



Executive Board Sub Committee

Thursday, 12 October 2006 at 10.00 a.m.
Conference Room 1, Municipal Building

A handwritten signature in black ink, appearing to read 'David W R', written over a light blue rectangular stamp.

Chief Executive

SUB COMMITTEE MEMBERSHIP

Councillor Mike Wharton (Chairman)	Labour
Councillor Phil Harris	Labour
Councillor Steff Nelson	Labour

*Please contact Gill Ferguson on 0151 471 7395 or e-mail gill.ferguson@halton.gov.uk for further information.
The next meeting of the Sub Committee is on Thursday, 2 November 2006*

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

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

REPORT TO: Executive Board Sub-Committee

DATE: 12 October 2006

REPORTING OFFICER: Strategic Director, Health and Community

SUBJECT: Approved Motor Trader Scheme

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

- 1.1 To seek approval for the operation of the Warrington Borough Council Trading Standards Approved Motor Trader Scheme in Halton, following consideration by the Safer Halton Policy and Performance Board.

2.0 RECOMMENDATION: That the Council agrees to the operation of the Warrington Borough Council Trading Standards Approved Motor Trader Scheme in Halton.

3.0 SUPPORTING INFORMATION

- 3.1 Warrington Trading Standards Service operates an Approved Motor Trader Scheme for car retailers and repairers in Warrington. A car dealer from Runcorn has approached the Consumer Protection Service requesting that a similar scheme is established in Halton. The dealer concerned receives a significant proportion of his business from Warrington residents and feels that he is at a competitive disadvantage, as he cannot claim that he is 'Trading Standards Approved'.
- 3.2 In 2002, following research with consumers and traders, Halton's Consumer Protection Service attempted to introduce its own Trusted Trader Scheme; unfortunately it was not supported by the trade and was abandoned.
- 3.3 An agreement in principle with Warrington Trading Standards has been reached that their scheme could be extended to allow Halton businesses to join. Halton would support the scheme to the extent of:
- The production and distribution of flyers to potential members (cost of postage and printing of approx 100 flyers)
 - Promotion of the scheme during officers' routine visits (negligible additional time required)
 - Liaising with Warrington prior to their annual inspection of members (probably one hour of officer time per member)

- 3.4 Warrington Trading Standards would retain responsibility for the operation of the scheme, including any mediation required between consumers and members, in return for the trader's annual membership fee.
- 3.5 Membership fees are currently being revised by Warrington Trading Standards to ensure cost recovery for the operation of the scheme.
- 3.6 The Scheme is currently badged 'Trading Standards APPROVED MOTOR TRADER SCHEME' and bears no reference to Warrington Borough Council. This will allow for the extension of the scheme to Halton without the cost of re-printing the scheme materials; if it were necessary, the cost of re-printing would make the extension uneconomic.
- 3.7 To launch the scheme in Halton a minimum of three local members would be required; it is anticipated that this could quite easily be achieved.
- 3.8 The extension of the Warrington scheme will allow Halton traders to benefit without the associated costs to Halton of operating such a scheme itself.

4.0 POLICY IMPLICATIONS

- 4.1 The arrangement outlined above is in line with the Best Value principles of maximising cross-border partnership opportunities to the benefit of both the Council and the people we serve.

5.0 OTHER IMPLICATIONS

- 5.1 The financial and labour costs are minimal as outlined above. Because of the comparatively low numbers of motor traders in Halton, it would not be viable for Halton's Consumer Protection Service to design and operate its own Approved Motor Trader Scheme. Legal Services have been consulted and have no issues with such a cross-border arrangement.

6.0 RISK ANALYSIS

- 6.1 Warrington Trading Standards will retain all the risks of managing and administering the scheme. Such a scheme has been in operation for over ten years within areas of Cheshire and no problems have arisen for the administering authorities.

7.0 EQUALITY AND DIVERSITY ISSUES

- 7.1 There are no general equality and diversity issues flowing from this report, but on a positive note, supporting the recommendation will enable Halton motor traders to compete on a level playing field with their Warrington counterparts.

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

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

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REPORT TO: Executive Board Sub Committee

DATE: 12th October 2006

REPORTING OFFICER: Strategic Director, Health and Community

SUBJECT: Social Services Out of Hours Emergency Duty Team

WARDS: All

1.0 PURPOSE OF THE REPORT

- 1.1 This Report describes the structure of, and issues about, the current Social Services Out of Hours Service Emergency Duty Team (EDT). It proposes a new arrangement for delivery of this service, in partnership with St Helens Borough Council.

2.0 It is RECOMMENDED that the Committee

- 1) approve in principle the proposals to develop a formal partnership between St Helens and Halton Borough Councils for the delivery of the emergency out of hours social work service, as identified in paragraph 3.2.2**
- 2) approve the waiving of the Contract Standing Order 3.1, as identified in paragraph 5.2**

3.0 SUPPORTING INFORMATION

3.1 Context:

3.1.1 EDT services in Halton are currently provided through two processes:

- A call reception and assessment service, which manages all of the out of hours emergency calls for Halton Social Services. This is delivered through a contract with Cheshire County Council – at a total of £115,000 - which receives all the calls and, through its co-ordinators, who are all qualified and experienced social workers, makes an assessment of need and risk and decides whether direct contact is needed
- A front line contact service, to complete urgent assessments of need and risk. This service is made up purely of daytime staff from Children's and Adults services, who volunteer for an out of hours rota and receive enhanced payments for doing this. Two separate rotas are maintained, for Children's and Adults services; all the Adults Services volunteers are Approved Social Workers, who also cover other Adults Services issues. An additional £88,000 is allocated to the budget for this

purpose, making a total overall budget of £203,000.

3.1.2 There are significant problems with these arrangements, which mean that the service is not fit for purpose. These problems stem from two key issues:

- The contract with Cheshire is significantly above the market value and the per capita expenditure on the service is much more than neighbouring Authorities. In 2004, the per capita expenditure on EDT services for Warrington was £0.75, for Knowsley was £0.71 and for Teesside was £0.90. For Halton in 2006, the per capita expenditure is now £1.72.
- Most importantly, there are not enough volunteers to cover either of the rotas, and there are significant gaps on these rotas. For Adults Services, over 50% of the rota cannot be filled, mainly because the pool of ASWs is small and few wish to volunteer, whilst for Children's Services this runs at around 25%. The contract with Cheshire requires that they should cover for Halton if gaps arise, but this has been difficult to enforce.

3.1.3 In St Helens, a different approach is taken. Here the calls are received by the Careline service, which takes details and sends the information through to the front line EDT service. The EDT service itself is provided by a small team of permanent staff – a manager and two full time officers, all of whom are qualified in both child care and as ASWs – augmented by a number of stand-by workers. All of these are highly experienced social workers, many of whom have been on post for some years. However, as with Halton Borough Council, the service has become less fit for purpose, particularly in relation to the development of wider 24/7 services, and the overall expenditure on both services has been excessive.

3.1.4 Both Authorities have in any case developed a range of new out of hours services in both Children's and Adults Services which will provide an alternative response to many unplanned incidents that arise out of hours, but there is a residue of key activity – mainly statutory work – that remains. In July and August 2006, members of the management teams of both Authorities met and have put together the proposals contained in this Report.

3.2 The Proposals:

3.2.1 Both Halton and St Helens have separately reviewed their EDT services and have concluded that a different service arrangement should be put in place. St Helens have concluded that their current arrangements for an EDT service have become less fit for purpose, and are seeking an alternative model. Officers of both Authorities have met and have developed the proposals outlined in Paragraph 3.2.2 below. These proposals have been supported in principle by the

senior Management Teams of both Authorities.

