

MEMBERS INTERESTS 2012

A Member with a disclosable pecuniary interest in any matter considered at a meeting must disclose the interest to the meeting at which they are present, except where it has been entered on the Register.

A Member with a non pecuniary or pecuniary interest in any business of the Council must disclose the existence and nature of that interest at commencement of consideration or when the interest becomes apparent.

Where sensitive information relating to an interest is not registered in the register, you must indicate that you have an interest, but need not disclose the sensitive information.

Please tick relevant boxes

Notes

	General		
1.	I have a disclosable pecuniary interest.	<input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 below</i>
2.	I have a non-pecuniary interest.	<input type="checkbox"/>	<i>You may speak and vote</i>
3.	I have a pecuniary interest because it affects my financial position or the financial position of a person or body described in 10.1(1)(i) and (ii) and the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest or it relates to the determining of any approval consent, licence, permission or registration in relation to me or any person or body described in 10.1(1)(i) and (ii) and the interest is one which a member of the public with knowledge of the relevant facts, would reasonably regard as so significant that it is likely to prejudice my judgement of the public interest	<input type="checkbox"/> <input type="checkbox"/>	<i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i> <i>You cannot speak or vote and must withdraw unless you have also ticked 5 or 6 below</i>
4.	I have a disclosable pecuniary interest (Dispensation 16/7/12) or a pecuniary interest but it relates to the functions of my Council in respect of: (i) Housing where I am a tenant of the Council, and those functions do not relate particularly to my tenancy or lease. (ii) school meals, or school transport and travelling expenses where I am a parent or guardian of a child in full time education, or are a parent governor of a school, and it does not relate particularly to the school which the child attends. (iii) Statutory sick pay where I am in receipt or entitled to receipt of such pay. (iv) An allowance, payment or indemnity given to Members (v) Any ceremonial honour given to Members (vi) Setting Council tax or a precept under the LGFA 1992	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<i>You may speak and vote</i> <i>You may speak and vote</i> <i>You may speak and vote</i> <i>You may speak and vote</i> <i>You may speak and vote</i> <i>You may speak and vote</i>
5.	A Standards Committee dispensation applies (relevant lines in the budget – Dispensation 20/2/13 – 19/2/17)	<input type="checkbox"/>	<i>See the terms of the dispensation</i>
6.	I have a pecuniary interest in the business but I can attend to make representations, answer questions or give evidence as the public are also allowed to attend the meeting for the same purpose	<input type="checkbox"/>	<i>You may speak but must leave the room once you have finished and cannot vote</i>

'disclosable pecuniary interest' (DPI) means an interest of a description specified below which is your interest, your spouse's or civil partner's or the interest of somebody who you are living with as a husband or wife, or as if you were civil partners and you are aware that that other person has the interest.

Interest

Prescribed description

Employment, office, trade, profession or vocation

Any employment, office, trade, profession or vocation carried on for profit or gain.

Sponsorship

Any payment or provision of any other financial benefit (other than from the relevant authority) made or provided within the relevant period in respect of any expenses incurred by M in carrying out duties as a member, or towards the election expenses of M.

	This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between the relevant person (or a body in which the relevant person has a beneficial interest) and the relevant authority— (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged.
Land	Any beneficial interest in land which is within the area of the relevant authority.
Licences	Any licence (alone or jointly with others) to occupy land in the area of the relevant authority for a month or longer.
Corporate tenancies	Any tenancy where (to M's knowledge)— (a) the landlord is the relevant authority; and (b) the tenant is a body in which the relevant person has a beneficial interest.
Securities	Any beneficial interest in securities of a body where— (a) that body (to M's knowledge) has a place of business or land in the area of the relevant authority; and (b) either— (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or (ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the relevant person has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

"body in which the relevant person has a beneficial interest" means a firm in which the relevant person is a partner or a body corporate of which the relevant person is a director, or in the securities of which the relevant person has a beneficial interest; "director" includes a member of the committee of management of an industrial and provident society;

"land" excludes an easement, servitude, interest or right in or over land which does not carry with it a right for the relevant person (alone or jointly with another) to occupy the land or to receive income; "M" means a member of a relevant authority;

"member" includes a co-opted member; "relevant authority" means the authority of which M is a member;

"relevant period" means the period of 12 months ending with the day on which M gives notice to the Monitoring Officer of a DPI;

"relevant person" means M or M's spouse or civil partner, a person with whom M is living as husband or wife or a person with whom M is living as if they were civil partners;

"securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

'non pecuniary interest' means interests falling within the following descriptions:

- 10.1(1)(i) Any body of which you are a member or in a position of general control or management and to which you are appointed or nominated by your authority;
- (ii) Any body (a) exercising functions of a public nature; (b) directed to charitable purposes; or (c) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union), of which you are a member or in a position of general control or management;
- (iii) Any easement, servitude, interest or right in or over land which does not carry with it a right for you (alone or jointly with another) to occupy the land or to receive income.
- 10.2(2) A decision in relation to that business might reasonably be regarded as affecting your well-being or financial position or the well-being or financial position of a connected person to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the ward, as the case may be, affected by the decision.

'a connected person' means

- (a) a member of your family or any person with whom you have a close association, or
- (b) any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors;
- (c) any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000; or
- (d) any body of a type described in sub-paragraph 10.1(1)(i) or (ii).

'body exercising functions of a public nature' means

Regional and local development agencies, other government agencies, other Councils, public health bodies, council-owned companies exercising public functions, arms length management organisations carrying out housing functions on behalf of your authority, school governing bodies.

A Member with a personal interest who has made an executive decision in relation to that matter must ensure any written statement of that decision records the existence and nature of that interest.

NB Section 21(13) of the LGA 2000 overrides any Code provisions to oblige an executive member to attend an overview and scrutiny meeting to answer questions.

EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE

HELD: **AGENDA ITEM: 6**
4 JULY 2013
Start: 7.30pm
Finish: 9.35pm

PRESENT: Greenall (Chairman)

Bailey	Gagen
Baldock	Kay
Bell	Moran
Blane	Oliver
Cheetham	Pendleton
Cropper	Pope
Mrs R Evans	Wilkie
Furey	

Councillors: Owen (Portfolio Holder Housing (Finance), Regeneration & Estates)

Officers: Assistant Director Housing and Regeneration (Mr R Livermore)
Head of Leisure & Cultural Services (Mr J Nelson)
Deputy Borough Treasurer (Mr M Kostrzewski)
Planning Policy & Implementation Team Leader (Mr P Richards)
Assistant Solicitor (Mr M Hynes)
Principal Overview and Scrutiny Officer (Mrs C A Jackson)

In attendance: Tenant Involvement Manager (Ms T Berry)
Tenant Representative (Landlord Services Committee Cabinet Working Group) (Ms H Scully)

1. APOLOGIES

Apologies for absence were submitted on behalf of Cllr Savage.

2. MEMBERSHIP OF THE COMMITTEE

In accordance with Council Procedure Rule 2, Members noted the termination of membership of Councillor Jones and the appointment of Councillor Bailey for this meeting only thereby giving effect to the wishes of the Political Groups.

3. URGENT BUSINESS

There were no items of urgent business.

4. DECLARATIONS OF INTEREST

Councillor Pope declared a non-pecuniary interest in item 9 (Abbey Lane Playing Fields, Transfer to Community Sports Club – Item referred by Cabinet to the Executive Overview and Scrutiny Committee) as Chairman of Ormskirk Sunday Football League.

5. DECLARATIONS OF PARTY WHIP

There were no declarations of a Party Whip.

6. MINUTES

RESOLVED: That the minutes of the meeting held on 4 April 2013 be received as a correct record and signed by the Chairman.

(Note: The Chairman varied the order in which items were considered so Call-In Item (Part II) – West Lancashire Investment Centre – Staff Relocation was dealt with next. The minute order follows that as set down on the agenda notice. As recorded at Minute 13 the press and public were excluded for this item of business)

7. RELEVANT MINUTES OF CABINET

Consideration was given to the minutes of the Cabinet held on 16 May and 18 June 2013 respectively.

8. CABINET MINUTES - 16 MAY 2013

RESOLVED: That the minutes of the Cabinet held on 16 May 2013 be noted.

9. CABINET MINUTES - 18 JUNE 2013.

Questions and comments were raised in respect of the following items:

Minute 19 (West Lancashire Local Plan 2012 – 2027) – Infrastructure concerns relating to the Burscough site; identification of housing land (5 year supply);

RESOLVED: That the minutes of the Cabinet held on 18 June 2013 be noted.

10. CALL IN ITEM - TENANT INVOLVEMENT STRUCTURE

Consideration was given to the report of the Borough Solicitor which advised that a decision of Cabinet in respect of the above item (Minute 16) had received a call in requisition signed by five members of the Committee. The report set out the reason for the call in together with a different decision put forward by the Members concerned on the requisition notice.

In the ensuing discussion Members considered the existing arrangements re. access / distribution of Minutes and scrutiny arrangements relating to the Tenant Involvement Structure, referencing the details set out in Appendix A of the report of the Assistant Director Housing and Regeneration, and the proposed arrangements / processes of the new Tenant Involvement Structure as set out in Appendix C of that report.

RESOLVED: That the Committee does not wish to ask for a different decision.

(Note: The Tenant Involvement Manager and Tenant Representative left the meeting following consideration of this item.)

11. ABBEY LANE PLAYING FIELDS, TRANSFER TO COMMUNITY SPORTS CLUB - ITEM REFERRED BY CABINET TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE

Consideration was given to the report of the Borough Solicitor that advised that the above report had been referred at the request of Cabinet to seek the views of the Committee prior to consideration on 17 September 2013.

