



**Executive Board Sub Committee**

**Thursday, 8 February 2007 at 10.00 a.m.  
Marketing Suite, Municipal Building**

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

**Chief Executive**

**SUB COMMITTEE MEMBERSHIP**

<b>Councillor Mike Wharton (Chairman)</b>	<b>Labour</b>
<b>Councillor Phil Harris</b>	<b>Labour</b>
<b>Councillor Steff Nelson</b>	<b>Labour</b>

*Please contact Gill Ferguson on 0151 471 7395 or e-mail [gill.ferguson@halton.gov.uk](mailto:gill.ferguson@halton.gov.uk) for further information.*

*The next meeting of the Sub Committee is on Thursday, 22 February 2007*

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

**Part I**

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**PART II**

In this case the Sub Committee has a discretion to exclude the press and public, but in view of the nature of the business to be transacted it is **RECOMMENDED** that under Section 100(A)(4) of the Local Government Act 1972, having been satisfied that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1,2,3 and 6 of Part 1 of Schedule 12A of the Act.

<b>5. CHILDREN AND YOUNG PEOPLE PORTFOLIO</b>	
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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:** 8<sup>th</sup> February 2007

**REPORTING OFFICER:** Strategic Director Corporate & Policy

**SUBJECT:** Commissioning of Professional Consultant Services

**WARDS:** Boroughwide

## **1.0 PURPOSE OF THE REPORT**

- 1.1 To seek a waiver of standing orders relating to contracts under sec 1.6 (d), to allow for the commissioning of professional consultant services through the Office of Government Commerce (OGC) Buying Solutions framework agreements for Property and Construction Services.

## **2.0 RECOMMENDATION: That**

- (1) **A waiver of standing orders 2.1–2.6, 2.8–2.14, 3.1–3.7 and 4.1 is granted, in order to allow for the procurement of professional consultant services through the OGC Buying Solutions framework agreement for construction and property professional services.**

## **3.0 SUPPORTING INFORMATION**

- 3.1 The Office of Government Commerce (OGC) is an independent Office of the Treasury, it was launched in April 2000 following the Gershon review, as a one stop shop central procurement organisation.
- 3.2 OGC Buying Solutions is an Executive Agency of the Office of Government Commerce in the Treasury. It is dedicated to providing procurement services mainly to assist the public sector in achieving greater efficiency and value for money.
- 3.3 All OGC Buying Solutions framework agreements are fully compliant with EU and public sector procurement regulations and incorporate best practise principles, thus they provide a simplified pre-tendered call-off facility at highly competitive rates.

- 3.4 It is intended to “call-off” professional consultant services from these framework agreements, initially to work on capital projects, but with the intention of widening this out in the future to work on any project where necessary.
- 3.5 The existing framework agreement for consultant services has been extended to its final end date of 31<sup>st</sup> March 2008. This decision was made by the Strategic Director Corporate and Policy, in conjunction with the Exec Board Member for Corporate Services, in accordance with minute No ES27 from the Exec Sub Board meeting dated 4<sup>th</sup> March 2003. It has been agreed however that the commissioning of consultants to work on capital projects shall be excluded from the future workload of this agreement.
- 3.6 As the level of spend on capital works in the future is uncertain, it is not appropriate at the stage to enter into another long-term agreement for the provision of consultant services as we currently have. The setting up of any new bespoke framework agreement would also take a considerable amount of time and thus cost, as EU regulations would need to be complied with. The use of the OGC Framework agreements as recommended will negate the need for a bespoke agreement and thus save the authority considerable expense. The arrangement will also allow us to use a variety of consultants across a range of projects.

#### **4.0 POLICY IMPLICATIONS**

- 4.1 The recommended course of action will ensure that the authority complies with procurement best practise principles and achieves best value as required by our standing orders. All suppliers appointed on the OGC agreements have been through a rigorous tender process which fully complied with all legislative requirements

#### **5.0 OTHER IMPLICATIONS**

- 5.1 If the OGC framework agreements are not used and a bespoke framework agreement set up, it will lead us to considerable financial expense in terms of officer time as full compliance with the EU procurements rules will be required.

