded					
Employees	3,046	632	632	0	0
Premises	24	7	7	0	0
Support & Services	234	39	39	0	0
Grants to Voluntary Organisations	1,482	392	392	0	0
Independent School Fees	3,381	1,152	1,152	0	0
Inter Authority Recoupment	175	44	44	0	0
Pupil Premium Grant	196	0	0	0	0
Nurse Education Payments	6,402	2,388	2,388	0	0
Total Expenditure	21,457	6,330	6,561	(231)	(922)
Income					
Fees & Charges	-90	-43	-47	4	17
Transfer to/from Reserves	-490	-490	-490	0	0
Schools SLA Income	-346	-243	-244	1	4
Reimbursements & Other Income	-489	-178	-179	1	5
Dedicated Schools Grant	-14,710	-4,903	-4,903	0	0
Government Grant Income	-129	-129	-129	0	0
Inter Authority Income	-55	-14	0	(14)	(55)
Total Income	-16,309	-6,000	-5,992	(8)	(29)
Net Operational Expenditure	5,148	330	569	(239)	(951)
Covid Costs					
Emergency Childcare Costs	0	0	16	(16)	(16)
School Transport Contracts	0	0	123	(123)	(359)
Government Grant Income	0	0	-139	139	375
Net Covid Expenditure	0	0	0	0	0
Recharges					
Premises Support	131	33	33	0	0
Transport Support	418	75	75	0	0
Central Support	1,875	469	469	0	0
Asset Rental Support	17	0	0	0	0
Recharge Income	-79	-20	-20	0	0
Net Total Recharges	2,362	557	557	0	0
Net Departmental Expenditure	7,510	887	1,126	(239)	(951)

Public Health & Public Protection Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	3,824	902	894	8	26
Other Premises	5	0	0	0	0
Supplies & Services	219	39	34	5	14
Other Agency	19	19	20	(1)	(1)
Contracts & SLAs	6,718	301	301	0	0
Halton Outbreak Hub	949	0	0	0	0
Transport	10	1	1	0	3
Total Expenditure	11,744	1,262	1,250	12	42
Income					
Other Fees & Charges	-48	-7	-9	2	3
Reimbursements & Grant Income	-78	-17	-11	(6)	(24)
Government Grant	-10,366	-1,144	-1,144	0	0
Government Grant Test and Trace	-949	0	0	0	0
Transfer from Reserves	0	0	0	0	0
Total Income	-11,441	-1,168	-1,164	(4)	(21)
Net Operational Expenditure	303	94	86	8	21
Covid Costs					
Contracts & SLA's	0	0	15	(15)	(160)
Covid Loss of Income					
Fees & charges – Sure Start to Later Life	-5	-3	0	(3)	(5)
Fees & charges – Pest Control	-17	-4	0	(4)	(17)
Fees & charges – Health Improvement Team	-8	-3	0	(3)	(8)
Reimbursements & grant income – Health & Wellbeing	-25	0	0	0	(25)
Government Grant Covid	0	0	-25	25	215
Net Covid Expenditure	-55	-10	-10	0	0
Recharges					
Premises Support	137	34	34	0	0
Transport Support	23	1	1	0	1
Central Support	760	190	190	0	0
Net Total Recharges	920	225	225	0	1
Net Departmental Expenditure	1,168	309	301	8	22

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn
	£'000	£'000	£'000	£'000	£'000
Expenditure					
Employees	298	75	73	2	(40)
Contracted Services	35	9	0	9	0
Members Allowances	875	219	225	(6)	0
Interest Payable	1,476	295	282	13	124
Supplies & Services	118	49	60	(11)	0
Bank Charges	234	77	77	0	0
Audit Fees	126	32	32	0	0
Contingency	1,522	381	0	381	1,500
Capital Financing	1,624	0	0	0	0
Contribution to Reserves	7,704	0	0	0	0
Debt Management Expenses	34	9	11	(2)	0
Precepts & Levies	196	147	147	0	0
Total Expenditure	14,242	1,293	907	386	1,584
Income					
Interest Receivable – Treasury	-1,669	-417	-417	0	0
Interest Receivable – Other	-25	-6	-6	0	0
Fees & Charges	-55	-14	-9	(5)	0
Grants & Reimbursements	-65	-16	-20	4	0
Government Grant Income	-7,559	-2,405	-2,405	0	0
Transfer from Reserves	-3,072	0	0	0	0
Total Income	-12,445	-2,858	-2,857	(1)	0
Net Operational Expenditure	1,797	-1,566	-1,950	385	1,584
Covid Costs					
Drop In Treasury Management Income	0	0	42	(42)	(167)
Drop in property fund value	0	0	187	(187)	(438)
Government Grant Income	0	0	-229	229	605
Net Covid Expenditure	0	0	0	0	0
Recharges					
Premises Support	5	1	1	0	0
Transport Support	0	0	0	0	0
Central Support	1,118	280	280	0	0
Asset Rental Support	0	0	0	0	0
Recharge Income	-3,267	-139	-139	0	0
Net Total Recharges	-2,144	142	142	0	0
Net Departmental Expenditure	-347	-1,424	-1,808	385	1,584

