

# Public Document Pack



## Executive Board

Thursday, 19 November 2020 2.00 p.m.  
To be held remotely - contact below for access

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
<b>1. MINUTES</b>	<b>1 - 9</b>
<b>2. DECLARATION OF INTEREST</b>	
Members are reminded of their responsibility to declare any Disclosable Pecuniary Interest or Other Disclosable Interest which they have in any item of business on the agenda, no later than when that item is reached or as soon as the interest becomes apparent and, with Disclosable Pecuniary interests, to leave the meeting during any discussion or voting on the item.	
<b>3. LEADER'S PORTFOLIO</b>	
<b>(A) URGENT DECISIONS</b>	<b>10 - 11</b>

*Please contact Ann Jones [ann.jones@halton.gov.uk](mailto:ann.jones@halton.gov.uk) 0151 511 8276 or Gill Ferguson [gill.ferguson@halton.gov.uk](mailto:gill.ferguson@halton.gov.uk) 0151 511 8059 for further information.*

*The next meeting of the Committee is on Thursday, 10 December 2020*

<b>Item</b>	<b>Page No</b>
<b>4. HEALTH AND WELLBEING PORTFOLIO</b>	
<b>(A) HALTON HOSPITAL AND WELLBEING CAMPUS STRATEGIC OUTLINE CASE</b>	<b>12 - 18</b>
<b>5. TRANSPORTATION PORTFOLIO</b>	
<b>(A) MERSEY GATEWAY</b>	<b>19 - 57</b>
<b>(B) DISABLED PARKING SPACES POLICY</b>	<b>58 - 65</b>
<b>6. PHYSICAL ENVIRONMENT PORTFOLIO</b>	
<b>(A) HALTON HOUSING TRUST PROGRESS REPORT</b>	<b>66 - 79</b>
<b>(B) ELIGIBILITY CRITERIA FOR THE COUNCIL'S HOUSING AND HOMELESSNESS SERVICES DURING THE COVID-19 PANDEMIC</b>	<b>80 - 84</b>
<b>(C) UNITARY DEVELOPMENT PLAN DRAFT SUPPLEMENTARY PLANNING DOCUMENTS (SDPS)</b>	<b>85 - 90</b>
<b>(D) LOCAL PLAN - ADDENDUM TO STATEMENT OF COMMUNITY INVOLVEMENT (SCI)</b>	<b>91 - 96</b>
<b>7. RESOURCES PORTFOLIO</b>	
<b>(A) 2020/21 REVENUE SPENDING AS AT 30 SEPTEMBER 2020</b>	<b>97 - 129</b>
<b>(B) MEDIUM TERM FINANCIAL STRATEGY</b>	<b>130 - 146</b>
<b>(C) TREASURY MANAGEMENT ANNUAL REPORT 2019-20 AND HALF YEAR REPORT 2020-21</b>	<b>147 - 156</b>
<b>(D) COUNCIL TAX SECTION 13A DISCOUNT POLICY STATEMENT</b>	<b>157 - 166</b>

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

**PART II**

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

**9. RESOURCES PORTFOLIO**

- (A) REPORT TO EXECUTIVE BOARD AND  
RESOLUTION TO USE COMPULSORY PURCHASE  
(CPO) POWERS. PROPOSED LEISURE SITE,  
MOOR LANE, WIDNES**

**167 - 180**

*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, 15 October 2020 held remotely*

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, A. Jones, N. Goodwin and W. Rourke

Also in attendance: One member of the press

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

EXB24 MINUTES

The Minutes of the meeting held on 17 September 2020 were taken as read and signed as a correct record.

**LEADER'S PORTFOLIO**

EXB25 URGENT DECISIONS

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.

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.

A list of these decisions were provided to Members in the report and full details were published on the Council's website.

*Action*

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

EXB26 LOCAL TRUST COMMUNITY WEALTH ALLIANCE

The Board received a report from the Chief Executive informing of the Community Wealth Fund Alliance campaign being supported by Local Trust.

Local Trust was the body responsible for delivering the Lottery's *Big Local* programme which consisted of 150 Big Local areas in England, in Halton the Windmill Hill Estate was a Big Local area.

Members were advised of a report published in September 2019 on *Left Behind Areas* in England, a collaboration between Local Trust and Oxford consultants for Social Inclusion. This report identified eight Wards in Halton as 'left behind' areas – Appleton, Grange, Halton Brook, Halton castle, Halton Lea, Hough Green, Norton South and Mersey and made three key recommendations to Government, these were outlined in the report.

Following this Local Trust commenced the Community Wealth Alliance (CWA) to formalise the call for a Community Wealth Fund. Members were presented with details of the public and private sector organisations that had signed up so far to be part of the call to Government to release funds to 'left behind' areas. It was requested that Halton Borough Council also commits to being a Community Wealth Alliance member, which would add strength to the growing number of organisations in support of this. It was noted that in doing so there would be no resource or financial implications for the Council.

RESOLVED: That the Executive Board

Chief Executive

- 1) notes the report; and
- 2) approves the Council signing up to the Community Wealth Fund Alliance.

**ECONOMIC DEVELOPMENT PORTFOLIO**

EXB27 DWP KICKSTART PROGRAMME

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which provided information on the DWP *Kickstart* Programme.

It was reported that Government had recently launched its job creation scheme, *Kickstart*, for young people aged 16-24. It aimed to provide wage subsidies to employers that created new 6 month work experience placements. It was noted that the Employment, Learning and Skills (ELS) Division would act as intermediary for the Programme, which would see 100 six month placements being administered between November 2020 and December 2021. Further, an amount of £719,367 would be administered through the division for the placements with £80,000 being retained as income to staff the delivery of the Programme.

The report provided the Board with an introduction to *Kickstart*, the local approach being taken and explained how the resources would be used to deliver the Programme.

RESOLVED: That the Executive Board

- 1) note the report;
- 2) approve the ELS Division to act as a *Kickstart* Programme Intermediary; and
- 3) authorise delegated authority to the Strategic Director – Enterprise, Community and Resources, to enter into a contract with the Department for Work and Pensions (DWP) relating to the role of being an Intermediary.

Strategic Director  
- Enterprise,  
Community and  
Resources

## RESOURCES PORTFOLIO

### EXB28 DETERMINATION OF COUNCIL TAX BASE 2021/22

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

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

Taking account of all the relevant information and applying a 96% collection rate, the calculation for 2021/22 gave a base figure of 35,154 for the Borough as a whole. The Council Tax Base figure for each of the Parishes was noted.

RESOLVED: That Council be recommended to:

Operational  
Director - Finance

- 1) set the Council Tax Base at 35,154 for the Borough and that the Cheshire Fire Authority, the Cheshire Police and Crime Commissioner, Liverpool City Region Combined Authority and the Environment Agency be so notified; and
- 2) set the Council Tax Base for each of the Parishes as follows:

Parish	Tax Base
Hale	655
Halebank	520
Daresbury	179
Moore	323
Preston Brook	257
Sandymoor	1,316

EXB29 ADDITIONAL HACKNEY CARRIAGE STANDS NEAR RUNCORN STATION

The Executive Board received a report from the Strategic Director – Enterprise, Community and Resources, recommending that they approve the creation of two additional Hackney Carriage stands near Runcorn Station as part of the Runcorn Station Quarter Project.

Members were referred to Appendices one and two, which showed the location of the proposed northerly and southerly stands in Shaw Street, Runcorn. It was noted that these proposed stands would replace the current private rank at Runcorn Station; would be public ranks; and shall be open 24 hours per day. Further, the proposals were recommended by the Regulatory Committee at its meeting on 2 September 2020 and had been the subject of a consultation exercise with the Taxi consultative Group and with the Council’s Highways Section.

RESOLVED: That the Board

Strategic Director  
- Enterprise,  
Community and  
Resources

- 1) approves the proposals relating to the creation of two additional Hackney Carriage stands near Runcorn Station;

- 2) authorises the Operational Director – Legal and Democratic Services, to fulfil all procedural requirements in accordance with Section 63 of the Local Government (Miscellaneous Provisions) Act 1976 and to make the taxi stands Order accordingly, unless there were any objections received; and
- 3) agrees that in the event of any objections being received, the matter be brought back to the Executive Board.

EXB30 POLICY CHANGES RELATING TO TAXI LICENCING CONDITIONS

The Board received a report from the Strategic Director – Enterprise, Community and Resources, which made a recommendation from Regulatory Committee to adopt, as Council policy in respect of the Council's taxi and private hire jurisdiction, the *Assessment of Previous Convictions* provisions in the Statutory Taxi and Private Hire Vehicle Standards (July 2020); and to revoke all existing *Relevance of Convictions* policies.

It was reported that in February 2019 the Department for Transport issued a consultation draft version of a document entitled *Taxi and Private Hire Licensing: Protecting Users*. The final version of the document was issued in July 2020 and was entitled *Statutory Taxi and Private Hire Standards*.

It was noted that the 2020 Standards had been issued under Section 177 of the Policing and Crime Act 2017, so the Council was required to have regard to the document when exercising its taxi and private hire licensing functions. Members were referred to Appendix A – an annex within the document titled *Assessment of Previous Convictions*. They were advised that Regulatory Committee had been applying the *Assessment of Previous Convictions* on a case by case basis since February 2019 and it was now considered appropriate to formalise this and create a formal policy, which would then supersede the existing policy.

The Board noted that the new *Assessment of Previous Convictions* appeared to be clearer than the previous policy and placed passenger safety as a priority, whilst enabled past offenders to sufficiently evidence that they had been successfully rehabilitated so they might obtain or retain a licence.



RESOLVED: That

- 1) the *Assessment of Previous Convictions* provisions in the Statutory Taxi and Private Hire Vehicle Standards (July 2020) be adopted as Council policy in respect of Taxi and Private Hire jurisdiction; and
- 2) all existing *Relevance of Convictions* policies be revoked.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB31 POLICY CHANGES RELATING TO THE RESTRICTION ON HACKNEY CARRIAGE VEHICLE NUMBERS IN THE BOROUGH

The Board received a report from the Strategic Director – Enterprise, Community and Resources, in which the Council’s Regulatory Committee recommended that Executive Board adopts a Council Policy on the limit of the number of Hackney Carriage Vehicles licenced within the Borough.

The Board heard that this Policy was considered by the Regulatory Committee at its meeting on 2 September 2020, following a refusal by the Committee to issue an individual with additional licences, which resulted in the individual appealing the decision at the Crown Court. The Court had ordered that an ‘unmet demand survey’ be carried out (attached at Appendix 1) and that the application be re-heard. It was noted that the survey demonstrated that the Committee was correct in concluding that there was no significant unmet demand in the Borough.

The Board was advised that following this, it was now appropriate for the Council’s Policy on limiting the number of Hackney Carriage Vehicles be re-considered, as recommended by the Regulatory Committee (minute number REG 13 refers), which recommends that the limit should remain at 267 vehicles.

RESOLVED: That the Policy change as recommended by Regulatory Committee (minute number REG 13 refers) that the Council maintains its current Policy of limiting the number of Hackney Carriage Vehicles licensed in the Borough to 267 be approved and adopted as Council Policy.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB32 POLICY FOR MANAGING RENTAL ARREARS FOR COUNCIL OWNED PROPERTY

The Executive Board considered a report from the

Strategic Director – Enterprise, Community and Resources, which set out a policy and options for how the Council manages rent arrears on its property (land and buildings).

It was reported that Covid-19 had presented significant challenges for the Council as a Landlord, but the Council also acknowledged the impact that the Pandemic has had on its tenants. Upon lockdown the Council adopted a pragmatic approach to the management of rents and immediately introduced a 3 month rental holiday for the vast majority of its tenants, including market traders. This ended in June 2020 and Members were advised that the Council continued to face challenges in respect of the payment of rents – an estimated 73% of tenants were paying in full, 23% were in arrears. Further, despite the Council’s best efforts in assisting tenants as described, some had unfortunately gone out of business.

It was understood that the effects of Covid-19 would have a long lasting negative effect on the Borough’s economy affecting the income of most of the Council’s tenants and in turn, the income of the Council. The Board was asked to consider a number of options that were aimed at enabling the Council to formulate a longer term policy on how it manages its income generating property portfolio.

The five options were presented to the Board as outlined in paragraph 3.7 of the report and the preferred option agreed was number 5.

RESOLVED: That the Board approved option 5, as outlined in section 3.7 of the report.

Strategic Director  
- Enterprise,  
Community and  
Resources

EXB33 SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT 1972 AND THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

The Board considered:

- 1) Whether members of the press and public should be excluded from the meeting of the Board during consideration of the following items of business in accordance with Sub-Section 4 of Section 100A of the Local Government Act 1972, because it was likely that, in view of the nature of the business to be considered, exempt information would be disclosed, being information defined in Section 100 (1) and paragraph 3 of Schedule 12A of the Local Government Act 1972; and

- 2) Whether the disclosure of information was in the public interest, whether any relevant exemptions were applicable and whether, when applying the public interest test and exemptions, the public interest in maintaining the exemption outweighed that in disclosing the information.

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

**COMMUNITY & SPORT, HEALTH & WELLBEING,  
PHYSICAL ENVIRONMENT AND RESOURCES  
PORTFOLIOS**

EXB34 PROPOSED LEISURE CENTRE, MOOR LANE, WIDNES -  
UPDATE REPORT

The Board considered a report from the Strategic Director – Enterprise, Economy and Resources which provided an update on work undertaken on the Pre-Construction Delivery Plan, for the new leisure centre on the Moor Lane site.

RESOLVED: That

- 1) the report is noted;
- 2) the Council pause the project until it had clarity on vacant possession of Moor Lane site;
- 3) once vacant possession was guaranteed, proceed to construction of the new leisure centre; and
- 4) the solar farm option be considered.

Strategic Director  
- Enterprise,  
Community and  
Resources

**MINUTES ISSUED: 20 October 2020**

**CALL-IN: 27 October 2020 at 5.00 pm**

**Any matter decided by the Executive Board may be called in no later than 5.00pm on 27 October 2020.**

*Meeting ended at 2.45 p.m.*

**REPORT TO:** Executive Board  
**DATE:** 19 November 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 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:

Date Decision taken	Decision details
8 October 2020	Kick Start Intermediary - to enable the Council to apply for Intermediary Status to deliver the Government's Kick Start Programme.
9 October 2020	Covid-19 Self-Isolation Grant Payments - to approve the eligibility criteria to be used by the Council for assessing applications from residents for Covid-19 Self Isolation grant payments.
9 October 2020	Essential server replacement – for the provision of Microsoft Teams and Office 365 through the Halton Cloud Services Platform.

14 October 2020	To enable the Council to administer Halton's element of the Liverpool City Region Leisure and Hospitality Business Support Programme ' <i>No Reservations</i> '.
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#### **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 were 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:** 19 November 2020

**REPORTING OFFICER:** Strategic Director, People & L. Gardener,  
Warrington & Halton Teaching Hospitals NHS  
Foundation Trust

**PORTFOLIO:** Health & Wellbeing

**SUBJECT:** Halton Hospital and Wellbeing Campus  
Strategic Outline Case

**WARD(S)** Borough-wide

## 1.0 PURPOSE OF THE REPORT

1.1 The purpose of this report is to provide an overview of progress to date in terms of the plans for new hospital developments in Warrington and Halton, seek support to continue to progress the plans for Halton hospital site redevelopment, and to ensure the provision of hospital services in a modern fit for purpose estate.

## 2.0 RECOMMENDATION

2.1 That the Board supports the development of a business case for a new hospital and wellbeing campus for Halton.

## 3.0 SUPPORTING INFORMATION

### 3.1 New hospitals: Context and progress to date

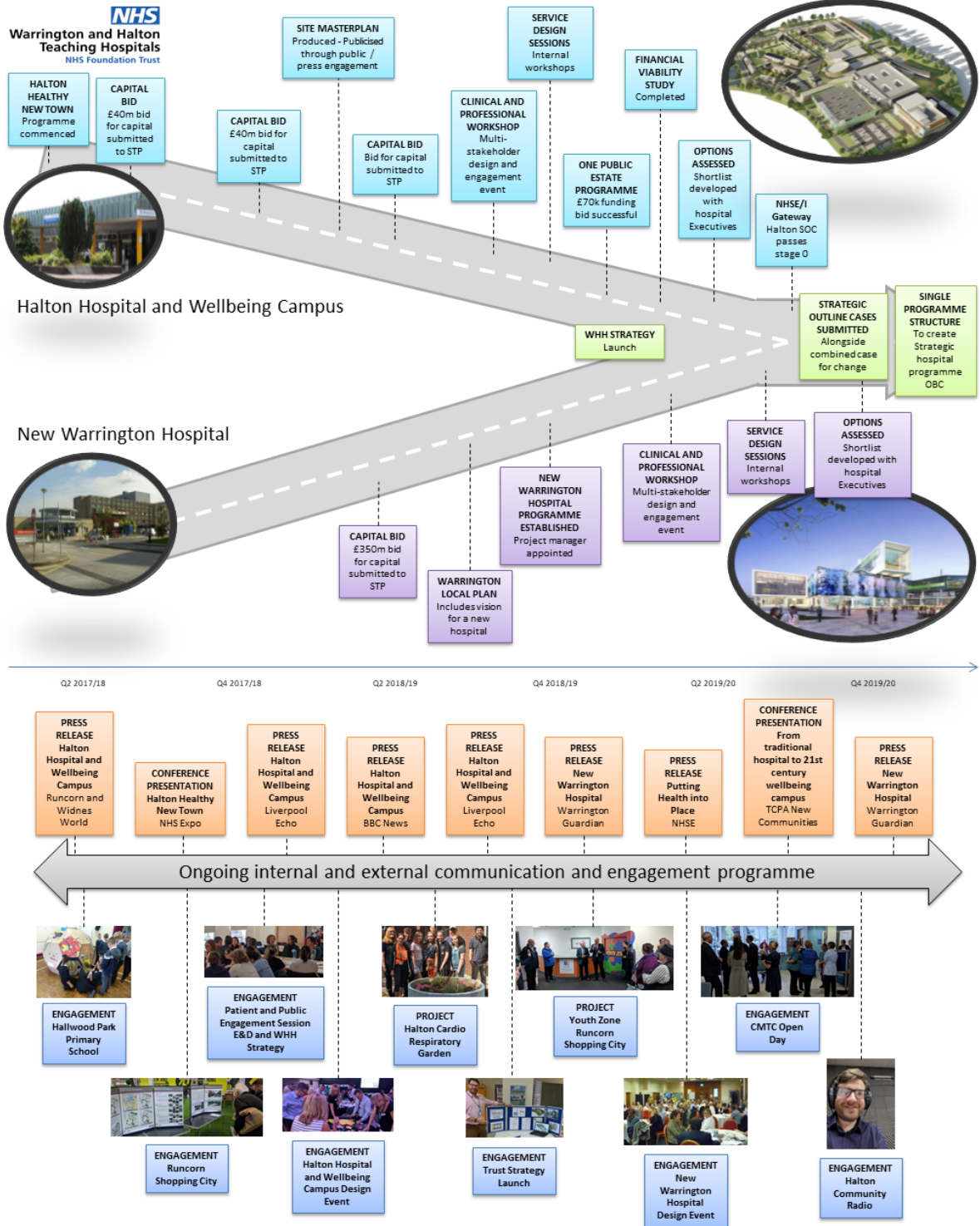
3.1.1 Last year Warrington and Halton Teaching Hospitals NHSFT published its Estate and Facilities Strategy 2019-2024, which sets out its key aims to ensure our hospitals are safe, secure and fit for purpose. It reiterates the pressing need for modernisation and reconfiguration on both the Warrington and Halton sites, including the provision of a new hospital for Warrington and the completion of the development of a hospital and wellbeing campus on the Halton site. Plans for new hospital facilities in Warrington and Halton are included in both Councils' Local Plans.

3.1.2 The diagram on page 3 summarises key milestones delivered to date. Strategic Outline Cases ('SOCs') have been developed for both a new Warrington hospital and the redevelopment of the Halton hospital site. Both SOC's have been reviewed by NHSE/I through the informal Gateway review process and encouragingly positive

feedback received. The SOC's have been approved by the Warrington and Halton Teaching Hospitals NHSFT's Board and by the Warrington and Halton CCGs.

- 3.1.3 Both Warrington and Runcorn have been selected to be part of the national Town Deal programme. Our plans for the new hospitals actively align and support the delivery of improved outcomes through the Towns' Investment Plans and also the delivery of the Town Centre Programme in Halton. For example, as part of Halton's Town Centre programme we plan to provide health services from Runcorn Shopping City, making services more accessible to patients, reducing backlogs due to COVID-19, increasing footfall in Shopping City to support economic regeneration and helping to sustain a key community asset, as well as supporting the development of new hospital facilities on the Halton hospital site and releasing land for housing.
- 3.1.4 We have engaged over 130 organisations and groups in our plans to date, including statutory bodies, charitable organisations and public and patient representative groups. A summary of some key engagement activities is included in the diagram below. All partners, patients and the public who have been engaged in this extensive exercise are very supportive of our plans and have been involved in their development.





## 3.2 **Supporting the next stage of business case development**

3.2.1 In order to further progress the planning for new hospital developments within Warrington and Halton to the next stage, the Halton Borough Council Executive Board is asked to give their support to the programme and support in progressing to the next stage of business case development.

3.2.2 The following section sets out a summary of the Case for Change and the Strategic Outline Case.

3.2.3 The Case for Change for developing our future estate is compelling. The strategic case sets out the case for change for Halton across a number of key areas:

### **Strategic: The national, regional and local strategic contexts.**

- Supporting the aims of the NHS Long Term Plan;
- A focus on prevention and health inequalities;
- An emphasis on digitally-enabled care.

### **Demographics and Health and Wellbeing: The changing demographics of the Trust's catchment area and health outcomes**

- A fast-growing population within Cheshire and Merseyside;
- An increasingly ageing population in Halton (25% of population will be 65+ by 2041, currently 18%);
- Life expectancy for both males and females in Halton is below the national average;
- Health and wellbeing outcomes for Halton are below the national average, including high rates of alcohol specific conditions and high rates of elderly people suffering injuries from falls;
- Halton's population suffers with significantly higher prevalence of cancer than the national average.

### **Economic: Estate challenges and a compelling case around value for money**

- The ageing estate at Halton General Hospital does not provide an ideal patient experience, with many facilities at odds with modern building specifications;
- Challenging layout of the hospital with poor clinical adjacencies;
- Development of the Halton site is key to Healthy New Town developments;
- Recent Value for Money ('VFM') analysis demonstrates a 280% VFM ratio for development of Halton.

3.2.4 In summary, to meet patient expectations, the demands of the growing, ageing and complex population it serves and to ensure

delivery of local and national strategic objectives, significant development of Halton hospital is required.

- 3.2.5 A Strategic Outline Case ('SOC') has been developed in accordance with HM Treasury guidance as set out in the Green Book. It has been developed following the Five Case Model and focuses on the Strategic, Economic, Commercial, Finance and Management Cases. The SOC establishes the case for change, the project investment objectives, and the main risks, constraints and dependencies for the New Halton Hospital and Wellbeing Campus proposal.
- 3.2.6 The Trust is committed to developing the existing site at Halton to provide new hospital estate, fit for purpose for modern healthcare delivery.
- 3.2.7 The SOC defines a long list of options for new hospital facilities in Halton. These options were appraised through a number of different forums with clinical and non-clinical health and care stakeholders, patients and the public.
- 3.2.8 In line with the HM Treasury Green Book the shortlisted options will be taken forward and developed further as part of the Outline Business Case process. In line with the Green Book, 'Business as Usual' is mandatory for inclusion and reveals the change that will occur without intervention. All other options will be measured in terms of costs and benefits against this baseline option.
- 3.2.9 At Strategic Outline Case stage, the preferred options based upon the non-financial evaluation criteria are:
- Option 3 – Extend CMTC to accommodate current and additional services, and dispose of HGH, Brooker Centre and Blocks
  - Option 5 – Extend CMTC to accommodate current services only, and dispose of HGH, Brooker Centre and Blocks.
- 3.2.10 Each of the above options will also impact upon (and be impacted by) any potential development considered as part of the Warrington New Hospital development. For example, Covid response has enabled an acceleration of increased elective surgery provision on the Halton hospital site. As such, these options will be considered in line with options developed through the Strategic Outline Case process for the Warrington site and considered as the Outline Business Case is developed.

### 3.3 **Health Infrastructure Funding ('HIP')**

3.3.1 In October 2019 the Government announced funding for a further 8 hospitals as part of its Health Infrastructure Plan. The Health Infrastructure Plan sets out a long-term plan of investment in health infrastructure, including capital to;

- build new hospitals
- modernise primary care estate
- invest in new diagnostics and technology
- help eradicate critical safety issues in the NHS estate

3.3.2 *Warrington and Halton Teaching Hospitals fully intends to compete to be considered as one of these eight new available schemes.*

3.3.3 A New Hospitals Strategic oversight group, tasked with leading the programme development of new hospitals for both Halton and Warrington, has been established, chaired by Dr Andrew Davies, including representatives from the Trust, CCGs, Councils, University of Chester and MPs. This group wrote to the Government in September setting out;

- The investment required to develop a modern fit-for-purpose hospital estate
- An opportunity to release land for circa 450 homes across Warrington and Halton
- How the investment will make a significant contribution to health outcomes improvement, increased life expectancy and economic regeneration in Halton and Warrington

3.3.4 In order that we are in the strongest position possible to apply for the next phase of the Health Infrastructure Plan it is essential that development of the cases for new hospital estate continues. The next phase of work for this is to produce Outline Business Cases for the new hospitals programme.

3.3.5 *Support from the Council at this time will be integral to the development of two aligned Outline Business Cases as the next step required under the NHS capital regime guidance.*

### 4.0 **POLICY IMPLICATIONS**

4.1 None identified

### 5.0 **FINANCIAL IMPLICATIONS**

5.1 The high level costs of the new hospital and wellbeing campus on the Halton site are estimated to be between £46m and £56.5m.

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

6.1 The proposed development of the hospital and wellbeing campus at the Halton site supports all of the Councils priorities and in particular a Healthy Halton and Halton's Urban Renewal.

**7.0 RISK ANALYSIS**

7.1 A risk register has been produced to support the delivery of the programme. The highest rated risk currently identified relates to the ability to secure funding for the project.

**8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 An equality impact assessment will be completed for the scheme. In addition equality will be proactively considered at every stage of planning.

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

9.1 None.

**Report to:** Executive Board

**Date:** 19<sup>th</sup> November 2020

**Reporting Officer:** Operational Director – Legal & Democratic Services

**Portfolio:** Transportation

**Subject:** Mersey Gateway

## **1.0 Executive Summary**

- 1.1 Mersey Gateway Bridge opened to traffic on the 14 October, 2017. As at the 30 September 2020 there have been over 66 million crossings of the bridge.
- 1.2 Mersey Gateway Bridge is a tolled crossing and will remain a tolled crossing until the bridge and associated highway network are paid for.
- 1.3 In preparation for 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 structure.
- 1.4 On 17 September 2020, Executive Board received a report that considered and responded to the issues raised. These issues were addressed in an updated draft Road User Charging Scheme Order ("RUCSO") that was appended to that report and the Board resolved to conduct a consultation on the proposed revised RUCSO.
- 1.5 The consultation duly ran from 23 September to 14 October 2020 (inclusive). The Mersey Gateway Crossings Board has prepared a report on the consultation responses.
- 1.6 This report asks the Board to make the RUCSO in the form at Appendix 1.

## **2.0 RECOMMENDATIONS: that the Board should**

- 2.1 confirm that no further consultation is required in respect of the updated RUCSO;
- 2.2 confirm that no public inquiry is required to be held into the making of the updated RUCSO;
- 2.3 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 enable the updated RUCSO to be made.
- 2.4 leave toll charges unchanged - as specified in the updated RUCSO.

2.5 leave administration Fees in respect of registering with Mersey Gateway/  
Merseyflow unchanged.

### **3.0 Background**

3.1 At the Executive Board meeting on 17<sup>th</sup> September 2020, its Members agreed that a consultation be held into a proposed updated RUCSO.

3.2 Specifically, the Board resolved –

3.2.1 To consult on the making of an updated Road User Charging Order Scheme in substantially the same form as that appended to that report which would:-

- (i) Revoke the current RUCSO and replace it with an updated RUCSO
- (ii) Restate the charges that are currently levied, in the updated RUCSO (“tolls”)

in relation to Mersey Gateway Bridge and Silver Jubilee Bridge (together, the “Bridges”).

### **3.3 Updated RUCSO**

3.4 The reasons for making the updated RUCSO remain unchanged since the resolution made by the Executive Board at the 17<sup>th</sup> September 2020 Meeting.

3.5 In response to the consultation exercise a number of respondents disagreed with the drawings as since the start of the consultation the John Collins Way (the link road between Widnes Loops Junction and West Bank) had now opened. Although this in itself is not material to the definition of scheme roads, the drawings have been updated to incorporate the John Collins Way accordingly.

3.6 Accordingly, it is considered that as nothing has materially altered from the consultation no new or additional consultation is required and sufficient consultation has already been undertaken by the Council in respect of the updated RUCSO.

3.7 In considering the responses to the consultation (which can be found in Appendix 2 to this Report), it is clear that the responses:

3.7.1 from the public - identified a number of themes both in agreement and in disagreement to the proposals together with a significant number that did not address the subject matter of the consultation; and

3.7.2 from the specific consultees - made practical suggestions for how the Council should implement the updated RUCSO.

- 3.7.3 from a number respondents - expressed concern about the move of table of charges to a schedule, believing that this would remove the need for any changes to the toll charge regime to be subject to public consultation. However this change would not remove any requirement for the Council to consult on any changes to the toll charge regime, and therefore the concerns of the consultees have been addressed.
- 3.8 The majority of respondents supported the inclusion of the updated plans in the new RUCSO as well as the introduction of a new exemption from tolls for Coastguard emergency vehicles, although some suggested that the emergency vehicles should pay the same tolls as other vehicles.
- 3.10 Those responses that did criticise the updated RUCSO are summarised in the Consultation Report (provided at Appendix 2 to this Report). In particular, whilst approximately two-thirds of respondents objected to the tables of charges being moved into one of the RUCSO schedules, the associated explanatory comments from respondents made clear that this related to a wider objection to the general principle of paying tolls rather than the minor re-ordering of the RUCSO in and of itself. The principle of levying tolls was outside the scope of the consultation as the updated RUCSO would not change any of the toll levels and, in any event, it is necessary for tolls to be charged in order to pay for the cost of the infrastructure.
- 3.11 Consequently, on the basis of legal advice received, officers have concluded that there is no need to make any further substantive amendments to the proposed updated RUCSO.
- 3.12 Accordingly, it is not considered that an inquiry needs to be held into the making of the updated RUCSO because all issues have been addressed and no new issues have been raised.

#### **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**

7.1 The cost of proposed update to the 2018 Road User Charging Order will be met from the MG Project Account and not from general Council funds.

7.2 The Order regulates the tolling regime and enforcement arrangements.

If there is a shortfall in revenues this would need to be rectified through a higher toll/charge, this is not currently envisaged.