#### **6.0 RISK ANALYSIS**

The use of the OGC framework agreements will give the authority the opportunity to use a number of different consultants. This will allow us to compare the level of service being delivered by the consultants and enable us to introduce some competition between them, which should ensure a high level of service.

**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**

**REPORT TO:** Executive Board Sub-Committee

**DATE:** 8<sup>th</sup> February 2007

**REPORTING OFFICER:** Strategic Director – Corporate and Policy

**SUBJECT:** Discretionary Non-Domestic Rate Relief

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

## **1.0 PURPOSE OF REPORT**

- 1.1 The purpose of this report is for members to consider 2 applications for Discretionary Non-Domestic Rate Relief, under the provisions of the Local Government Finance Act 1988.

## **2.0 RECOMMENDATIONS: That**

- (1) Under the provisions of Section 47, Local Government Finance Act 1988, Discretionary Rate Relief be granted to the following organisation at the percentage indicated, for the period 1<sup>st</sup> April 2006 or the commencement of liability, which ever is the later, to 31<sup>st</sup> March 2009:

Halton Disability Services 20%

- (2) Under the provisions of Section 47, Local Government Finance Act 1988, the following application for Discretionary Rate Relief be refused:

Addaction 20%

## **3.0 SUPPORTING INFORMATION**

- 3.1 Under the provisions of Section 47 of the Local Government Finance Act 1988, the Authority is allowed to grant Discretionary Rate Relief to organisations who are either a charity or a non-profit making organisation. A summary of the application follows and a list of the associated figures are attached in Appendix 1.

### **Addaction**

**Ashley House, Victoria Road, Widnes, WA8 7RP**

Addaction is a London based registered charity, relieving poverty and sickness, generally among those dependent on or addicted to drugs, alcohol and other similar substances or compounds.

The property is used to deliver drug and alcohol services to residents of Halton. The organisation also provides help and advice for parents of children affected by addiction and education, training and research for the community at large.

As a registered charity, Addaction receives 80% Mandatory Rate Relief but the application also contains a request for 20% Discretionary Rate Relief.

Cost to Taxpayer (75%)      2006/07      £346.18

**Halton Disability Services**  
**87 Albert Road, Widnes**

Halton Disability Services aim to improve the general quality of life for both elderly and disabled people, mainly by the provision of mobility aids but also by providing advice, guidance and advocacy, to relieve the needs of individuals in Halton.

The property is used as base for the organisation in Widnes but is more specifically, a central location for the supply of both mobility aids and information. The organisation is based and operates solely within the borough.

As a registered charity, Halton Disability Services already receive 80% Mandatory Rate Relief, but the application includes a request for 20% Discretionary Rate Relief. The organisation previously received the additional relief for 7 Albert Square, Widnes, from where they have relocated to Albert Road, and for their other premises at 102 Halton Lea, Runcorn.

Cost to Taxpayer (75%)      2006/07      £268.10

**4.0 POLICY IMPLICATIONS**

- 4.1 Members are required by the regulations to consider each application on its own merit. Any recommendations provided are given for guidance only and are consistent with previous decisions and council policy.

**5.0 OTHER IMPLICATIONS**

- 5.1 75% of any Discretionary Rate Relief granted to organisations receiving Mandatory Rate Relief must be met by the Council Taxpayer,



whilst 25% must be met if Mandatory Rate Relief has **not** been awarded. Appendix 1 identifies the cost to the Council Taxpayer for each new application. All the applicants provide support and/or education to the community, which is consistent with the Council's Corporate Plan.

## **6.0 RISK ANALYSIS**

- 6.1 There are no key risks associated with the proposed action.

## **7.0 EQUALITY AND DIVERSITY ISSUES**

- 7.1 Both charities will provide assistance to **any** affected party, requesting the support of their organisations.