Members raised comments and questions in relation to:

- Future proposals for the Abbey Lane Playing Fields Site (also known as the Thomas Galvin Sports Ground).
- The roles of Burscough Juniors Football Club; the Football Foundation and Liverpool FA in the proposals.
- The consultation process with other local Football Leagues.
- Drainage Problems at the site – costs related to repairs / overhaul of the drainage system.
- Proposed contents of the Community User Agreement.
- Proposals relating to multi-sports activities.
- Maximising activities (other than ball games) that could take place at the ground.
- Opportunities for external funding and other investment.
- Viability of the proposals coming forward.

The Head of Leisure and Cultural Services attended the meeting and responded to questions referencing details in the report of the Assistant Director Community Services, attached as Appendix 1. He reported that a further report containing additional details and a draft community user agreement was scheduled to receive consideration at the next meeting of Cabinet on 17 September 2013.

As a consequence of the discussion on this item it was agreed that the following comment be referred to Cabinet.

RESOLVED: That the Council goes out to consultation to those “leagues” that used (Abbey Lane Playing Fields) in the last 10 years.

12. COMMUNITY INFRASTRUCTURE LEVY - DRAFT CHARGING SCHEDULE

Consideration was given to the report of the Assistant Director Planning, as contained on pages 89 to 107 of the Book of Reports, that provided information in relation to the proposed Community Infrastructure Levy (CIL) rates as set out within the Draft Charging Schedule (Appendix 2) that sought the views of the Committee prior to consideration by Cabinet on 17 September 2013.

Members raised comments and questions in relation to:

- The criteria relating to Zone allocation.
- The reasons for the inclusion of Up Holland in Zone B.
- The categories (development type) and the proposed CIL rate identified.
- The practicalities of assigning a “Zone C” and “Zone D”.

- Demonstrating CIL affordability against the economic assessment viability of a development.
- Comparisons against the approached used by other exemplified LA's.
- The practical use of Section 106 monies.
- Opportunities to adjust future CIL charges.

The LDF Team Leader attended the meeting and responded to questions referencing details in the report. He explained that the report was due to receive consideration by the Planning Committee on 25 July 2013 and Cabinet on 17 September 2013.

The LDF Team Leader made an undertaking to provide a map, detailing the proposed Zone B, for inclusion with the papers for the item for 25 July 2013 Planning Committee.

As a consequence of the discussion on this item it was agreed that the following agreed comment be referred to Cabinet.

RESOLVED: That Zone B be reviewed and split into smaller zones with percentage viabilities rather than a blanket 0%, with particular reference to Up Holland.

13. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of that Act and as, in all the circumstances of the case, the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

14. CALL IN ITEM (PART II) - WEST LANCASHIRE INVESTMENT CENTRE - STAFF RELOCATION

Consideration was given to the report of the Borough Solicitor which advised that a decision of Cabinet in relation to the above item (Minute 22 refers) had received a call in requisition signed by five members of the Committee. The report set out the reason for the call in, together with a different decision put forward by the five Members concerned on the requisition note.

The Portfolio Holder (Housing (Finance), Regeneration and Estates) attended the meeting and with the consent of the Chairman addressed the Committee and answered questions put to him.

RESOLVED: That the Committee does not wish to ask for a different decision.

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Chairman

CABINET

HELD: 17 SEPTEMBER 2013

Start: 7.30pm

Finish: 9.10pm

PRESENT:

Councillor I Grant (Leader of the Council, in the Chair)

Councillors	Mrs Hopley	<u>Portfolio</u>
	M Forshaw	Landlord Services and Human Resources
	A Owens	Planning and Development
		Deputy Leader & Housing (Finance),
		Regeneration and Estates
	D Sudworth	Health, Leisure and Community Safety
	D Westley	Resources and Transformation

In attendance Councillors:	Ashcroft	Dereli
	Furey	Oliver

Officers

- Managing Director (People and Places) (Mrs G Rowe)
- Managing Director (Transformation) (Ms K Webber)
- Assistant Director Housing and Regeneration (Mr B Livermore)
- Assistant Director Community Services (Mr D Tilleray)
- Borough Treasurer (Mr M Taylor)
- Transformation Manager (Mr S Walsh)
- Head of Leisure & Cultural Services (Mr J Nelson)
- Planning Policy & Implementation Team Leader (Mr P Richards)
- Organisational Re-Engineering Manager (Ms K Warmington)
- Principal Planning Officer (Ms G Whitfield)
- Senior Benefits Investigator (Mr N Elder)
- Principal Member Services Officer (Mrs S Griffiths)

23. APOLOGIES

There were no apologies for absence.

24. SPECIAL URGENCY (RULE 16 ACCESS TO INFORMATION PROCEDURE RULES)/URGENT BUSINESS

There were no items of special urgency.

25. DECLARATIONS OF INTEREST

1. Councillor Sudworth declared a pecuniary interest in agenda item 5(f) (Strategic Asset Management Project) as part owner of a property adjoining land referred to in the report. He left the meeting during consideration of this item.
2. Councillor Owens declared a pecuniary interest in agenda item 5(b) (Council Housing Lease Arrangements) as a trustee of the Birchwood Centre and he left the meeting during consideration of this item.
3. Councillor Westley declared a non-pecuniary interest in agenda item 5(f) (Strategic Asset Management Project) as a member of Lancashire County Council.

26. MINUTES

RESOLVED: That the minutes of the meeting of Cabinet held on 18 June 2013 be approved as a correct record and signed by the Leader.

27. MATTERS REQUIRING DECISIONS

Consideration was given to the reports relating to the following matters requiring decisions as contained on pages 521 – 830 and 915 - 925 of the Book of Reports.

28. COMMUNITY INFRASTRUCTURE LEVY - DRAFT CHARGING SCHEDULE

Councillor Forshaw introduced the report of the Assistant Director Planning which proposed a Community Infrastructure Levy (CIL) draft charging schedule and sought approval to commence a six week consultation on the proposals prior to it being submitted to the Planning Inspectorate for Examination in Public.

A motion which was seconded was circulated by Councillor Forshaw.

In reaching the decision below, Cabinet considered the motion from Councillor Forshaw and the details set out in the report before it and accepted the reasons contained therein.

RESOLVED: A. That the comments received from the Executive Overview and Scrutiny Committee (Appendix 4) and Planning Committee (Appendix 5) be noted and the draft schedule at Appendix 2 to the report be approved and made available for public representation for a 6 week period in September – November 2013 (the consultation period).

- B. That delegated authority be granted to the Assistant Director Planning in consultation with the Portfolio Holder for Planning & Development, to make any amendments to the draft schedule before submitting it to the Planning Inspectorate for Examination in Public, together with all the representations received during the consultation period and a statement detailing any such modifications.

- C. That call-in is not appropriate for this item as the report has been considered by the Executive Overview and Scrutiny Committee on 4 July 2013.

29. COUNCIL HOUSING LEASE ARRANGEMENTS

Councillor Mrs Hopley introduced the report of the Assistant Director Housing and Regeneration which reviewed the approach for Council housing being made available to organisations under lease arrangements.

Councillor Mrs. Hopley referred to revised appendices A and B to the report and minute 14 of the meeting of the Landlord Services Committee (Cabinet Working Group) held on 11 September 2013 which were circulated at the meeting, and she submitted a motion which was seconded and was also circulated at the meeting.

In reaching the decision below, Cabinet considered the revised appendices A and B, the Minute of the Landlord Services Committee (Cabinet Working Group), the motion from Councillor Mrs Hopley and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: A. That the principle that Council housing will be leased at social rent values, with the exemption of those leases in Appendix A, and the policy approach shown in Section 5 be approved.
- B. That exceptions to the policy of charging social rent values be considered when an organisation provides a service of social and community benefit and can demonstrate that they cannot afford to pay social rent levels.
 - C. That the Assistant Director Housing and Regeneration be given delegated authority in consultation with the Portfolio Holders for Landlord Services and Human Resources and Housing (Finance), Regeneration and Estates to enter into leases of Council dwellings where below social rents are deemed appropriate and where this delegation is used, that it be reported via a Member Update and to the Landlord Services Committee.
 - D. That the Assistant Director Housing and Regeneration be given delegated authority to obtain all necessary consents, approvals and permissions and to enter into all necessary documentation.

30. BENEFIT FRAUD SANCTIONS AND PROSECUTIONS POLICY

The Leader introduced the report of the Transformation Manager which sought approval for the proposed updated Benefit Fraud Sanction and Prosecution Policy.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the updated Benefit Fraud Sanction and Prosecution Policy as detailed at Appendix 1 to this report be approved for implementation as soon as practicably possible.
- B. That the Managing Director (Transformation) keep the Benefit Fraud Sanction and Prosecution Policy under review in light of developments to the Single Fraud Investigation Service anticipated for 2014/15 and report to Cabinet with proposed amendments to the policy when more information becomes available.
- C. That delegated authority be given to the Managing Director (Transformation) in consultation with the Leader, to vary the application of the policy and the sanctions offered in instances where it is in the public interest, or all parties concerned, or as a result of comments received from the courts in respect of prosecutions.

31. USE OF SECTION 106 MONIES IN TARLETON

Councillor Sudworth introduced the joint report of the Assistant Director Community Services/Assistant Director Planning which considered a proposal regarding the use of Section 106 monies received from housing developers for the enhancement of public open space and recreation provision within the ward of Tarleton.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: That the proposed project to provide a new English Cricket Board Approved practice cricket net available for use by the community be approved and the Section 106 commuted sum of £10,000 generated in this area be made available towards the £20,500 cost of this project.

