

# Public Document Pack

MEETING: CABINET  
DATE: Thursday 16th April, 2015  
TIME: 10.00 am  
VENUE: Town Hall, Southport

## Member

Councillor

Councillor Peter Dowd (Chair)  
Councillor Cummins  
Councillor Fairclough  
Councillor Hardy  
Councillor Maher  
Councillor Moncur  
Councillor Tweed

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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.**

We endeavour to provide a reasonable number of full agendas, including reports at the meeting. If you wish to ensure that you have a copy to refer to at the meeting, please can you print off your own copy of the agenda pack prior to the meeting.

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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.	<b>Apologies for Absence</b>		
2.	<b>Declarations of Interest</b> Members are requested to give notice of any disclosable pecuniary interest, which is not already included in their Register of Members' Interests and the nature of that interest, relating to any item on the agenda in accordance with the Members Code of Conduct, before leaving the meeting room during the discussion on that particular item.		
3.	<b>Minutes of Previous Meeting</b> Minutes of the meeting held on 26 March 2015		(Pages 5 - 12)
* 4.	<b>Community Adolescent Service - Residential Accommodation</b> Report of the Director of Young People and Families	All Wards	(Pages 13 - 18)
* 5.	<b>Procurement of Southport Theatre and Convention Centre</b> Report of the Director of Built Environment	Dukes	(Pages 19 - 24)
6.	<b>Selection of the Mayor and Deputy Chair for 2015/16</b> Report of the Director of Corporate Services	All Wards	(Pages 25 - 28)

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**THE "CALL IN" PERIOD FOR THIS SET OF MINUTES ENDS AT 12 NOON ON FRIDAY, 10 APRIL 2015. MINUTE NOS 74 AND 77 ARE NOT SUBJECT TO "CALL-IN."**

## **CABINET**

### **MEETING HELD AT THE TOWN HALL, BOOTLE ON THURSDAY 26TH MARCH, 2015**

**PRESENT:** Councillor Peter Dowd (in the Chair)  
Councillors Cummins, Fairclough, Hardy, Maher,  
Moncur and Tweed

**ALSO PRESENT:** Councillors Robertson and Weavers

#### **71. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

#### **72. DECLARATIONS OF INTEREST**

No declarations of any disclosable pecuniary interest were received.

#### **73. MINUTES OF PREVIOUS MEETING**

##### **Decision Made:**

That the minutes of the Cabinet meeting held on 26 February 2015 be confirmed as a correct record.

#### **74. PUBLIC HEALTH ANNUAL REPORT 2014**

The Cabinet considered the annual report of the Director of Public Health for 2014, which provided details of key health issues affecting the Sefton population.

The Chair referred to the improvements made in the life expectancy for both men and women across Sefton detailed within the report and the widening gap in life expectancy between different areas in Sefton which highlighted the inequalities in health within Sefton. A Member of the Cabinet also referred to the need for public health issues to be taken into account during the consideration of any development proposals and planning applications.

Cabinet Members also referred to the forthcoming retirement of the Director of Public Health, Dr. Janet Atherton and expressed appreciation for the work she had undertaken in Sefton during the last 13 years to improve the quality of health and extended best wishes to her for a happy and healthy retirement.

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## **Decision Made:**

That the report be received and be submitted to the Council for publication.

## **Reasons for Decision:**

The report is the statutory independent report of the Director of Public Health.

## **Alternative Options Considered and Rejected:**

None.

## **75. ADULT SUBSTANCE MISUSE CONTRACT EXTENSION**

The Cabinet considered the report of the Director of Public Health which provided details of the key findings of the Adult Substance Misuse Contract review.

## **Decision Made:**

The contract of Lifeline to provide Adult Substance Misuse services in Sefton be extended for an additional 12 months until 30 September 2016.

## **Reasons for Decision:**

Since taking over the contract 18 months ago the provider had addressed underperformance. Further time was required to see the full benefits of changes in the service model.

The current contract expired at the end of September 2015. A decision must be made by the end of March 2015 at the latest on whether the contract should be extended or retendered. This would provide Lifeline with the minimum 6 months notice period.