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

<b>8.1</b>	<b>Document</b>	<b>Place of Inspection</b>	<b>Contact Officer</b>
	Application form and supporting evidence	Catalyst House, Widnes	Phil Murphy, Business Rates Manager

**APPENDIX 1**

<b>Ratepayer</b>	<b>Address</b>	<b>Annual Rates 2006/2007 £</b>	<b>Actual Rates Payable £</b>	<b>Mandatory Rate Relief Awarded</b>	<b>Discretionary Rate Relief Claimed</b>	<b>Cost of Relief to HBC, if <u>all</u> 2006/2007 £</b>	<b>Cost of Relief to HBC 2006/07 £</b>
Addaction	Ashley House, Widnes	3,074.30	2,307.83	80%	20%	461.15	346.18
Halton Disabilty Services	87 Albert Road, Widnes	2,684.59	1,787.28	80%	20%	402.69	268.10

**REPORT TO:** Executive Board Sub Committee

**DATE:** 8 February 2007

**REPORTING OFFICER:** Strategic Director, Environment

**SUBJECT:** Report of Tender Acceptance for the Replacement of a Sewer Beneath the Daresbury Expressway

**WARDS:** Daresbury

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

- 1.1 To report for information the results of the tender for the replacement of a collapsed sewer beneath the Daresbury Expressway.

**2.0 RECOMMENDATION: That in accordance with Standing Order relating to Procurement clause 3.2, the Committee note that the tender was awarded to A E Yates Limited.**

### **3.0 SUPPORTING INFORMATION**

- 3.1 The CCLRC Daresbury Laboratories and Northwest Development Agency Incubator Building are connected to mains drainage by a foul sewer. It runs under the Daresbury Expressway and discharges into the public sewer on the north side of the expressway embankment.
- 3.2 The CCLRC Daresbury Laboratories have reported to Halton Borough Council that their drains had surcharged on one occasion due to a blockage in a manhole under the expressway. The manhole was capped when the expressway was built over it but it has started to collapse. If the manhole is left in its present state it may collapse further and cause another drainage surcharge and a void to appear in the carriageway above the manhole.
- 3.3 Because the point at which the sewer is damaged is beneath the expressway embankment, work will be carried out by Halton Borough Council.
- 3.4 The other two parties involved, the Northwest Development Agency and the CCLRC Daresbury Laboratories have agreed to meet one third each of the total cost of the tender sum.
- 3.5 The blockage cannot be removed remotely and it cannot be removed by excavation without closing the expressway. A new sewer will have to be installed using specialist micro tunnelling techniques, which does not require the closure of the expressway. The old sewer will be grouted up.

- 3.6 Tenders for the installation of a new sewer were sent to three specialist micro tunnelling contractors: A E Yates Limited, Byzak Limited and DCT Civil Engineering.
- 3.7 Byzak Limited failed to return their tender. DCT Limited returned a tender for the price of £149,988.52 and A E Yates returned a tender for the price of £79,879.00. The Operational Director has agreed the offer of A E Yates' tender in the sum of £79,879.00 in accordance with Standing Order relating to Procurement clause 3.1.

#### **4.0 POLICY IMPLICATIONS**

- 4.1 There are no policy implications following from this report.

#### **5.0 OTHER IMPLICATIONS**

- 5.1 Resource Implications  
There is a financial implication to the Council but this has been reduced by sharing the costs between all the parties affected by the sewer blockage. The CCLRC Daresbury Laboratories, North West Regional Development Agency and Halton Borough Council have agreed to share the costs equally. The costs to Halton Borough Council will be £26,626.33 and are to be met from the Highways Maintenance budget.
- 5.2 Sustainability Checklist  
The economic future of the CCLRC Daresbury Laboratories could be jeopardised if its drainage ceases to function. The NWDA Incubator Building would close and small companies could cease trading.

#### **6.0 RISK ANALYSIS**

- 6.1 The damaged manhole could collapse at any time and cause a void in the carriageway above. The expressway would then have to be closed for a number of weeks and this would involve a long diversion, causing great inconvenience to motorists and freight traffic.

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

- 7.1 There are no equality or diversity issues following from this report.

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

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