

Public Document Pack



Executive Board Sub Committee

Thursday, 19 July 2007 at 10.00 a.m.
Marketing Suite, Municipal Building

A handwritten signature in black ink that reads 'David W R'.

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, 6 September 2007

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

Part I

Item No.	Page No.
1. DECLARATIONS OF INTEREST	
Members are reminded of their responsibility to declare any personal or personal and prejudicial interest which they have in any item of business on the agenda, no later than when that item is reached and (subject to certain exceptions in the Code of Conduct for Members) to leave the meeting prior to discussion and voting on the item.	
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PART II

**ITEMS CONTAINING "EXEMPT" INFORMATION FALLING
WITHIN SCHEDULE 12A OF THE LOCAL GOVERNMENT ACT
1972 AND THE LOCAL GOVERNMENT (ACCESS TO
INFORMATION) ACT 1985**

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 items 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 to the Act.

6. HEALTH AND SOCIAL CARE PORTFOLIO

**(A) LEGIONELLA INCIDENT - KINGSWAY LEISURE
CENTRE 2006**

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7. CORPORATE SERVICES PORTFOLIO

**(A) DISPOSAL OF THE LEASEHOLD INTEREST IN THE
HALTON BUSINESS FORUM (FORMERLY WIDNES
TOWN HALL), VICTORIA SQUARE, WIDNES**

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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: Executive Board Sub Committee

DATE: 19th July 2007

REPORTING OFFICER: Strategic Director – Children and Young People

SUBJECT: To seek a waiver of Contract Standing Orders

WARDS: Boroughwide.

1.0 PURPOSE OF REPORT

1.1 To seek a waiver of Contract Standing Orders to permit the appointment of the BSF Project Director (Daniel Hennessey) from MD Consultants for a period of two years initially until September 2009.

2.0 RECOMMENDED THAT:

- (1) the Strategic Children and Young People be authorised to agree a contract for 173 days per annum at £416 per day for a period of two years initially until September 2009. To review no later than June 2009 the post of BSF Project Director; and**
- (2) Legal Services be requested to draw up a contract for the BSF Project Director Role.**

3.0 SUPPORTING INFORMATION

3.1 It is a requirement of the Building Schools for the Future Programme that each authority establish and fund a BSF delivery team. In Halton a commitment was provided in the Strategy for Change Part 1 document submitted in October 2006 to form such a team to drive the development of the BSF Programme.

3.2 The pivotal position in the team is the post of BSF Programme Director. This post holder provides the strategic direction for the BSF Programme working alongside Elected Members, Strategic Directors, schools and other partners. The Director provides leadership, direction and focus to the programme ensuring successful delivery of the project objectives and those of the DfES, PfS and 4PS, identifying and managing risk and managing the staff and the budget. The breadth and remit of the post requires high order problem solving skills set within a challenging and developing context allied to programme deliverability. A flexible and innovative approach is an essential requirement of the postholder together with the willingness to respond constructively to a new and considerable challenge. (please see a list of job details attached at Appendix A)

- 3.3 This position has been undertaken on an Interim basis by Daniel Hennessey, from MD Consultants, who has worked for Halton under contract for an average of four days a week from September 2006. As the Interim Project Director since September 2006 he has managed to acquire a detailed knowledge of the secondary and secondary special provision, funding, school organisation, asset management and other challenges facing Halton in delivering the BSF Programme. In addition, to his role in Halton as Interim Project Director, Halton has benefited from his considerable national experience as a 4PS national adviser and Gateway Reviewer for BSF. In this role he is regularly engaged in reviewing the progress of authorities in earlier waves of BSF. He also provides consultancy support to the DfES.
- 3.4 Advertisements for BSF Project Directors have ranged from £80,000 for posts in Salford and Portsmouth to up to £100,000 for the post in Suffolk. These are full time temporary post, which will attract on costs and other benefits such as car allowance. To advertise a BSF Project Directors post on the most senior Operational Director Scale of 155 would provide an annual salary of £77,907, below the current market rate. After adding on costs and other benefits such as car allowance this post would cost in the region of £102,200 per annum for an estimated 215 working days per year an average cost of £475 per day.
- 3.4 To increase capacity, in the last two months quotes were requested from several other consultancy firms. The daily rates provided ranged from £700 per day to £900 per day.
- 3.5 It is therefore proposed that the current Interim Project Director be offered a contract for 173 days per year, an average of 4 days per week at a daily rate of £416. This would cost a total of £71,968 per annum. In order to continue to secure the services of the consultant throughout the key early stages of the programme, it is suggested that the contract be let for two years initially until September 2009. A review of the contract will need to be undertaken no later than June 2009.

Options	Daily Rate	Number of days	Estimated Total
Full Time HBC Employee	£475	215	£102,125
Other Consultancy Option 1	£700	173	£121,100
Other Consultancy Option 2	£900	173	£155,700
MD Consultants (Interim Project Director)	£416	173	£71,968

4.0 POLICY IMPLICATIONS

4.1 Failure to secure a suitably qualified BSF Project Director will delay the implementation of the BSF Programme in Halton.

