

11 July 2013

This record relates to Agenda Item 17

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: CIRCUS STREET: LANDOWNER'S
CONSENT

AUTHOR: MAX WOODFORD

THE DECISION

- (1) That the committee approves the RIBA Stage D design for the Circus Street site and The Dance Space as shown at Appendix 1, and authorises the Executive Director Environment Development & Housing and Executive Director Finance & Resources to agree any subsequent minor design changes in keeping with the principle of development and mix of uses.
- (2) That the committee gives landlord's consent for the developer, Cathedral (Brighton) Limited, to submit a planning application for the site.
- (3) That the committee nominates South East Dance to be the tenant of The Dance Space to be constructed on the site, and approves the heads of terms for the Agreement to Lease at Appendix 2 and authorises the Head of Legal Services in consultation with the Executive Director Environment Development & Housing, Assistant Chief Executive and Executive Director Finance & Resources to finalise and enter into all documentation required in connection with the overall development of the site by the developer and the Agreement to Lease to South East Dance.

REASON FOR THE DECISION

The recommendations seek Members' approval to the design of the wider scheme and of The Dance Space, allowing it to progress to planning, unlocking a scheme that has been stalled for a number of years. It will also support South East Dance's application to the Arts Council for funding to maximise the benefits from The Dance Space. A number of designs have been tested and the development viability has been assessed in depth. It is considered that approving the proposed recommendations will unlock the regeneration benefits identified.

DETAILS OF ANY ALTERNATIVE OPTIONS

The selection of ShedKM as architects came out of a design competition at the end of 2012. ShedKM were agreed by all parties to have offered the most original and appropriate scheme for the site when tested against the brief and considered against the options submitted by the other bidders.

The design that has come forward to this stage since then has been the result of considerable work, including the assessment and evaluation of many different options for each element of the scheme.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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11 July 2013

This record relates to Agenda Item 18

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: BRIGHTON BATHING PAVILION -
LEASE AGREEMENT

AUTHOR: TONI MANUEL

THE DECISION

- (1) That the disposal of the site as shown on Plan 2 attached on a 60 year lease to the preferred bidder, the Karma Royal Group, at a ground rent for 21 years and a market rent thereafter be agreed, and the other terms of which shall be in a form agreed by the Executive Director Finance & Resources, the Assistant Chief Executive and the Head of Law;
- (2) That it be noted that the tenant will redevelop the site for leisure use to a specification to be agreed by the Council; and
- (3) That the Head of Law be authorised to enter into all associated documentation in a form to be agreed with the Executive Director Finance & Resources and the Assistant Chief Executive.

REASON FOR THE DECISION

The development of this site is a key part of the regeneration of Madeira Drive and represents a significant investment in the City at a time when the economic situation is still fragile and many developments are stalled due to lack of funding.

DETAILS OF ANY ALTERNATIVE OPTIONS

The developer requested the purchase of the freehold of the site but this was refused as the outright sale of land is not Council policy and a disposal of a long lease allows for greater strategic control.

The marketing of the site produced ten applications. Two developers were interviewed and the panel's decision was that the Brighton Bathing Pavilion proposal was the strongest on financial, architectural and reputational grounds.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services
Signed:



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11 July 2013

This record relates to Agenda Item 19

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: ARTICLE 4 DIRECTION – REMOVAL OF
PERMITTED DEVELOPMENT RIGHTS
OFFICE TO RESIDENTIAL

AUTHOR: HELEN GREGORY

THE DECISION

That Policy & Resources Committee authorises the making of a non-immediate direction under article 4 of the Town and Country Planning (General Permitted Development) Order 1995 (as amended) to remove the permitted development right to change the use from offices (B1a) to a dwelling house (Class C3) in the areas identified in Appendix 2 for the reasons outlined in this report.

REASON FOR THE DECISION

An article 4 direction would, if confirmed, provide a tool to enable the protection of important and accessible office space, supporting the delivery of the City Plan strategy for balancing housing and employment needs, sustainable economic development and protect businesses and jobs in the city.

DETAILS OF ANY ALTERNATIVE OPTIONS

The alternative option is not to make an article 4 direction. This would retain the temporary permitted development right that a planning application is not required to change from office to residential use. The local planning authority would have no control over loss of office accommodation.

