

HALTON BOROUGH COUNCIL



*Municipal Building,
Kingsway,
Widnes.
WA8 7QF*

11 May 2023

**TO: MEMBERS OF THE HALTON
BOROUGH COUNCIL**

You are hereby summoned to attend an Annual Meeting of the Halton Borough Council to be held in the Council Chamber, Runcorn Town Hall on Friday, 19 May 2023 commencing at 6.30 p.m. for the purpose of considering and passing such resolution(s) as may be deemed necessary or desirable in respect of the matters mentioned in the Agenda.

A handwritten signature in black ink, appearing to read 'S. Young', is written over a light grey rectangular background.

Chief Executive

-AGENDA-

Item No.		Page No.
1.	ELECTION OF MAYOR AND DEPUTY MAYOR To be moved by Councillor Polhill and seconded by Councillor A McInerney “That Councillor Valerie Hill be elected Mayor of the Borough for the Municipal Year 2023/24” To be moved by Councillor P. Nolan and seconded by Councillor T. McInerney “That Councillor Kevan Wainwright be elected Deputy Mayor of the Borough for the Municipal Year 2023/24”	
2.	APOLOGIES FOR ABSENCE	
3.	COUNCIL MINUTES	1 - 6
4.	THE MAYOR'S ANNOUNCEMENTS	
5.	LEADER'S REPORT	
6.	DECLARATIONS OF INTEREST	
7.	MUNICIPAL ELECTION RESULTS 2023/24 To submit for information the municipal election results (see	7 - 10
8.	EXECUTIVE BOARD (SELECTION COMMITTEE) 16 MAY 2023 To formally approve the following recommendations of the Executive Board (Selection Committee). (N.B. The Executive Board will be meeting on 16 May 2023 to consider these recommendations. Any amendments will be reported to Council). a) Leader and Deputy Leader of the Council To be moved by the Mayor and seconded by the Deputy Mayor:- “That Councillor Wharton be appointed as Leader of the Council for the Municipal Year 2023/24	

To be moved by the Mayor and seconded by the Deputy Mayor: -

“That Councillor Thompson be appointed as Deputy Leader of the Council for the Municipal Year 2023/24”.

9. BOARDS, COMMITTEE AND PANELS

To be moved by the Mayor and seconded by the Deputy Mayor:

“That the following Boards, Committees and Panels be constituted with the membership as shown for the Municipal Year 2023/24”

(N.B. information regarding membership will be circulated as soon as possible)

10. APPOINTMENT OF SCRUTINY CO-ORDINATOR

To be moved by the Mayor and seconded by the Deputy Mayor:-

“To appoint a Scrutiny Co-ordinator for the Municipal Year 2023/24 as set out in the tabled document”

11. APPOINTMENT OF CO-OPTEE

To be moved by the Mayor and seconded by the Deputy Mayor:-

“That the following appointment be confirmed:

- 1) The re-appointment of Mr David Wilson as the Healthwatch Halton representative and non-voting Co-optee to the Health Policy and Performance Board for the Municipal Year 2023/24.

12. APPOINTMENT OF OUTSIDE BODIES

To be moved by the Mayor and seconded by the Deputy Mayor:-

“That Council consider the list of outside bodies circulated”.

13. EXECUTIVE BOARD PORTFOLIOS

The Leader will report on the Portfolio holders for Executive Board for the Municipal Year 2023/24 which will also be tabled.

14.	UPDATES TO COUNCIL CONSTITUTION 2023 (MINUTE EXB 107 REFERS)	11 - 18
	Executive Board considered a report of the Operational Director – Legal and Democratic Services, which sought approval of a number of changes to the Council’s Constitution.	
	RECOMMENDED: That Council approve the revised Constitution, including the matters set out in Appendix 1, attached to the report.	
15.	CREATION OF CAFE FACILITY AT PICKERINGS PASTURE (EXB112 REFERS)	19 - 24
	To seek approval to a revision to the Council’s 2023/24 Capital Programme.	
	RECOMMENDED: That	
	<ul style="list-style-type: none"> 1) the proposal to open a café facility at Pickerings Pasture Local Nature Reserve which would be operated as a franchise opportunity, as outlined within the report, be approved; and 2) Council be asked to include £520,000 within the Council’s Capital Programme to fund the construction of the café facility. 	
16.	CIVIC SUNDAY	
	To note that the Mayor’s Civic Sunday Service will be held at St Basil’s and All Saints Church, Widnes on Sunday 25 June 2023, at 10am.	