5.0 FINANCIAL IMPLICATIONS

5.1 This position can be fully funded from the BSF budget.

6.0 OTHER IMPLICATIONS

6.1 There are clear advantages in the proposal in terms of efficiency and coherence. In addition, there is a reduced future financial risk through commissioning this role as opposed to employing a Project Director on a temporary contract.

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

7.1

Documents	Place of Inspection	Contact
Halton Readiness to Deliver (Strategy for Change Part 1)	Grosvenor House	Ann McIntyre – Operational Director Business Planning and Resources
An Introduction to Building Schools for the Future – 4ps and Partnership for Schools	Grosvenor House	Ann McIntyre – Operational Director Business Planning and Resources

JOB DESCRIPTION

BSF PROJECT DIRECTOR

MAIN PURPOSE OF THE JOB:

In Summary

To direct the BSF Programme on behalf of Halton, working alongside Strategic Directors, Elected Members, School Governors, Head teachers and with local strategic partner agencies. This will entail up to £100m of capital investment in Halton's schools.

To provide leadership to the Scheme and the Council on the development of BSF, from educational vision to implementation and review.

To maintain a clear focus on delivery and on the transformation of educational outcomes.

To develop the position and profile of BSF within the borough, effectively involving and communicating with a wide range of stakeholders.

Strategic Direction

1. Develop the strategic direction of the BSF programme, working alongside Elected Members, Strategic Directors and other strategic partners to ensure that it:
 - Transforms educational outcomes in Halton, through the development of a clear vision and implementation strategy, and translates these into a capital programme
 - Is integral to the regeneration agenda of the Authority
 - Is coherent with the wider strategic planning of the Council and other agencies
 - Meets the requirements of the DfES and Partnerships for Schools (PfS)
2. Give professional advice at all levels of the BSF governance arrangements to ensure the successful delivery of the project objectives as determined by the Project Sponsor, Programme Board and the Authority.
3. Ensure that all projects within the programme achieve the local vision, required national standards, and alignment with the overall strategy Delivery
4. Ensure the project is managed on programme and to budget, ensuring that the Project Manager delivers the work in accordance with the plan.
5. Ensure the co-ordination of Council Directorates and other partners in the delivery of the programme, satisfying the requirements of the DFES and PfS.
6. Implement a process of risk identification and analysis, including the preparation of management strategies and plans. Implement the risk management strategies to reduce or minimise any disruption to the programme of work.

Value for Money & Procurement

7. Lead the procurement process, implementing best practice and PfS guidance, and satisfying the authority's own procurement requirements. Lead negotiations with the preferred bidder, and ensure that procurement achieves value for money.
8. Develop the programme of PFI or conventional procurement to deliver the programme, and ensure service transformation and value for money.

Performance

9. Develop critical success factors for the programme and implement appropriate monitoring and reporting arrangements against which success can be measured.
10. Be responsible for the preparation and leadership of the Gateway reviews.

Management and Co-ordination of Staff

11. Ensure that the various BSF work streams within the Authority work together to deliver the BSF programme to the required timescales and that the Council has the appropriate Authority and skills to successfully deliver BSF.
12. Liaise with line managers across Directorates to ensure co-ordinated and efficient line management of the BSF Delivery Team. Directly line manage the Project Manager and other key staff as necessary

Communications and stakeholder involvement

13. Lead in delivering effective communication, liaison and negotiation and with a wide range of stakeholders and partners, ensuring they are appropriately involved in critical decisions. Develop and maintain effective relationships with stakeholders and partners, particularly schools
14. Represent the Authority in promoting the BSF programme, securing real understanding among children and young people, school staff, governors, elected members and local people of a programme which is seen as transparent, and transformational.

Equality and Diversity

15. Promote a culture of equality of opportunity, achievement, responsibility and personal growth within the BSF Delivery team so that imaginative and effective solutions to delivery are developed. Promote an innovative modernisation agenda in terms of design, procurement and service delivery.
16. Promote and safeguard the welfare of children and young people in accordance with Safeguarding Children in Education under the provisions of the Education Act 2002 section 175.

17. The postholder must carry out their duties with full regard to the Authority's Equal Opportunities, Health and Safety and Community Strategy policies.
18. Contribute and demonstrate a commitment to the Authority's Crime and Disorder Reduction Strategy.

REPORT TO: Executive Board Sub-Committee

DATE: 19th July 2007

REPORTING OFFICER: Strategic Director - Environment

SUBJECT: Enterprise & Employment Division –
External Contracts

WARD(S): Borough-wide

1. PURPOSE OF REPORT

1.1 This report seeks Executive Board Sub-committee approval to accept new and extended contracts relating to delivery of employment services.

2. RECOMMENDED: That Executive Board Sub-committee approves

(1) the Operational Director, Economic Regeneration Service, be authorised to accept the new and extended contracts for the delivery of employment services as detailed in Section 3; and

(2) the Operational Director, Economic Regeneration Service, be authorised to extend the term of existing contracts and enter into new contracts for the delivery of employment service contracts. The Operational Director will ensure that any new or extended contracts will be on the basis that

- i) contracts of employment of Council employees engaged in providing services under these contracts are co-terminus with the length of the delivery contract;**
- ii) no additional posts within the Council will be established to undertake work under employment service contracts unless they have been approved through the Council's establishment procedures;**
- iii) he will liaise with the Operational Director, Exchequer & Customer Services to determine that there is adequate insurance cover for the delivery of the service.**

(3) BACKGROUND

Jobcentre Plus Provision

- a. The Employment Team has been operating Jobcentre Plus New Deal contacts in Halton since 1998 and in St Helens and**

Warrington since 2001. The Team has an established track record in bidding and securing contracts from Jobcentre Plus. When opportunities to bid arise, the timescales are often too short to seek formal submission approvals. Likewise, opportunities do arise at short notice to extend existing contracts at short notice, most often due to budgetary decisions made by Jobcentre Plus. This report sets out the position on the existing contracts including the most recent development/extensions.