3.2.2 It is therefore proposed that:

- St Helens and Halton Borough Councils jointly deliver an emergency out of hours service for both Children's and Adults Services across the two Authorities
- the contract with Cheshire County should be formally terminated
- an enhanced and permanent team of social workers should be set up, working across Halton and St Helens, with additional management and administrative support. A small financial allocation would be made for additional volunteer input for such things as long term sickness and vacancy management
- the service would be managed and hosted by St Helens Borough Council, which would have the operational lead for the service. All posts would be appointed through St Helens, to ensure consistency of terms and conditions of employment
- Halton Borough Council would pay St Helens a sum of £170,500 annually (rising by the rate of inflation) to manage the service. This would reduce the Halton per capita expenditure by around 15%
- a formal Partnership Board should be established, administered by Halton Borough Council
- a contract should be developed between both Authorities, initially for a three-year period, to be reviewed at regular intervals. It would be a clear expectations within the contract that the service would be delivered within budget and that detailed performance information would be collected and reported from the start
- issues of disaggregation across Children's and Adults Services should be considered after a year has passed, to allow time for the new arrangements to be fully established

3.2.3 It is considered that these proposals would offer financial and operational security to both Authorities. If approved, a small team would be set up across both Councils, led by St Helens Borough Council, to develop a project plan to implement the necessary changes. This group would also consider the location of the service and the capacity of Halton Direct Link to host the service and act as the call reception service.

4.0 POLICY IMPLICATIONS

4.1 The establishment of a joint EDT service across St Helens and Halton would ensure the full delivery of safe and sound services all day, every day. It would promote efficiency, safe working practices and would be an example of cross-boundary working.

5.0 OTHER IMPLICATIONS

5.1 The establishment of this service would require the full involvement of:

- Legal services from both Authorities
- Personnel services from St Helens
- Trade Unions in both Authorities

5.2 The contract value with St Helens Borough council is for £170,000, annually for three years, making a total of £510,000. The Committee is requested to consider waiving Contract Standing Order 3.1 – relating to contracts between £50,000 and £1 million, in the grounds that there are exceptional circumstances which warrant that this should not be put out to tender. These grounds are:

- Waiver of Procurement Standing Order 1.6 (a): there is only a very limited potential supply of other providers of EDT services in the region. Cheshire already have the service and it is proposed that the contract with them is withdrawn. Warrington and Knowsley Borough Councils have been approached and do not wish to enter into this arrangement.
- Waiver of Procurement Standing Order 1.6 (d): there is a clear financial and operational benefit to the Council - a potential reduction in the overall budget of over £30,000 annually, allied to the delivery of a consistent service.

6.0 RISK ANALYSIS

6.1 Without the establishment of this service there is a real risk both that organisationally “safe” service will not be delivered in either Authority, and that financial efficiency will not be achieved.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 The new service would apply to all people in need of emergency social care services.

4.0 REASON(S) FOR DECISION

5.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

6.0 IMPLEMENTATION DATE

(NB 8.0, 9.0 AND 10.0 ONLY IF KEY DECISION)

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

Document

Place of Inspection

Contact Officer

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REPORT TO: Executive Board Sub Committee

DATE: 12th October 2006

REPORTING OFFICER: Strategic Director, Health and Community

SUBJECT: Provision of short-term residential respite care for adults with learning disabilities

WARD(s): Borough wide

1.0 PURPOSE OF REPORT

- 1.1 To seek agreement from the Executive Sub Board for the proposal to transfer the delivery of care and support in Bredon short-term residential unit through an open tender process. This proposal will secure the best value for money for delivery of respite services for Adults with learning disability.

2.0 RECOMMENDATION That:

- (1) the Board accepts the proposal to tender a 4 bedded short stay unit based at Bredon;**
- (2) the Board accepts the proposal to close the four bedded unit at Moorfield; and**
- (3) the Board notes that further work will be undertaken in partnership with the Primary Care Trust (PCT) to seek further investment in more innovative respite services rather than traditional bed based services.**

3.0 POLICY IMPLICATIONS

- 3.1 The PCT and Halton Council have a pooled budget for services for Adults with Learning Disabilities (ALD). The Executive Commissioning Board (ECB) is responsible for the oversight of the pooled budget and, in view of the overspend of 2005/06 and the projected overspend of 2006/07, agreed a Recovery Plan to balance the budget. The plan has challenging targets and requires some reconfiguration of services.
- 3.2 The proposals link to the departmental and corporate objectives by modernising services and promoting independence. The Joint Commissioning Strategy and the Recovery Plan is underpinned by the principles contained within both "Valuing People" and the Health and Social Care White Paper "Your Health, Your Care, Your Say."

4.0 OTHER IMPLICATIONS

4.1 The need for respite

Learning Disability Services are performing well within Halton in supporting people to live in the community, either in their family homes or independently. For those living with family it is recognised that the burden on carers is growing, as individual's needs are more complex as they survive childhood and carers themselves are aging and becoming frailer. The provision of respite services is widely believed to be crucial to enabling people with learning disability to remain at home.

Mencap estimates that at least 60% of family carers of people with learning disabilities do not get a break. (Family Matters). Within Halton, in partnership with Halton PCT, ALD services must ensure that it can provide both existing and future demand for respite in a way that meets the needs of the carers and the person they support. Traditionally, residential short break services have been offered. Whilst Direct Payments enable families to choose more innovative forms of respite, some still prefer the short-term residential breaks.

The need for short-term residential respite care is met through an in-house resource at Moorfield Road in Widnes. This resource requires modernisation in line with "Valuing People" Halton PCT also has a residential resource that is accessed through the partnership working arrangements.

Currently the Bredon resource is closed whilst capital work is undertaken to enable reconfigured services to be delivered at this facility. Work should be completed by the end of this year and will include four fully accessible respite beds to meet the needs of those with severe physical disabilities as well as challenging behaviour. Since Bredon closed in early summer, the residential staff team have been temporarily redeployed to provide care and support within the Halton Supported Housing Network.

It is proposed that the service based at Moorfield is closed and the new service based at Bredon is tendered out.

4.2 Financial Implications

In line with national trends, services for ALD have experienced severe budgetary pressure. While the overspend was contained 2005/06 it was recognised that the position could not be sustained and a Recovery Plan should be developed, integral to this plan is the re-provision of respite services.

4.3 Unit costs

The unit cost of in-house residential care for Adults with learning disability is summarised below and compared to independent sector provision within Halton and English averages. The significant increase in 2005/06 in-house weekly costs is as a result of the

phased closure of residential beds at Bredon prior to building work commencing.

4.4 **Weekly cost of residential care for adults with learning disability**

Source: 2004/05 and 2005/06 Personal Social Services Expenditure returns to Department of Health. (PSSEX1)

	2004/2005	2005/2006
Local authority provision		
Halton	£1,588	£2,557
English Average	£1,107	Not available
Independent sector		
Halton	£314	£456
English Average	£789	Not available

It can be seen from the table that in-house services are high cost compared to both the independent sector within Halton and English Averages.

In view of the significant budget pressures, the high cost of in-house provision and the Council's duty to ensure value for money in service delivery, it is proposed to transfer provision of care and support at Bredon to the independent sector through a process of competitive tendering.

The estimated budget for delivering the respite service when Bredon re-opens is £457,000 per year. This is all met from HBC base budget contribution to the ALD pooled budget.

The tender process will be conducted in accordance with Procurement Standing Orders Part 2 - Contracts Exceeding £1,000,000. The proposed contract period is three years and the estimated value over this term, based on the Independent sector English Average unit cost; uplifted to 2006/07 prices is £1.03m. This represents a potential saving of £340,000 over the term of the contract.

The Bredon respite service will be open in January 2007 and it is proposed to complete a tendering exercise and award a contract effective from this date.

4.5 **Personnel Implications**

Staff will be eligible for transfer to the new providers of the respite service but currently there are sufficient vacancies within the Supported Housing Network service to offer redeployment and it is likely this will be an attractive alternative.

5.0 **RISK ANALYSIS**

- 5.1 There have been increased demands on the pooled budget for a number of reasons, including growing numbers of older people with disabilities, young people with complex needs moving into services through transition and rising expectations and aspirations of service users and their carers. In addition, historically both the PCT and Halton Council benefited from Supporting People funding for ALD services. Following an inspection and subsequent review of Supporting People a further loss of £1.5m in 2007/08 to the ALD pooled budget was identified.