COUNCIL

*At a meeting of the Council on Wednesday, 8 March 2023 in the Council Chamber -
Town Hall, Runcorn*

Present: Councillors Abbott, Ball, Baker, Begg, Bevan, J. Bradshaw, M. Bradshaw, Bramwell, D. Cargill, E. Cargill, Carlin, Dennett, Davidson, Dourley, Fry, Garner, Gilligan, Goodall, Harris, S. Hill, V. Hill, Hutchinson, Jones, Leck, M. Lloyd Jones, P. Lloyd Jones, Loftus, Logan, A. Lowe, J. Lowe, McDermott, Nelson, L. Nolan, Philbin, Polhill, C. Plumpton Walsh, N. Plumpton Walsh, Ratcliffe, Rowe, G. Stockton, Stretch, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall and Wright

Apologies for Absence: Councillors A. McInerney, T. McInerney, P. Nolan, Skinner, Teeling and Thornton

Absence declared on Council business: None

Officers present: M. Reaney, S. Wallace-Bonner, S. Young, K. Butler, E. Dawson and G. Ferguson

Also in attendance: One member of the press and Mrs Andrea Dennett (Mayoress)

Action

COU53 COUNCIL MINUTES

The minutes of the meeting of Council held on 7 December 2022 and 1 February 2023 were taken as read and signed as a correct record.

COU54 THE MAYOR'S ANNOUNCEMENTS

The Mayor made the following announcements:-

- it was great to see so many colleagues wearing the purple ribbon in recognition of International Women's Day;
- a St Patricks night was being held on 17 March, at the Stadium, Widnes, to raise funds for the two Mayor's Charities; and
- he acknowledged the support he had received during the year from his wife, the Mayoress, and spoke about the warmth and kindness they had received on the many engagements they had attended.

COU55 LEADER'S REPORT

The Leader made the following announcements:

- He thanked the Mayor and Mayoress for their work during the past year and for also raising significant funds for their two chosen charities; and
- He expressed his best wishes to all Councillors for the forthcoming Local Elections held in May.

COU56 MINUTES OF THE EXECUTIVE BOARD

The Council considered the minutes of the Executive Board meetings on 8 December 2022, 19 January 2023 and 16 February 2023.

RESOLVED: That the minutes be received.

COU57 MINUTES OF THE HEALTH AND WELLBEING BOARD

The Council considered the minutes of the Health and Wellbeing Board meeting on 18 January 2023.

RESOLVED: That the minutes be received.

COU58 QUESTIONS ASKED UNDER STANDING ORDER 8

It was noted that no questions had been submitted under Standing Order No. 8.

COU59 BUDGET 2023/24 (EXB74 REFERS)

The Executive Board had considered a report setting out a recommendation to Council in respect of the revenue budget, capital programme and council tax for 2023/24.

The Executive Board had recommended that Council adopt the resolution set out in Appendix A of the report, which included setting the budget at £140.880m, the Council Tax requirement of £60.714m (before Parish, Police, Fire and LCR Combined Authority precepts) and the Band D Council Tax for Halton of £1,675.29.

Councillor Wharton, Leader of the Council, thanked all the Officers involved for their support in producing this budget and wished to record his thanks to the Members of the Executive Board, the Budget Working Group and all Members for their contribution.

In accordance with Standing Order 16 (3), a recorded vote was taken.

The following Members voted FOR the motion:

Councillors Abbott, Ball, Baker, Begg, Bevan, J. Bradshaw, M. Bradshaw, Bramwell, D. Cargill, E. Cargill, Carlin, Dennett, Dourley, Fry, Garner, Gilligan, Goodall, Harris, S. Hill, V. Hill, Hutchinson, Jones, Leck, M. Lloyd Jones, P. Lloyd Jones, K. Loftus, Logan, A. Lowe, J. Lowe, McDermott, Nelson, L. Nolan, C. Plumpton Walsh, N. Plumpton Walsh, Polhill, Ratcliffe, Rowe, G. Stockton, T. Stretch, Thompson, Wainwright, Wall, Wallace, Wharton, Woolfall, and Wright.

The following Member voted AGAINST the motion:
Councillor Davidson.

There were no abstentions.