- b. The existing New Deal contract that operates in Warrington will continue until 30/9/2007.
- 3.3 In 2004 the Employment Team secured three Jobcentre Plus / European Social Fund (ESF) co-financed employment contracts in Halton through a competitive tender exercise and a further two contracts in 2006. The contracts were due to terminate on 31/3/2007, but due to good contract performance, JCP offered to extend these contracts until 31/3/2008. The contract provision is for 26 weeks and JCP will continue to refer customers to the contracts until 30/9/2007. Authority to accept the extension to contracts is required.
- 3.4 The move away by JCP from tendering on a local authority boundary basis to district wide (Halton/Knowsley/Sefton/St Helens) has now become the norm. In February this year the Employment Team submitted a tender to provide an In Work Support Service to Incapacity Benefit recipients participating in the Pathways to Work Programme across the JCP Greater Mersey District (Halton, Knowsley, St Helens and Sefton). The bid was successful and an initial 12 month contract has recently been awarded to provide up to 175 Incapacity Benefit recipients that move into employment with an In Work Support Service for a period of 26 weeks. The value of the contract is £44,625 i.e. 175 x £255. JCP may extend the contract should the Pathways to Work programme continue beyond 31/2/2008. The significance of this contract is that it is funded from JCP mainstream activity and is an integral part of DWP's welfare reform and worklessness agenda. This will require the temporary appointment of an additional officer until 31/03/2008 and there is sufficient income to cover this post. Authority to accept this contract is required.
- 3.6 Following the transfer of Apprenticeships from Human Resources to Economic Regeneration Service an approach was made to the Learning & Skills Council (LSC) for financial support. The LSC has awarded a modest contract to the value of £25,000 that will contribute to the cost of developing an Apprenticeship programme. The grant will support the costs of co-ordinating the development of a 20 place apprenticeship programme by 31/3/2008. Although small value, this is the first LSC contract that the Division has secured and is very welcome. Authority to accept this contract is required.

- 3.7 The Division has just been notified that it has secured via competitive tender an LSC/ESF Co-financed contract to provide a Public Sector Demand Led Employment Routeway Programme for unemployed adults and young people in Halton . A customised training programme focused at developing a routeway into employment opportunities within key public sector organisations aimed at developing the employability skills and job prospects of people from hard to reach and disadvantaged groups. The value of the contract is £183,000 and aims to support 60 people through the programme by 31/7/2008 with 32 progressing into employment. Authority to accept this contract is requested.

4. POLICY IMPLICATIONS

- 4.1 The work of the Department contributes towards achieving economic and social inclusion for residents and helps those furthest away from the employment market to develop employability skills, progress into work or develop the confidence to move into business start-up or self-employment. In particular the work of the Division supports the Community Strategy and Council's following Key Objectives:
- To promote and increase the employability of local people and remove any barriers to employment.
 - To foster a culture of enterprise and entrepreneurship and make Halton an ideal place to start and grow economic activity.

5. RISK ANALYSIS

- 5.1 The Division has an excellent track record in delivering employability initiatives that provide work-based training that helps unemployed residents to move into work. The new contracts that have been secured are beginning to establish the Department as a preferred supplier of information, advice and guidance and as a preferred employment/training provider. The significant risk is that the Employment Team has traditionally been funded entirely through JCP/ESF and new deal contracts, ERDF/SRB/NRF and as that work reduces over time there will be a challenge on how continue to fund the teams core costs. This was recognised some time ago and work has already been put into securing contracts from alternative funding streams to help underpin its finances and as such retain the team members.

6. EQUALITY AND DIVERSITY ISSUES

The priority client groups for the Division reflect those most economically disadvantaged and furthest away from the employment market. All projects delivered have to adhere to very stringent contract requirements regarding respecting equality and diversity issues of the priority client groups.

7. FINANCIAL IMPLICATIONS

The Employment Team within Regeneration Service is a self-financing programme that operates at **nil cost** to the Council. The level of work associated with the new and extended contracts can be achieved within the anticipated funding streams, thus maintaining the nil cost principle.

8. OTHER IMPLICATIONS

There are no other implications arising from this report.

Gerry Fitzpatrick
Head of Enterprise & Employment Division
516102

01928

4 June 2007

REPORT TO: Executive Board Sub Committee

DATE: 19 July 2007

REPORTING OFFICER: Strategic Director Environment

SUBJECT: Waiver of Standing Orders to allow
Resurfacing of Ditton Road using the Colas
Repave Process

WARDS: Ditton, Riverside

1.0 PURPOSE OF THE REPORT

1.1 The purpose of this report is to seek approval for the waiver of Procurement Standing Order 3.1 to allow appointment of Colas Ltd to undertake the resurfacing of Ditton Road using their sustainable Repave process.

