

MEETING: CABINET
DATE: Thursday 8th December, 2011
TIME: 10.00 am
VENUE: Town Hall, Bootle

Member

Councillor

Councillor P. Dowd (Chair)
Councillor Booth
Councillor Brodie - Browne
Councillor Fairclough
Councillor Maher
Councillor Moncur
Councillor Parry
Councillor Porter
Councillor Robertson
Councillor Shaw

COMMITTEE OFFICER: Steve Pearce
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The Cabinet is responsible for making what are known as Key Decisions, which will be notified on the Forward Plan. Items marked with an * on the agenda involve Key Decisions

A key decision, as defined in the Council's Constitution, is: -

- any Executive decision that is not in the Annual Revenue Budget and Capital Programme approved by the Council and which requires a gross budget expenditure, saving or virement of more than £100,000 or more than 2% of a Departmental budget, whichever is the greater
- any Executive decision where the outcome will have a significant impact on a significant number of people living or working in two or more Wards

If you have any special needs that may require arrangements to facilitate your attendance at this meeting, please contact the Committee Officer named above, who will endeavour to assist.

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A G E N D A

Items marked with an * involve key decisions

<u>Item No.</u>	<u>Subject/Author(s)</u>	<u>Wards Affected</u>	
1.	Apologies for Absence		
2.	Declarations of Interest Members and Officers are requested to give notice of any personal or prejudicial interest and the nature of that interest, relating to any item on the agenda in accordance with the relevant Code of Conduct.		
3.	Minutes Minutes of the meeting held on 10 November 2011		(Pages 5 - 10)
4.	Capital Programme Update Joint report of the Strategic Director – Place and the Head of Corporate Finance and ICT	All Wards	(Pages 11 - 20)
5.	Meols Cop High School - Library and Two Classroom Extension Report of the Director of Young People and Families	Kew	(Pages 21 - 24)
* 6.	Children's Centre Review Report of the Director of Young People and Families	All Wards	(Pages 25 - 48)
* 7.	Merseyside and Partners Residential Framework Agreement Report of the Director of Young People and Families	All Wards	(Pages 49 - 54)
* 8.	Mersey Business Support (ERDF 4.2) Project Report of the Director of Built Environment	All Wards	(Pages 55 - 60)
* 9.	Provision of Parking Enforcement Services Report of the Director of Built Environment	All Wards	(Pages 61 - 66)

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|-------|---|-----------|--------------------|
| 10. | Sefton Chamber of Commerce and Industry
- Appointment of Council Representative
2011/12 | All Wards | (Pages 67 -
70) |
| | Report of the Director of Corporate
Commissioning | | |
| 11. | Exclusion of Press and Public | | |
| | To consider passing the following resolution: | | |
| | That, under Section 100A(4) of the Local
Government Act, 1972, 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 3 of Part 1 of Schedule
12A to the Act. The Public Interest Test has
been applied and favours exclusion of the
information from the Press and Public. | | |
| * 12. | Town Lane, Kew - Housing and Commercial
Development Site, Southport | Kew | (Pages 71 -
78) |
| | Joint report of the Director of Built Environment
and Head of Corporate Legal Services | | |

THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON TUESDAY 22 NOVEMBER, 2011. MINUTE NOS. 58(2), 58(3) AND 60 ARE NOT SUBJECT TO "CALL-IN".

CABINET

MEETING HELD AT THE TOWN HALL, SOUTHPORT ON THURSDAY 10TH NOVEMBER, 2011

PRESENT: Councillor Maher (in the Chair)
 Councillors Booth, Brodie - Browne, P. Dowd,
 Fairclough, Moncur, Parry, Porter, Robertson and
 Shaw

53. APOLOGIES FOR ABSENCE

Councillor Maher reported that Councillor P. Dowd had been delayed in his arrival for the meeting and he took the Chair. Apologies for absence were received from Councillor Robertson.

54. DECLARATIONS OF INTEREST

The following declarations of interest were received:

Member/Officer	Minute No.	Reason	Action
Councillor Moncur	58 - Transformation Programme 2011-2014	Personal - His spouse is employed by Connexions who may be affected by the options set out in the report	Stayed in the room and took part in the consideration of the item
Councillor Shaw	58 - Transformation Programme 2011-2014	Personal - His son is employed by Sefton Library Service who may be affected by the options set out in the report	Stayed in the room and took part in the consideration of the item

Agenda Item 3

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Peter Morgan - Strategic Director - People	58 - Transformation Programme 2011-2014	Personal - He is a Director of the Greater Merseyside Connexions Partnership who may be affected by the options set out in the report	Stayed in the room during the consideration of the item
Margaret Carney - Chief Executive	61 - Sefton New Directions Update	Personal - She is a Non- Executive Director of Sefton New Directions	Stayed in the room during the consideration of the item

55. MINUTES OF PREVIOUS MEETING

RESOLVED:

That the Minutes of the Cabinet Meeting held on 13 October 2011 be confirmed as a correct record.

56. PUBLIC HEALTH ANNUAL REPORT 2011

The Cabinet received a presentation by Dr. Janet Atherton, Director of Public Health for NHS Sefton and Sefton Council on the 2011 Public Health Report entitled Solid Foundations: Building for the Future - Sefton's Health 2011".

A copy of the full report had been circulated with the agenda and Dr. Atherton responded to Members' questions and comments in relation to life expectancy across the electoral Wards in the Borough.

RESOLVED:

That the Annual Report of the Director of Public Health be noted.

57. TRANSFORMATION PROGRAMME UPDATE

Further to Minute No. 49 of the meeting held on 13 October 2011, the Cabinet considered the report of the Chief Executive which provided an update on the progress made under the Transformation Programme in the delivery of budgetary savings for 2011/12 previously approved by the Council.

This was not a Key Decision but it had been included in the Council's Forward Plan of Key Decisions.

RESOLVED:

That the progress to date on approved savings proposals, reviews and cessation of external funding as set out in the report be noted.

58. TRANSFORMATION PROGRAMME 2011-2014

Further to Minute No. 50 of the meeting held on 13 October 2011, the Cabinet considered the report of the Chief Executive which provided an update on the progress of the Transformation Programme in the establishment of the 2012/13 budget, reviews of service and consultation processes being undertaken on the budget savings options. The report also set out a package of savings proposals relating to internal consultation options.

This was a Key Decision and was included in the Council's Forward Plan of Key Decisions.

RESOLVED: That

- (1) the work programme timetable set out in Annex A of the report be noted;
- (2) the Council be requested to note that the Cabinet considers that the first stage of consultation on the change proposals set out in Annex B of the report is complete;
- (3) the Council be recommended to approve the change proposals in Annex B of the report and Officers be authorised to prepare for implementation immediately, pending final decisions of the Council, including the issue of relevant statutory and contractual notifications, if appropriate to achieve change;
- (4) the risks and mitigating actions outlined in Annex B of the report be noted; and
- (5) it be noted that further options may be subsequently developed and submitted to Council for approval. However any such options will require appropriate consultation prior to their approval and implementation.

59. CAPITAL PROGRAMME UPDATE

This item was withdrawn from the agenda and will be included on the agenda for the Cabinet meeting to be held on 8 December 2011.

Agenda Item 3

CABINET- THURSDAY 10TH NOVEMBER, 2011

60. TREASURY MANAGEMENT 2011/12 - HALF-YEARLY UPDATE

The Cabinet considered the report of the Head of Corporate Finance and ICT which provided details of the Treasury Management Activities undertaken in the first half of 2011/12 and the recent activity of credit rating agencies. The report also sought approval to an amendment to the credit criteria set out in the Treasury Management Strategy document.

RESOLVED: That

- (1) the Treasury Management update be noted; and
- (2) the Council be recommended to give approval to the credit criteria for investing with institutions set out in Paragraph 2.8.9 of the Treasury Management Strategy document being revised from "Fitch rating F1 + AA - to Fitch rating F1 A-".

61. SEFTON NEW DIRECTIONS UPDATE

Further to Minute No. 41 of the meeting held on 18 August 2011, the Cabinet considered the report of the Head of Corporate Legal Services which provided an update on the current operation and future development of Sefton New Directions, as part of the Council's shareholding interest in the company.

RESOLVED:

That the Board of Sefton New Directions be requested to consider and come forward with proposals on the future strategic direction and structure of the company and to provide a progress report to the Cabinet meeting on 8 December 2011, to include any relevant issues for consideration by the shareholder.

62. EXCLUSION OF PRESS AND PUBLIC

RESOLVED: That

- (1) under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraphs 1, 3 and 4 of Part 1 of Schedule 12A to the Act. The Public Interest Test has been applied and favours exclusion of the information from the press and public;
- (2) the representatives of the Trade Unions be permitted to remain in the meeting during the consideration of Minute No. 63.

CABINET- THURSDAY 10TH NOVEMBER, 2011

(Councillor P. Dowd arrived at this point in the meeting and Councillor Maher remained in the Chair)

63. REDUNDANCY PAY SURVEY

Further to Minute No. 33 of the meeting of the Overview and Scrutiny Committee (Performance and Corporate Services) held on 6 September 2011, the Cabinet considered the report of the Head of Corporate Personnel in relation to a survey of the redundancy payments in other Councils.

RESOLVED: That

- (1) the report be noted; and
- (2) the Director of Corporate Support Services be requested to raise the issue of redundancy pay policy across the region at the next meeting of the North West Employers Organisation Human Resources Committee and report back to Cabinet.

(Councillor Parry arrived at this point in the meeting)

64. MARINE DRIVE, SOUTHPORT

The Cabinet considered the report of the Director of Built Environment on the tender received as a result of the marketing exercise for the disposal of the Council's leasehold interest in the site at Marine Drive, Southport.

RESOLVED:

That, subject to the receipt of planning permission, approval be given to the disposal of the Council's leasehold interest in the site at Marine Drive, Southport, to the tenderer, for the figure detailed in the report, on terms and conditions to be agreed.

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Report to: Cabinet

Date of Meeting: 8th December 2011

Subject: Capital Programme Update

Wards Affected: All

Report of: Strategic Director (Place)
Head of Corporate Finance & ICT

Is this a Key Decision? No

Is it included in the Forward Plan? No

Exempt/Confidential

No

Purpose/Summary

To provide Members with an update of committed and uncommitted schemes within the Capital Programme, together with details of proposals for new capital schemes for 2012/13 on the basis of invest to save revenue expenditure.

Recommendation(s)

Cabinet is asked to:-

- I. Note the progress made in relation to the delivery of committed capital schemes and particularly the potential for under & over spends related to those schemes.
- II. Determine which of the uncommitted capital schemes identified in the report should be approved for continuation or abandonment within the Capital Programme.
- III. Consider the proposals for new 'invest to save' capital schemes for inclusion within the 2012/13 Capital Programme.
- IV. Agree that any underspends achieved within the committed Capital Programme together with any approved funding associated with the abandonment of any uncommitted capital schemes be in the first instance allocated to offset any net overspends currently identified within the Capital Programme.
- V. For any uncommitted scheme that Cabinet agree to continue in the Capital Programme, request that officers re-evaluate the running costs and funding sources and report the findings back to Cabinet before a final decision is made to progress any such scheme.
- VI. Agree that the submission to Heritage Lottery Fund be made for their contribution (£4.079m) towards the cost of Phase II of the Regeneration of Kings Gardens, Southport immediately after the expiry of the call-in period for this meeting.
- VII. Recommend to Council the inclusion of the above changes within the Capital Programme.

Agenda Item 4

How does the decision contribute to the Council's Corporate Objectives?

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Jobs and Prosperity		√	
3	Environmental Sustainability		√	
4	Health and Well-Being		√	
5	Children and Young People		√	
6	Creating Safe Communities		√	
7	Creating Inclusive Communities		√	
8	Improving the Quality of Council Services and Strengthening Local Democracy		√	

Reasons for the Recommendation:

To allow Members to consider the potential impacts of the committed and uncommitted capital schemes currently within the agreed Capital Programme on the Council's overall budget position for 2012/13. Also to consider proposals for 2012/13 new start schemes which present opportunities for revenue budget savings on an invest to save basis.

What will it cost and how will it be financed?

(A) Revenue Costs

The costs of financing the committed Capital Programme and the subsequent running costs of committed schemes are included in the Medium Term Financial Plan and existing budget plans as appropriate. Running costs for the uncommitted capital schemes will require re-evaluation to ensure that they can be contained within future budget allocations and reflect current market conditions.

(B) Capital Costs

The details of the costs of the Capital Programme are included in the body of the report and actual variations will be dependent upon the decisions made by the Cabinet.

Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

Legal: The Capital Programme schemes identified, which are not contractually committed, may have incurred costs to the Council and to third parties in bringing some schemes to their current state of preparation. The Council may be liable for our own and some of the third party costs.

Human Resources

Equality

- | | | |
|----|--|-------------------------------------|
| 1. | No Equality Implication | <input checked="" type="checkbox"/> |
| 2. | Equality Implications identified and mitigated | <input type="checkbox"/> |
| 3. | Equality Implication identified and risk remains | <input type="checkbox"/> |

Impact on Service Delivery:**What consultations have taken place on the proposals and when?**

The Head of Corporate Finance (FD 1115/11) and Head of Corporate Legal Services (LD477/11) have been consulted and any comments have been incorporated into the report.

Are there any other options available for consideration?

To continue with any uncommitted scheme will not produce savings for the Council's revenue budget.

Implementation Date for the Decision

Following the expiry of the "call-in" period for the Minutes of the Cabinet/Cabinet Member Meeting

Contact Officer: Mike Martin

Tel: 0151 934 3506

Email: mike.martin@sefton.gov.uk

Background Papers:

The following papers are available for inspection by contacting the above officer(s):

Capital Programme report submitted to Cabinet and Council 3 March 2011.

Agenda Item 4

1. Introduction/Background

- 1.1 Members will recall that at the Cabinet meeting on 13 October 2011, it was reported that a review of the Capital Programme would be presented to its next meeting.
- 1.2 Officers from all departments have been asked to review the Capital Programme in order to:
- outline progress with the current committed capital schemes and identify any significant under or over spends associated with those schemes;
 - identify those schemes which are not currently contractually committed, so as to allow Members to reconsider if, in the light of the current financial position, those schemes should be allowed to continue within the Capital Programme or be abandoned;
 - allow any uncommitted scheme that Cabinet agrees to continue in the Capital Programme to be re-evaluated in terms of running costs and funding sources with an update reported back to Cabinet before a final decision is made to progress a particular scheme.
- 1.3 In carrying out this review the costs of each committed scheme have been assessed to gauge whether any savings can be vired to accommodate those schemes that are facing additional cost pressures.
- 1.4 Departments have been invited to submit schemes for inclusion in the 2012/13 Capital Programme on the basis that the investment would yield savings in revenue expenditure (“Invest to Save” schemes) to assist the Council in meeting its forecast budgetary shortfall. Details of the proposals are contained in section 4 of this report, including an assessment of the potential savings for the scheme should Members support any of the proposals.

2. Revised Capital Programme

- 2.1 The Capital Programme has been reviewed and the following schemes are estimated to have underspent against their original provision:

Department/Directorate	Scheme	Saving £'000
Children's Services	South Sefton 6 th Form Centre	100
	Litherland OSP	100
Corporate Services	St Peter's House - Refurbishment	100
	Balliol House - Demolition	60
Leisure	Maghull Leisure Centre	42
Regeneration	Older Person's Housing Strategy	30
	Green Business Project	20
Total		452

- 2.4 The Southport Cultural Centre is the only scheme in the Capital Programme suffering significant cost pressures. This scheme has been regularly monitored by the Strategic Asset Management Group and regular update reports have been provided to the lead Cabinet Member. A briefing report on these matters has recently been provided to Leaders.

Agenda Item 4

- 2.5 In broad terms it is clear that the project's original contingency of 5% of the total cost has proved insufficient when considered against the original level of design development possible in order to meet the timescales of the main external funding bodies and the nature of the building. Despite survey work being undertaken prior to the start of works the nature of the building has proven significantly more complex and challenging than anticipated. The need to comply with the requirements of the Listed Building Consent has also limited the ability to reduce the scope of works. Protracted negotiation with the previous owners of Cambridge Walks resulted in significant cost being incurred in relation to works that eventually had little impact on the Walks.
- 2.6 A number of "value engineering" exercises and design modifications have been undertaken to reduce the impact of the additional costs. However, the latest position is that £777,000 of additional costs have been incurred to date (over and above the 5% contingency) with the potential of a further £600,000 of additional costs being forecast to the end of the project, to give the Council a potential additional liability of up to £1.4m.
- 2.7 Members are asked to consider using the balance of savings from the schemes listed in paragraph 2.1 to mitigate these additional costs. Members may also wish to consider further offsetting this liability by utilising funding already agreed within the Capital Programme for any uncommitted schemes which it is decided may be abandoned.
- 2.8 Members will recall that at their meeting on 15 April 2010 (Minute 343) Cabinet agreed to include Phase II of the regeneration works to Kings Gardens, Southport in the Capital Programme as a new start for 2012/13 and, further, authorised officers to prepare the relevant submission to the Heritage Lottery Fund (HLF) for their 75% (£4.079m) contribution to the scheme. For information, the balance of the scheme (£1.360m) will be funded from S106 deposits ring fenced from current and future developments in the Southport Area Committee Wards. The deadline set by HLF is 31 December 2011 and authority is sought from Cabinet to make the submission immediately after the expiry of the call-in period for this meeting.

3. Uncommitted Schemes

- 3.1 In reviewing the Capital Programme a number of schemes, or elements of schemes, have been identified that at the time of writing this report are **not** contractually committed. These are identified in the table below:

<u>Department/ Directorate</u>	<u>Ref</u>	<u>Scheme</u>	<u>Amount £'000</u>	<u>Funding Source</u>
Children's Services	3.2	South Sefton 6 th Form Centre	70	PB
	3.3	Other Capital Maintenance	1,089	NRG
	3.3	Other Modernisation	88	NRG
	3.3	Other Schools Access Initiative	102	PB
	3.3	New Pupil Places	508	NRG
Corporate Services	3.4	Disabled Facilities	26	PB
	3.5	IT Server Replacement	48	PB
	3.6	Members ICT & Mobile Technology	77	PB
Environmental	3.7	Waste Infrastructure	244	NRG

Agenda Item 4

Health & Social Care	3.8	Adult PSS	1,605	NRG
Leisure & Tourism	3.9	Hesketh Park Visitor Office	50	PB
	3.10	Southport Sports Park	382	PB
	3.11	Botanic Gnds Museum & Roof	25	PB
Regeneration	3.12	Development Fund	9	PB
	3.13	Southport Commerce Park	884	PB
Technical Services	3.14	Highway Parking Improvements	100	PB
Total			5,307	

For information in the funding source against each scheme PB means prudential borrowing and NFG means non-ring fenced grant. The following paragraphs give Members further details about each scheme.

3.2 South Sefton 6th Form Centre £70k

There is a total of £170k uncommitted on this scheme of which £100k is no longer required and can be offered as a saving and has been included in the table in paragraph 2.1. The remaining uncommitted £70k may be required and will be the subject of discussions with the College.

3.3 Other Capital Maintenance £1,089k; Other Modernisation £88k; Other Schools Access Initiative £102k; New Pupil Places £508k

The above funding streams total £1,787k. It is intended that this funding is used to enhance the school building stock, whilst addressing the lack of pupil places; to provide access to all areas by disabled pupils; and to provide resources for major maintenance schemes addressing condition items and modernising premises. Several schemes have been developed and are due to come forward shortly, which will cover a number of the above issues and utilise funding of £1.295m. Utilisation of the balance of available funding will be reported later in the financial year.

3.4 Disabled Facilities £26k

This was retained at the last review and it was agreed that, in lieu of a programme to make the Council's buildings DDA compliant, this would be retained to meet any needs that may arise.

3.5 IT Server Replacement £48k

This funding is to provide replacements for those servers that were not included in the refresh obligations that are contained within the arvato contract but has not yet been committed

3.6 Members ICT £77k

This funding relates to the provision of ICT equipment (PC or laptop and printer) for Councillors. The existing equipment used by Councillors was due for a refresh in 2011/12 and is in a poor condition. Newly elected members have been issued with recycled equipment where it is available but there is a lack of such suitable items. This scheme is also to be used to pay for replacement parts (if available) to the video conferencing equipment that is used to connect Committee meetings at both Southport and Bootle Town Halls.

3.7 Waste Infrastructure Grant £244k

There are essential health & safety, welfare and security works required, all of which is waste infrastructure related. Some of this work may result in expenditure

in 2011/12 with the remainder arising in 2012/13. This offsets the need for any future capital funding to carry out essential infrastructure works that are not budgeted for and which due to a lack of investment over the years, cannot be contained within existing repair and maintenance revenue budgets. Plans for the remaining balance include future invest to save opportunities, which cannot be explored or progressed until the above essential works have been completed. However, in light of the current financial climate, Members may wish to consider making use of the remaining, after essential health & safety works have been accounted for, uncommitted grant funding balance of £244k.

3.8 Adult Personal Social Services (PSS) £1,605k

In 2011-12 the DoH has provided additional investment to Local Authorities to support Personal Social Care Services and the continued support of the on-going personalisation agenda for Adult Social Care. This funding will enable continued investment to support delivery of adult social care services and for developing community capacity. The priority areas for investment are:

- Innovative alternatives to residential care - supported housing and living and Extra Care Housing
 - More coordinated 'hub and spoke' approaches to deliver care into communities
 - Better design to support people with dementia
 - Services or housing remodelled / refurbished
- Alternatives to residential care via community based services investment
 - Provision of equipment and minor adaptations
 - Full use of Telecare in a continued support package
 - Preventing people's needs from escalating - delaying need for intensive care packages
 - Supporting timely discharge from hospitals
 - Enabling people to remain in their own homes for as long as possible, efficiently and demonstrating choice and independence
- Service redesign to the care infrastructure
 - Support the planning, commissioning and delivery of personalised care services, with a stronger emphasis on the integration of services across health, social care and beyond
 - Expectation that people should have access to information to help them make lifestyle choices as well as service choices
 - Greater collaboration with local partners - in support of identifying those most at risk of requiring greater care and support for targeted early intervention

Within the £797,227 of DoH PSS funding in the current capital programme:

- £200,000 is to be allocated to additional investment in assistive technology in 2011/12
- £597,227 is to be allocated to support additional DFG investment over the next two financial years 2011-2013. Funding will be split £297,227 in 2011/12 and £300,000 in 2012/13 and officers will monitor commitments / expenditure throughout the year and update Members as appropriate.

A further report will be provided later in the year seeking approval to spend the £807,910 investment from the DoH to the Local Authority to support Personal Social Care Services and the continued support of the on-going personalisation agenda for Adult Social Care.

Agenda Item 4

3.9 Hesketh Park Visitor Office £50k

This scheme is needed to meet HLF expectations following their funding of the wider park restoration scheme. The original scheme proved unfeasible and an alternative has now been identified, through on-going discussions with partners, with minimal running costs for Council. The project is scheduled for delivery in 2012/13.

3.10 Southport Sports Park £382k

This was a contribution towards the development of a sports park located on land between KGV College and Meols Cop High School. The scheme was reliant on funding from the Football Foundation, which has not materialised. Options available for this funding include:- retaining funds for a future sports park; abandoning the scheme and so releasing the funding; or reallocating some or all of the funds to improve the changing facilities at Meols Cop Park

3.11 Botanic Gardens Museum & Roof £25k

Funds are required for emergency repairs to the roof of this grade 2 listed building.

3.12 Development Fund £9k

The Kew site in Southport is covered with Ragwort, a notifiable weed (cost to remove circa £3,500). However this may not need to be done if the Council are able to dispose of the site by early 2012. There are also a number of facilitating activities that need to be carried out at Kew in order to assist in providing a vacant site to the developer David Wilson Homes (DWH). Some of these activities may require financial contribution from either the Pre-development fund or DWH themselves. The resource requirement in the future for this work is currently in the process of being determined.

3.13 Southport Commerce Park £884k

The Homes and Community Agency (HCA) who previously invested in this location intend to work with Sefton to help realise the potential of this asset. No additional public sector support has been identified at present. However, with support from David Wilson Homes (DWH - the preferred developer of the Kew site adjacent) to support development on the expanded Business Park – (£2.3m anticipated) - these existing funds can assist the Council to provide pump priming support for "employment development" on the existing Commerce Park. This matter was reported to the last Cabinet meeting on 13th October 2011 and the funding is integral to the overall viability of the scheme.

3.14 Highway Parking Improvements £100k

This amount is not currently committed at this stage, but proposals will soon be presented to Leaders and Area Committee Chairs for the funding to be allocated on a ward by ward basis to deliver priority projects within individual wards in relation to highway parking.

4. Invest to Save Proposals for 2012/13 Capital Programme

4.1 Directorates have also been asked to formulate proposals for consideration to be included in the 2012/13 New Starts Capital Programme on the basis that the investment would result in savings to revenue budgets. Any such proposals will be assessed to calculate the payback period by which the revenue saving would recover the cost of the investment.