RESOLVED: That Council:

- 1) adopt the resolution set out in Appendix A, which includes setting the budget at £140.880m, the Council Tax requirement of £60.714m (before Parish, Police, Fire and LCR Combined Authority precepts) and the Band D Council Tax for Halton of £1,675.29;
- 2) approve the capital programme set out in Appendix E;
- 3) approve the introduction of a Council Tax Premium of 100% to properties where there is no resident and which are substantially furnished (typically referred to as second homes) from 1 April 2024, subject to legislation being enacted; and
- 4) approve the Use of Capital Receipts Strategy as set out in Appendix F.

Operational
Director - Finance

COU60 CAPITAL STRATEGY 2023/24 (EXB75 REFERS)

The Council considered a report of the Operational Director, Finance, on the Council's Capital Strategy for 2023/24.

Members noted that the Capital Strategy should be read in conjunction with the Treasury Management Statement, also considered at this meeting. The successful delivery of the Capital Strategy would assist the Council in planning and funding its capital expenditure over the next

three years.

RESOLVED: That Council approve the 2023/24 Capital Strategy, as presented in the Appendix attached to the report.

Operational
Director - Finance

N.B. Councillor A. Lowe and J. Lowe declared a Disclosable Other Interest in the following item of business as they have a family member employed at St Lukes Care Home.

COU61 2022/23 SPENDING AS AT 31 DECEMBER 2022 (EXB76 REFERS)

The Council considered a report of the Operational Director, Finance, which sought approval for a number of revisions to the Council's 2022/23 Capital Programme.

RESOLVED: That the revisions to the Council's 2022/23 Capital Programme, as set out in paragraph 3.2 of the report, be approved.

Operational
Director - Finance

COU62 TREASURY MANAGEMENT STRATEGY STATEMENT 2023/24 (EXB77 REFERS)

The Council considered a report of the Operational Director, Finance, on the Treasury Management Statement, which incorporated the Annual Investment Strategy and the Minimum Revenue Provision Strategy for 2023/24.

RESOLVED: That Council adopt the policies, strategies, statements, prudential and treasury indicators, outlined in the report.

Operational
Director - Finance

COU63 CALENDAR OF MEETINGS 2023-24 (EXB79 REFERS)

The Council considered a report of the Chief Executive, on the calendar of meetings for the 2023/24 Municipal Year.

RESOLVED: That the calendar of meetings for the 2023/24 Municipal Year, as appended to the report, be approved.

COU64 MINUTES OF THE POLICY AND PERFORMANCE BOARDS AND THE AUDIT AND GOVERNANCE BOARD

The Council considered the reports of the following Boards in the period since the meeting of Council on 7 December 2022-

- Children, Young People and Families;
- Employment, Learning and Skills and Community;
- Health;
- Safer;
- Corporate Services; and
- Audit and Governance Board.

COU65 COMMITTEE MINUTES

The Council considered the reports of the following Committees in the period since the meeting of Council on 7 December 2022:-

- Development Management;
- Regulatory;
- Appointments;
- Regulatory Sub Committee; and
- Taxi Licensing Sub Committee

COU66 RECOMMENDATION FROM MAYORAL COMMITTEE

The Mayoral Committee had considered a Part II item which made recommendations for the appointment of Mayor and Deputy Mayor for the 2023/24 Municipal Year.

Formal confirmation would be sought at the Annual meeting of Council.

RESOLVED: That Council note that

- 1) Councillor Valerie Hill be appointed as Mayor; and
- 2) Councillor Kevan Wainwright be appointed as Deputy Mayor.

COU67 APPOINTMENT OF DEPUTY ELECTORAL REGISTRATION OFFICERS

The Council considered a report of the Chief Executive, which advised that following recent changes to the election process under the Elections Act 2022, there was now a requirement for Deputy Electoral Registration Officers (EROs). The Officers would provide resilience to the role so that the Council complied with its statutory duties in relation to elections and ensured the smooth administration of the electoral process.

RESOLVED: That the Council appoint Janice Bisset (Elections Manager) and Paul Beaumont (Deputy Elections Manager) as Deputy Electoral Registration Officers to, in the absence of the Electoral Registration Officer:-

Chief Executive

- 1) approve and sign temporary Voter Authority Certificates; and
- 2) conduct hearings of registration applications, objections and reviews.

Meeting ended at 7.20 p.m.