2.0 RECOMMENDATION: That Colas Ltd be engaged to undertake the surfacing of Ditton Road using their Repave process.

3.0 SUPPORTING INFORMATION

- 3.1 Ditton Road is a highly used section of the Borough's highway network, particularly with regard to HGVs. There is a 1.1km section of it which is considered to be in extremely poor condition and is a major source of public complaint.
- 3.2 There are 2 main engineering problems associated with this length of highway. Firstly there is a 9-year old utility trench running the full length of the proposed section which is in poor condition and requires reinstatement. Secondly there is a problem with localised poor vertical alignment due to the nature of the underlying galigu material. This is an industrial waste product which is thixotropic and is settling and moving non-uniformly.
- 3.3 Although the trench reinstatement will be carried out as advance works through the term maintenance contract, consideration has been given to addressing the wider defects by engaging Colas to resurface using their Repave process. This involves planing out, recycling and relaying a 30mm layer then overlaying with a 25mm Colrug thin surfacing.
- 3.4 This process is currently unique to Colas Ltd and so it is not possible to seek directly comparable alternative quotes. However it is a tried and tested process, meets Highways Agency specification and has been successfully used on a wide range of projects for Local Authorities,

Highways Agency trunk roads, motor racing circuits, airport runways and taxiways.

- 3.5 The increasing requirement for sustainable construction solutions in highway maintenance has meant that the Colas Repave process is in growing demand.
- 3.6 Based upon a quotation provided by Colas, the whole works including traffic management would cost in the order of £70k as opposed to £120k for a traditional 50mm plane and relay contract delivered through our term maintenance contract.
- 3.7 In addition, this element of the works would be carried out on two weekend nights under total closure as opposed to at least one week under temporary traffic signals for plane and relay.
- 3.8 It is considered that this length of Ditton Road provides an ideal opportunity for HBC to trial the Repave process outside the Term Maintenance Contract with Amey, allowing us to assess the performance both of the material and Colas. Should it prove successful we would then consider options for formalising their future engagement.
- 3.9 The circumstances outlined in this Report are considered to satisfy Procurement Standing Orders 1.6 (a) and (c) for Waiver of Standing Orders.

4.0 POLICY IMPLICATIONS

- 4.1 The resurfacing of Ditton Road contributes towards delivering the Council's highway maintenance strategy.

5.0 OTHER IMPLICATIONS

- 5.1 The Works will be funded from the Council's capital budget supported by Supplementary Credit Approvals from the Local Transport Plan settlement.
- 5.2 The recycling process enables the volume of new asphalt to be reduced by 40% and cuts the number of lorry movements on the local road network further reducing CO₂ emissions, pollution and traffic congestion

6.0 RISK ANALYSIS

- 6.1 There are no key risks associated with the proposed action.
- 6.2 The engagement of Colas Ltd provides us with an opportunity to trial the Repave process and consider its suitability for future applications within the Borough.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 There are no equality and diversity issues contained in the report.

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

REPORT TO: Executive Board Sub Committee

DATE: 19th July 2007

REPORTING OFFICER: Strategic Director Environment

SUBJECT: Promotions & Tourism Fees and Charges -
2007/08

WARD(S): Borough-wide

1. PURPOSE OF REPORT

- 1.1 This report sets out the proposed fees and charges to be applied by the Promotions and Tourism Service for the financial year 2007/08.

2. RECOMMENDED: That

(1) the proposed fees and charges for 2007/08, set out in Appendix I of this report, be approved.

3. BACKGROUND

- 3.1 The fees and charges apply to the activities of the Promotions and Tourism Unit. It covers the charges for the exhibition unit, small marquees and items such as small public address systems and road cones.

4. PROPOSED CHARGES

- 4.1 It is proposed to increase the current fees and charges by 2.5% in 2007/08, which is consistent with increases applied by other departments in the Council.
- 4.2 The proposed fees and charges are set out in Appendix I. They are based on the same fees structures as 2006/07, which were approved by this Sub Committee in December 2005, when the prices were increased by 50% for land hire and 5% for other charges. The proposed fees are consistent with other local authorities and private sector fees and charges for the provision of similar services.
- 4.3 To ensure that the fees and charges offer a degree of flexibility to enable discounting and special offers to be made for bulk purchasing etc, it is proposed that the Tourism and Promotions Manager agrees any such offers in advance with the Operational Director for Regeneration and that a record be maintained for audit purposes.

5. POLICY IMPLICATIONS

- 5.1 The wide range of promotions and events co-ordinated by the Tourism and Promotions Service make a significant contribution to the economy of the Borough. The fees and charges that are levied are an essential ingredient in maintaining a balanced budget.

6. OTHER IMPLICATIONS

- 6.1 There are no other implications arising from this report.

7. RISK ANALYSIS

- 7.1 There is a risk of increasing prices to a level that is inconsistent with other providers of the same services. Prices have, therefore, only been increased in line with inflation.

8. EQUALITY AND DIVERSITY ISSUES

- 8.1 There are no equality and diversity implications arising from this decision.