The contract was originally awarded for 2 years with the option to extend annually up to 3 years. This was therefore an extension within the existing contract.

## **Alternative Options Considered and Rejected:**

Extend contract for a longer time period. - A longer extension would require measurable improvements over the next 12 months.

Retender - The current provider had only been in place for 18 months and changing providers in such a short time was likely to cause disruption to the care of clients and confusion within the network of substance misuse partners, i.e. primary care, acute services, residential rehabilitation and detoxification agencies.

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## **76. BETTER CARE FUND - SECTION 75 AGREEMENT**

The Cabinet considered the report of the Deputy Chief Executive which sought approval for the Council to enter into partnership arrangements under Section 75 of the National Health Act 2006 with each of the two Clinical Commissioning Groups (CCGs) of Southport and Formby and South Sefton covering the population of Sefton, to enable pooled budgets to be established to support the delivery of the Sefton Better Care Fund Plan for 2015/16.

### **Decision Made:**

That:

- 1) the work to date on the Sefton Better Care Fund Plan and Section 75 agreement for the pooled budget be noted;
- (2) the Head of Corporate Finance and ICT, Head of Vulnerable Adults and the Head of Corporate Legal Services be granted delegated powers to complete the Section 75 agreement with Southport and Formby Clinical Commissioning Group and South Sefton Clinical Commissioning Group to enable pooled funds to be established and to govern the delivery of the Sefton Better Care Fund Plan 2015/16; and
- (3) it be noted that the proposal was a Key Decision but had not been included in the Council's Forward Plan of Key Decisions. Consequently, the Leader of the Council and the Chair of Overview and Scrutiny Committee (Performance and Corporate Services) had been consulted under Rule 27 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 tight timescales involved in the submission of the Better Care Fund submission, and any delay in the submission could involve the loss of financial income for the Council.

### **Reasons for Decision:**

Under the auspices of the Health and Wellbeing Board, Sefton Council had submitted its successful Better Care Fund Plan in November 2014. One of the conditions of the approval of the plan was a standard condition relating to the development of a Section 75 agreement for managing the budgets identified within the Better Care Fund Plan

This was reflected in the Care Act 2014 which required that funds allocated to local areas for the Better Care Fund must be put into pooled budgets established under Section 75 agreements. Authority was required from the Council's Cabinet and each CCG Governing Body to enable each organisation to enter into the Section 75 agreements.

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These agreements needed to be in place by 1 April 2015 to allow the funds to be pooled and invested in line with the Sefton Better Care Fund plan.

## **Alternative Options Considered and Rejected:**

None.

## **77. CHILD SEXUAL EXPLOITATION POST ROTHERHAM**

The Cabinet considered the report of the Director of Young People and Families which provided an outline of the learning from Rotherham and other child sexual exploitation reviews which had taken place since the publication of the Professor Jay report. Information was provided as to the actions that had, and were still, taking place in Sefton to address the national lessons learned and to safeguard children and young people in Sefton from child sexual exploitation.

The report included the following appendices:

Appendix 1 - PAN Merseyside Child Sexual Exploitation (CSE) Strategy 2014-2017

Appendix 2 - Local Safeguarding Children Board (LSCB) CSE Strategy on a Page

Appendix 3 - LSCB Governance Structure

Appendix 4 - LSCB CSE Partnership Pathway

Members of the Cabinet raised questions on the following issues referred to in the report and the Director of Young People and Families responded to the issues as indicated below:

To what extent do we have a problem of child sexual exploitation (CSE) in Sefton and how do we compare in comparison to other local authorities?

Response:

We do not know the level of CSE in any local authority area, but what we do know is that it was occurring in every area. We have increased the awareness of CSE in the Borough of Sefton and across the Merseyside area and the number of CSE referrals received by the Multi Agency Safeguarding Hub (MASH) had increased from 30 for the period 1 January to 19 October 2014, to 100 for the period from 20 October 2014 to 13 March 2015 and as of 13 March 2015, Sefton had 12 children and young people who were the subject of a Multi –Agency Child Sexual Exploitation Panel (MACSE) Plan.