To begin to address these pressures the Council has provided a resource of £130k to fund additional staff to assess all individual service users with a view to both assessing need and re-tendering or renegotiating existing contracts. There has been some early success as a result of this work leading to savings of £200k on one contract within this budgetary year. These activities, in spite of some success are still insufficient to achieve a balanced budget and a detailed Recovery Plan has been drawn up. One key action contained within the plan following an options appraisal exercise is:-

Reconfiguration of respite/short breaks services through tendering out of a four bedded unit based at Bredon. Should there be any unforeseeable problems or delays in the tendering process the service would be continued within existing resources.

- 5.2 The council is committed to ensuring that those service users currently receiving services from Moorfield will in the future receive a similar service from Bredon to meet their assessed need. This transition will need to be carried out with sensitivity and close communication with carers and service users. The release of Moorfield may offer an opportunity to further develop day services for older people with learning disabilities. The current provision is based next to the residential unit and is oversubscribed.

6.0 EQUALITY AND DIVERSITY ISSUES

- 6.1 The proposals ensure equity and fairness to people accessing the services.

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

- 7.1

Document	Place of Inspection	Contact Officer
PSS EX 1	John Briggs House	Marie Mahmood, Divisional Manager
Our Health, Our Care, Our Say: A new direction for Community Services. DOH January 2006	John Briggs House	Marie Mahmood, Divisional Manager
Independence, Well Being and Choice, Green paper, DOH March 2005	John Briggs House	Marie Mahmood, Divisional Manager
Valuing People A new Strategy for the 21 st Century DOH 2001	John Briggs House	Marie Mahmood, Divisional Manager
Recovery Plan	John Briggs House	Marie Mahmood, Divisional Manager

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REPORT TO: Executive Board Sub-Committee

DATE: 12th October 2006

REPORTING OFFICER: Strategic Director
Health & Community

SUBJECT: Long Term Procurement of Supporting
People Services

1.0 PURPOSE OF REPORT

- 1.1 To request suspension of relevant contract standing orders 2.2-2.6, 2.8-2.13, 3.3-3.6 to extend existing interim Supporting People (SP) contracts for up to twelve months and to enter into negotiations with existing service providers over the continued provision of services to vulnerable groups, subject to the providers being able to demonstrate, to the entire satisfaction of the Supporting People Commissioning Body, that services are of good quality, are strategically relevant and offer value for money.
- 1.2 To request suspension of relevant contract standing orders 2.2-2.6, 2.8-2.13, 3.3-3.6 to proceed with the retraction plan for the reconfiguration of 24hr supported living services (appendix A), which will minimise the risk of loss of service for some of the most vulnerable members of our community.
- 1.3 To seek approval of delegated powers to the Strategic Director, Health and Community, in conjunction with the portfolio holder for Community, to award contracts to existing providers subject to the conditions set out above in 1.1.
- 1.4 To seek authority to tender for Supporting People services in the long term on expiry of the initial full contract.
- 1.5 To seek authority for the Strategic Director, Health and Community, in conjunction with the portfolio holder for Community, to take such action as may be necessary to implement the recommendations detailed below.

2.0 RECOMMENDED THAT:

- (i) **In the exceptional circumstances detailed below, for the purpose of standing order 1.6, that standing orders 2.2-2.6, 2.8-2.13, 3.3-3.6 be waived on this occasion because compliance would result in clear financial detriment to the Council and would result in a market imbalance, placing vulnerable service users at risk of a**

loss of service.

- (ii) **The Council extends interim Supporting People contracts for a period of up to twelve months and enters into negotiations with existing service providers to ensure the continued provision of services to vulnerable service users, subject to the providers being able to demonstrate, to the entire satisfaction of the Supporting People Commissioning Body, that services are of good quality, are strategically relevant and offer value for money.**
- (iii) **Contract standing orders 2.2-2.6, 2.8-2.13, 3.3-3.6 are suspended to implement the retraction plan for the reconfiguration of 24hr supported living services (appendix A), in order to minimise the risk of loss of service for some of the most vulnerable members of our community.**
- (iv) **Delegated powers be approved to enable the Strategic Director, Health and Community, in conjunction with the portfolio holder for Community, to award contracts to existing providers subject to the conditions set out above in 2 (ii) and 2 (iii); on the varied terms set out under sections 3.10-3.13 of this report.**
- (V) **Subsequent to the expiry of full Supporting People contracts, granted under a waiver due to the exceptional circumstances set out under 2 (i) and 3.7 in this report, Supporting People services will be procured through a competitive tendering process.**
- (vi) **The Strategic Director, Health and Community, in conjunction with the portfolio holder for Community, be authorised to take such action as may be necessary to implement the above recommendations.**

3.0 SUPPORTING INFORMATION

- 3.1 On 19th September 2002, Executive Board gave approval for the Executive Director of Social Care, Housing and Health in conjunction with the Executive Member for Social Care, Housing and Health to award interim contracts to existing supported housing providers in order to afford protection to vulnerable people in receipt of services.

The report submitted to members in 2002 explained that these interim contracts would be replaced by full Supporting People contracts, subject to the findings of a rigorous review to be conducted on each service which would evaluate value for money based on:

- Cost
- Strategic relevance
- Quality

In Halton we have 107 services currently offering the following to vulnerable members of our community, at a cost of approximately

£8m per annum:

- Sheltered housing, floating support, peripatetic warden and community alarm services for older people
- Supported housing and floating support for people with mental health problems
- Supported housing and floating support for adults with learning disabilities
- Floating support for people with a physical disability
- Supported housing and floating support for people with substance mis-use issues
- Supported housing for ex-offenders
- Hostel accommodation and support for women fleeing domestic violence
- Hostel accommodation and support for single homeless and homeless families/ teenage parents
- Support service for gypsies
- Hostel accommodation and support service for care leavers/young people at risk

- 3.2 The SP service reviews in Halton are now complete. In general, services in Halton were found to be offering a fair to good service. Appendix B to this report indicates the number of service improvements instigated by the Supporting People Team during the review process. These improvements will result in improved outcomes for service users. The service reviews also highlighted potential to reconfigure existing services in order to meet gaps in local needs and to improve value for money by reducing the cost of services. Examples include:

Tender exercise for 5 Supported living services for Adults with Learning Difficulties-

Original Annual SP Contract value	Revised Annual SP contract value	Annual SP saving
335,329	212,192	123,136

Proposed reductions in service costs resulting from service reviews:

Contract for 5 Supported Living Services for Adults with Learning difficulties- Interim price reduction agreed with providers.

Historical SP annual contract value	Proposed new SP annual contract value	Potential annual SP savings
481,061	347,386	133,675

Discussions on the reconfiguration of Generic Floating support services to deliver client specific services, have resulted in

outline agreement to the following:

- Overall savings of **£94,603 per annum** on current contract values. (taking into account potential savings from a linked accommodation based service)
- Efficiency savings through the expansion of existing services to deliver an additional **50 units** of support at no additional cost.
- Introduction of Client specific services for: **Mental Health (40 units), Ex-Offenders (10 units), Teenage Parents and Homeless Young People (20 units) and the Respect Agenda (10 units).**

3.3 Initial discussions regarding the findings of the Supporting People service reviews have taken place with approximately a third of providers. These discussions have indicated a potential gross annual saving of **approx £700,000**.

3.4 In 2004 the Audit Commission identified Halton's Supporting People services as 'high cost'. Taking this into account the SP reviews included:

- Benchmarking of costs against regional and national costs
- Benchmarking costs against services in our CIPFA comparator group
- An analysis of the type of work being delivered in each service and actual time spent delivering support.

The above work has highlighted significant potential for service efficiencies and reductions in service costs, which will ensure that Halton reduces its level of spend and meets the recommendations set out by the Audit Commission.

3.5 The level of funding committed to the supporting people programme on a national level has been the subject of considerable review since the programme was introduced in 2003. Central government has produced two 'Distribution Formulas', both of which indicated reductions in Halton's SP grant and both of which central government has subsequently withdrawn. A third draft distribution formula was proposed in 2005/6 and again this formula indicated a loss of funding for Halton. In October 2006 the Department of Communities and Local Government is expected to publish its National Strategy for Supporting People, alongside its plans for the long term funding arrangements for the programme.