**8.0 Equality and Diversity**

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.

**List of Appendices**

APPENDIX 1 - RUCSO

APPENDIX 2 - Consultation Report



## 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	3
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

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## SCHEDULES

SCHEDULE 1	—	8
	PART 1 — Road User Charges Payable	9
	PART 2 — Penalty Charges Payable	9
	PART 3 — Classification of Vehicles for the Purposes of Charges	9
SCHEDULE 2		9
	PART 1 — Register of Vehicles Exempt from Charges	9
	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	11
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<sup>(a)</sup> 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<sup>(b)</sup>.

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;

“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;

“deposited plans” means the plans numbered 61034234/RUCO/01 (Rev B), 61034234/RUCO/02 (Rev B), 61034234/RUCO/03 (Rev A), 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;

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(a) 2000 c.38. There are amendments to section 167, 168, 171 and 172 which are not relevant to this Order.  
(b) S.I. 2013/1783.

“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(a);

“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(b).

### **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.

### **Payment of charges**

7.—(1) Subject to paragraph (3) 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

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(a) S.I. 2011/41.

(b) [www.merseyflow.co.uk](http://www.merseyflow.co.uk)

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 6;
- (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.

*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 19.

(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 November 2020 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 <sub>1</sub> (a) and M <sub>1</sub> (b); and motor vehicles with

at least four wheels used for the carriage of goods falling within classifications N<sub>1</sub>(a) and N<sub>1</sub>(b).

“class 3 vehicle” means motor vehicles with at least four wheels used for the carriage of passengers falling within classifications M<sub>2</sub>(a) and M<sub>2</sub>(b); and motor vehicles with at least four wheels used for the carriage of goods falling within classifications N<sub>2</sub>(a) and N<sub>2</sub>(b).

“class 4 vehicle” means motor vehicles with at least four wheels used for the carriage of passengers falling within classifications M<sub>3</sub>(a) and M<sub>3</sub>(b); and motor vehicles with at least four wheels used for the carriage of goods falling within classifications N<sub>3</sub>(a) and N<sub>3</sub>(b).

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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(a).

## 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(a) to 3(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—

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(a) S.I. 2001/2793.

- (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;
- (b) a fire engine as defined by paragraph 4(2) of Schedule 2 to the Vehicle Excise and Registration Act 1994(a);
- (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(b), or
  - (ii) section 14 of the Chronically Sick and Disabled Persons (Northern Ireland) Act 1978(c); 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(d); 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(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

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(a) 1994 c.22.  
(b) 1970 c.44.  
(c) 1978 c.53.  
(d) 1985 c.67.

- (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.

### 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 (citation and commencement) deals with preliminary matters.

Article 2 (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 (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 (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 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.

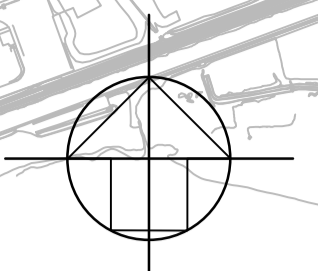
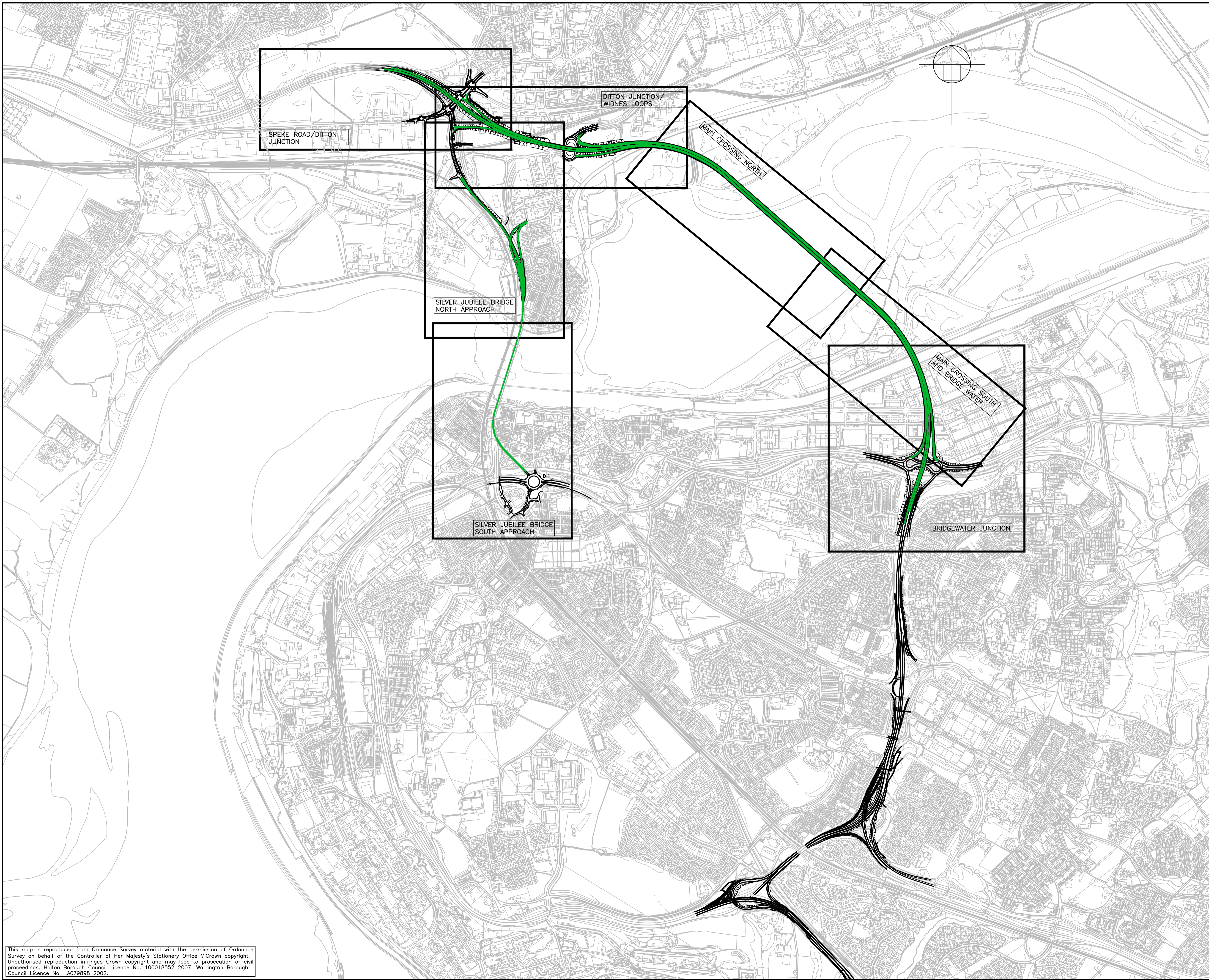
Article 9 (vehicles exempt from charges) provides for the exemption of certain vehicles from paying the charge provided conditions are met, set out in Schedule 2.

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

Article 12 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 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 to 19 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). 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.



NOTES

B	BH	BW	BW	26.10.20	FOR INFORMATION
A	LF	BW	CEH	27.02.20	FOR INFORMATION
-	DJ	BW	CEH	04.02.15	FOR INFORMATION
Rev.	Drawn	Checkd.	Approved	Date	Description



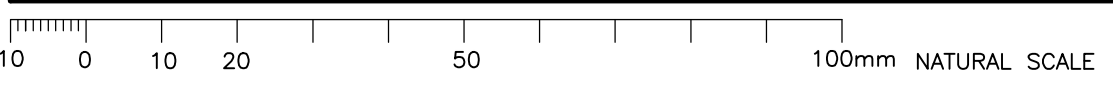
Drawing Title

## SCHEME ROADS LOCATION PLAN

Scale	Date	Drawn
1:10,000	Jan 2015	DJ

Org. no.	Rev.
61034234/RUCO/01	B

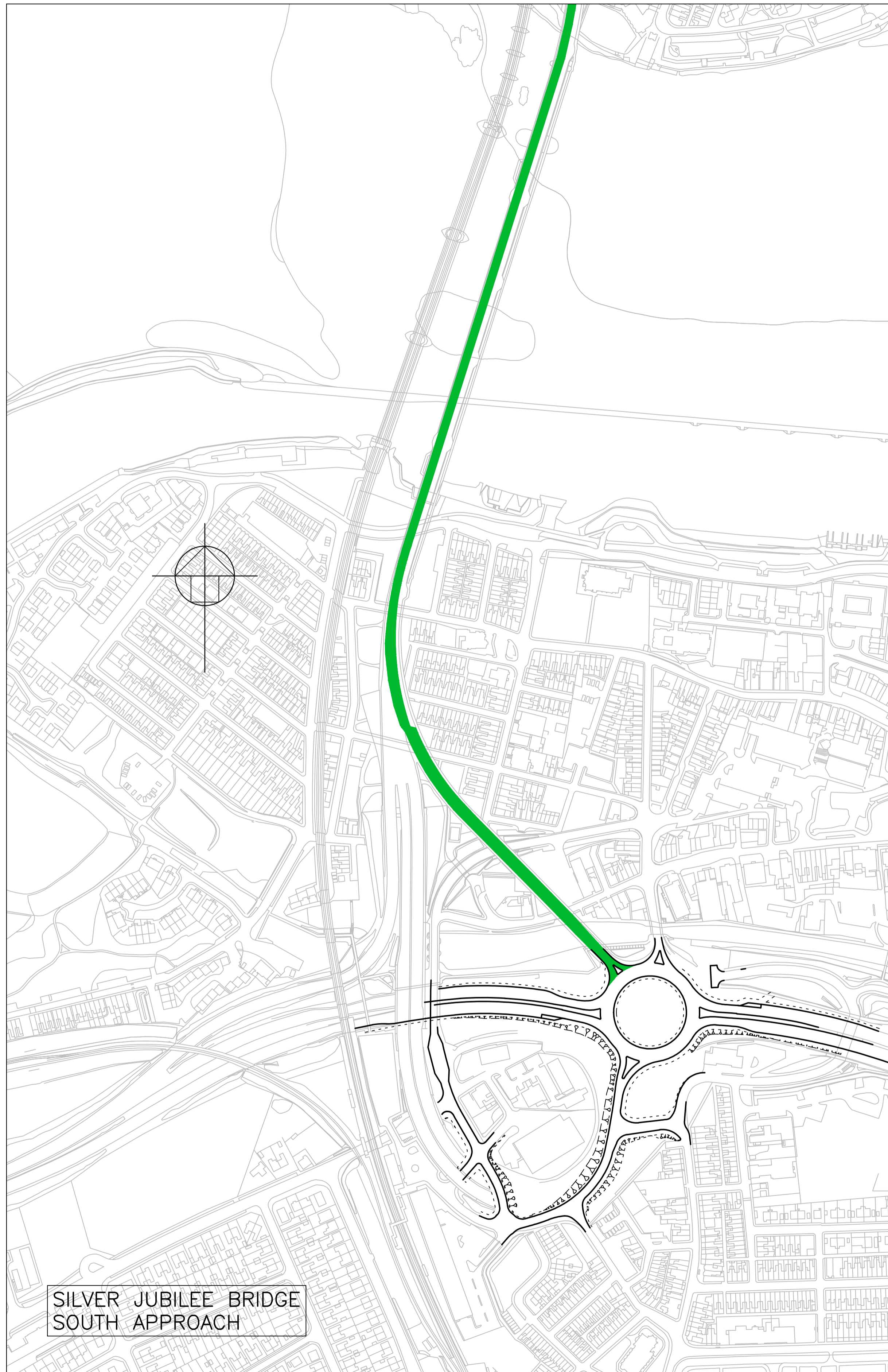
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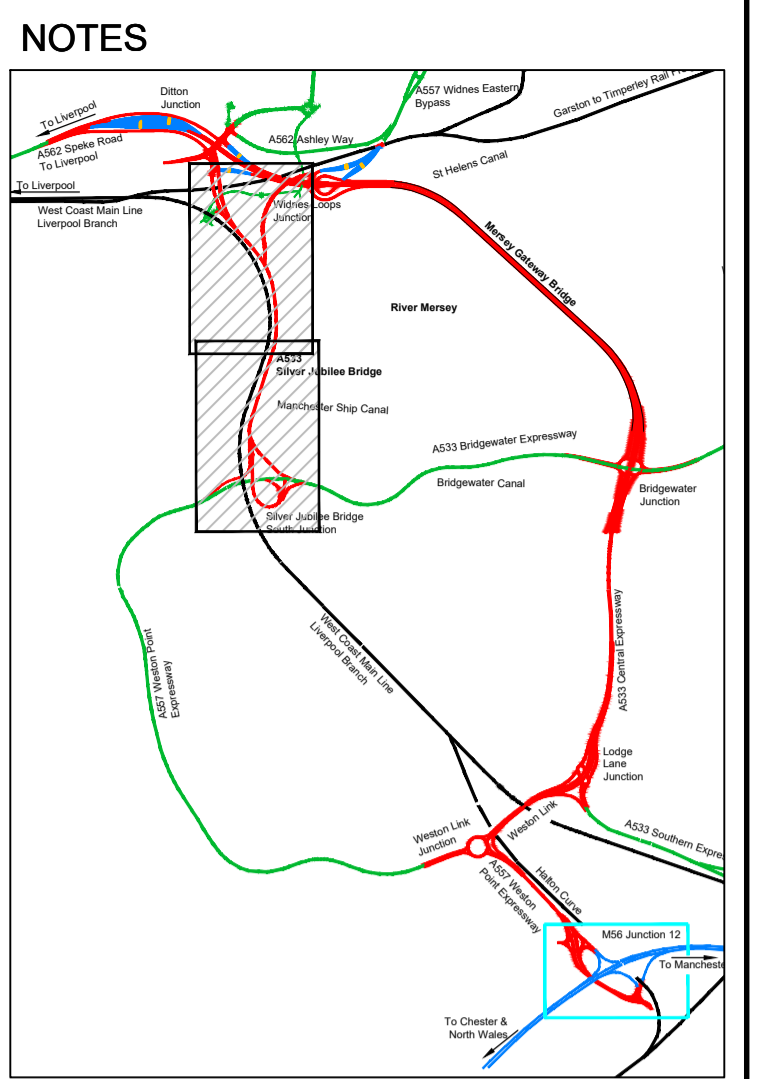




SILVER JUBILEE BRIDGE  
NORTH APPROACH



SILVER JUBILEE BRIDGE  
SOUTH APPROACH



Site Plan

KEY  
 RUCO Scheme Road

Rev.	Drawn	Chkd.	Apprd.	Date	Description
B	DJ	BH	BW	26.10.20	FOR INFORMATION
A	LF	BW	CEH	27.02.20	FOR INFORMATION
-	DJ	BW	CEH	04.02.15	FOR INFORMATION



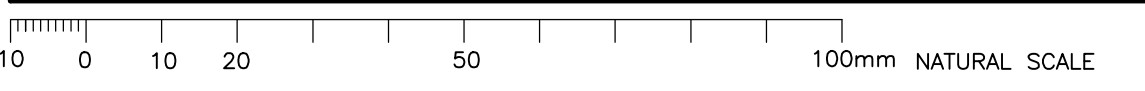
Client  
 Project

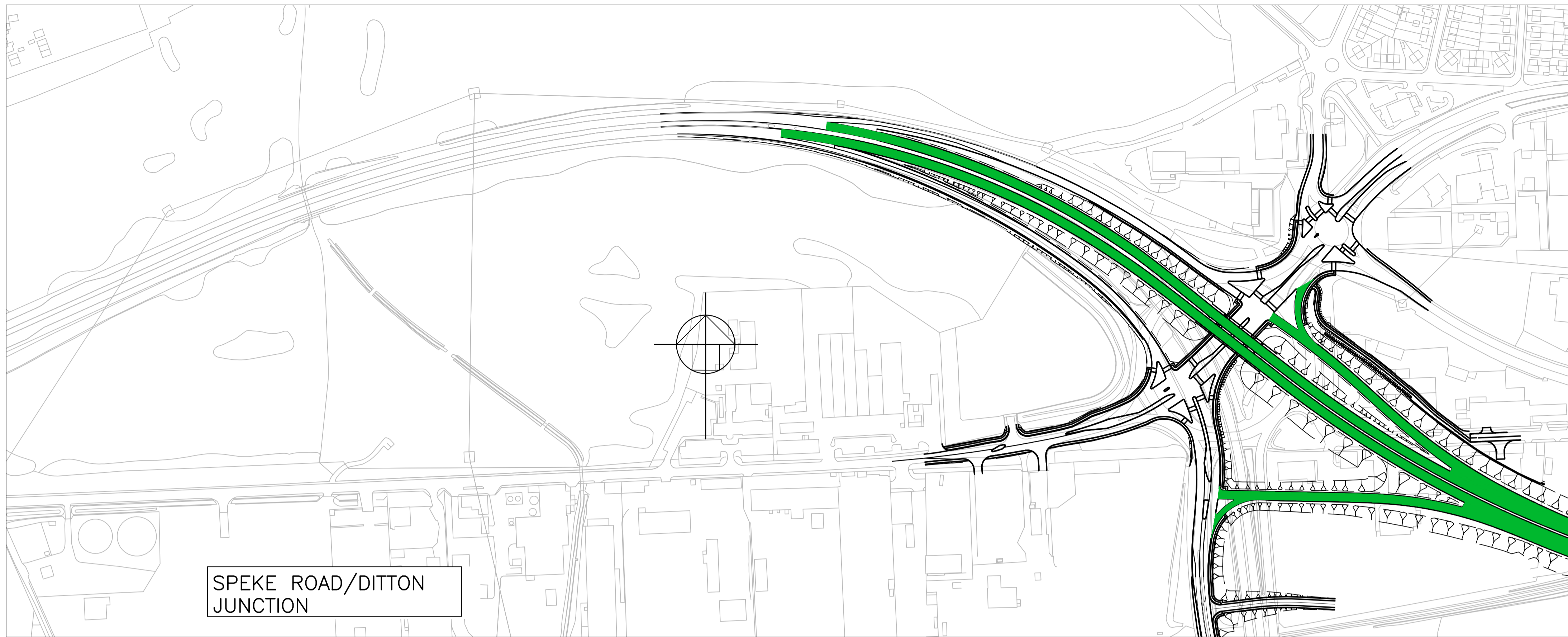
Drawing Title  
**SCHEME ROADS  
 SHEET 2 of 5**

Scale 1:2500	Date Jan 2015	Drawn DJ
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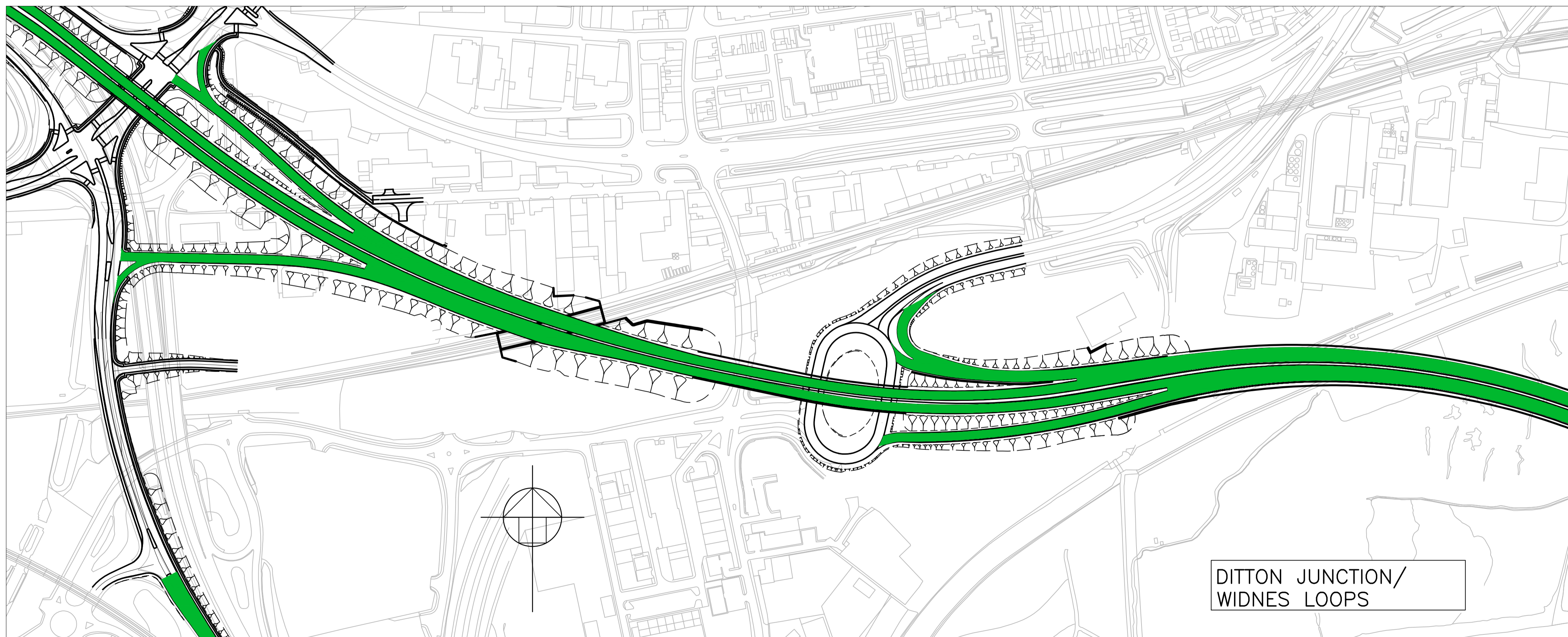
Drw. no. **61034234/RUCO/02** Rev. **B**

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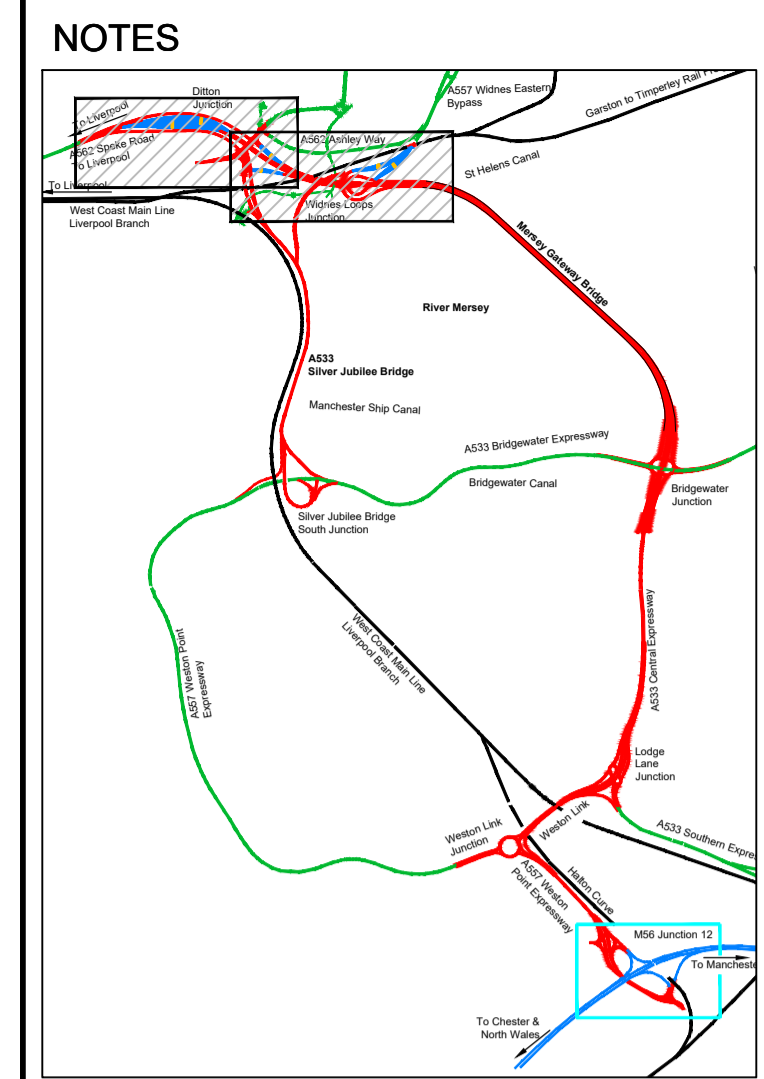




SPEKE ROAD/DITTON JUNCTION



DITTON JUNCTION/WIDNES LOOPS



Site Plan

KEY

RUCO Scheme Road

Rev.	Drawn	Checked	Approved	Date	Description
A	BH	DJ	CEH	26.10.20	FOR INFORMATION
-	BW	BW	CEH	04.02.15	FOR INFORMATION

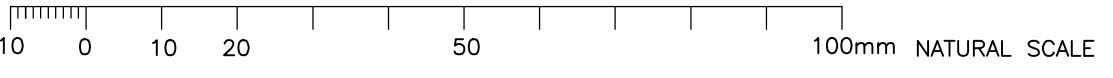


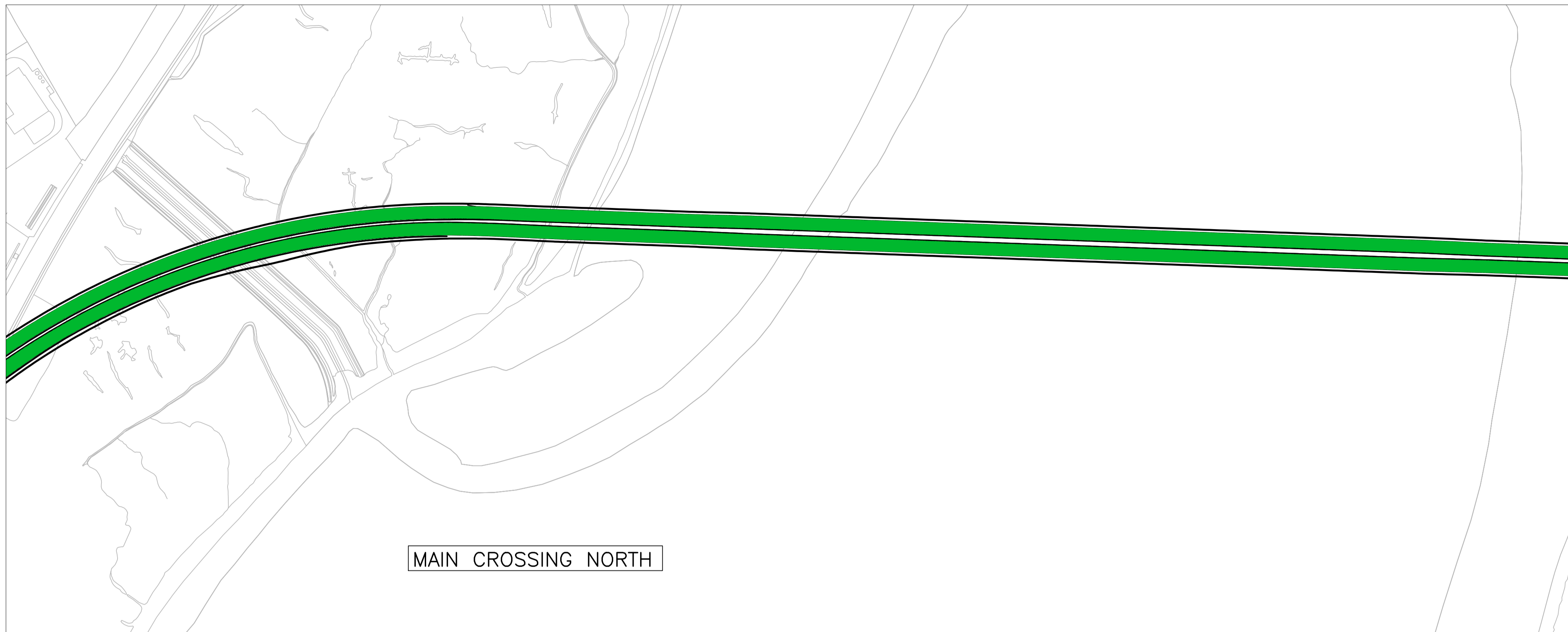
Drawing Title  
**SCHEME ROADS  
SHEET 3 of 5**

Scale	Date	Drawn
1:2500	Jan 2015	DJ

Org. no.	Rev.
61034234/RUCO/03	A

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MAIN CROSSING NORTH

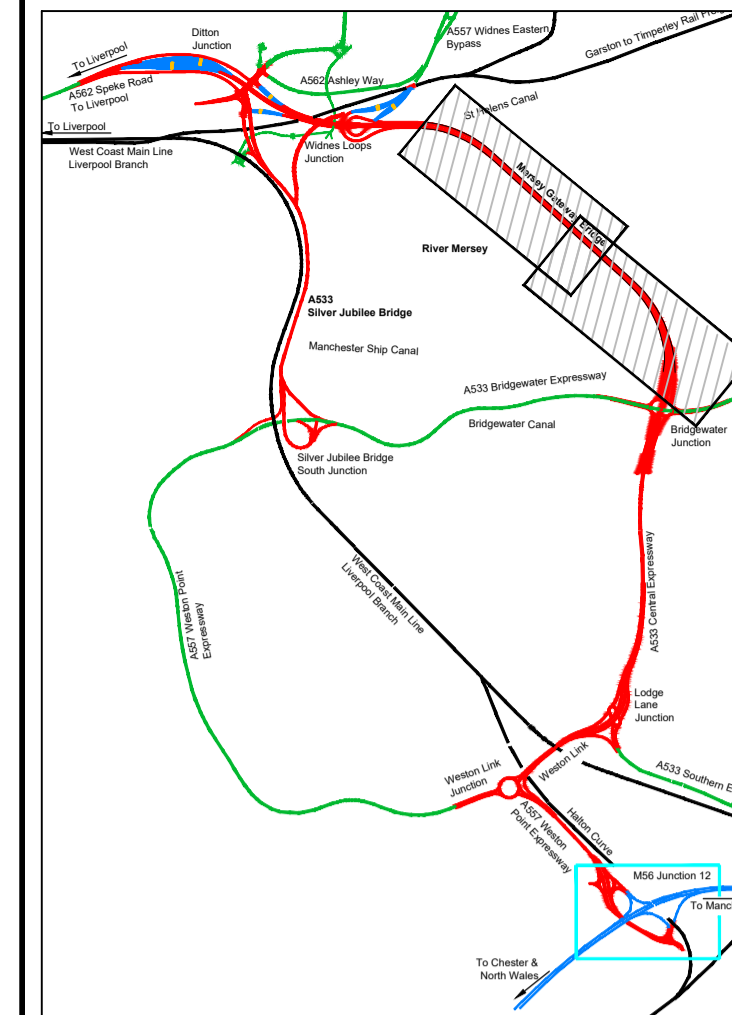
PART 1



MAIN CROSSING/  
SOUTH BRIDGEWATER

PART 2

NOTES



Site Plan

KEY

 RUCO Scheme Road

Rev.	Drawn	Checked	Approved	Date	Description
	DJ	BW	CEH	04.02.15	FOR INFORMATION



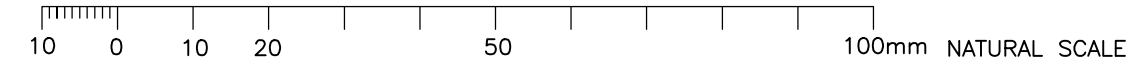
Project  
**PROPOSED ROAD USER CHARGING SCHEME ORDER (RUCSO)**

Drawing Title  
**SCHEME ROADS SHEET 4 of 5**

Scale 1:2500	Date Jan 2015	Drawn DJ
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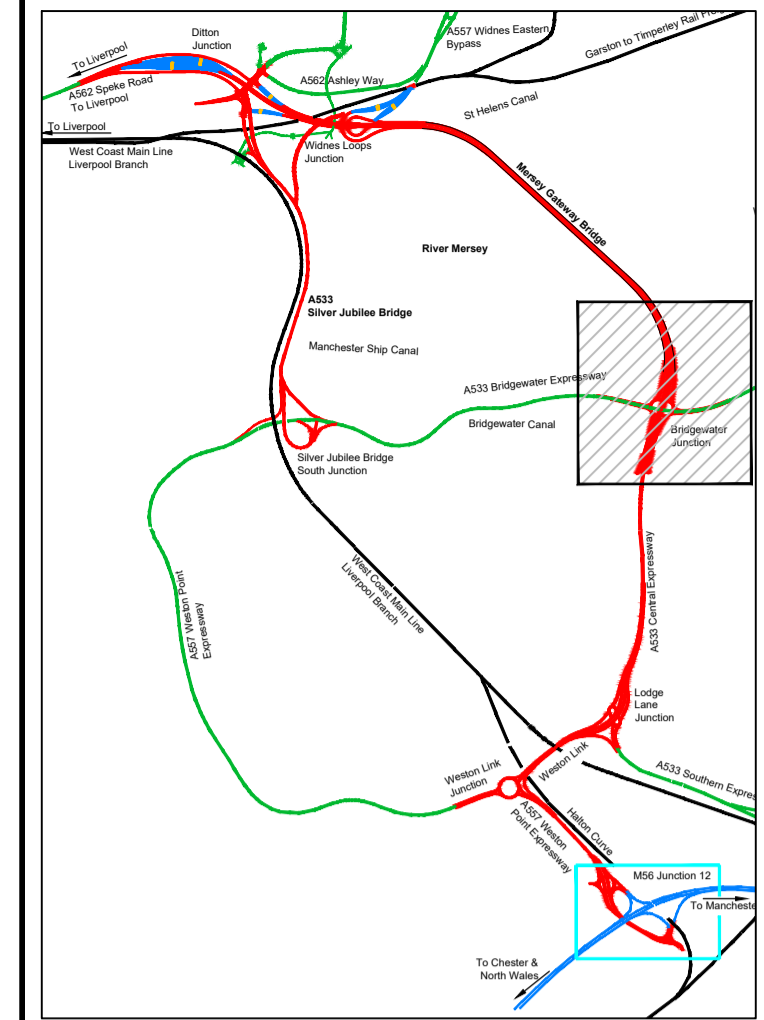
Drwg. no. <b>61034234/RUCO/04</b>	Rev. -
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**NOTES**



Site Plan

**KEY**

 RUCO Scheme Road

Rev.	Drawn	Checked	Approved	Date	Description
	DJ	BW	CEH	04.02.15	FOR INFORMATION



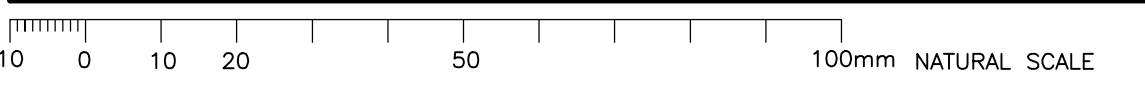
**Project**  
 PROPOSED  
 ROAD USER CHARGING  
 SCHEME ORDER  
 (RUCSO)

**Drawing Title**  
 SCHEME ROADS  
 SHEET 5 of 5

Scale	Date	Drawn
1:2500	Jan 2015	DJ

Org. no.	Rev.
61034234/RUCO/05	-

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# Mersey Gateway Crossings Board

## RUCSO Survey – 2020

Response Analysis – Online only



# Executive summary

Halton Council undertook consultation in connection with the proposal to update the A533 (Mersey Gateway Bridge) and the A557 (Silver Jubilee Bridge) Road User Charging Scheme Order 2018 (“Order”) between **23 September 2020 and 14 October 2020** inclusive.