Agenda Item 4

4.2 Two scheme proposals have been submitted from the Street Lighting Section and these relate to illuminated bollards and traffic signs as detailed below:

a) Convert traffic bollards to LED fittings (20 year estimated life)

Capital costs **£107,000**

Revenue implications:

Annual energy cost saving	£18,650
<u>Less</u> capital financing p.a. (over 10 years)	(£12,200)

CRC saving (113 tonnes p.a.)	
Net annual saving years 1 -10	£6,450
Net annual saving years 11 - 20	£18,650

b) Convert traffic signs to LED fittings (20 year estimated life)

Capital costs **£140,000**

Revenue implications:

Annual energy cost saving	£13,150
<u>Less</u> capital financing p.a. (over 10 years)	(£15,900)

CRC cost saving (79 tonnes p.a.)	
Net annual cost years 1 - 10	£2,750
Net annual saving years 11 - 20	£13,150

4.3 Both above schemes will generate a carbon saving of 113 tonnes and 79 tonnes per annum respectively, however due to the Council having a passive energy supply (as opposed to a dynamic supply) there is no “cashable” cost saving. The above figures do not include fees for Capita Symonds to implement the schemes. The estimates for this are likely to be in the region of £2000 for traffic bollards and £2800 for traffic signs.

4.4 Children’s Social Care department are requesting that a provision of £200,000 be made in the Capital Programme to facilitate a pilot scheme to provide for the building of extra accommodation (loft conversions, extensions etc.), where appropriate, within Sefton foster carers’ residences. This will increase capacity and allow more placements to be made within the Borough and reduce the need for out of Borough placements which can cost in excess of £1,000 per child per week. The suggested provision could accommodate six to seven adaptations, which can be funded by prudential borrowing, at a cost of £23,000 per annum top sliced from the Residential Agency and Independent Fostering placement budgets (£7.8m) and could save up to £350,000 a year in external placement costs. Should the proposal be approved its progress will be reported back to Members periodically.

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Agenda Item 5

Report to: Cabinet Member, Children's Services **Date of Report:** 29 November 2011

Date of Decision: 6 December 2002

Cabinet

Date of Meeting 8 December 2011

Subject: Meols Cop High School - Library and Two Classroom Extension

Report of: Director of Young People and Families **Wards Affected:** Kew

Is this a Key Decision? No **Is it included in the Forward Plan?** No

Exempt/Confidential? No

Purpose/Summary

The purpose of this report is to seek approval for the capital scheme detailed in this report.

Recommendation(s)

The **Cabinet Member - Children's Services** is recommended to refer the proposed scheme for class room extension and new library at Meols Cop High School, at a total cost of £760,000, and funded from specific resources, to the Cabinet for approval and inclusion in the Capital Programme and to instruct Capita Symonds to manage the project.

The **Cabinet** is requested, subject to above, to approve the proposed scheme to be funded from specific resources for inclusion in the Capital Programme and the Head of Corporate Legal Services be requested to instruct Capita Symonds to manage the project.

How does the decision contribute to the Council's Corporate Objectives?

	<u>Corporate Objective</u>	<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	✓		
2	Jobs and Prosperity	✓		
3	Environmental Sustainability	✓		
4	Health and Well-Being	✓		
5	Children and Young People	✓		
6	Creating Safe Communities		✓	

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7	Creating Inclusive Communities		✓	
8	Improving the Quality of Council Services and Strengthening Local Democracy	✓		

Reasons for the Recommendation:

The recommendation is made in accordance with the Authority's Constitution.

What will it cost and how will it be financed?

(A) Revenue Costs

There are no revenue implications.

(B) Capital Costs

All funding for the proposed scheme is from specific, non-ring fenced resources (Capital Maintenance Grant 2011/12, Modernisation Grant and Schools Access Initiative resources).

Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

Legal	
The additional space has been calculated to meet the statutory guidance (August 2002) 'Assessing the Net Capacity of Schools'	
Human Resources	
N/A	
Equality	
1. No Equality Implication	<input checked="" type="checkbox"/>
2. Equality Implications identified and mitigated	<input type="checkbox"/>
3. Equality Implication identified and risk remains	<input type="checkbox"/>

Impact on Service Delivery:

It is not anticipated that the additional works will lead to any additional impact.

What consultations have taken place on the proposals and when?

The Head of Corporate Finance (FD 11/47) has been consulted and comments have been incorporated into the report. The Head of Corporate Legal Services (LD 548/11) has been consulted and has no comments to add to the report.

Are there any other options available for consideration?

Not applicable.

Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet Meeting.

Contact Officer: Ivan Guy
Tel: 0151 934 3429
Email: Ivan.Guy@sefton.gov.uk

Background Papers:

There are no background papers available for inspection.

Agenda Item 5

Meols Cop High School: Library and Two Classroom Extension

1. Introduction/Background

- 1.1 Meols Cop High School is experiencing a severe shortage in teaching areas due to the number of SEN children on roll and the introduction of the Baccalaureates at the school in September 2011.
- 1.2 The combinations of which, has meant the school is under-resourced for teaching areas. As a temporary measure the school hired two portable classrooms to alleviate the problem.
- 1.3 When the school became a performing arts college, as reported on 15 September 2009, the existing library was converted into a dance studio. This was considered appropriate at the time as the school was to be considered for major new rebuild under the BSF programme, which would have replaced this lost accommodation. The library shared space with the dining area on what was intended to be a temporary basis, however, as Members will be aware the BSF proposal did not proceed and the school now require a library.

2. Proposal

- 2.1 It is proposed that a scheme be approved to replace the temporary classrooms and provide a new library with accessible WCs. This extension would also have a car park to serve as car parking for the school and out of hours use by the community. The scheme, totalling £760,000, is to be funded from Capital Maintenance Grant 2011/12 (£569,750) with the balance from Modernisation Grant (£88,300) and Schools Access Initiative resources (£101,950).

3. Financial Implications

- 3.1 A report regarding proposed schemes to be included in the Children's Services Capital Programme was agreed on 24 October 2011 which resulted in a remaining balance of Capital Maintenance Grant of £1,089,706. Also, there are unallocated balances of Modernisation Grant (£88,300) and Schools Access Initiative resources (£101,950).
- 3.2 Members are advised that these three funding sources are not ring-fenced. However, Cabinet in March 2011, approved the overall Capital Programme, and agreed to allocate Children's Services resources for their specific use.
- 3.3 The estimated cost of the scheme provided by the Council's consultant, Capita Symonds is £760,000; inclusive of all fees and contingencies.
- 3.3 The financial implications of this report for the Council are that, if the above scheme is approved, a balance of £519,956 Capital Maintenance Grant is available to support further schemes.
- 3.4 The Head of Corporate Finance and ICT (FD 11/47) comments that approval of the scheme at Meols Cop High School can be fully funded from the specific non-ring fenced resources outlined above, which are included within the Capital Programme.

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Report to: Cabinet

Date of Meeting: 8 December 2011

Subject: Children's Centre Review

Report of: Director of Young People and Families

Wards Affected: All

Is this a Key Decision? Yes **Is it included in the Forward Plan?** Yes

Exempt/Confidential No

Purpose/Summary

The purpose of this report is to inform Cabinet of the feedback on the consultation on the review of Children's Centres and note the recommendations of the Children's Centre Review Board.

Recommendation(s)

Cabinet is recommended:

- (i) To continue to implement a funding reduction in line with the Council resolution of 3rd March 2011;
- (ii) To maintain a network of Children's Centres across the borough, without closing bases;
- (iii) To agree to merge centres across the Borough, in order to maintain an appropriate service delivery model to the communities they serve; and
- (iv) To request the Children Centre Review Board to evaluate an alternative proposal presented by the Core Group for Freshfield Children's Centre, subject to additional information being provided.
- (v) To agree use of £600,000 one-off Council reserves to underwrite shortfall against 2011/12 Children Centre saving target.

How does the decision contribute to the Council's Corporate Objectives?

	<u>Corporate Objective</u>	<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community	√		
2	Jobs and Prosperity	√		
3	Environmental Sustainability		√	
4	Health and Well-Being	√		
5	Children and Young People	√		
6	Creating Safe Communities	√		
7	Creating Inclusive Communities	√		
8	Improving the Quality of Council Services and Strengthening Local Democracy	√		

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Reasons for the Recommendation:

- To carry out the Council resolution made on the 3rd March 2011, to realise a savings target of £900,000 from the children's centres' budget
- Maintain a network of children's centres and bases to deliver universal and targeted early years intervention and prevention services
- To direct resources to both individual and community needs

What will it cost and how will it be financed?

(A) Revenue Costs

The timescale for the strategic review of Children's Centre delivery has meant that there will be a shortfall of £600,000 against the £900,000 saving target identified for 2011/12.

The Council resolution on 3rd March 2011 recommended that any shortfall in savings should be underwritten by one-off resources from Council reserves. This report identifies the specific amount to be requested for underwriting.

The proposed measures will fully achieve next year's target saving of £900,000.

(B) Capital Costs

Not applicable.

Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

Legal Under Section 5 of the Childcare Act 2006, the Council has a statutory duty to make arrangements, so far as reasonably practicable, for the sufficient provision of children's centres to meet local need.

Human Resources

Equality

- | | |
|---|-------------------------------------|
| 1. No Equality Implication | <input type="checkbox"/> |
| 2. Equality Implications identified and mitigated | <input checked="" type="checkbox"/> |
| 3. Equality Implication identified and risk remains | <input type="checkbox"/> |

Impact on Service Delivery:

There should be limited impact on service delivery.

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What consultations have taken place on the proposals and when?

The Head of Corporate Finance (FD1168) and Head of Corporate Legal Services (LD528/11) have been consulted and any comments have been incorporated into the report.

Are there any other options available for consideration? No Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet/Cabinet Member Meeting

Contact Officer: Olive Carey
Tel: 01519343421
Email: olive.carey@sefton.gov.uk

Background Papers:

The following papers are available for inspection by contacting the above officer(s).

- Children Centre Communication Plan
- Children Centre Consultation Plan
- Children Centre Consultation Pro-Forma

and also available online at: www.sefton.gov.uk/childrenscentres

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1. Introduction/Background

- 1.1 The Terms of Reference and timescale for a strategic review of Sefton Children's Centres was approved by Cabinet on the 17th February 2011. At its meeting of 3rd March 2011 the Council resolved that a savings target of £0.9m in 2011/12 to be applied to the Strategic Review of Sure Start Children's Centres be approved and that areas identified for saving be brought forward at the earliest opportunity and not left until the final report stage.
- 1.2 A Children's Centre Review Board was established to:
 - Realise a saving target of £900,000
 - Maintain a network of children centres and bases to deliver universal and targeted early years intervention and prevention services
 - Direct resources to both individual and community needs
- 1.3 Since then preparation has taken place with the Review Board and three reference groups. The Board considered a range of children's centre data and principles such as:
 - Purposes of children's centres
 - Data & Quality of performance
 - Future purpose of children's centres
 - Partnership working
 - Different levels of need across areas
 - Number of families currently accessing service
- 1.4 The Children's Centre Review Board consulted on the proposals listed below (The Local Authority has a Statutory Duty for the provision of Children's Centres: Under section 5D of the Childcare Act 2006 to consult on any "significant" changes.)

Proposed changes to Children's Centres

1. To apply an overall percentage funding reduction across all children's centre bases proportionate to the levels of deprivation they serve:
 - 10% for Phase 1 centres
 - 25% for Phase 2 centres
 - 30% for Phase 3 centres
2. To maintain a network of children centres across the borough, without closing bases.
3. There will be a number of mergers across the borough, with no more than 2 or 3 centres in any one merger, under a single management structure to maintain an appropriate service delivery model to the communities they serve.
4. To reduce overall management and running costs

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- 1.5 A report on the consultation was presented to the Children's Centre Review Board on 16th November 2011 and a copy is appended to this report **as Appendix 1**. Following the discussion at the Children's Centre Review Board, a number of recommendations were agreed to be made to Cabinet. The mergers sustain the existing network of Children's Centres bases and also maintain, as far as possible, front line services to our children, young people and families. The savings for the merger are drawn principally for management, administration and running costs as well as through fostering better value for money in relation to the existing menu of services.
- 1.6 The Overview and Scrutiny Committee (Children's Services) considered a report on the consultation arrangements and the report by the Children's Centre Review Board at its meeting held on 22 November 2011 and a copy of the Committee minute is appended as **Appendix 2**.