What are we doing to inform agencies of the action been take on CSE? and do we have any joint working/liaison between the Sefton Local Safeguarding Children Board and the Sefton Adult Safeguarding Board?

Response:

A wide range of CSE awareness sessions have been held with Managers

of Children’s Homes within Sefton; Taxi Companies; Public Health Commissioners; Sexual Health Service Strategic Leads; Neighbourhood, Anti - Social Behaviour and Domestic Abuse Service staff; and Adult Substance Misuse Services staff.

100,000 CSE awareness cards had been produced and distributed locally, 66 buses in Merseyside were displaying CSE awareness posters and the Director of Young People and Families represented Sefton Council on a debate on BBC Radio Merseyside during the National CSE Awareness Day on 18 March 2015.

A number of Independent Children’s Homes in Sefton provide accommodation for children and young people who have been relocated from other local areas, and Sefton Council ensures that close liaison is maintained with them and Ofsted, which has resulted in the closure of 3 Homes following concerns raised by the Council about inadequate practices.

A single point of contact on CSE issues is maintained with all agencies on the Local Safeguarding Children Board.

The MASH deals with all CSE referrals both for children and young people, and young adults and Dr David Sanders is the Chair of the Sefton Local Safeguarding Children Board and the Sefton Adult Safeguarding Board.

Is there liaison between Sefton Council and other local authorities who place children and young people from their area in Children’s Homes in Sefton?

The Director of Young People and Families had taken a lead nationally in changes made to procedures implemented by the Department for Education and Ofsted in 2014 to ensure local authorities placing ‘looked after’ children outside of their boundary notify the local authority within which they are placing the child. If a child is being placed in an area which is not a local geographically next to the responsible placing authority, the placing Director of Children’s Services must discuss the placement with the Director of Children’s Services for the area in which the child is being placed.

Are all local agencies represented at a senior level on the Sefton Local Safeguarding Children Board (LSCB)?

Response:

Yes – the Independent Chair of the LSCB had ensured that there is senior representation from all agencies.

What are the internal management arrangements and who reports to who on CSE issues?

The Independent Chair of the LSCB was appointed by the Chief Executive and a Children’s Services Continuous Improvement Board had

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been established to provide scrutiny of Children's Social Care and the LSCB. The Board was chaired by the Chief Executive and attended by a challenge partner, the Chief Executive of Halton Council, the Cabinet Member for Children, Schools, Families and Leisure, the Director of Young People and Families and the Independent Chair of the LSCB

What action has been taken to the request made by Government Ministers to ensure information is shared amongst key stakeholders?

A formal agreement on information sharing between Sefton Council, the Merseyside Police and Crime Commissioner, Health Authorities, Clinical Commissioning Groups and other agencies would be signed on 27 March 2015

## **Decision Made:**

That:

- (1) the work taking place in Sefton regarding Child Sexual Exploitation be noted;
- (2) the Director of Young People and Families submit a report to the Cabinet on a quarterly basis on the number of CSE referrals in Sefton and the action that had been taken; and
- (3) the report be referred to the Overview and Scrutiny Committee (Children's Services) for consideration.

## **Reasons for Decision:**

To ensure Members were aware of the partnership activity undertaken to safeguard children from child sexual exploitation in Sefton.

## **Alternative Options Considered and Rejected:**

None.

## **78. PROCUREMENT PROPOSALS FOR THE ANNUAL SERVICE CONTRACTS FOR HIGHWAY MAINTENANCE WORKS**

The Cabinet considered the report of the Director of Built Environment which provided details of the proposed procurement of the Annual Service Contracts for Highway Maintenance Work to begin in July 2016.

## **Decision Made:**

That:

- 1) the procurement of the Annual Service Contracts for Highway Maintenance Work be agreed based on the specifications referred to in paragraph 2.6 of the report;

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- (2) the Director of Built Environment be authorised to approve the Short List of Tenderers for each Contract subject to the appropriate review of the Pre Qualification Questionnaire;
- (3) the tenders be evaluated using the evaluation criteria set out in paragraph 2.4 of the report; and
- (4) the Director of Built Environment be authorised to award the Contracts to the highest scoring Tenderer.