The Consultation documents, including a copy of the proposed Order, were placed online on the Mersey Gateway website.

100 x printed copies of the survey and accompanying consultation documents were also made available for public consultation. No hard copies were completed.

Feedback to the survey will help with the introduction of the Silver Jubilee Bridge and assist in the running of the Mersey Gateway crossings in the future.

# Consultation – Proposed Changes to Road User Charging Scheme Order



Halton Council is undertaking consultation in connection with the proposal to update the A533 (Mersey Gateway Bridge) and the A557 (Silver Jubilee Bridge) Roads User Charging Scheme Order 2018 ("Order") between 23 September 2020 and 14 October 2020 inclusive.

Consultation documents, including a copy of the proposed Order, can be viewed on the website [www.merseygateway.co.uk/consultation2020](http://www.merseygateway.co.uk/consultation2020)

Please provide as much supporting evidence as possible with each of your responses to the following questions.

### 1. I am responding on behalf of:

- an individual     a company

If responding on behalf of a larger organisation, please make it clear who the organisation represents and, where applicable, how the views of members were assembled.

### 2. Do you agree or disagree that the following drawings (see inside and back) accurately reflect the new road configuration?

- agree     disagree

If you have any other comment about this proposal, please tell us below...

Please continue over page >

Thank you for participating



### 3. Do you agree or disagree with the proposal to: an emergency response vehicle being the property of Her Majesty's Coastguard, notified to the Council, to be exempt from toll charges by reference to its vehicle registration mark?

- agree     disagree

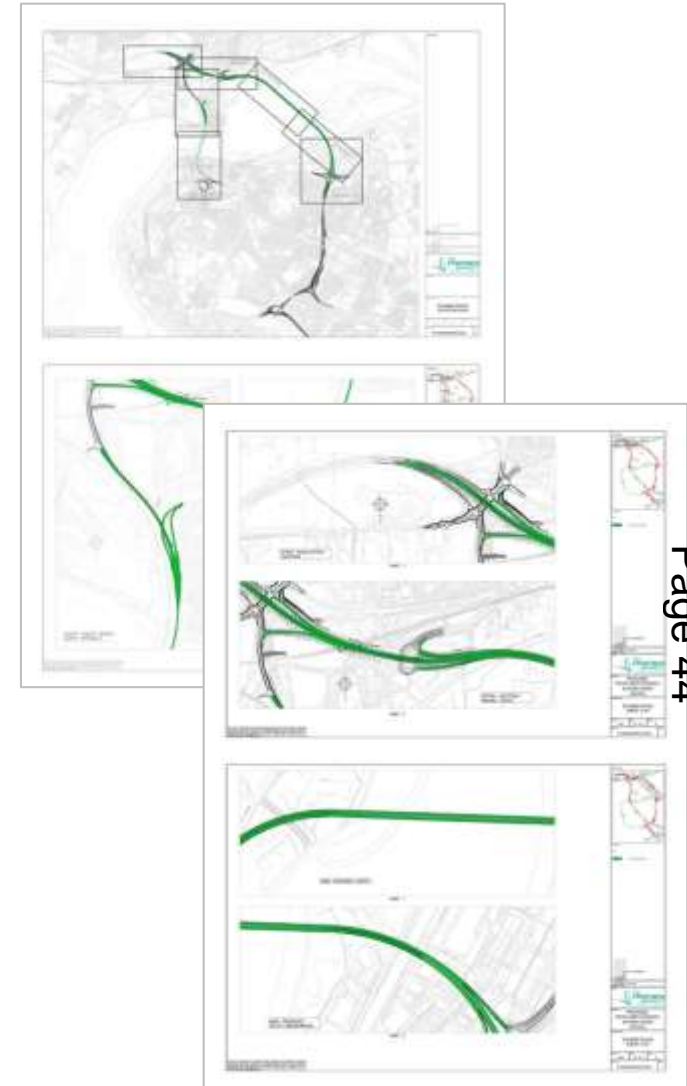
If you have any other comment about this proposal, please tell us below...

### 4. Do you agree or disagree with the table of charges being moved to the Schedule?

- agree     disagree

If you have any other comment about this proposal, please tell us below...

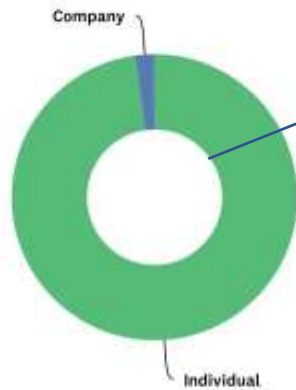
Please return the completed questionnaire to:  
Mersey Gateway Crossings Board/Consultation,  
c/o Halton Borough Council, Halton Direct Link, Brook St, Widnes WA8 6NB  
Alternatively, you can complete this questionnaire online at: [www.merseygateway.co.uk/consultation2020](http://www.merseygateway.co.uk/consultation2020)



# Data explained

I am responding on behalf of:

Answered: 137 Skipped: 0



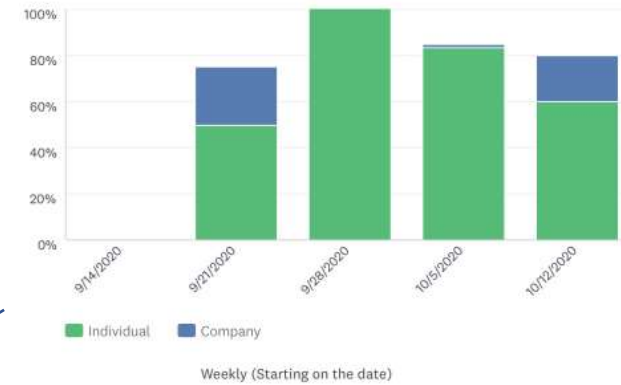
Data highlighting the percentage represented by each of the categories – actual numbers and % shown in the table below

ANSWER CHOICES	RESPONSES	
Individual	97.81%	134
Company	2.19%	3
<b>TOTAL</b>		<b>137</b>

Comments (12)

Word cloud identifying the key words and their frequency of use in the comments – the bigger the word, the more times it appears in the responses. Number of times it was mentioned also indicated by the key below

## Response trends throughout duration of survey



Trends in the response times – when users were more active on the survey

## Key words extracted from comments

charges crossing tolls Halton Scrap use bridge free





# INSIGHTS

137 

Total number of  
online responses

---

2m:44s



Typical time spent

---

100%



Completion rate

---

Q5 

Most skipped question

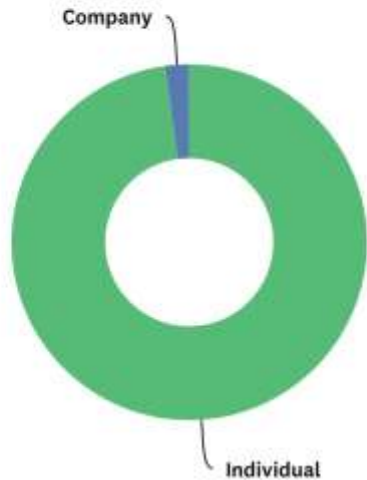
## Question 1:

I am responding on behalf of:



## I am responding on behalf of:

Answered: 137 Skipped: 0



ANSWER CHOICES	RESPONSES	
Individual	97.81%	134
Company	2.19%	3
<b>TOTAL</b>		<b>137</b>

Comments (12)

### 3 x companies include:

- Road Haulage Association Ltd
- The Camping and Caravanning Club
- Local Halton business

## Response trends throughout duration of survey



## Key words extracted from comments

charges crossing tolls Halton Scrap use bridge free

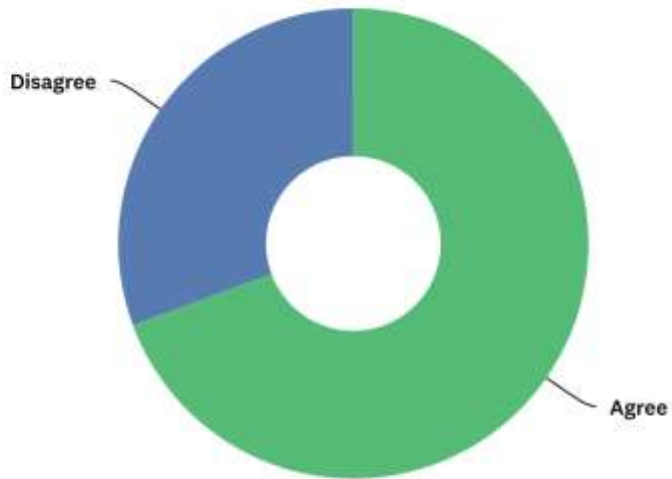


## Question 2:

Do you agree or disagree that the below drawings accurately reflect the new road configuration?

Do you agree or disagree that the below drawings accurately reflect the new road configuration?

Answered: 137 Skipped: 0



ANSWER CHOICES	RESPONSES	
Agree	69.34%	95
Disagree	30.66%	42
<b>TOTAL</b>		<b>137</b>

Comments (28)

## Response trends throughout duration of survey



## Key words extracted from comments

tolls penalties scrapped working correct show  
 toll Bridge use drawings want tolls penalties  
 roads new Widnes Loops charge public tolled  
 Scrap

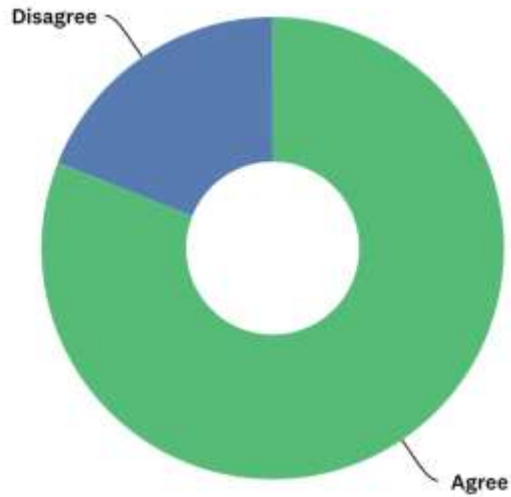


### **Question 3:**

Do you agree or disagree with the proposal to: an emergency response vehicle being the property of Her Majesty's Coastguard, notified to the Council, to be exempt from toll charges by reference to its vehicle registration mark?

Do you agree or disagree with the proposal to: an emergency response vehicle being the property of Her Majesty's Coastguard, notified to the Council, to be exempt from toll charges by reference to its vehicle registration mark?

Answered: 137 Skipped: 0



ANSWER CHOICES	RESPONSES
Agree	81.02% 111
Disagree	18.98% 26
<b>TOTAL</b>	<b>137</b>

Comments (24)

### Response trends throughout duration of survey



### Key words extracted from comments

exempt pay charges everyone tolls one scrapped bridge



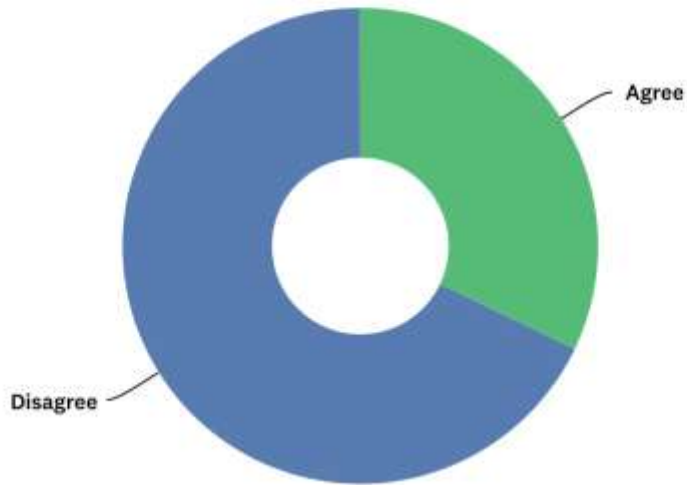
## Question 4:

Do you agree or disagree with the table of charges being moved to the Schedule?



## Do you agree or disagree with the table of charges being moved to the Schedule?

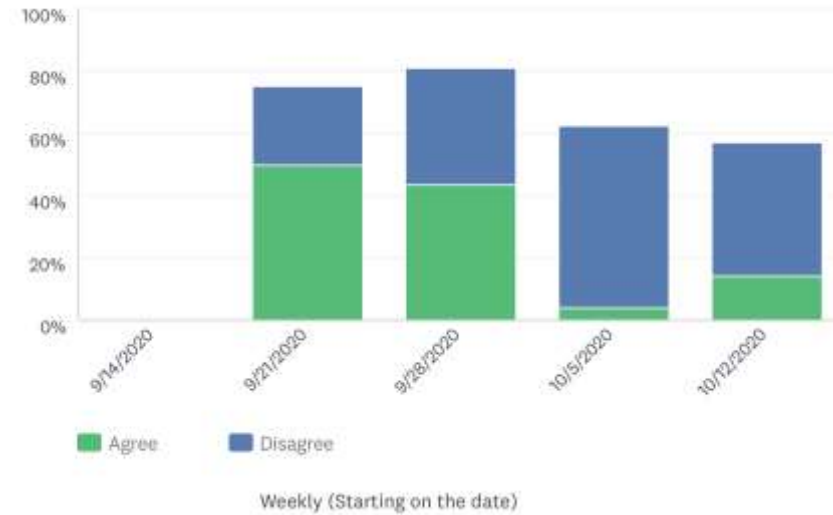
Answered: 137 Skipped: 0



ANSWER CHOICES	RESPONSES
▼ Agree	32.12% 44
▼ Disagree	67.88% 93
<b>TOTAL</b>	<b>137</b>

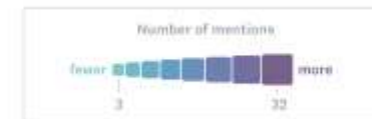
Comments (56)

## Response trends throughout duration of survey



## Key words extracted from comments

make easier<sub>SJB</sub> toll bridge<sub>work</sub> people<sub>new</sub> crossing  
 new bridge scrapped<sub>council</sub> road want tolls don t  
 charges remain free pay public free tax bridge  
 increase Silver Jubilee Bridge<sub>SJB</sub> free  
 free crossing<sub>years</sub> use<sub>since</sub> make

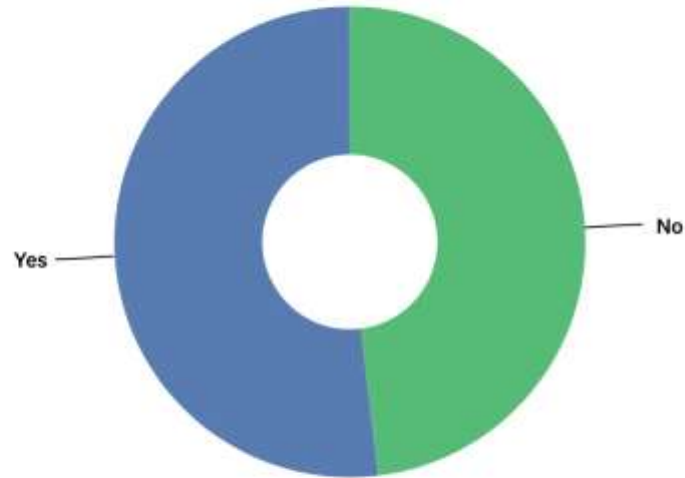


## Question 5:

Future contact consent: Please indicate below if you are happy to be contacted at this time and, if so, provide a suitable email address.

## Future contact consent

Answered: 129 Skipped: 8



ANSWER CHOICES	RESPONSES	
▼ No	48.06%	62
▼ Yes	51.94%	67
<b>TOTAL</b>		<b>129</b>

Comments (80)

## Response trends throughout duration of survey



There were a number of respondents who said NO but then proceeded to supply their email address. To comply with GDPR, only the **'YES'** consents have been extracted for you and placed into an Excel spreadsheet – 64/129. (Three said yes – but supplied no email address)

**List of Organisations Contacted**

AA (Automobile Association)  
Cheshire and Warrington LEP  
Cheshire Constabulary  
Cheshire Fire and Rescue Service  
Cheshire West and Chester Council  
Department for Transport  
Halton Borough Council (Cllrs)  
Knowsley Metropolitan Borough Council  
Liverpool City Council  
Liverpool City Region Combined Authority  
Mersey Fire and Rescue Service  
Merseyside Police Service  
North West Ambulance Service  
North West Transport Roundtable  
North West MPs  
Caravan and Motorhome Club  
The Camping and Caravanning Club  
National Farmers Union  
PATROL  
RAC  
Sefton Metropolitan Borough Council  
St Helen's Metropolitan Council  
Warrington Borough Council  
Wirral Metropolitan Borough Council  
Road Haulage Association  
Logistics UK (ex FTA)  
Disability Equality North West

**REPORT TO:** Executive Board

**DATE:** 19<sup>th</sup> November 2020

**REPORTING OFFICER:** Strategic Director – Enterprise, Community and Resources.

**PORTFOLIO:** Transportation

**SUBJECT:** Disabled Parking Spaces Policy

## **1.0 PURPOSE OF REPORT**

- 1.1 The Council's Disabled Person's Parking Spaces Policy requires updating to bring Halton's approach in-line with those of neighbouring authorities within the Liverpool City Region.
- 1.2 On-street advisory disabled parking spaces have been provided free of charge for the previous 15 years, subject to the applicant meeting certain criteria. Over this period more than 600 residents have applied for a disabled person's parking space, with more than 60% being approved.
- 1.3 The current process requires review due to changes to how mobility allowances are defined and awarded, increasing levels of on-street parking congestion, and the need to update explicit guidance and qualifying criteria in the existing policy.

## **2.0 RECOMMENDED: That**

- 2.1 **The Board approves the revised disabled parking spaces policy (Appendix B).**

## **3.0 SUPPORTING INFORMATION**

- 3.1 Since 2006, the Council has installed advisory on-street disabled person's parking spaces for residents with the most severe mobility issues, allowing them to park their vehicles as close to their property as possible.
- 3.2 To obtain a parking space an application must be made which demonstrates certain qualification criteria. The current application form (Appendix A), can either be accessed on-line, completed at a Halton Direct Link with an advisor, or alternatively posted out and returned via a pre-paid envelope.
- 3.3 To qualify for a disabled person's parking space the applicant must have a Blue Badge, be in receipt of the higher rate of mobility allowance, and have a vehicle registered at their address. There must also be no possibility of off-street parking being provided at the property.
- 3.4 The most common reasons for applications being denied include: the applicant does not have either a Blue Badge, or a vehicle registered at their property,

they have off-street parking available, there are waiting restrictions outside their property, or the road or parking area adjacent to their home is either unadopted or private land (usually owned by a Housing Association).

- 3.5 In some instances, applications have been rejected despite the resident seemingly meeting all the criteria. This usually happens when the routine site assessment reveals concerns over the safety of the proposed parking space or if its location would obstruct neighbouring properties.
- 3.6 The current application form also does not account for changes in how mobility allowances are categorised and awarded. The enhanced component of the Personal Independence Payment (PIP), introduced by the Department of Work and Pensions in 2013, as well as War Disablement Pensioners Mobility Supplement are not listed as qualifying criteria on the current form.
- 3.7 The update of the current application form prompted benchmarking with neighbouring authorities within the Liverpool City Region. This exercise concluded that more information should be requested on the form, as well as amending the qualifying criteria to recognise the changes in mobility allowances.
- 3.8 Appendix B shows a copy of the proposed new application form. Page two of the form provides the updated list of guidelines, in addition to listing all the categories of mobility allowance that meet the criteria. It is anticipated that providing this additional information will make the whole process more straightforward and transparent.

#### **4.0 POLICY IMPLICATIONS**

- 4.1 The work on Disabled Person's Parking Spaces (DPPS) is consistent with the policies and approaches incorporated in Halton's Local Transport Plan and Liverpool City Region's Transport Plan for Growth.
- 4.2 Updating this process brings Halton into line with how other Authorities in the Liverpool City Region manage their residential disabled parking applications.

#### **5.0 OTHER IMPLICATIONS**

- 5.1 None.

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

- 6.1 An efficient and well managed system for disabled parking in residential areas that recognises the needs of both the applicant and wider public contributes both directly and indirectly to all of the five Council priorities. Good transport networks are fundamental to economic growth, employment, and sustainable communities.

#### **7.0 RISK ANALYSIS**

7.1 N/A

**8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 The scheme the Council administers, is purely residential and is designed to allow Blue Badge holders, who have no reasonable off-street parking, the ability to park their vehicles as close to their residences as possible and there is no requirement under the Disability Discrimination Act 1995 or the Equality Act 2010 to provide them.

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

N/A

**APPENDIX A**

**CURRENT FORM**



## **APPLICATION FOR DISABLED PERSONS PARKING SPACE**

Halton Borough Council receives a lot of enquiries from disabled drivers with no off-street parking available who have problems parking their car adjacent to their property.

The best way to help prevent this problem is to apply for a Disabled Persons Parking Space road marking. It is an advisory road marking and has no legal backing but it draws attention to the fact that a disabled person, with restricted mobility, resides at the adjacent property.



Having a Disabled Persons Parking Space on the road outside your house will not guarantee that the space is kept clear at all times, but where these markings have been used in other areas of the Borough, they have been successful in helping disabled drivers park as close as possible to their property.

To qualify for a Disabled Persons Parking Space you must be in receipt of the higher rate of mobility allowance and have a vehicle registered at the address. There must also be no possibility of off-street parking being provided at your property. With this in mind, photocopies of your Blue Badge, Mobility entitlement and V5c Registration Document must be provided. On receipt of this form, an Engineer will make a site inspection to investigate the feasibility of providing such a road marking.

It normally takes around twelve weeks from when you send the application form back before the marking is provided.

## **APPLICATION FOR DISABLED PERSONS PARKING SPACE**

**Applicants Full Name**  
**Address**

**Date of Birth**  
**Telephone Number**

**Owner of Vehicle**

**Vehicle Registration**



**Blue Badge Number**

**Blue Badge Expiry Date**

Do you have access to off-street parking?

**YES/NO**

Is it possible to provide a parking space in the front garden of you property?

**YES/NO**

Are there road humps or yellow lines outside your property?

**YES/NO**

**I declare that the above information is correct and attach copies of the following documents in support of my application.**

- A photocopy of V5c Vehicle Registration Document (Logbook)
- A photocopy of your higher rate mobility allowance
- A photocopy of both sides of the Blue Badge (opened)

**Signed**

**Date**

Please return this form to:  
Halton Borough Council  
Traffic Management Section (DPPS)  
Municipal Building  
Kingsway  
Widnes  
WA8 7QF  
**APPENDIX B – NEW FORM**



**APPLICATION FOR DISABLED PERSONS PARKING**

**Applicants Full Name**

**Date of Birth**

**Address**

**Telephone Number**

**Owner of Vehicle**

**Vehicle Registration**

**Blue Badge Number**

**Blue Badge Expiry Date**

**PLEASE READ THE GUIDELINES ON THE OTHER SIDE OF THIS APPLICATION FORM BEFORE FILLING IN AN APPLICATION FORM.**

I declare that the above information is correct and attach copies of the following documents in support of my application:-

- Copies of both sides of the applicants blue badge as proof of the applicant's entitlement.
- Copy of the V5 document as proof that the vehicle is registered to the address of the applicant.
- Copy of the entitlement to the Enhanced Mobility Component of the Personal Independence Payment (PIP) or the higher rate of mobility component of the Disability Allowance, War Disablement Pensioners Mobility Supplement as proof of the applicant's mobility issue.
- Copy of the applicant's driving licence.

**Signed**

**Date**

**Please return form to:-**

**Halton Borough Council, Traffic Management Section (DPPS), Municipal Building, Kingsway, Widnes, Cheshire, WA8 7QF.**

**Policy**

- a) You possess a Blue Badge that has been awarded for life or an indefinite period.
- b) You will have been awarded Enhanced Mobility Component of the Personal Independence Payment (PIP) or the higher rate of mobility component of the Disability Allowance, War Disablement Pensioners Mobility Supplement as proof of the applicant's mobility issue.
- c) The main vehicle in which your blue badge is used is kept at the application address.
- d) You do not have an off-street parking facility on your own land, and it is not reasonably possible to provide one.
- e) There are no waiting restrictions or bus stops fronting your property and you do not reside in a residents parking area.
- f) A disabled parking bay doesn't already exist at the property. Only one bay per property will be permitted.
- g) Vehicle access, in particular emergency vehicles, and visibility would not be impaired by the provision of an Advisory Disabled Persons Parking Bay.

- h) There are no humps or other traffic calming features directly outside your property.
- i) The road has a speed limit of 30 mph or less.
- j) The current number of Advisory Disabled Persons Parking Bays installed is lower than 10% of the total number of residential properties within a clearly defined block of houses within a road, i.e. 20 houses = maximum of 2 disabled bays at that location.
- k) The requested location of the parking bay is not:
  - 1. listed in the Highway Code as a place where vehicles should not be parked.
  - 2. located in the turning head facility of any cul-de-sac.
  - 3. at a location where there is a history of visibility related accidents.
  - 4. in a position which may prevent the passing of normal traffic flows.
  - 5. in a position where a parked vehicle will be unsighted to travelling vehicles such as on a bend.
  - 6. On unadopted highway or private land.
- l) If you leave the residence after a bay is installed, it is your responsibility to inform the council so that the bay can be removed.
- m) The Advisory Disabled Persons Parking Bay **cannot** be reserved for the exclusive use of the applicant and may be used by any other Blue Badge Holder. Signage will not be provided.
- n) The occurrence of existing parking on the public highway does not automatically mean it is possible to install an Advisory Disabled Persons Parking Bay, as the Highway Authority may not wish to endorse parking at the particular location.
- o) If a parking bay is installed, it will be reviewed at regular periods by the Council to establish if the need for the bay still exists, if it has created any problems, or if it is being misused. The bay may be removed following any such review.
- p) Note: Advisory Disabled Persons Parking Bays are **NOT** legally enforceable by the Police.

***An Eligibility Review will also be carried out. This will consist of resending the supporting documents. If the applicant returns the documents within the time period stated in the letter, the bay would remain. If the form is not returned the bay will be removed.***

### **How long will it take?**

- The **assessment** of an application and decision may take up to **6 weeks**.
- If the application is **successful**, it may take a further **6 weeks** for the road markings to be put in place.



**REPORT TO:** Executive Board

**DATE:** 19<sup>th</sup> November 2020

**REPORTING OFFICER:** Strategic Director, People

**PORTFOLIO:** Physical Environment

**SUBJECT:** Halton Housing Trust Progress Report

**WARD(S):** Borough wide

### **1.0 PURPOSE OF REPORT**

1.1 In accordance with the monitoring framework agreed prior to housing stock transfer, this report provides a further update on Halton Housing Trust's progress since the last report to Executive Board on the 17 January 2019.