APPENDIX I**Fees and Charges****2007/08****PROMOTIONS & EVENTS**

	2006/7	2007/08
HIRE OF EQUIPMENT		
EXHIBITION UNIT (either)		
Midweek Charge All Day	£ 182.00	£ 186.00
Midweek Charge (less than 6hrs)	£ 238.00	£ 244.00
Saturday Full day	£ 230.00	£ 235.00
Saturday (less than 6hrs)	£ 310.00	£ 318.00
Sunday Full Day	£ 294.00	£ 302.00
Sunday (less than 6hrs)	£ 406.00	£ 416.00
Note Charges above are within the Borough Boundary only. Outside charges at the managers discretion		
Traffic Cones	Free*	Free*
Small PA System	Free*	Free*
* free if Ex Unit on event site. If not, charged at 2hrs time for delivery and collection		
If No Exhibition Unit at event Mini Marquee Charges		
Mini Marquees Weekday	£ 210.00	£ 215.00
Mini Marquees Saturday	£ 210.00	£ 215.00
Mini Marquees Sat less than 6hrs	£ 210.00	£ 215.00
Mini Marquees Sunday	£ 210.00	£ 215.00
Mini Marquees Sun less than 6hrs	£ 200.00	£ 205.00
If Ex Unit at event already Mini Marquee Charges		
Mini Marquees Weekday	£ 50.00	£ 51.00
Mini Marquees Saturday	£ 50.00	£ 51.00
Mini Marquees Sat less than 6hrs	£ 50.00	£ 51.00
Mini Marquees Sunday	£ 50.00	£ 51.00
Mini Marquees Sun less than 6hrs	£ 50.00	£ 51.00
Land Hire - Commercial Events Less than 4000 attendance		
These fees can be adjusted at the discretion of the Operational Director		
Small Funfair/ Boat Jumble /Other small events		
Set up Days or car parking	0.03p per m ²	0.031p per m ²
Operational Days	0.06p per m ²	0.0615p per m ²

Large Scale Commercial Events

Fees to be fixed in consultation with the Operational Director for Regeneration

Note. Charges do not include any legal or other fees that may be incurred in the use of land. These will be charged at the appropriate rate at the time i.e rights of way closures.

REPORT TO: Executive Board Sub-Committee
DATE: 19th July 2007
REPORTING OFFICER: Strategic Director Corporate & Policy
SUBJECT: Disposal of land at Thomas Street, Runcorn.
WARD(S): Mersey

1.0 PURPOSE OF REPORT

1.1 The purpose of this report is to obtain approval to dispose of the vacant site as shown shaded red on the attached plan

2.0 RECOMMENDED: That

(1) Approval be given to dispose of the property by auction

3.0 SUPPORTING INFORMATION

- 3.1 The site was formerly let to the Scout Association under the terms of a 30 year lease with effect from 1st November 1982 at an annual rent of £630. After a period of considerable vandalism the Scout Association demolished the building and surrendered the lease with effect from 12th November, 2004
- 3.2 The site has an area of 580 sq ms or thereabouts, and is as shown shaded on the attached plan.
- 3.3 The site is located within a residential area and therefore it is anticipated that it will be sold for residential development. A statement from the planning officer will be included in the particulars.
- 3.4 Halton Borough Council owns the freehold interest of the site.
- 3.5 There has been limited interest in the site for development however it is now being brought forward because of recent incidences of fly-tipping and therefore it is recommended that the site is offered for sale by auction.
- 3.6 It is anticipated that we would receive a capital receipt in excess of £50,000.
- 3.7 Section 123 of the local Government Act 1972, requires Local Authorities to achieve the best possible consideration when disposing of land and property interests. To ensure this, other potential uses of

the property will be examined, following which the property will be extensively marketed.

4.0 POLICY IMPLICATIONS

4.1 None.

5.0 OTHER IMPLICATIONS

5.1 There will be resource implications in that there will be a capital receipt.

5.2 There will be legal implications in that documentation will be required for the disposal

5.3 There will be crime and disorder implications in that there will be a reduction in fly-tipping.

6.0 RISK ANALYSIS

6.1 When disposing of a site by negotiation there is a risk that that it could take several months to negotiate terms or if more than one party.

6.2 Holding and being responsible for the site whilst it is unoccupied pending the disposal.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 There are no equality and diversity implications arising as a result of the recommendation contained in this report.