3.6 This report seeks approval to extend interim contracts for a period of up to twelve months and to enter into full contracts, following a period of consultation with providers and subject to the following provisos:

- Services are configured to meet an agreed local need
- Services are good quality, reaching a minimum of level C against the Supporting People Quality Assessment Framework and meeting all quality and performance standards to the entire satisfaction of the SP Commissioning Body

- Services are viewed as offering value to money in terms of the quality and cost of the service
- Expenditure can be met within existing budgets

3.7 Suspension of standing orders is requested on the following basis:

- Compliance with standing orders is not possible as the SP interim contract set out an intension to enter into long term contracts subject to a satisfactory outcome at service review
- Compliance with standing orders would result in clear financial detriment to the Council in that, a mass procurement exercise would be prohibitive in terms of cost and time. The current staffing establishment could not deliver the man hours to undertake the 45 tender exercises needed to cover the 107 services and there is no identified budget to meet the potential administrative costs estimated at £135,000. (£3,000 Per tender exercise).
- Compliance with standing orders is not practicable as a mass procurement exercise could destabilise the provider market and place vulnerable people at risk of loss of service
- An extension of the interim contract would allow officers additional time to undertake further value for money assessments, which will be used to inform negotiations with providers on reduced levels of funding.
- An extension of the interim contract would afford the Authority the flexibility not to renew contracts, should this prove necessary, to contain expenditure within budget.

3.8 A full or steady state contract has been developed by the SP North West Contracts group. Subject to approval by HBC legal services, Halton's SP team propose to adopt the format of the regional full SP contract. The Department of Communities and Local Government see this approach as good practice.

3.9 Supporting People services in Halton are delivered to a wide range of client groups and through a number of types of service. Therefore, whilst the methodology for the service review was generic, recommendations on the continuation of services varies based on perceived risk to the Council and according to the level of vulnerability of the client group.

The findings of the reviews and subsequent risk analysis indicate the need for four recommendations to ensure value for money and the continuation of services.

Detailed information on each service is available from the Supporting People Team. The information below summarises the rational for each recommended course of action.

3.10 **Recommendation 1**

24 hour supported living services for Adults with Learning Disabilities

and People with Severe and Enduring Mental Health Problems.

SP reviews on these services indicate that the services are high cost and that SP grant is currently funding the provision of care in addition to housing related support. These findings concur with findings in the Audit Commission Inspection of the SP programme in 2004 and an internal audit report on SP conducted in 2005.

The SP team in partnership with colleagues in St Helens and Halton PCT and Adult Social Care have agreed a plan to reconfigure services, which seeks to limit disruption to service users and their carers and looks to maintain stability in the provider market by minimising the risk of large scale change.

In view of the extreme vulnerability of these client groups and the extent of the change required, Halton's SP Commissioning Body have submitted a copy of the proposed retraction plan (attached as Appendix A) to the Department of Communities and Local Government requesting special dispensation to continue to fund these services at the current level for up to 2yrs. Verbal approval has been given on the understanding that Halton will reconfigure these services within 2yrs by:

- Carrying out a re-assessment of all clients in receipt of a service
- Investigate alternative funding sources, including increased section 64 funding and Independent Living Allowance

It is intended that this process will be conducted throughout 2006 and 2007. This will lead to discussions with providers over the potential to reconfigure services or the need to tender for the service. The project will reconfigure services to meet local need and identify overall savings to the Authority, which will facilitate the phased retraction of Supporting People funding.

Services re-commissioned through tender or negotiation will be offered a two-year Joint Supporting People and Social Care contract.

Members should be aware that the above category includes the provision of 24hr-supported housing by Community Integrated Care and Alternative Futures. Due to the nature of the agreement between Halton PCT and the above organisations regarding the purchase of the property, the loss of the service contract also carries with it a potential loss of accommodation. The risk of a potential need for large-scale alternative accommodation will be factored in to any action taken in respect to these services.

3.11 Recommendation 2

Sheltered housing and community alarm services.

The majority of these services are low cost and as such present a relatively low risk to the Council. It is therefore recommended that

these services be awarded full SP contracts for three years with an option to extend this to five years. All full contracts would be awarded subject to providers demonstrating quality and value for money to the entire satisfaction of the SP Commissioning Body.

3.12 Recommendation3

Short-term services.

These services are viewed as high risk to the Council in terms of cost and in public accountability.

It is therefore recommended that these services be offered full contracts for 2yrs with an option to extend this to three years. All full contracts would be awarded subject to providers demonstrating quality and value for money to the entire satisfaction of the SP Commissioning Body.

This also includes:

- Long term low level support services for people with mental health issues and adults with mild to moderate learning disabilities.

3.13 Recommendation 4

Services under development.

HBC Peripatetic Warden and Community Alarm Service and Halton Housing Trust Sheltered Housing Schemes.

The above services have substantially altered since the introduction of SP in 2003. Both services are in the process of reconfiguring following recommendations for change set out in a Best Value Review and the establishment of Halton Housing Trust.

As both services are still in a period of change, the profile of the service is likely to change over the next couple of years.

It is therefore proposed that these services are offered a two-year contract, with an option to extend this to five years.

- 3.14 On expiry of the full term contract issued under the terms of this waiver, it is proposed that subsequent contracts will be procured through a competitive tendering process.

4.0 POLICY ISSUES

- 4.1 The reconfiguration of Halton's generic floating support services is a target set out in the 5yr Supporting People Strategy. The strategy set out an intension to reduce the number of units of generic floating support, replacing the lost units through the introduction of client specific floating support services, at no additional cost. Initial discussions indicate that this target can, not only be achieved, but

could result in an expansion of services and reduced costs.

5.0 FINANCIAL IMPLICATIONS

- 5.1 Halton's current spend per annum on SP services is £7.9m. By targeting providers identified during review as high cost, initial discussions with a third of providers have identified potential savings of over £700,000 per annum. If achieved, the savings will ensure that Halton retains a good level of service at a significantly reduced cost.

6.0 RISK ANALYSIS

- 6.1 Sections 3.5 and 3.7 of this report identify the risk in relation to a potential change in the level of funding received from central government and the Authorities contingency position.
- 6.2 Section 3.10 of this report highlights a potential loss of accommodation in relation to two providers. This risk will be factored into any actions taken in relation to these services.

7.0 EQUALITY AND DIVERSITY ISSUES

- 7.1 None

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

Document	Place of Inspection	Contact Officer
5yr Supporting People Strategy	1 st Floor Chester Buildings Grosvenor House Halton Lea Runcorn	Angela McNamara
Data base of Supporting People services	1 st Floor Chester Buildings Grosvenor House Halton Lea Runcorn	Angela McNamara

Purpose Business case for HBC high cost services retraction plan

To document the justification for the undertaking of the project, based on the estimated cost of development and implementation against the risks and anticipated business benefits and savings to be gained.

Reasons

The costs of procuring specialist placements for adult service users can amount to several thousand pounds per week. Not all of the placements procured are suitable to meet the required needs and there are gaps in the current market for such placements. There are considerable variations in the costs and quality of services and local authorities don't always have a clear understanding of the basis for the fees charged.

Local authorities operate different commissioning and procurement processes and have different contract terms and conditions. This results in a duplication of effort for both purchasers and providers.

The Out of Authority Placement and Joint Commissioning Unit for children's placements established by the Association of Greater Manchester Authorities and partners has demonstrated the potential to achieve improvements in quality and efficiency through collaborative commissioning and procurement of such placements.

The Gershon review of public sector efficiency highlighted the potential for efficiency gains across government. As a result all local authorities are required to demonstrate how they will achieve efficiency gains of 2.5% per annum over the period 2005/06 to 2007/08.

HBC therefore proposes to reconfigure its specialist services for adults by adopting the process piloted by Knowsley Borough Council through its Value Improvement Project.

Advantages to HBC in following this model include:

- Adoption of a process approved by ODPM and supported by the Procurement Center of Excellence.
- Efficiencies in the delivery of the project through adoption of procurement and contracting documentation developed by Knowsley MBC
- Efficiencies through a reduction in administration costs for providers through the adoption of common contracting documentation, developed by Knowsley MBC and agreed for introduction by all SP teams across Merseyside.