**2.0 RECOMMENDATION: That Executive Board Members note the progress set out in the report.**

### **3.0 SUPPORTING INFORMATION**

Neil McGrath, Deputy Group Chief Executive and Chief Financial Officer of Halton Housing Trust will attend the meeting to present the attached report that sets out progress to date. He will be accompanied by Liz Haworth, Chief Executive and Clive Deadman, Chair of Halton Housing.

### **4.0 POLICY IMPLICATIONS**

4.1 There are no policy implications arising from this report.

### **5.0 FINANCIAL IMPLICATIONS**

5.1 None identified.

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

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

None identified.

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

Halton Housing Trust is a major employer in the Borough and a range of employment and skills opportunities are available.

**6.3 A Healthy Halton**

Housing plays a key part in the health of individuals and grants to support community living are provided by the Council.

**6.4 A Safer Halton**

None identified.

**6.5 Halton's Urban Renewal**

Housing is an important contributing factor to some parts of the areas renaissance.

**7.0 RISK ANALYSIS**

7.1 Regular meetings between the Chief Executive of Halton Housing Trust, the Strategic Director, People and officers of Halton Borough Council take place to discuss a range of issues and to explore risks.

**8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 A range of joint partnerships are being considered, for example, joint training and work with migrants.

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

None identified.



# **Annual Report to HBC Executive Board**

**October 2020**

## 1. Executive Summary

- 1.1 The operating environment in which HH is working is becoming increasingly challenging. Rather than just respond to changes in our operating environment we have worked hard to try to influence policy as it is being developed. This has been at both a regional and national level.
- 1.2 Over the last 18 months we have delivered several significant achievements and outcomes. We have a strong brand and reputation which we will build on with our customers, our colleagues, local partners and within the sector.
- 1.3 Some of our key organisational achievements include:
- The “Customeyes” programme has been concluded. The insight from that work has been used to inform the development of our new Customer Contact and Customer Voice strategies. The delivery plans for both strategies are included in the “Driving our Future” change programme.
  - Completed the construction of an additional 85 new homes to March 2020 and a further 49 expected by the end of September 2020. This has taken the number of new homes built and acquired since stock transfer to almost 1,300.
  - Appointed five new apprentices.
  - Achieved highest possible regulatory rating (V1 G1).
- 1.4 We enjoy a strong strategic relationship with HBC, and we continue to be represented and play an active role in contributing towards the Council’s strategic priorities.
- 1.5 During the recent Coronavirus (COVID-19) pandemic our priority has been to support and work with our more vulnerable customers and those that are in a vulnerable situation of homelessness.
- At the beginning of March, following the Government’s announcement that each Local Authority would create a Hub to support residents who have to self-isolate with basics like shopping and getting prescriptions, we have



worked with the Council and Halton and St Helens Voluntary and Community Action to coordinate support.

- We have also worked in partnership with Teardrops, a charity which supports the homeless in Halton and surrounding areas to deliver food hampers each week to our more vulnerable customers. We have donated £3,000 to Teardrops to support this work.
- As part of the Liverpool City Region COVID-19 Operational Group we have also donating £2,500 to each of the Widnes and Runcorn Foodbanks, to support our customers.
- We have also worked with the Council to allocate 15 homes to vulnerable people during the lockdown with the aim of reducing rough sleeping and homelessness.

1.6 Our Direction (OD3) is a framework for how we run the organisation. There are six Priorities. Each Priority has a clear Strategy which sets out the why, how, actions to March 2021, financial implications and the associated KPI's:

1. Customer Focus
2. Places to be proud of
3. Growth and diversification
4. Financially viable and well governed
5. Healthy organisation
6. Brand and reputation

1.7 We aim to provide good services that are both affordable for ourselves and our customers. 87% of our customers think that their rent is good value for money.

1.8 One of our most significant risks is the COVID-19 pandemic. We anticipate that our rent arrears and bad debts will increase. We continue to review the provision within our financial forecasts.

1.9 We are now entering the second year of OD3. Building on the strong foundations of 2019/20 we have embarked on the next exciting phase of the strategy, 'Driving our Future'. Customers remain at the heart of all that we do,

we will continue to innovate, maintain a strong focus on our homes (and build new ones), and further strengthen our brand and reputation as a landlord of choice in the borough and beyond.

- 1.10 We will continue to invest in our neighbourhoods and build new homes. We will build 700 new rented and shared ownership homes over the next five years.

## 2. Introduction

### *Operating Environment*

- 2.1 Whilst performance is strong, there have been changes to the operating environment, such as the rent reductions announced in 2015 and the Coronavirus (COVID-19) pandemic in 2020. As the environment changes, we will continue to monitor performance to gain assurance that those changes are being effectively managed and mitigated.
- 2.2 Rather than just respond to changes in our operating environment we have worked hard to try to influence policy as it is being developed. This has been at both a regional and national level.

### *Key achievements*

- 2.3 Over the last 18 months we have delivered several significant achievements and outcomes. We have a strong brand and reputation which we will build on with our customers, our colleagues, local partners and within the sector.
- 2.4 Some of our key organisational achievements include:
- The “Customeyes” programme has been concluded. The insight from that work has been used to inform the development of our new Customer Contact and Customer Voice strategies. The delivery plans for both strategies are included in the “Driving our Future” change programme.
  - We have continued to demonstrate improvement in the management of health and safety compliance. We have also established a Compliance Committee to monitor progress.

- Completed the construction of an additional 85 new homes to March 2020 and a further 49<sup>1</sup> expected by the end of September 2020. This has taken the number of new homes built and acquired since stock transfer to almost 1,300.
- Appointed five new apprentices in business administration, ICT, joinery and electrical.
- Achieved highest possible regulatory rating (V1 G1).
- Colleague Health and Wellbeing has continued to be a priority, and this has been further validated by the Investor in People (IIP) Health and Wellbeing award we achieved as part of the IIP assessment process.

### *Key Partnerships*

- 2.5 We have continued to actively support and contribute to a wide range of local strategic partnerships and groups across Halton and the wider Liverpool City Region (LCR). We value the opportunity this involvement offers to influence and contribute to key local and regional strategic decision and policy making.
- 2.6 We recognise the value of partnership working across these areas and appreciate how this contributes to the ongoing development of HH and its business as well as how it impacts so positively on the lives of our customers.
- 2.7 We enjoy a strong strategic relationship with Halton Borough Council, and we continue to be represented and play an active role in contributing towards the Council's strategic priorities.
- 2.8 During the recent COVID-19 pandemic our priority has been to support and work with our more vulnerable customers and those that are in a vulnerable situation of homelessness. At the beginning of March, following the Government's announcement that each Local Authority would create a Hub to support residents who have to self-isolate with basics like shopping and getting prescriptions, we have worked with Halton Borough Council and Halton and St Helens Voluntary and Community Action to coordinate support.

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<sup>1</sup> 31 completed to July 2020 and 18 expected during August and September 2020

- 2.9 We have also worked in partnership with Teardrops, a charity which supports the homeless in Halton and surrounding areas to deliver food hampers each week to our more vulnerable customers. We have donated £3,000 to Teardrops to support this work.
- 2.10 As part of the Liverpool City Region COVID-19 Operational Group we have also donating £2,500 to each of the Widnes and Runcorn Foodbanks, to support our customers.
- 2.11 We have also worked with Halton Borough Council to allocate 15 homes to vulnerable people during the lockdown with the aim of reducing rough sleeping and homelessness.

### **3. Our Direction (OD3)**

- 3.1 Since 2012, Our Direction has provided the framework for how we run HH. In April 2019 we launched Our Direction (OD3) This builds upon the earlier versions of Our Direction. Our Direction has been designed to be clear and succinct to ensure it is widely understood and embedded across the organisation.
- 3.2 We are now entering the second year of OD3. Building on the strong foundations of 2019/20 we have embarked on the next exciting phase of the strategy, 'Driving our Future'. To support OD3, we have implemented a robust Programme Management Office to ensure its success, and at the very core, underpinning everything is our corporate vision: Improving people's lives.
- 3.3 Customers remain at the heart of all that we do, we will continue to innovate, maintain a strong focus on our homes (and build new ones), and further strengthen our brand and reputation as a landlord of choice in the borough and beyond.
- 3.4 The priorities for 2020/21 take account of a range of drivers including changes in the external environment, regulatory changes, new priorities arising from

Board strategy discussions, and internal factors including the outcomes of the “Customeyes” programme, Investors in People (IIP) assessment feedback and the IT health check.

3.5 OD3 is a framework for how we run the organisation. There are six Priorities. Each Priorities has a clear Strategy which sets out the why, how, targets to March 2021, financial implications and the associated KPI’s. Our six Priorities are:

1. **Customer Focus** - Customers are our key focus. We will listen to their views, understand their needs and preferences, and deliver services that are accessible, high performing and provide value for money. We will be a pioneer for innovative service delivery using insight, digital and Artificial Intelligence, whilst ensuring our visible presence within our neighbourhoods.
2. **Places to be Proud Of** - We will keep our customers safe and continue investing in our existing homes to make sure they are fit for the future and that we minimise our environmental impact. We will build on our role within our neighbourhoods, working with partners to tackle the challenges they face and create places to be proud of.
3. **Growth and Diversification** - We will continue to grow and diversify our business, developing a whole market housing offer which meets a range of needs including those of older people and those starting out on the housing ladder. We will grow our commercial arm, OSUK to generate profits which help protect our business and subsidise our social housing activity.
4. **Healthy Organisation** - We will deliver all of this through our people. We will create an environment where colleagues are valued and listened to, and where they have a strong voice which shapes our future direction. We will recruit and retain people with the right skills, but more importantly the right behaviours to help us deliver our plans. We will invest in our leaders, our people and our IT and create a healthy organisation where everyone can do a great job in an innovative, collaborative, and agile business.
5. **Well Governed & Financially Viable** - Our plans can only be delivered if we maintain our strong foundations. This means being as efficient and productive as we can be, maximising our income and delivering great

performance. It means being well governed, compliant with regulatory and legal requirements and having the financial capacity to fund our plans.

6. **Brand and Reputation** - We will build on our brand and reputation with our customers, our colleagues, local partners and within the sector. We will be the first choice for people looking for a home within the borough and beyond and a partner of choice for those who invest in our neighbourhoods and provide services to our customers. We will continue to be regarded in the sector as a forward thinking, innovative housing provider.

3.6 We are going to build and acquire 1,000 additional new homes for rent, sale, and shared ownership over the next five years.

3.7 We have four Behaviours, which we expect all our colleagues to demonstrate.

1. **We keep our promises** – making decisions and taking responsibility for seeing things through to the end. It means being open and honest, and explaining what is and is not possible.

2. **We work in partnership** – We work in a collaborative way. It means listening carefully to our customers and colleagues and playing our part in the team and supporting each other.

3. **We are innovative and creative** – We challenge how things are done. We are flexible and open to new ways of doing things. We learn from mistakes and continually seek to improve.

4. **We treat everyone with respect** – most importantly we treat everyone with kindness. By being helpful, approachable, and treating people with respect, we can create a place where difference is valued, and where everyone can thrive and enjoy their job.

## 4 Cross cutting themes

### *Governance*

4.1 We have a strong, challenging Board who drive the business forward and have been fundamental in setting the strategic direction of the organisation. We operate under the NHF Excellence in Governance Code and expectations and

performance are monitored. Our recent assessment of Board effectiveness identified that the Board is operating effectively. A Board Skills and Behaviour Framework was implemented in July 2018. It demonstrates that the skills and behaviour requirements are being met. The assessment of the Board against the Framework was reviewed in 2019 and used to inform the most recent Board appointment.

- 4.2 We have adopted the NHF Merger Code and we have developed our own Merger, Acquisition and Partnership Policy. Within this context HH continues to explore opportunities for enhanced collaboration and where appropriate, acquisitions.
- 4.3 We review the effectiveness of our system of internal control each year. Our latest review confirmed that adequate systems of internal control exist and operated throughout the year and that these systems were aligned to an ongoing process for the management of the significant risks facing HH.
- 4.4 Our latest compliance self-assessment demonstrates how HH is fully compliant with all aspects of the Governance and Financial Viability Standard.

*Value for Money (VfM)*

- 4.5 Achieving and demonstrating VfM is integrated into the way we work at HH. It is part of our values. We aim to deliver the best we can by making the best use of the resources available to us. We want to ensure we deliver VfM for our customers, our communities, and neighbourhoods.
- 4.6 We aim to provide good services that are both affordable for ourselves and our customers; 87% of our customers think that their rent is good value for money.
- 4.7 Within HH we have plans to build a further 708 new homes over the next five years.

*Health & Safety*

4.8 As a landlord and employer, we have a duty of care to ensure all employees and customers are safe in the environments we provide, whether that is their place of work or their home. The profile of our homes is relatively low risk. The Board has assessed its risk appetite in relation to Health and Safety as cautious.

4.9 We have continued to demonstrate improvement in the management of health and safety compliance. Compliance, Health and Safety performance measures are reported to each Board meeting. We have also established a Compliance Committee to monitor progress.

*Diversity*

4.10 We are committed to achieving a working environment, which provides equality of opportunity and freedom from unlawful discrimination on the grounds of race, sex, pregnancy and maternity, marital or civil partnership status, gender reassignment, disability, religion or beliefs, age or sexual orientation. We also aim to provide a service that does not discriminate against its customers in how they can access the services provided by HH.

4.11 The Single Equality Scheme takes account of the requirements within the Equality Act 2010 and the Public-Sector Equality Duty (PSED). The framework describes in a single document how HH will fulfil its statutory and regulatory requirements to promote equality of opportunity, avoid discrimination, demonstrating its commitment to placing the promotion of equality and diversity at the centre of every aspect of its work.

*Environmental*

4.12 We aim to reduce the environmental impact of our activities. We acknowledge that sustained change at HH will be best achieved by the provision of facilities, information, and guidelines to promote encourage and embed permanent



behavioural change in all aspects of the business. Our Environmental Sustainability Strategy will shape the way the Group considers its environmental impact across all its business activities. Over the next three years it will focus on:

- Our approach to reducing our overall carbon footprint and supporting the achievement of the Governments 2050 net zero carbon emissions targets
- Ensuring the long-term sustainability of our business, our assets and our customers as set out in OD3
- Decarbonisation of our homes
- Reducing our operational carbon footprint
- Seeking opportunities for funding from the Government New Green Home Grant
- How we will measure and report our environmental and sustainability performance

#### *Coronavirus (COVID-19) Pandemic*

4.13 As well as serious implications for people's health, COVID-19 is significantly impacting businesses and the wider economy. We have considered the principal risks and uncertainties resulting from the pandemic. Some headline risks that continue to be addressed include:

- The seamless transition to working from home largely because of HH's already well-established flexible working agile culture.
- Emergency repairs and key compliance works have continued throughout the lockdown period. An almost full range of services was resumed on 1st June 2020.
- Only one of the two development sites were shut down for a short period. Fixed prices were in place for all work in progress and an allowance included in budgets for contingencies. The number of shared ownership homes in the development programme is limited and there have been delay on sales completions on a small number of homes.
- Additional monitoring of rent arrears has been introduced. The debt recovery team and welfare benefits advisors are working closely with

customers to maximise take up of benefits and establish affordable payment plans.

## **5 Welfare Reform**

- 5.1 One of our most significant risks is Welfare Reform – particularly UC. We anticipate that our rent arrears and bad debts will increase because of this and the impact of the COVID-19 pandemic. We continue to review the provision within our Financial Forecasts.
- 5.2 Since August 2016 we began to experience the impact of the full digital roll out of UC at around 20 cases per week. The roll out of the service has been difficult to manage and resulted in significant increases in the arrears of those who have transferred to this service. Nonetheless, because of the investments that we have made in our systems and structures, we are achieving our targets. We recognise and appreciate the significant investment made by the Council in providing £65k in Discretionary Housing Payments (DHP) in 2019/20.
- 5.3 We are working hard with our customers to keep them informed and to help them to make changes and plan. During 2019/20 our four Welfare Benefits Money Advisors have generated £2.4m potential annual gains for customers including c£665k in housing related payment benefits
- 5.4 We continue to develop partnerships and we have a place on the board of our local Credit Union, into which we have invested £100k.

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	19 <sup>th</sup> November 2020
<b>REPORTING OFFICER:</b>	Strategic Director, People Directorate
<b>PORTFOLIO:</b>	Physical Environment
<b>SUBJECT:</b>	Eligibility criteria for the Council's Housing and Homelessness Services during the Covid-19 pandemic
<b>WARD(S)</b>	Borough-wide

## 1.0 **PURPOSE OF THE REPORT**

1.1 This Report describes changes to the eligibility criteria for accessing housing and homelessness support that were made as a result of delegated powers to the chief executive during the Coronavirus pandemic. It considers the impact and implications of these changes and seeks approval for an extension of new arrangements.

## 2.0 **RECOMMENDATION: That:**

- i) **Executive Board note the contents of this Report and**
- ii) **Consider the recommendation in paragraph 3.3.3 of this Report to continue with the current approach to determining homelessness eligibility, subject to a review towards the end of the year**

## 3.0 **SUPPORTING INFORMATION**

### 3.1 **Context:**

3.1.1 Under normal circumstances, Local Authorities have a duty to provide temporary accommodation to people who have a priority need, as defined by legislation. The categories of people who fall within this priority needs are:

- Pregnant women
- People with dependent children who live with them
- A person who is deemed vulnerable
- All 16- and 17-year-olds
- A person under the age of 21 who is a former care leaver or foster child

- 3.1.2 The plight of rough sleepers around the country had already drawn the attention of central government, which had pledged to ensure that enough services and supports were available across the country to reduce and potentially eliminate the need for people to sleep rough. Rough sleeping is the extreme end of a spectrum of housing need, and the approach of central government has been to ensure that services and supports are in place to reduce the risk of people reaching that far end of the spectrum.
- 3.1.3 At the start of the lockdown period of the pandemic, central government announced that all local authorities should continue with the statutory eligibility criteria for services but also adopt an approach of supporting all people who approach housing and homelessness services for help, irrespective of their priority need. This meant that, although those in priority need would continue to be supported as before, there was now an additional layer of support for a wider group of vulnerable people that was needed.
- 3.1.4 In accordance with this “all-in” approach, Halton chief executive used his delegated powers to agree this change in eligibility. A similar approach has been agreed across the rest of the Liverpool City Region, with a further review to take place at the end of the year. Six months have now passed and the guidance has not changed; this Report seeks approval to extend the changed eligibility criteria for a further period, as described below.

## 3.2 **Impact of the change in eligibility:**

- 3.2.1 Understandably, the widening of the eligibility criteria has resulted in substantially more direct involvement with people who would not otherwise have been deemed eligible for services, and in particular a considerable number of single homeless people who would previously have been given advice and support, but who would not have fallen within the statutory duty to be accommodated. These additional people are regarded internally as “Covid placements”, and it should be noted that these placements are on top of the placements made of people who fit the statutory priority need criteria.
- 3.2.2 By 19<sup>th</sup> October 2020, 128 Covid placements had been made. More recently, the imposition of Tier 3 Covid restrictions on the area has led to a further increase in demand for support and placements; this seems to be because of “sofa surfers” (people who are essentially homeless but who sleep in the homes of friends or family on a temporary basis). The Tier 3 regulations about people staying in other people’s homes, with the additional fear of transmission of the illness, meant that many people no longer had the option of staying with others, and therefore had no choice other than to present themselves as homeless.

- 3.2.3 This has then created the problem of how to manage this increased level of demand. Existing services had been set up on the basis of a generally known local demand, which, although stretched at times, was adequate. Existing service provision quickly filled up, and it became necessary to place a number of people in hotel accommodation, sometimes some distance away (many local hotels had shut because of the lockdown restrictions), which increased their risks of exposure to coronavirus through travelling on public transport. At any one time, there are still around 14 people staying in temporary hotel accommodation, although most of these are now placed more locally.
- 3.2.4 Other service provision had to be put in place. Some mothballed units at Grangeway Court were reinstated; a new scheme at Columba Hall in Widnes was put in place on a short-term basis, allowing placements of people with less complex needs; local private landlords were contacted to see if they could help; other currently commissioned services also expanded their provision.
- 3.2.5 All this has come at a cost. Around £150,000 has been committed to these Covid-related expenditures, including payments of hotel costs, refurbishment of the mothballed units, acquisition of furniture for new placements and funding of additional placements in existing commissioned services. Some of this has been recouped by Housing Benefit payments, and much of it has been badged against the national Covid payments from central government. However it is likely that there will be a substantial financial shortfall at the end of the year because of the impact of the coronavirus on homelessness provision.

### 3.3 **Discussion and Recommendation:**

- 3.3.1 The thrust of current government policy is now to support people to move on from their homeless accommodation into more permanent settings, and to return to a more normal approach to the delivery of housing and homelessness services. For their part, central government had previously ordered an embargo on evictions of people in rented properties, and this embargo has now been lifted; although the impact of this is not likely to appear for some months (there will be a time-lag because of the time it takes to get eviction cases through court), it is likely that this will further increase the numbers of people across the country who will present themselves as homeless.
- 3.3.2 The question, therefore, is whether it is appropriate to continue to offer a wider eligibility of access to homelessness support, or whether we should return to a stricter statutory definition of homelessness eligibility as described in paragraph 3.1.1 above. If the wider definition is to continue to be used, then this will result in substantial additional costs to the local authority. Equally, it will

ensure that many of the more vulnerable people in our area will continue to receive support.

3.3.3 At this stage, given the recent placement of Halton into Tier 3 of the coronavirus restrictions, and the subsequent announcement of a further national lockdown, it would seem to be inappropriate to tighten the approach that we have taken to supporting local residents who are homeless. Across the country, some 15,000 homeless people were found at least temporary accommodation during the last lockdown; a recent article in The Lancet found that over 260 lives were saved as a result. As winter approaches, it seems that the coronavirus will become more widespread, and it is those who are homeless, or facing potential homelessness, who will be amongst the most vulnerable to the illness.

3.3.4 The approach taken by the other local authorities in the LCR is to continue with this wider definition at least until the end of this year, and then review its need over the longer-term. It is therefore recommended that we adopt a similar approach in Halton, although given the current situation with covid-19, this review should take place at the end of the financial year, rather than the calendar year.

3.3.5 The key issue will be the extent to which the national Covid restrictions imposed on Halton are relaxed. If and when Halton reaches the stage of moving back to Tier 2 restrictions (or, hopefully, lower), then we may have to adopt a more nuanced approach to eligibility, to take account of the extent to which the behaviours of some individuals have contributed to their homelessness. This would be the subject of a further Report to the Executive Board before any such decision were taken.

#### 4.0 **POLICY IMPLICATIONS**

4.1 There are no policy implications arising from this Report.

#### 5.0 **FINANCIAL IMPLICATIONS**

5.1 The financial implications are as described in paragraph 3.2.5 of this Report.

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

6.1 **Children & Young People in Halton:** children and young people, and any families where children are dependents, have always been a priority need for temporary accommodation, and this has not changed under the local amendments to the eligibility criteria. All children and families who have needed temporary accommodation during the period of the pandemic have been provided with this.

6.2 **Employment, Learning & Skills in Halton:** there are no

implications for employment, learning and skills in Halton arising from this Report.

6.3 **A Healthy Halton:** people who are at risk of homelessness, and rough sleepers in particular, frequently have complex lives and multiple problems, including addictions and health problems. People in this position have generally been regarded as being vulnerable, which has placed them within the priority for support, and the changes to the eligibility criteria have not changed this.

6.4 **A Safer Halton:** there are no direct implications for a Safer Halton arising from this Report.

6.5 **Halton's Urban Renewal:** there are no implications for Halton's urban renewal arising from this Report.

## 7.0 RISK ANALYSIS

7.1 The financial risk of continuing with the current approach to determining eligibility for homelessness service has been described above. It is likely that there will be a considerable financial shortfall as a result of adopting this approach.

7.2 This should be balanced, however, against the impact of changing the approach on individual Halton residents, many of whom may have no options available to them for support. There are real risks that more people could become homeless and potentially may have to become rough sleepers; in itself this increases the risks to their health and the potential for them to become infected with Covid-19. The provision of a managed approach to this unique situation can potentially mitigate some of these health risks and reduce the potential for additional coronavirus infection in the borough.

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

Document	Place of Inspection	Contact Officer
Homelessness (Priority Need for Accommodation) (England) Order 2002	Through Contact Officer	Lindsay Smith
Letter to Local Authority Chief Executives from Luke Hall MP, May 2020	Through Contact Officer	Lindsay Smith
Letter to Local Authority Council Leaders and Chief Executives from Kelly Tolhurst MP, October 2020	Through Contact Officer	Lindsay Smith

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	19 <sup>th</sup> November 2020
<b>REPORTING OFFICER:</b>	Strategic Director – Enterprise, Community and Resources
<b>PORTFOLIO:</b>	Physical Environment
<b>SUBJECT:</b>	Unitary Development Plan Draft Supplementary Planning Documents (SPD's)
<b>WARDS:</b>	Borough wide

### **1. PURPOSE OF THE REPORT**

- 1.1. The Council currently has a number of draft Supplementary Planning Documents (SPDs) that were not progressed, and are now unlikely to be progressed in their current form due to the expiration of the Unitary Development Plan. Changes to statutory planning documents require a resolution from Executive Board for formal implementation.

### **2. RECOMMENDATION: That**

- (1) the Board approves the removal of the draft Supplementary Planning Documents (SPDs) from the Halton Local Development Scheme (LDS), in accordance with the relevant legislation.**

### **3. SUPPORTING INFORMATION**

- 3.1. Supplementary planning documents (SPDs) expand on the Council's policies contained in the adopted Development Plan to provide more detailed information and guidance than can be contained in the policies themselves. They give guidance to the public, applicants and developers when making planning applications. Adopted SPDs are a material consideration in determining planning applications. However SPDs are not part of the Development Plan itself, and they do not carry as much weight as a Development Plan policy.
- 3.2. The Delivery and Allocations Local Plan is now at an advanced stage and, once adopted, the Unitary Development Plan will expire. The draft SPDs associated with the UDP will therefore expire alongside their parent UDP policies.
- 3.3. The introduction of a new automated legal land search process undertaken to support land transfer and conveyancing has provided impetus to formalise the status of these draft SPDs. In particular, land searches have to report on development proposals contained within adopted and draft Plans. Therefore including old SPDs on property searches may cause unnecessary concern and



confusion amongst property purchasers and generate unnecessary follow-up enquires to the Council from solicitors and conveyancers.

- 3.4. The Council has the power to revoke SPD's, in accordance with Regulation 15 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). It is recommended that four draft SPDs be formally removed from the Local Development Scheme (LDS).

#### **4. POLICY IMPLICATIONS**

- 4.1. Removing the SPDs from the Local Development Scheme (LDS) will have no policy implications. The objectives of the draft SPDs have been achieved by other means, or superseded by more recent strategies / policies. Currently, as these SPDs remain only in a draft form, they have not been used in Development Management decisions. Any material weight that could have been attributed to the SPD in planning decisions would be outweighed by more recently adopted policy positions. The relevant draft SPDs are as follows:

- 4.2. **Draft Runcorn Old Town SPD** (Last consultation - February 2007)

- 4.3. The purpose of this SPD was to encourage those who have an interest in the vitality and viability of this town centre to follow the practical guidance it contains wherever opportunities arise.

- 4.4. This SPD was not progressed for the following reasons:

- a) Production of the SPD was initially paused due to the commissioning of the Mersey Gateway Regeneration Strategy to avoid any potential mismatch between the two documents.
- b) The policies the SPD was intended to supplement have largely been revoked (Regional Spatial Strategy policies SD2 and EC8 - revoked in 2013) or will shortly be replaced by the DALP (existing Unitary Development Plan policies TC1-6).
- c) The SPD covers the UDP 'town centre boundary' that has subsequently been amended in the Core Strategy.
- d) Many significant changes have affected the background to the proposals within the SPD, including opening of the Mersey Gateway, subsequent SJB delinking, Runcorn Station Quarter development and a much tougher retail business climate.
- e) More recent plans exist to support the regeneration of the Old Town, for example the Runcorn Station Quarter Masterplan.

4.5. **Halton Lea SPD** (Last consultation - February 2007)

4.6. The purpose of this SPD was to encourage all of those who have, or will have, an interest in the vitality and viability of Halton Lea to follow the practical guidance it contains wherever opportunities arise.

4.7. This SPD was not progressed for the following reasons:

- a) Production of the SPD was initially paused due to the commissioning of the Mersey Gateway Regeneration Strategy to avoid any potential mismatch between the two documents.
- b) The policies the SPD was intended to supplement have largely been revoked (Regional Spatial Strategy policies SD2 and EC8 - revoked in 2013) or will shortly be replaced by the DALP (existing Unitary Development Plan policies TC1-6).
- c) The SPD covers the 'town centre boundary' that has subsequently been amended in the Core Strategy.
- d) Many of the proposals within the SPD have been implemented and many other significant changes have affected the background to the SPD, including redevelopment of Vestric House site (Lidl/Polar Ford), increase in office vacancies, office to residential conversion (permitted development), closure of the Courts and a much tougher retail business climate.

4.8. **West Bank SPD** (Last consultation - November 2009)

4.9. The purpose of this SPD was to establish and identify potential development or improvement opportunities within West Bank to help sustain the existing community and deliver regeneration benefits to the area. The SPD also sought to ensure a suitable standard of development was achieved to improve the visual and environmental quality of the area.

4.10. This SPD was not progressed for the following reasons:

- a) The SPD supported targeted regeneration within the West Bank area. Following investment in the area, active intervention in the market is no longer necessary.
- b) The parent policy for this SPD in the Core Strategy Local Plan (Policy CS9 South Widnes) is to be deleted, with no equivalent parent policy in the Delivery and Allocations Local Plan.
- c) The SPD has now been superseded by the Mersey Gateway Regeneration Strategy.

4.11. Halebank Regeneration Area SPD (Last consultation - September 2005)

4.12. The purpose of this SPD was to establish what development or improvement opportunities there are within Halebank to help sustain the existing community and improve the economy of this local area. The SPD is also concerned with ensuring a suitable standard of development is achieved that will improve the visual and environmental quality of the area. This SPD intended to address the following opportunities:

- The reinforcement of the new neighbourhood shopping area and local community facilities.
- Additional housing development including redevelopment of land currently or previously used for business, where ground conditions and location are favourable.
- Improved road and public transport access using the railway and possible new road links to the wider strategic road network.
- Provide mechanisms and guidance to achieve improvements in the quality of existing business operations.
- New woodland planting on the urban fringe and improved public open space provision.

4.13. This SPD was not progressed for the following reasons:

- a) The Core Strategy (including Key Area of Change policy) was progressed negating the need for much of the SPD.
- b) The main proposals of the SPD have been delivered.
- c) The Unitary Development Plan (UDP) policy that the SPD supports will be deleted.
- d) The SPD had regard to the then current Planning Policy Statements (PPS1 and PPS6), now replaced by National Planning Policy Framework (NPPF). The draft SPD may not fully accord with the latest national policy and guidance.
- e) The SPD has now been superseded by the Mersey Gateway Regeneration Strategy.