ALL OUT LOCAL ELECTIONS – THURSDAY 4 MAY 2023

Norton South & Preston Brook

Candidate: name:		Representing:	Number of votes:	Turnout %
Davidson	Peter	The Conservative Party Candidate	182	21.26%
Hodge	Miriam Lorraine	Liberal Democrats	63	
Miller	Tracy Claire	Green Party	75	
Stretch	Thomas	Labour Party	717	

Norton North

Candidate: name:		Representing:	Number of votes:	Turnout %
Burnett	Adam Robert	The Conservative and Unionist Party	197	25.8%
Healey	Matthew Thomas	Green Party	191	
Inch	Diane Marie	Liberal Democrats	261	
Lloyd Jones	Peter	Labour Party	786	

Mersey & Weston

Candidate: name:		Representing:	Number of votes:	Turnout %
Arjona	Sariel	Green Party	100	20.5%
Leck	Rosie	Labour Party	720	
Roth	Claire Louise	Conservative and Unionist Party	134	
Rowe	Joanne Allison	Liberal Democrats	252	

Hough Green

Candidate: name:		Representing:	Number of votes:	Turnout %
Beale	Philip John	Green Party	124	20.78
Dorian	David James	Conservative and Unionist Party	199	
Wainwright	Kevan Peter	Labour Party	761	

Highfield

Candidate: name:		Representing:	Number of votes:	Turnout %
Brown	Ashlee	Green Party	133	24.3%
Clarke	Austin	Conservative and Unionist Party	146	
Nolan	Paul Christopher	Labour Party	948	

Halton View

Candidate: name:		Representing:	Number of votes:	Turnout %
McInerney	Tom	Labour Party	850	22.3%
Mellor	Derek William	Green Party	170	
Roth	Matthew Paul	Conservative and Unionist Party	162	

Halton Lea

Candidate: name:		Representing:	Number of votes:	Turnout %
Davidson	Sandra Margaret	The Conservative and Unionist Party	116	20
O'Day	Michael James	Green Party	83	
Thompson	Dave	Labour Party	761	
Woods	David John	Liberal Democrats	43	

Halton Castle

Candidate: name:		Representing:	Number of votes:	Turnout %
Eaton	Dylan Anthony	Conservative and Unionist Party	70	21.77
Ferguson	Iain James	Green Party	125	
Haddock	Joe	Liberal Democrats	41	
Loftus	Chris	Labour Party	691	
Whyte	Darrin David	Local Independent Candidate	110	

Grange

Candidate: name:		Representing:	Number of votes:	Turnout %
Abbott	John Bernard	Labour Party	696	18.53%
Baker	Daniel	Independent	102	
Howard	Jonathan Neil	Liberal Democrats	103	
Moss	Thomas Peter	Conservative and Unionist Party	130	

Farnworth

Candidate: name:		Representing:	Number of votes:	Turnout %
Harper	Colleen Mary	Conservative and Unionist Party	439	24.5%
Skinner	Aimee	Labour Party	1044	

Ditton, Hale Village & Halebank

Candidate: name:		Representing:	Number of votes:	Turnout %
Dourley	Eddie	Labour Party	819	20
Harper	Phil	Conservative and Unionist Party	208	

Daresbury, Moore & Sandymoor

Candidate: name:		Representing:	Number of votes:	Turnout %
Bradshaw	Marjorie	The Conservative and Unionist Party	336	32
Dyer	Andrew	Green Party	343	
Ryan	Mike	Labour Party	539	
Secker	John Segrue	Liberal Democrats	71	

Central & West Bank

Candidate: name:		Representing:	Number of votes:	Turnout %
Fraser	Jake Peter	Reform UK	100	15%
Hill	Stan	Labour Party	431	
McMullin	Anthony Thomas	Green Party	189	

Bridgewater

Candidate: name:		Representing:	Number of votes:	Turnout %
Howard	Suzanne Nicola	Liberal Democrats	97	21.4%
Kelly	Shaun Peter	Conservative and Unionist Party	151	
Plumpton Walsh	Carol Patricia	Labour Party	843	
Sankey	Christopher Neil	Green Party	116	

Birchfield

Candidate: name:		Representing:	Number of votes:	Turnout %
Dawson	Ann Elizabeth	Conservative and Unionist Party	357	24.7
Teebay	Andrew Peter	Liberal Democrats	215	
Woolfall	Bill	Labour Party	912	