Capital Programme as at 30 June 2020

Appendix 3

Directorate/Department	Actual Expenditure to Date £'000	2020/21 Cumulative Capital Allocation				Capital Allocation 2021/22 £'000	Capital Allocation 2022/23 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
<u>Enterprise Community & Resources Directorate</u>							
Community and Environment							
Stadium Minor Works	13	13	35	50	69	30	30
Brookvale Pitch Refurbishment	0	0	0	0	488	12	0
New Leisure Centre	702	702	2,130	3,560	4,986	10,000	5,000
Open Spaces Schemes	94	100	200	300	542	0	0
Children's Playground Equipment	10	8	30	90	120	65	65
Upton Improvements	0	0	0	0	13	0	0
Crow Wood Park	2	1	50	91	91	20	0
Peelhouse Lane Cemetery	213	198	280	320	348	40	0
Peelhouse Lane Cemetery – Enabling Works	0	0	0	0	1	0	0
Victoria Park Glass House	20	15	18	20	25	0	0
Sandymoor Playing Fields	0	0	1	2	3	0	0
Widnes & Runcorn Cemeteries	0	0	3	3	3	0	0
Landfill Tax Credit Schemes	0	0	0	0	10	340	340
Runcorn Town Park	2	0	20	50	246	330	280
Bowling Greens	4	4	5	5	5	0	0
Litter Bins	0	0	0	0	20	20	20

Directorate/Department	Actual Expenditure to Date £'000	2020/21 Cumulative Capital Allocation				Capital Allocation 2020/21 £'000	Capital Allocation 2022/23 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
ICT & Support Services							
ICT Rolling Programme	31	31	254	477	700	700	700
COVID IT costs	31	31	68	105	141	0	0
Economy, Enterprise & Property							
3MG	13	13	13	53	72	167	0
Widnes Waterfront	0	0	0	0	0	1,000	0
SciTech Daresbury – Project Violet	0	0	0	3,237	6,388	0	0
The Croft	0	0	30	30	30	0	0
Murdishaw redevelopment	0	0	0	20	38	0	0
Advertising Screen at The Hive	0	0	0	0	0	100	0
Widnes Market Refurbishment	50	50	149	149	149	3	0
Broseley House	6	6	19	24	24	399	15
Solar Farm	378	378	766	766	766	0	0
Equality Act Improvement Works	18	18	48	100	303	300	300
Foundry Lane Residential Area	61	61	61	61	70	1,762	0
Kingsway Learning Centre – improved facilities	6	6	306	470	470	0	0
Kingsway Learning Centre – equipment	0	0	100	281	281	0	0
Halton Lea TCF	1	1	50	150	721	200	0
Runcorn Town Centre Development	0	0	0	100	100	30,753	0

Directorate/Department	Actual Expenditure to Date £'000	2020/21 Cumulative Capital Allocation				Capital Allocation 2021/22 £'000	Capital Allocation 2022/23 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
Mersey Gateway							
Land Acquisitions	39	39	70	100	1,821	0	0
Development Costs	13	13	14	15	17	0	0
Additional signage	48	48	48	48	48	0	0
Other							
Risk Management	19	19	140	260	355	120	120
Fleet Replacements	32	32	862	1,724	2,586	3,043	1,090
Policy, Planning & Transportation							
Bridge & Highway Maintenance	40	40	1,630	3,220	4,810	0	0
Integrated Transport & Network Management	39	39	410	780	1,150	0	0
Street Lighting – Structural Maintenance & Upgrades	17	17	1,180	2,340	3,484	200	200
STEPS Programme	80	0	0	0	0	0	0
SJB - Major Maintenance	148	148	325	475	641	0	0
Silver Jubilee Bridge Decoupling	3,250	3,250	8,500	10,247	10,247	0	0
SJB Deck Reconfiguration	197	197	282	367	453	0	0
SJB Decorative Lighting	0	0	167	333	500	0	0
Widnes Loops	366	366	2,130	3,195	4,258	0	0
KRN – Earle Road Gyratory	0	0	100	200	233	0	0
SUD Green Cycle / Walk Corridors	4	4	160	315	469	267	0
Windmill Hill Flood Risk Management	0	0	80	160	240	80	0
Total EC&R	5,947	5,848	20,734	34,293	48,538	49,951	8,160