32. ABBEY LANE PLAYING FIELDS - TRANSFER TO COMMUNITY SPORTS CLUB

Councillor Sudworth introduced the report of the Assistant Director Community Services which considered the transfer of Abbey Lane playing fields to a community sports club and the associated proposed draft community use agreement.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the Assistant Director Community Services and the Assistant Director Housing and Regeneration in consultation with the Portfolio Holder for Health, Leisure and Community Safety and the Portfolio Holder for Housing (Finance), Regeneration and Estates be authorised to:
- (i) enter into and to grant a long term lease, subject to a Community Use Agreement, at a peppercorn rent to Burscough Juniors Football Club for the changing room and

pitches located at Abbey Lane playing fields, as shown edged red on the attached plan, with provision for the club to seek funding for improvements to the site with restrictions that the site should be used for multi-sport activities and not restricted to single sport use.

- (ii) identify and engage a contractor to carry out the drainage works on the site.
- (iii) take all necessary steps, enter into all necessary agreements and to obtain any consents and permissions to facilitate the scheme.

- B. That call-in is not available for this item as it has previously been considered by the Executive Overview and Scrutiny Committee on the 4th July 2013.

33. STRATEGIC ASSET MANAGEMENT PROJECT

Councillor Owens introduced the report of the Assistant Director Housing and Regeneration which updated Members on the progress of the Strategic Asset Management Project and advised on the outcomes of the Skelmersdale North ward and sites at Station Approach and Churchfields in Ormskirk, and sought authority for the disposal of assets.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the contents of the report, including the work undertaken by officers to date, and the progress on the assets previously identified for disposal be noted.
- B. That the Assistant Director Housing and Regeneration be authorised to take the actions recommended in Appendix A, B and C in relation to the 93 sites in the Skelmersdale North ward together with 2 Churchfields, Ormskirk, which is an opportunity site.
 - C. That the sites set out in Appendix D that are no longer required for their current uses as set out in that Appendix be appropriated as required for regeneration purposes for the reasons set out in the report.
 - D. That the Assistant Director Housing and Regeneration be authorised to take all necessary steps to appropriate the sites referred to in Appendix D and sign the memoranda of appropriation.
 - E. That planning permission be sought for residential development on land off Station Approach, Ormskirk, together with improvements to the capacity of the Ormskirk railway station car park and recreational improvements to the adjacent woodland area, as detailed in paragraph 4.3.

- F. That if planning permission is granted for the development, a report be presented in the future to include detailed options for the long term management of the car park and the nature reserve and the disposal of the residential site.
- G. That an appropriate amount of the capital receipt for the sale of the residential land referred to in resolution F above be set aside to undertake the improvements to the capacity of the Ormskirk railway station car park, together with ecological and recreational improvements to the adjacent woodland area.
- H. That the decision to determine the appropriate amount to be set aside for the improvements be delegated to the Assistant Director Housing and Regeneration, in consultation with the Portfolio Holder for Housing (Finance), Regeneration and Estates and the Portfolio Holder for Resources and Transformation
- I. That the sites set out in Appendix E be re-categorised to category 2 given the recent decision made by the Homes and Communities Agency with regard to Clawback, as detailed in paragraph 4.7.
- J. That it be acknowledged that there will be some slippage in the previously agreed Ward Mapping Delivery Plan to allow for work on the Employment Area Remodelling Project to proceed.
- K. That funding of £10,000 be made available from contingencies to enable sites designated in previous reports as '1 – Seek to Dispose' along with those identified in Appendix A, to be progressed further as detailed in paragraph 8.2.

34. SUSTAINABLE ENERGY STRATEGY

Councillor Forshaw introduced the report of the Assistant Director Planning which presented the final draft of the Sustainable Energy Strategy that would assist in the delivery of carbon reduction and improved sustainability across the Borough.

Councillor Forshaw circulated a motion which was seconded which sought amendments to Chapter 3.0 (Renewable Energy) of the draft Strategy.

In reaching the decision below, Cabinet considered the motion of Councillor Forshaw and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: A. That the Sustainability Energy Strategy appended to this report be approved and formally adopted subject to the removal of table 3.2.2 and associated commentary.
- B. That delegated authority be given to the Assistant Director Planning, in consultation with the Portfolio Holder Planning and Development, to assist in the delivery of the Strategy.

35. SEFTON LOCAL PLAN - PREFERRED OPTIONS CONSULTATION

Councillor Forshaw introduced the report of the Assistant Director Planning which outlined a proposed response to the Sefton Local Plan – Preferred Options Consultation.

A motion which was seconded was circulated by Councillor Forshaw.

In reaching the decision below, Cabinet considered the motion of Councillor Forshaw and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: A. That the comments received from the Planning Committee be noted, and the proposed consultation response provided at Appendix A for submission to Sefton Council be approved.
- B. That call-in is not appropriate for this item due to the deadline for consultation responses of 27 September 2013.

36. QUARTERLY PERFORMANCE INDICATORS (Q1 2013/14)

Councillor Westley introduced the report of the Transformation Manager which presented performance monitoring data for the quarter ended 30 June 2013.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the Council's performance against the indicator set for the quarter ended 30 June 2013 be noted.
- B. That the call-in procedure is not appropriate for this item as the report is being submitted to the next meeting of the Corporate & Environmental Overview & Scrutiny Committee on 24 October 2013.

37. LICENSING ACT 2003 - EARLY MORNING RESTRICTION ORDER

Councillor Sudworth introduced the report of the Assistant Director Community Services which considered a request for funding in relation to the adoption procedure for an Early Morning Restriction Order for the Ormskirk area.

Councillor Sudworth circulated a motion, which was seconded.

In reaching the decision below, Cabinet considered the motion of Councillor Sudworth and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: That the funding detailed in paragraph 7.2 of the report for use in accordance with the decision of the Licensing and Gambling Committee of 30 July 2013 be approved.

38. RISK MANAGEMENT

Councillor Westley introduced the report of the Borough Treasurer which set out details on the key risks facing the Council and how they are managed.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: That the progress made in relation to the management of the risks shown in the Key Risks Register (Appendix A) be noted and endorsed.

39. REVENUE BUDGET POSITION

Councillor Westley introduced the report of the Borough Treasurer which set out key features on revenue budget performance in relation to the General Revenue Account (GRA) and the Housing Revenue Account (HRA).

Minute no. 12 of the Landlord Services Committee (Cabinet Working Group) held on 11 September 2013 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

RESOLVED: A. That the outturn position for the last financial year be noted and endorsed.

B. That the financial performance in the current year to date be noted.

C. That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee.

40. CAPITAL PROGRAMME OUTTURN 2012/13

Councillor Westley introduced the report of the Borough Treasurer which provided a summary of the capital outturn position for the 2012/2013 financial year.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

RESOLVED: A. That the final position, including slippage, on the Capital Programme for the 2012/2013 financial year be noted and endorsed.

- B. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 3 October 2013.

41. CAPITAL PROGRAMME MONITORING 2013/14

Councillor Westley introduced the report of the Borough Treasurer which provided an overview of the current progress on the Capital Programme.

Minute no. 13 of the Landlord Services Committee (Cabinet Working Group) held on 11 September 2013 was circulated at the meeting.

In reaching the decision below, Cabinet considered the minute of the Landlord Services Committee (Cabinet Working Group) and the details set out in the report before it and accepted the reasons contained therein.

- RESOLVED: A. That the progress on the Capital Programme as at the end of July 2013 be noted.
- B. That call-in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 3 October 2013.

42. PARKING ENFORCEMENT

Councillor Forshaw introduced the report of the Assistant Director Community Services which advised on the revised arrangements for parking enforcement adjudication.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That Cheshire East be nominated as the replacement for Manchester City Council as lead authority in relation to the Parking and Traffic Regulation Outside London (PATROL) adjudication body.
- B. That the Assistant Director Community Services be authorised to administer the decriminalised parking arrangements and agree amendments to PATROL arrangements as appropriate.
 - C. That call-in is not appropriate for this item in view of the immediate deadline for a response.

43. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1, 2 & 3 of Part 1 of Schedule 12A of that Act and as, in all the circumstances of the case, the public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

44. MATTERS REQUIRING DECISION

Consideration was given to the reports relating to the following matters requiring decision contained on pages 831 -913 of the Book of Reports.

45. ORGANISATIONAL RE-ENGINEERING - PLANNING SERVICES MANAGEMENT REPORT

Councillor Forshaw introduced the joint report of the Assistant Director Planning and the Transformation Manager which considered the findings and recommendations for savings and service improvements within Planning Services.

Councillor Forshaw circulated a motion, which was seconded.

In reaching the decision below, Cabinet considered the motion of Councillor Forshaw, the details set out in the report and the reasons contained therein.

- RESOLVED: A. That the contents of the Organisational Re- Engineering – Planning Services Management Report Appendix 1 be noted.
- B. That with the exception of recommendation 1.b, the recommendations at Appendix 2 (as commented on within column 3 of the table) be approved, subject to any additional resource requirements being agreed in the future.
- C. That a two year fixed term graduate post be created at a budgeted cost of £30,450 per annum funded from the projected favourable budget variance on planning income.

46. SKELMERSDALE TOWN CENTRE REGENERATION - PROGRESS UPDATE

The Leader introduced the report of the Assistant Director Planning which informed of progress made in relation to the Skelmersdale Town Centre Project and sought authority to proceed with certain elements of the project.