Beechwood & Heath

Candidate: name:		Representing:	Number of votes:	Turnout %
Clarke	Danny	Conservative and Unionist Party	308	31
Rowe	Christopher	Liberal Democrats	966	
Whitley	Louise Jane	Labour Party	603	

Bankfield

Candidate: name:		Representing:	Number of votes:	Turnout %
Goodall	Louise Margaret	Labour Party	799	19.84%
Roberts	Ray	Conservative and Unionist Party	178	

Appleton

Candidate: name:		Representing:	Number of votes:	Turnout %
Philbin	Ged	Labour Party	805	20.9%
Shaw	Vanessa Lillian	Green Party	106	
Valentine	Peter Richard	Conservative and Unionist Party	90	

REPORT TO: Executive Board

DATE: 20 April 2023

REPORTING OFFICER: Operational Director – Legal and Democratic Services

PORTFOLIO: Leader's

SUBJECT: Annual Review of Constitution 2023

WARDS: Borough-wide

1.0 PURPOSE OF REPORT

1.1 The purpose of the report is to ask the Board to seek the approval of the Council to a small number of changes to the Constitution.

2.0 RECOMMENDATION: That Executive Board recommends Council to approve the changes to the Constitution including the matters set out in Appendix 1.

3.0 BACKGROUND

3.1 The revised version of the Constitution picks up the changes to the Council's working arrangements that have taken place during the year, as well as other changes which are intended to assist the Council to operate more effectively.

3.2 The proposals for change have been considered by the Chief Executive and the Leader in accordance with Article 16.02. Apart from the purely technical changes, the proposed amendments that are considered to be of particular significance are listed in Appendix A to this report.

4.0 POLICY, FINANCIAL AND OTHER IMPLICATIONS

4.1 All legislative changes have been considered. However, no further amendments, over and above those already outlined, are required at the present time. Any other required changes during the period 2023/24 will be the subject of further reports when dates and details are available.

5.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

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

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

5.3 **A Healthy Halton.**

5.4 A Safer Halton.

5.5 Halton's Urban Renewal.

The changes proposed are designed to support the continued delivery of the Council's priorities.

6.0 RISK ANALYSIS

6.1 The Council needs to ensure that its Constitution is regularly updated so that it continues to support efficient, transparent and accountable decision-making by the authority.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 None.

8.0 CLIMATE CHANGE IMPLICATIONS

8.1 There are no implications.

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

None under the meaning of the Act.

Proposed Significant Changes to the Constitution

Amended version of Procurement Standing Orders – See Attachment.

Standing Order Relating to Duties of Proper Officers and Delegation to Officers: A number of consequential amendments following changes to the Management Structure.

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2023-24 PROCUREMENT STANDING ORDER (PSO) AMENDMENTS

PSO	Title	Changes	Text
Glossary of Terms	Agent	Delete title and text	A person who has the authority to act on behalf of another and consents so to act
Contents 1.4.3	Collaborative Arrangements	Delete 1.4.3 text	Contracts where the Council acts as Agent
1.3.3	Grant Funding	Correct spelling Grand to Grant.	Irrespective of value, Contracts and Framework Agreements that are subject to grant funding requirements shall be procured in accordance with the Grant
1.3.4	Procurement Risk Assessment	Insert new text - Equal to or	The relevant officer shall consult with the Divisional Manager – Audit, Procurement and Operational Finance (or nominated officer) regarding the need to complete a PRA for all procurement activity equal to or exceeding £25,000 in value.
1.3.5	Preliminary Estimates Report	Insert new text - Equal to or	1. Preliminary Estimate Report – Contracts equal to or exceeding £1,000,000 in Value Before starting a tendering procedure for a contract equal to or exceeding £1,000,000 in value the Executive Board
1.3.7	Council Contracts	Include ref. to PSO 1.14.5	Council Contracts The relevant officer shall ascertain whether there is an existing Council contract before seeking to procure any works, services or supplies. Where such a contract exists, the officer may not enter into a separate contract except with the prior written approval of the Divisional Manager – Audit, Procurement and Operational Finance in accordance with Procurement Standing Order 1.14.5.
1.4.1	Frameworks	Replace CBD with CPB	Framework Agreements Where a Call-off is proposed under an existing Framework Agreement that has been established by a Central Purchasing Body (CPB)
1.4.1 (v)	Frameworks	Replace 1.3.4 with 1.3.5 and Insert new text - be Equal to or	Procurement Standing Order 1.3.5 [AM1] in respect of preliminary estimate reports, where the