Directorate/Department	Actual Expenditure to Date £'000	2020/21 Cumulative Capital Allocation				Capital Allocation 2021/22 £'000	Capital Allocation 2022/23 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
People Directorate							
Adult Social Care							
ALD Bungalows	0	0	0	0	0	199	0
Purchase of 2 adapted properties	0	0	0	200	369	0	0
Orchard House	59	60	60	60	115	0	0
Lilycross	955	960	960	1,338	1,338	0	0
Complex Pool							
Disabled Facilities Grant	103	150	260	440	600	600	600
Stairlifts (Adaptations Initiative)	58	60	90	180	270	270	270
RSL Adaptations (Joint Funding)	0	0	90	180	270	270	270
Carehome refurbishment	5	5	375	750	1,516	0	0
St Luke's Care Home	0	0	90	180	265	0	0
St Patrick's Care Home	0	0	20	40	55	0	0

Directorate/Department	Actual Expenditure to Date £'000	2020/21 Cumulative Capital Allocation				Capital Allocation 2021/22 £'000	Capital Allocation 2022/23 £'000
		Quarter 1 £'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
Schools Related							
Asset Management Data	0	0	10	20	28	0	0
Capital Repairs	50	44	765	899	1,199	23	0
Asbestos Management	0	0	10	20	40	0	0
Schools Access Initiative	0	0	0	35	63	0	0
Basic Need Projects	0	0	0	0	196	0	0
Ashley School	18	18	175	250	263	6	0
Fairfield Primary School	0	0	0	15	15	0	0
Kitchen Gas Safety	0	0	14	14	31	0	0
Small Capital Works	8	8	26	75	127	0	0
SEND capital allocation	26	22	22	30	282	0	0
Healthy Pupils Capital Fund	0	0	0	2	2	0	0
Chesnut Lodge	35	0	70	180	270	10	0
Woodside Primary	7	11	100	140	148	4	0
Brookfields @ The Grange	0	0	0	7	7	0	0
Total People Directorate	1,324	1,338	3,137	5,055	7,469	1,382	1,140
TOTAL CAPITAL PROGRAMME	7,271	7,186	23,871	39,348	56,004	51,333	9,300
Slippage (20%)					-11,201	-10,267	-1,860
						11,201	10,267
TOTAL	7,271	7,186	23,871	39,348	44,803	52,267	17,707

REPORT TO:	Executive Board
DATE:	17 September 2020
REPORTING OFFICER:	Strategic Director, Enterprise, Community & Resources
PORTFOLIO:	Resources
SUBJECT:	Organisational Development Strategy 2020-2023
WARDS:	Borough-wide

1.0 PURPOSE OF THE REPORT

- 1.1 To provide Executive Board with an overview of the new 1-page Organisational Development (OD) Strategy 2020-23.

2.0 RECOMMENDATION: That

- 2.1 Executive Board to note the OD Strategy 2020-23

3.0 SUPPORTING INFORMATION

- 3.1 A contemporary approach has been adopted in the development of the OD Strategy. No longer is it appropriate to have lengthy and time consuming strategies that few employees have the time or inclination to read and digest. However, detailed research and links to other Council policies, exit interviews, corporate peer review, corporate values and the 2019 staff survey have all been factors in the design and content.
- 3.2 The design of the strategy is intended to be visually impactful and it will be placed in prominent locations in all Council buildings (A3 size), with the intention of creating conversations and therefore, engagement with the behaviours and values.
- 3.3 The OD Strategy focuses on 7 key development categories' and associated behavioural statements linked to each category. The behavioural statements demonstrate the attitudes and approaches to be taken whilst at work. They state how we do things, how we treat each other, what we say and how we say it and how we expect to be treated. The behaviour statements will support us to celebrate our achievements, communicate our achievements, talk about our aspirations and express how we would like to develop.
- 3.4 The OD Team continue to design and develop interventions that support the OD Strategy. With this in mind, The Leadership & Management

Mandatory Training Framework will soon be completed and will be presented to Management Team in the coming months for approval.

