

## CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **EXECUTIVE** held in the Council Chamber, Priory House, Monks Walk, Shefford on Tuesday, 3 April 2018.

### PRESENT

Cllr J G Jamieson (Chairman)  
Cllr R D Wenham (Vice-Chairman)

Executive Members:	Cllrs	I Dalgarno S Dixon Mrs C Hegley	Cllrs	B J Spurr J N Young
Deputy Executive Members:	Cllrs	A D Brown K M Collins Mrs A L Dodwell Ms C Maudlin	Cllrs	Mrs T Stock G Tubb B Wells
Apologies for Absence:	Cllrs	Mrs S Clark		E Ghent
Members in Attendance:	Cllrs	Mrs A Barker R D Berry C C Gomm Ms A M W Graham Mrs D B Gurney	Cllrs	P Hollick K C Matthews B Saunders A Zerny
Officers in Attendance		Mr R Carr Mr M Coiffait Ms M Damigos Mr A Davie  Mr D Galvin Ms S Griffin Mrs S Harrison Mr J Longhurst  Mrs J Ogley  Mrs M Scott Ms M Brooks		Chief Executive Director of Community Services Corporate Lawyer Assistant Director Development Infrastructure Assistant Director of Finance Committee Services Officer Director of Children's Services Director of Regeneration and Business Director of Social Care, Health and Housing Director of Public Health Committee Services Officer

E/17/124 **Minutes**

### RESOLVED

**that the minutes of the meeting held on 6 February 2018 be confirmed as a correct record and signed by the Chairman.**

E/17/125 **Members' Interests**

None were declared.

E/17/126 **Chairman's Announcements**

E/17/127 **Petitions**

None were received.

E/17/128 **Public Participation**

One member of public had registered to speak on item 8 'Potton Hall for All'. See minute E/17/130 for further details.

E/17/129 **Forward Plan of Key Decisions**

**RESOLVED**

**that the Forward Plan of Key Decisions for the period 1 May 2018 to 30 April 2019 be noted.**

E/17/130 **Potton Hall for All**

The Executive considered a report from the Executive Member for Regeneration that sought approval to transfer up to 0.52 ha of serviced land owned by the developer for a community building to Potton Town Council as set out in the S106 Agreement for the development of land on the east side of Biggleswade Road. The report also set out the anticipated costs of the proposed community building and the proposed funding package.

The Chairman invited the public speaker to make their statement in accordance with the Public Participation Scheme.

Ms Gutteridge, spoke on behalf of the Potton Hall for All charity. She explained that the S106 agreement monies available would only fund the build of a small Hall which she felt would not be useful nor viable option in the long term. She confirmed that Potton Town Council's neighbourhood plan included support for the Hall for All project.

However, Potton Hall for All was concerned that the capital funding required to build the larger community building was three times greater than the available in the S106 monies. In Ms Gutteridge's opinion, Potton Town Council could raise sufficient funds in order to build the proposed Hall on their own. Potton Hall for All could raise the funds, provided that they were named as the lead

body for receipt of S106 monies. This would then guarantee the match funding which was needed for other grants.

She asked that the Executive amend recommendation two in report to allow the S106 funding to be allocated directly to the Potton Hall for All charity upon receipt of evidence showing that the full funding had been secured.

Ms Gutteridge explained that Potton Hall for All have been advised in relation to recommendation three that further conditions on Potton Town Council were advisory and not. She confirmed that in relation to recommendation five the Town Council, Ward members and Potton Hall for All charity were in full support of the project.

In response to questions, the Executive Member for Regeneration responded as follows:-

- the Council was not minded to transfer S106 monies directly to the Potton Hall for All charity but rather to the town council, which was an elected body likely to remain in existence in perpetuity.
- He confirmed that recommendation three was not a binding request to the Executive, but the Executive Member requested that Potton Town Council confirm a greater commitment to the realisation of the community building by using its precept to make a financial contribution towards the construction of the Hall.
- that Potton Town Council should be encouraged to give serious consideration to relocating to the Community Hall once it has been constructed.
- confirmed that the Council was supportive of the project.

The Executive Member moved an amendment to recommendation two in the report to clarify that the S106 funding will be secured to 'part fund the Hall for All community building'. This was duly seconded.

The Leader made reference to recommendation three indicating that there was flexibility to make any minor technical adjustments to accommodate various funding requirements.

The local Members were each invited to confirm the degree of priority they attached the proposed Hall for All proposal. Councillor Zerny confirmed that he was supportive of the project but was unwilling for it to be a priority for future 106 funds. Councillor Gurney confirmed her full support for the project.

Reason for decision: To assist the Potton Hall for All and Potton Town Council with the development of a community building.