2. Financial Implications

- 2.1 In line with the Council resolution on 3rd March 2011, a shortfall in the achievement of the savings target in 2011/12 is expected. Currently, savings of £300,000 have been identified and the shortfall therefore stands at £600,000.
- 2.2 The measures outlined in the report will fully achieve the previously agreed savings of £900,000 from Children's Centre budgets in 2012/13.

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Feedback on

Sefton Children's Centre Consultation

1st August 2011 – 31st October 2011

Children, Schools and Families

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Children, Schools and Families

This report summarises what the public, Children's Centre staff, school staff, Governors, partners, Commissioned Services and Voluntary organisations told the Council during its consultation on proposed changes to Sefton Children's Centres and Children's Centres services.

Executive Summary

The consultation on changes to Children's Centres took place between 1st August to 31st October 2011 and this report provides an overview of the feedback from service users, general public, partners and other stakeholders. The key messages are that service users:

- value their children's centres,
- do not wish them to close and;
- whilst they have concerns about specific mergers are supportive of mergers as opposed to closure.

The report provides detail on each of the questions and also provides comments received from stakeholders under themes such as proposed merger model, service offer, general comments and alternative proposals.

Detailed documents will be available at the Children's Centre Review Board Meeting on 16th November 2011.

Background

There were a number of challenges faced by the Local Authority December 2010 when Sefton received their annual financial settlement from Central Government. In order to implement savings of £44m Sefton have had to make very challenging decisions over reductions of services across the Borough of Sefton.

On the 3rd March 2011 the Council passed the following resolution:

The Terms of Reference and timescale for a strategic review of Sefton Children's Centres was approved by cabinet on the 17th February. In order to inform this review it is felt appropriate to identify a savings target for the review group to achieve. A savings target of £900,000 should be the objective of achieving this in 2011/12. Therefore any savings opportunities identified throughout the review should be implemented in stages rather than wait until the final report stage. In 2011/12 it is recommended that this saving target be underwritten by one-off resources.

The Local Authority has a Statutory Duty for the provision of Children's Centres: Under section 5D of the Childcare Act 2006 and any "significant" changes have to be consulted upon.

A Children's Centre Review Board was established to:

- Realise a saving target of £900,000

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- Maintain a network of children centres and bases¹ to deliver universal and targeted early years intervention and prevention services
- Direct resources to both individual and community needs

The Children's Centre Review Board has the following membership:

Cabinet Member Children's Services (Chair) - Councillor Ian Moncur
Lead Spokesperson for Children's Services - Councillor Hadyn Preece
Lead Spokesperson for Children's Services - Councillor Sean Dorgan
Strategic Director of People - Peter Morgan
Head of Service for Early Intervention and Prevention - Olive Carey
NHS Sefton Representative – Margaret Jones
Sefton Council Voluntary Services representative – Simone Hill
Parent's representatives: Sam Nellist; Zulma Brady and Pauline Hill
Head Teachers representative – Pat Speed

Three Reference Groups have been in place to inform the Review Board:

- Parents Reference Group
- Centre Leads/Head Teachers and Managers' Reference Group
- Staff Reference Group

In looking at the options, the Board considered a range of children's centre data and principles such as:

- Purposes of children's centres
- Data & Quality of performance
- Future purpose of children's centres
- Partnership working
- Different levels of need across areas
- Number of families currently accessing services

Proposals

The Review Board decided that by reducing 2012/13 centre budgets and merging children centres Sefton will realise the £900,000 savings target. These proposals formed the basis of meeting the savings target and it was agreed to present the percentage cuts; to consult on proposed mergers and to gain insight into valued services to inform future models.

The proposals in the consultation document were:

1. To apply an overall percentage funding reduction across all children's centre bases proportionate to the levels of deprivation they serve:
 - 10% for Phase 1 centres
 - 25% for Phase 2 centres
 - 30% for Phase 3 centres
2. To maintain a network of children centres across the borough, without closing bases

¹ The term base is used to indicate a building

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3. There will be a number of mergers across the borough, with no more than 2 or 3 centres in any one merger, under a single management structure to maintain an appropriate service delivery model to the communities they serve.
4. To reduce overall management and running costs

As background to the proposal it was stated that Sefton are confident that there will be adequate resources to staff centres and continue to deliver quality services. Careful planning of services and a review of opening hours will ensure key services are retained and duplication is reduced.

The following mergers were proposed:

(It was proposed that all bases remained open although a review of opening times and services will take place)

North

Name	Reach ²
Linaker Bishop David Sheppard	2,296
Kings Meadow Freshfield Farnborough	2,261
Parenting 2000	987
Total	5,545

Mid

Name	Reach
Hudson Holy Rosary	1,460
Netherton Grange	1,220
Waterloo Valewood Thornton	1,818
Total	4,498

South

Name	Reach
Cambridge	800
Seaforth All Saints *	1,298
Springwell	733
Litherland Moss Hatton Hill	1,126
Total	3,957

***Seaforth & All Saints have a large reach in a high level of deprivation that reflects a successful partnership arrangement.**

² The area covered by each Children's Centre is set according to the number of children aged 0-5 in an area and also the levels of deprivation in the area. This is known as the "reach"

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Consultation

A Consultation Plan and a Communication Plan were drafted and agreed by the Review Board and a Consultation Document was agreed. Consultation on the proposals took place from the 1st August 2011 to 31st October 2011.

Consultation forms were available both online and also in hard copy form. These were supplied to Children's Centres together with posters, banners and information sheets to promote the consultation. Postcards were sent to all parents/carers who had attended a Children's Centre advising them of the consultation and letting them know how to get involved and the centre staff held a variety of events to encourage parents to have their say. These included group sessions to discuss the document, one to one for parents who may have needed support to complete the document and a number of events to promote the consultation including talking walls for comments to be added, face book pages, a quiz and other individual events at each centre itself.

Appended to the report (Appendix 1) is a list of activities that took place at each centre.

Apart from the people who use the centre a number of other stakeholders were informed of the consultation. These letters requested stakeholders to use their networks to inform others and ask that they get involved. Health Centres were asked to promote the consultation and provided with a number of forms and posters.

Visits took place to a variety of groups to promote the consultation including School Governors, South Sefton Area Partnership, staff meetings, Sefton Area Parent Forums. Various networks and focus groups such as Parenting Group and the ECM Forum had workshops to look at the options and provide comments as well as to promote the consultation to their own networks.

Local press was utilised to inform the general public of the consultation and all Sefton's libraries and Leisure Centres displayed posters and held forms for completion either in hard copy form or online. Throughout the consultation the consultation methods were reviewed and in order to reach more people a playbus was manned at several community venues as well as Children's Centres to alert the general public and allow them to fill the forms in online (the playbus is equipped with laptops). In addition, there were a number of information sessions to inform people of the consultation and these took place at Leisure Centres, in some cases over the summer holidays, to target families. Information was included in a number of newsletters including staff newsletters and the Sefton CVS bulletins.

The consultation plan shows the methods and target audiences and can be summarised as:

- Letters to partners
- Postcards to parents
- Web and paper response forms in place
- Use of local media and publications to publicise consultation
- Local consultation groups to inform and gather views

- Consultation will include the following groups:
 - o Local families who use the centre
 - o Children's Centre staff and their trade unions
 - o Advisory board members
 - o The wider community
 - o Local service providers located in and linked to Children's Centres
 - o Schools, particularly those that share their site with a Children's Centre
 - o Elected members

The number of consultation forms completed either on-line or in hard copy form was 1507 of which 1350 were users of Children's Centres which is a response rate of 12.64% of registered users (10684). In addition we received information from talking walls, facebook pages, letters, etc. and these have been considered and grouped together in themes.

The consultation document. – what we asked

Some of the questions in the consultation document were a simple yes/no or don't know relating to things such as "do you agree with the proposals?" but others allowed respondents to respond in more detail around things like "are there any services not currently on offer which you would welcome", and "do you have any comments on the proposals".

All respondents were asked where they lived (postcode only) and if they used a Children's Centre or not. If they did not use a Children's Centre they were asked to comment on the proposals. Users of the centre were asked to identify information about their particular centre such as what centres they currently use and which they could travel to. Users were also asked to state how many children they have and their ages; these were to allow us to ascertain if we had a valid sample of the current users of the centres.

Service users were provided with a list of services and asked to rank them in terms of whether they thought they were essential, desirable or not important to them and also to identify any other services not on offer which they would welcome.

We also asked if users would be prepared to pay for any non-essential services, provided families on benefits or low income would not have to pay, and if so, what services would they be prepared to pay for. They were also asked if there were other activities they would be willing to pay for. Respondents were assured that health services will be retained by partners and they are not at risk of reduction.

Further questions to users were around their own centre and whether there could be ways in which services could be more flexible and accessible and also whether they were involved in the running of the centre and if so why.

From this point non users of the centres were asked to comment also.

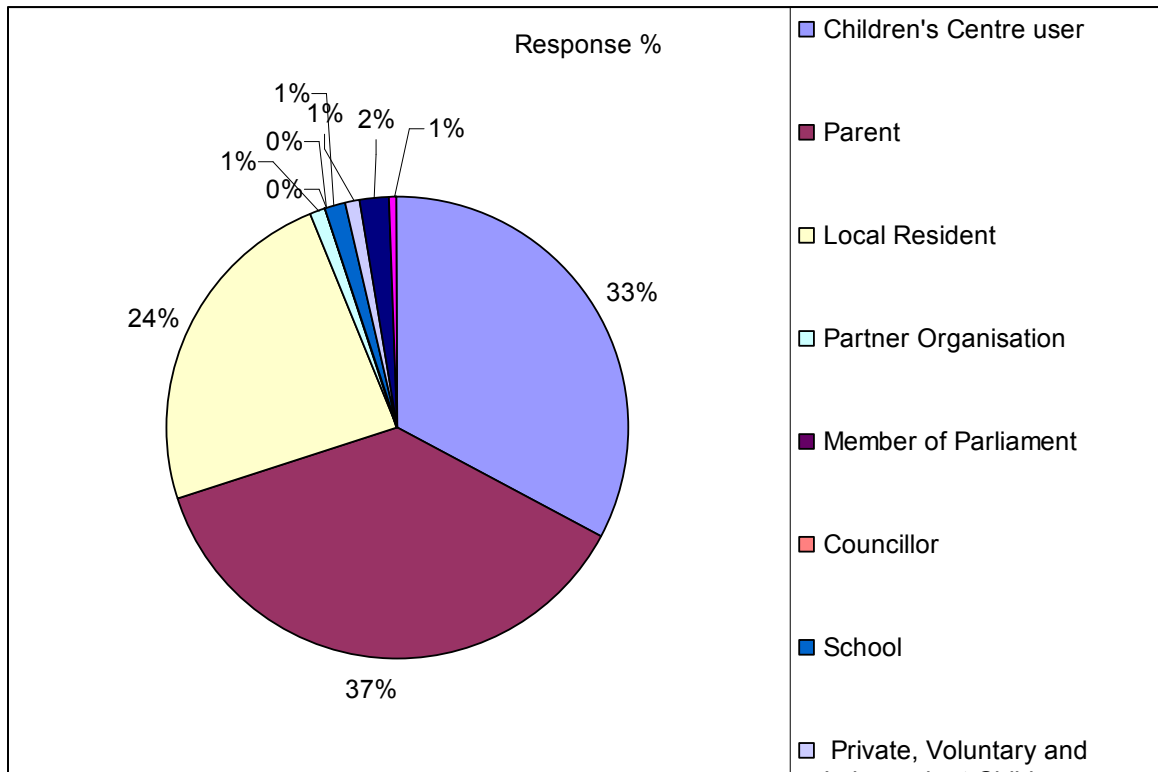
All respondents were asked if they agreed with the Review Board's recommendations that we should keep Children's Centres in all areas across Sefton and then if they agreed on the proposed mergers. Comments on each of

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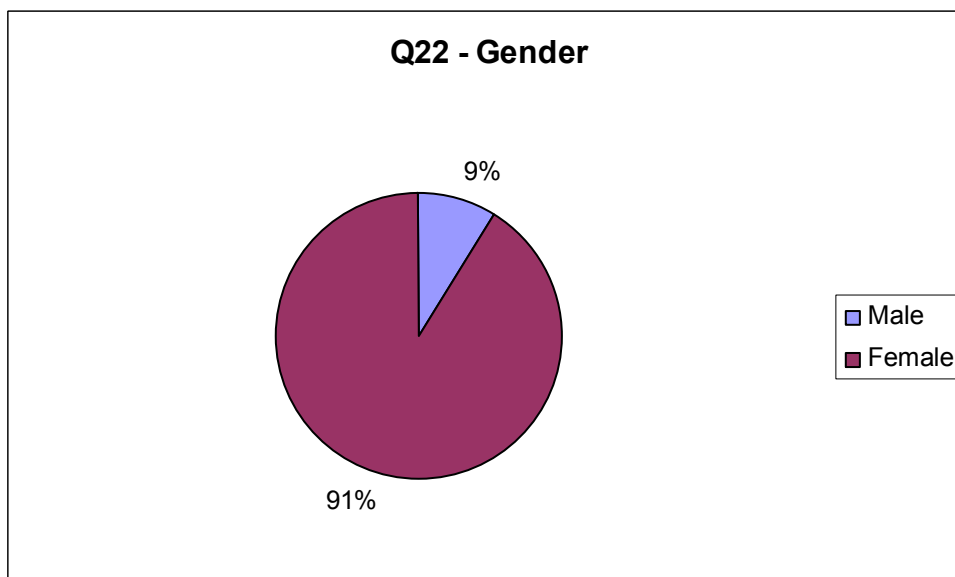
the three areas were requested together with any other comments or suggestions they would wish the Review Board to consider.