**Proposed re-
traction plan**

HBC will look to reconfigure/procure specialist services for Adults with Learning Disabilities and People with Severe and Enduring Mental health Problems (living in 24hr supported accommodation and Adult Placements) through a two-stage project to be undertaken as follows.

Stage One

Mapping of high cost (over £500 per week) placements for adults with learning disabilities and adults with severe and enduring mental health problems (living in 24hr supported accommodation and Adult Placements) purchased by HBC. This process will identify the characteristics of the people placed, establish the expenditure on such placements, and provide baseline information for service and system development. The supply information would be entered onto a database.

All ALD clients identified on the data base (plus People with Severe and Enduring Mental Health Problems living in 24hr supported accommodation) will subsequently have their overall support, health and care needs re-assessed. Results of the needs assessments will be entered onto the supply database.

This database will then identify the level of services to be commissioned in Halton in order to meet client needs.

Findings will be shared with service users, carers, providers and stakeholders.

A matrix will then be produced which sets out a reconfiguration/procurement timetable.

Stage Two

A Reconfiguration/Procurement Plan for ALD and 24hr Supported Living services will set out a time table for services to be re-tendered and services to be offered extended contract (subject to a waiver of standing orders) based on the following:

- Existing provider able to demonstrate track record in delivering quality services
- Existing provider able to demonstrate ability to offer reconfigured service at a cost which offers value for money
- Commissioners determine that other providers could not offer a particular specialist service and that the current service delivers value for money

It is intended that any negotiated reduction in funding will result in a phased retraction of Supporting People funding. Negotiations concluded within the financial year 2006/7 will result in the retraction of SP funding from April 2007. Negotiations concluded within the financial year 2007/8 will result in the retraction of SP funding from April 2008.

Savings achieved through open tender will be applied on the same basis.

**Benefits,
savings and
efficiencies
expected**Stage One

- Comprehensive information will be provided regarding the current placement activity by HBC and Halton and St Helens PCT.
- Inappropriate placements will be identified
- Gaps in current market provision will be identified
- Gaps in accommodation type will be identified
- Opportunities for collaborative commissioning and procurement will be identified
- Options for collaborative commissioning and procurement will be developed and appraised
- Identification of other areas which would benefit from a similar mapping exercise

Stage Two

- Improvements in the quality of placements
- Transparency of fees
- Reductions in the cost of placements
- Consistent contract terms and conditions
- Common accreditation and contract monitoring process for providers
- Generic referral process
- Database of providers, including information on vacancies, etc
- Improved relationships with providers
- Provider collaboration to meet commissioning requirements
- Improved relationships with CSCI
- More effective commissioning in the longer term to address market gaps

Examples of savings evidenced to date are set out below:

Tender exercise for 5 Supported living services for Adults with Learning Difficulties-

Original Annual SP Contract value	Revised Annual SP contract value	Annual SP saving
335,329	212,192	123,136

**Proposed reductions in service costs resulting from service reviews:
Contract for 5 Supported Living Services for Adults with Learning difficulties- Interim price reduction agreed with providers.**

Historical SP annual contract value	Proposed new SP annual contract value	Potential annual SP savings
481,061	347,386	133,675

Risks

The risks associated with the proceeding with stage one of the project, together with proposed control measures (in red) are set out below:

- DCLG reject proposed re-traction plan and fail to agree dispensation for SP funding support
Develop strong business case
- Fail to engage health partners in the project
Appoint consultant / project manager with credibility in health and social care fields
Add health representatives to project team
- Project causes anxiety among commissioning and contracting staff and this impacts on participation
Early dialogue with commissioning and contracting staff
Clarity about what the project is delivering / not delivering
- Fail to obtain information required or of the required quality for the mapping and assessment exercise
Appoint consultant / project manager with credibility in health and social care fields
Secure support for project through HBC Chief Officers Group and Health and Community and Halton and St Helens PCT Joint senior Management Team
Maintain communication with all stakeholders and provide support throughout information gathering stage
- Fail to deliver stage one project outcomes
Effective project management methodology
Adequate resourcing
Learning from other similar completed projects
- Capacity of the project team to deliver project outcomes
Secure commitment and support to participation from managers
Clarity of roles and responsibilities
Access facilitation and development from Regional Centre of Excellence
Access additional resources where possible to complete specific tasks e.g. recruitment
Share learning and resources effectively with other projects / centres

The risks of not proceeding with stage one of the project include:

- Failure to adequately understand or meet needs for specialist placements
- Inappropriate placements
- Supply is not sufficient, appropriate to meet needs, or of the quality required
- Reactive commissioning
- Larger authorities dominate market
- Potential closure of existing services due to lack of funding to meet existing service costs

The risks associated with the proceeding with stage two of the project, together with proposed control measures (in red) are set out below:

- Reconfigured service costs are viewed as untenable by providers
Ensure that proposals include realistic projections of providers' capacity to reconfigure services-including capacity to reduce overall levels of service in the borough and remain operationally viable and capacity where necessary to reduce workforce e.g. loss of temporary and agency staff etc.
- Providers decide to withdraw from delivering services in Halton
Ensure continuous two way communication with providers throughout the lifetime of the project to prevent disengagement and mis-understanding
Enforce notice periods in SP contracts and contingency fund to secure additional resources to carry out procurement exercises if necessary
- Carers/service users do not support proposals for reconfigures services
Ensure continuous two way communication with carers/service users throughout the lifetime of the project to prevent disengagement and mis-understanding

Risks of not proceeding with stage two of the project:

- Costs continue to rise
 - Larger providers dictate services and costs
 - HBC remain in breach of SP grant conditions in order to fund services
 - DCLG withdraw SP funding currently meeting cost of care in ALD services leaving HBC with deficit in budget available to meet current service costs
-

Cost The estimated costs of proceeding with the project, together with proposed funding sources are set out below:

Advertising	£5,000	HBC SP base budget
Consultant / Project Coordinator	£45,000 (up to March 2008)	HBC SP base budget
Social Workers x 2 to carry out re-assessments	?????	HBC SP base budget
Health Workers x2 to carry out assessments	Re-direction of existing resources	Halton and St Helens PCT
Welfare Rights Officer time to undertake ILF assessments and submit claims	Re-direction of existing resources	HBC SP base budget
Management control of project and administrative Support to be provided by members of project team and admin officers in Health and Communities Directorate	Re-direction of existing resources	HBC
Procurement costs	£10,000 per provider = £100,000	No budget currently available for procurement-costs for each tender exercise would have to be taken into account when determining value for money of existing service. Cost to be apportioned between HBC SP base budget and Halton ALD pooled budget (cost of services for adults with severe and enduring mental health problems to be shared with Halton and St Helens PCT)
Potential gross cost		
Existing project budget		
Potential shortfall		

Timescales	<p>It is anticipated that the project will be completed by April 2008.</p> <p>Stage one to commence following approval from SP Commissioning Board to proceed with HBC SP Retraction Plan.</p> <p>Stage two will be undertaken throughout the lifetime of the project as proposals for the reconfiguration and procurement of services by provider are determined.</p>
Investment appraisal	<hr/> <p>The product of stage one will be information regarding current procured activity and localization of common contracting documentation produced by Knowsley MBC. Stage one will indicate the potential for future efficiency improvements but stage one will not of itself deliver efficiency improvement.</p> <p>The product of stage two is reconfigured services at a cost, which offers value for money for Commissioners and reduces the SP contribution to a level, which reflects the level of housing related support being delivered.</p> <p>A table of the proposed project costs and the funding source is shown above on page 6.</p> <p>The project team has set the following local savings target:</p> <p>£1m-local target to reduce SP expenditure on high cost 24hr services by approx 22%</p> <p>Service reviews highlighted greater potential for SP savings. However, the service reviews also highlighted a potential growth in the level of support that being delivered within the services if providers changed practice in order to maximize clients potential for independent living. In addition potential exists to agree inflationary uplifts to hourly rates, which have remained static in Halton since 2003.</p> <hr/>

Appendix B

SUMMARY OF KEY IMPROVEMENTS FOLLOWING SERVICE REVIEWS

Following the Service Reviews, recommendations were made to Providers for improvement to the quality of services. In total there were 1,095 improvement recommendations of these 985 were QAF related.