## **RESOLVED**

- 1. on receipt of a transfer notice from the developer, and to the timescale described in the S106 Agreement for land on the east side of Biggleswade Road, Potton, that the receipt of up to 0.52 ha of the community hall land on behalf of Potton Town Council for the**

**purpose defined in the 2014 S106 Agreement for land east of Biggleswade Road, Potton, be approved;**

- 2. subject to Potton Town Council and the Hall for All group confirming that the community building was fully funded, allocate the S106 funding which had been secured for the purposes of developing a Community Building from the Land east of Biggleswade Road (£579,132) and 64, Biggleswade Road (£179, 859) developments, to Potton Town Council, to part fund the Hall for All community building;**
- 3. request Potton Town Council to confirm greater commitment to the realisation of the community building. Authorise the Directors of Regeneration and Community Services, in consultation with the relevant Executive Members, to make any further decisions regarding the transfer of the Community Hall Land and S106 funding to Potton Town Council. This should include ensuring a restrictive covenant was placed on the land for a community building or use as public open space; and**
- 4. that the S106 funding to Potton Town Council, upon receipt of evidence showing the full funding had been secured, be approved. This evidence must be provided within 2 years of the last S106 payment being received and the S106 money must be profiled in a Funding Plan to fund the final construction phase of the community building. This shall also apply to any further S106 funding secured for the purposes of the community building in Potton secured from future developments in Potton; and**
- 5. To request that Potton Town Council and the CBC ward Members for Potton confirm to Central Bedfordshire Council that the reallocation of S106 funding detailed in the report to fund the Potton Hall for All community building is in line with their priorities for the use of S106 for the Town.**

The decision was unanimous.

E/17/131

### **Your Health, Your Social Care, the Way Forward (An Examination of Good Practice)**

The Executive considered a report from the Chairman of the Overview and Scrutiny Enquiry that presented the outcome of the phase II enquiry into integration of health and social care in Central Bedfordshire. The second phase of the enquiry had investigated additional examples of good practice.

In response to questions, the Executive Member for Health confirmed that the ultimate intention was to develop spokes as well as Health Care Hubs to meet the needs of the rural communities.

Reason for decision: To enable the Executive to review the recommendations emerging from the enquiry before determining its response.

### **RESOLVED**

- 1. that the report and recommendations of the enquiry, set out at Appendix 1 to the report, be noted; and**
- 2. that a response to the report be submitted to the Executive for consideration within two months indicating what action, if any, it proposed to take and if it decided to take no action, the reasons for that decision.**

The decision was unanimous.

E/17/132

### **Procurement of a Hybrid Mail Solution**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the options for improved efficiency in the printing and mailing of bulk items, most notably Council Tax bills and Benefit letters. Hybrid mail would be delivered using a combination of electronic and physical delivery and offered a cost-effective, flexible alternative to on-site print and mailing provision. This process would act as a trial with the intention to widen its application to other parts of the Council.

Reason for decision: Hybrid mail solutions provide best value for the residents, business and users of Central Bedfordshire Council services.

### **RESOLVED**

- 1. that the procurement of a Hybrid Mail Solution be approved;**
- 2. that the approach of initially implementing the solution within the Revenues and Benefits Service with a view to widening it to encompass all Council services at a future date be endorsed; and**
- 3. to authorise the Director of Resources, in consultation with the Executive Member for Corporate Resources, to award the contract for a Hybrid mail solution, following completion of a Crown Commercial Services Framework procurement process.**

The decision was unanimous.

E/17/133

### **Award of Leisure Management Contract**

The Executive considered a report from the Executive Member for Community Services that recommended the award of contract for the operation and management of the new Dunstable Centre and The Grove Theatre, Dunstable, and Tiddenfoot Leisure Centre, Leighton Buzzard.

In response to questions, the Executive Member for Community Services responded as follows:-

- confirmed that the current contract with Stevenage Leisure ended in August 2018 and the contractor would take over from September 2018 which would allow for appropriate hand over arrangements and their involvement in the setting up of the new Leisure Centre in Dunstable.
- He would explore the scope for employment opportunities at the Leisure Centres for people with learning disabilities.

Reason for decision: To ensure the provision of leisure and cultural services at the Dunstable Centre, Tiddenfoot Leisure Centre and The Grove Theatre that offers best value in commercial terms and outcomes for the community.

### **RESOLVED**

**that the leisure management contract for the new Dunstable Centre and The Grove Theatre, Dunstable, and Tiddenfoot Leisure Centre, Leighton Buzzard be awarded to bidder A.**

The decision was unanimous.

E/17/134

### **Tender Award for SAP4/Hana Implementation Partner**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that recommended the award of a contract for an implementation partner to work with the Council to upgrade the current EEC6 SAP financial applications, which included finance, procurement and HR Payroll to bring in line with SAP4/Hana Enterprise Cloud. The upgrade was part of the SAP Optimisation Programme and would provide more rapid and more directive financial reporting.

Reason for decision: To ensure resource and technical knowledge was secured to work with the Council for the upgrade of the SAP financial applications and that preferred contractor be appointed as implementation partner on the basis of best value in commercial terms and outcomes for the Council.

### **RESOLVED**

**that the contract for an implementation partner for the upgrade of the current SAP financial applications from EEC6 to SAP4/Hana Enterprise Cloud (HEC) be awarded to contractor C.**

The decision was unanimous.

E/17/135

### **Award of Contract - Cleaning Contract for General Needs, Independent Living, Gypsy & Traveller Sites, Transitional Accommodation & Sheltered Schemes**

The Executive considered a report from the Executive Member for Adults, Social Care and Housing Operations that recommended the award of a contract for the Cleaning Services of Housing Properties 2018 – 2023.