In reaching the decision below, Cabinet considered the details set out in the report before it and accepted the reasons contained in it.

- RESOLVED: A. That the progress be noted.
- B. That the proposed way forward set out in the report in relation to the main Town Centre scheme in terms of periodic marketing of the supermarket led scheme and the disposal of the three housing sites, be endorsed.
- C. That delegated authority be granted to the Managing Director (Transformation), in consultation with the Leader and the Portfolio Holders for Planning and Development and Housing (Finance) and Regeneration and Estates to
- i) negotiate and agree amendments to the Skelmersdale Town Centre Development Agreement to allow the housing sites at Findon, Delf Clough and Skelmersdale Sports Centre to be brought forward for development, including the obtaining/granting of all licences, easements, permissions and all other matters necessary to facilitate the development;
 - ii) agree which tender St Modwen can accept; and
 - iii) agree a revised developer role for St Modwen in the delivery of the three housing sites and a commensurate revision to the proposed developer return.

Note

No representations had been received in relation to the above items being considered in private.

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LEADER



AGENDA ITEM: 9

CABINET: 17th September 2013

**EXECUTIVE OVERVIEW AND
SCRUTINY: 3rd October 2013**

Report of: Borough Treasurer

Relevant Managing Director: Managing Director (People and Places)

Relevant Portfolio Holders: Councillors D Westley & A Owens

**Contact for further information: Marc Taylor (Extn. 5092)
(E-mail: Marc.Taylor@westlancs.gov.uk)**

SUBJECT: REVENUE BUDGET POSITION

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To set out key features on revenue budget performance for both the General Revenue Account (GRA) and Housing Revenue Account (HRA).

2.0 RECOMMENDATIONS TO CABINET

2.1 That the outturn position for the last financial year be noted and endorsed.

2.2 That the financial performance in the current year to date be considered and noted.

2.3 That call in is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee.

3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE

3.1 That the financial position of the Revenue Accounts be noted.

4.0 BACKGROUND

- 4.1 Monitoring reports on the budget position are produced on a regular basis to ensure that Members are aware of the financial performance of the Council, and so that appropriate action can be taken to deal with any issues.
- 4.2 This report provides details on the financial performance of the GRA and the HRA in the 2012-13 financial year, as well as providing an initial analysis of significant issues in the current financial year.

5.0 GENERAL REVENUE ACCOUNT OUTTURN POSITION

- 5.1 The final outturn position shows an overall favourable variance of £211,000, which is equivalent to 1.5% of the total budget. This continues the track record of delivering outturn performance in line with the budget that has consistently been achieved by the Council in recent years. It also means that another year's successful performance has been achieved, which is a credit to the Council, given the very difficult financial climate that it is operating in. The outturn position for individual services is shown in Appendix 1.
- 5.2 Some of the key features of the outturn position include:
- The active management of staffing levels has meant that the corporate savings target of £280,000 for staff efficiencies was achieved
 - The shared service arrangement for Revenues, Benefits and IT Services with Lancashire County Council and One Connect Ltd delivered the budgeted saving of £0.5m
 - Income performance has generally been good with most services achieving their budget targets. There were a number of areas where income performance was below target including Building Control, Car Parks and Treasury Management. However this was more than offset by strong performance in other areas particularly Planning Application Fees and the Commercial Property Portfolio
- 5.3 During the course of the year, financial monitoring identified a number of favourable budget variances that have allowed a number of new and additional projects to be brought forward. This included £328,000 to fund capital schemes for Sandy Lane in Skelmersdale and Moor Street in Ormskirk. It also includes £225,000 to support the budget for 2013/14 including funding to support phase 1 of the Blue Wheelie Bin scheme.
- 5.4 The Council determined how the remaining favourable budget variances of £211,000 should be used when it agreed the Major Service Review report at its meeting in July. This included providing additional funding for the Blue Wheelie Bin Scheme, extra CCTV cameras, dealing with health and safety issues and IT system upgrades.

5.5 The budget that has been set for 2013/14 contains just under £300,000 of budget streamlining or tightening savings. These proposals are based on budgets that were under spent in 2012/13 and can be removed with minimal service implications. Consequently a significant element of the favourable budget variance for 2012/13 has been taken into account in setting the current year's budget.

6.0 HOUSING REVENUE ACCOUNT OUTTURN POSITION

6.1 The introduction of the new HRA self-financing system in 2012-13 led to a significant increase in activity and a restructuring of budgets, including the need to deliver a capital programme that was almost double its previous size. As a consequence there has been greater variation from budget than in previous years. However while there have been a number of spending pressures these have been offset by savings made in other areas, and consequently the overall budget target has been achieved.

6.2 There has been an overspend on interest costs as a result of interest rates rising between when the draft budgets were drawn up (in November/December 2011) and when the borrowing for self-financing took place at the end of March 2012. The Council was still however able to borrow at very favourable rates, and took out a package of loans at a fixed average interest rate of 3.47% with a duration of between 15 and 50 years.

6.3 There has been an adverse variance in response repairs and void repairs, which has repeated the pattern of previous years. However, spending in these areas is very much demand led which makes it particularly difficult to control expenditure. Consequently budgets for 2013/14 have been adjusted accordingly to match the trend pattern of expenditure. In contrast spending on disabled adaptations, which is equally demand led was significantly below budget for the year.

6.4 The HRA budget target to generate £23.932m of income from rents, fees and charges was slightly exceeded and this represents a good level of performance considering the difficult financial climate.

6.5 The active management of staffing levels ensured that there was a significant favourable budget variance on employee costs. Equally, management of supplies and services and premises costs also delivered a considerable saving against budget.

6.6 The HRA provided a significant contribution to the Housing public sector capital programme, and details on this are provided in the Capital Programme Outturn report elsewhere on this agenda. The slippage on this capital programme, including the HRA funds used to support it, have been rolled forward into 2013-14, and this has meant the level of HRA reserves at the year end has been larger than in previous years.

7.0 CURRENT YEAR BUDGET ISSUES

- 7.1 The GRA and the HRA have both met their budget targets for 2012-13 and this continues the trend of delivering favourable budget variances in recent years. Consequently it can reasonably be expected that this strong financial performance will be carried forward, in many cases, into the new year. However the difficult economic climate will undoubtedly cause pressures, and in particular may make income targets more difficult to achieve in certain areas.
- 7.2 Employee costs form a significant proportion of the Council's total budget and consequently are very important from a budget management perspective. An agreement was reached on the pay award for 2013/14 in July, which will see a 1% increase in NJC pay costs and the removal of spinal column point 4 (with staff on this grade uplifted onto spinal column point 5). The cost of a 1% pay increase is around £140,000 for the GRA and around £40,000 for the HRA. However the budget estimates had assumed a 1% increase and consequently this announcement will not impact on our financial performance against budget. There are also only a very small number of staff on spinal column point 4, and consequently the deletion of this point will not have a significant financial impact.
- 7.3 In October 2012 the Council agreed a package of Major Service Review (MSR) proposals to deliver the necessary savings to balance the budget, and these savings items have then been built into the budget for 2013-14. The budget monitoring that has taken place to date has identified that the majority of these savings have been successfully implemented and are currently being delivered.
- 7.4 There have been certain issues / delays in implementing car park charging in Skelmersdale and the Planning OR review (which is the subject of a separate report elsewhere on this agenda). However this type of situation should be expected when delivering a large scale savings programme. The early achievement of other MSR savings including changes to the Environmental Protection Service, the community transfer of the Civic Hall and Ashurst meeting room, and the recharging of the Housing Support Services Manager post, will though ensure that the Council exceeds its budgeted savings from the MSR programme by the year end.
- 7.5 The external income that the Council generates can be one of the most volatile areas of the budget, with income going up and down due to factors outside our direct control. This area is a particular concern at the moment given the state of the economy. However at the current time income levels are generally performing close to budget in most areas.
- 7.6 There are a number of services where income performance is better than budget particularly in relation to Planning application and pre-application fees. Income performance on the Commercial Assets Portfolio is also positive although this is likely to be adversely affected by rent reviews during the course of the year. In contrast income performance is running slightly behind the budget target in a number of other areas including car parks and the market.

- 7.7 There are a number of risk areas within the budget where there is significant uncertainty at the current time. These are mainly as a result of new changes that are being implemented this year including Council Tax and Housing Benefit reform, Business Rate retention, Individual Electoral Registration and Pensions Auto Enrolment. These areas are being closely monitored and any significant issues will be reported in the mid year review report to Cabinet in November.
- 7.8 Putting all of these factors together, at the current time it is expected that the bottom line position for the GRA and the HRA will be within their overall budget targets, although with some favourable and some adverse variances.

8.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

- 8.1 There are no significant sustainability impacts associated with this report and, in particular, no significant impact on crime and disorder. The report has no significant links with the Sustainable Community Strategy.