**Reasons for Decision:**

The existing Annual Service Contracts for Highway Maintenance Works are due to expire in July 2016.

**Alternative Options Considered and Rejected:**

There were a number of alternative proposals for delivering the Maintenance Work. Consideration had been given to engaging one Contractor for all the works that forms the Highway Maintenance Programme or by reducing the number of Contracts to a smaller number by joining similar activities together.

However, it was acknowledged that there was a risk that should the works be undertaken by one, or a small number of contractors, any poor performance of a Contractor would have a much greater impact both on service delivery and staff resources. As such, as the previous 5 year arrangement proved effective, it was considered appropriate to use this as a model for the Contracts going forward.

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# Agenda Item 4

**Report to:** Cabinet **Date of Meeting:** 16 April 2015

**Subject:** Community Adolescent Service – Residential Accommodation

**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

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## Purpose/Summary

To seek approval to go out to tender for a four bedded residential children's home as part of the Department for Education Innovation Programme to develop an adolescent service. The new service to commence in summer 2015.

## Recommendations

- 1) the tender process for the provision of a four bedded residential children's home as part of the adolescent service be approved;
- 2) the Director of Young People and Families be authorised to approve the Short list of Providers for the Contract subject to the appropriate review of the Pre-Qualification Questionnaire;
- 3) the tenders be evaluated using the evaluation criteria set out in para 2.3 of the report; and
- 4) the Director of Young People and Families be authorised to award the contract to the highest scoring tenderer.

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

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

## Reasons for the Recommendation:

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Sefton Metropolitan Borough Council is currently developing a comprehensive Community Adolescence Service with support from the Department for Education Innovation Programme. As part of this development the Council is seeking a partner from the Independent Sector to provide a dedicated residential care home. For the chosen provider of the residential care home, this represents an exciting opportunity to contribute to a new way of working with a high DfE profile.

## What will it cost and how will it be financed?

### (A) Revenue Costs

The value of the contract based upon one year plus one year plus one year is £1,123,200 (assuming £7,200 per week for 4 beds for 3 years), subject to containing appropriate break clauses and to annual reviews. . All costs will be funded from the Council's Residential Agency budgets with the first year cost being joint funded from Innovation Funding.

### (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:

<b>Legal</b>	
<b>Human Resources</b>	
<b>Equality</b>	
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:

None.

## What consultations have taken place on the proposals and when?

The Head of Corporate Finance and ICT has been consulted and her comments have been incorporated into this report. (FD3503/15)

Head of Corporate Legal Services has been consulted and any comments have been incorporated in the report. (LD 2795)

## Are there any other options available for consideration?

No.