City wide coverage would not be justifiable and likely to be raise objection from the Government.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 20

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: PRESTON BARRACKS DEVELOPMENT

AUTHOR: NICK HIBBERD

THE DECISION

- (1) That the work to date summarised in Section 3 of the report, and the cross-party Project Board's recommendations to proceed accordingly be noted;
- (2) That the Project Board's view, that the partnership with the University of Brighton and alignment with the Greater Brighton City Deal 'Growth Hub' proposals presents the preferred route to successful delivery of the regeneration of the Preston Barracks site; and
- (3) That the Executive Director Finance & Resources, Executive Director Environment Development & Housing and Head of Law be authorised to enter into further negotiations to actively consider disposal of the Preston Barracks site to the University of Brighton and/or its development partner to enable delivery of the mixed use scheme, subject to a further report to the Project Board and Policy & Resources Committee being required to detail the proposed terms of such a disposal.

REASON FOR THE DECISION

No alternative reasons were listed in the report.

DETAILS OF ANY ALTERNATIVE OPTIONS

No alternative options were listed in the report.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 21

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: KING ALFRED DEVELOPMENT

AUTHOR: MARK JAGO

THE DECISION

- (1) That the Project Board be thanked for the work undertaken to date, the main findings of which summarised in Sections 3.9 to 3.44 of the report be noted, and the Project Board's recommendations to proceed be supported;
- (2) That the Board's view that the project's primary objective remains the delivery of a new, modern sports facility in the west of the city, either on the King Alfred site or another appropriate site to be identified as part of the procurement process by a preferred developer be supported;
- (3) That it be agreed that the proposed sports centre specification shown at Appendix 1 provides the appropriate range and mix of facilities demanded in the city, and approve the specification as the basis for taking the project forward, whilst not at this stage ruling out a 50m swimming pool and provision for diving should a developer come up with a viable proposal to incorporate this in a scheme;
- (4) That the forecast revenue costs for the proposed sports centre, the potential saving this provides when compared with the costs to the council of the current centre, and the potential this has to support council borrowing to enable direct investment towards the capital cost of the new facility;
- (5) That the findings of the development viability advice, which suggests financially viable solutions, are possible, but that pragmatic compromises are likely to be required be noted;
- (6) That the appointment of appropriate external advisers to support the procurement and evaluation process and approve the allocation of existing financial resources to enable this be agreed; and
- (7) That it be agreed that the Council should seek a preferred developer for the sports centre and enabling development by way of the Competitive Dialogue process and note the indicative programme leading to this, including a proposal for an open day with potential developers, and that a further report leading to the appointment of a preferred developer will return to a future meeting of this committee.

REASON FOR THE DECISION

Redevelopment of the King Alfred Leisure Centre, the city's largest indoor sports facility, has been a priority for many years. Continuation of existing facilities in this rapidly aging building is becoming increasingly difficult and costly, a position that puts even greater pressure on the need for redevelopment.

DETAILS OF ANY ALTERNATIVE OPTIONS

A series of options have been considered as part of the Project Board's preparatory work leading to this report.

A long term replacement for improved, modern and extended sports facilities is essential, and failure to do so could result in closure of the current building in the not too distant future. The age and configuration of the existing building means it is impossible to refurbish the facility to an acceptable modern day standard. The investment in the existing facility can only be considered to be keeping the existing centre open for the foreseeable future. Therefore, the only option is to redevelop the existing site to provide a new sports centre.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 22

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: NEW HISTORIC RECORDS OFFICE &
RESOURCE CENTRE

AUTHOR: MARK JAGO

THE DECISION

- (1) That the considerable progress of this major partnership project, with Practical Completion achieved and building handover completed, so that the partners' collections can be decanted into the building with a view to going operational in November of this year be noted;
- (2) That it be noted that the partnership and legal arrangements between the partners are at an advanced stage, but not yet in their final form and that a stakeholder account has been set up as an interim measure pending the finalisation of the legal documents;
- (3) That the planned triggers for the release of staged payments from the Council to East Sussex County Council out of the stakeholder account be agreed;
- (4) That the Assistant Chief Executive, the Executive Director Finance & Resources and the Head of Law be authorised to conclude negotiations to enable (i) the decanting and other partnership arrangements to take place and (ii) the Head of Law to complete all necessary documents;
- (5) That it be agreed that the finalised arrangements, when completed, be reported to the Economic Development & Culture Committee for information.