9.0 RISK ASSESSMENT

- 9.1 The formal reporting of performance on the General and Housing Revenue Accounts is part of the overall budgetary management and control framework that is designed to minimise the financial risks facing the Council.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

Appendices

Appendix 1 – General Revenue Account Outturn Position

Appendix 2 – Minute of Landlord Services Committee – 11 September 2013 (to follow)

**APPENDIX 1
GENERAL REVENUE ACCOUNT OUTTURN POSITION**

Budget area	Net Budget £000	Variance from Budget £000	Variance %
Community Services	5,002	-130	-2.6%
Corporate Services			
- Borough Solicitor	1,387	-85	-6.1%
- Borough Treasurer	1,268	-110	-8.7%
- Transformation Manager	1,577	-130	-8.2%
Housing and Regeneration	1,346	-255	-18.9%
Planning Services	1,786	-220	-12.3%
Street Scene	5,085	-250	-4.9%
Central Budget Items	-3,191	136	4.3%
Employee savings target	-280	280	See note
Contributions to capital agreed in mid year review by Council in December 2012		328	Para 5.2
Support for the 2013-14 Budget agreed by Council in February 2013		225	Para 5.2
TOTAL BUDGET REQUIREMENT	13,980	-211	-1.5%

Table Notes

The budget figures for each Service have been updated to include year-end capital accounting adjustments and the allocation of central budget items to services. These are technical accounting adjustments that do not affect the bottom line budget position.

The employee savings target is a corporate budget heading that is held centrally. The actual savings that are made in relation to this item are contained within services. Consequently savings made elsewhere will offset the apparent variance on this budget area.

General

It should be recognised that some areas of the budget are within the Council's control, for example the filling of vacant posts to achieve salary savings. However other areas such as external income can be volatile where we are exposed to market forces. In addition some service areas are demand led where it can be difficult to directly control expenditure.

Community Services – Favourable variance £130,000

There was a significant favourable variance for the service this year with the largest single contributory factor being managed savings on staffing. There were also savings on supplies and services expenditure, which is also within the direct control of the Council.

Car park income was below target and this was mainly as a result of less income being generated at the Derby Street site than was originally anticipated. Income from fines was though in excess of budget and this has helped to offset some of the shortfall from car park charges. Income from regular stallholders on Ormskirk Market was also below the budget target. These external income areas are not though within the direct control of the Council.

Borough Solicitor – Favourable variance £85,000

During the year there was a substantial amount of Legal Costs recovered mainly in respect of an ex-gratia payment from the Planning Inspectorate. There are also a number of minor savings made on a wide range of budget headings, which when combined explain the overall favourable variance.

Income from Local Searches is currently performing broadly in line with the budget target. Additional provision was made though to cover the potential costs that could arise from the legal challenge being made against all local authorities by property search companies.

Borough Treasurer – Favourable variance £110,000

A significant saving on external audit fees was made as a result of the new contract with Grant Thornton, and there was also a large saving on historic pension costs. Both of these factors have been reflected in the current year's budgets. Elsewhere staffing and other budgets are being effectively controlled which resulted in an overall favourable variance being delivered over the course of the year.

Transformation Manager – Favourable variance £130,000

The shared service arrangement with the County Council and One Connect Limited for Revenues, Benefits and IT Services performed on target, which means that the budgeted savings of £0.5m were delivered. The new shared service arrangement with Wigan Council for payroll services also delivered additional savings this year.

There was a favourable budget variance on salary costs across the Service resulting from the active management of staffing levels. There was also a range of minor savings on other budget headings that have contributed to the overall positive financial performance.

Housing and Regeneration – Favourable variance £255,000

Income performance on the Commercial Assets Portfolio held up extremely well during the year. Due to a marketing exercise undertaken by Estates there has been an increase in demand which has resulted in more lettings, and in fact all the commercial units below 4,500 square feet are now let. The empty rates liability has been controlled effectively, and the recent demolition of Gorseley Place should assist in the management of this area in the future.

Within the Investment centre ring fenced account, a range of initiatives have been implemented to address the financial deficit including tight cost control, reviewing contracts where possible, and developing conference income. Financial performance has improved as a result although an overall loss was made for the year.

Property costs have been effectively managed throughout the year in conjunction with service managers. This has resulted in a favourable variance primarily due to repairs and maintenance expenditure savings.

When all of these factors are put together and combined with a number of staff savings, the overall position is a significant favourable variance.

Planning Services – Favourable variance £220,000

There was a significant adverse variance on Building Control income as a result of the state of the economy and due to factors that are outside the Council's control. This position was, however, mitigated by survey works carried out for a Housing contract. Performance on Pre-Application and Development Control income was, however, considerably above the budget target. Consequently, there was a significant overall favourable variance on income.

There were also managed savings on staffing and supplies and services that meant the Service achieved an overall favourable variance.

Street Scene – Favourable variance £250,000

The Service had to manage some major issues during 2012-13 including achieving MSR savings of around £800,000 and commencing the new transport contract. Both of these targets were successfully achieved. New vehicles started to be delivered towards the back end of the financial year and will facilitate more efficient operational arrangements in the future.

The financial performance for the year was very positive and has been achieved in large part by budget streamlining savings that have already been incorporated into the 2013-14 budget.

Agenda Item: 5(l)

Revenue Budget Position

MINUTE OF LANDLORD SERVICES COMMITTEE (CABINET WORKING GROUP) 11 SEPTEMBER 2013

12. REVENUE BUDGET POSITION

Members considered the draft report of the Borough Treasurer, introduced by the Assistant Director Housing and Regeneration, that set down details on the key features on revenue budget performance for both the General Revenue Account (GRA) and the Housing Revenue Account (HRA).

In discussion comments and questions were raised in respect of the following:

- Housing Revenue Account Outturn Position - Variance in response repairs and void repairs in previous years and adjustments for 2013/14.
- Increase in Housing Sales – affect on predicted numbers; receipts to Central Government.
- Concerns associated with void properties – turnover of properties; preparation / readiness for re-let; frustrations associated with length of time properties can remain empty.
- Disable Adaptations – timescales.
- Local Knowledge – importance of feedback to Members / Officers re. vacant properties and associated housing issues.

The Assistant Director Housing and Regeneration and Portfolio Holders responded to questions.

RESOLVED: That the report be noted.



AGENDA ITEM:

CABINET: 17 September 2013

**EXECUTIVE OVERVIEW &
SCRUTINY COMMITTEE:
03 October 2013**

Report of: Borough Treasurer

Relevant Managing Director: Managing Director (People and Places)

Relevant Portfolio Holders: Councillors D Westley and A Owens

**Contact for further information: Mrs K Samosa (Ext. 5038)
(E-mail: karen.samosa@westlancs.gov.uk)**

SUBJECT: CAPITAL PROGRAMME OUTTURN 2012/2013

Wards affected: Borough wide

1.0 PURPOSE OF REPORT

1.1 To provide a summary of the capital outturn position for the 2012/2013 financial year.

2.0 RECOMMENDATIONS TO CABINET

2.1 That the final position, including slippage, on the Capital Programme for the 2012/2013 financial year be noted and endorsed.

2.2 That Call In is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 3rd October 2013.

3.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE

3.1 That the final position on the Capital Programme for the 2012/2013 financial year be noted.

4.0 BACKGROUND

- 4.1 Members have been kept informed of the financial position of the Capital Programme with regular monitoring reports. The last such Report was presented to Cabinet and Executive Overview and Scrutiny in March 2013 and reported on a Capital Programme of £13.362m. This report provides Members with the final position on capital schemes for the 2012/2013 financial year.
- 4.2 It should be noted that the final accounts for the 2012/2013 year are subject to audit and the figures contained in this report are, potentially, subject to change. However, the Audit is nearing completion and no issues have been raised on the capital programme to date. Members will be informed in due course of any significant matters arising from the Audit.
- 4.3 The position on the current Programme is discussed elsewhere on this Agenda.

5.0 CAPITAL PROGRAMME

- 5.1 The Capital Programme of £13.362m at the end of the 2012/2013 financial year is analysed by Service in Appendix A.
- 5.2 The key results for the year on the capital programme are that good progress has been made in delivering schemes and that overall spending is within budget. Specific issues are discussed in Appendix B.

6.0 CAPITAL EXPENDITURE

- 6.1 The total capital expenditure for 2012/2013 was £10.241m. This represents 77% of the total Budget for the year. This compares to recent programmes as indicated in Table 1:

Year	Expenditure £m	Budget £m	% Spend against Budget
2012/2013	10.241	13.362	77%
2011/2012	8.845	12.659	70%
2010/2011	8.097	11.043	73%

- 6.2 100% spend against the Budget is never anticipated due mainly to reasons beyond the Council's control. For example, some schemes are reliant on a significant amount of match funding and external contributions and others are demand led or dependant upon decisions made by partners. It is recognised that in such cases, schemes can be subject to considerable lead in times and delays because of the decision making processes in other organisations. As such, these schemes only start when their funding details have been finalised. Another reason is that some contracts include retentions or contingencies that will only be spent some time after completion of the contract. Approvals for schemes that are affected by such issues are to be slipped into the 2013/2014 Programme and are discussed in section 8.
- 6.3 The percentage spend against budget has been higher this year than the previous two years. This is a good result when the overall budget is higher as well. This

means that total spending was £1.4m more than 2011/2012 and £2.1m more than 2010/2011. Scheme progress on spending and slippage are analysed in the appendices.

7.0 CAPITAL RESOURCES

7.1 A breakdown of the resources of £13.362m identified to fund the programme is shown in Appendix A.

7.2 The main area of the capital resources budget that is subject to variation is in relation to capital receipts. These are the useable proceeds from the sale of Council assets (mainly houses under Right to Buy sales) that are available to fund capital expenditure. These receipts can vary significantly depending on the number and value of assets sold.

7.3 Following a slow start, 25 Right to Buy sales were generated against the target of 16 for the year along with 3 land sales. This is analysed in Table 2

Table 2: Usable Capital Receipts against Budgets			
Year	Estimate £'000	Actual £'000	% Received against Budget
Right to Buy Sales	175	291	166%
Land Sales	50	102	204%
Total	225	393	175%

7.4 The upturn in capital receipts being generated is a positive sign after a number of years. This is due to a combination of factors including changes to the Right to Buy Discount coupled with the upturn in the general availability of mortgages.