8.0 REASON(S) FOR DECISION

8.1 To maximise potential income for the Council.

9.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

9.1 There are no suitable uses for the site for Council services

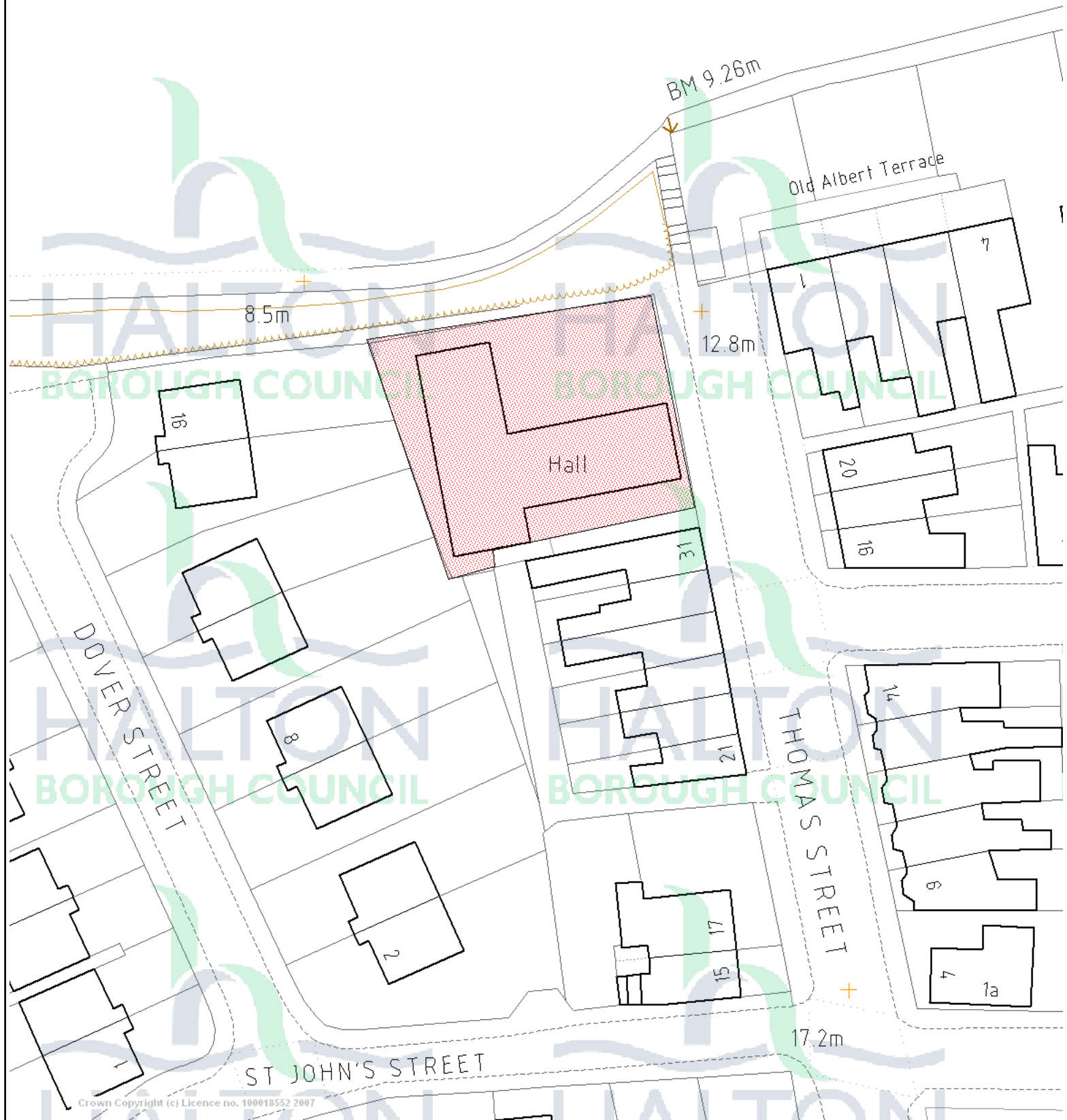
10.0 IMPLEMENTATION DATE

10.1 Marketing upon receipt of approval being confirmed..

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

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

Document	Place of Inspection	Contact Officer
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REPORT TO: Executive Board Sub Committee
DATE: 19 July 2007
REPORTING OFFICER: Strategic Director – Health & Community
SUBJECT: 2007/8 Dignity in Care Funding Allocation
WARD(S) Borough-wide

1.0 PURPOSE OF REPORT

1.1 To present the allocation of the 2007/8 Dignity in Care funding to members of the Executive Board Sub Committee.

2.0 RECOMMENDATION: That members of the Executive Board Sub Committee:

(1) Note and endorse the allocation of Dignity in Care Grant to Care Homes in the Borough.

3.0 SUPPORTING INFORMATION

3.1 In 2007/8 the DOH announced the award of £67.7m National Dignity in Care Grant. The grant funding aims to enhance the physical environment in Care Homes as part of the Government's dignity campaign, which places dignity and respect at the heart of caring for older people. The grant was ring-fenced for this purpose only and Council's were asked to act as agents for the expenditure of the resources.

3.2 Halton's indicative allocation was £150,000, subject to the submission of proposals on how the funding would be used to improve the lives of local people.

3.3 Halton's providers were invited to submit proposals for improvement in line with the national criteria. As part of our responsibility for co-ordinating the allocation of the grant to Care Home providers, a multi agency panel was convened to consider all applications on a fair and equitable basis. Following the evaluation of bids, proposals from fifteen care homes in Halton were submitted to the DOH for final approval.

3.4 Details of the specific improvements that will directly benefit residents in Halton care homes are set out in Appendix A. It is significant to note that the improvements listed in appendix a exceed £150,000 in value. A number of providers are match funding or supplementing the DOH grant in order to deliver service

improvements.

