

## **APPENDIX 1**

### **Extract of Executive Board and Executive Board Sub Committee Minutes Relevant to the Health Policy and Performance Board**

#### **EXECUTIVE BOARD MEETING HELD ON 9 SEPTEMBER 2010**

#### **EXB40 INTIMATE RELATIONSHIPS AND SEXUAL HEALTH NEEDS FOR ADULTS**

The Board received a report of the Strategic Director, Adults and Community on the revised Intimate Relationships and Sexual Health Needs for Adults Policy, Procedure and Practice.

Members were advised that the original policy, Sexual Health Policy, Strategy and Guidelines, (2003) was developed under the previous council structure of Social Care, Housing and Health Directorate. A review was required to update the policy in line with the Authority's current structure and legislation.

A review took place during 2009/10 and involved input from and consultation with a number of sources which were detailed in the report. Following this review, the main amendments to this policy included reference to :-

- Sexual Offences Act 2005
- Mental Capacity Act 2005
- General Social Care Council's Codes of Practice
- Information Sharing
- Adult Safeguarding

The revised policy and associated guidance aimed to draw together the legal framework, whilst also recognising:-

- Service Users' individual uniqueness and diversity
- Their right to privacy and independence, and to make informed decisions which might include risks
- That some individuals' circumstances might make them vulnerable to abuse and may need support with minimising or eliminating those risks
- The importance of their physical and emotional wellbeing.

**RESOLVED:** That the Board

- (1) note the contents of the report; and

(2) agree the revised policy, procedure and practice document attached to the report as Appendix 1.

## **EXECUTIVE BOARD MEETING HELD ON 23 SEPTEMBER 2010**

### **EXB45 SCRUTINY REVIEW OF EMPLOYMENT PRACTICES FOR PEOPLE WITH LEARNING OR PHYSICAL DISABILITIES OR MENTAL HEALTH ISSUES**

The Board received a report of the Strategic Director, Environment and Economy on the outcome of the scrutiny review of employment practices for people with learning or physical disabilities or mental health issues. Councillor Sue Edge, Chairman of the Employment, Learning, Skills and Community Policy and Performance Board attended to present the report.

Members were advised that, as part of a Care Quality Commission performance assessment in 2008, it had been noted that although Halton supported more people with learning or physical disability or mental health issues into employment than had been predicted, performance was lower than comparators. The Commission also noted that targets set in relation to supported employment were relatively low.

Despite a number of interventions through employment and social care programmes in Halton, the number of people with learning disabilities progressing into employment remained low and was significantly lower than north west averages. As a result, of this assessment, a scrutiny review of current practice was commissioned.

The report outlined the methodology used and Appendix 1 contained the Scrutiny report, together with a series of recommendations discussed and agreed by the Members of the Employment Topic Group.

The Chairman thanked Councillor Edge for her presentation.

RESOLVED :That

1. the contents of the report be noted; and
2. where resources allowed, the recommendations made by the Employment, Learning, Skills and Community Policy and Performance Board and the Health Policy and Performance Board, as set out in the scrutiny report and action plan (Annex 5), be supported.

## **EXB46 REVIEW OF HALTON HOUSING TRUST BOARD COMPOSITION**

The Board received a report of the Strategic Director, Adults and Community, seeking agreement to a proposal from Halton Housing Trust (HHT) to reduce the membership of the HHT Board from 15 to 12 members, including a reduction in tenant and Local Authority Member representation.

The HHT Board recently asked a working group to review governance arrangements in terms of Board membership and a range of options were present for their consideration on 1 July 2010. In coming to a decision, the Trust had taken into account good practice guidance from the National Housing Federation and Department for Communities and Local Government which suggested Board size should be between 5 and 12. The appendix attached to the report also showed the findings of a survey of 32 stock transfer Housing Associations which showed the size and composition of the Board in each organisation and how long both had existed.

Members were reminded that, under the housing transfer agreement, the authority's consent was required for any changes in so far as they relate to local authority or tenant representation. The Trust's Board wished to reduce the Board size to 12, with 4 local authority nominees, 4 tenant members and 4 independent members.