The form concluded with monitoring information.

Monitoring Information



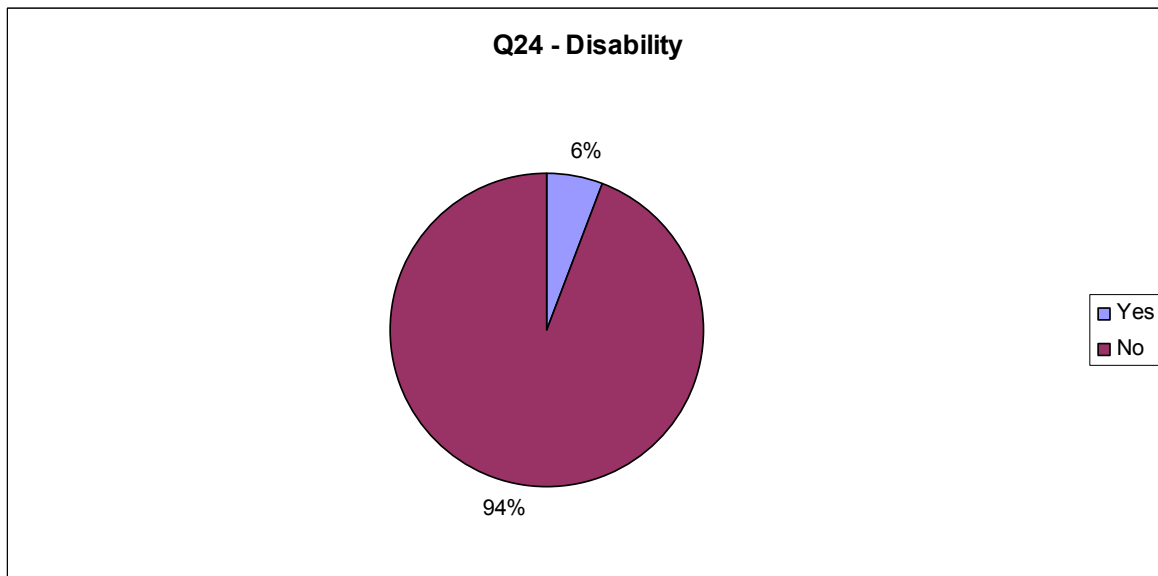
We asked respondents to tell us how they classified themselves.



Children, Schools and Families

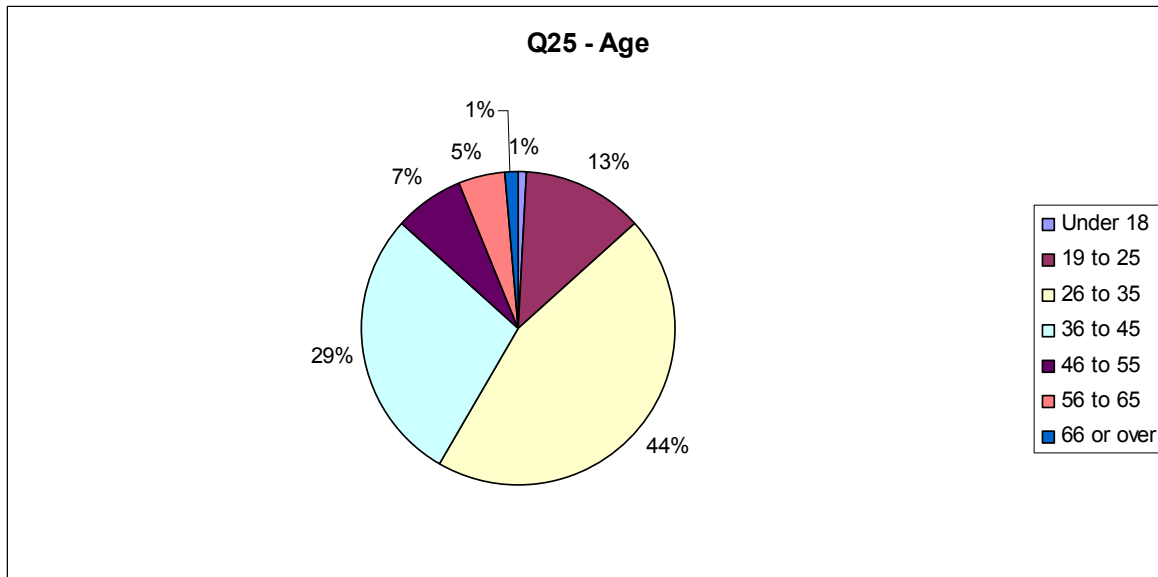
Question : How would you describe your ethnic origin?

Answer Option	%
White - British	93.69
White - Irish	0.8
White - Irish Traveller	0
White - Gypsy/Roma	0
White - Other	3.19
Black/Black British - Caribbean	0.15
Black/Black British - African	0.15
Black/Black British - Other	0
Mixed - White & Black Caribbean	0.65
Mixed - White & Black African	0.07
Mixed - White & Asian	0.07
Mixed - Other	0.29
Asian/Asian British - Indian	0.15
Asian/Asian British - Pakistani	0.07
Asian/Asian British - Bangladeshi	0.29
Asian/Asian British - Other	0.07
Chinese	0.36



We asked respondents to tell us if they

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What respondents told us

The number of responses was 1507 of which 1350 were from current users of the centres (12.64%). We then asked each user to let us know which centre they currently use.

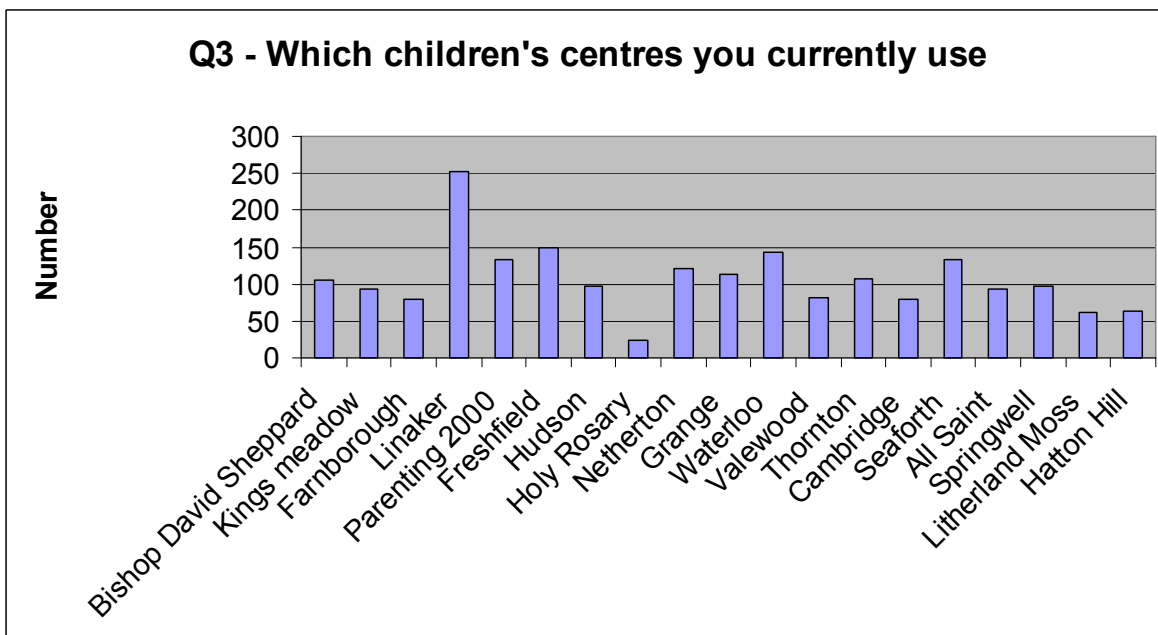


Figure 1 shows the service users who responded and the centre they currently use.

All correspondence, consultation meeting notes and questionnaires have been considered and responses have been grouped together under themes. These can be found in annexes. In addition all responses to questions in the consultation document have been analysed. The Council has reviewed alternative proposals put forward by Head teachers, Governors, Centre Heads and Partners.

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This analysis is a summary of all consultation responses, which have been grouped together under the following headings:

- Proposed model (as set out in the consultation paper)
- Service offer
- General comments
- Alternative proposals

Proposed model

The Council asked for views on the proposed model as set out in the consultation paper:

Respondents were asked if they agreed with keeping centres in all areas and 93% agreed with this question.

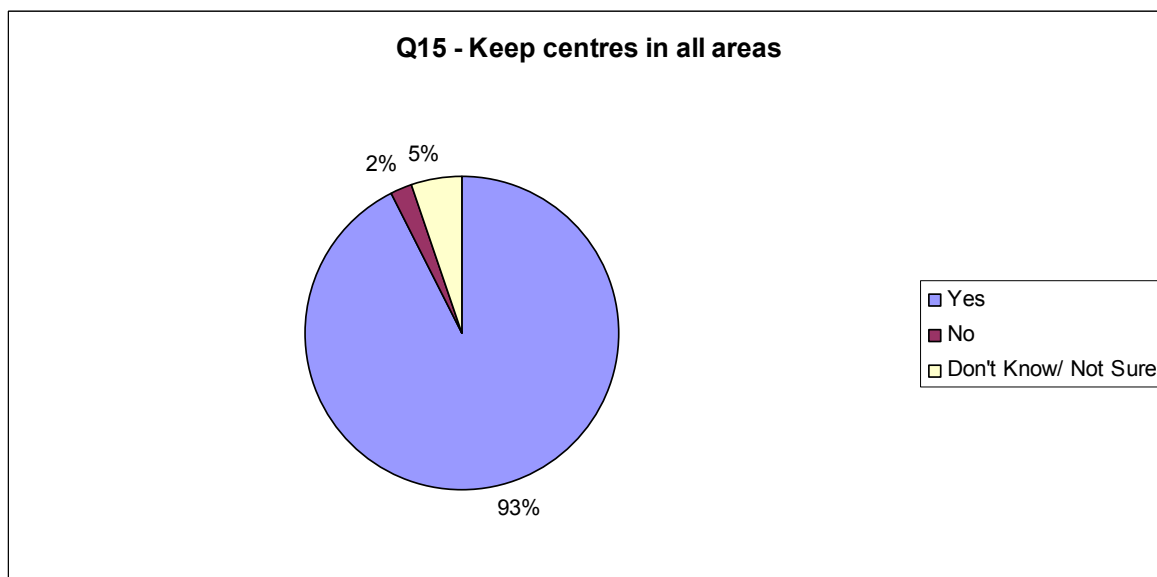


Figure 2 shows the response to keeping centres in all areas

Respondents were then asked if they agreed with the proposed mergers.