REASON FOR THE DECISION

The Keep project is being delivered within budget and in line with the agreed programme. It provides a state-of-the-art resource centre for family and local history research in a single location within the city. It also ensures the long term preservation of historical material in appropriate environmental conditions. Agreement to the recommendations presented in this report will enable the project to progress to the next stage. This will enable BHCC's historic records and materials to be moved into the building in readiness for opening to the public later this year.

DETAILS OF ANY ALTERNATIVE OPTIONS

The consideration of alternative options was a major focus during the preparatory stages of the 'The Keep' project, and each of the previous reports to Members identified the options available. The conclusion was that the partnership approach leading to delivery of a modern and sustainable building, one that would meet the required standards for the storage and preservation of Brighton and Hove's archive material and historic records, offered the most cost effective solution.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 23

RECORD OF POLICY & RESOURCES COMMITTEE

POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: BRIGHTON SHOREHAM AIRPORT

AUTHOR: NICK HIBBERD

THE DECISION

The item had been withdrawn.

REASON FOR THE DECISION

DETAILS OF ANY ALTERNATIVE OPTIONS

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 24

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: ANNUAL PUBLIC HEALTH REPORT

AUTHOR: CHRIS NAYLOR, TOM SCANLON

THE DECISION

That the report be noted.

REASON FOR THE DECISION

The independent Annual Public Health Report is published by the Director of Public Health and is put before the council and partner organisations for their information and consideration.

DETAILS OF ANY ALTERNATIVE OPTIONS

There is a statutory requirement to publish an annual report and therefore no alternative options available.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 25

RECORD OF POLICY & RESOURCES COMMITTEE

COUNCIL DECISION

SUBJECT: ANNUAL PERFORMANCE UPDATE
2012/13

AUTHOR: ANTHONY EDWARDS

THE DECISION

- (1) That the areas of good progress be noted;
- (2) That the Executive Leadership Team be requested to use the resources at their disposal, including officers in the local authority and thematic partnerships to maintain progress and tackle issues of concern highlighted in the CPP;
- (3) That the arrangements for review of the Performance and Risk Management Framework be noted;
- (4) That the content of the new Organisational Health report be noted; and
- (5) That the report and appendices be recommended to full Council for information.

REASON FOR THE DECISION

The council needs to ensure that it has a robust performance and risk management framework that meets the needs of the new structure and model of working.

The reports contain performance information upon which the recommendations are based.

DETAILS OF ANY ALTERNATIVE OPTIONS

Through consultation with CMT and SLB the proposed Performance and Risk Management Framework was deemed to be the most suitable model. This was agreed by Cabinet and the Public Service Board.

Possible alternative options to developing the City Performance Plan included not developing a plan. This was deemed unsafe and unwise by the PSB.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 26

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: DEVELOPMENT OF A POLICY &
PROSPECTUS FOR COMMUNITY AND
THIRD SECTOR DEVELOPMENT 2014-
2017

AUTHOR: EMMA MCDERMOTT

THE DECISION

- (1) That the development of a Corporate Policy and Commissioning Prospectus for Community and Third Sector Development 2014 – 2017 be approved;
- (2) That the approach and timescale for developing the policy and prospectus including final agreement of the approach at December Policy & Resources Committee noted; and
- (3) That officers be instructed to bring a report for decision on neighbourhood governance to Policy and Resources Committee in December 2013 to align this work to the development of the policy and commissioning prospectus.

REASON FOR THE DECISION

Committee is recommended to approve the development of the policy and prospectus at an early stage to ensure corporate support for the project prior to engagement with communities and the third sector to avoid reputational damage, unnecessary work and to feed in councillors' views early in the process.

DETAILS OF ANY ALTERNATIVE OPTIONS

Do nothing and continue to commission activity through individual commissions and process with and outside the communities and equality team. This would prevent any synergy being achieved, not only within those individual commissions but also across the council.