			contract value is forecast to be equal to or exceeding £1,000,000 over its duration.
1.4.1 (vi)	Frameworks	Replace text greater than with exceeding	The relevant Operational Director shall ensure that 'call-offs' with a value equal to or exceeding £25,000 are published on Contract Finder in compliance with Procurement Standing Order 1.2.5.
1.4.3	Contracts where the Council acts as an Agent	Delete 1.4.3 title and text	Contracts where the Council acts as Agent Where the Council acts as the Agent for any other local authority or public body or company these Standing Orders shall apply unless the principal in question instructs otherwise in writing
1.5.7	Dynamic Purchasing System	Insert new point 1.5.7	Call-off under a DPS does not remove the requirement to comply with the following Procurement Standing Orders: Procurement Standing Order 1.3.5 in respect of preliminary estimate reports, where the contract value is forecast to exceed £1,000,000 over its duration Procurement Standing Order 1.9 regarding the acceptance of tenders.
1.6.1	EPS	Replace text greater than with exceeding	Electronic Procurement System (EPS) All Invitations to Tender (ITT) and Request for Quotations (RFQ) equal to or exceeding £25,000 will be issued and received electronically using the Council's approved EPS. Tenders submitted by any other means shall not be considered.
1.8.3(iv)	Evaluation Matrix	Insert new text - with dated signatures from all of the evaluators	All scores and notes made by the evaluation panel must be recorded in writing, with dated signatures from all of the evaluators and used for reference in the event that further moderation is required.
1.8.4 (i)	Moderation	Insert new text - All notes must be recorded in writing with dated signatures from all of the evaluators and	The evaluation panel will discuss their individual scores with a view to reaching agreement on a moderated score and justifying comments, in consultation the Divisional Manager – Audit, Procurement and Operational Finance or nominated officer. All notes must be recorded in writing with

		moderating office	dated signatures from all of the evaluators and moderating officer.
1.14.5(v)	Waiver Supplementary	Replace text - 1.3.6 with 1.3.7	In cases where the waiver request is to seek approval to use an alternative supplier to the one contracted by an existing Council contract, this must be in accordance with Procurement Standing Order 1.3.7.
Part 2	Title	Replace text - greater than with exceeding	PART 2: STANDING ORDERS FOR CONTRACTS EQUAL TO OR EXCEEDING THE PUBLIC CONTRACT REGULATIONS (PCR) 2015 VALUE THRESHOLDS INCLUSIVE OF VAT
2.1	Application	Replace text - greater than with exceeding	Part 2 of these Standing Orders shall apply to all contracts equal to or exceeding the PCR 2015 Works, Services or Supplies Value Threshold inclusive of VAT
2.4	Contracts equal to	Replace text - greater than with exceeding	Contracts equal to or exceeding the PCR 2015 Works Value Threshold
3.2	Title	Replace text - greater than with exceeding	Value equal to or exceeding £25,000
3.3	Title	Insert new text - Exclusive of VAT	Value less than £25,000 – exclusive of VAT
3.3 (i)	Value less than £25,000	Delete existing text and replace with new text	(i) Appropriate documentary evidence is retained as evidence to show how the award provides best value for the Council.
3.4	Aggregation of Low Value Purchases	Insert new text - Equal to or	Officers must determine the actual value of expenditure in line with regular recurring purchases of the same nature. Any aggregated value that is equal to or exceeds £25,000 must comply with Procurement Standing Order 3.2.
	Compliant Procurement Routes	Replace existing table with amended V7	Compliant Procurement Routes – V7 attached

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REPORT TO:	Executive Board
DATE:	20 April 2023
REPORTING OFFICER:	Operational Director - Community & Greenspace
PORTFOLIO:	Environment and Urban Renewal
SUBJECT:	Creation of Café Facility at Pickerings Pasture
WARD(S)	Ditton, Hale Village and Halebank

1.0 PURPOSE OF THE REPORT

- 1.1 To seek approval to provide a café facility at Pickerings Pasture Local Nature Reserve (LNR), which would be operated as a franchise.