7.5 Following a change in Government rules on the retention of Housing capital receipts, the Council has been able to keep an extra £0.128m that reflects the outstanding debt associated with the right to buy properties that have been sold. Before the changes in the rules, this element would have had to be paid over to the Government. Proposals on how this funding should be used will be brought to Cabinet and Council as part of the Mid Year Review later this year.

7.6 The impact of the general increased receipts on the Capital Programme will also be reviewed and factored into the Mid Year Review. However, the first call on these resources will be to enable Phase 2 of the Blue Wheelie Bin scheme to proceed.

8.0 SLIPPAGE OF APPROVALS

8.1 Schemes that are not completed within the financial year for which they are scheduled are slipped into the following financial year along with their unused expenditure and resource approvals.

8.2 The total slippage figure for capital schemes from 2012/2013 is £3.217m. This compares to recent programmes as indicated in Table 3:

Year	Slippage £m	Budget £m	% Spend against Budget
2012/2013	3.217	13.362	24%
2011/2012	3.258	12.659	26%
2010/2011	2.932	11.043	26%

8.3 Further analysis on the slippage is provided in the appendices.

9.0 EXPLANATION OF VARIANCE

9.1 Heads of Service have considered the position of individual schemes at the year-end and have taken the opportunity of revising budget allocations to take account of new information affecting the spending profiles of their schemes.

9.2 The budgeted expenditure for the 2012/2013 Capital Programme was £13.362m. Taking account of expenditure of £10.241m and slippage of £3.217m, there is a total budget requirement of £13.458m. This means that there is an overall adverse variance on programmed approvals of £0.96m.

9.3 The variance is fully funded and is analysed in Appendix D.

9.4 The remaining capital programme is being delivered within the budget that was set and issues regarding scheme under/overspends are discussed in the Appendices.

10.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

10.1 The Capital Programme includes schemes that the Council plans to implement to enhance service delivery and assets. Individual project plans address sustainability and Community Strategy issues and links to Corporate Priorities. The Capital Programme also achieves the objectives of the Prudential Code for Capital Finance in Local Authorities by ensuring capital investment plans are affordable, prudent, and sustainable.

11.0 RISK ASSESSMENT

11.1 Capital assets shape the way services are delivered for the long term and, as a result, create financial commitments. The formal reporting of performance against the Capital Programme is part of the overall budgetary management and control framework that is designed to minimise the financial risks facing the Council.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

The decision does not have any direct impact on members of the public, employees, elected members and/or stakeholders. Therefore, no Equality impact assessment is required.

Appendices

- A Capital Expenditure and Resources Compared to Budget
- B Heads of Service Comments
- C Analysis of Significant Slippage
- D Analysis of Variances

**2012/2013 CAPITAL PROGRAMME
OUTTURN EXPENDITURE AND RESOURCES BUDGET**

Service	Budget Approval	Actual		Variance		Slippage	
	£'000	£'000	%	£'000	%	£'000	%
EXPENDITURE							
Housing and Regeneration							
Public Sector Housing	9,058	6,769	75%	-0	0%	2,289	25%
Housing Strategy	150	0	0%	0	0%	150	100%
Property Management	392	307	78%	0	0%	85	22%
Regeneration	0	0		0		0	
Community Services							
Private Sector Housing	882	641	73%	26	3%	215	24%
Other Community Services	2,547	2,350	92%	-122	-5%	320	13%
Planning	60	40	67%	0	0%	20	33%
Corporate Services	273	134	49%	0	0%	139	51%
	13,362	10,241	77%	-96	-1%	3,217	24%
RESOURCES							
Capital Grants	2,050	2,212	108%	-264	-13%	102	5%
HRA	9,058	6,630	73%	139	2%	2,289	25%
GRA	305	114	38%	-13	-4%	204	67%
Capital Receipts	1,949	1,285	66%	42	2%	622	32%
Internal Borrowing	0	0	0%	0	0%	0	100%
	13,362	10,241	77%	-96	-1%	3,217	24%

CAPITAL PROGRAMME OUTTURN 2012/2013
HEADS OF SERVICE COMMENTS

<p>Public Sector Housing</p>
<p>Budgets on Sheltered Housing Schemes, Environmental Improvements, Windows and Doors, the Housing Computer System, Fixtures and Fittings, and Garages have been re-aligned to facilitate the requirements of the programme.</p> <p>Slippage has been incurred on: Sheltered Housing Schemes, Environmental Improvements, Windows and Doors, Energy Efficiency Schemes, Structural Works, Professional Fees, Communal Areas, and the General Contingency due to various factors which have been explained in Appendix C.</p>
<p>Housing Strategy</p>
<p>An Affordable Housing Development Project which will support the development of up to 32 affordable homes in the borough is being explored and planning application approval is awaited before the scheme can progress. This budget has, therefore, been slipped into the new financial year.</p>
<p>Property Management</p>
<p>The Corporate Property Programme comprises a number of schemes most of which were completed by the 31st March. However, there were delays on various projects including the demolition of Westec House, Public Convenience refurbishments, Civic Hall boiler replacement, and memorial works which have been slipped into the new financial year.</p>
<p>Corporate Services</p>
<p>Progress made on delivering Parish Capital Schemes rests with individual Parishes and is not within the direct control of the Borough Council. The balance on this budget has, therefore, been slipped into the new financial year.</p> <p>The ICT Infrastructure budget has been utilised to fund the costs associated with the transfer of ICT related equipment due to the demolition of Westec House along with agreed contract payments to Lancashire County Council/One Connect Ltd.</p> <p>Slippage on the Electronic Document Management System is for final account payments that are due in the new Year.</p> <p>The Capital Development Programme is set up to fund various projects, including Web Improvements and Wireless Network, which are progressing.</p>

CAPITAL PROGRAMME OUTTURN 2012/2013
HEADS OF SERVICE COMMENTS

<p>Community Services - Private Sector Housing</p>
<p>Approvals for Disabled Facilities Grants are fully committed at the end of the year although some payments will be made at the beginning of the new year.</p> <p>Demand for Renovation Grants has been less than anticipated and the unused approval has been returned to the general capital pot. The Clearance Programme at Lime Court budget has been fully spent.</p> <p>Unfortunately, discussions with possible partners have proved unsuccessful so far on the Empty Homes Initiative so the funding has been slipped into the new financial year when the Scheme will be reviewed.</p>
<p>Other Community Services</p>
<p>Demolition works on Skelmersdale Sports Centre that were approved as part of the Council's Major Service Review have been included in the Capital Programme due to the nature of the works.</p> <p>The Leisure Trust funding is part of an on-going agreement and the budget is fully spent as with the Environmental Health Computer system.</p> <p>Building works for the CCTV Suite Relocation and camera replacements and upgrades are mostly complete but have incurred some slippage into the new year.</p> <p>The Play Area Improvements Budget is an ongoing Capital Programme and two potential schemes that are under discussions with residents have been slipped into the new financial year. New schemes using recently approved section 106 monies will be completed after the financial year end and have also been slipped.</p> <p>Flood Alleviation schemes at Calico Brook and Dock Brook are complete apart from retentions that will slip into the new financial year and additional expenditure incurred has been funded by Government Grant.</p>
<p>Planning</p>
<p>The remaining approval for the Skelmersdale Town Centre/Skelmersdale Vision Project is a contingency for environmental improvements following the acquisition of land and has been slipped into the new financial year.</p> <p>The remaining Planning schemes are demand led and unused budgets on the Free Tree Scheme, Conservation Area Enhancement Grants and Buildings at Risk have been slipped.</p>

**2012/2013 CAPITAL PROGRAMME OUTTURN
ANALYSIS OF SIGNIFICANT SLIPPAGE**

Scheme	Amount of Slippage	Reason for Slippage
	£'000	
ICT Development Programme	68	Various ongoing ICT schemes that will be completed in the next financial year.
Parishes Children's Play	163	New schemes introduced late in the financial year that will be progressed in 2013/2014.
Playground Improvements	55	Incomplete site works at the end of the year.
Replacement CCTV Suite - (Camera Upgrade)	102	Works incomplete at 31st March and rolled forward to 2013/2014.
Empty Homes Initiative	100	Discussions with possible partners have proved to be unsuccessful so far.
Disabled Facilities Grants	115	Budget committed for grants at 31st March but not paid until early 2013/2014.
Affordable Housing	150	Partnership arrangement awaiting planning application approval before scheme can progress.
Corporate Property Investment Programme	85	Delays on various projects including: the demolition of Westec House, Public Convenience refurbishments, Civic Hall boiler replacement, and memorial works.
Sheltered Housing/Cat II Upgrades	109	Delays with the installation of the new biomass heating scheme at Oakgate Close has meant that completion had to be deferred and will now be undertaken within the new financial year.
Environmental Improvements	152	Delays in obtaining tenant proposals have meant this programme will now be undertaken in the new financial year.
Windows and Doors	1,104	Issues with sub-contractors and adverse weather have prevented the external rendering from being completed in year. This will now complete within the new financial year.
Energy Efficiency Works	366	Delays due to issues relating to the installation of new gas supplies along with delays in the delivery of the new biomass heating plant. The Programme is due to complete early in the new year.
Structural Works to Properties	60	Delays due to adverse weather on the external rendering programme which will now complete in the new financial year.
Professional Fees	83	On-going Programme that is fully committed at the end of the financial year but will be expended in the new year.
Communal Areas	107	Awaiting finalisation of Programmes.
General Contingency	264	Contingency to cover works of a capital nature that are carried out at a time of void repairs that has not been called upon in year.