Examples include:

- improving gardens or outside spaces used by residents, to encourage outdoor exercise-conservatories, sensory gardens etc
- alterations that will give residents greater privacy e.g. improved bathroom facilities.
- providing information technology that benefits older residents, such as wireless laptops and web cams.
- replacing worn-out carpeting or floor coverings to reduce the risk of falls.
- upgrading dining rooms.
- upgrading residents' bedrooms

3.5 The DOH has now approved Halton's submission for £150,000 and local providers have been advised that they can proceed with the work. Payment will be made on completion of the work.

4.0 **POLICY IMPLICATIONS**

4.1 The Contracts team will undertake visits to verify the proposed works have been completed. All Providers have been informed that HBC are not responsible for the quality of works undertaken. Contracts have liaised with Legal on this matter. All Providers are aware that certified contractors must be used, and all receipts for such works must be submitted.

5.0 **OTHER IMPLICATIONS**

5.1 The Contracts team will publish a report on the outcomes of the improved facilities for communication to service users, family members and stakeholders.

6.0 **RISK ANALYSIS**

6.1 Checks that the proposed improvements have been completed need to be undertaken to minimise the risk of the Council being challenged for not ensuring adequate systems are in place when awarding funding.

7.0 **EQUALITY AND DIVERSITY ISSUES**

7.1 All allocated funds will be distributed through a transparent and equitable process without discrimination due to age, gender, disability, religion, sexual orientation or ethnic origin.

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

None under the meaning of the Act.

REPORT TO: Executive Board Sub-Committee

DATE: 19th July 2007

REPORTING OFFICER: Strategic Director, Health and Community

SUBJECT: Request to waiver standing orders relating to contracts exceeding £50,000 but less than £1,000,000.

1.0 PURPOSE OF THE REPORT

- 1.1 To request the waiving of procurement standing orders 3.1 to 3.7 which places a requirement on the Council to tender for contracts with a value greater than £50,000 but not exceeding £1,000,000.

2.0 RECOMMENDATION

RECOMMENDED: That

- (1) Standing Orders 3.1 to 3.7 are waived.**
- (2) The process for obtaining quotes, outlined in 3.6/3.7 below, is followed and the Operational Director for Adults of Working Age be given delegated responsibility to enter into a contract(s) from this exercise.**

3.0 SUPPORTING INFORMATION

- 3.1 Halton Borough Council is performing well at supporting people to live in their home rather than being admitted to long-term residential care. Objective 6 of the Valuing People White Paper relates to Housing “enabling people with learning disabilities and their families to have greater choice and control over where and how they live”
- 3.2 Within Halton, around 190 Adults with Learning Disabilities are being supported to live in their own tenancies either through supporting people grant or the ALD pooled budget. There are a further 20 plus people waiting for similar opportunities.
- 3.3 A residential social landlord is securing 3 new build properties in Widnes to set up 5 long-term assured tenancies for Adults with Learning Disabilities. The Council will have nomination rights to these tenancies for up to 20 years and 5 individuals have been identified as prospective tenants.

- 3.4 The proposed start date for the tenancies is 1st August 2007. The five people selected have a range of abilities and will require varying levels of support. One in particular has needs relating to Autistic Spectrum Disorder (ASD) and will require support from an agency with staff skilled to deliver this. It is important that support is consistent and any disruptions are kept to a minimum.
- 3.5 The estimated total annual cost of services is £120,000 and the preferred contract period is for three years with an option to extend to five. This would offer the stability required for individuals to lead a fulfilled life.
- 3.6 Generally a period of 4-6 months is required to undertake a formal tender exercise and implement a contract. Agreement to proceed with setting up the tenancies and confirmation of the individuals who wish to live there was agreed mid-June. Given the timescale for these support services to commence in August, compliance with the tendering requirement of Procurement Standing Orders Part 3, 3.1-3.7, is not practicable. It is therefore proposed to invite quotes, in writing, for specified services from more than three agencies. These agencies will be chosen from those already providing services to the Council together with selected ASD specialist providers.
- 3.7 This approach will still achieve financial advantage through competition and secure value for money for the Council. The possibility of one agency meeting the needs of all five tenants will be explored but it is likely to be more cost effective to award two contracts.
- 3.8 Waiver of Procurement Standing Orders 3.1 to 3.7 and substitution of procurement through quotation as outlined above is therefore requested. The service is for social care and exempt (Sch.1Part B) from European Commission Public Procurement regulations.

4.0 POLICY IMPLICATIONS

None

5.0 FINANCIAL IMPLICATIONS

- 5.1 Funding for has been identified from within the community care budget.

6.0 RISK ANALYSIS

Any contracts awarded from the quotations and subsequent monitoring will comply with procurement standing orders.

7.0 EQUALITY AND DIVERSITY ISSUES

Agencies awarded a contract would be expected to comply with the Council policies relating to Ethnicity and Cultural Diversity as well as promoting inclusion.

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

None under the meaning of the Act

REPORT TO: Executive Board Sub-Committee

DATE: 19th July 2007

REPORTING OFFICER: Operational Director – Financial Services

SUBJECT: Treasury Management 2007/08
1st Quarter: April-June

WARDS: Boroughwide

1.0 PURPOSE OF REPORT

1.1 The purpose of the report is to update the Sub-Committee about activities undertaken on the money market as required by the Treasury Management Policy.