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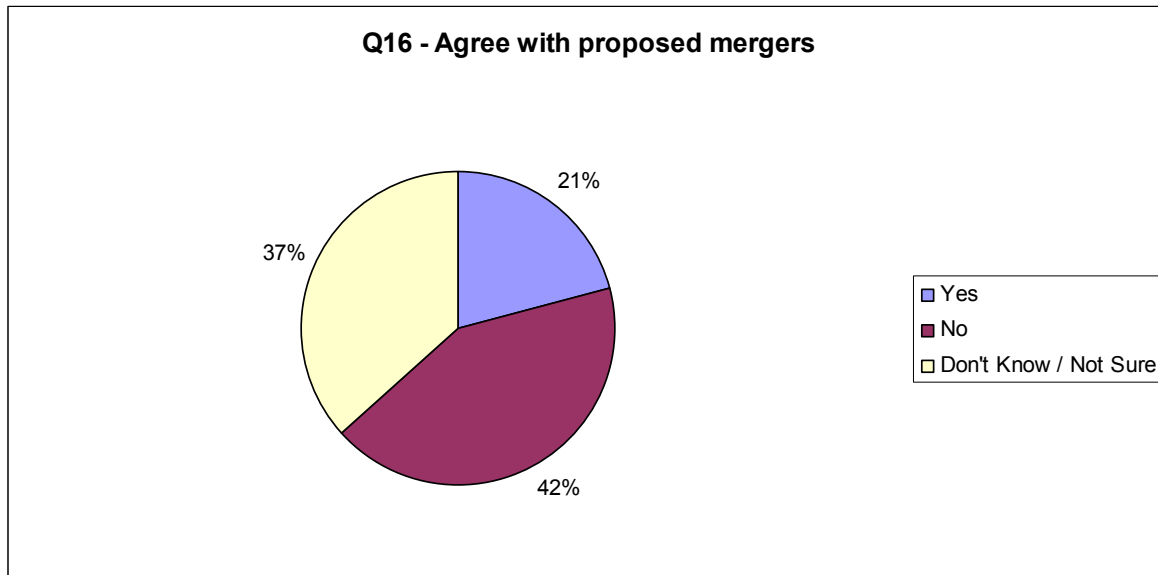


Figure 3 shows the percentage of respondents who stated whether they agreed on the proposed mergers

- 21% of all 1507 respondents were in support of the overall proposal mergers and 37% did not know or were unsure. 42% disagreed with the overall proposal shown in the consultation paper, however, most of the comments for those who answered no or unsure stated that they did not want their centre to close. The proposal was to merge centres and keep all bases open this may have led to some misunderstanding and confusion over the proposal.
- The majority of respondents agreed that Children’s Centres services should be targeted at the most vulnerable. This was supported by respondents who raised this under ‘Do you have any further comments’.

Service offer

The consultation proposal set out the Children’s Centre services. The Council asked for views on the services most important to users of the centres and they responded with: There were slight differences between centres and these are listed separately as an annex.

The chart below shows the services which are important to users and there is a breakdown available for each centre.

Please tell us whether each service is essential	%	%	%
	Essential	Desirable	Not Important
One to one support	48.11	31.12	20.77
Family Support Groups	50.8	31.61	17.59
Parenting Programmes	51.3	33.87	14.83
Home Safety Visits & Advice	44.1	38.61	17.28
Family Cookery/ Cooking on a Budget/ Healthy Eating	41.26	46.32	12.42
Physical Activity Groups e.g Tumble Tots/ Toddler Soccer	64.21	29.02	6.78
Baby Massage	43.9	38.91	17.19
Baby Health Clubs	59.89	26.86	13.25
Antenatal & postnatal classes	60.22	21.43	18.35
Weaning & Finger Food	49.86	33.93	16.2

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Smoking cessation	23.14	26.3	50.56
Weight Management	26.91	36.82	36.27
Breastfeeding support	50.05	22.04	27.92
Home Visiting	38.23	35.78	25.99
Parents involved in children's learning groups e.g. read & rhyme	68.76	26.35	4.89
Home Play & Learning Support	46.01	39.75	14.25
Stay & Play Groups	78.98	17.82	3.2
Speech & Language Support	55.88	28.66	15.45
Specialist advice & support for target groups e.g. children with additional need	2.92	1.71	3.94
Music	3.56	2.91	1.23
Crèche	54.28	32.22	13.5
Outdoor play	68.72	26.48	4.8
Supporting transition into Nursery/ Primary school	59.98	27.51	12.51
Toy Library	46.96	40.52	12.52
Children's Centre Teachers	49.08	33.52	17.4
Volunteering support	32.19	44.93	22.88
Parent Forum Support	36.67	44.26	19.07
Advisory Board Support	31.73	44	24.27
Adult Education	41.44	36.34	22.22
Childcare	51.23	30.88	17.89
Specialist support i.e. Citizens Advice Bureau	2.81	2.62	2.62
Fruit & Vegetables Co-operative	35.93	45.19	18.87
Capacity building local groups associated with Children's Centres i.e. Gardening groups	2.42	3.12	2.72
Community Engagement Events/trips	44.16	42.5	13.34
Supporting community groups to develop social enterprises	35.99	44.61	19.4
Support to increase employability skills and move into employment	41.38	35.76	22.86

The Council asked for views on any services not currently on offer which they would welcome and suggestions (by more than one respondent) included

- Activities for older children
- Improved publicity
- Bi-lingual multi-lingual groups
- Respite crèche
- Early Years Foundation Stage support for childminder groups

Increase in:

- Support for fathers
- Activities for children with disabilities
- Adult education and training
- Breastfeeding support
- Foster Group support
- Physical activities

Parents and carers were asked if it was reasonable to introduce some charging for non-essential services and activities, provided families on benefits or low income do not have to pay.

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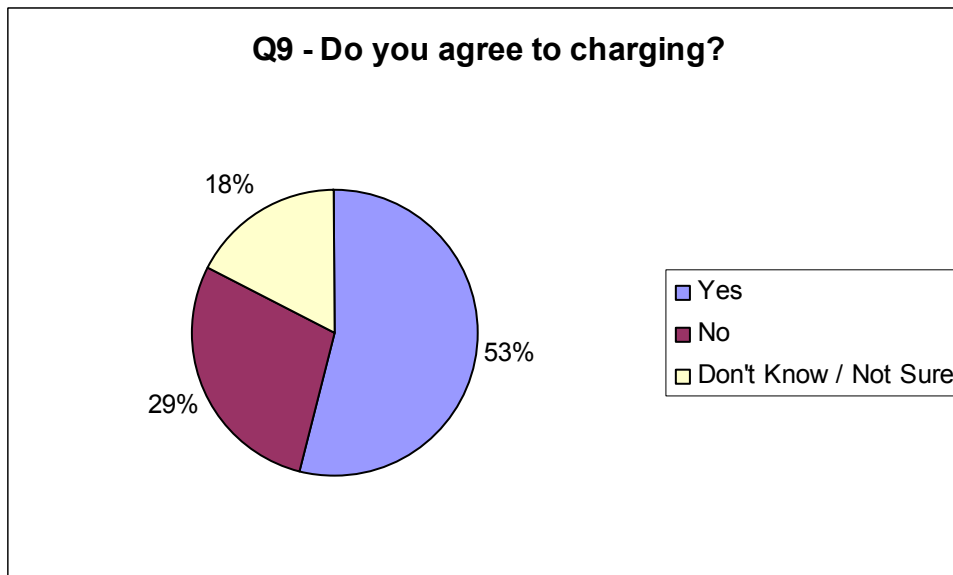


Figure 5 shows the percentage of respondents who would be prepared to pay for some services and those that would not.

53% of respondents agreed with some charging, with 18% unsure and the rest stating they did not.

Parents and carers were asked what type of services they would be willing to pay for from the current services offered. Responses included stay and play sessions, crèche, physical activities for toddlers, and music, singing & dancing groups, figure 6 lists the services and the numbers who may be willing to pay. (A full breakdown is available). In consultation meetings, and some questionnaire comments, respondents suggested that the costs of these services would be the deciding factor as to whether they would use the centre in the future or not. Some suggested that no services should be charged for, whilst other have suggested flexible fees as an alternative option.

Parents and carers were asked if there were any other additional activities they would be willing to pay for and most of the suggestions were around baby clubs and activity sessions and play sessions. Other suggestions were:

- If a Specialist/professional ran the session.
- A donation could be made.
- Charging may lead to some service users being unable to use the services.
- Would pay for events, trips, fetes, fun days/coaching (football/games)
- All should pay including people on benefits or low income.

A full list of suggestions is available.

General comments

Through all consultation methods the Council asked stakeholders and service users for their general comments on the proposed changes. The following is a summary of the feedback received. For a full breakdown see appendix 3.

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- The majority of all respondents made comments that the Council should not make cuts or changes to Children's Centres.
- The majority of all respondents commented that Children's Centres provide valuable support.
- A substantial number of all respondents commented that Children's Centres should offer universal services and maintain the social mix of service users.

Stakeholders and parents and carers through the consultation suggested that the following areas be considered if the mergers go ahead.

- Travelling distance
- Investment for the future
- Capacity to deliver
- Retention of good staff
- Community profile and ownership
- Local offer balanced against duplication

In the North

- Review the North reach and address gaps in provisions across wards
- Close bases one day a week and provide services on a rota basis
- Individual centres are valued by the communities they serve

In the Mid

- Distance to centres
- Public transport
- Retaining quality services and staff
- Physical capacity across bases
- Individual centres are valued by the communities they serve

In the South

- All these areas serve extremely deprived communities – more money not less should be sent here.
- Opening times reflective of community needs
- Quality versus quantity
- Individual centres are valued by the communities they serve

Health partners

In addition to the public consultation, a number of interviews were conducted with health professionals who are either based within Children's Centres or work closely with the centres across Sefton to obtain their views on the proposed changes. Partners in Health, collective, have expressed their desire to work in partnership with the Council to keep Children's Centres open across the Borough. Nevertheless they do acknowledge that services for the most vulnerable is a priority, however universal services are key to ensuring that this group is identified as early as possible.

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The health professionals felt that the proposed merger of Children's Centres in Sefton would not affect the core health related services they currently provide. The main impact would be the potential reduction and accessibility of additional services provided at the centres and the provision of available rooms to deliver group sessions. A copy of the summary of the feedback from health professionals is attached as an appendix.

Alternative proposals

Respondents were asked if they had any comments or suggestions they would wish to be considered.

- The Core Group for Freshfield Children's Centre submitted 'The Response to the Consultation from the Core Group for Freshfield Children's Centre'. "To stand alone and offer an alternative model to the merger" which includes developing a financially self sustaining centre on a reduced budget.
- Bases to close one day a week and provide services on a rota basis
- A small minority (6%) suggested they would wish to pay rather than lose services

Recommendations of the Children's Centres' Review Board

- To continue to implement a funding reduction in line with the Council resolution of March 3rd 2011
- To maintain a network of children centres across the borough, without closing bases
- To agree to merge centres across the borough, in order to maintain an appropriate service delivery model to the communities they serve

OVERVIEW AND SCRUTINY COMMITTEE (CHILDREN'S SERVICES) – 22 NOVEMBER 2011

32 - CONSULTATION ON RECONFIGURING SEFTON'S CHILDREN'S CENTRES

Further to Minute No. 24 (3) of 27th September 2011, the Committee considered the consultation arrangements that had taken place on the reconfiguration of Sefton's Children's Centres. A document produced by the Children, Schools and Families Directorate, providing feedback on the consultation carried out on the proposed changes, was tabled at the Committee meeting, which had been presented to the Children's Centre Review Board at its meeting on 16th November 2011.

The Committee received a presentation from the Head of Early Intervention and Prevention Services on the consultation carried out between 1 August and 31 October 2011. The presentation outlined:-

- Methods of consultation;
- The consultation groups included;
- How many people had been consulted;
- The demographic breakdown of respondents;
- Findings;
- Views and analysis on current services deemed to be essential;
- Suggestions on services not currently offered;
- Services that could be increased;
- Views on charging for non-essential services;
- General comments;
- Areas to consider when merging Centres;
- Comments by area, from north/mid/south of Borough;
- Comments from Health Partners consulted;
- Alternative Proposals;
- Recommendations of the Children's Centre Review Board.

This item was a Key Decision and would be considered by the Cabinet on 8 December 2011.

Members requested further information to be reported to the next meeting on 24 January 2012, purely for information purposes.

RESOLVED: That the Cabinet be advised that this Committee:-

- (1) welcomes the document produced on the consultation;**
- (2) finds the recommendations from the Children's Centre Review Board to be acceptable;**

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- (3) is satisfied with the consultation process which has taken place;
- (4) places on record its thanks and appreciation for the input provided by the Review Board and also the parents who participated in the process on this matter.

Report to: Cabinet

Date of Meeting: 8th December 2011

Subject: Merseyside and Partners Residential Framework Agreement

Report of: Director of Young People and Families

Wards Affected: All

Is this a Key Decision? Yes **Is it included in the Forward Plan?** No – Rule 15
Consent obtained

Exempt/Confidential No

Purpose/Summary

As part of the overarching strategy for commissioning placements for looked after children, 'Turning the Taps', the maximisation of independent foster and residential placements is a key priority in terms of Sefton's ability to manage the placement market and achieve cost efficiency. The Authority joined the North West Framework Agreement for fostering in April 2011, thereby increasing access to the number of foster care providers, whilst ensuring high quality and cost efficiency.