- Services to Older People had a total of 237 Quality Assessment Framework (QAF) improvement recommendations made and 1 none QAF related recommendation.
- Alarm Services had 14 QAF related improvements.
- Mobile Warden Services had a total of 21 improvements.
- Floating Support Services for PSD and Older People both achieved level C rating on the QAF and were recommended to look to attaining a B rating in the future.
- ALD services had a total of 661 improvements of these 572 were QAF related.
- MH services had 32 QAF related improvements and 5 general improvement recommendations.
- Services to People with Drug problems had a total of 18 improvements, 2 of these were not QAF related.
- Homeless Services have a total of 78 improvements, 66 of these are QAF related improvements.
- Generic and Drug Floating Support services had 1 none QAF related improvement and 16 QAF related.
- Traveller service had a total of 11 QAF related improvements.

The table overleaf identifies the number of improvements by QAF core objective and client group.

Quality Assessment Framework – Core Objective

C1.1 – needs and risk assessment
Assessments of needs and risks are carried out for all service users. Processes place users' views at the centre, are managed by skilled staff and involve carers and/or other professionals.
C1.2 – support planning
Service users have up-to-date support plans in place. Processes place users' views at the centre, are managed by skilled staff and involve carers and/or other professionals.
C 1.3 – security, health and safety
<p>The security, health and safety of all individual service users and staff are protected.</p> <p><i>Explanatory note:</i></p> <p><i>Objectives C1.1 and S1.3 addresses individual service user risk. This standard addresses security and health and safety risks that potentially affect all service users.</i></p> <p><i>The failure to achieve level C represents a serious potential risk to service users and/or staff. Where level C is not achieved providers must take immediate steps to bring performance up to this level.</i></p>
C 1.4 – protection from abuse
<p>The right of service users to be protected from abuse is safeguarded.</p> <p><i>The failure to achieve level C represents a serious potential risk to service users and/or staff. Where level C is not achieved providers must take immediate steps to bring performance up to this level.</i></p> <p><i>This objective applies to all kinds of abuse, many of which are not physical in their nature, e.g. financial or material abuse or abuse through neglect or omission. Approaches to protection from abuse therefore must be appropriate to the particular type of service concerned and based on an assessment of the full range of risks faced.</i></p>
C 1.5 – fair access, diversity and inclusion
There is a commitment to the values of diversity and inclusion and to practice of equal opportunity (including accessibility in its widest sense) and the needs of black and minority ethnic service users are appropriately met.
C 1.6 – complaints
Users, carers and other stakeholders are made aware of complaints procedures and how to use them.

KEY IMPROVEMENTS FOLLOWING SERVICE REVIEWS

CLIENT GROUP	QAF 1.1 Needs & Risk Assessment	QAF 1.2 Support Plans	QAF 1.3 Health & Safety	QAF 1.4 Protection from Abuse	QAF 1.5 Fair Access, Diversity & Inclusion	QAF 1.6 Complaints	GENERAL RECOMMENDATIONS (Not QAF related)	Total
OLDER PEOPLE SHELTERED	43	39	40	43	47	25	1	238
ALARM SERVICE	N/A	N/A	6	5	3	0	0	14
MOBILE WARDENS	8	4	3	3	3	0	0	21
FLOATING SUPPORT - O P	0	0	0	0	0	0	0	0
FLOATING SUPPORT - PSD	0	0	0	0	0	0	0	0
ALD	97	101	117	112	81	64	89	661
MH	7	4	7	6	3	5	5	37
PEOPLE WITH DRUG PROBLEMS	2	2	4	4	3	1	2	18
HOMELESS SERVICES	9	17	12	11	7	10	12	78
GENERIC & DRUG F.S.	4	5	2	2	0	3	1	17
TRAVELLER	4	1	3	1	1	1	0	11
TOTAL NUMBER OF IMPROVEMENTS	174	173	194	187	148	109	110	1095

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REPORT TO: Executive Board Sub Committee

DATE: 12th October 2006

REPORTING OFFICER: Strategic Director Health and Community

SUBJECT: Development of short term pilots for
Supporting People and Welfare Services

1.0 PURPOSE OF REPORT

- 1.1 To request suspension of the relevant contract standing orders 3.3-3.6, under the exceptional circumstances set out in this report to enter into short term contracts for the provision of the Supporting People and Welfare Services set out in appendix A.
- 1.2 To seek approval of delegated powers to the Strategic Director, Health and Community, in conjunction with the portfolio holder for Community, to award short term contracts to the parties listed in appendix A to this report, at a cost not exceeding that listed in appendix A to this report and subject to the conditions set out in section 3.8 of this report.
- 1.3 To seek authority for the Strategic Director, Health and Community, in conjunction with the portfolio holder for Community, to take such action as may be necessary to implement the recommendations set out below.

2.0 RECOMMENDED THAT:

- (i) **In the exceptional circumstances detailed below, for the purpose of standing order 1.6, that standing orders 3.3-3.6 be waived on this occasion. Compliance is not practicable for reasons of urgency, in that undertaking tender exercises would reduce the time available to spend the time limited funding on vulnerable members of our community; and compliance would result in the Council having to forgo a clear financial benefit, in that the Council could be required to return any under spent Supporting People Programme Grant from April 2008 onwards.**
- (ii) **Delegated powers be approved to enable the Strategic Director, Health and Community, in conjunction with the portfolio holder for Community, to award short term contracts to the parties listed in appendix A to this report, at a cost not exceeding that listed in appendix A to this report and subject to the conditions set out in section 3.8 of this report.**
- (iii) **The Strategic Director, Health and Community, in conjunction with the portfolio holder for Community, be authorised to take**

such action as may be necessary to implement the recommendations set out below.

3.0 SUPPORTING INFORMATION

- 3.1 In 2003 Halton received a £8.5 m ring fenced grant for the provision of Supporting People (SP) services. This grant has since been reduced each financial year. The Department of Communities and Local Government have confirmed the Councils level of grant up to 2007/8 and have confirmed that as an excellent authority we retain the right to roll forward any under spend.
- 3.2 However, the level of funding committed to the SP programme on a national level has been the subject of considerable review since the programme was introduced in 2003. Central government has produced two 'Distribution Formulas', both of which indicated reductions in Halton's SP grant and both of which central government has subsequently withdrawn. A third draft distribution formula was proposed in 2005/6 and again this formula indicated a loss of funding for Halton. In October 2006 the Department of Communities and Local Government (DCLG) is expected to publish its plans for the long term funding arrangements for the programme. In addition to the risk to Halton of loss of funding, all excellent authorities face the risk of the loss of the flexibility to roll forward any under spend. DCLG have indicated an intention to require the return of under spend from 2008 onwards.
- 3.3 The ongoing reduction in funding, coupled with concerns over the governments intention to introduce a SP Distribution Formula within the first two years of the programme, led to an effective freeze on the commissioning of any new SP services.
- 3.4 This restriction on the commissioning of new services and delays in the completion of ongoing developments has led to a year on year under spend on Halton SP programme grant and subsequent concerns that Halton is failing to meet gaps in service identified in the SP 5yr Strategy and in meeting the governments new preventative agenda for Adult Social Care.
- 3.5 In order to maximise use of the grant and to ensure best use of resources for vulnerable members of the community, this report proposes an expansion of services on a temporary basis, within the confirmed grant allocation up to the end of March 2008.
- 3.6 Halton's SP under spend in 2005/6 was approx £1.4m. This was rolled forward into the 2006/7 budget, which is also currently projected to under spend by £1.4m. Members of the Boards responsible for the delivery of the Supporting People programme in Halton were therefore invited to submit proposals for the short term funding of services to support vulnerable members of our

community. Under the flexibilities afforded to the Authority after achieving Excellent status, bids were also invited for the provision of welfare services, which are only eligible for funding within the SP Grant Conditions for Excellent Authorities. All services are to be viewed as pilots, attracting funding up to the end of March 2008.