2012/2013 CAPITAL PROGRAMME OUTTURN
ANALYSIS OF VARIANCES

Scheme	Amount of Variance	Reason for Variance
	£'000	
Demolition of Skelmersdale Sports Centre	56	Funding was agreed in July 2012 as part of the MSR process. Demolition took place within 2012/2013.
Flood Alleviation Schemes	50	Final phase of the schemes at Dock and Calico Brooks funded from Government Grant.
Derby Street Car Park	16	Additional works led to an overspend that has been funded from capital receipts.
Housing Renewal Grants	-26	Demand less than anticipated has led to funding being returned to the Capital Pot.
	96	



AGENDA ITEM:

CABINET: 17 September 2013

**EXECUTIVE OVERVIEW &
SCRUTINY COMMITTEE:
03 October 2013**

Report of: Borough Treasurer

Relevant Managing Director: Managing Director (People and Places)

Relevant Portfolio Holders: Councillors D Westley and A Owens

**Contact for further information: Mrs K Samosa (Ext. 5038)
(E-mail: karen.samosa@westlancs.gov.uk)**

SUBJECT: CAPITAL PROGRAMME MONITORING 2013/2014

Wards affected: Borough wide

1.0 PURPOSE OF REPORT

1.1 To provide an overview of the current progress on the Capital Programme.

2.0 RECOMMENDATIONS TO CABINET

2.1 That the progress on the Capital Programme as at the end of July 2013 be noted.

2.2 That Call In is not appropriate for this item as the report is being submitted to the next meeting of the Executive Overview and Scrutiny Committee on 3rd October 2013.

3.0 RECOMMENDATION TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE

3.1 That the current progress on the Capital Programme be noted.

4.0 BACKGROUND

4.1 It is an agreed policy and best practice that monitoring reports are produced on a regular basis to ensure that Members are kept informed of the financial position of the Capital Programme. This is the first such report for the 2013/2014 financial year.

5.0 CAPITAL PROGRAMME BUDGETS

- 5.1 A Capital Programme totalling £19.597m was approved at Council on 23rd February 2013.
- 5.2 Slippage totalling £3.217m from the 2012/2013 Programme is included for consideration elsewhere on this Agenda and has been added to the 2013/2014 Programme.
- 5.4 The Capital Programme for 2013/2014 is, therefore, now £22.814m. This is analysed by Service in Appendix A.

6.0 CAPITAL EXPENDITURE

- 6.1 Normally, new capital schemes are profiled with relatively low spending compared to budget in the early part of the financial year with increased spending as the year progresses. This reflects the fact that many new schemes have considerable lead in times, for example, because of the need to undertake the tendering process and award contracts at the start of the scheme. Other schemes are dependant on external partner funding and these schemes can only begin once their funding details have been finalised.
- 6.2 This pattern has been repeated in the current year with £2.058m of expenditure having been incurred by the end of July. This compares to £1.993m at the same point in 2012/2013 and £1.653m in the previous year.
- 6.3 It is anticipated that most schemes will progress and use their approval for the year. All schemes, however, will be reviewed over the coming months and a Revised Medium Term Programme will be reported to Members in the autumn.

7.0 CAPITAL RESOURCES

- 7.1 Total budgeted resources for the year are £22.814m. This is analysed in Appendix A and includes funding for slippage.
- 7.2 The main area of the capital resources budget that is subject to variation is in relation to capital receipts. These are the useable proceeds from the sale of Council assets (mainly houses under Right to Buy legislation) that are available to fund capital expenditure. These receipts can vary significantly depending on the number and value of assets sold.
- 7.3 In recent years, receipts from this source have fallen dramatically and the budget for usable capital receipts to be generated from Council House sales in the year is set at £0.120m from 12 sales. However, during 2012/2013 sales increased due to a number of factors. This has continued into the new year with 17 sales being completed by the end of July generating £0.178m of useable capital receipts.
- 7.4 In addition to receipts from council house sales the Council also has a programme to sell plots of its land. £50,000 is included in the 2013/2014 Capital Programme from this source. To date, there have been 2 land sales generating £22,000.
- 7.5 Overall budgeted capital receipts from in year asset sales provide a relatively small proportion of the funding for the Capital Programme. Options for the use of the

additional receipts generated over and above the budget will be reviewed over the medium term and will be reported to Members in due course.

- 7.6 Following a change in Government rules on the retention of Housing capital receipts, the Council is now able to keep extra receipts that reflect the outstanding debt associated with the right to buy properties that have been sold. Previously, this element would have had to be paid over to the Government. Proposals on how this funding should be used will be brought to Cabinet and Council as part of the Mid Year Review later this year.

8.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

- 8.1 The Capital Programme includes schemes that the Council plans to implement to enhance service delivery and assets. Individual project plans address sustainability and Community Strategy issues and links to Corporate Priorities. The Capital Programme also achieves the objectives of the Prudential Code for Capital Finance in Local Authorities by ensuring capital investment plans are affordable, prudent, and sustainable. This report monitors progress against the plans.

9.0 RISK ASSESSMENT

- 9.1 Capital assets shape the way services are delivered for the long term and, as a result, create financial commitments. The formal reporting of performance against the Capital Programme is part of the overall budgetary management and control framework that is designed to minimise the financial risks facing the Council. Schemes within the Programme that are reliant on external contributions or decisions are not started until funding is secured and other resources that are subject to fluctuation are monitored closely to ensure availability.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

The decision does not have any direct impact on members of the public, employees, elected members and/or stakeholders. Therefore, no Equality impact assessment is required.

Appendices

- A Capital Programme Service Budgets
- B Minute of Landlord Services Committee held 11 September 2013 (to follow)

2013/2014 CAPITAL PROGRAMME
EXPENDITURE AND RESOURCES BUDGET
as at July 2013

Service	Budget
	£'000
EXPENDITURE	
Housing and Regeneration	
Public Sector Housing	18,134
Housing Strategy	894
Property Management	282
Regeneration	723
Community Services	
Private Sector Housing	560
Other Community Services	1,334
Planning	80
Street Scene	360
Corporate Services	0
Financial Services	110
Transformation	338
	22,814
RESOURCES	
Capital Grants	262
HRA	11,104
HRA Borrowing	6,858
GRA	1,252
Capital Receipts	3,338
	22,814

Agenda Item 5(n)

Capital Programme Monitoring 2013/14

**MINUTE OF LANDLORD SERVICES COMMITTEE (CABINET WORKING GROUP) 11
SEPTEMBER 2013**

13. CAPITAL PROGRAMME MONITORING 2013/2014

Members considered the draft report of the Borough Treasurer, introduced by the Assistant Director Housing and Regeneration, that provided an overview of the current progress on the Capital Programme.

The Assistant Director Housing and Regeneration explained that the report was in respect of the three months ending July 2013, referencing detail in the report, adding that most schemes were out to tender and that the kitchen/bathroom schemes were progressing well.

RESOLVED: That the report be noted.



AGENDA ITEM: 12

**Executive Overview and Scrutiny
Committee: 3rd October 2013**

CABINET: 12th November 2013

Report of: Assistant Director Housing and Regeneration

Relevant Managing Director: Managing Director (Transformation)

Relevant Portfolio Holder: Councillor Mrs V Hopley & Councillor A Owens

**Contact for further information: Mr B Mawson (Extn. 5245)
(E-mail: bob.mawson@westlancs.gov.uk)**

SUBJECT: TENANT'S CASHBACK SCHEME

Wards affected: Borough wide

1.0 PURPOSE OF THE REPORT

1.1 To advise Cabinet of the outcome of the three pilot schemes referred to in the report dated 19th March 2013 in relation to the Tenant's Cash Back Scheme.

2.0 RECOMMENDATIONS TO EXECUTIVE OVERVIEW AND SCRUTINY COMMITTEE

2.1 That the report be noted

2.2 That any agreed comments be forwarded to Cabinet for consideration

3.0 RECOMMENDATIONS TO CABINET

3.1 To note the report

3.2 That a Tenant's Cash Back Scheme is not introduced.

3.3 That the Assistant Director Housing and Regeneration work with Tenants to explore further how a scheme could be developed which offered skills training to tenants as outlined in paragraph 5.3 of this report.

4.0 BACKGROUND

- 4.1 The report to Cabinet dated 19th March 2013 outlined the Government's plans for the introduction of a Tenant's Cash Back Scheme.
- 4.2 Details of three pilot schemes, named by the Minister for Housing and Local Government, were outlined.
- 4.3 The pilot schemes were operated by: -
- Together Housing Group (includes Hastoe Housing)
 - Home Housing Group
 - Bromford Housing Group

5.0 REPORTS ON PILOT SCHEMES

5.1 Together Housing Group

- 5.1.1 They reported that they had not prepared a final report, as CLG had not required them to do so.
- 5.1.2 They referred to the Toolkit, detailed at 7.4 in the report to Cabinet dated 19th March 2013. They had produced this toolkit, in conjunction with Bromford Housing Group and a housing consultant, as a guide for organisations.
- 5.1.3 It was noted that only 20 tenants from a targeted 2000, participated in their pilot.
- 5.1.4 They commented that when they visited one of their target estates they had noted that the improvements made with those tenants who had taken part, had been sustained.