Sefton has led on the Procurement of Residential Services for Looked After Children and Young People Merseyside, Cheshire and Wigan on behalf of 10 Local Authorities.

- Cheshire East
- Cheshire West and Chester
- Halton
- Knowsley
- Liverpool City Council
- St Helens
- Sefton
- Warrington Council
- Wigan
- Wirral Metropolitan Borough Council

This was agreed by the Strategic Safeguarding leads in the 10 Local Authorities earlier this year. The Procurement process has been concluded and agreement is sought to award the contracts to the successful providers in the three service categories:

1. Mainstream Residential
2. Specialist/Therapeutic residential
3. Respite/Short Breaks

This is the first collaborative procurement of Children's Social Care and has proved Sefton as a leader in Commissioning and Procurement as a result.

Recommendation(s)

- (1) The robust residential pricing framework that has been procured following a fair and transparent tendering process be noted;
- (2) The use of the pricing framework be approved;

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(3) The contracts be awarded to the successful providers; and

(4) It be noted that the proposal was a Key Decision but, unfortunately, had not been included in the Council's Forward Plan of Key Decisions. Consequently, the Chair of the Overview and Scrutiny Committee (Children's Services) has been consulted under Rule 15 of the Access to Information Procedure Rules of the Constitution, to the decision being made by the Cabinet as a matter of urgency on the basis that it was impracticable to defer the decision until the commencement of the next Forward Plan because of the timescales involved and the need to agree the new procurement arrangements in collaboration with other local authorities as soon as possible.

How does the decision contribute to the Council's Corporate Objectives?

	<u>Corporate Objective</u>	<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Jobs and Prosperity	√		
3	Environmental Sustainability	√		
4	Health and Well-Being	√		
5	Children and Young People	√		
6	Creating Safe Communities	√		
7	Creating Inclusive Communities	√		
8	Improving the Quality of Council Services and Strengthening Local Democracy	√		

Reasons for the Recommendation:

To enable contracts to be awarded. The Council's Constitution states that all contracts to be awarded the value of which exceeds £500k are approved by Cabinet. The cumulative value exceeds this amount estimated for Sefton at £3 million.

What will it cost and how will it be financed?

(A) Revenue Costs

These costs will be met within the existing budget provided for this purpose. The cost of the contracts will be met from existing looked after children budgets and the contracts themselves will contribute towards the achievement of revenue savings in future years

(B) Capital Costs

There are no capital costs associated with this contract.

Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

Legal None
Human Resources None
Equality 1. No Equality Implication <input checked="" type="checkbox"/>
2. Equality Implications identified and mitigated <input type="checkbox"/>
3. Equality Implication identified and risk remains <input type="checkbox"/>

Impact on Service Delivery:

There will be no impact on current service delivery as this is approval for a new contract for new placements under the Framework Agreement.

What consultations have taken place on the proposals and when?

The Head of Corporate Finance (FD1162) and Head of Corporate Legal Services (LD 522/11) have been consulted and any comments have been incorporated into the report.

Are there any other options available for consideration?

No

Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet meeting

Contact Officer: Gillian Bruce- Commissioning Procurement and Contracts Manager

Tel: 0151 934 4085

Email: gillian.bruce@sefton.gov.uk

Background Papers:

The following papers are available for inspection by contacting the above officer.

The Invitation to Tender (ITT) paperwork and the formal contract

The analysis and notes of the meetings to agree this process

Implementation documents

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1. Introduction/Background

1.1 The current arrangements for purchasing placements for Children and Young People in Sefton is on an individual basis and the price are negotiated at the point of commission.

1.2 In order to establish and manage risk and quality the Council undertakes a range of checks prior to placement unless it is an emergency. This is labour intensive and limits the range of provision available to us contractually because of the extensive pre placement checks that take place before a placement is made..

1.3 It was identified that there was a potential saving to be made by collaborating and increasing the volume across Merseyside, Cheshire and Wigan following the success of the Greater Manchester Residential Framework Agreement.

1.4 Discussions took place between the Strategic leads for Safeguarding to consider a similar piece of collaborative Commissioning and Procurement in Merseyside which they agreed to undertake.

1.5 Placements Northwest who is funded by 21 North West Authorities took the lead in coordinating Commissioning Managers within Merseyside to decide who would lead and to seek agreement around the process, as a result the project team was formed and led by Sefton.

1.6 A provider day was held on the 27th May 2011 where the process rationale and timetable about the procurement process was shared with all contracted and prospective providers in the Merseyside area.

1.7The following Local Authorities are included in the Merseyside and Partners Framework Agreement:

- Cheshire East
- Cheshire West and Chester
- Halton
- Knowsley
- Liverpool City Council
- St Helens
- Sefton
- Warrington Council
- Wigan
- Wirral Metropolitan Borough Council

2.0 Procurement method

2.1 This procurement was undertaken using an “open procedure” this process was used in order to maximise interest using a framework agreement on a call off basis as required. The framework agreement will be awarded to a number of providers based on demand for new placements across the participating Local Authorities. This contract is for the provision of Children’s residential care placements across 3 distinct service categories summarized below:

Service Category Number	Service Category Name
R1	Mainstream Residential Care
R2	Specialist Residential Care
RSB	Short-break / Respite Residential Care

2.2 Central Purchasing Unit used the North West Centre of Excellence (NWCE) Chest Portal for prospective contractors to register their interest in the tender process. As this is an open procedure there was no Pre Qualification Questionnaire (PQQ). There were 112 expressions of interest and subsequently 52 providers submitted a response to the Invitation to Tender (ITT).

2.3 The tenders have been evaluated based on a 'Quality' score for each contractor representing 40% of available points, and the 'Cost' element representing 60% of available points. The evaluation process involved officers from all of the Local Authorities to ensure there was an ownership of the process for determining the approved Providers. All contractors awarded work within this framework agreement become 'Approved Providers' within the agreed and accepted Terms & Conditions. This means that all new placements will be offered to these Providers dependent upon the individual needs of the Child or Young Person at the set price under this agreement. The framework agreement provides no guarantees that Providers will receive placements through this contract. To mitigate this risk for Providers there is a capacity limit on the contract at the forecast number of placements required, this is designed to create competition and reduce prices. This provides increased security that all contracted Providers will be best positioned to secure future placements from the Contracted Local Authorities. This risk mitigation should assist Providers in managing higher occupancy levels in their Homes and in turn deliver competitive weekly costs.

	R1	R2	RSB	Overall
Forecast Number of Placements Required in 12 month period	134	43	8	185

2.4 The proposal is to award to the successful Providers as follows:

- 19 Providers in R1 Mainstream Residential Care
- 5 providers in Specialist Residential care
- 2 Providers in RSB Short-break / Respite Residential Care

3.0 Financial Implications

3.1 As a result of this piece of work Sefton should with its partner Local Authorities are able to manage the market more effectively in terms of access to provision, quality assurance and cost efficiency. This will contribute towards the existing cost efficiency target of £1.2 million for 2014/15 (£396K for 2012/13; £792K 2013/14, £1.2mil 2014/15)

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Agenda Item 8

Report to: Cabinet **Date of Report:** 8th December 2011

Subject: Mersey Business Support (ERDF 4.2) Project

Report of: Director of Built Environment **Wards Affected:** All

Is this a Key Decision? Yes **Is it included in the Forward Plan?** Yes

Exempt/Confidential No

Purpose/Summary

To advise members of the award of ERDF grant for the Mersey Business Support project, and to seek authority to accept the offer letter and create posts associated with its implementation.

Recommendation(s)

- (1) the award of ERDF grant to Sefton for the Mersey Business Support ERDF 4.2 project be noted;
- (2) the Cabinet Member for Regeneration & Housing be granted delegated authority to accept the offer letter;
- (3) the creation of 8 posts in the Built Environment Division (Economy and Tourism) to implement the project be approved; and
- (4) the Director of Built Environment be authorised to recruit to the posts, which are to be ringfenced to staff in the self-funded Economy and Tourism Service.

How does the decision contribute to the Council's Corporate Objectives?

	<u>Corporate Objective</u>	<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Jobs and Prosperity	✓		
3	Environmental Sustainability		✓	
4	Health and Well-Being		✓	
5	Children and Young People		✓	
6	Creating Safe Communities		✓	
7	Creating Inclusive Communities		✓	
8	Improving the Quality of Council Services and Strengthening Local Democracy	✓		

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Reasons for the Recommendation:

To approve arrangements for the implementation of the Mersey Business Support ERDF 4.2 project in Sefton including staff recruitment through ring fencing of posts within the existing Invest Sefton service.

What will it cost and how will it be financed?

(A) Revenue Costs

Total project cost for November 2011 and March 2014 is £2,613,772, Funding breakdown is as follows:

	£
Match funding	1,306,886
ERDF 4.2	1,306,886

There are no financial implications for the revenue budget of the Council. The match funding is to be found from income and reserves of the self-funding economic development service. Appropriate systems will need to be implemented to ensure the match funding expenditure is controlled, and that any necessary documentary evidence is available for the European Auditors.

(B) Capital Costs

None

Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

Legal	
Human Resources	
Equality	
1. No Equality Implication	<input type="checkbox"/>
2. Equality Implications identified and mitigated	<input checked="" type="checkbox"/>
3. Equality Implication identified and risk remains	<input type="checkbox"/>
The equality impact and mitigation measures are as described in the full ERDF 4.2 application, and will be further developed when implemented.	

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Impact on Service Delivery:

If approved, the 8 posts will allow Invest Sefton business and enterprise support activities to continue post April 2011 while other services are being reviewed.

What consultations have taken place on the proposals and when?

The Head of Corporate Finance (FDG003 and FD1181/11) and Head of Corporate Legal Services (LD 506/11) have been consulted and any comments have been incorporated into the report.

Are there any other options available for consideration?

Not to support the receipt of ERDF would be to forego access to new and additional resources at a time of considerable spending restraint and reduction in other public funded business support programmes.

Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet Meeting

Contact Officer: Mike Mullin
Tel: 0151 934 3442
Email: mike.mullin@sefton.gov.uk

Background Papers:

The following papers are available for inspection by contacting the above officer:

Mersey Business Support ERDF 4.2 bid
Invest Sefton ERDF 4.2 summary

Agenda Item 8

Introduction

1. Members will be aware of Economy & Tourism's (ET) efforts to secure new external funding to support service delivery. This includes a Liverpool City Region (LCR) ERDF 4.2 Business Support project of which Sefton is a bid partner. The project is being developed under a new emerging LCR business support framework creating a seamless approach to business support and employer engagement. However it also recognises the unique characteristics, demand and existing business support infrastructure in each district, which is reflected in the joint Invest Sefton and Sefton@Work element of the project.
2. The bid is being led and co-ordinated by a LCR Business Liaison group comprising all six local authorities with Liverpool City Council as the accountable body. Invest Sefton represents Sefton on this group. Invest Sefton is seeking to utilise available ERDF 4.2 and its own resources to deliver a range of business support services. These will complement both existing and planned HR/employment and skills services provided by Sefton@Work.

Background

3. Invest Sefton will provide business engagement, growth and investment activities through a dedicated team of business specialists. The project brief has been developed upon lessons learnt from previous and existing successful business support projects such as Stepclever and Sefton Integrated Business Support
4. However more importantly Invest Sefton has also consulted with and listened to the business community, using comprehensive, evidence based research involving over 800 Sefton businesses over two successive years. The project recognises that we are working in more austere times with fewer available resources than previous. This is reflected in our 'one to many' approach to supporting business growth, which includes a range of both self-help and intensive 1:1 advice and support options for businesses including:
 - Access to Finance including customised grant searches and support with applications such as the new Echo grant fund, RGF bank grants
 - Access to HR/Employment & skills support via Sefton@Work
 - Enterprise growth
 - Access to sales/marketing support
 - Growth sectors (Low Carbon/SuperPort/Knowledge Economy/Visitor Economy/Rural Economy/Construction sector
 - Supply chain development
 - Business account management and aftercare
 - Attracting new inward investment
 - Investor development e.g. working with Sefton's leading and cutting edge businesses to maximise re-investment and job opportunities
 - Supporting key signature business events e.g. Google in Southport & Bootle focusing on developing web marketing

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5. The project will deliver a range of events building on the successful BusinessplusSefton model which supported over 500 businesses in venues in north and south Sefton. It will also deliver bespoke business clubs and networks building on the successful Southport Business Park Executive model.
6. While the emphasis will be on developing businesses with growth potential the team will also seek to support, where possible, turnaround projects to help avert potential closures and contractions.
7. Improving overall business engagement is also high on the service agenda. This includes a co-ordinated approach to dealing with significant investors and employers in Sefton working with partners including Sefton@work, Sefton MBC Departments (Planning, Highways, Environmental Services etc), and The Mersey Partnership amongst others. This approach is already proven and has led to closer inter departmental working across the authority's regulatory services working on major development such as Atlantic Park, Vesty Business Park and the Southport Business Park.
8. The project has a range of evidence based performance outputs including jobs created/safeguarded and businesses assisted to improve performance. The figures for the city region (including Sefton) have yet to be determined but the pooled resources of Invest Sefton and Sefton@work will ensure a more cohesive approach to supporting businesses to help maximise local employment opportunities and on going advice and support.