## **Implementation date for the Decision**

Following the 'call- in' period for the minutes of the Cabinet

**Contact Officer:** Marlyn Banham  
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Background Papers:

None

# Agenda Item 4

## 1. Background

- 1.1 The Government has made available approximately £30 million in 2014 and significantly more for 2015 to support innovative approaches to some of the seemingly intractable issues facing children's social care. Adolescents in care or on the edge of care are one of the areas to be considered.
- 1.2 Sefton Council has been awarded £1.1 million based on the quality of the bid submitted to develop a new adolescent service to address these issues. This programme is subject to rigorous external evaluation and has a national profile.
- 1.3 The proposed service will bring together existing staff. Budgets and commissioning arrangements will be reconfigured to eliminate duplication, maximise impact and reduce cost. This 'hub and spoke' model will operate across a range of partners, including community, voluntary and faith sectors and independent providers. What will be different about this service is the concept of a whole family assessment and whole family plan that includes all aspects of the care, support and challenge needed to achieve and maintain changes for young people and their families. Younger siblings will be included in the family plan and early help will be in place to prevent escalation or to seek to place a child at the right time.
- 1.4 The Adolescent Service will hold our shared vision and set of values and will be reinforced by standardised approaches and practice. The application of evidence based intervention models such as restorative practice and social pedagogy (an approach to caring for children which combines education and care, emphasising that bringing up children is the shared responsibility of parents and society. A key principle is that the child is in charge of his or her own life, and the social pedagogue works alongside them rather than dictating to them) and specialist CSE approaches will support children to tackle difficult situations appropriately by developing emotional resilience and problem solving skills. The programme seeks to improve the practice of all professionals involved in a child's life: the views of young people will be at the heart of what we do.
- 1.5 The programme will design a partner led, flexible, intensive residential resource that identifies whole family needs and prepares young people to; return home with a worker from the residential service, move to specialist/ mainstream foster care or specialist residential care.
- 1.6 We will create a change environment in which services can be delivered more effectively and creatively by sharing resources and reducing layers of delivery. The key to success of this model is providing a stable and consistent presence that will enable young people to move into adult life; eliminating the current model that finds young people weaving in and out of a range of services and workers. Once allocated to a worker in the 'adolescent team' the case will not 'close' until the young person reaches the age of 25 (if appropriate).

## **2. Proposed Tender Process**

- 2.1 It is proposed to seek bids from suitably qualified providers who can evidence a positive track record of Inspection outcomes from Ofsted, to provide residential beds for adolescents, where it is felt necessary to place them for a short time in such accommodation.
- 2.2 Prospective providers will be required to complete a Pre – Qualification Questionnaire that will assess their financial standing and their relevant experience. (see background papers). A Panel made up of 3 officers will assess the responses to the questions set out in the tender document and allocate a score. Following this a short list will be established and potential providers invited to interview.
- 2.3 Short listed providers will then be invited to submit a tender. These will be assessed on a quality/ price basis. In evaluating potential providers the following ratio of marks will apply:
- 20% price
  - 30% quality ( based on the response to written questions)
  - 50% interview
- The emphasis on interview is to reflect the innovative nature of the proposal and the ability of any potential providers to work flexibly throughout the contract by providing community and family support at times when there is not full occupancy.

## **3 Financial Differences**

- 3.1 As part of the opportunity to innovate we are offering the successful provider a guarantee of full occupancy rates for 12 months, which clearly is attractive to a provider who can then plan their staffing against a guaranteed income, something that would be impossible in the current circumstances.
- 3.2 The average cost of commissioning a residential place in a children's home is currently £2,500 per child per week. However, it is anticipated that the average cost for a bed from this tendering exercise will be in the region of £1,800 per child per week.
- 3.3 The award of the contract will be initially for one year with the option to extend for further years, reviewed annually, up to a maximum of three years.
- 3.4 To reflect the innovative nature of this bid, full training will be provided to the provider on restorative practice and social pedagogy to ensure fidelity across the new service. This cost will be met from Innovation Funding.
- 3.5 In the first year of operation the Council will fund 2 beds and the Innovation fund will meet the cost of the other 2 beds.

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## 4 **Implementation date**

4.1 We would seek to implement this contract in full as soon as the provider has acquired registration from Ofsted. There will be room for some negotiation around staff training and community work prior to registration to ensure coherence with the rest of the service.

4.2 The target start date for the contract would be June 2015.

<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	Thursday 16 April 2015
<b>Subject:</b>	Procurement of Southport Theatre and Convention Centre	<b>Wards Affected:</b>	Dukes;
<b>Report of:</b>	Director of Built Environment		
<b>Is this a Key Decision?</b>	Yes	<b>Is it included in the Forward Plan?</b>	Yes
<b>Exempt/Confidential</b>	No		

### Purpose/Summary

To update Cabinet on the current management arrangements for the Southport Theatre and Convention Centre (STCC) and to approve a procurement strategy for the continued management and operation of the STCC.