2.0 RECOMMENDED: That the report be noted.

3.0 SUPPORTING INFORMATION

3.1 Short Term Rates

The base rate increased from 5.25% to 5.50% on 10th May 2007. This is the fourth consecutive 0.25% rise in the present cycle of rate increases.

The market is still pricing in one further rise of 0.25%, with the timing now indicated for the next meeting of the Monetary Policy Committee in early July.

	Start	April		May		June	
		Mid	End	Mid	End	Mid	End
	%	%	%	%	%	%	%
Call Money (Market)	5.33	5.31	5.28	5.56	5.50	5.50	5.50
1 Month (Market)	5.42	5.35	5.51	5.60	5.62	5.62	5.82
3 Month (Market)	5.58	5.55	5.66	5.70	5.76	5.80	5.95

3.2 Longer Term Rates

The longer market generally followed the shorter market, with rates firming across the whole range.

At present, rates are unattractive for new borrowing, but would interest Authorities thinking of rescheduling debt.

	Start	April		May		June	
		Mid	End	Mid	End	Mid	End
	%	%	%	%	%	%	%
1 Year (Market)	5.83	5.84	5.94	5.97	6.10	6.15	6.28
10 Year (PWLB)	5.10	5.25	5.30	5.30	5.40	5.65	5.60
25 Year (PWLB)	4.80	4.95	4.95	4.95	5.00	5.25	5.20

The PWLB rates are for “lower quota” entitlements.

3.3 Temporary Borrowing/Investments

Turnover during period

	No. Of Deals Struck	Turnover £m
Short Term Borrowing	3	10.00
Short Term Investments	43	47.90

Position at Month End

	April £m	May £m	June £m
Short Term Borrowing	Nil	Nil	Nil
Short Term Investments	27.90	38.50	41.85

Investment Income Forecast

The forecast income and outturn for the quarter is as follows:

	Cumulative Budget £'000	Cumulative Actual £'000	Cumulative Target Rate %	Cumulative Actual Rate %
Quarter 1	470	477	5.43	5.28
Quarter 2	923			
Quarter 3	1,332			
Quarter 4	1,650			

3.4 Longer Term Borrowing/Investments

The Authority did not borrow any long term money.

3.5 Policy Guidelines

Interest Rate Exposure – complied with.

Minor Amendment to Approved Counterpart Lend List

The current lending list, which was last reviewed and approved by Members on 16th January 2006, includes Bristol and West Plc. They were originally on the list as a building society, and

when they demutualised several years ago they were retained on the lend list and moved to the bank section.

The deposit taking part of their business is soon to be taken over by the Bank of Ireland plc, and it will require the lend list to be amended to reflect this. For information, the Bank of Ireland are currently rated by Fitch and Moodys as follows:

Fitch		Moody's	
Long Term	Short Term	Long Term	Short Term
AA-	F1+	Aa3	P-1

They are well within the user parameters the Council would require to be included on the list.

Borrowing Instruments – complied with.

Prudential Indicators – complied with:

- Operational Boundary for external debt;
- Upper limit on interest rate exposure on fixed rate debt;
- Upper limit on interest rate exposure on variable rate debt;
- Maturity structure of borrowing as a percentage of fixed rate borrowing;
- Total principal sums invested for periods longer than 364 days;
- Maturity Structure of New Fixed rate Borrowing during 2005/06.
-

4.0 POLICY IMPLICATIONS

4.1 None.

5.0 OTHER IMPLICATIONS

5.1 None.

6.0 RISK ANALYSIS

6.1 The main risks associated with Treasury Management are security of investment and volatility of return. To combat this, the Authority operated within a clearly defined Treasury Management Policy and an annual borrowing and investment strategy, which set out the control framework.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 There are no issues under this heading.

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

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

REPORT TO: Executive Board Sub-Committee

DATE: 19th July 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 an application 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, the following application for Discretionary Rate Relief be refused:

CLS Care Services Ltd	20%
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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.

CLS Care Services Ltd
Croftwood, Whitchurch Way, Halton Lodge, Runcorn

Croftwood is used as a residential care home, with the majority of the building included in the Council Tax assessment. However, a small part of the property is treated as non-domestic by the Valuation Office Agency and is included on the rating list. This assessment pertains to 3 rooms, which provide short-stay accommodation for guests.

CLS Care Services Ltd are based in Nantwich and are part of the CLS Care Services Group. The group also provides residential facilities in Warrington, Wigan and throughout Cheshire, having responsibility for the welfare of approximately 1,300 older people.

CLS Care Services Ltd has charitable status and receives 80% Mandatory Rate Relief but the application also contains a request for 20% Discretionary Rate Relief.

Cost to Taxpayer (75%) 2007/08 £164.84

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 CLS Care Services Ltd provides facilities for older people, from all sections of the community.

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

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

APPENDIX 1

Ratepayer	Address	Annual Rates 2007/2008 £	Actual Rates Liability 2007/2008 £	Mandatory Rate Relief Awarded	Actual Rates Payable 2007/2008 £	Discretionary Rate Relief Claimed	Annual Cost of Relief to HBC 2007/2008 £	Actual Cost of Relief to HBC 2007/2008 £
CLS Care Services Ltd	Croftwood, Whitchurch Way, Halton Lodge, Runcorn	1,098.90	1,098.90	80%	219.78	20%	164.84	164.84

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

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