2.0 RECOMMENDED: That;

- 2.1 (i) **The proposal to open a café facility at Pickerings Pasture Local Nature Reserve which would be operated as a franchise opportunity, as outlined within the report, be approved;**
- (ii) **Council be asked to include £520,000 within the Council's Capital Programme to fund the construction of the café facility.**

3.0 SUPPORTING INFORMATION

- 3.1 Pickerings Pasture LNR is one of the Council's busiest public parks. Located on the banks of the River Mersey it offers spectacular views of the Mersey Estuary in a green and pleasant environment. The popular Trans-Pennine Trail route also passes through the site.
- 3.2 Currently there is a portacabin type of facility located on site which has public toilets and meeting rooms. The facility has been there for more than 30 years and is in poor condition. It is currently used by the Friends of Pickerings Pasture who open it as and when they can.
- 3.3 Pre-Covid, the Friends of Pickerings Pasture operated a pop up café in the portacabin building which was popular with the visiting public. The venture was operated by volunteers and opening times could not be guaranteed. Discussions were held with the Friends of

Pickerings Pasture with regards to the creation of a new café building and they are supportive of the idea.

- 3.4 The Council is contacted regularly by third parties who want to operate a café facility at Pickerings Pasture LNR.
- 3.5 In the knowledge that the portacabin facility was coming to the end of its expected life, two years ago Property Services were asked to look at options for creating a café facility at Pickerings Pasture LNR. A design was created (see appendix 1) with some indicative costs. As the Covid pandemic was still ongoing there was no progression at that time.
- 3.6 The demand for a café and the interest by third parties to provide one did not go away. The Operational Director (Community & Greenspace) was asked to look at ways in which a café facility might be delivered.
- 3.7 The café facility as proposed (appendix 1) is estimated to cost £520,000. If £520,000 was provided from the Capital Programme and was funded over seven years, the capital financing cost would be £87,500 per annum. Subject to Members approval, the intention would be to submit an application to the INEOS Environment Fund for £87,500 for a period of seven years to cover the capital financing costs.
- 3.8 The intention would be to have the franchisee on a 'Full Repair and Insuring' (FRI) lease to avoid the Council having any ongoing revenue liabilities in respect of the building. Once completed and opened the café would generate income for the Council from the franchise rental, which could be used to offset the running costs of Pickerings Pasture.

4.0 POLICY IMPLICATIONS

- 4.1 There are no policy implications with regards to this proposal.

5.0 FINANCIAL IMPLICATIONS

- 5.1 The proposal to create a café facility at Pickerings Pasture LNR would add £520,000 to the Councils Capital Programme. It is proposed that this would be funded over a seven year period at a capital financing cost of £87,500 per annum. A bid would be made to the Environment Fund in order to provide the necessary funding of £87,500 per annum for seven years.
- 5.2 The new café facility would be advertised as a franchise opportunity in common with the facilities that already operate in that way at

Phoenix Park, Runcorn Hill Park and at Victoria Park. All of these facilities generate income for the Council which is used to offset the running costs of its public parks.

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children & Young People in Halton

The creation of a café facility at Pickerings Pasture LNR will contribute to this priority as it will allow families to spend longer at the park in a clean and healthy environment. At present the lack of public toilets and refreshment facilities limit the time that visitors can spend at the location.

6.2 Employment, Learning & Skills in Halton

The operator of a café facility will need to employ new staff and train them accordingly. The facility will also need to procure supplies and services locally. The existing franchised facilities within the Council's public parks have created new jobs that are stable and secure.

6.3 A Healthy Halton

The provision of café facilities within public parks, with their public toilets, has resulted in an increase in visitor numbers every time it has been implemented. More visits to parks means more people taking healthy exercise and gaining the benefits of being in a green environment which is proven to be beneficial for mental health.

6.4 A Safer Halton

Busier public parks always lead to safer public parks. Positive use deters misuse. The presence of a staffed café within a park helps to create the feeling of a safer environment and it also brings a level of supervision that would otherwise not be possible.

6.5 Halton's Urban Renewal

Pickerings Pasture LNR was opened in the mid-1980s. It has proved to be a popular facility since then but the infrastructure, such as the present underused portacabin facility, is getting old and worn out. The provision of a new building at this park would significantly enhance this area of the Borough.

7.0 RISK ANALYSIS

7.1 The key risk would be failure to secure money from the Environment Fund.

8.0 EQUALITY AND DIVERSITY ISSUES

8.1 There are no equality or diversity issues.

9.0 CLIMATE CHANGE IMPLICATIONS

9.1 The proposal would make a positive impact on Climate Change by creating a facility within a local park, Pickerings Pasture LNR, that would be attractive to local people and would thereby reduce the number of miles that people would have to travel.