Staffing implications

9. The new ERDF will help fund new service delivery beyond April 2012 which is the end date for a number of existing programmes, most notably Stepclever which for the past five years has supported enterprise and business growth in north Liverpool and south Sefton. Sefton MBC is the accountable body for the main Stepclever hub project-Enterprise Gateway. This accounts for 15 staff on fixed term contracts ending 31 March 2012. There are also 5 existing Sefton wide staff working on transitional business support projects.
10. After much consideration and given the amount of funding available a revised service model has been costed and will employ 8 staff within Invest Sefton for the business support element of the project. Where a vacancy is created that can be filled from a pool of potential candidates because they are in the same "job group", then a fair and non-discriminatory method of selecting one of them must be chosen. It is not generally possible to place individuals whose contracts are ending into new posts, as those not selected could object they have been unfairly passed over.
11. As we wish to ensure maximum continuity in Invest Sefton, both for service users and for skilled and experienced staff, the preferred solution is to ringfence the 8 new posts for the 20 staff whose funding will otherwise end, and allow all candidates to apply for any of the vacancies.
12. The advantage for the project is that it allows the employer to choose the right person for the job. It is desirable to match candidates against the revised service

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description and job profile so that we have the best possible fit, and bring the workforce up to date with current and anticipated requirements. If it is not possible to fill every post from the 20 affected staff, then the field will be extended to all in the redeployment pool; and only if vacancies remain after the redeployment process is exhausted shall we seek permission through Vacancy Panel to recruit in the open market.

13. The advantage for individuals is that they have a choice of jobs to apply for as they approach the end of their contract of employment. The council will place any unsuccessful staff into a re-deployment pool which may provide other job opportunities arising in the authority. If a business case cannot be made for staff displaced by the recruitment exercise then consultation will be commenced with the group which will be placed at risk.

14. A fast-track grievance procedure will be put in place to handle any disputes that may arise from the redeployment process, and final decision-making powers resting with the Director of Built Environment.

New service structure

15. The table below sets out the job titles and new grades (all subject to job evaluation and vacancy setting approval)

Post title	Proposed grade
Business Development Manager	L
Business Partnerships Manager	K
Business Support Specialists x 4	I
Business Investment Specialist	I
Business Investment Officer	H

16. The trades unions have been consulted on the proposed structure and the filling of posts, and no comments have been received at the time of writing.

Agenda Item 9

Report to: Cabinet **Date of Meeting:** 8th December 2011

Subject: Provision of Parking Enforcement Services

Report of: Director of Built Environment **Wards Affected:** All

Is this a Key Decision? Yes **Is it included in the Forward Plan?** Yes

Exempt/Confidential No

Purpose/Summary

To report the conclusion of the tendering exercise for the provision of parking enforcement services and to award the contract to the preferred bidder.

Recommendation

The Cabinet agrees to award the Contract for Parking Enforcement Services to tenderer No.3 for a period of 5 years from 1st April 2012.

How does the decision contribute to the Council's Corporate Objectives?

	<u>Corporate Objective</u>	<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Jobs and Prosperity	√		
3	Environmental Sustainability	√		
4	Health and Well-Being		√	
5	Children and Young People		√	
6	Creating Safe Communities	√		
7	Creating Inclusive Communities		√	
8	Improving the Quality of Council Services and Strengthening Local Democracy	√		

Reasons for the Recommendation:

To secure delivery of the Council's statutory responsibility to enforce parking restrictions in Sefton.

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What will it cost and how will it be financed?

- (A) **Revenue Costs** – The overall costs of using the highest scoring tenderer is £962,231 in year 1, rising by a maximum of 2% in subsequent years. This will deliver the target of a £100,000 saving on the current cost of the contract.
- (B) **Capital Costs** – Not applicable

Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

Legal The procurement of Part B services are subject to the general obligations as to transparency, equal treatment, proportionality, non-discrimination and mutual recognition. As determined by the Council’s Contracts Procedure Rules, the contract will need to be sealed by the legal department as its total value will be in excess of £100,000.
Human Resources None
Equality 1. No Equality Implication <input type="checkbox"/> No 2. Equality Implications identified and mitigated <input type="checkbox"/> 3. Equality Implication identified and risk remains <input type="checkbox"/>

Impact on Service Delivery:

The conclusion of the procurement process and resulting contract will enable the enforcement of Traffic Regulation Orders to continue to deliver the Councils statutory duty and ensure that the freeflow of traffic is maintained and parking spaces for the disabled, businesses, commuters and visitors are protected.

What consultations have taken place on the proposals and when?

The Head of Corporate Finance and ICT (FD1169/11) and The Head of Corporate Legal Services (LD531/11) have been consulted and any comments have been incorporated into the report.

Are there any other options available for consideration?

None

Implementation Date for the Decision:

Following the expiry of the “call-in” period for the minutes of the Cabinet Meeting

Agenda Item 9

Contact Officer: Dave Marrin – Traffic Services Manager
Investment Programme & Infrastructure
Tel: 0151 934 4295
Email: dave.marrin@sefton.gov.uk

Background Papers:

The following papers are available for inspection by contacting the above officer.

- i) Pre Qualification Questionnaire (PQQ) submissions
- ii) PQQ Evaluation Matrix
- iii) Tender Submissions
- iv) Tender Evaluation Matrix

Agenda Item 9

1.0 Introduction/Background

- 1.1 The current contract for the Provision of Parking Enforcement Services expires on 31st March 2012.
- 1.2 The process to procure the provision of the service from 1st April 2012 has been progressed
- 1.3 The experience and knowledge of colleagues in the Central Purchasing Unit has been relied on extensively during the procurement process. However, due to the nature, scale and detail of this particular procurement exercise for parking services, and in order to fully explore industry best practice, it was agreed that a consultancy experienced in all aspects of the procurement process and more importantly the provision of parking enforcement services would be required to assist with the process.
- 1.4 Due to the anticipated cost of the contract a formal tendering exercise has been undertaken in accordance with European and UK procurement legislation. There has been close liaison with colleagues in the Finance Departments Central Purchasing Unit.

2.0 Procurement Process

- 2.1 It was established that a Local Restricted Tender Procedure would be used as afforded within the Council's Constitution, the requirement is an OJEU part B service, and so non mandatory for advertisement in the European market. This is a 2-stage process that is administered by The Central Purchasing Unit electronically through the North West Opportunities portal 'The Chest'. The first stage invites interested companies to submit a pre-qualification questionnaire (PQQ) to determine a shortlist of companies to be invited to tender (ITT) at the second stage of the process.
- 2.2 The outcome of the PQQ process was reported to the Cabinet Member on 10th October.
- 2.3 A total of 17 organisations viewed the opportunity via The Chest. Of that number 9 did not respond, 3 opted out, and 5 on-time PQQ submissions were received.
- 2.4 Evaluation of the 5 on-time submissions was undertaken and 3 bidders were invited to tender. These were (in alphabetical order):

Legion Parking Services
NSL
Vinci
- 2.5 All three companies submitted compliant tenders on time. The alphabetical listing above does not relate to the 'Tenderer Number' quoted later in this report. In order to retain anonymity in the process, each tenderer was randomly allocated a 'Tenderer Number'.

3.0 Tender Evaluation

- 3.1 The three compliant bids have been analysed in respect of 'price' against the specified evaluation process and estimated number of hours to be worked. A formula, developed in conjunction with the consultancy who co-ordinated and facilitated the production of the contract documents and the evaluation exercise, was applied to convert the prices into scores. The price element of the score contributed to 70% of the overall scoring.
- 3.2 All of the bids were scored in respect of the non-price related criteria, this 'quality' element of the score contributed 30% to the overall scoring and included:
- Working Relationships
 - Implementation Proposals
 - Operational Management
 - Use of Operational Policy and Procedures
 - Off Street Management
 - Contract Commencement and TUPE
 - Performance Indicators and Monitoring
 - Future Developments
 - Cash Collection, Counting and Banking
- 3.3 The evaluation was conducted by officers from Parking Services, Traffic Services and a representative from the consultancy. The evaluation was carried out by scoring each of the above against agreed criteria.
- 3.4 A moderation exercise was then conducted to determine the overall quality evaluation of the tenders. The same officers from Parking Services, Traffic Services and a representative from the Consultancy formed the panel. This process allowed any anomalies in scoring across the evaluators to be revisited, discussed, and agreed upon. The exercise was overseen by an officer from Finance (Central Purchasing)
- 3.5 The scores from the evaluation teams were then added into the overall bid scoring. The final scoring results are as follows:

Rank	Tender No	Quality Score	Price Score	Overall Score
1	3	21.87	70.00	91.87
2	1	20.34	66.61	86.95
3	2	17.76	62.75	80.51

4.0 Financial Implications

- 4.1 Should acceptance of the lowest tender be approved, it is anticipated that the saving of £100,000 approved by Cabinet on 16 December 2010 (item 23) will be achieved from 2012/13.

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Report to: Cabinet

Date of Meeting: 8 December 2011

Subject: Sefton Chamber of Commerce and Industry - Appointment of Council Representative 2011/12

Report of: Director of Corporate Commissioning

Wards Affected: All

Is this a Key Decision? No

Is it included in the Forward Plan? No

Exempt/Confidential No

Purpose/Summary

To approve the appointment of Councillor Booth as the Liberal Democrat Group representative on the Sefton Chamber of Commerce and Industry for the remainder of the Council Year 2011/12 in place of Councillor Lord Fearn.

Recommendation(s)

Cabinet is requested to approve the appointment of Councillor Booth as the Liberal Democrat Group representative on the Sefton Chamber of Commerce and Industry for the period expiring on 31 May 2012 in place of Councillor Lord Fearn.

How does the decision contribute to the Council's Corporate Objectives?

	<u>Corporate Objective</u>	<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		√	
2	Jobs and Prosperity		√	
3	Environmental Sustainability		√	
4	Health and Well-Being		√	
5	Children and Young People		√	
6	Creating Safe Communities		√	
7	Creating Inclusive Communities	√		
8	Improving the Quality of Council Services and Strengthening Local Democracy	√		

Agenda Item 10

Reasons for the Recommendation:

The Cabinet has delegated powers to appoint the Council's representatives to serve on Outside Bodies and the Liberal Democrat Group has requested a change in their representation on the Sefton Chamber of Commerce and Industry.

What will it cost and how will it be financed?

(A) Revenue Costs

None arising from this report.

(B) Capital Costs

None arising from this report.

Implications:

The following implications of this proposal have been considered and where there are specific implications, these are set out below:

Legal - None	
Human Resources - None	
Equality	
1. No Equality Implication	<input checked="" type="checkbox"/>
2. Equality Implications identified and mitigated	<input type="checkbox"/>
3. Equality Implication identified and risk remains	<input type="checkbox"/>

Impact on Service Delivery:

The appointment of Council representatives on to the Outside Bodies will ensure that the interests of residents of Sefton are taken into account by each Body.

What consultations have taken place on the proposals and when?

The Chief Executive and Strategic/Service Directors have previously been consulted on the list of Outside Bodies.

The Head of Corporate Finance (FD.1178/11) and Head of Corporate Legal Services (LD.540/11) have been consulted on the content of this report.

Are there any other options available for consideration?

No.

Implementation Date for the Decision

Following the expiry of the “call-in” period for the Minutes of the Cabinet

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Background Papers:

There are no background papers available for inspection.

Agenda Item 10

1. Introduction

- 1.1 The Cabinet has delegated authority in the Council Constitution to appoint Council representatives to serve on Outside Bodies and the current representation for 2011/12 was approved on 26 May 201.
- 1.2 The Cabinet appointed Councillors K.Cluskey, Lord Fearn and Porter as the Council's representatives on the Sefton Chamber of Commerce and Industry for 2011/12 and the Liberal Democrat Group has now requested that Councillor Booth be appointed as a Council representative on that body for the remainder of the Council Year 2011/12 in place of Councillor Lord Fearn.
- 1.3 The Cabinet is requested to approve the above mentioned change in representation on the Sefton Chamber of Commerce and Industry

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

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