Reallocate the commissioning for community development, engagement and infrastructure held in the communities and equality team to service areas already pursuing similar but serviced based outcomes. This would prevent the synergy and joining up of outcomes and investment across the council.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 27

RECORD OF POLICY & RESOURCES COMMITTEE

COUNCIL DECISION

SUBJECT: ECONOMIC STRATEGY AND ACTION PLAN 2013-18

AUTHOR: CHERYL FINELLA

THE DECISION

- (1) That the refresh of the Economic Strategy and Action Plan 2013 -2018 be approved and recommended to the Full Council in October 2013;
- (2) That the Economic Partnership and other business and voluntary sector partners be thanked for their contribution to the creation of the new Economic Strategy for the city;
- (3) That the Executive Director for Environment, Development & Housing be authorised to make any minor amendments relating to the report following further consultation with the Economic Partnership in September 2013; and
- (4) That the work taking place to align the Economic Strategy with the Greater Brighton City Deal proposals and emerging Coast to Capital Local Enterprise Partnership (LEP) Growth Strategy be noted.

REASON FOR THE DECISION

No alternative reasons were listed in the report

DETAILS OF ANY ALTERNATIVE OPTIONS

No alternative options were listed in the report

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 28

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: GREATER BRIGHTON CITY DEAL

AUTHOR: NICK HIBBERD

THE DECISION

That the progress to date be noted and the work being undertaken by officers to secure a Wave 2 City Deal for the Greater Brighton City Region be endorsed.

REASON FOR THE DECISION

No alternative reasons were listed in the report.

DETAILS OF ANY ALTERNATIVE OPTIONS

The city council was not obliged to bid for a City Deal, but it is considered to offer the potential for considerable economic benefit to the city.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 29

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: TREASURY MANAGEMENT POLICY
STATEMENT 2012/13 - END OF YEAR
REVIEW

AUTHOR: MARK IRELAND

THE DECISION

- (1) That the key actions taken during the second half year to meet the treasury management policy statement and practices (including the investment strategy) as set out in this report be endorsed;
- (2) That it be noted that the approved maximum indicator for investment risk of 0.05%, authorised borrowing limit and operational boundary have not been exceeded.

REASON FOR THE DECISION

Treasury management is governed by a code that is recognised as 'best and proper practice' under the Local Government Act 2003. The Code requires a minimum of two reports per year, one of which is a report looking back at the previous year. This report fulfils this requirement.

DETAILS OF ANY ALTERNATIVE OPTIONS

The report asks for endorsement of action already taken.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 30

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: TARGETED BUDGET MANAGEMENT
(TBM 2)

AUTHOR: JEFF COATES

THE DECISION

- (1) That the forecast outturn position for the General Fund, which is an overspend of £3.388m be noted;
- (2) That the forecast outturn for the Housing Revenue Account (HRA), which is an underspend of £0.123m be noted;
- (3) That the forecast outturn position for the Dedicated Schools Grant which is an underspend of £0.208m be noted;
- (4) That the forecast outturn position on the capital programme be noted;
- (5) That the following changes to the capital programme be approved

(i) The new schemes as set out in Appendix 3.

REASON FOR THE DECISION

Budget monitoring is a key element of good financial management, which is necessary in order for the council to maintain financial stability and operate effectively.

The capital budget changes are necessary to maintain effective financial management.

DETAILS OF ANY ALTERNATIVE OPTIONS

The provisional outturn position on council controlled budgets is an overspend of £3.388m. Any underspend at year-end would release one off resources that can be used to aid budget planning for 2014/15. Any overspend will need to be funded from general reserves which would then need to be replenished to ensure that the working balance did not remain below £9.000m.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 31

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: BUDGET UPDATE AND BUDGET
PROCESS 2014/15

AUTHOR: MARK IRELAND

THE DECISION

- (1) That the resource and expenditure projections for 2014/15 set out in the body of the report and appendix 1, and the Medium Term Financial Strategy (MTFS) projections set out in appendix 2 be noted;
- (2) That the Executive Leadership Team be instructed to develop budget proposals for 2014/15, for submission to Policy & Resources Committee for consideration, on the basis of:
 - a 2% council tax increase;
 - the purpose, ambition and priorities set out in the corporate plan and principles set out in paragraph 3.44 of the report;
 - the consultation and engagement approach set out in paragraph 4 of the report.
- (3) That the Executive Leadership Team be instructed to identify options to meet the 2014/15 savings target of £23.6m and expand the proposals currently contained in the MTFS to provide more detail over the subsequent 4 year period; and to report such options and proposals to Policy & Resources Committee for consideration.
- (4) That the proposed approach to reviewing the Council Tax Reduction Scheme as set out in paragraphs 3.24 to 3.26 of the report be agreed; and
- (5) That the resource projections for the capital investment programme as shown in appendix 3 to the report be noted.