- 3.7 An outline of the services approved by Supporting People Boards and the indicative costs are set out in appendix A. All the proposed services fall within the remit of vulnerable groups identified within Halton's 5yr Supporting People Strategy, presented to the Executive Board on 10th March 2005 and will assist the Directorate to reconfigure services in order to meet the preventative agenda for Adult Social Care.
- 3.8 This report seeks approval to enter into short term contracts up to 31st March 2008, with the parties identified in appendix A, subject to the following conditions:
- Receipt of written confirmation that the services and the funding used for related staffing will not at any time undertake any role, task or function that forms part of statutory duty.
 - Confirmation that services service will operate at an hourly cost between £11-£16 ph (H&C contracts section would not currently look to award a contract above £12 ph) and maximum overhead costs of 15%, demonstrating value for money.
 - Submission of quarterly performance reports to SP Boards and completion of SP Key Performance Indicators where appropriate
 - Submission of a retraction plan for each service, which sets out contingencies to address the risks posed to the services when SP funding ceases in March 2008.
- 3.9 Suspension of standing orders is requested on the following basis:
- Compliance with standing orders is not practicable for reasons of urgency, in that undertaking tender exercises would reduce the time available to spend the time limited funding on vulnerable members of our community,
 - Compliance with standing orders could result in the Council having to forgo a clear financial benefit, in that the Council may be required to return any unspent Supporting People Programme Grant to DCLG from April 2008 onwards

4.0 POLICY ISSUES

- 4.1 Failure to introduce the short term services would mean that Halton fails to make best use of resources to meet identified needs within our community and fails to take timely action to meet targets set out in Halton's 5yr Supporting People Strategy.

5.0 FINANCIAL IMPLICATIONS

5.1 The financial implications are as follows:

Estimated cost to SP programme grant in 2006/7	465,582
Estimated cost to SP programme grant in 2007/8	655,082
Estimated gross cost to SP programme grant over lifetime of pilot services	1,120,664

6.0 RISK ANALYSIS

- 6.1 Financial risk to the Authority is minimised by the introduction of short-term contracts.
- 6.2 Financial risk is minimised by awarding contracts within confirmed budgets.
- 6.3 Risks to services and services users are minimised through the conditions set out in 3.8, which include a requirement to submit a retraction plan for each service.
- 6.4 The flexibility to roll forward unspent SP Programme Grant is confirmed until 2007/8. From April 2008 that flexibility is not confirmed and the Authority risks being required to return any unspent grant to central government.

7.0 EQUALITY AND DIVERSITY ISSUES

None.

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

Document	Place of Inspection	Contact Officer
Supporting People 5yr Strategy	1 st Floor Chester Buildings, Grosvenor House, Halton Lea, Runcorn.	Angela McNamara
Supporting People Grant Conditions for Excellent Authorities 2006/7.	1 st Floor Chester Buildings, Grosvenor House, Halton Lea, Runcorn.	Angela McNamara

APPENDIX A

SHORT TERM PILOT SUPPORTING PEOPLE AND WELFARE SERVICES

Client Group	Service provider	Outline of Pilot	Est SP Cost 2006/07 - Service from Oct 06 £	Est SP Cost 2007/08 £	Est Gross SP Cost £
Drug mis-users and prolific offenders	HBC Drug & Alcohol Action Team (DAT)	<p>Supporting People floating support service: Support, Time and Recovery (STR) Support service</p> <p>Pilot will facilitate the appointment of three temporary Support, Time and Recovery (STR) Workers.</p> <p>The STR workers to provide additional capacity building to existing drug treatment and prolific offender services. This would expand capacity to support drug users to access services, reducing social exclusion.</p>	37,500	75,000	112,500

Vulnerable adults- older people, adults with learning disabilities, people with physical and sensory disabilities and people with mental health issues.	HBC Health and Community Directorate (to be piloted in Mental Health Outreach Team)	<p>Welfare service: Community Bridge Building Service.</p> <p>An innovative scheme to empower and support vulnerable people across a range of client-groups to pursue their lifestyles, interests and ambitions in the mainstream services. This is an alternative form of day-service that is based in the community. The bid anticipates the potential for unspecified savings on existing day services.</p>	100,000	200,000	300,000
People with Mental Health issues	HBC Mental Health Outreach Service	<p>Supporting People service: Rehabilitation and resettlement service.</p> <p>A service to offer intensive support to develop the skills of people with mental health problems to allow them to become fully independent. This will be targeted towards people who do not at present have their own homes.</p>	20,000	40,000	60,000

<p>Older people and people with a physical and sensory disability.</p>	<p>HBC Independent Living Team</p>	<p>Welfare service: Adapted Housing Register</p> <p>This pilot is to facilitate the development of a borough wide ‘Adapted Housing Register’, which seeks to match adapted properties to clients needing, adapted homes. The pilot will also introduce a service offering advice and support to clients whose homes are adapted in order to meet their needs. The pilot will:</p> <ul style="list-style-type: none"> • Make better use of existing resources by re-using already adapted properties to meet the needs of other disabled people quickly • Improve the turnaround time for letting adapted housing to people who need it • Provide fairer access to suitable accommodation based on the disabled person’s needs • Match the housing needs of disabled people with suitable accommodation • Build up accurate information about the location and characteristics of existing accessible accommodation 	<p>32,000</p>	<p>64,000</p>	<p>96,000</p>
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Older people	HBC Older People's Services –sub-contracted to Age Concern, Red Cross and Reach for the stars	<p>Supporting People Services: Red Cross-hospital discharge floating support service.</p> <p>This voluntary service has been operating for a number of years and has received funding from various sources. This scheme offers a service to people without a support network at home and who would otherwise have to remain in hospital.</p> <p>Ageing Well/Reach for the Stars Service. This is an existing voluntary service, which targets socially isolated older people to re-integrate them into the community. Support includes:</p> <ul style="list-style-type: none"> • Advise on health and nutrition • Support to access educational and recreational activities • Information on opportunities for volunteering <p>Age Concern Floating support Service. Age concern currently delivers a number of support services for older people. Some of these services are to be remodelled to provide a floating support service and home support service. Examples of support include:</p>	50,000 (full year)	50,000	100,000
			35,000	35,000	70,000
			191,082 (total for services below)	191,082	382,164

		<ul style="list-style-type: none"> • Signposting to specialist advice on benefits, housing, welfare benefits etc • Support to establish social networks through befriending • Offering advise, guidance and assistance with small jobs in the home (handyperson service) 			
		Supporting People Grant Funding	2006/7 465,582	2007/8 655,082	Gross over 18months 1,120,664

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REPORT TO: Executive Board Sub-Committee

DATE: 12th October 2006

REPORTING OFFICER: Strategic Director – Children and Young People's Directorate

SUBJECT: To seek a waiver of Contract Standing Orders to permit the setting up of a Service Level Agreement with Key Stage 4 Pupil Referral Unit Providers

WARDS: Boroughwide

1.0 PURPOSE OF THE REPORT

1.1 To seek a waiver of Contract Standing Orders to permit the setting up of a Service Level Agreement with the following providers who make up Halton's Key Stage 4 Pupil Referral Unit.

- Kid's First
- The Alternative Project
- Progress Sport
- Rathbones
- Riverside College

2.0 RECOMMENDATION:

That:

- i) **The Strategic Director – Children and Young People, to have delegated authority to enter into a Service Level Agreement with the above providers.**

3.0 SUPPORTING INFORMATION

3.1 There is a statutory duty on Local Authorities to provide education for pupils who are permanently excluded from school. This is done in most authorities through the provision of Pupil Referral Units.

3.2 The Key Stage 4 Pupil Referral Unit in Halton employs a model of service delivery whereby the provision for pupils is made via external providers, coordinated and supported by the authority.

3.3 This model was endorsed when OfSTED inspected this provision in February 2006 and the subsequent report give the provision a Grade 2 judgement - "Good with potential to be outstanding". This is in a national context where a high proportion of Pupil Referral Units have attracted unsatisfactory inspection reports.

3.4 At the end of last academic year tenders were invited for provision in the following areas:-

- Work Based Learning
- Support and Emotional Literacy
- Sport, Recreation and Leisure
- Academic- Sub GCSE
- Academic – GCSE

3.5 The specifications for these tenders were widely distributed to organisations in the region who provide in these areas and expressions of interest were requested. However this year only single tenders were received in each area of provision. This reflects the limited number of organisations who are willing and equipped to work with some of the most demanding and challenging young people that we have within the borough.