## **5. FINANCIAL IMPLICATIONS**

5.1 There are no financial implications from this report.

## **6. IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

6.1. As described above, the objectives of the draft SPDs have been achieved by other means or superseded by more recent strategies / policies.

### **6.2. Healthy Halton**

None

### **6.3. Halton's Urban Renewal**

None

**6.4. Children and Young People in Halton**

None.

**6.5. Employment, Learning and Skills in Halton**

None

**6.6. Safer Halton**

None

**7. RISK ANALYSIS**

- 7.1. There are no risks arising from this report or the recommendation. The objectives of the draft SPDs either have been delivered or are taken account of by other more recent strategies and policies.

**8. EQUALITY AND DIVERSITY ISSUES**

- 8.1. There are no equality or diversity issues raised by the issues discussed in this report.

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

Document	Place of Inspection	Contact Officer
(Draft) Halebank Regeneration Area SPD	Municipal Building, Widnes	Alasdair Cross
<a href="https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/spd/Draft/Draft_Halebank_Regeneration_Area_SPD.pdf">https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/spd/Draft/Draft_Halebank_Regeneration_Area_SPD.pdf</a>		
(Draft) Runcorn Old Town SPD	Municipal Building, Widnes	
<a href="https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/spd/Draft/Draft_Runcorn_Old_Town_SPD.pdf">https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/spd/Draft/Draft_Runcorn_Old_Town_SPD.pdf</a>		
(Draft) Halton Lea Town Centre SPD	Municipal Building, Widnes	Alasdair Cross
<a href="https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/spd/Draft/Draft_Halton_Lea_Town_Centre_Strategy_SPD.pdf">https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/spd/Draft/Draft_Halton_Lea_Town_Centre_Strategy_SPD.pdf</a>		
(Draft) West Bank SPD	Municipal Building, Widnes	Alasdair Cross
<a href="https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/spd/Draft/Draft_West_Bank_SPD.pdf">https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/spd/Draft/Draft_West_Bank_SPD.pdf</a>		



<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	19 <sup>th</sup> November 2020
<b>REPORTING OFFICER:</b>	Strategic Director – Enterprise, Community and Resources
<b>PORTFOLIO:</b>	Physical Environment
<b>SUBJECT:</b>	Local Plan - Addendum to the Statement of Community Involvement (SCI)
<b>WARDS:</b>	Borough wide

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

- 1.1 The production of Local Plans for land use planning purposes is supported by statutory process documents. One such document is the 'Statement of Community Involvement' (SCI) 2019. National legislative change requires an addendum (Appendix A) to be temporarily added to the adopted Statement of Community Involvement (SCI), which forms part of the Halton Local Plan Framework. Changes to statutory planning documents require a resolution from Executive Board for formal implementation.
- 1.2 The adopted SCI can be found on the website from the link below:  
<https://www3.halton.gov.uk/Pages/planning/policyguidance/pdf/evidencebase/SCI2019.pdf>

### **2.0 RECOMMENDATION: That**

- 2.1 **the Board approves the addition of the addendum (Appendix A) to the Statement of Community Involvement (SCI) for Local Plan making.**

### **3.0 SUPPORTING INFORMATION**

- 3.1 The Government has introduced new legislation to help deal with governance issues during the coronavirus (COVID-19) pandemic. The relevant legislation here is the Town and Country Planning (Development Management Procedure, Listed Buildings and Environmental Impact Assessment) (England) (Coronavirus) (Amendment) Regulations 2020.
- 3.2 These new regulations provide for the temporary suspension (until 31<sup>st</sup> December 2020) of certain planning consultation procedures where they may conflict with Covid-19 public health priorities. This affects the holding of public meetings, public committee meetings, making documents available to view in public locations (i.e. offices / libraries) and the holding of referenda on Neighbourhood Plans etc.

3.3 The SCI was approved by the Executive Board on 13<sup>th</sup> April 2019. The SCI is a statutory requirement and sets out how the Council will involve the local community, stakeholders, and statutory bodies in the preparation and revision of Local Plans. The SCI also describes the Council's procedures for involving the community when considering planning applications and major proposals for development. The SCI forms part of a suite of documents that make up Halton's Local Plan.

#### **4.0 POLICY IMPLICATIONS**

4.1 The Council's first SCI was adopted in 2006, and revised in 2012 and 2019. It is being updated in 2020 because there have been a number of legislative changes to the way that planning documents are publicised and consulted upon during the COVID 19 pandemic.

4.2 The SCI addendum has been produced to ensure that the Council, through its function as a Local Planning Authority, complies with national planning policy and regulations.

#### **5.0 OTHER IMPLICATIONS**

5.1 There are no other implications arising from the subject of this report.

#### **6.0 RISK ANALYSIS**

6.1 There are legal and financial risks that can arise from not following statutory procedures for the preparation of local plans. For example, the process can be challenged through the Courts if the relevant national legislation is not followed.

#### **7.0 EQUALITY AND DIVERSITY ISSUES**

7.1 There are no equality and diversity implications arising from the subject of this report.

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

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
Town and Country Planning (Development Management Procedure, Listed Building and Environmental Impact Assessment)(England)(Coronavirus) (Amendment) Regulations 2020.	Planning & Transport Strategy, Municipal Building	Alasdair Cross
Planning and Compulsory Purchase Act (2004 as amended) Section 18	Planning & Transport Strategy, Municipal Building	Alasdair Cross
Town and Country Planning (Local	Planning & Transport	Alasdair Cross

Planning) (England) Regulations 2012 (as amended)	Strategy, Municipal Building	
Halton Local Development Scheme	Planning & Transport Strategy, Municipal Building	Alasdair Cross



## Addendum (Covid-19) to the adopted SCI 2019

1. Government has issued new guidance<sup>1</sup> and regulations allowing for the temporary suspension (until 31<sup>st</sup> December 2020) of certain planning consultation procedures where they may conflict with Covid-19 public health priorities.
2. This affects the holding of public meetings, public committee meetings, making documents available to view in public locations (i.e. offices / libraries) and the holding of referenda on Neighbourhood Plans etc.
3. The following table sets out the detailed amendments to the adopted 2019 Statement of Community Involvement. The Council will keep the situation under review and will seek to reintroduce those methods suspended on the basis of as Government and Public Health advice.

Page/ Section/ Paragraph	Current text	Replacement/additional text	Reason for the change
Page 6 Section 1 Paragraph 1.7		Additional bullet point – The Town and Country Planning (Development Procedure, Listed Building and Environmental Impact Assessment)(England)(Coronaviruses)(Amendment) Regulations 2020 sets out revised requirements for consultation on planning matters during the pandemic (COVID 19)	Revised Regulatory Framework <sup>2</sup>
Page 7 Section 2 Paragraph 2.3	Make information available at 'deposit locations'	Delete	The revised regulations suspend the requirement to make copies of documents available for inspection at deposit locations.
Page 11 Section 4 Paragraph 4.6	Information relating to the formal 'scoping' stage (Reg 18) will be made available for viewing at deposit locations (as listed in Section 10) and made available on the Council's website.	Information relating to the formal 'scoping' stage (Reg 18) will be made available on the Council's website.	
Page 11 Section 4 Paragraph 4.7	During formal consultation(s) in the production stage of a LDD the SA and SEA will be made	During formal consultation(s) in the production stage of a LDD the SA and SEA will be made available on the Council website.	

<sup>1</sup> <https://www.gov.uk/guidance/coronavirus-covid-19-planning-update>

<sup>2</sup> The Town and Country Planning (Development Management Procedure, Listed Building and Environmental Impact Assessment)(England)(Coronavirus)(Amendment) Regulations 2020

	available at deposit locations and on the Council website.		
Page 12 Section 4 Paragraph 4.9	The draft LDD and supporting documents will be placed at deposit locations and will be made available on the Council website.	The draft LDD and supporting documents will be made available on the Council website.	
Page 12 Section 4 Paragraph 4.11	The 'submission' version of the LDD, the SA and supporting documents will be placed at deposit locations and on the Council website.	The 'submission' version of the LDD, the SA and supporting documents will be made available on the Council website.	
Page 15 Section 4 Paragraph 4.22	Following an internal approvals process, the statement of consultation and an adoption statement will be made available on the Council website and at deposit locations.	Following an internal approvals process, the statement of consultation and an adoption statement will be made available on the Council website.	
Page 18 Section 5 Paragraph 5.15		The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 made on Thursday 2 April 2020 and apply to all local authority meetings up to 7 May 2021.	The inclusion of revised Regulations
Page 21 Section 6 Paragraph 6.11		The Government have introduced changes to the neighbourhood planning process to support local authorities and provide some reassurance to communities with neighbourhood plans that are awaiting referendum. The main changes are: <ul style="list-style-type: none"> <li>• Regulations linked to the Coronavirus Act 2020 mean that no elections or referendums can take place until 6 May 2021. This includes neighbourhood planning referendums.</li> </ul> These provisions will be kept under review and may be amended or revoked in response to changing circumstances.	The inclusion of revised Regulations
Page 28 Section 7 Paragraph 7.7	The Council will produce and Adoption Statement, advertise that the Schedule has been adopted and make the	Council will produce and Adoption Statement, advertise that the Schedule has been adopted and make the document available for public inspection on the Council website.	The revised regulations suspend the requirement to make documents

	document available for public inspection at the main Council Planning Offices and on the Council website.		available for inspection at deposit locations.
Page 29 Section 10 Paragraph 10.2	All consultation material will be made available in Halton Direct Link offices and in all Halton's libraries. The location and opening times of the Councils offices and libraries can be found online at: <a href="http://www3.halton.gov.uk/educationandlearning/libraries/">http://www3.halton.gov.uk/educationandlearning/libraries/</a>	Delete	

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	19 November 2020
<b>REPORTING OFFICER:</b>	Operational Director – Finance
<b>PORTFOLIO:</b>	Resources
<b>SUBJECT:</b>	2020/21 Revenue Spending as at 30 September 2020
<b>WARD(S):</b>	Borough-wide

## **1.0 PURPOSE OF REPORT**

- 1.1 To report the Council's overall revenue net spending position as at 30 September 2020 together with a forecast outturn position.
- 1.2 To report on the financial impact of Covid-19 and to summarise general 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) **Council be requested to approve the revisions to the Capital Programme as set out in paragraph 3.19.**

## **3.0 SUPPORTING INFORMATION**

### **Revenue Spending**

- 3.1 Appendix 1 presents a summary of spending against the operational revenue budget up to 30 September 2020 and Appendix 2 provides detailed figures for each individual Department. In overall terms the outturn forecast for the year shows that net spend will be over the approved budget by £4.752m. In comparison to the forecast overspend of £6.951m reported at the end of June 2020 this represents a significantly improved position, but still of great concern.
- 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 £2.388m.

In comparison the forecast at the end of June 2020 was an overspend of £3.846m. The reduction in net costs between the past two quarters is evidenced in a number of Departments with significant changes in the net costs for Community & Environment and the Complex Care Pool. Further information on this is included within the report.

- 3.3 Net costs and loss of income associated with Covid-19 are forecast to add a further £2.364m to the budget strain for the year, after allowing for grant income already received. Again, this is an improvement on the net forecast cost of £3.105m forecast at June 2020. This has been helped by further Government funding and the introduction of a Government compensation for losses associated with sales, fees and charges.
- 3.4 It should be noted that the financial information included in this report includes a high number of assumptions on costs and loss of income for the final six months of the year. Whilst Finance Officers are able to use historical data and trends to forecast day to day costs the impact of Covid adds complexity. The report assumes that the pandemic will continue to have a strain on service demand until the end of the financial year, in terms of both additional support that services will need to provide and a negative impact on use of chargeable services.

#### **Revenue - Operational Spending (Non Covid)**

- 3.5 Operational net spending (excluding Covid) for the first six months of the year is £36.575m, this exceeds the available budget by £0.576m. Based on current forecasts it is estimated net spend will exceed the approved budget for the year by £2.388m as at 31 March 2021.
- 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.
- 3.7 Within the overall budget position for the quarter, the key budget variances are as follows;

(i) **Children and Families Department:-**

The Department's net spend position is currently £1.309m over budget. The projected outturn forecast is for the Department to overspend by £2.776m against a net budget of £23.709m. This represents an increase of £0.489m from that reported at June 2020.

The major strain on the budget continues to be the demand and cost of residential placements. A number of high cost residential placements made at the end of Quarter 4 2019/20 initially increased the full year projected costs for 2020/21. However, throughout the last quarter the forecast outturn has increased significantly due to additional young people entering residential care and an increase in those higher costs packages.

It is forecast the cost of residential placements (based on current demand) will reach £8.820m by 31 March 2021 compared to total costs of £7.129m in the last financial year, an increase of £1.691m (24%).

(ii) **Adult Social Care Department:-**

The Department's net spend position is currently £0.831m over budget. The projected outturn forecast is for the Department to overspend by £1.823m against a net budget of £39.525m.

The current budget pressure can be linked to two areas; Council run care homes are expected to exceed budget by £0.635m at 31 March 2021 and the Community Care Division is expected to exceed budget by £1.283m.

The main budget pressure area for the four Care Homes continues to be the cost of staffing and in particular the high cost of agency staff. Work continues to review the staffing requirements at all establishments but the pandemic has slowed down the programme to achieve this. Additional staffing needs relating directly to the pandemic will continue to be funded from Government received Covid grant.

With regard to the budget pressures within the Community Care Division, an exercise is being carried out to ensure packages of care during the pandemic have been coded correctly. To date, as a result of this funding check, £0.130m of residential costs have been moved to Covid funding. Work on domiciliary packages of care is currently underway and is expected to be completed in the next few weeks. It is estimated that a further £0.300m will be eligible to be coded to the Hospital Discharge Programme, reducing the overall operational overspend to below £1m.

Direct Payments, as in previous years, continues to be a budget pressure. However, a task and finish group was set up in July and has so far identified £0.382m of savings. This work is ongoing.

(iii) **Education, Inclusion & Provision:-**

The net Departmental expenditure is £0.093m above budget at the end of quarter two. The outturn forecast for 2020/21 is currently a projected overspend against budget of £0.659m.

There are two main budget pressure areas, the first is unachieved efficiency saving targets of £0.324m put forward in previous years and the second area being the continued high cost of school transport.

The Council has a statutory responsibility to provide Special Educational Needs pupils with transport and there is a large demand for this service. An unachieved efficiency saving was offered up against the service in 2019/20, which has added to the forecast overspend for the year of £0.290m. It is worth noting that

the projected overspend for 2020/21 is currently lower than 2019/20 final position of £0.774m over budget. This is mainly due to the current Covid-19 situation and schools being temporarily shut in the summer term. It is likely as things return to normal the Council will see the overspend position increase unless proposed efficiency measures are introduced.

(iv) **ICT & Support Services:-**

The department net spend position is £0.306m over the profiled budget as at the end of Q2, the forecast for remainder of the year is for net spend to be £0.477m over the available budget.

Increasing costs for Microsoft licence agreements continue to have an adverse impact on the budget position. Further to this are potential VMware costs which have been factored into forecasts for the remainder of the year. Income from external clients is currently lower than the profiled income target and likely to be £0.433m below the income target at year end.

(v) **Community and Environment:-**

The Department has been greatly affected by Covid-19 in the first half of 2020/21. Many services were halted for at least part of the first half of the year, whilst others have had to make changes to working methods and service delivery, all of which have had an impact on the Department's budgetary position. As such, the estimated Department outturn for 2020/21 has changed considerably from 2019/20, with the caveat that there are many uncertainties around when and how service provision can begin to return to normal.

As at Q1 it was forecast the Department would overspend on the annual net budget by approximately £0.079m that position has now been revised and the current forecast is for the department to have an underspend against the net budget in the region of £0.363m.

Cost savings have been achieved with a reduction in staffing from reduced overtime and casual usage, in addition vacancies which have occurred in the first half of the year have been held open until services return to normal. Premises and supplies & services costs are also down on this point last year.

### **Revenue – COVID - 19 Net Spending**

- 3.8 The impact of Covid-19 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. There is the possibility the impact will continue to be felt in future years, of which will be addressed in the Medium Term Financial Forecast.

- 3.9 The forecast total gross cost of Covid-19 including income losses for the year to 31 March 2021 is estimated at £17.217m.
- 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 Covid-19 is currently forecast at £8.560m. This forecast is based on a number of assumptions, including growth of 20% over the next 6 months to the number of applications for council tax reduction and losses in collection of 10% for business rates and 5% for council tax. This is a prudent estimate and is being reviewed on a monthly basis.
- 3.12 To date the Council has received four tranches of un-ringfenced funding to cover general costs and loss of income associated with Covid-19. In total the funding allocated to date is £12.837m. Of this £0.438m was used in meeting costs incurred in 2019/20.
- 3.13 For the purposes of this section of the report, Government grant for ringfenced purposes is excluded.
- 3.14 Government have announced a compensation scheme to help part fund the loss of sales/fees and charges income which Councils incur as a result of the pandemic. 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.
- 3.15 The Council have submitted a first claim under the income compensation scheme for £0.979m. A further two claims can be made at the end of December 2020 and March 2021. Based on forecast losses it is estimated the Council could benefit from the scheme by a total of £2.454m. This amount is subject to change based on future usage and continuation of chargeable services.
- 3.16 In summary there is a forecast shortfall in Government funding of £10.924m, summarised as per Table A:



Table A

	£m
Funding Received	
General Covid Grant	12.837
Forecast Income Compensation	2.454
less	
Covid-19 Costs 2020/21	17.217
Costs Incurred in March 2020	0.438
<b>Forecast 2020.21 Deficit</b>	<b>2.364</b>
Collection Fund Shortfall	8.560
<b>Shortfall in Funding</b>	<b>10.924</b>

### Funding the Shortfall / Reserves

- 3.17 Government have 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.
- 3.18 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

- 3.19 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. New Leisure Centre
  2. Foundary Lane Residential Area
  3. Runcorn Town Centre Development
  4. Mersey Gateway – Land Acquisition
  5. Mersey Gateway – Development Costs
  6. Integrated Transport & Network Management
  7. Lilycross
  8. Disabled Facilities Grant
  9. Oak Meadow Redesign
  10. Madeline McKenna Care Home

- 11. SEND capital allocation
- 12. Basic Need Projects
- 13. Brookfields @ The Grange

3.20 Capital spending at 30th September 2020 totalled £15.1m, which is 98% of the planned spending of £15.5m at this stage. This represents 35.6% of the total Capital Programme of £42.4m (which assumes a 20% slippage between years).

#### **4.0 CONCLUSIONS**

- 4.1 As at 30 September 2020 the forecast net spend outturn (including the net impact of Covid) will be £4.752m over the available budget.
- 4.2 To address day to day operational budget pressures Departments should ensure that all spending continues to be restricted 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 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 now 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.
- 6.2 A budget risk register of significant financial risks is maintained which is monitored by Management Team.

#### **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 September 2020

## APPENDIX 1

Directorate / Department	Annual Budget £'000	Budget To Date £'000	Actual To Date £'000	Variance (Overspend) £'000	Forecast Outturn (Overspend)
Community & Environment	24,448	7,263	6,997	266	363
Economy, Enterprise & Property	2,173	1,606	1,606	0	(13)
Finance	4,933	5,462	5,294	168	54
ICT & Support Services	-876	-722	-416	(306)	(477)
Legal & Democratic Services	482	188	112	76	165
Planning & Transportation	8,709	2,663	2,552	111	227
Policy, People, Performance & Efficiency	397	-127	-124	(3)	24
<b>Enterprise, Community &amp; Resources</b>	<b>40,266</b>	<b>16,333</b>	<b>16,021</b>	<b>312</b>	<b>343</b>
Adult Social Care (inc Community Care)	44,132	20,060	20,891	(831)	(1,823)
Children & Families	23,713	9,436	10,745	(1,309)	(2,776)
Complex Care Pool	3,956	1,544	931	613	877
Education, Inclusion & Provision	7,409	5,323	5,416	(93)	(659)
Public Health & Public Protection	1,296	613	552	61	120
<b>People</b>	<b>80,506</b>	<b>36,976</b>	<b>38,535</b>	<b>(1,559)</b>	<b>(4,261)</b>
Corporate & Democracy	53	-1,926	-2,597	671	1,530
Mersey Gateway	0	-15,384	-15,384	0	0
<b>Operational Net Spend</b>	<b>120,825</b>	<b>35,999</b>	<b>36,575</b>	<b>(576)</b>	<b>(2,388)</b>
Covid-19 Additional Costs	-464	-464	5,735	(6,199)	(12,626)
Covid-19 Shortfall in Budgeted Income Targets	-4,591	-3,037	0	(3,037)	(4,591)
Less: Government Non-Specific Grant (Tranche 1-4)	0	0	-8,257	8,257	12,399
Less: Sales, Fees and Charges Compensation Scheme	0	0	-979	979	2,454
<b>Covid Net Spend</b>	<b>-5,055</b>	<b>-3,501</b>	<b>-3,501</b>	<b>0</b>	<b>(2,364)</b>
<b>Total Net Spend (Including Covid-19)</b>	<b>115,770</b>	<b>32,498</b>	<b>33,074</b>	<b>(576)</b>	<b>(4,752)</b>



## APPENDIX 2

## Community &amp; Environment Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	13,636	6,570	6,165	405	493
Premises	2,176	1,314	924	390	463
Supplies & Services	979	491	475	16	9
Book Fund	155	40	40	0	0
Hired Services	541	155	66	89	179
Food Provisions	85	15	12	3	2
School Meals Food	1,384	154	134	20	0
Transport	157	86	91	(5)	(10)
Area Forum	210	34	34	0	0
Contribution to Archives	57	0	0	0	0
Levies	31	31	30	1	1
Waste Disposal Contract	6,188	0	0	0	136
Grants to Voluntary Organisations	84	0	0	0	65
Grant to Norton Priory	172	86	87	(1)	(1)
Capital Financing	0	0	50	(50)	(50)
Rolling Projects	0	0	86	(86)	(86)
<b>Total Expenditure</b>	<b>25,855</b>	<b>8,976</b>	<b>8,194</b>	<b>782</b>	<b>1,201</b>
<b>Income</b>					
Sales Income	-737	-450	-203	(247)	(325)
School Meals Sales	-1,274	-100	-86	(14)	(40)
Fees & Charges Income	-3,484	-2,281	-2,128	(153)	(345)
Rents Income	-78	-39	-28	(11)	(22)
Government Grant Income	-1,077	-1,077	-943	(134)	(134)
Reimbursements & Other Grant Income	-547	-108	-95	(13)	44
Schools SLA	-1,208	-1,208	-1,309	101	101
Internal Fees Income	-380	-166	-37	(129)	(320)
School Meals Other Income	-130	-22	2	(24)	(31)
Catering Fees	-14	-9	-9	0	0
Capital Salaries	-173	-60	-57	(3)	(7)
Transfers from Reserves	-133	-38	-38	0	18
<b>Total Income</b>	<b>-9,235</b>	<b>-5,558</b>	<b>-4,931</b>	<b>(627)</b>	<b>(1,061)</b>
<b>Net Operational Expenditure</b>	<b>16,620</b>	<b>3,418</b>	<b>3,263</b>	<b>155</b>	<b>140</b>

## Community &amp; Environment Department (continued)

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Covid Costs</b>					
Community Development	0	0	1	(1)	(1)
Community Safety	0	0	9	(9)	(9)
Leisure & Recreation	0	0	7	(7)	(16)
Open Spaces	0	0	248	(248)	(299)
Schools Catering	0	0	19	(19)	(19)
Waste & Environmental Improvement	0	0	3	(3)	(592)
Shielding Hub	0	0	25	(25)	(25)
<b>Avoided Costs</b>					
Commercial Catering	98	24	0	24	98
Community Development	35	27	0	27	35
Leisure & Recreation	368	126	0	126	368
Open Spaces	712	245	0	245	712
Schools Catering	972	651	0	651	972
Stadium	451	92	0	92	451
<b>Covid Loss of Income</b>					
Commercial Catering	-110	-34	0	(34)	(110)
Community Development	-269	-147	0	(147)	(269)
Leisure & Recreation	-1,091	-653	0	(653)	(1,091)
Open Spaces	-1,263	-514	0	(514)	(1,263)
Schools Catering	-1,497	-954	0	(954)	(1,497)
Stadium	-682	-215	0	(215)	(682)
Waste & Environmental Improvement	-12	-12	0	(12)	(12)
Government Grant Income	0	0	-1,676	1,676	3,249
<b>Net Covid Expenditure</b>	<b>-2,288</b>	<b>-1,364</b>	<b>-1,364</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	1,640	820	820	0	0
Transport Support	2,360	1,184	1,073	111	223
Central Support	4,170	2,085	2,085	0	0
Asset Rental Support	146	0	0	0	0
Recharge Income	-488	-244	-244	0	0
<b>Net Total Recharges</b>	<b>7,828</b>	<b>3,845</b>	<b>3,734</b>	<b>111</b>	<b>223</b>
<b>Net Departmental Expenditure</b>	<b>22,160</b>	<b>5,899</b>	<b>5,633</b>	<b>266</b>	<b>363</b>

## Economy, Enterprise &amp; Property Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	4,472	2,129	2,145	(16)	(31)
Repairs & Maintenance	2,205	995	895	100	200
Premises	76	64	64	0	0
Energy & Water Costs	694	252	234	18	33
NNDR	472	464	486	(22)	(22)
Rents	179	63	63	0	1
Economic Regeneration Activities	34	5	0	5	10
Security	471	168	168	0	0
Supplies & Services	260	212	197	15	15
Supplies & Services - Grant/External Funded	1,022	386	386	0	0
Grants to Voluntary Organisation	150	19	19	0	0
Covid-19 Discretionary Business Support Grant	831	831	831	0	0
Capital Financing	21	21	21	0	0
Transfer to Reserves	210	122	122	0	0
<b>Total Expenditure</b>	<b>11,097</b>	<b>5,731</b>	<b>5,631</b>	<b>100</b>	<b>206</b>
<b>Income</b>					
Fees & Charges	-876	-301	-301	0	(1)
Rent - Commercial Properties	-665	-319	-221	(98)	(216)
Rent - Investment Properties	-39	-17	-17	0	0
Rent - Markets	-544	-200	-198	(2)	(2)
Government Grant Income	-1,615	-1,012	-1,012	0	0
Reimbursements & Other Income	-1,044	-178	-178	0	0
Schools SLA Income	-440	-434	-434	0	0
Recharges to Capital	-206	-67	-67	0	0
Transfer from Reserves	-794	-244	-244	0	0
<b>Total Income</b>	<b>-6,223</b>	<b>-2,772</b>	<b>-2,672</b>	<b>(100)</b>	<b>(219)</b>
<b>Net Operational Expenditure</b>	<b>4,874</b>	<b>2,959</b>	<b>2,959</b>	<b>0</b>	<b>(13)</b>
<b>Covid Costs</b>					
Staffing	0	0	1	(1)	(1)
Repairs & Maintenance	0	0	26	(26)	(51)
Security	0	0	16	(16)	(16)
Supplies & Services	0	0	74	(74)	(84)
<b>Covid Loss of Income</b>				0	
Rent - Commercial Properties	-312	-197	0	(197)	(312)
Rent - Investment Properties	-5	-5	0	(5)	(5)
Rent - Markets	-235	-209	0	(209)	(235)
Covid Grant Funding	0	0	-528	528	704
<b>Net Covid Expenditure</b>	<b>-552</b>	<b>-411</b>	<b>-411</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	1,777	888	888	0	0
Transport Support	28	14	14	0	0
Central Support	2,082	1,041	1,041	0	0
Asset Rental Support	4	0	0	0	0
Recharge Income	-6,592	-3,296	-3,296	0	0
<b>Net Total Recharges</b>	<b>-2,701</b>	<b>-1,353</b>	<b>-1,353</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>1,621</b>	<b>1,195</b>	<b>1,195</b>	<b>0</b>	<b>(13)</b>



## Finance Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	5,655	2,768	2,738	30	59
Supplies & Services	346	253	216	37	73
Insurances	1,038	526	528	(2)	(4)
Concessionary Travel	2,218	538	305	233	466
LCR Levy	2,241	2,241	2,241	0	0
Rent Allowances	35,500	16,816	16,816	0	0
Non HRA Rebates	70	33	33	0	0
Discretionary Housing Payments	528	239	239	0	0
Discretionary Social Fund	106	54	54	0	0
Bad Debt Provision	0	0	0	0	(131)
<b>Total Expenditure</b>	<b>47,702</b>	<b>23,468</b>	<b>23,170</b>	<b>298</b>	<b>463</b>
<b>Income</b>					
Fees & Charges	-229	-136	-129	(7)	(14)
SLA to Schools	-464	-464	-466	2	2
Business Rates Administration Grant	-156	0	0	0	0
Hsg Ben Administration Grant	-461	-230	-230	0	0
Rent Allowances	-35,500	-13,213	-12,935	(278)	(552)
New Burdens Grant	-67	-67	-208	141	141
Council Tax Admin Grant	-204	-204	-202	(2)	(2)
Non HRA Rent Rebates	-70	-36	-36	0	0
Reimbursements & Other Grants	-43	-1	-2	1	3
Liability Orders	-106	27	27	0	0
Transfer from Reserves	-31	-10	-10	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	-11	11	11
CCG McMillan Reimbursement	-80	-19	-21	2	2
LCR Reimbursement	-2,241	-2,241	-2,241	0	0
<b>Total Income</b>	<b>-40,298</b>	<b>-16,782</b>	<b>-16,652</b>	<b>(130)</b>	<b>(409)</b>
<b>Net Operational Expenditure</b>	<b>7,404</b>	<b>6,686</b>	<b>6,518</b>	<b>168</b>	<b>54</b>
<b>Covid Costs</b>					
Employees	0	0	5	(5)	(5)
Discretionary Social Fund	0	0	6	(6)	(6)
Supplies & Services	0	0	13	(13)	(13)
<b>Covid Loss of Income</b>					
Reimbursements & Other Grants	-46	-31	0	(31)	(46)
Liability Orders	-300	-150	0	(150)	(300)
Fees & Charges	-5	-5	0	(5)	(5)
Government Grant Income	0	0	-210	210	375
<b>Net Covid Expenditure</b>	<b>-351</b>	<b>-186</b>	<b>-186</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	249	125	125	0	0
Central Support	2,311	1,156	1,156	0	0
Recharge Income	-5,031	-2,505	-2,505	0	0
<b>Net Total Recharges</b>	<b>-2,471</b>	<b>-1,224</b>	<b>-1,224</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>4,582</b>	<b>5,276</b>	<b>5,108</b>	<b>168</b>	<b>54</b>