5.2 Home Housing Group

- 5.2.1 This Group ran their pilot between November 2011 and November 2012 in three geographical areas: Coulby Newham, Middlesbrough; Egremont, Cumbria and Braintree in Essex. 136 customers signed up to take part in the pilots. 117 are still participating. Participants in two of the areas were offered up to £400 in B&Q vouchers and the other area were offered up to four weeks rent holiday. They concluded that:
- Despite the level of incentives offered it had proved difficult to attract participants
 - Most improvements carried out had involved decoration and gardening. They noted this was outside of the minor repairs responsibilities set out in the scheme. They concluded that this would have had little impact on the Group's spend on repairs.
 - The introduction of the rewards scheme only had a significant effect on repairs reporting behaviour by participants in the Middlesbrough area, with a

much smaller reduction in the number of repairs being reported by participants in the Egremont and Braintree areas.

- 5.2.2 Using their learning experience from the Tenant's Cash Back pilot, and following further consultation, the Group have now incorporated the scheme in to a new customer loyalty scheme called 'Love My Home,' that rewards customers who pay their rent on time; look after their home, and contribute by being a good neighbour. Eligible customers are entered in to a draw every month, with bonus draws in December and March. To qualify, their customers must, (a) have a clear rent account for the six month period preceding each draw, (b) have kept to the terms of their tenancy agreement by looking after their home for the six month period preceding the draw, (c) have no anti-social behaviour complaints or issues open against them for the six month period preceding the draw and (d) have allowed first time access for the annual gas safety check for the current year.
- 5.2.3 The prizes are up to £750 each month with the bonus draws being up to £2000. They have not stated in their report how the prize amounts are calculated or how many prizes there are for each draw.
- 5.2.4 They say that at the time of publishing their report, 41% of their general needs customers are eligible for entry to the draws and that they are aiming to increase this to 55% over the next two years.

5.3 **Bromford Housing Group**

- 5.3.1 This Group combined the repairs element of their pilot for a Tenant's Cash Back scheme with another that included an element of housing management and called their scheme the 'Home Rewards Club.' Their customers had a choice to join either or both of the options (repairs and / or housing management).
- 5.3.2 Only 5% of their general needs customers (130) signed up to join the pilot. They were offered £300 per year for the repairs element, and £200 per year for the housing management element of the scheme. For the repairs element they were tasked with carrying out a series of low level repairs for themselves and for the housing management element they were responsible for dealing with low level neighbour issues, accessing their own housing advice, not using the contact centre (unless in the case of an emergency), and not needing to involve the Group to deal with such matters as arrears or low level anti-social behaviour.
- 5.3.3 During the period of the pilot scheme they noted that, for the customers who took part in the scheme, the average number of repairs per home fell by one, representing a 14% reduction. The average number of emergencies fell by 3.3%. First time access for Gas Servicing also improved for customers who took part in the pilot.
- 5.3.4 From the housing management element of their scheme they reported a fall in housing contacts by 16.3% for those who took part in the scheme; complaints reduced by 88.9% and arrears for those taking part reduced by 24.2%.

- 5.3.5 They reported that the quality of repairs carried out by customers was to a good standard; there were no insurance or compensation claims, and that the Home Rewards Club was popular with those who joined.
- 5.3.6 They concluded that the Home Rewards Club was not for everyone but represents an opportunity for those who have a desire and the ability to take on more responsibility for their homes.
- 5.3.7 They say that they now intend to use their experience over the 12 month pilot period and integrate their reward offer into their mainstream services and in particular their new 'Bromford Deal.'
- 5.3.8 A brochure out-lining the 'Bromford Deal' is attached at Appendix 1.

6.0 WHERE DO WE GO FROM HERE?

- 6.1 The following is an extract from the letter written by Grant Shapps, the then Minister for Housing and Local Government, sent to all English Local Authorities in April 2012. The letter was attached as Appendix 1 to the Cabinet report dated 19th March 2013.

"There is a great deal of freedom within the new standards for landlords to design schemes, in consultation with their tenants, to meet local needs. Schemes could focus on individual tenants, but may also provide opportunities for neighbourhoods to take on shared responsibilities and to invest savings in community projects."

Clearly, as has been demonstrated by the diverse nature of the three pilots, no one common model is available for Social Landlords to follow, and perhaps that was the Minister's intention. Let each organisation develop what best suits them.

- 6.2 This therefore takes us back to the outcome of the Tenant's Task Group consultation carried out in June 2012. (Section 6 of the report to Cabinet dated 19th March 2013) The group's view was that WLBC tenants should not receive direct payments for carrying out repairs but rather have a scheme offering some training in DIY skills combined with the provision of materials that might then involve community based projects.
- 6.3 The group suggested that a pilot should be undertaken, involving a broad cross section of tenants; and that those invited to join should comply with the following criteria: -
- Have a clear rent account (no arrears).
 - Hold "House Contents" insurance. (Indicates an element of responsibility).
 - Agree to keep garden up to a basic standard of tidiness.
 - Keep internal decoration of their property in reasonable condition
 - All repairs listed in Repairs Handbook as Tenant's Responsibility will be in order.
 - Comply with terms of Tenancy Agreement at all times.

The group's view on the possible content of a scheme was: -

- Provision of training in basic DIY skills. West Lancashire College currently provide a 10-week (one afternoon per week) course covering basic joinery; plumbing and decorating. The course could be adapted to suit our requirements and might also include gardening advice. Also the Council will have four Contractors involved in Repair and Maintenance and the renewal of Kitchens and Bathrooms for the coming five years. It might be possible to arrange for these contractors to offer training locally in addition to the college course.
- There are potential other suppliers, including social enterprises within the borough who may be able to offer similar training and these options will also be investigated.
- The Council to provide materials free of charge for approved projects. Where tenants wanted to decorate their own property internally there could be a link to the current Paint Pack scheme.
- Gardening advice might lead to the setting up of a Garden Tool Loan scheme. Such a scheme will enable those tenants who cannot afford to purchase their own gardening equipment to maintain their gardens.
- Supervision and advice would be available when required.
- Other than the internal decoration of tenant's own properties and repairs that are classed as Tenant Responsibility in the Repairs Handbook, all projects would be restricted to community-based repairs and to be of a "Repair" nature – no improvements.
- Tenants already have an obligation to carry out a range of repairs as detailed in the Repairs Handbook. The training provided will enable them to improve their competence.

6.4 If it is the Council's wish that we now proceed along the lines of that set out above it is proposed that: -

- The Task Group is reconvened to identify areas offering a cross section of tenants for a pilot scheme; consider what projects might be suitable for a pilot scheme and how the scheme will proceed. They can also decide on a name for the scheme.
- The Assistant Director for Housing and Regeneration be authorised to make contact with West Lancashire College and others highlighted above to discuss the availability, costs and course content for DIY skills training.
- A budget figure for the pilot be identified.
- The optimum length of time for the pilot scheme to run be forecasted.
- A further report be brought back for consideration.
- Investigate external funding opportunities to fund the skills training element of the pilot scheme.

7.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

7.1 There are no significant sustainability impacts associated with this report and, in particular, no significant impact on crime and disorder. The report has no significant links with the Sustainable Community Strategy.

8.0 FINANCIAL AND RESOURCE IMPLICATIONS

8.1 There are no significant financial or resource implications arising from this report.

9.0 RISK ASSESSMENT

9.1 This item is for information only and makes no recommendations. It therefore does not require a formal risk assessment and no changes have been made to risk registers.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

The decision does not have any direct impact on members of the public, employees, elected members and / or stakeholders. Therefore no Equality Impact Assessment is required.

Appendices

Appendix 1 - A brochure out-ling the 'Bromford Deal'

★ THE BROMFORD DEAL ★

Working together to make things better ★ ★ ★

We call this *Something for Something*

Being a Bromford customer is about more than just having a home and paying rent. The Bromford Community is all about helping customers to help themselves and each other.

It's about having a relationship that works.

we provide a **home** and **services** and customers agree to some things in return.

★ OUR PART OF THE DEAL ★

★ What's included? ★

We agree to provide a **home** and a **range of services** that's hard to beat.

A Home that works well and doesn't keep breaking down

A Neighbourhood that you can feel proud of

Easy to access Services online, by telephone and in person

Bromford Connect

our growing community - where customers help each other be the best they can be

★ YOUR PART OF THE DEAL ★

★ YOU CAN GET LOTS MORE DETAIL ON OUR PART OF THE DEAL BY READING OUR CUSTOMER GUIDES ★

Keeping to all your responsibilities outlined in your **Tenancy Agreement**

depending on your Tenancy this may include Reviews, to talk about how the deal is working out.

To be a **Bromford Customer** you will be agreeing to:

Take out Home Contents Insurance

This is to help you as your belongings can get damaged in things like leaks, floods or worse, and it's your responsibility to make sure you can replace them.

Let us in when we need to have access

especially for our annual property service and gas servicing. This keeps your home safe and stops things getting broken.

Look after your Home & Garden

By keeping it in at least the condition it was when moving in. If everyone does this we'll have neighbourhoods that we can all be proud of.

Make an effort to sort out differences with neighbours

We don't tolerate Anti-Social Behaviour and we deal with it swiftly. But we don't get involved in tit for tat arguments.

Agreeing to **contribute to the community** by either **working, being in training or helping others.**

To do this you can join Bromford Connect - an online community where you and your family can find local jobs and learn to do new things.

Contact us when we ask

This stops us having to chase after you and saves customers money.

All of these are important in making a tenancy a success, will be discussed in reviews & conversations we have, and may form part of your tenancy plan

A BromComms production