### Recommendation(s)

1. Authorises the Director of Built Environment to conduct a formal procurement exercise to appoint a management company to manage and operate the STCC
2. Approves the basis of evaluation of tenders as set out in paragraphs 2.1 to 2.7 of the report
3. Authorises the Director of Built Environment to accept the Highest Scoring Tender in accordance with the approved basis of evaluation and to report on the outcome to the Cabinet Member for Regeneration & Tourism

### 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:

To enable the procurement of an appropriate organisation to manage and operate the STCC. The tender exercise will be required to follow a formal procurement Procedure. As part of this process, approval will be needed for Chief Officer delegated authority to award the contract for the management and operation of the STCC.

## Alternative Options Considered and Rejected:

None of equivalent value

## What will it cost and how will it be financed?

### (A) Revenue Costs

The management and operation of the STCC will cost £344,250 (Management Fee) Per annum with CPI being applied on a yearly basis.

This will be met from the Tourism budget. It should be noted that some tender submissions may offer alternative management options other than a standard management fee that may achieve a saving on the current management fee.

## Implications:

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

<b>Financial:</b> None	
<b>Legal:</b> None	
<b>Human Resources</b>	
<b>Equality</b>	
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 of the Proposals on Service Delivery:

Service delivery is not expected to be affected negatively and there is potential for improvement to be realised

## **What consultations have taken place on the proposals and when?**

The Head of Corporate Finance and ICT (FD3518/15) and Head of Corporate Legal Services have been consulted and any comments have been incorporated into the report. (LD 2810/15)

## **Implementation Date for the Decision**

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

**Contact Officer: Mark Catherall**  
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**Email: [mark.catherall@sefton.gov.uk](mailto:mark.catherall@sefton.gov.uk)**

## **Background Papers:**

There are no background papers available for inspection

### **1. Introduction/Background**

- 1.1 The STCC is a Council owned asset that reopened in 2008 after being closed for 5 months for a £8m+ refurbishment. It is critical to the town’s visitor economy as it is the primary conference venue for Sefton. It is also the primary theatre in Sefton with a seated capacity of over 1600.
- 1.2 It has been operated for the last 18 years under a management agreement and FRI lease by Ambassador Theatre Group (ATG) which comes to term in September 2015.
- 1.3 During 2013 under the Public Procurement Regulations 2006 (as amended), the Council carried out a European Union Open Procurement Procedure to seek to procure a contract for the operational management of STCC over a 10 year period.
- 1.4 The Company that submitted the highest scoring tender subsequently withdrew from the tender process, in order for the continued operation of the STCC ATG, who at the time where the current operators offered to extend their operation term for 1 year taking it to 31<sup>st</sup> March 2015.
- 1.5 A further 6 month extension has been agreed taking the current management agreement to the 30<sup>th</sup> September 2015 to allow a formal procurement process to take place.

### **2.0 Proposed Procurement Strategy**

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- 2.1 On the 26<sup>th</sup> of February 2015 the 2015 Public Contract Regulations came into force. The new regulations bring about a number of changes that will govern how we procure the future operational management of the STCC.
- 2.2 The tender exercise will be published through the chest and will follow a 'light-touch' regime for procuring social and other specific services (including cultural services), due to the estimated value of the contract exceeding the new threshold of £557,486 the exercise will have to comply with the following obligations;
- Formal procurement procedure with minimum timescales and
  - Publish a contract award notice.
- 2.3 The tenders will be evaluated on a price: quality: interview basis on the ratio Of 30%: 50%: 20%. Tenders will be given the current management fee paid and will be invited to submit formal tender bids under a formal Lease and Management Agreement with the Council, however the tender process will also welcome alternative management options.
- 2.4 The lowest priced bid will be awarded the highest score; all remaining bids will be scored based on the proportional between each of them and the lowest priced bid.
- 2.5 The Standard Criteria and Quality Measures will include:
- Standard Criteria:
- Financial viability
  - Appropriate Insurance
  - Equality submission
  - Health and safety performance
  - Evidence of professional conduct
  - Assessment of References
- Quality Measures
- An operator with experience of successfully operating similar premises
  - A suitably qualified and experienced management team in the theatre and hospitality/ business tourism sector
  - Proposals for capital improvement to the venue and how this will improve the service delivered
  - Proposals for the delivery of an attractive and popular programme of regular entertainment
  - Proposals for performance measures for the management of the premises
  - Proposals for growth of conference business
  - Reduced costs to the Council over the term of the lease
- 2.6 An assessment panel will be established to determine the score against each of the criteria. Support and moderation will be undertaken by officers in Corporate Procurement. The officers involved will score each section against agreed criteria, with scores then being added into the overall bid scoring.

