

**MINUTES OF EXECUTIVE CABINET**

**MEETING DATE** Thursday, 11 December 2014

**MEMBERS PRESENT:** Councillor Alistair Bradley (Chair) and Councillors Beverley Murray, Graham Dunn, Adrian Lowe and Paul Walmsley

**MEMBER RESPONSIBLE:** Councillor Steve Holgate

**OFFICERS:** Gary Hall (Chief Executive), Lesley-Ann Fenton (Director of Customer and Advice Services), Jamie Carson (Director of Public Protection, Streetscene and Community), Chris Moister (Head of Governance), Andrew Daniels (Communications Manager) and Ruth Rimmington (Democratic and Member Services Officer)

**APOLOGIES:** Councillor Peter Wilson

**OTHER MEMBERS:** Councillors Eric Bell, Paul Leadbetter, Marion Lowe, Mick Muncaster and John Walker

**14.EC.86 Minutes of meeting Thursday, 20 November 2014 of Executive Cabinet**

**Decision:** The minutes of the meeting of the Executive Cabinet held on 20 November 2014 be confirmed as a correct record and signed by the Executive Leader.

**14.EC.87 Declarations of Any Interests**

There were no declarations of any interests.

**14.EC.88 Public Questions**

The Executive Leader reported that there had been no requests from members of the public to speak on any of the meeting's agenda items.

**14.EC.89 Open Space Provision Update**

The report of the Chief Executive was presented by the Executive Leader and Executive Member (Economic Development and Partnerships), Councillor Alistair Bradley.

The report provided an update on open space provision data in the Borough since the Open Space Study 2012.

The data would be used for a number of purposes, which included determining open space contributions from planning applications submitted for new housing development and developing capital programmes for new open space provision and for improvements to existing provision. It would also be used to inform and assess bids for the Play and Recreation Fund and to inform development plan monitoring reports.

Appendix One of the report set out the current provision by settlement.

Members discussed the facilities owned by schools and that some facilities were more accessible than others.

**Decision: That the report be noted.**

**Reasons for recommendation(s)**

To ensure Members are aware of the up to date evidence on open space.

**Alternative options considered and rejected**

None.

**14.EC.90 Approval for Procurement of Neighbourhood Vans**

The report of the Director of Public Protection, Streetscene and Community was presented by the Executive Member (Streetscene Services), Councillor Adrian Lowe.

The report sought for the procurement approach including the award procedure, evaluation methodology and criteria for eight Neighbourhood Vans.

A mix of diesel / electric vehicles had been chosen as this would provide savings whilst also ensuring service resilience. For most daily duties the charging range of the electric vehicles was sufficient (80 miles). By also having some diesel vehicles this would ensure service resilience for any duties or ad-hoc work that required greater traveling distances, such as dropping off stray dogs to kennels outside of the borough.

Members noted that leasing opportunities were not currently available for electric vehicles.

**Decision:**

- 1. Approval granted to the procurement approach for 8 x Neighbourhood Vans via direct award through the Crown Commercial Service Vehicle Purchase Framework Agreement Reference RM 859.**
- 2. Approval granted to the procurement approach for the fitting out of the neighbourhood vans as detailed in the report.**

**Reasons for recommendation(s)**

Under the Council's contract procedure rules approval by the Executive Cabinet of contract award procedure and evaluation criteria for tenders greater than £75,000 in value is required.

**Alternative options considered and rejected**

The Council has considered alternative procurement routes including Open Tender and other framework options.

#### **14.EC.91 Exclusion of the Public and Press**

**Decision: To exclude the press and public for the following item of business on the ground that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972.**

#### **14.EC.92 Extension of Existing Insurance Long Term Agreements**

The confidential report of the Chief Executive was presented by the Executive Leader and Executive Member (Economic Development and Partnerships), Councillor Alistair Bradley.

The report informed Members of the arrangements that underpin the Council's portfolio of general insurance covers and sought approval to accept a two year extension of the existing Long Term Agreements.

**Decision: Approval granted to accept the offer of an extension to the LTA's in place with the relevant insurers for a further two years commencing from 1st January 2015 in accordance with the conditions of contract and the terms set out in the body of the report.**

##### **Reasons for recommendation(s)**

The suggested approach to accept the final two year extension period with existing insurers on the terms offered is the course of action recommended by the Council's independent insurance broker in their renewal report.

##### **Alternative options considered and rejected**

In view of the prevailing market conditions and following advice and discussion with JLT, both Councils' CEO's agreed not to seek to re-tender at this stage. Instead it was agreed to work with JLT to facilitate the extension process and also develop and evaluate options for selfinsurance and/or varying excess levels on key policies to ascertain their impact on insurance premiums.

In conjunction with JLT the work to identify options and to quantify and assess their impact on insurance premiums options has now been completed.

#### **14.EC.93 Procurement of the Night Caretaking and Concierge Services at Cotswold Supported Housing**

The confidential report of the Director of Customer and Advice Services was presented by the Executive Member (Customer and Advice Services).

The report outlined the procurement process undertaken for the concierge service at Cotswold Supported Housing and sought approval to award the contract to the successful contractor.

**Decision: Approval granted to award the contract for the Night Caretaking and Concierge Service at Cotswold Supported Housing, to the contractor who achieved the highest scoring tender in the procurement process: Sector Security Services. This will be for the period 01.02.2015 to 31.01.2017.**

**Reasons for recommendation(s)**

In accordance with the Councils contract procedure rules, approval to award the contract to the highest bidder.

**Alternative options considered and rejected**

1. The option to extend the current contract with Profile Security would not have complied with the Councils procurement rules.
2. The option to tender for a concierge service for another one or three or more year contract was considered. However another one year contract was felt to be too short and more continuity of service was required, while any more than a two year contract was felt to be too restrictive for a changing and improving service.

Chair

Date