REASON FOR THE DECISION

The council is under a statutory duty to set its council tax and budget before 11 March each year. This report sets out the budget assumptions, process and timetable to meet this statutory duty.

DETAILS OF ANY ALTERNATIVE OPTIONS

The budget process allows all parties to put forward viable budget amendments and council tax proposals to Budget Council on 27th February 2014. Budget Council has the opportunity to debate both the proposals put forward by Policy and Resources committee at the same time as any viable alternative proposals.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:

A handwritten signature in black ink, appearing to read 'Mark Wall', written over a horizontal line.

CALL-IN FOR SCRUTINY

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11 July 2013

This record relates to Agenda Item 32

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: RENEWAL OF PUBLIC HEALTH SERVICES CONTRACTS

AUTHOR: CHRIS NAYLOR, TOM SCANLON

THE DECISION

- (1) That the proposals for the renewal of public health contracts as set out in paragraphs 3.6 – 3.9 of the report be approved;
- (2) That the procurement of the lifestyle weight management and the stop smoking services contracts described in Appendices D and E respectively to the report be approved;
- (3) That a twelve month extension of the existing contracts for sexual health and substance misuse and alcohol services referred to in paragraphs 3.7.4 - 3.7.5 of the report and described in Appendices F and G respectively to the report be agreed; and
- (4) That the Director of Public Health be granted delegated authority to:
 - (i) conduct a competition through a mini-prospectus for the mental health promotion contracts referred to in paragraph 3.9.1 and described in Appendix H to the report.
 - (ii) award contracts for the lifestyle weight management and the stop smoking services on the basis of price and quality evaluation criteria.

REASON FOR THE DECISION

The strategy is to enable due process to be followed as contracts expire.

A staggered approach is proposed to service contract re-procurement to ensure sufficient capacity and the need for attention to detail.

DETAILS OF ANY ALTERNATIVE OPTIONS

No alternatives have been proposed.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 33

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: HIGHWAY WORKS FRAMEWORK
AGREEMENT

AUTHOR: ROSS CLEVELAND

THE DECISION

- (1) That the procurement of a framework agreement for highway works with a term of four years from 1 January 2015 to 31 December 2018 and an option to extend for a further two years to 31 December 2020 be approved;
- (2) That delegated authority be granted to the Executive Director Environment, Development and Housing –
 - (i) to carry out the procurement of the framework agreement referred to in (1) above including the award and letting of the framework agreement; and
 - (ii) to grant an extension to the framework agreement referred to in (1) above of two years should he/she consider it appropriate at the relevant time.

REASON FOR THE DECISION

In approving the procurement and award of this framework agreement, the Council will enable the means not only to fulfil its statutory duties but also help deliver corporate priorities.

DETAILS OF ANY ALTERNATIVE OPTIONS

Various procurement options have been discussed with Strategic Finance and Procurement and this form of framework, procured through the EU process is considered most suitable. The use of a framework agreement with "Call-off" arrangements and a Schedule of Rates, allows market tested competitive rates to be utilised for any Civil Engineering projects within the scope of the documentation.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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Groups represented on the Council.

11 July 2013

This record relates to Agenda Item 34

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: PROCUREMENT AND AWARD OF THE
HIGHWAY SAFETY MAINTENANCE
CONTRACT

AUTHOR: CHRISTINA LIASSIDES

THE DECISION

- (1) That the procurement of a contract for the provision of highway safety maintenance for a 4 year period, with an option to extend for a further 2 years be approved;
- (2) That delegated authority be granted to the Executive Director, Environment, Development & Housing –
 - (i) to award the contract for 4 years following the recommendations of the evaluation panel and the results of the tendering process; and
 - (ii) to extend the contract for up to 2 years, subject to satisfactory performance of the contractor.

REASON FOR THE DECISION

Various procurement options have been discussed with Strategic Finance and Procurement and this form of contract, procured through the EU process, is considered most suitable to ensure that the Council fulfils its statutory obligations and obtains the best value for money.