- 2.7 The highest scoring tenderer will be appointed subject to further approval  
Delegated to Chief Officer

### 3.0 Timescales

Cabinet Approval	April 2015
Tender Documents Issued	April 2015
Tenders Returned	June 2015
Tenders Evaluated	June 2015
Interviews and Presentations	July 2015
Approval for tender recommendation	July 2015
Contract Awarded	August 2015

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**Report to:** Cabinet **Date of Meeting:** 26 March 2015

**Subject:** Selection of the Mayor and Deputy Chair for 2015/16 **Wards Affected:** (All Wards);

**Report of:** Director of Corporate Services

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

**Exempt/Confidential** No

## Purpose/Summary

To consider the selection of a Mayor and Deputy Chair for the Municipal Year 2015/16.

## Recommendation

The Cabinet is invited to consider the nomination of Mayor and Deputy Chair for 2015/16 and to select the Members to be nominated to that Office at the Annual Council Meeting on 19 May 2015.

## 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 6

## Reasons for the Recommendation:

It is a statutory requirement for the Council to appoint a Mayor and Deputy. Part 1, s3 (1) of the Local Government Act 1972 requires each principal Council to appoint a Mayor. Under Part 1, s5 (1) each principal Council is required to also appoint a Deputy.

## Alternative Options Considered and Rejected:

There are no further options for consideration. It is a statutory requirement for the Council to appoint a Mayor and Deputy.

## What will it cost and how will it be financed?

### (A) Revenue Costs

The appointment has no cost implications. Allowances are not payable for the Deputy Chair position.

### (B) Capital Costs

## Implications:

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

<b>Financial</b>
<b>Legal</b> Sections 3-5 of the Local Government Act 1972 (as amended) refer.
<b>Human Resources</b> None
<b>Equality</b> 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 of the Proposals on Service Delivery:

## What consultations have taken place on the proposals and when?

The Head of Corporate Finance and ICT has been consulted and notes the report indicates no direct financial implications. (FD 3473/15)  
The Head of Corporate Legal Services have been consulted and any comments have been incorporated into the report. (LD 2765/15.)

## Implementation Date for the Decision

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

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## **Background Papers:**

There are no background papers available for inspection

### **1. Introduction/Background**

- 1.1 Members will recall that since the 2012/13 Municipal Year, a Deputy Chair has appointed by the Council to fulfil the statutory requirements set out in the Local Government Act 1972.
- 1.2. The Cabinet needs to consider the nominations of a Mayor and Deputy Chair to serve in the 2015/16 Municipal Year, in order to offer advance notice to the Members likely to be elected and to enable the necessary personal arrangements to be put in hand. The formal election can only take place at the Annual Meeting.
- 1.3 An early nomination is not, of course, a guarantee of election in May as it is possible for alternative nominations to be made at any time up to and including the date of the Annual Meeting.
- 1.4 In practice, however, this would be outside the arrangements agreed by the Council with regards the Selection and Nomination Procedure.

### **Selection Criteria**

- 1.5 Criteria is in place for the Deputy Mayor (but not the Mayor) as follows, although this does not apply to the position of Deputy Chair:
  - Annual rotation between the three main Political Groups on the Council;
  - Selection to be on the basis of seniority of the Member in the Group (flexibility to be afforded within the Group making the nomination);
  - A Member nominated as Deputy Mayor elect, should have served on the Council for a minimum of one full term (four years)
  - The Member selected as Deputy Mayor elect should not be up for election immediately after serving as Deputy Mayor;
  - A Member may serve as Mayor more than once;
  - A Member must be prepared to agree to undertake the role of Mayor as defined in the approved role profile and should meet, or be willing to meet, the requirements in the approved person profile.

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