## ICT &amp; Support Services Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	7,081	3,609	3,609	0	39
Supplies & Services	976	514	435	79	157
Computer Repairs & Software	958	958	1,014	(56)	(223)
Communications Costs	17	17	38	(21)	(36)
Other Premises	64	45	53	(8)	(15)
Capital Financing	78	0	-12	12	33
Transport Expenditure	3	1	0	1	0
Transfers to Reserves	15	0	0	0	15
<b>Total Expenditure</b>	<b>9,192</b>	<b>5,144</b>	<b>5,137</b>	<b>7</b>	<b>(30)</b>
<b>Income</b>					
Fees & Charges	-1,129	-365	-139	(226)	(433)
SLA to Shools	-543	-543	-456	(87)	(14)
Transfer from Reserves	-29	-29	-29	0	0
<b>Total Income</b>	<b>-1,701</b>	<b>-937</b>	<b>-624</b>	<b>(313)</b>	<b>(447)</b>
<b>Net Operational Expenditure</b>	<b>7,491</b>	<b>4,207</b>	<b>4,513</b>	<b>(306)</b>	<b>(477)</b>
<b>Covid Costs</b>					
Employees	0	0	8	(8)	(8)
Supplies & Services	0	0	577	(577)	(614)
Capital Costs	0	0	105	(105)	(643)
2020/21 Saving - Staff Efficiencies	-464	-464	0	(464)	(730)
Government Grant Income	0	0	-1,154	1,154	1,995
<b>Net Covid Expenditure</b>	<b>-464</b>	<b>-464</b>	<b>-464</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	406	203	203	0	0
Transport Support	20	10	10	0	0
Central Support	1,213	607	607	0	0
Asset Rental Support	1,494	0	0	0	0
Recharge Income	-11,500	-5,749	-5,749	0	0
<b>Net Total Recharges</b>	<b>-8,367</b>	<b>-4,929</b>	<b>-4,929</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>-1,340</b>	<b>-1,186</b>	<b>-880</b>	<b>(306)</b>	<b>(477)</b>

## Legal &amp; Democratic Services Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	1796	874	834	40	81
Transport	8	7	6	1	2
Supplies & Services	272	108	83	25	51
Civic Catering & Functions	49	6	0	6	12
Legal Expenses	219	123	123	0	0
<b>Total Expenditure</b>	<b>2,344</b>	<b>1,118</b>	<b>1,046</b>	<b>72</b>	<b>146</b>
<b>Income</b>					
Land Charges	-47	-6	-6	0	0
License Income	-247	-97	-103	6	13
School SLA's	-82	-82	-79	(3)	(3)
Fees & Charges Income	-57	-12	-16	4	8
Reimbursements & Other Grant Income	0	0	-1	1	5
Government Grants	0	0	-6	6	6
Transfer from Reserves	-37	-37	-37	0	0
Bad Debt Provision	0	0	10	(10)	(10)
<b>Total Income</b>	<b>-470</b>	<b>-234</b>	<b>-238</b>	<b>4</b>	<b>19</b>
<b>Net Operational Expenditure</b>	<b>1,874</b>	<b>884</b>	<b>808</b>	<b>76</b>	<b>165</b>
<b>Covid Costs</b>					
Employees	0	0	7	(7)	(30)
Legal Expenses	0	0	10	(10)	(54)
<b>Covid Loss of Income</b>					
Land Charges	-2	-2	0	(2)	(2)
License Income	-8	-8	0	(8)	(8)
Government Grant Income	0	0	-27	27	94
<b>Net Covid Expenditure</b>	<b>-10</b>	<b>-10</b>	<b>-10</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	61	31	31	0	0
Central Support	328	164	164	0	0
Recharge Income	-1,781	-891	-891	0	0
<b>Net Total Recharges</b>	<b>-1,392</b>	<b>-696</b>	<b>-696</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>472</b>	<b>178</b>	<b>102</b>	<b>76</b>	<b>165</b>

## Planning &amp; Transportation Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	4,449	2,014	1,713	301	602
Premises	161	81	71	10	19
Hired & Contracted Services	129	94	204	(110)	(220)
Supplies & Services	125	61	80	(19)	(39)
Street Lighting	1,623	152	260	(108)	(217)
Highways Maintenance	2,532	1,108	1,040	68	135
Fleet Transport	1,363	663	450	213	426
Bus Support - Halton Hopper Tickets	197	98	98	0	0
Bus Support	560	128	136	(8)	(15)
Contribution to Reserves	440	45	12	33	65
Grants to Voluntary Organisations	61	61	61	0	0
NRA Levy	67	67	67	0	0
LCR Levy	882	441	441	0	0
<b>Total Expenditure</b>	<b>12,589</b>	<b>5,013</b>	<b>4,633</b>	<b>380</b>	<b>756</b>
<b>Income</b>					
Sales	-133	-83	-31	(52)	(104)
Planning Fees	-426	-316	-316	0	0
Building Control Fees	-217	-109	-67	(42)	(74)
Other Fees & Charges	-518	-348	-299	(49)	(97)
Grants & Reimbursements	-104	-98	-98	0	0
Government Grant Income	-98	-37	-37	0	0
Halton Hopper Income	-197	-98	-98	0	0
School SLAs	-45	-43	-41	(2)	(4)
Recharge to Capital	-317	-43	-5	(38)	(75)
LCR Levy Reimbursement	-882	-441	-441	0	0
Contribution from Reserves	0	0	0	0	0
Efficiency Savings	-28	-14	0	(14)	(28)
<b>Total Income</b>	<b>-2,965</b>	<b>-1,629</b>	<b>-1,433</b>	<b>(196)</b>	<b>(382)</b>
<b>Net Operational Expenditure</b>	<b>9,624</b>	<b>3,384</b>	<b>3,200</b>	<b>184</b>	<b>374</b>
<b>Covid Costs</b>					
Employees	0	0	107	(107)	(159)
Fleet Transport	0	0	25	(25)	(30)
Bus Support	0	0	41	(41)	(41)
Contribution to Capital Reserves	0	0	378	(378)	(852)
<b>Covid Loss of Income</b>					
Planning Fees	-131	-131	0	(131)	(131)
Fees & Charges	-317	-203	0	(203)	(317)
Grants & Reimbursements	-75	-38	0	(38)	(75)
Government Grant Income	0	0	-923	923	1,605
<b>Net Covid Expenditure</b>	<b>-523</b>	<b>-372</b>	<b>-372</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	572	286	286	0	0
Transport Support	692	309	281	28	55
Central Support	876	455	455	0	0
Asset Rental Support	1,244	0	0	0	0
Recharge Income	-4,299	-1,771	-1,670	(101)	(202)
<b>Net Total Recharges</b>	<b>-915</b>	<b>-721</b>	<b>-648</b>	<b>(73)</b>	<b>(147)</b>
<b>Net Departmental Expenditure</b>	<b>8,186</b>	<b>2,291</b>	<b>2,180</b>	<b>111</b>	<b>227</b>

## Policy, People, Performance &amp; Efficiency Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	1,968	925	909	16	32
Employee Training	126	38	34	4	7
Supplies & Services	138	90	87	3	6
Apprenticeship Levy	300	115	111	4	7
<b>Total Expenditure</b>	<b>2,532</b>	<b>1,168</b>	<b>1,141</b>	<b>27</b>	<b>52</b>
<b>Income</b>					
Fees & Charges	-102	-38	-55	17	34
Reimbursement and Other Grants	0	0	-17	17	1
School SLAs	-456	-456	-392	(64)	(63)
<b>Total Income</b>	<b>-558</b>	<b>-494</b>	<b>-464</b>	<b>(30)</b>	<b>(28)</b>
<b>Net Operational Expenditure</b>	<b>1,974</b>	<b>674</b>	<b>677</b>	<b>(3)</b>	<b>24</b>
<b>Covid Costs</b>					
Employees	0	0	1	(1)	(1)
<b>Covid Loss of Income</b>					
Government Grant Income	0	0	-1	1	1
<b>Net Covid Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	91	45	45	0	0
Central Support	963	481	481	0	0
Recharge Income	-2,631	-1,327	-1,327	0	0
<b>Net Total Recharges</b>	<b>-1,577</b>	<b>-801</b>	<b>-801</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>397</b>	<b>-127</b>	<b>-124</b>	<b>(3)</b>	<b>24</b>

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

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	14,272	6,900	6,780	120	180
Premises	298	194	202	(8)	(20)
Supplies & Services	647	375	381	(6)	(20)
Aids & Adaptations	113	56	56	0	0
Transport	214	121	111	10	0
Food Provision	134	44	46	(2)	0
Agency	589	310	313	(3)	0
Supported Accommodation and Services	1,443	627	638	(11)	(15)
Emergency Duty Team	101	0	0	0	0
Contract & SLAs	627	418	427	(9)	(20)
Residential & Nursing Care	567	567	567	0	0
Domiciliary Care	224	224	227	(3)	0
Lillicross Contract Costs	444	348	348	0	0
Capital Financing	44	0	0	0	0
<b>Housing Solutions Grant Funded Schemes</b>					
LCR Immigration Programme	342	110	109	1	0
Flexible Homeless Support	169	18	18	0	0
LCR Trailblazer	69	34	35	(1)	0
Rough Sleepers Initiative	155	8	8	0	0
<b>Total Expenditure</b>	<b>20,452</b>	<b>10,354</b>	<b>10,266</b>	<b>88</b>	<b>105</b>
<b>Income</b>					
Fees & Charges	-557	-279	-284	5	0
Sales & Rents Income	-245	-195	-188	(7)	(20)
Reimbursements & Grant Income	-610	-280	-280	0	0
Housing Strategy Grant Funded Schemes	-735	-646	-646	0	0
Transfer from Reserves	-761	-718	-718	0	0
Capital Salaries	-111	-55	-61	6	10
CCG Reimbursement Re Lillicross	-444	-348	-348	0	0
Government Grant Income	-1,183	-1,183	-1,183	0	0
<b>Total Income</b>	<b>-4,646</b>	<b>-3,704</b>	<b>-3,708</b>	<b>4</b>	<b>(10)</b>
<b>Net Operational Expenditure Excluding Homes and Community Care</b>	<b>15,806</b>	<b>6,650</b>	<b>6,558</b>	<b>92</b>	<b>95</b>
Care Homes Net Expenditure	6,191	2,917	3,234	(317)	(635)
Community Care Expenditure	17,528	8,200	8,806	(606)	(1,283)
<b>Net Operational Expenditure Including Homes and Community Care</b>	<b>39,525</b>	<b>17,767</b>	<b>18,598</b>	<b>(831)</b>	<b>(1,823)</b>

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

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Covid Costs</b>					
Staffing	0	0	967	(967)	(1,709)
PPE	0	0	71	(71)	(113)
Telehealthcare Equipment	0	0	16	(16)	(30)
Bed & Breakfast Accommodation	0	0	47	(47)	(90)
Medical, hygiene & cleaning	0	0	82	(82)	(75)
Lilycross	0	0	686	(686)	(804)
Community Care Market Stability/Resilience	0	0	1,018	(1,018)	(2,020)
Community Care Additional Demand	0	0	0	0	(800)
Infection Control Costs	0	0	982	(982)	(1,939)
Contract Costs	0	0	197	(197)	(330)
<b>Covid Loss of Income</b>					
Community Care Income	-359	-359	0	(359)	(359)
Community Services Transport	-82	-82	0	(82)	(82)
Community Services Trading	-59	-59	0	(59)	(59)
Community Services Placements	-51	-51	0	(51)	(51)
Rentals	-14	-14	0	(14)	(14)
Infection Control Grant	0	0	-982	982	1,939
Covid Grant Funding	0	0	-3,649	3,649	6,536
<b>Net Covid Expenditure</b>	<b>-565</b>	<b>-565</b>	<b>-565</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	563	279	279	0	0
Transport Support	564	281	281	0	0
Central Support	3,589	1,789	1,789	0	0
Asset Rental Support	13	0	0	0	0
Recharge Income	-122	-56	-56	0	0
<b>Net Total Recharges</b>	<b>4,607</b>	<b>2,293</b>	<b>2,293</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>43,567</b>	<b>19,495</b>	<b>20,326</b>	<b>(831)</b>	<b>(1,823)</b>

**Care Homes Division**

	<b>Annual Budget</b>	<b>Budget to Date</b>	<b>Actual</b>	<b>Variance (Overspend)</b>	<b>Forecast Outturn</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
<b>Expenditure</b>					
<b><u>Madeline McKenna</u></b>					
Employees	470	216	296	(80)	(166)
Other Premises	54	23	24	(1)	(3)
Supplies & Services	14	5	3	2	5
Food	30	12	13	(1)	0
<b>Total Madeline McKenna Expenditure</b>	<b>568</b>	<b>256</b>	<b>336</b>	<b>(80)</b>	<b>(164)</b>
<b><u>Millbrow</u></b>					
Employees	1,521	682	915	(233)	(474)
Other Premises	73	32	35	(3)	(8)
Supplies & Services	50	20	28	(8)	1
Food	55	24	26	(2)	(4)
<b>Total Millbrow Expenditure</b>	<b>1,699</b>	<b>758</b>	<b>1,004</b>	<b>(246)</b>	<b>(485)</b>
<b><u>St Luke's</u></b>					
Employees	2,069	1,013	1,085	(73)	(141)
Other Premises	83	37	55	(18)	(38)
Supplies & Services	39	11	14	(3)	(5)
Food	99	26	31	(5)	(11)
<b>Total St Luke's Expenditure</b>	<b>2,290</b>	<b>1,087</b>	<b>1,185</b>	<b>(99)</b>	<b>(195)</b>
<b><u>St Patrick's</u></b>					
Employees	1,421	730	626	104	192
Other Premises	82	40	42	(2)	4
Supplies & Services	32	11	12	(1)	(2)
Food	99	36	29	7	14
<b>Total St Patrick's Expenditure</b>	<b>1,634</b>	<b>817</b>	<b>708</b>	<b>108</b>	<b>208</b>
<b>Total Expenditure</b>	<b>6,191</b>	<b>2,917</b>	<b>3,234</b>	<b>(316)</b>	<b>(635)</b>
<b>Net Operational Expenditure</b>	<b>6,191</b>	<b>2,917</b>	<b>3,234</b>	<b>(316)</b>	<b>(635)</b>



**COMMUNITY CARE BUDGET**

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Adult Social Care Services:					
Residential & Nursing Care	11,547	4,749	4,909	(160)	(317)
Domiciliary, Supported Living & Day Care	8,938	3,858	3,796	62	122
Direct Payments	9,415	5,044	5,190	(146)	(371)
<b>Total Expenditure</b>	<b>29,900</b>	<b>13,651</b>	<b>13,895</b>	<b>(244)</b>	<b>(566)</b>
<b>Income</b>					
Residential & Nursing Income	-7,072	-3,379	-3,198	(181)	(362)
Domiciliary Income	-1,461	-562	-536	(26)	(48)
Direct Payments Income	-714	-250	-255	5	10
CCG funded care home placements	-2,356	-876	-716	(160)	(317)
Income from other CCG's	-113	-56	-56	0	0
ILF	-656	-328	-328	0	0
<b>Total Income</b>	<b>-12,372</b>	<b>-5,451</b>	<b>-5,089</b>	<b>(362)</b>	<b>(717)</b>
<b>Net Departmental Expenditure</b>	<b>17,528</b>	<b>8,200</b>	<b>8,806</b>	<b>(606)</b>	<b>(1,283)</b>

## Children &amp; Families Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	9,715	4,319	4,345	(26)	(53)
Premises	281	105	81	24	48
Supplies & Services	857	294	477	(183)	(344)
Transport	113	32	16	16	29
Direct Payments/Individual Budgets	896	388	391	(3)	(6)
Commissioned Services	224	80	20	60	133
Out of Borough Residential Placements	6,820	1,933	3,005	(1,072)	(2,000)
Out of Borough Adoption	86	43	0	43	79
Out of Borough Fostering	2,475	982	939	43	101
In House Adoption	209	84	126	(42)	(148)
Special Guardianship	1,722	841	821	20	42
In House Foster Carer Placements	2,172	1,013	1,109	(96)	(189)
Care Leavers	287	111	102	9	18
Family Support	53	26	33	(7)	(23)
Contracted Services	4	2	1	1	1
Early Years	131	86	198	(112)	(386)
Transfer to Reserves	0	0	0	0	0
Emergency Duty Team	104	0	0	0	(10)
Capital Financing	0	0	0	0	6
<b>Total Expenditure</b>	<b>26,149</b>	<b>10,339</b>	<b>11,664</b>	<b>(1,325)</b>	<b>(2,702)</b>
<b>Income</b>					
Fees & Charges	-30	-6	-1	(5)	(10)
Sales Income	-4	0	0	0	0
Rents	-46	-14	-14	0	(4)
Reimbursements & Grant Income	-708	-136	-114	(22)	(63)
Transfer from Reserves	-18	-18	-18	0	0
Dedicated School Grant	-51	0	0	0	0
Government Grant Income	-4,266	-2,097	-2,097	0	0
<b>Total Income</b>	<b>-5,123</b>	<b>-2,271</b>	<b>-2,244</b>	<b>(27)</b>	<b>(77)</b>
<b>Net Operational Expenditure</b>	<b>21,026</b>	<b>8,068</b>	<b>9,420</b>	<b>(1,352)</b>	<b>(2,779)</b>
<b>Covid Costs</b>					
Employees	0	0	116	(116)	(416)
Supplies & Services	0	0	4	(4)	(8)
Transport	0	0	17	(17)	(41)
Direct Payments/Individual Budgets	0	0	19	(19)	(40)
Commissioned Services	0	0	49	(49)	(122)
Out of Borough Residential Placements	0	0	418	(418)	(976)
Out of Borough Fostering	0	0	2	(2)	(2)
In House Foster Carer Placements	0	0	11	(11)	(12)
Care Leavers	0	0	5	(5)	(19)
Family Support	0	0	0	0	(18)
PPE	0	0	0	0	(38)
<b>Covid Loss of Income</b>					
Rents	-4	-4	0	(4)	-4
Government Grant Income	0	0	-645	645	1,696
<b>Net Covid Expenditure</b>	<b>-4</b>	<b>-4</b>	<b>-4</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	137	68	68	0	0
Transport Support	19	9	8	1	0
Central Support	2,655	1,353	1,311	42	3
Asset Rental Support	0	0	0	0	0
Recharge Income	-124	-62	-62	0	0
<b>Net Total Recharges</b>	<b>2,687</b>	<b>1,368</b>	<b>1,325</b>	<b>43</b>	<b>3</b>
<b>Net Departmental Expenditure</b>	<b>23,709</b>	<b>9,432</b>	<b>10,741</b>	<b>-1,309</b>	<b>-2,776</b>

## Complex Care Pool

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Intermediate Care Services	6,660	2,415	2,393	22	112
End of Life	206	103	35	68	170
Sub-Acute	1,986	1,824	967	857	857
B3 Beds	0	0	345	(345)	(345)
Joint Equipment Store	617	257	260	(3)	(4)
CCG Contracts & SLA's	3,016	1,257	1,257	0	0
Red Cross Contract	65	65	65	0	0
Service Development	424	0	0	0	0
Intermediate Care Beds	607	303	301	2	0
Carers Breaks	405	275	252	23	96
Oakmeadow	1,119	574	615	(41)	(76)
Carers Centre	364	182	182	0	0
Transfer to Reserves	117	117	117	0	0
Inglenook	125	52	20	32	70
Health & Community Care Packages	3,150	1,571	1,571	0	0
<b>Total Expenditure</b>	<b>18,861</b>	<b>8,995</b>	<b>8,380</b>	<b>615</b>	<b>880</b>
<b>Income</b>					
BCF	-10,891	-5,445	-5,445	0	0
CCG Contribution to Pool	-3,402	-1,700	-1,700	0	0
Oakmeadow Income	-612	-306	-304	(2)	(3)
<b>Total Income</b>	<b>-14,905</b>	<b>-7,451</b>	<b>-7,449</b>	<b>(2)</b>	<b>(3)</b>
<b>Net Operational Expenditure</b>	<b>3,956</b>	<b>1,544</b>	<b>931</b>	<b>613</b>	<b>877</b>
<b>Covid Costs</b>					
Additional hours, PPE	0	0	58	(58)	-58
Government Grant Income	0	0	-58	58	58
<b>Net Covid Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>3,956</b>	<b>1,544</b>	<b>931</b>	<b>613</b>	<b>877</b>

## Education, Inclusion &amp; Provision Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
<b>Core Funded</b>					
Employees	2,750	1,381	1,560	(179)	(359)
Premises	3	1	0	1	1
Support & Services	796	334	331	3	7
Transport	43	8	3	5	9
School Transport	610	305	217	88	(290)
Commissioned Services	2,164	91	90	1	2
Capital Finance	1	0	0	0	0
<b>Grant Funded</b>					
Employees	3,083	1,302	1,302	0	0
Premises	24	7	7	0	0
Support & Services	206	134	134	0	0
Grants to Voluntary Organisations	1,481	745	745	0	0
Independent School Fees	3,382	2,209	2,209	0	0
Inter Authority Recoupment	175	55	55	0	0
Pupil Premium Grant	182	4	4	0	0
Nurse Education Payments	6,391	3,977	3,977	0	0
<b>Total Expenditure</b>	<b>21,291</b>	<b>10,553</b>	<b>10,634</b>	<b>(81)</b>	<b>(630)</b>
<b>Income</b>					
Fees & Charges	-91	-104	-113	9	17
Transfer to/from Reserves	-490	-490	-490	0	0
Schools SLA Income	-346	-346	-350	4	4
Reimbursements & Other Income	-489	-309	-311	2	5
Dedicated Schools Grant	-14,724	-4,903	-4,903	0	0
Government Grant Income	-129	-129	-129	0	0
Inter Authority Income	-55	-27	0	(27)	(55)
<b>Total Income</b>	<b>-16,324</b>	<b>-6,308</b>	<b>-6,296</b>	<b>(12)</b>	<b>(29)</b>
<b>Net Operational Expenditure</b>	<b>4,967</b>	<b>4,245</b>	<b>4,338</b>	<b>(93)</b>	<b>(659)</b>
<b>Covid Costs</b>					
Emergency Childcare Costs	0	0	42	(42)	(42)
School Transport Contracts	0	0	239	(239)	(239)
Education Welfare Service	0	0	32	(32)	(232)
Government Grant Income	0	0	-313	313	513
<b>Net Covid Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	131	66	66	0	0
Transport Support	418	75	75	0	0
Central Support	1,875	937	937	0	0
Asset Rental Support	18	0	0	0	0
Recharge Income	0	0	0	0	0
<b>Net Total Recharges</b>	<b>2,442</b>	<b>1,078</b>	<b>1,078</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>7,409</b>	<b>5,323</b>	<b>5,416</b>	<b>(93)</b>	<b>(659)</b>

## Public Health &amp; Public Protection Department

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	3,989	1,759	1,712	47	90
Other Premises	5	0	0	0	0
Supplies & Services	233	74	60	14	30
Other Agency	19	19	20	(1)	(1)
Contracts & SLAs	6,734	2,667	2,667	0	0
Halton Outbreak Hub	949	127	127	0	0
Transport	10	5	1	4	8
<b>Total Expenditure</b>	<b>11,939</b>	<b>4,651</b>	<b>4,587</b>	<b>64</b>	<b>127</b>
<b>Income</b>					
Other Fees & Charges	-58	-48	-44	(4)	(8)
Reimbursements & Grant Income	-190	-109	-109	0	0
Government Grant	-10,366	-4,214	-4,214	0	0
Government Grant Test and Trace	-949	-127	-127	0	0
Transfer from Reserves	0	0	0	0	0
<b>Total Income</b>	<b>-11,563</b>	<b>-4,498</b>	<b>-4,494</b>	<b>(4)</b>	<b>(8)</b>
<b>Net Operational Expenditure</b>	<b>376</b>	<b>153</b>	<b>93</b>	<b>60</b>	<b>119</b>
<b>Covid Costs</b>					
Contracts & SLA's	0	0	15	(15)	(160)
PPE	0	0	6	(6)	(8)
<b>Covid Loss of Income</b>					
Fees & charges – Sure Start to Later Life	-7	-3	0	(3)	(7)
Fees & charges – Pest Control	-21	-18	0	(18)	(21)
Fees & charges – Health Improvement Team	-100	-20	0	(20)	(100)
Reimbursements & grant income – Health & Wellbeing	0	0	0	0	0
Government Grant Covid	0	0	-62	62	296
<b>Net Covid Expenditure</b>	<b>-128</b>	<b>-41</b>	<b>-41</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Support	137	69	69	0	0
Transport Support	23	11	10	1	1
Central Support	760	380	380	0	0
<b>Net Total Recharges</b>	<b>920</b>	<b>460</b>	<b>459</b>	<b>1</b>	<b>1</b>
<b>Net Departmental Expenditure</b>	<b>1,168</b>	<b>572</b>	<b>511</b>	<b>61</b>	<b>120</b>

## Corporate and Democracy

	Annual Budget	Budget to Date	Actual	Variance (Overspend)	Forecast Outturn (Overspend)
	£'000	£'000	£'000	£'000	£'000
<b>Expenditure</b>					
Employees	298	149	145	4	8
Contracted Services	35	17	6	11	0
Supplies & Services	118	59	155	(96)	(112)
Premises Expenditure	0	0	2	(2)	(2)
Transport Costs	0	0	-38	38	5
Members Allowances	875	437	437	0	(12)
Interest Payable - Treasury Management	1,373	686	550	136	273
Interest Payable - Other	29	15	15	0	0
Bank Charges	84	42	49	(7)	(14)
Audit Fees	126	63	63	0	0
Contingency	1,425	635	0	635	1,425
Capital Financing	2,130	1,624	1,651	(27)	(27)
Contribution to Reserves	7,704	0	0	0	0
Debt Management Expenses	34	17	11	6	0
Precepts & Levies	196	0	0	0	0
<b>Total Expenditure</b>	<b>14,427</b>	<b>3,744</b>	<b>3,046</b>	<b>698</b>	<b>1,544</b>
<b>Income</b>					
Interest Receivable - Treasury Management	-1,046	-524	-524	0	0
Interest Receivable - Other	-477	-239	-232	(7)	(14)
Other Fees & Charges	-55	-28	-25	(3)	0
Grants & Reimbursements	-65	-32	-15	(17)	0
Government Grant Income	-7,559	-5,130	-5,130	0	0
Transfer from Reserves	-3,072	0	0	0	0
<b>Total Income</b>	<b>-12,274</b>	<b>-5,953</b>	<b>-5,926</b>	<b>(27)</b>	<b>(14)</b>
<b>Net Operational Expenditure</b>	<b>2,153</b>	<b>-2,209</b>	<b>-2,880</b>	<b>671</b>	<b>1,530</b>
<b>Covid Costs</b>					
Drop in property fund value	0	0	219	(219)	(438)
Business Support Grants	19,303	17,540	17,540	0	19,303
Council Tax Hardship	1,619	1,258	1,258	0	1,619
<b>Covid Loss of Income</b>					
Treasury Management income	-170	-84	0	(84)	(170)
Council Tax Hardship	-1,619	-1,258	-1,258	0	(1,619)
Business Support Grants	-19,303	-17,540	-17,540	0	(19,303)
Covid Grant Income	0	0	-303	303	608
<b>Net Covid Expenditure</b>	<b>-170</b>	<b>-84</b>	<b>-84</b>	<b>0</b>	<b>0</b>
<b>Recharges</b>					
Premises Recharges	5	2	2	0	0
Central Recharges	1,163	559	559	0	0
Recharge Income	-3,267	-278	-278	0	0
<b>Net Total Recharges</b>	<b>-2,100</b>	<b>283</b>	<b>283</b>	<b>0</b>	<b>0</b>
<b>Net Departmental Expenditure</b>	<b>-117</b>	<b>-2,010</b>	<b>-2,681</b>	<b>671</b>	<b>1,530</b>



Capital Programme as at 30 September 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 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
<b><u>Enterprise Community &amp; Resources Directorate</u></b>						
<b>Community and Environment</b>						
Stadium Minor Works	33	33	50	69	30	30
Brookvale Pitch Refurbishment	0	0	0	488	12	0
New Leisure Centre	984	984	3,560	1,986	10,000	8,000
Open Spaces Schemes	154	150	300	542	0	0
Children's Playground Equipment	20	20	90	120	65	65
Upton Improvements	0	0	0	13	0	0
Crow Wood Park	7	7	91	91	20	0
Peelhouse Lane Cemetery	308	300	320	349	40	0
Victoria Park Glass House	20	20	20	25	0	0
Sandy Moor Playing Fields	0	0	2	3	0	0
Widnes & Runcorn Cemeteries	3	3	3	3	0	0
Landfill Tax Credit Schemes	0	0	0	10	340	340
Runcorn Town Park	14	20	50	246	330	280
Bowling Greens	4	4	5	5	0	0
Litter Bins	20	20	20	20	20	20



Directorate/Department	Actual Expenditure to Date  £'000	2020/21 Cumulative Capital Allocation			Capital Allocation 2020/22  £'000	Capital Allocation 2022/23  £'000
		Quarter 2  £'000	Quarter 3  £'000	Quarter 4  £'000		
<b>ICT &amp; Support Services</b>						
ICT Rolling Programme	133	133	477	700	700	700
<b>Economy, Enterprise &amp; Property</b>						
3MG	21	21	53	72	167	0
Widnes Waterfront	0	0	0	0	1,000	0
SciTech Daresbury – Project Violet	128	128	3,237	6,389	0	0
The Croft	0	0	30	30	0	0
Murdishaw redevelopment	0	0	20	38	0	0
Advertising Screen at The Hive	0	0	0	0	100	0
Widnes Market Refurbishment	88	88	149	149	3	0
Broseley House	20	20	24	24	399	15
Solar Farm	686	686	766	766	0	0
Equality Act Improvement Works	58	58	100	303	300	300
Foundary Lane Residential Area	112	112	130	150	1,682	0
Kingsway Learning Centre – improved facilities	321	321	470	470	0	0
Kingsway Learning Centre – equipment	10	10	281	281	0	0
Halton Lea TCF	8	8	150	721	200	0
Runcorn Town Centre Development	34	34	100	750	30,003	0

Directorate/Department	Actual Expenditure to Date	2020/21 Cumulative Capital Allocation			Capital Allocation 2021/22	Capital Allocation 2022/23
	£'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000	£'000	£'000
<b>Mersey Gateway</b>						
Land Acquisitions	180	180	230	1,738	0	0
Development Costs	41	41	75	100	0	0
Additional signage	48	48	48	48	0	0
<b>Other</b>						
Risk Management	31	31	260	355	120	120
Fleet Replacements	32	32	1,724	2,586	3,043	1,090
<b>Policy, Planning &amp; Transportation</b>						
Bridge & Highway Maintenance	968	968	3,220	4,810	0	0
Integrated Transport & Network Management	240	240	780	1,169	0	0
Street Lighting – Structural Maintenance & Upgrades	66	66	2,340	3,484	200	200
STEPS Programme	81	0	0	0	0	0
SJB - Major Maintenance	320	320	475	641	0	0
Silver Jubilee Bridge Decoupling	5,686	5,686	10,247	10,247	0	0
SJB Deck Reconfiguration	502	453	453	453	0	0
SJB Decorative Lighting	0	0	333	500	0	0
Widnes Loops	1,113	1,113	3,195	4,258	0	0
KRN – Earle Road Gyratory	0	0	200	233	0	0
SUD Green Cycle / Walk Corridors	225	225	315	469	267	0
Windmill Hill Flood Risk Management	54	54	160	240	80	0
<b>Total EC&amp;R</b>	<b>12,773</b>	<b>12,637</b>	<b>34,553</b>	<b>46,144</b>	<b>49,121</b>	<b>11,160</b>

Directorate/Department	Actual Expenditure to Date £'000	2020/21 Cumulative Capital Allocation			Capital Allocation 2021/22 £'000	Capital Allocation 2022/23 £'000
		Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000		
<b>People Directorate</b>						
<b>Adult Social Care</b>						
ALD Bungalows	0	0	0	0	199	0
Purchase of 2 adapted properties	4	10	200	369	0	0
Orchard House	83	90	90	115	0	0
Lilycross	955	960	1,026	1,026	0	0
<b>Complex Pool</b>						
Disabled Facilities Grant	223	285	440	570	600	600
Stairlifts (Adaptations Initiative)	81	135	180	270	270	270
RSL Adaptations (Joint Funding)	36	135	180	270	270	270
Carehome refurbishment	5	5	750	1,516	0	0
St Luke's Care Home	0	0	180	265	0	0
St Patrick's Care Home	2	10	40	55	0	0
Oak Meadow redesign	9	10	15	20	0	0
Madeline McKenna Care Home	1	5	7	10	0	0

Directorate/Department	Actual Expenditure to Date	2020/21 Cumulative Capital Allocation			Capital Allocation 2021/22	Capital Allocation 2022/23
	£'000	Quarter 2 £'000	Quarter 3 £'000	Quarter 4 £'000	£'000	£'000
<b>Schools Related</b>						
Asset Management Data	0	10	20	28	0	0
Capital Repairs	494	765	899	1,199	23	0
Asbestos Management	4	10	20	40	0	0
Schools Access Initiative	0	0	35	63	0	0
Basic Need Projects	0	0	0	193	0	0
Ashley School	126	175	250	263	6	0
Fairfield Primary School	0	0	15	15	0	0
Kitchen Gas Safety	0	14	14	31	0	0
Small Capital Works	26	26	75	127	0	0
SEND capital allocation	22	22	30	50	233	0
Healthy Pupils Capital Fund	2	2	2	2	0	0
Chesnut Lodge	154	70	180	270	10	0
Woodside Primary	117	100	140	148	4	0
Brookfields @ The Grange	6	7	7	10	0	0
<b>Total People Directorate</b>	<b>2,350</b>	<b>2,846</b>	<b>4,795</b>	<b>6,925</b>	<b>1,615</b>	<b>1,140</b>
<b>TOTAL CAPITAL PROGRAMME</b>	<b>15,123</b>	<b>15,483</b>	<b>39,348</b>	<b>53,069</b>	<b>50,736</b>	<b>12,300</b>
Slippage (20%)				-10,614	-10,147	-2,460
					10,614	10,147
<b>TOTAL</b>	<b>15,123</b>	<b>15,483</b>	<b>39,348</b>	<b>42,455</b>	<b>51,203</b>	<b>19,987</b>

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	19 November 2020
<b>REPORTING OFFICER:</b>	Operational Director, Finance
<b>PORTFOLIO:</b>	Resources
<b>SUBJECT:</b>	Medium Term Financial Strategy 2021/22 – 2023/24
<b>WARD(S):</b>	Borough-wide

### **1.0 PURPOSE OF REPORT**

- 1.1 To establish the Medium Term Financial Strategy for the period 2021/22 to 2023/24, taking into account the potential impact of Covid-19 on the Council's finances.