DETAILS OF ANY ALTERNATIVE OPTIONS

An alternative is not to procure a safety maintenance works contract but this would mean the Council would not be able to effect safety repairs and would thus fail in its statutory duty.

A single provider is being sought due to the nature of the repairs, which requires the contractor to provide a dedicated response 24/7 to all locations in the city, sometimes within 2 hours. A framework agreement with call-off to different providers would result in huge amounts of work and resources to “call off” each time a works order is raised and would result in unacceptable time delays for safety repairs.

Combining the safety maintenance contract with the Minor Highway Works contract was considered by officers in Highways, Legal and Procurement with specialist consultancy support to review and advise, but was decided against due to the very different nature of the works for transport schemes or large-scale maintenance projects compared to small-scale reactive repairs in multiple locations.

There is no suitable collaboration that the Council can enter into with other local authorities from SE7 at present due to the differing requirements of our city highway

safety maintenance regime as compared to the other counties' requirements. However, future collaboration opportunities with other SE7 local authorities will still be considered as and when they arise to ensure the best interests of the City Council are met.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:

A handwritten signature in black ink, appearing to read 'Mark Wall', written over a horizontal line.

CALL-IN FOR SCRUTINY

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11 July 2013

This record relates to Agenda Item 35

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: PROCUREMENT OF THE CORPORATE
BUILDING CLEANING CONTRACT
(JULY 2013)

AUTHOR: MARTIN HEDGECOCK, ANGELA
DYMOTT

THE DECISION

- (1) That the Executive Director for Finance & Resources be authorised to:
- (i) Extend of the existing corporate building cleaning contract by one (1);
 - (ii) Carry out a tendering process for the new corporate building cleaning contract in accordance with full of EU Procurement legislation together with the Public Contracts Regulations 2006, the Council's Standing Orders and Financial Regulations;
 - (iii) In consultation with the Chair of Policy & Resources, to award the OJEU procured corporate building cleaning contract referred to in section 2.2 above for a term of four (4) years; and
 - (iv) In consultation with the Chair of Policy & Resources, to grant a two (2) year extension to the corporate building cleaning contract referred to in section 2.2 above at the relevant time, subject to satisfactory performance.

REASON FOR THE DECISION

The existing corporate building cleaning contract is due to expire in October 2013. An extension to the existing contract is required to enable continuity of service whilst the tendering of a new contract under EU legislation is undertaken and to adhere to the OJEU timetable. The proposed new contract is needed to ensure that council fulfils its statutory requirements, that sites are clean, hygienic and well presented to the public and that the buildings are safe for the council's employees but, as detailed above, it will be necessary to extend the current contract to allow the OJEU process to be carried out.

DETAILS OF ANY ALTERNATIVE OPTIONS

Do Nothing – this is would go against statutory requirements, corporate buildings and schools need to be cleaned and it would not be possible to let the current contract expire with no alternative in place.

Bring the service in-house - The possibility of bringing this contract 'in house' has been considered. The council does not have the skills and this is not considered a core council business. The current corporate building cleaning contract is valued at £1.6 million p.a. in total, a figure that would cover salaries only should we transfer

250+ cleaning/supervisory/contract management and administration staff into our employment. Additional costs would include the replacement of most of the equipment which will be nearing the end of its' working life, the purchase of 5 vehicles for the area supervisors, contract manager and mobile cleaner. It is estimated that the cost would be approximately £1.8 million p.a. plus the additional work placed on our Human Resources and Payroll teams.

Utilise the ESPO (263) framework agreement – See the evaluation of this option outlined in section 1 above.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 36

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: WAIVERS OF CONTRACT STANDING
ORDERS

AUTHOR: CLAIRE HUTCHINSON, MARK IRELAND

THE DECISION

That the number of waivers authorised under Contract Standing Orders 18.2, 18.3 and 18.4 during financial years 2011/12 and 2012/13 be noted.

REASON FOR THE DECISION

The analysis does not suggest any failure to comply with CSOs. The decrease in the numbers of waivers is consistent with greater knowledge of the Council's processes.

Overall the report demonstrates the increasing awareness and achievement of value for money and reflects the changing nature of procurement, including the move to greater use of partnership working and collaboration.