3.6 All of the tenders received were from existing providers who were part of the successful OfSTED inspection and who have met the quality assurance processes administered by the head of Key Stage 4 PRU.

4.0 POLICY IMPLICATIONS

None.

5.0 OTHER IMPLICATIONS

None.

6.0 RISK ANALYSIS

6.1 Failure to award contracts to deliver this provision will result in the authority not meeting statutory duties.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 The purpose of this provision is to include pupils whose behaviour has meant that they have not been able to succeed in mainstream schools. A key objective of this provision is to ensure that these young people are retained in education, employment and training post 16.

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

Document	Place of Inspection	Contact Officer
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REPORT TO: Executive Board Sub-Committee

DATE: 12th October, 2006

REPORTING OFFICER: Strategic Director – Corporate and Policy

SUBJECT: Sale of Land at Hale Road, Widnes

WARDS: Broadheath

1.0 PURPOSE OF THE REPORT

To seek approval to the sale of land forming part of the site of the former Ball O'Ditton Royal British Legion Branch Premises, Hale Road, Widnes.

2.0 RECOMMENDATION: That

- (1) the report is noted; and**
- (2) approval be given for the sale of the site of the former Ball O'Ditton Royal British Legion Branch Premises, Hale Road, Widnes to Grundy and Co. Excavations Ltd.**

3.0 SUPPORTING INFORMATION

- The land shown edged red on the attached plan is the site of the former Ball O'Ditton Royal British Legion Branch Premises, Hale Road, Widnes which closed in February 2006.
- The Council owns the land shown hatched on the plan (0.08 hcts or thereabouts) with the remainder of the site being within the ownership of the Royal British Legion (RBL) (0.16 hcts or thereabouts). The Council's land is let to the RBL under the terms of an annual tenancy at an annual rent of £22.00 for use as a car park.
- In May 2004 RBL approached the Borough Council with a request to acquire the freehold of the car park. Discussions took place, culminating in the Borough Council making an offer of £30,000 for the freehold, subject to a restrictive user clause as car parking only and a clawback arrangement should planning permission be granted for redevelopment.
- RBL expressed a preference to acquire the site on the basis of an unencumbered title and submitted an offer of £50,000. This was not acceptable to the Borough Council.
- Further discussions took place and the possibility of a joint disposal was explored. Discussions took place with RBL with regard to the proceeds of sale and it was provisionally agreed that as both sites had road frontage the net capital receipt would be split on a pro-rata basis.

- The site was advertised for sale on the open market and the marketing campaign was undertaken in accordance with the Charities Act requirements.
- 14 bids were received ranging from £175,000 to £525,000.
- The offer of £525,000 from Grundy & Co. Excavations Ltd is unconditional and is accompanied by a letter from Yorkshire Bank confirming that more than sufficient funds are in place for a cash purchase.
- It is the intention of Grundy & Co. to hold the site for a period of time prior to making a formal planning application for residential development purposes.
- Acceptance of the bid will give the Borough Council a projected capital receipt of £175,000 and therefore this is recommended for acceptance.

4.0 POLICY IMPLICATIONS

- There will be resource implications in that there will be a capital receipt in the region of £175,000 on completion of the documentation.
- There will be legal implications in that documentation will be required for the disposal.

5.0 OTHER IMPLICATIONS

There are no other implications arising as a result of the proposed action.

6.0 RISK ANALYSIS

If the Council does not dispose of its site jointly with the Diocese, it will be left with responsibility for a plot of land which would be used for fly parking and may also attract fly tipping. The Council could advertise and sell its site independently however because there is an element of marriage value in disposing of the sites together, the Council could receive a smaller capital figure.

7.0 EQUALITY AND DIVERSITY ISSUES

There are no equality and diversity implications arising as a result of the proposed action.

8.0 REASON(S) FOR DECISION

The site has been advertised for sale on the open market. The bid from Grundy & Co. is the highest bid and is unconditional.

9.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

The alternative is a do nothing approach which will leave the Borough Council with a responsibility for a plot of land which may suffer from fly parking and tipping.

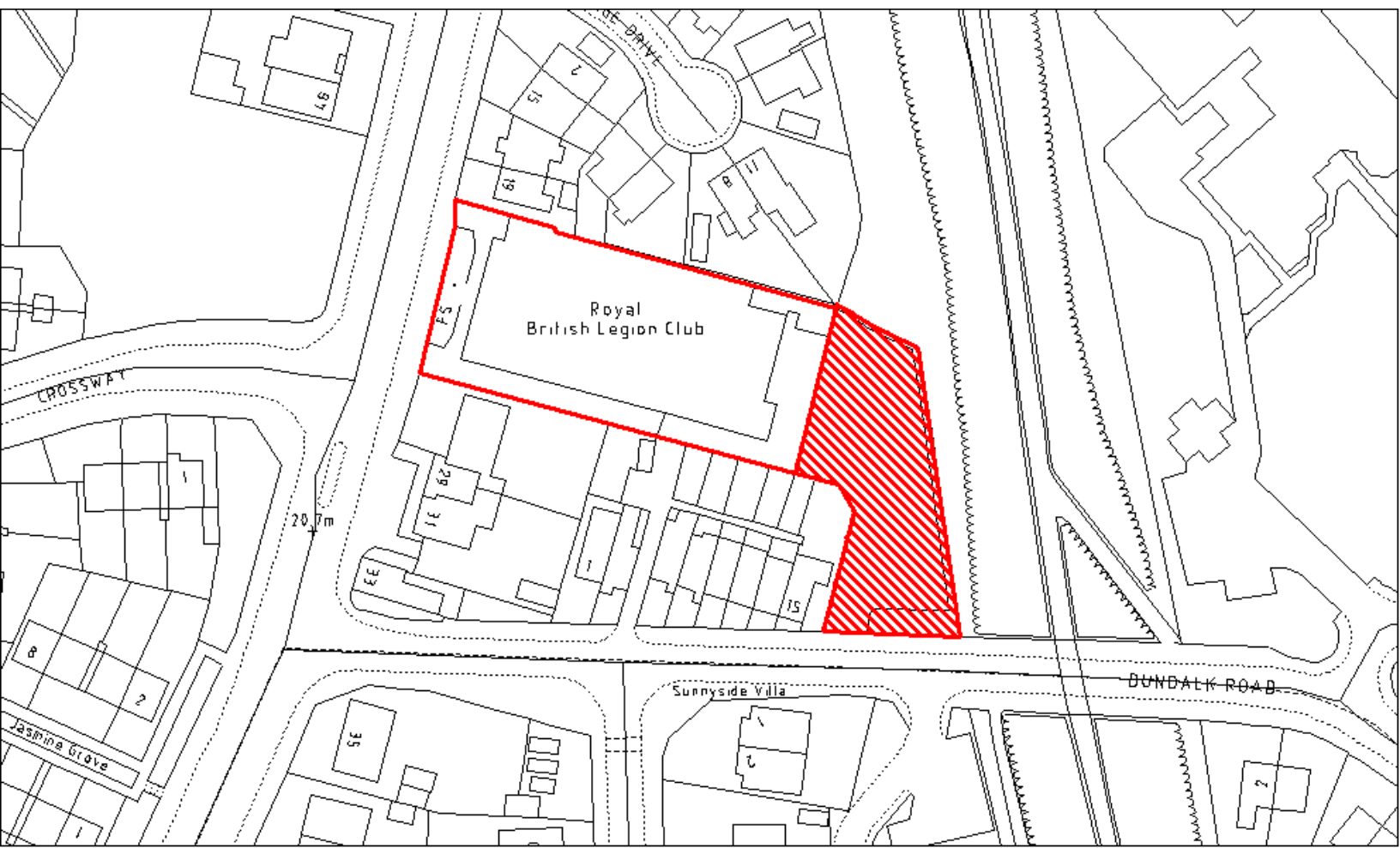
10.0 IMPLEMENTATION DATE

As soon as possible

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

There are no background papers under the meaning of the Act

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