4.0 POLICY IMPLICATIONS

- 4.1 The adoption of the Organisational Development Strategy will require an update of the existing Learning and Development Policy. No new policies are required.

5.0 FINANCIAL IMPLICATIONS

- 5.1 No additional costs

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 Corporate Effectiveness and Business Efficiency: The OD Strategy embraces a modern approach to supporting employees' and managers' to be the best.
- 6.2 Employment, Learning & Skills in Halton: Ensuring that the Council is an employer of choice for Halton and the surrounding area.
- 6.3 Environment & Regeneration in Halton: Providing clarity to the community that Halton has robust and contemporary approaches to delivering services and developing the Borough.
- 6.4 A Healthy Halton: Demonstrating how the organisation is committed to a healthy workforce alongside the community

7.0 RISK ANALYSIS

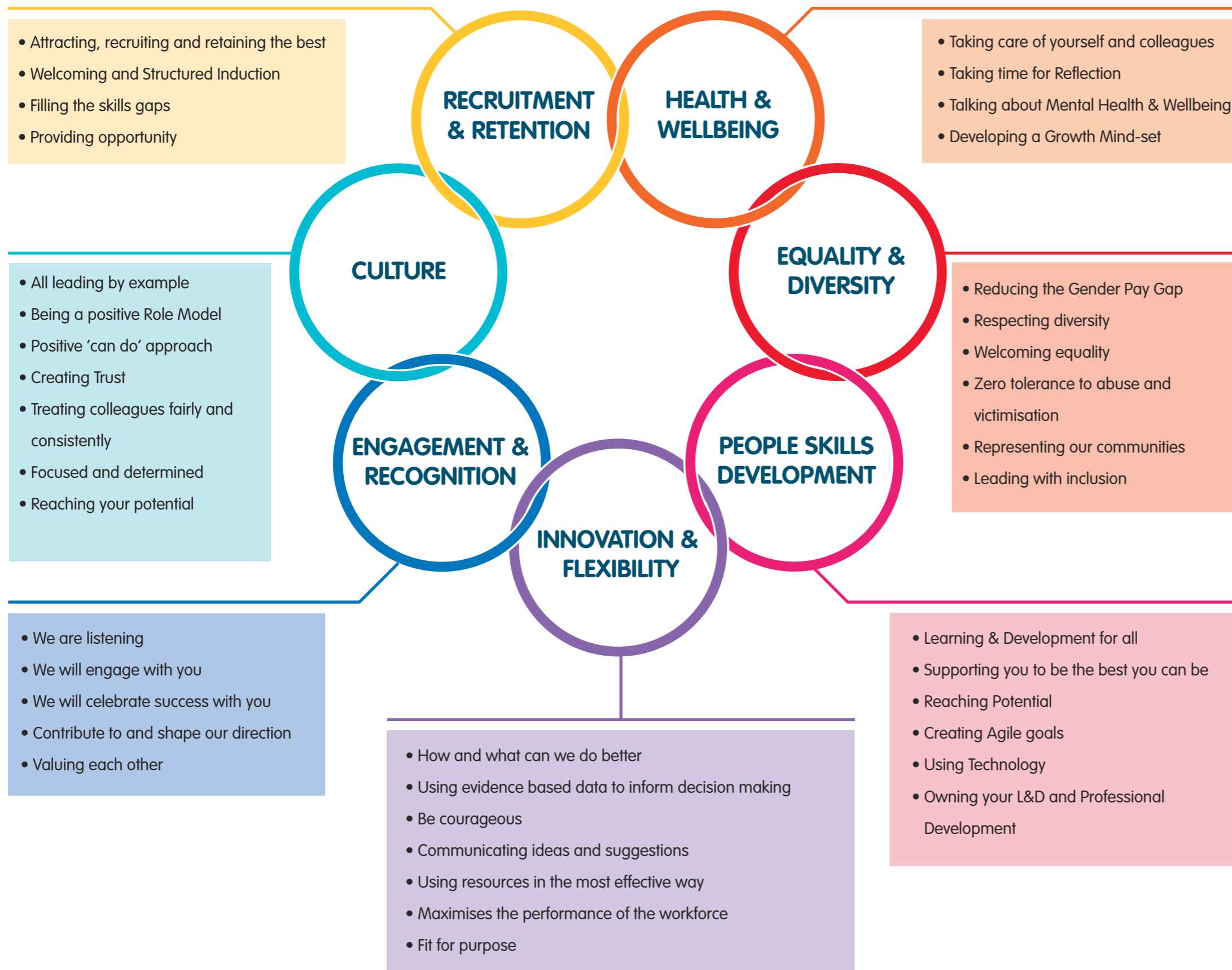
- 7.1 No risks identified

8.0 EQUALITY AND DIVERSITY ISSUES

None. The OD Strategy is inclusive and is designed to afford the same routes of opportunity to all Council employees.