Corporate Procurement continues to increase the awareness of procurement practices with council officers seeking advice about tendering and are utilising various approaches to procurement, which are allowed for within CSOs without the need for a waiver e.g. the increase in the use of consortium contracts and frameworks plus greater collaboration with neighbouring councils.

DETAILS OF ANY ALTERNATIVE OPTIONS

Not applicable to this report.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 37

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: METRO WIRELESS NETWORK
CONCESSION EXTENSION

AUTHOR: MARK WATSON

THE DECISION

- (1) That approval be given to let a service concession for the use of council owned assets (primarily street furniture) to deliver a Wireless Network for a 7 year initial period with the option to extend for 2 years plus a further period of up to 12 months (7 plus 2 plus 1);
- (2) That the Executive Director Environment, Development & Housing be granted delegated authority to award a service concession contract to deliver a Metro Wireless network and, subject to satisfactory performance of the appointed contractor, to extend the 7-year contract by a maximum of 3 years (2 years, then 12 months); and
- (3) That the Executive Director Environment, Development & Housing be authorised to agree any minor amendments to the draft contract deemed necessary and to conclude the contract accordingly.

REASON FOR THE DECISION

Benefits from this recommendation can be directly quantified in terms of potential revenue streams. In addition the creation of such a digital platform will deliver benefits which are less tangible in commercial terms but potentially will add value to the way public services are delivered, the way in which digital inclusion is addressed and local business benefits from improved broadband connectivity.

DETAILS OF ANY ALTERNATIVE OPTIONS

No further alternative options have been evaluated or have become available since the approval of the original report recommendations in November 2012. The reasons for not adopting alternative options still stand.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services
Signed:



CALL-IN FOR SCRUTINY

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11 July 2013

This record relates to Agenda Item 38

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: WORKFORCE EQUALITIES ACTION
PLAN

AUTHOR: CAROLYN BRISTOW

THE DECISION

- (1) That the findings of the Global HPO report on race equality in employment at Appendix 1 to the report be noted;
- (2) That the progress made to date on the issues identified in that report as set out in paragraph 3.3 be noted;
- (3) That the Workforce Equalities Action plans set out in Appendix 2 and 3 to the report be approved; and
- (4) That the ongoing monitoring and reporting arrangements set out in Appendix 4 to the report be noted.

REASON FOR THE DECISION

Option three as described above helps create a sustainable culture change resulting in a positive outcome for staff and potential applicants.

DETAILS OF ANY ALTERNATIVE OPTIONS

Option One: do nothing.

This would potentially result in unequal access to employment at BHCC. It could lead to continued under representation of BME staff in employment and an over representation of staff with protected characteristics in certain HR processes. There is a commitment in the Corporate Plan to develop the Workforce Equalities Action Plan.

Option Two: provide temporary resources to provide quick wins. These are not sustainable and will not result in longer term changes for staff and potential applicants.

Option Three: to have the Workforce Equalities Action Plan as set out in the appendices.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



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11 July 2013

This record relates to Agenda Item 39

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: INFORMATION SECURITY POLICY
BRIEFING

AUTHOR: ANITA BAXTER

THE DECISION

- (1) That the Information Security Policy framework attached as Appendix 1 to the report be agreed; and
- (2) That the Executive Director, Finance & Resources, be granted delegated powers to approve ICT related policies, protocols and guidance subject to compliance with the Information Security Policy Framework.

REASON FOR THE DECISION

In order to meet the various compliance requirements the council must implement a comprehensive policy framework.

A comprehensive policy framework is essential to the council's ability to run its daily business.

DETAILS OF ANY ALTERNATIVE OPTIONS

There are no viable alternative options to the adoption of an updated and refreshed policy framework for information security. The current policy set is inconsistent, inaccurate, out of date and no longer fit for purpose. Lack of a refreshed and updated policy framework could lead to the negative impacts set out in section 5 above.

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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11 July 2013

This record relates to Agenda Item 40

RECORD OF DECISION

SUBJECT: ITEMS REFERRED FOR COUNCIL

AUTHOR:

THE DECISION

REASON FOR THE DECISION

DETAILS OF ANY ALTERNATIVE OPTIONS

No items were referred to Council other than those listed; Item 25 Annual Performance Update 2012/13 (18 July Council meeting), and Item 27 Economic Strategy and Action Plan 2013 – 18 (24 October Council meeting).

Proper Officer:

Date: 15 July 2013

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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