### **2.0 RECOMMENDATION: That;**

- (i) the Medium Term Financial Strategy be approved;**
- (ii) the 2021/22 base budget be prepared on the basis of the underlying assumptions set out in the Strategy;**
- (iii) the Reserves and Balances Strategy be approved;**
- (iv) the award of Council Tax Support for 2021/22 remains at the 2020/21 level of 21.55%.**

### **3.0 SUPPORTING INFORMATION**

- 3.1 The Medium Term Financial Strategy (MTFS) sets out a three-year projection of the Council's resources and spending. It has been based on information that is currently available. The impact of the Covid-19 pandemic has resulted in delays to planned changes to Local Government finance in 2021/22. There is limited financial information available for 2021/22, with the Public Sector Spending Review being the first indicator of funding resources. The Spending Review will be published at the end of November 2020 covering the one financial year only.
- 3.2 The delay and uncertainty regarding 2021/22 financial resources means the financial information included within the MTFS is based on a large number of assumptions and best estimates. The financial forecast will be updated as and when further information is known.

- 3.3 There is considerable uncertainty surrounding Local Government Funding in 2021/22 and beyond. The Fair Funding Review, which changes how funding is apportioned between councils, was due to be implemented in 2021/22, alongside a Business Rates Baseline Reset and a move to 75% Business Rates Retention. The Government have confirmed that the Fair Funding Review and the move to 75% Business Rates Retention will no longer be implemented in 2021/22. It is unclear how this will impact on pilot authorities such as Halton and whether they will continue at 100% Business Rates Retention, or revert to 49%. No announcement has yet been made regarding the Business Rates Baseline Reset. Details of the 2021/22 Local Government Grant Settlement are expected to be released in December 2020 on a provisional basis, with a final settlement expected in January 2021.
- 3.4 Covid-19 has had a significant impact on the Council's finances in 2020/21, with additional cost pressures in areas such as Social Care, School Transport and Waste Disposal, alongside significant income losses from services which are closed or running at a reduced capacity. Some of the impacts of Covid-19 are likely to continue into the medium and long term, and these have been considered when preparing the MTFS. There is likely to be a significant impact upon the Collection Fund regarding Council Tax and Business Rates income collection. While there is continued uncertainty around the economic impact of the pandemic, the Council may experience reduced council tax income due to an increase in Council Tax Support claimants, and reduced business rates income as companies cease trading or reduce their number of physical properties. Covid-19 may also be responsible for longer-term changes in the level of Adult Social Care provision required and the cost of payments to providers.
- 3.5 The Council has experienced significant demand led pressures in Children's and Adult Social Care over a number of years. As a result, the overall outturn position for 2019/20 showed that total net spending was £5.3m above budget which has been funded from reserves. Despite the Council providing £5.7m of additional funding within the 2020/21 budget, the indications are that these spending pressures are continuing and are being exacerbated by the impact of Covid-19.
- 3.6 Appendix 1 details the Medium Term Financial Strategy from 2021/22 – 2023/24 which has been produced using a prudent estimate of the financial conditions over the course of the next three years.
- 3.7 Although the projections in the Strategy must be treated with a considerable degree of caution, they show there is continued need to make a significant level of savings over the next three years.
- 3.8 The strategy provides initial guidance to the Council on its financial position into the medium term. Adopting a prudent view, the strategy identifies that revenue savings of approximately £15.2m, £3.8m and £3.0m are required over the next three years. As a result, a total of

£22.0m will need to be removed from the Council's budget, by reducing spending or increasing income. This represents 19.0% of the 2020/21 net budget. The majority of these savings will need to be made in the 2021/22 financial year demonstrating the challenge that Covid-19 poses to the Council's financial stability.

#### **4.0 POLICY IMPLICATIONS**

4.1 The MTFS represents the "finance guidelines" that form part of the medium term corporate planning process. These guidelines identify the financial constraints which the Council will face in delivering its key objectives, and are an important influence on the development of the Corporate Plan, Service Plans and Strategies.

#### **5.0 FINANCIAL IMPLICATIONS**

5.1 The MTFS provides a guide to projected receivable funding resources over the three year term. The grant amounts included in the MTFS are based on the latest information provided by Government. As new information comes to light the forecast of future income streams will be updated. Decreases to funding resources will create further budget pressures for the Council in delivering its key objectives.

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

6.1 The revenue budget and capital programme support the delivery and achievement of all the Council's priorities. Reductions of the magnitude identified within the Strategy are bound to have a negative impact upon the delivery of those priorities.

#### **7.0 RISK ANALYSIS**

7.1 The MTFS is a key part of the Council's financial planning process, and as such minimises the risk that the Council fails to achieve a balanced budget.

#### **8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 There are no direct equality and diversity issues.

#### **9.0 REASON FOR THE DECISION**

9.1 To seek approval for the Council's Medium Term Financial Strategy for 2021/22 to 2023/24.

#### **10.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

10.1 The alternative option of not maintaining a Medium Term Financial Strategy has been considered. However, this would not follow good financial management practice, as the Medium Term Financial Strategy

is a key element in informing the Council's financial planning and budget setting processes.

**11.0 IMPLEMENTATION DATE**

11.1 The Medium Term Financial Strategy 2021/22 will be implemented from 1st April 2021.

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

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
Local Government Grant Settlement 2020/21	Revenues and Financial Management Division, Halton Stadium, Widnes	Steve Baker



## Appendix 1

### Medium Term Financial Strategy 2021/22 – 2023/24

#### 1.0 Introduction

- 1.1 The Medium Term Financial Strategy (MTFS) sets out a three-year projection of the Council's resources and spending covering the period 2021/22 to 2023/24. The projections made within the MTFS must be treated with caution and require continuous updating as the underlying assumptions behind them become clearer.
- 1.2 The MTFS represents the "finance guidelines" that form part of the medium-term corporate planning process. These guidelines identify the financial constraints which the Council will face in delivering its key objectives, and are an important influence on the development of the Corporate Plan, Service Plans and other Strategies.
- 1.3 Beyond 2020/21 there is great uncertainty regarding the funding of Local Government. The impact of Covid-19 and Brexit negotiations have exacerbated uncertainty to the Council's funding resources, which remain as unclear as at any point in the last ten years. A number of major reviews to local government finance have been delayed as a result.
- 1.4 The following measures will continue to be considered throughout the period covered by the MTFS:
  - Fair Funding Review – A review of how cumulative local government funding should be apportioned between councils. The last review was in April 2013 and since then cuts made to local government have been made on a percentage basis. This has had the impact of protecting those authorities less reliant on Government grant funding whilst those councils more reliance (such as Halton) have had to deal with larger cuts in funding on a per head basis. The Fair Funding Review was due to be implemented in the 2021/22 financial year, although this has now been postponed due to the impact of Covid-19. To date, only one indicative formula, relating to Adult Social Care, which will form part of the Fair Funding Review has been published. The formula suggests that deprivation will have a lower weighting under the new system which would disadvantage authorities such as Halton.
  - 75% Business Rates Retention – Government have confirmed the percentage share of retained rates at a local level will be 75%. This was due to be implemented in the 2021/22 financial year but has now been postponed. It is unclear if pilot authorities such as Halton will continue at 100% retention, or will revert to 49% for 2021/22. For the purposes of this report it is assumed Halton will continue to be part of the Liverpool City Region Business Rate Pilot for 2021/22 with 100% retention.
  - Business Rates Baseline Reset – It is currently proposed that there will be a reset of the business rates baseline in 2021/22. Halton has seen a high level of growth in business rates since the previous reset in 2013 and would be

expected to lose funding from a reset in the baseline. It is currently too early to determine the full impact of Covid-19 on business rates income, although it is anticipated that much of the growth in income since 2013 will disappear. It is not known if there will be a transition process put in place to protect authorities from too high a loss in funding from an increase to the baseline position.

- Comprehensive Spending Review – The Spending Review will be published in late November 2020 covering one financial year only.
- Social Care Green Paper – This was expected to be announced by Government in the summer of 2018 but has been repeatedly delayed. In the wake of Covid-19, there is increasing political pressure to reform social care funding, although it is uncertain what impact this will have on local government.

## **2.0 Local Government Finance Settlement 2020/21**

2.1 Government announced the 2020/21 final Local Government Finance Settlement on 06 February 2020. Details included:

- I. Council Tax – As previously announced at Spending Round 2019, the council tax referendum limit was set at 2% for local authorities with social care authorities allowed a 2% social care precept.
- II. Business Rates Retention – The three elements of the Business Rates Retention system (Baseline Need, NNDR Baseline and Tariff / Top Up amounts) were all increased by 1.63%, in line with the September 2019 CPI inflation figure
- III. New Homes Bonus - The 2020/21 allocations will be paid with the legacy payments due from previous years (2017/18 to 2019/20). As previously announced, there will be no legacy payments for 2020/21 in future year allocations.
- IV. Social Care Support Grant – Government announced an additional £1bn of funding to cover both Adult and Children Social Care. The value of the grant (including the existing Winter Care Pressures Grant) to Halton in 2020/21 was £4.007m

## **3.0 Council Tax Support**

3.1 Funding to support council tax discounts is received from Government through a grant included in the Settlement Funding Assessment. Every council is responsible for implementing a local scheme to offer council tax discounts to those residents who may have been eligible to this previously through Council Tax Benefit.

3.2 The Halton scheme uses as a basis the previous regulations relating to Council Tax Benefit, which ensures that support for claimants with disabilities, claimants with children, and claimants who are working is maintained. At the end of the existing support calculation, a reduction of 21.55% is made from every non-pensioner award of benefit, to cover the shortfall in the Government grant funding for Halton's Scheme.

3.3 In 2013/14 the level of grant awarded was shown separately within the formula for Settlement Funding Assessment but from 2014/15 the grant is no longer

separately identifiable. It is assumed the level of funding will move in line with the Council's overall Settlement Funding Assessment.

- 3.4 The MTFs assumes that the level of Council Tax Support given to existing claimants will remain at the rate of 21.55% for the period of the MTFs. It also assumes that Council Tax Support funding will not be shared with Parish Councils.
- 3.5 As a result of the Covid-19 pandemic there has been an increase in the level of Council Tax Support the Council has had to provide. To date the 2020/21 cost to the Council has been an increase in support of £0.350m or 3.6%. It is likely there will be a further increase in the number of working age people accessing the scheme. This has been taken into account by way of setting the Council Tax Base for 2021/22.

#### **4.0 Business Rate Retention Scheme**

- 4.1 The aim of the business rates retention scheme is to promote economic development and generate future growth in business rates. The Council will only be rewarded if it increases its local share of business rates above a pre-set baseline. Conversely if the local share of business rates collected falls below the baseline position, this would be to the Council's detriment.
- 4.2 In 2020/21 the Council used £2.741m of surplus (one-off) business rates income to help fund the budget position. Covid-19 is likely to have a significant impact on the level of retained business rates due to an increase in businesses ceasing to trade or reducing the number of sites that they operate. There has been a significant expansion in business rates discounts since March 2020, funded by Government, in an effort to keep businesses financially viable. If these reductions and exemptions are only offered in 2020/21 there could be a detrimental impact on the collection rate in 2021/22 when companies become liable for businesses rates once again.
- 4.3 Current economic conditions make it difficult to accurately estimate the reduction due to Covid-19 in business rates income received. This forecast assumes a drop in business rates income of 5% to allow for increased bad debt and appeals provision.
- 4.4 An estimate of the Council's share of retained business rates will be provided to MHCLG in January 2021. It is uncertain to how the deficit in the Collection Fund as at 31<sup>st</sup> March 2021 will be accounted for. There are currently two possible scenarios, the first being the deficit can be recovered over three years from 2021/22 to 2023/24 or that Government will fund/part-fund the deficit. For the purposes of this report it is assumed Government will fully fund the deficit. In the eventuality of this not happening, any deficit will be funded over the last two years of the forecast.
- 4.5 The business rates baseline is due to be reset in 2021/22. No details of the reset have been released by the Government, and there has been no announcement confirming that this will take place. As the forecast already

assumes a loss of business rates income due to Covid-19, no further reduction has been made with regards to the Business Rates Reset.

### **100% Business Rates Retention – Pilot Scheme**

- 4.6 As part of the Liverpool City Region, the Council has signed up to being a member of a pilot scheme for 100% business rates retention. The pilot scheme has been in operation since April 2017.
- 4.7 The pilot scheme results in Halton no longer being in receipt of Revenue Support Grant (RSG) through the Settlement Funding Assessment. RSG will be replaced by the additional business rates retained. In addition, the Improved and Additional Better Care Fund has been included in the pilot and funded by business rates retained.
- 4.8 MHCLG has confirmed the operation of the pilot scheme should be at no financial detriment to participating councils, therefore for as long as the pilot scheme operates Halton will be no worse off financially than it would have been if it was still operating under 49% rates retention.
- 4.9 Operation of no financial detriment within the pilot scheme means that any LCR authority who report a deficit as a result of the pilot will at first be reimbursed from other member pilot authorities who report a surplus as a result of the pilot. Only when any available surplus has been exhausted will Government step in and provide financial support.
- 4.10 For the first three years of the pilot scheme all LCR authorities reported a betterment position as a result of retaining 100% business rates. Therefore, surplus income from the pilot scheme has previously been used to balance the Council's revenue budget.
- 4.11 All authorities were due to move to 75% business rates retention in 2021/22, but the Government announced in July 2020 that this would be postponed. It is uncertain whether the 100% pilot scheme will continue into 2021/22, or whether Halton will revert to 49% retention. For the purposes of the forecast, it has been assumed that the LCR pilot scheme will continue with 100% retention.

### **5.0 Settlement Funding Assessment**

- 5.1 In 2020/21 MHCLG allocated Halton a Settlement Funding Assessment (SFA) of £52.372m. This was made up of £46.857m business rates baseline funding and £5.515m of top-up grant funding. Top-up grant funding is received as the Council's funding baseline is greater than the business rate baseline i.e. the Council's needs are greater than business rates it is estimated it can generate. The business rates baseline and funding level is set in the system and uplifted each year by the Consumer Price Index (CPI).
- 5.2 Table 1 shows the expected Settlement Funding Assessment for the next three years based on information provided at the time of the 2020/21 settlement announcement. As Government have yet to publish any public sector spending

plans for 2021/22 onwards, the SFA for 2021/22 has been uplifted as per the September CPI figure of 0.6% with the following two years increased by the Government's inflation target of 2%.

- 5.3 Also included at Table 1 are the forecasts for business rate growth retained for the next three years and the difference between each of the years. Note the decrease in rates retained for 2021/22 is the 5% estimated loss as a result of Covid-19.

**Table 1 – Business Rate Retention**

	<b>2020/21 £'000</b>	<b>2021/22 £'000</b>	<b>2022/23 £'000</b>	<b>2023/24 £'000</b>
Business Rate Baseline	46,857	47,138	48,081	49,043
Top-Up Funding	5,515	5,548	5,659	5,772
Business Rate Surplus	2,741	-	-	-
<b>Total Settlement Funding Assessment</b>	<b>55,113</b>	<b>52,686</b>	<b>53,740</b>	<b>54,815</b>
Business Rates Growth Retained	<b>7,393</b>	<b>4,709</b>	<b>4,803</b>	<b>4,899</b>
<b>Forecast Business Rates Retained (Incl Top-Up Funding)</b>	<b>62,506</b>	<b>57,395</b>	<b>58,543</b>	<b>59,714</b>
<b>Increase (Decrease) in Business Rates Retained</b>		<b>(5,111)</b>	<b>1,148</b>	<b>1,171</b>

## 6.0 Council Tax Forecast

- 6.1 For 2020/21 the council tax for a Band D property in Halton is £1,475.70 (excluding Police, Fire, LCR and Parish precepts), which is expected to generate income of £52.179m.

- 6.2 When setting council tax levels, higher increases reduce the requirement to make budget savings. However, there are other factors that need to be considered when determining the appropriate increase in council tax. These factors include:

- Halton has the 4th lowest council tax level in the North West for 2020/21,
- Halton's 2020/21 council tax is £58.08 (3.8%) below the average council tax set by unitary councils in England.
- Inflation - the Consumer Price Index (CPI) as at September 2020 (latest available) is currently at 0.6% and the Retail Price Index (RPI) is at 1.1%.

- 6.3 The 2021/22 Council Tax Base shows a decrease of 177 Band D equivalent properties to a total of 35,182 assuming a collection rate of 96%. It is assumed for 2021/22 there will be a drop in the collection rate because of the additional

hardship caused by the Covid-19 pandemic. The decrease in the Tax Base will result in a loss of £0.261m of council tax income.

- 6.4 In 2020/21 the Council utilised £1.084m of council tax surplus income to balance the budget. No surplus is forecast for distribution over the three years of the Strategy.
- 6.5 For the purposes of this strategy it is assumed the Council will apply a council tax increase of 1.99% in 2021/22. It is further assumed there will be a 2% increase for the Adult Social Care precept in 2021/22.
- 6.6 Table 2 below estimates the net amount of council tax income that will be produced for various percentage increases in Halton's Band D Council Tax for the next three years and assumes no change in council tax base beyond 2021/22.

**Table 2 – Additional Council Tax Income 2021/22 to 2023/24**

<b>Projected Increases in Council Tax Income</b>	<b>2021/22 £'000</b>	<b>2022/23 £'000</b>	<b>2023/24 £'000</b>
0%	-	-	-
1%	519	524	530
2%	1,038	1,059	1,080
3%	1,558	1,604	1,652
4%	2,077	2,160	2,246

## **7.0 Three-Year Financial Forecast**

- 7.1 The Medium Term Financial Strategy (MTFS) provides an estimate of the increase in revenue expenditure that will be required over the next three years in order to maintain existing policies and programmes. In effect this represents an early estimate of the standstill budget requirement using the information that is currently available.
- 7.2 The Council's financial position over the course of 2021/22 – 2023/24 is extremely uncertain due to the developing economic impacts of Covid-19 and the ongoing political uncertainty surrounding the future of local government funding. This forecast uses prudent estimates based on the information that is currently available. Figures should be treated with caution and will need to be continually updated as new information becomes available.
- 7.3 For the purposes of this forecast it has been assumed that the Fair Funding Review will not be implemented within the next three years. It has also been assumed that Halton will continue in the 100% business rates retention pilot scheme.
- 7.4 It has been assumed that council tax will rise by 3.99% in each year of the forecast which is currently the maximum allowed without a local referendum, and includes a precept for Adult Social Care of 2% per annum. Any increase

in council tax below these levels would lead to an increase in the required level of budget savings.

- 7.5 The Retail Price Index (RPI) rate of inflation for September 2020 was recorded as 1.1%. Therefore along with the lower rate of CPI it is deemed sufficient to allow 1% price inflation to the first year of the forecast followed by 2% in years two and three. The same inflation rates will be added to income budgets.
- 7.6 Pay increases for 2021/22 and beyond are unknown. For the purposes of the forecast a rate of 2% has been applied for each of the three years.
- 7.7 The Pension Fund Triennial Review was completed in 2019/20, and set the employer contribution rates as follows:
- 2020/21 – 22.6%
  - 2021/22 – 21.6%
  - 2022/23 – 20.6%

An estimate of 21.6% has been used for 2023/24 to take account of a likely fall in Pension Fund investment values as a result of Covid-19.

- 7.8 The Council has an arrangement in place whereby staff have four days unpaid leave included within their terms and conditions. It is estimated this saves the Council £1.0m per year. This arrangement ends in 2021/22 with the effect of increasing overall staff costs. Growth is therefore included in the second year of the forecast to reflect this.
- 7.9 The operation of the New Homes Bonus grant was altered for 2020/21 to remove legacy payments from any new allocations. It was anticipated that the nature of the grant would change substantially in 2021/22 but no further announcements have been made by Government regarding the future of the New Homes Bonus scheme. It has therefore been assumed that funding will continue on the same basis as in 2020/21. This will lead to a reduction in funding of £1.869m over the course of the three-year forecast as no new legacy payments will be received.
- 7.10 The forecast includes the budgetary consequences of previous budget decisions, including one-off savings used to balance the 2020/21 budget. This adds £0.957m to the forecast for 2021/22.
- 7.11 The net revenue costs associated with the capital programme are included in the forecast. It is estimated that there will be an increase in costs of £0.487m in 2021/22 due to the completion of major works to the Silver Jubilee Bridge. The Financial Forecast and MTFs assumes that any new capital projects which are approved over the medium term will be self-funded through capital grants, capital receipts or will generate revenue savings to fund the cost of borrowing.
- 7.12 A key assumption that has been used in constructing the forecast is that total spending in the current year is kept within the overall budget. In particular it can be difficult to control 'demand led' budgets such as Children's and Adult Social

Care as well as many income streams. In this context it is important to consider the contingency for uncertain and unexpected items. Due to the considerable uncertainty in inflation, Covid, Brexit, interest rates, demand led budgets, the impact of spending cuts and loss of income, the spending forecast includes a contingency of £1.0m in 2021/22, £1.5m in 2022/23 and £2.0m in 2023/24.

- 7.13 The Council has held an Equal Pay reserve for a number of years to provide for the cost of claims being received. The risk of the receipt of claims reduces on an annual basis and therefore £0.5m of the reserve has been used in balancing the budget in recent years. As at March 2021 however, the reserve will be fully utilised. Therefore, from 2021/22 growth of £0.5m is included in the forecast position to reflect the reserve no longer being available to help with balancing the budget.
- 7.14 Estimated additional service demand pressures of £5.055m will need to be added to the budget in 2021/22. The largest additional spend is projected within Children's Social Care (£1.489m) due to an anticipated increase in demand for high-cost residential placements and direct payments. Work is currently ongoing to determine the effects of Covid-19 on future costs within the Adult Social Care Department. There is the potential for increases in the rates charged by social care providers to compensate for additional infection control measures, as well as a reduction in demand over the medium term. There may be a requirement to support the social care market if there is a drop in demand following the Covid-19 outbreak in order to maintain long-term capacity. The forecast assumes Government will continue to fund the legacy cost of Covid-19, a grant estimate of £2.0m has therefore been included for 2021/22.

**Table 3 – General Fund Medium Term Spending Forecast 2021/22 – 2023/24**

Increase in spending required to maintain existing policies and services	Year on Year Change £'000		
	2021/22	2022/23	2023/24
Full Year Effect of Previous Year's Budget	861	0	0
Capital Programme	487	2	0
Pay and Price Inflation	2,680	2,086	3,003
Service Demand Pressures	5,055	576	741
Covid-19 Pressures	1,692	-666	0
Contingency	1,000	1,500	2,000
Four Days Unpaid Leave	0	1,000	0
Reduction in New Homes Bonus Funding	512	687	670
Reduction in Equal Pay Reserve	500	0	0
Covid-19 Grant Funding	-2,000	2,000	0
<b>Total Increase</b>	<b>10,787</b>	<b>7,185</b>	<b>6,414</b>



## 8.0 The Funding Gap

8.1 At this level of spending there is a funding gap with the forecast level of resources. Table 4 demonstrates the forecast gap between spending and forecast resources at different levels of council tax increase.

**Table 4: Funding Gap with a given % increase in Council Tax**

	<b>2021/22 £'000</b>	<b>2022/23 £'000</b>	<b>2023/24 £'000</b>
Increase in Net Spend Forecast (Table 3)	10,787	7,185	6,414
Decrease (Increase) in Business Rates Retained (Incl Top-Up) (Table 1)	5,111	-1,148	-1,171
Decrease in Council Tax Base (Para 6.3)	261	0	0
Decrease in Council Tax Surplus (Para 6.4)	1,084	0	0
<b>Funding Gap Before Council Tax</b>	<b>17,243</b>	<b>6,037</b>	<b>5,243</b>
<b>Funding Gap After Council Tax Increase at Various Levels</b>			
<b>0%</b>	17,243	6,037	5,243
<b>1%</b>	16,724	5,513	4,713
<b>2%</b>	16,205	4,978	4,163
<b>3%</b>	15,685	4,433	3,591
<b>4%</b>	<b>15,166</b>	<b>3,877</b>	<b>2,997</b>

8.2 The table shows that total savings of £15.166m are forecast to be needed to balance next year's budget, assuming a 3.99% increase in council tax. This amounts to a 13.1% reduction to the 2020/21 net budget.

8.3 Further savings of £3.877m in 2022/23 and £2.997m in 2023/24 are required, assuming that council tax continues to increase by 3.99% per year. The total funding gap is £22.040m and represents 19.0% of the Council's 2020/21 net budget.

8.4 This represents a significant challenge for the Council to balance its budget. As a result every aspect of the Council's budget needs to be scrutinised to identify potential savings. In addition, all opportunities will continue to be taken to generate additional income from charging for services or attracting additional funding, in order to reduce costs whilst maintaining levels of service delivery.

## 9.0 Capital Programme

9.1 The Council's capital programme is updated regularly throughout the year. Table 5 summarises the fully funded capital programme for the next two years.

**Table 5 – Capital Programme**

	<b>2021/22 (£'000)</b>	<b>2022/23 (£'000)</b>
<b>Spending</b>	<b>50,736</b>	<b>12,300</b>
Funding:		
Prudential Borrowing	12,816	7,690
Grants	34,497	1,726
Capital Receipts	3,423	2,884
<b>Total Funding</b>	<b>50,736</b>	<b>12,300</b>

9.2 The current system of capital controls allows councils to support and fund the capital programme by way of prudential borrowing. Such borrowing is required to be:

- prudent
- affordable, and
- sustainable

9.3 The capital programme is underpinned by the Capital Strategy agreed by Council in March 2020.

9.4 The Council has used prudential borrowing provided that the cost of borrowing has been covered by revenue budget savings and the spending forecast continues this assumption.

9.5 In previous years the Council has been extremely successful in attracting capital grants and contributions. In this way the Council has been able to undertake significant capital expenditure without financing costs falling on the revenue budget and this approach will continue.

## 10.0 Reserves and Balances

10.1 The Council's Reserves and Balances Strategy is attached in Appendix 2. It sets out the Council's strategy in respect of the level of reserves and balances it wishes to maintain, by reference to the financial needs and risks associated with the Council's activities.

10.2 The level of balances and reserves will be reviewed as part of the budget monitoring and final accounts processes.

## **11.0 Conclusions**

- 11.1 This Strategy highlights that considerable budget savings will be required over the next three years, in order for the Council to deliver balanced annual revenue budgets. In particular, the Strategy emphasises that the economic impact of Covid-19, and the level of Government support offered to councils to address this, will be a crucial factor to consider when setting the 2021/22 budget. These circumstances are largely outside of the Council's control, meaning that proactive planning is essential to deal with the emerging financial risks.
- 11.2 The Business Rates Retention Scheme and Fair Funding Review carry further risks to the funding available to the Council over the medium and longer-term. The lack of certainty provided by Government means that it is very difficult to predict both the timing and extent of the impact upon the Council's budget of the planned funding changes.
- 11.3 Future levels of growth and savings required will be directly influenced by the decisions made concerning council tax increases. Council tax increases will reduce the level of savings required, although the legislative requirements regarding council tax referendums will restrict the Council's scope to implement these increases.
- 11.4 The Medium Term Financial Strategy has been based upon information that is currently available. Revisions will need to be made as new developments take place and new information becomes available, from Government in particular.

## **APPENDIX 2**

### **RESERVES AND BALANCES STRATEGY**

#### **1.0 INTRODUCTION**

- 1.1 The following sets out the Council's Strategy in respect of the level of reserves and balances it wishes to maintain, by reference to the financial needs and risks associated with the Council's activities.
- 1.2 The overall strategy is to provide the Council with an appropriate level of reserves and balances in relation to its day to day activities and to ensure the Council's financial standing is sound and supports the achievement of its long term objectives and corporate priorities.
- 1.3 The Operational Director, Finance will undertake quarterly reviews of the level of reserves and balances and take appropriate action in order to ensure the overall Strategy is achieved. The outcome of the reviews will be reported to the Executive Board and will be used to inform the Medium Term Financial Strategy (MTFS), the annual budget setting process and the final accounts process.
- 1.4 The Strategy concentrates upon the Council's key reserves and balances, being those which may potentially have a significant affect upon the Council's financial standing and its day-to-day operations.