Reason for decision: To ensure that housing accommodation owned by Central Bedfordshire Council was maintained in an acceptable condition.

**RESOLVED**

**that the Cleaning Services Contract for the Council's housing properties be awarded to Contractor C.**

The decision was unanimous.

E/17/136 **Revenue Budget Monitoring Provisional Forecast Outturn (Quarter 3)**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the forecast outturn financial position for 2017/18 as at December 2017.

Reason for decision: To facilitate effective financial management and planning.

**RESOLVED**

1. **that the revenue forecast outturn position which was currently an overspend of £2.2m, be noted;**
2. **to note that the budget includes £2.1m of contingency against which no call has yet been made. If this contingency was released then this results in an overall net overspend of £0.1m;**
3. **that officers continue to look for compensatory savings in order to deliver a balanced budget;**
4. **to authorise the Chief Executive and the Director of Resources (s.151 Officer), in consultation with the Leader and the Deputy Leader and Executive Member for Corporate Resources, to approve the 2017/18 Revenue, Capital and Housing Revenue Account provisional financial outturn positions, subject to audit; and**
5. **that the above delegation was subject to the final revenue outturn position not being more than 1% over/under net budget.**

The decision was unanimous.

E/17/137 **Capital Budget Monitoring Forecast Outturn Report (Quarter 3)**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the Capital forecast outturn for 2017/18 at as December 2017. The forecast outturn was a substantial under

spend against budget. Primarily this was due to a number of schemes which were dependent on the award of external funding, such as:

- A421 dualing.
- M1/A6 Link Road
- East / West Rail.

Reason for decision: To facilitate effective financial management and planning.

## **RESOLVED**

1. that the gross forecast outturn of £79.8m, excluding HRA, but including deferred spend from 2016/17 which was currently below the approved budget by £30.9m (£6.1m below last year against a higher budget of £132.6m), be noted; and
2. that the new forecast is £18.0m below budget (£9.5m below budget at the same stage last year) be noted.

## **RECOMMENDED TO COUNCIL**

***that the budget for the Stratton Phase 5 project be increased from £2.7m in the 2018/19 Capital Programme to £4.8m, as set out in paragraphs 54 and 55 in Appendix A to the Executive report.***

The decision was unanimous.

E/17/138

## **Housing Revenue Account Budget Monitoring (Quarter 3)**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the Housing Revenue Account (HRA) 2017/18 projected outturn revenue and capital position as at December 2017.

Overall, the forecast position for the capital budget showed an underspend as a result of delays in the delivery of key projects such as Houghton Regis Central.

The Executive Member for Adults, Social Care and Housing Operations commented on the strong performance within Housing.

In response to questions, the Executive Member for Adults, Social Care and Housing Operations confirmed that a process of value engineering was taking place for Houghton Regis Central but the Council was committed to the scheme. The Council was also exploring a new build scheme in Windsor Drive in Houghton Regis for transitional accommodation although some concerns have been raised by local residents.

The Executive Member for Adults, Social Care and Housing Operations explained the approach to funding improvements on housing estates which contained properties in both Council and in private ownership.

Reason for decision: To facilitate effective financial management and planning.

#### **RESOLVED**

- 1. that the Revenue forecast position to achieve a balanced budget with a contribution to HRA Reserves of £5.861m, thus strengthening the Council's ability to invest and improve its stock of Council houses, be approved;**
- 2. that the Capital forecast position indicates a net outturn of £10.881m, against a budget of £14.342m, be approved. It was proposed that £3.344m of works be deferred to 2018/19;**
- 3. that Right to Buy sales be monitored for the possible impact on predicated surpluses in the medium to longer term; and**
- 4. to note that the Executive approved on 5 December 2017, the virement of the underspend at Croft Green (£3.725m) to the new build and acquisitions budget line, to enable further purchases of properties that would partly address the increasing transitional accommodation pressures in the General Fund.**

The decision was unanimous.

#### **E/17/139 2017/18 Quarter 3 Performance Report**

The Executive considered a report from the Deputy Leader and Executive Member for Corporate Resources that set out the 2017/18 Quarter 3 performance update for the Council's Medium Term Plan indicator set.

Reason for decision: To ensure a rigorous approach to performance management across Central Bedfordshire Council.

#### **RESOLVED**

- 1. that the performance against the indicators currently being used to help support the monitoring of progress against the Medium Term Plan priorities be noted; and**
- 2. that officers be requested to investigate and resolve underperforming indicators as appropriate.**

The decision was unanimous.

#### **E/17/140 Award of Leisure Management Contract**

See minute E/17/133 for further details.

E/17/141 **Tender Award for SAP4/Hana Implementation Partner**

See minute E/17/134 for further details.

E/17/142 **Award of Contract - Cleaning Contract for General Needs, Independent Living, Gypsy & Traveller Sites, Transitional Accommodation & Sheltered Schemes**

See minute E/17/135 for further details.

(Note: The meeting commenced at 9.31 a.m. and concluded at 11.01 a.m.)

Chairman .....

Dated .....