Pickerings Pasture is accessible by bus.

The new building would be far more energy efficient than the existing facility and could be made more so if required.

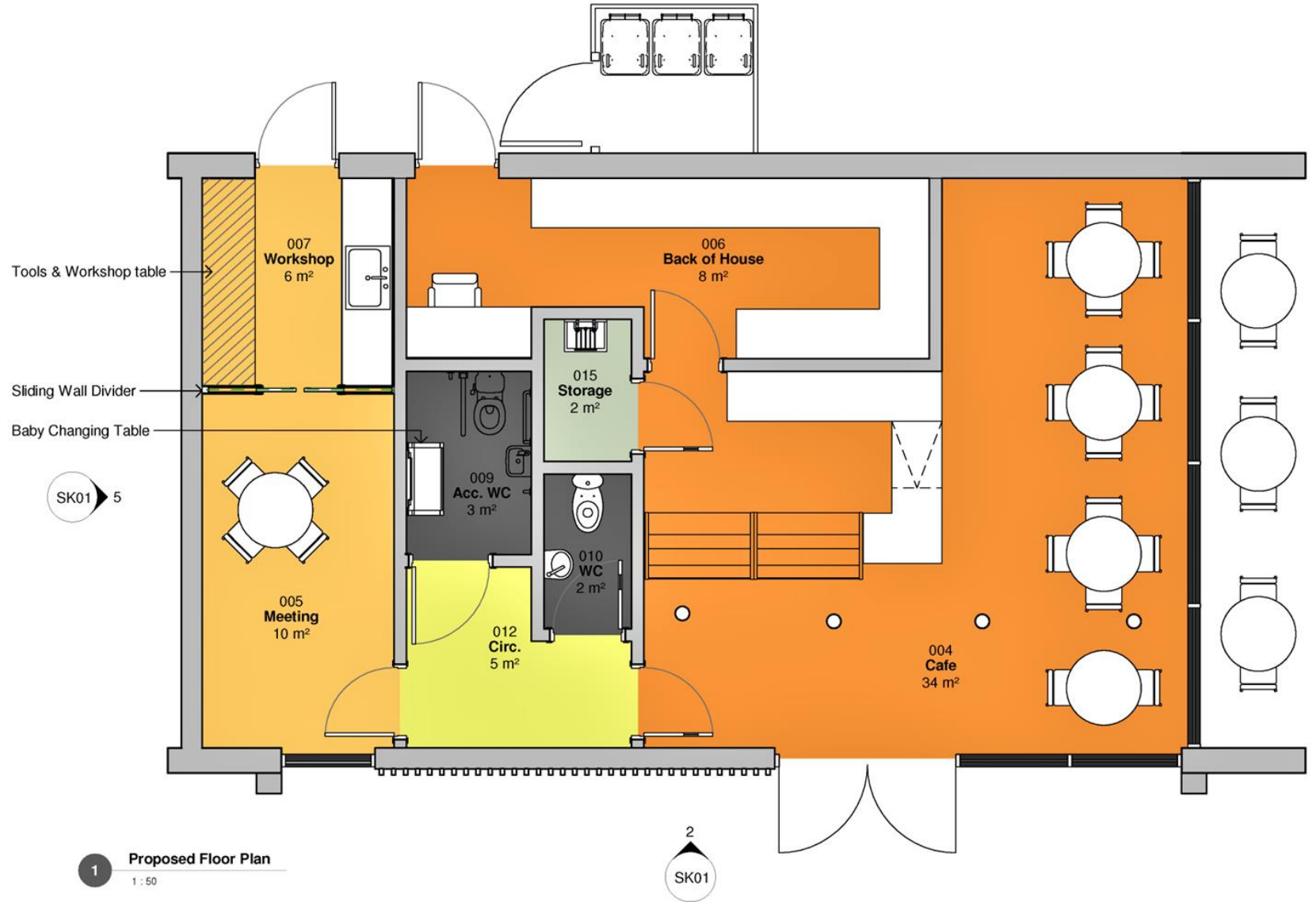
10.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

There are none under the meaning of the Act.

Pickering's Pasture Proposed New Cafe



Pickering's Pasture Proposed New Cafe



1 Proposed Floor Plan
1 : 50