RESOLVED: That Halton Housing Trust's proposal to reduce its Board from 15 to 12 members, comprising 4 local authority nominees, 4 tenant members and 4 independent members be approved

## **EXECUTIVE BOARD SUB COMMITTEE MEETING HELD ON 9 SEPTEMBER 2010**

### **ES34 BEERS, WINES & SPIRITS CONTRACT**

The Sub-Committee considered a report of the Strategic Director Adults and Community which outlined the current position with regard to the Beers, Wines and Spirits Contract. It was reported that the Council had an annual spend of £245,000 Beers, Wines and Spirits, which was split between the Stobart Stadium Halton £228,000 and The Brindley Arts Centre £17,000 per annum.

The Stadium and The Procurement Centre of Excellence had worked together to scope the marketplace and identify an alternative source of supply that would deliver value for money and increase revenue for the authority, whilst addressing efficiency savings around the tender procedure. As such, a variety of tendering opportunities had been identified that would be open for the Council to participate in. These had been

benchmarked against the current contract prices to assist with the decision on which procurement route to take.

It was proposed that in order for the Council to participate in a new collaborative Framework Agreement with either Stockport Metropolitan Borough Council as lead representing the Associated Greater Manchester Authorities (AGMA) or ESPO (Eastern Shires Procurement Organisation) and Stockport Metropolitan Borough Council, the existing contract arrangements which finish at the end of October 2010 be extended for a further 8 months, up to June 2011.

The collaborative opportunity would improve the market profile of the framework by increased aggregated volumes, opportunities of supply to a wider customer base of Local Authorities which would attract key suppliers within this supply chain to influence the market and stimulate competition to deliver improved efficiency savings. In addition, efficiency savings would also be gained from the Council not having to manage the tender procedure independently from reduced resource and time preparing the documentation as this would be done by ESPO.

RESOLVED: That

(1) the report be accepted; and

(3) Procurement Standing Orders part 3 be waived.

## **EXECUTIVE BOARD SUB COMMITTEE MEETING HELD ON 23 SEPTEMBER 2010**

### **ES38 ADDITIONAL IDVA CAPACITY FOR HALTON DOMESTIC ABUSE SERVICE**

The Sub-Committee considered a report which sought agreement to enter into a temporary contract with Halton and District Women's Aid Association for provision of temporary additional Independent Domestic Violence Advocacy. The Partnership had been notified at the beginning of August 2010 that it had been successful in its bid for grant funding towards the provision of additional Independent Domestic Violence Advocacy (IDVA) capacity. The area was awarded £16,000 of the requested £20,000 from its March 2010 bid. This revised grant value offered sufficient funding for a temporary increase in IDVA capacity. The lifespan of the post would depend on whether a full time or part time post was recruited but it was envisaged that these funds would offer additional capacity for a minimum of six months.

It was noted that at the time of going to tender for the new Halton Domestic Abuse Service in 2009 this grant was not available so could not be offered as part of the tender package. Subsequently, the contract had

now commenced and the area had additional funds to add to the contract as a temporary addition to value.

As detailed in the Council's Standing Orders, this additional capacity should be put out to tender. However the tender process could take approximately three months for a contract value under £50,000 which would leave the area with less than three months to spend the allocated grant within Government Office North West grant conditions.

Members were advised that if current tender requirements were waived, the service could advertise and recruit a temporary post within potentially a four week period. Thus ensuring the funds were utilised within the deadline of 31<sup>st</sup> March 2011. In addition, inclusion of this post within the current service also offered best utilisation of the additional capacity that they would be situated alongside an already embedded service which would ensure the post was supported by experienced specialist staff to respond to need immediately.

Whilst the post would not have been market tested it was anticipated that best value could be achieved for the following reasons:

- the new Halton Domestic Abuse Service had brought a number of services together to ensure cost savings were made via back office and management costs as opposed to posts. Thus, inclusion of this temporary post into the existing structure should ensure these savings are maintained across this post;
- if the post was allocated to another provider there would likely be management costs that reduced the actual amount of capacity offered;
- the current service provider offered the most competitive and cost effective option for provision of an IDVA, floating support and Sanctuary Scheme service.

RESOLVED: That

- (1) the Strategic Director, Adults and Community, in consultation with the relevant portfolio holder, be authorised to enter into a contract with Halton and District Women's Aid in respect of temporary delivery of additional IDVA capacity to adults who were victims of domestic abuse in the sum of £16,000 between September 2010 and April 2011; and
- (2) on this occasion, in the light of exceptional circumstances, due to the need to retain the service delivery gains made by the combining of three existing contracts and the time and spend

conditions of the Home Office grant, Standing Orders 4.1 relating to Tendering for Contracts be waived pursuant to Standing Order 1.6.