#### **2.0 GENERAL BALANCES**

- 2.1 It has been the Council's policy to maintain general balances at a reasonable level, based upon the financial risks and challenges it faces. This is particularly important at the current time, given the increasing demand-led pressures upon Children's Services and Adult Social Care. Close monitoring and control of budgets has meant this policy has been successfully achieved. As at 31 March 2020 the balance of the Council's general reserve was £4.0m.

#### **3.0 PROVISIONS**

##### **Sundry Debtors**

- 3.1 The Council makes provision for bad and doubtful debts based upon an annual review of outstanding debts profiled by age and the associated risks of non-payment, depending upon the types of debt.
- 3.2 Past experience has shown that after 43 days (the period covering the initial stages of recovery action) the likelihood of sundry debts being paid reduces significantly and therefore the risk of them not being recovered increases greatly. Increased provision will therefore be made for all sundry debts outstanding for more than 43 days.

- 3.3 The bad debt provisions in respect of sundry debtors at 31 March 2020 totals £3.1m.

#### **Council Tax / Business Rates (NNDR)**

- 3.4 Bad debt provisions are made in respect of Council Tax and National Non Domestic Rate (NNDR) debts. The bad debt provisions (Council Share) in respect of Council Tax and NNDR debtors at 31 March 2020 totals £11.6m.
- 3.5 The levels of bad debt provisions held are considered prudent in relation to the current level and age profile of outstanding debts. But they will be reviewed annually, particularly in the light of the prevailing economic climate and reductions in Council Tax Support payments and empty property discounts which may affect collection rates. Therefore appropriate provisions will be made to minimise the risk of financial loss to the Council.
- 3.6 The Council is required to hold a provision for NNDR valuation appeal claims. The provision as at 31 March 2020 totals £6.8m. The treatment and funding of appeals is currently being considered nationally as part of the consultation regarding the implementation of 75% business rates retention. Once the outcome of this is known, the implications for future provisions for appeals can be determined.

#### **4.0 CAPITAL RESERVE**

- 4.1 The Council holds a Capital Reserve to support the financing of the Council's capital programme which currently totals £2.0m and is based upon current capital funding needs.

#### **5.0 INVEST TO SAVE FUND**

- 5.1 The Council has an Invest to Save Fund which at 31 March 2020 stood at £0.4m. This is in order to provide one-off funding for proposals which will generate efficiencies and thereby create significant, permanent, revenue budget savings, whilst also supporting the achievement of the Council's corporate objectives.

#### **6.0 TRANSFORMATION FUND**

- 6.1 The Council has a Transformation Fund to fund the costs associated with efficiency reviews and structural changes required in order to deliver a balanced budget. At 31 March 2020 the fund's balance stood at £0.4m.

#### **7.0 COVID-19 RESERVE**

- 7.1 At 31 March 2020 the Council established a reserve of £2.0m to fund future Covid-19 costs, outside the general and specific grants made available from Government.

<b>REPORT TO:</b>	Executive Board
<b>DATE:</b>	19 November 2020
<b>REPORTING OFFICER:</b>	Operational Director – Finance
<b>PORTFOLIO:</b>	Resources
<b>TITLE:</b>	Treasury Management Annual Report 2019-20 and Half Year Report 2020-21
<b>WARDS:</b>	Borough-wide

### **1.0 PURPOSE OF REPORT**

- 1.1 The purpose of this report is to provide an update regarding activities undertaken on the money market as required by the Treasury Management Policy.

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

### **3.0 SUPPORTING INFORMATION**

#### **Economic Outlook**

- 3.1 The following analysis of the economic situation has been provided by Link Asset Services, the Council's treasury management advisors.

- 3.2 During the six months ended 30 September 2020

- There was a quicker-than-expected recovery in GDP in June and July
- Retail spending rose 4.0% above its pre- Covid virus level, but the recovery in investment lagged behind
- There was a second wave of the virus and a tightening in COVID-19 restrictions in September
- In September, the Chancellor announced a new fiscal package worth £5bn (0.2% of GDP) to support the economy;
- Concerns about a second wave and a no deal Brexit weighed on the FTSE 100 and the pound
- There were divisions on the Monetary Policy Committee over the possible use of negative interest rates;

- 3.3 As expected, the Bank of England's Monetary Policy Committee (MPC) kept Bank Rate unchanged on 6th August (and subsequently 16th September). It also kept unchanged the level of quantitative easing at £745bn. It also quashed any idea of using negative interest rates, at least in the next six

months or so. It suggested that while negative rates can work in some circumstances, it would be “less effective as a tool to stimulate the economy” at this time when banks are worried about future loan losses.

- 3.4 The pace of recovery is not expected to be in the form of a rapid V shape, but a more elongated and prolonged one after a sharp recovery in June through to August which left the economy 11.7% smaller than in February. The last three months of 2020 are now likely to show no growth as consumers will probably remain cautious in spending and uncertainty over the outcome of the UK/EU trade negotiations concluding at the end of the year will also be a headwind.
- 3.5 There will be some painful longer term adjustments as e.g. office space and travel by planes, trains and buses may not recover to their previous level of use for several years, or possibly ever. There is also likely to be a reversal of globalisation as this crisis has shown up how vulnerable long-distance supply chains are. On the other hand, digital services are one area that has already seen huge growth
- 3.6 The Financial Policy Committee (FPC) report on 6th August revised down their expected credit losses for the banking sector to “somewhat less than £80bn”. It stated that in its assessment “banks have buffers of capital more than sufficient to absorb the losses that are likely to arise under the MPC’s central projection”. The FPC stated that for real stress in the sector, the economic output would need to be twice as bad as the MPC’s projection, with unemployment rising to above 15%.
- 3.6 In the United States the incoming sets of data during the first week of August were almost universally stronger than expected. With the number of new daily coronavirus infections beginning to abate, recovery from its contraction this year of 10.2% should continue over the coming months and employment growth should also pick up again. However, growth will be dampened by continuing outbreaks of the virus in some states leading to fresh localised restrictions.
- 3.7 In the EU the economy was recovering well towards the end of Q2 after a sharp drop in GDP, (e.g. France 18.9%, Italy 17.6%). However, the second wave of the virus affecting some countries could cause a significant slowdown in the pace of recovery, especially in countries more dependent on tourism. The fiscal support package, eventually agreed by the EU after prolonged disagreement between various countries, is unlikely to provide significant support and quickly enough to make an appreciable difference in weaker countries. The ECB has been struggling to get inflation up to its 2% target and

it is therefore expected that it will have to provide more monetary policy support through more quantitative easing purchases of bonds in the absence of sufficient fiscal support.

### Interest Rate Forecast

3.11 The following forecast has been provided by Link Asset Services.

Link Group Interest Rate View 11.8.20											
	Sep-20	Dec-20	Mar-21	Jun-21	Sep-21	Dec-21	Mar-22	Jun-22	Sep-22	Dec-22	Mar-23
Bank Rate View	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10
3 month average earnings	0.05	0.05	0.05	0.05	0.05	0.05	-	-	-	-	-
6 month average earnings	0.10	0.10	0.10	0.10	0.10	0.10	-	-	-	-	-
12 month average earnings	0.15	0.15	0.15	0.15	0.15	0.15	-	-	-	-	-
5yr PWLB Rate	1.90	1.90	2.00	2.00	2.00	2.00	2.00	2.10	2.10	2.10	2.10
10yr PWLB Rate	2.10	2.10	2.10	2.10	2.10	2.20	2.20	2.20	2.30	2.30	2.30
25yr PWLB Rate	2.50	2.50	2.50	2.50	2.60	2.60	2.60	2.70	2.70	2.70	2.70
50yr PWLB Rate	2.30	2.30	2.30	2.30	2.40	2.40	2.40	2.50	2.50	2.50	2.50

During the period of these two reports the bank base rate dropped from 0.75% to 0.25% on 11 March 2020, then dropped further to 0.10% on 19 March 2020

### Treasury Management Annual Report 2019-20

3.12 The borrowing rates from September 2019 to March 2020 are shown below:

#### Short Term Borrowing Rates

	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	%	%	%	%	%	%	%
Call Money (Market)	0.66	0.68	0.68	0.68	0.68	0.68	0.06
1 Month (Market)	0.72	0.71	0.71	0.70	0.71	0.68	0.24
3 Month (Market)	0.76	0.81	0.79	0.79	0.76	0.67	0.60

#### Longer Term Borrowing Rates

	Sep	Oct	Nov	Dec	Jan	Feb	Mar
	%	%	%	%	%	%	%
1 Year (Market)	0.89	0.97	0.95	0.98	0.88	0.75	0.86
10 Year (PWLB)	1.30	2.45	2.48	2.70	2.36	2.25	2.17
25 Year (PWLB)	1.83	3.00	3.03	3.22	2.87	2.77	2.65

3.13 Market rates are based on LIBOR rates and PWLB rates are for new loans based on principal repayable at maturity. The rates are shown for the end of



each month. Please note that during October 2019 the Government increased borrowing rates from PWLB by 1%.

### **Borrowing and Investments**

#### Turnover During the Period

	<b>No of deals</b>	<b>Turnover £m</b>
Short Term Borrowing	2	10
Short Term Investments	5	40

#### Position at Month End

	<b>Sep £m</b>	<b>Oct £m</b>	<b>Nov £m</b>	<b>Dec £m</b>	<b>Jan £m</b>	<b>Feb £m</b>	<b>Mar £m</b>
Total Borrowing	172	172	172	172	182	182	177
Total Investments	(110)	(110)	(105)	(95)	(100)	(95)	(80)
Call Account Balance	(12)	(5)	(6)	(5)	(15)	(6)	(21)

#### Investment Benchmarking

<b>Benchmark</b>	<b>Benchmark Return %</b>	<b>Performance Oct - Mar %</b>	<b>Investment Interest Earned £000</b>
7 day	0.57	0.65	53
1 month	0.60	-	-
3 month	0.66	1.02	93
6 month	0.73	0.93	6
12 month	0.83	1.13	301
Over 12 months	-	1.41	191
Property Fund	-	4.24	106
<b>Total</b>			<b>750</b>

- 3.14 This shows the Council has exceeded the benchmark for all investments between October 2019 and March 2020 ensuring the maximum yield for all funds invested.
- 3.15 At 31 March 2020 Halton Borough Council held £5m in the CCLA Local Authority Property Fund. There is no benchmark available for this income.

## Budget Monitoring

	Net Interest at 31st March 2020		
	Budget Year to Date £000	Actual Year to Date £000	Variance £000
Investments	(1,055)	(1,482)	427
Borrowings	1,099	1,115	(16)
<b>Total</b>	<b>44</b>	<b>(367)</b>	<b>411</b>

### New Long Term Borrowing

3.16 The Council has not borrowed any long term funds during this period.

### Policy Guidelines

3.17 The Treasury Management Strategy Statement (TMSS) for 2019/20, which includes the Annual Investment Strategy, was approved by the Council on 06 March 2019. It sets out the Council's investment priorities as being:

- Security of capital;
- Liquidity; and
- Yield

3.18 The Council will also aim to achieve the optimum return (yield) on investments commensurate with proper levels of security and liquidity. In the current economic climate and the heightened credit concerns it is considered appropriate to keep the majority of investments short term and to ensure all investments are in line with Link's credit rating methodology.

### Treasury Management Indicators

3.19 It is a statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's approved Treasury and Prudential Indicators were set out in the Treasury Management Strategy Statement and are reviewed in Appendix 1.

### Debt Rescheduling

3.20 No debt rescheduling was undertaken during the quarter.

## Treasury Management Half Yearly Report 2020-21

3.12 The borrowing rates from April 2020 to September 2020 are shown below:

### Short Term Borrowing Rates

	Mar	Apr	May	Jun	Jul	Aug	Sep
	%	%	%	%	%	%	%
Call Money (Market)	0.06	0.05	0.06	0.05	0.05	0.05	0.05
1 Month (Market)	0.24	0.20	0.09	0.09	0.06	0.05	0.05
3 Month (Market)	0.57	0.59	0.22	0.14	0.08	0.06	0.06

### Longer Term Borrowing Rates

	Mar	Apr	May	Jun	Jul	Aug	Sep
	%	%	%	%	%	%	%
1 Year (Market)	0.83	0.83	0.56	0.43	0.31	0.24	0.16
10 Year (PWLB)	2.17	2.10	2.02	2.01	1.94	2.21	2.06
25 Year (PWLB)	2.65	2.44	2.45	2.47	2.46	2.77	2.56

3.13 Market rates are based on LIBOR rates and PWLB rates are for new loans based on principal repayable at maturity. The rates are shown for the end of each month.

### Borrowing and Investments

#### Turnover During the Period

	No of deals	Turnover £m
Short Term Borrowing	-	-
Short Term Investments	9	45

#### Position at Month End

	Mar £m	Apr £m	May £m	Jun £m	Jul £m	Aug £m	Sep £m
Total Borrowing	177	172	172	172	172	172	172
Total Investments	(85)	(75)	(100)	(100)	(100)	(100)	(95)
Call Account Balance	(21)	(27)	(27)	(26)	(18)	(22)	(24)

Investment Benchmarking

<b>Benchmark</b>	<b>Benchmark Return %</b>	<b>Performance Apr - Sep %</b>	<b>Investment Interest Earned £000</b>
7 day	-0.05	0.19	26
1 month	0.01	0.25	1
3 months	0.19	0.45	8
6 months	0.31	0.67	47
12 months	0.46	1.00	206
Over 12 months		1.51	227
Property Fund		3.95	90
<b>Total</b>			<b>605</b>

- 3.14 This shows the Council has exceeded the benchmark for all investments between April and September 2020 ensuring the maximum yield for all funds invested.
- 3.15 At 30<sup>th</sup> September 2020 Halton Borough Council held £5m in the CCLA Local Authority Property Fund. There is no benchmark available for this income.

**Budget Monitoring**

<b>Net Interest at 30th September 2020</b>			
	<b>Budget Year to Date £000</b>	<b>Actual Year to Date £000</b>	<b>Variance (o/spend) £000</b>
Investment	(608)	(605)	(3)
Borrowing	550	550	-
<b>Total</b>	<b>(59)</b>	<b>(56)</b>	<b>(3)</b>

**New Long Term Borrowing**

- 3.16 The Council has not borrowed any long term funds during this period.

**Policy Guidelines**

- 3.17 The Treasury Management Strategy Statement (TMSS) for 2020/21, which includes the Annual Investment Strategy, was approved by the Council on 04 March 2020. It sets out the Council's investment priorities as being:
- Security of capital;
  - Liquidity; and
  - Yield

- 3.18 The Council will also aim to achieve the optimum return (yield) on investments commensurate with proper levels of security and liquidity. In the current economic climate and the heightened credit concerns it is considered appropriate to keep the majority of investments short term and to ensure all investments are in line with Sector's credit rating methodology.

### **Treasury Management Indicators**

- 3.19 It is a statutory duty for the Council to determine and keep under review the affordable borrowing limits. The Council's approved Treasury and Prudential Indicators were set out in the Treasury Management Strategy Statement and are reviewed in Appendix 2.

### **Debt Rescheduling**

- 3.20 No debt rescheduling was undertaken during the quarter.

## **5.0 POLICY IMPLICATIONS**

- 5.1 None.

## **6.0 FINANCIAL IMPLICATIONS**

- 6.1 The financial implications are as set out in the report.

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

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

## **8.0 RISK ANALYSIS**

- 8.1 The main risks with Treasury Management are security of investment and volatility of return. To combat this, the Authority operates within a clearly defined Treasury Management Policy and annual borrowing and investment strategy, which sets out the control framework

## **9.0 EQUALITY AND DIVERSITY ISSUES**

- 9.1 None.

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

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

## Treasury and Prudential Indicators – 2019/20

Prudential Indicators	2018/19	2019/20	
	Full Year Actual £000	Original Estimate £000	Full Year Actual £000
Capital Expenditure	21,901	19,565	43,340
Net Financing Need for the Year <i>(Borrowing Requirement)</i>	3,254	10,591	13,094
Increase / (Decrease) in CFR <i>(Capital Financing Requirement)</i>	(14,817)	2,049	4,366
Ratio of Financing Costs to Net Revenue Stream * <i>(Proportion of cost of borrowing to Council's net revenue)</i>	6.7%	7.2%	6.4%
External Debt ** <i>(Borrowing plus PFI and lease liabilities)</i>	553,074	546,519	551,519
Operational Boundary <i>(Limit of which external debit is not expected to exceed)</i>	856,312	841,500	841,500
Authorised Limit <i>(Limit beyond which external debit is prohibited)</i>	926,312	889,540	889,540

Maximum Principal invested > 365 days	Investment	2018/19	2019/20
	Limit £000	Actual £000	Actual £000
Principal Sums Invested over 365 days	30,000	25,000	30,000

\* Financing Costs updated for 18/19 and 19/20 to include the interest cost of Mersey Gateway borrowing

\*\* External Debt for 18/19 and 19/20 updated to include the long-term liability relating to The Grange and Mersey Gateway PFI schemes.

## Appendix 2

Treasury and Prudential Indicators – 2020/21 – Estimate at 30<sup>th</sup> September 2020

Prudential Indicators	2019/20	2020/21	
	Full Year Actual £000	Original Estimate £000	Quarter 2 Estimate £000
Capital Expenditure	43,340	38,782	53,612
Net Financing Need for the Year <i>(Borrowing Requirement)</i>	13,094	8,369	23,583
Increase / (Decrease) in CFR <i>(Capital Financing Requirement)</i>	4,366	(4,623)	13,862
Ratio of Financing Costs to Net Revenue Stream <i>(Proportion of cost of borrowing to Council's net revenue)</i>	6.4%	6.0%	6.8%
External Debt <i>(Borrowing plus PFI and lease liabilities)</i>	551,519	539,676	539,676
Operational Boundary <i>(Limit of which external debit is not expected to exceed)</i>	841,500	586,520	586,520
Authorised Limit <i>(Limit beyond which external debit is prohibited)</i>	889,540	623,841	623,841

Maximum Principal invested > 365 days	Investment	2019/20	2020/21
	Limit £000	Actual £000	Estimate £000
Principal Sums Invested over 365 days	40,000	30,000	30,000

**REPORT TO:** Executive Board

**DATE:** 19 November 2020

**REPORTING OFFICER:** Strategic Director Enterprise Community & Resources

**PORTFOLIO:** Resources

**SUBJECT:** Council Tax Section 13A Discount Policy Statement

**WARD(S):** Borough-wide

### 1. PURPOSE OF REPORT

1.1. To amend the Council Tax Section 13A Discount Policy Statement to reduce to nil the Empty Homes Premium levied on certain residential dwellings which are being renovated to bring back into use.

**2. RECOMMENDED: That the amendment to the Council Tax Section 13A Discount Policy Statement to reduce to nil the amount of Empty Homes Premium payable on certain residential dwellings which are being renovated to bring back into use, be approved as follows;**

**1) From 1 April 2020, reduce to nil the amount of Empty Homes Premium payable on a residential dwelling which has recently been purchased or inherited and where the property was previously unoccupied and unfurnished between two and five years, for a period of three months.**

**2) From 1 April 2020, reduce to nil the amount of Empty Homes Premium payable on a residential dwelling which has recently been purchased or inherited and where the property was previously unoccupied and unfurnished for over five years, for a period of six months.**

### 3. SUPPORTING INFORMATION

3.1 In order to deter owners of long term empty properties from continuing to leave them empty, the Local Government Finance Act 2012 allows billing authorities to levy an empty homes premium on all residential properties which have been unoccupied and unfurnished for more than two years, regardless of any change in ownership.

3.2 The Government introduced an amendment to the legislation and the Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018, gave billing authorities further powers to increase the level of Empty Homes Premium they can levy on properties empty for more than two years as follows:

From 1 April 2019 up to 100% premium can be charged in addition to the full council tax for each dwelling unoccupied and unfurnished for more than two years.



From 1 April 2020 up to 100% premium can be charged in addition to the full council tax for each dwelling unoccupied and unfurnished between two and five years, and 200% premium for dwellings unoccupied for more than five years.

From 1 April 2021 up to 100% premium can be charged in addition to the full council tax for each dwelling unoccupied and unfurnished between two and five years, 200% premium for dwellings unoccupied between five and ten years, and 300% premium for properties unoccupied for more than ten years.

- 3.4 Since the introduction of the Empty Homes Premium the number of properties in Halton empty for more than two years has reduced from 250 at 1 April 2013 to 138 at 30 September 2020.
- 3.5 The breakdown of properties in Halton, empty for more than two years as at 30 September 2020 is:

Between 2 – 5 years	84
Over 5 years	54
Total	138

- 3.3 Occasionally, a council tax payer may purchase or inherit a residential property in Halton which has been empty and unfurnished for over two years and thus subject to the Empty Homes Premium. The new owner may not have been aware of this.
- 3.4 The new owner's intention may be to renovate the property to bring back into use, and the Council recognises this and wants to support these taxpayers. The Council accepts that significant works may be required to render such properties habitable and it is therefore proposed:

From 1 April 2020, reduce to nil the amount of Empty Homes Premium payable on a residential dwelling which has recently been purchased or inherited and where the property was previously unoccupied and unfurnished for a period of between two and five years, for a period of three months.

From 1 April 2020, reduce to nil the amount of Empty Homes Premium payable on a residential dwelling which has recently been purchased or inherited and where the property was previously unoccupied and unfurnished for over five years, for a period of six months.

- 3.5 Under section 13A of the Local Government Finance Act 1992 the Council has a general discretionary power to reduce liability for council tax in relation to individual cases or class (es) of cases that it may determine where national discounts and exemptions cannot be applied.
- 3.6 The changes required to the Council's Section 13A policy to facilitate the above proposals, are shown in section 5 of the policy within the Appendix. It is anticipated that this does not represent a significant financial commitment for the Council.

**4. POLICY IMPLICATIONS**

- 4.1 The policy statement presented in the Appendix would meet the requirements of Section 13A of the Local Government Finance Act 1992 (as amended).

**5. FINANCIAL IMPLICATIONS**

- 5.1 The cost of reducing to nil any Empty Homes Premiums under the Section 13A Policy would be met in full by the council taxpayer.
- 5.2 The total cost of the relief proposed cannot be determined precisely as the number of council tax payers who would apply is unknown. However, it is anticipated that this does not represent a significant financial commitment for the Council as there are only 138 residential properties in Halton currently subject to the Empty Homes Premium.

**6. 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**

Depending upon the specific circumstances, the award of discounts under the Section 13A Policy have the potential to affect all of the Council priorities above.

**7. RISK ANALYSIS**

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

**8. EQUALITY AND DIVERSITY ISSUES**

- 8.1 None.

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

<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
Section 13A Local Government Finance Act 1992 (as amended)	Revenues & Financial Management Halton Stadium Widnes	Stephen Baker

# Council Tax

## Section 13A Discount

### Policy Statement

## **1. INTRODUCTION**

- 1.1 Section 13A of the Local Government Finance Act 1992 (as amended) provides the Council with discretionary powers to reduce the amount of council tax liability in exceptional circumstances, where national discounts and exemptions cannot be applied.
- 1.2 This would only be applied in exceptional circumstances and would then be considered on a case-by-case basis or for several taxpayers who may fall into a group due to similar circumstances e.g. those who have had to leave their home due to flooding or fire, care leavers or foster carers.
- 1.3 Council tax legislation provides a wide range of discounts, exemptions and reductions that have the effect of reducing the level of council tax due. Applicants will therefore be expected to have exhausted all other options before making an application under this policy.
- 1.4 Prior to applying this policy, consideration should be given to whether alternative actions should be undertaken. Therefore, this policy will only consider exceptional circumstances, where it is appropriate and fair to provide a discretionary discount.

## **2. STATEMENT OF OBJECTIVES**

- 2.1 Section 13A discount awards will be awarded when tax payers experience unforeseen or exceptional circumstances that threaten their ability to pay their council tax.
- 2.2 Given that the cost of any such award has to be met by the Borough's council taxpayers, any applications must meet the underlying principle of offering value for money to council tax payers. This will be achieved by asking for a range of information to support each application.
- 2.3 From time to time Government may introduce a specific scheme in response to an event such as a natural disaster (e.g. flooding). Where such schemes are introduced, funding is normally fully met by Government without impact upon the local council taxpayer.
- 2.4 Any such schemes that are introduced, in so far as they fall to be administered under Section 13A of The Local Government Finance Act 1992 (as amended), will be administered in accordance with instructions and guidance set out by Government.
- 2.5 The Council will consider making a Section 13A award to applicants who meet the qualifying criteria set out below. All applicants will be considered on their individual merits.
- 2.6 Sections 3, 4 and 5 of this policy details specific groups of taxpayers who may be entitled to a reduction in accordance with Section 13A.

### **3. CARE LEAVERS**

- 3.1 The Council may reduce to nil the council tax liability of Care Leavers who satisfy all of the following criteria:
- The person is a former relevant Care Leaver as defined within the Children (Leaving Care) Act 2000
  - The person has left care and is aged between 18 and 25
  - The person resides within Halton and is liable to pay council tax to Halton Borough Council with effect from 1<sup>st</sup> April 2018.
- 3.2 Any award given to an individual case will end on the day before their 25<sup>th</sup> birthday
- 3.3 Where the Care Leaver is liable for more than one property the discretionary discount will be awarded in respect of only one property, that being the person's sole or main residence.
- 3.4 The amount of discount granted will be the amount of council tax the Care Leaver still has to pay after any existing statutory discounts and council tax support has been taken into account.
- 3.5 Any award given will be automatically granted and any change to the Care Leaver's circumstances during the financial year will be taken into consideration.
- 3.6 Where the Care Leaver is jointly and severally liable with one or more residents, who are not Care Leavers, the amount of council tax payable will be reduced by 50%.

### **4. FOSTER CARERS**

- 4.1 The Council may reduce to nil the council tax liability of Foster Carers who satisfy all of the following criteria:
- The person is available to provide or currently provides foster care services directly on behalf of the Council.
  - The person resides within Halton and is liable to pay council tax to Halton Borough Council from 1<sup>st</sup> April 2019 onwards.
- 4.2 This discount will not apply to Foster Carers who provide services via an Independent Fostering Agency.
- 4.3 Where the Foster Carer is liable for more than one property, the council tax discount will be awarded in respect of only one property, that being the person's sole or main residence.
- 4.4 The amount of discount granted will be the amount of council tax the Foster Carer still has to pay after any existing statutory discounts and council tax support has been taken into account.

4.5 Where a person commences providing foster care services on behalf of the Council during the financial year and continues to do so for at least three months, they will be awarded the council tax discount for the full financial year.

4.6 Any award given will be automatically granted and any change to the Foster Carer's circumstances during the financial year will be taken into consideration.

## **5. EMPTY HOMES PREMIUM**

5.1 The Council may reduce to nil the Empty Homes Premium when the criteria detailed below is satisfied:

- The residential property is within Halton and is liable for Council Tax from 1<sup>st</sup> April 2020 onwards.
- The residential property has recently been purchased or inherited and consequently has a new owner.
- The new owner demonstrates proof that the property is undergoing refurbishment to bring it back into a habitable state. This will be in the form of estimates and receipts etc.
- A visiting officer has visited the property and confirmed the refurbishment has commenced.

5.2 Where the residential property has previously been unoccupied and unfurnished for a period of between two and five years, the Empty Homes Premium will be reduced to nil for a period of three months.

5.3 Where the residential property has previously been unoccupied and unfurnished for a period exceeding five years, the Empty Homes Premium will be reduced to nil for a period of six months.

5.4 Once the discount period has expired, the Empty Homes Premium will be payable, providing the property is still empty and unfurnished.

5.5 Should works not be completed and the property is subsequently sold before the discount period has expired, the discount is not transferrable to the new owner.

## **6. APPLICATION PROCESS**

6.1 The features of the Council's Section 13A Discount Policy are that:

- It is discretionary;
- An applicant does not have the statutory right to a payment;
- The operation of the scheme is for the Council to determine;
- The Council may choose to vary the way in which funds are allocated according to community needs;

- Other than the normal appeal against the application of discretionary function by Judicial Review, there is no right to a statutory appeal of any application decision. In the interest of fairness the Council will operate an internal review procedure for appeals in a non-discriminatory way;

6.2 For applications other than those for Care Leavers, Foster Carers or Empty Homes Premium discounts, a form is available from the Council Tax department. Applications should relate to the current council tax year, and should include the following information:

- The reason for the request;
- How long the discount is wanted for;
- The steps that have been taken to meet or mitigate the council tax liability;
- The cost of such a discount.

## **7. ELIGIBILITY CRITERIA**

7.1 There are no pre-set criteria for the award of a Section 13A council tax discount. Each application will therefore be considered on its individual merits.

7.2 In deciding whether to award a Section 13A discount, the applicant's particular circumstances will be considered. The Applicant will therefore be asked to provide supporting evidence to substantiate the answers that they give to the questions above. This may include, but is not limited to:

- Income and expenditure statements;
- Any sources of credit such as debit cards, credit cards, store cards, overdraft facilities and loan arrangements;
- Any financial assistance which is likely to be available to the Applicant from other sources.

7.3 Decisions on eligibility for an award will be made by the Operational Director Finance. All awards will be made by crediting the award value to the council tax account to which it applies.

7.4 The Council will notify the Applicant in writing of the outcome within 20 working days of the date the decision is made. Where the request for an award under Section 13A is unsuccessful or is not met in full, the Council will explain the reasons why the decision was made.

## **8. THE RIGHT TO APPEAL**

8.1 Section 13A awards are administered under the Local Government Finance Act 1992 (as amended) and are not subject to a statutory appeals process. Appeals will therefore be decided by the Council.



- 8.2 The Council will operate the policy for dealing with appeals about either the decision not to make an award or the amount of an award.
- 8.3 An applicant who requires further explanation of a Section 13A Discount decision must request this in writing within 20 days of notification of the decision.
- 8.4 An applicant who disagrees with a decision may appeal the decision within 20 days of the original decision. Where possible, the Council will initially try to resolve the matter by explaining the reasons for the decision to the Applicant in writing.
- 8.5 Decisions on appeals will be made by the Council's Appeals Panel. If it is decided to reject the appeal, the reasons for the decision will be provided to the Applicant in writing within 20 working days.

## **9. OVERPAYMENTS**

- 9.1 If the Council becomes aware that the information contained in an application for a Section 13A Discount award was incorrect or that relevant information was not declared, either intentionally or otherwise, the Council may seek to recover the value of any award made as a result of that application.
- 9.2 The award will be removed from the relevant council tax account and any resulting balance will be subject to the normal methods of collection and recovery applicable to such accounts.

## **10. FRAUD**

- 10.1 The Council is committed to prevent fraud. Any applicant who tries to fraudulently claim a Section 13A discount 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.

By virtue of paragraph(s) 2, 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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