Organisational Development Strategy

UNLOCKING OUR POTENTIAL 2020-23



Our Values & Principles

COLLABORATIVE

Involving residents, communities, elected members and our own workforce in the decision making process

PARTICIPATORY

Putting our residents and our community at the heart of all we do and involving them in designing and delivering services

EMPOWERING

Working with the community to support residents to make choices that affect their lives and their neighbourhoods

PARTNERSHIP

Planning and working with our partners across all sectors to ensure the most joined up and inclusive services for our communities

MANAGING DEMAND

Delivering the right services to the right people at the right time by getting it right first time to reduce ongoing demand

COMMUNITY LEADERS

Supporting our elected members in their role as our community leaders and facilitators

REDUCING INEQUALITY

Working hard to improve the life chances and opportunities of all residents and ensuring they have the services they need

EVIDENCE BASED

Developing robust evidence bases to ensure that all of our works, services, policies and spending are based on sound reasoning

RESILIENT

Supporting and creating strong communities and networks able to help and support themselves and each other

REPORT TO: Executive Board

DATE: 17th September 2020

REPORTING OFFICER: Strategic Director, Policy & Resources

PORTFOLIO: Resources

SUBJECT: Corporate Security Contract

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to notify members of the intention to go out to tender with regards procuring a new corporate security contract in line with the Council's procurement strategy.

2.0 RECOMMENDATION: That

- 2.1 Members note the intention to go out to tender via the Chest in respect of procuring a new corporate security contract.**

3.0 SUPPORTING INFORMATION

- 3.1 The existing corporate security contract commenced on March 13th 2017, it was for a 3 year period with the option for a 12 month extension which was granted. The contract was originally due to commence on March 1st 2017, as such the current contract now expires on February 28th 2021.
- 3.2 The new contract will commence on March 1st 2021 and be for a 3 year period with the option to extend it for a further 12 months subject to satisfactory performance.
- 3.3 The contract will be as the existing split in to 3 separate areas, the reason being the differing nature of the services required, the 3 areas are as follows:-
- Corporate Sites,
 - DCBL Stadium & The Brindley
 - Open Spaces (Parks, Cemeteries & Events)
- 3.4 The contract value exceeds the EU procurement threshold for services as such the procurement process will be carried out in full compliance of the EU Public Contract Regulations 2015 (PCR 2015)-Directive 2014/24/EU.

- 3.5 The procurement process used shall be a single stage open tendering procedure in accordance with procurement standing order 1.5.2 and shall be tendered via the chest and will be evaluated on the basis of a 70%/30% quality/cost split to ensure the most economically advantageous submission is accepted.

4.0 POLICY IMPLICATIONS

- 4.1 The proposals are in line with the principles of the procurement strategy 2020-2023, inclusive of obtaining best value and to maximise community benefit in the form of employment opportunities for local residents.
- 4.2 The provision of security services also links in with the Economy, Enterprise & Properties departmental objective of providing an effective corporate Property Service across our property portfolio as such is a key link in that provision.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The anticipated annual contract spend over the next few years is circa £463k based on current requirements, as such the contract value over the full 4 year period is likely to be in the region of £1.852m.
- 5.2 The annual security budget, cost code 2050 2127 HBC1, is adequate to cover the cost of providing the necessary security services. The budget is held centrally and all spend must be approved by the budget holder who is the Divisional Manager Operations, Property Services.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

- 6.1 **Children and Young People in Halton**
None

- 6.2 **Employment, Learning and Skills in Halton**
None

- 6.3 **A Healthy Halton**
None

- 6.4 **A Safer Halton**
None

- 6.5 **Halton's Urban Renewal**
None

7.0 RISK ANALYSIS

There are no key risks associated with the above proposals.

- 8.0 **EQUALITY AND DIVERSITY ISSUES**
None

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

Document	Place of Inspection	Contact Officer
Procurement Strategy	Municipal Building	Ashley McDonald