



CABINET

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To: Councillors Bailey, Barkley (Vice-Chair), Bokor, Harper-Davies, Mercer, Morgan (Chair), Poland, Rattray and Rollings (for attention)

All other members of the Council
(for information)

You are requested to attend the meeting of the Cabinet to be held in Committee Room 1, at the Council Offices, Southfields, Loughborough on Thursday, 7th July 2022 at 6.00 pm for the following business.

Chief Executive

Southfields
Loughborough

24th June 2022

SCRUTINY COMMISSION REPORTS

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|-----|---|-------|
| 9. | <u>AMENDMENTS TO ANNUAL PROCUREMENT PLAN</u> | 3 - 4 |
| | A report of the Strategic Director; Commercial Development, Assets and Leisure. | |
| | <i>Key Decision</i> | |
| 10. | <u>PRIVATE SECTOR HOUSING ENFORCEMENT POLICY</u> | 5 - 6 |
| | A report of the Head of Strategic and Private Sector Housing. | |

Key Decision

11. PROCUREMENT OF ENVIRONMENTAL SERVICES

7 - 8

A report of the Head of Cleansing and Open Spaces.

Key Decision

CABINET – 7TH JULY 2022

Report of the Scrutiny Commission

ITEM 9 AMENDMENTS TO THE ANNUAL PROCUREMENT PLAN

Purpose of Report

To consider the comments and recommendations of the Scrutiny Commission in relation to the Amendments to the Annual Procurement Plan.

Recommendation of the Scrutiny Commission

That the Cabinet be informed that the Commission welcomes and supports the recommendations set out in the report of the Strategic Director for Commercial Development, Assets and Leisure.

Reason

The Commission, having carefully considered and asked questions on the report felt the Cabinet should approve the recommendations set out.

Meeting Discussion

- i. It was highlighted that the proposed changes to the current Annual Procurement Plan update process were necessary as updates added little value to the execution of the procurement. The proposed changes would eliminate an additional step that was not required. There were a number of processes in place which would allow the monitoring of contracts, such as regular budget monitoring and bi-weekly officer meetings which would continue to ensure contracts were managed effectively.
- ii. The contract concerning audio visual equipment installation at the Town Hall would be a shared contract between the Democratic Service team and Loughborough Town Hall. The execution of this contract would allow both parties to utilise equipment installed and would mean that the Council would no longer need to pay for external audio visual support on a meeting-by-meeting basis. It was anticipated that the Council would have recuperated the cost of the contract over approximately one to two years, depending on the usage of the equipment by the Town Hall.
- iii. A briefing note containing further detail on the audio visual equipment installation at the Town Hall was offered to members.
- iv. The Council intended to begin exploratory work on a potential new office site in the coming months. If the site was considered appropriate for development, completion of the project would take three to five years as a minimum. Therefore it was not justifiable to wait for the Council to build a new space for meetings to be held with audio visual equipment installed. Therefore it was

considered to be most appropriate to undertake the contact to identify a contractor to fulfil the current needs of the Council in providing audio visual support for meetings and events at Loughborough Town Hall.

- v. It was highlighted that the contract concerning audio visual equipment installation at the Town Hall would be utilised by two teams within the Council and so the benefits of the contract procurement would be doubled.
- vi. In relation to the audio visual equipment, once a procurement exercise had been completed, the Council was not obliged to continue with the current supplier as they had been booked on a meeting-by-meeting basis.

Policy Justification and Previous Decisions

Scrutiny Commission Procedure Rule 11.12 sets out the procedure by which a report of a Scrutiny Committee should be considered by Cabinet.

Implementation Timetable including Future Decisions and Scrutiny

The information on this in the Cabinet report is not affected by the recommendation of the Scrutiny Commission.

Report Implications

The following implications have been identified for this report.

Financial Implications

There are no further financial implications associated with the recommendation of the Scrutiny Commission.

Risk Management

There are no specific risks associated with the recommendations of the Scrutiny Commission.

Key Decision:	Yes
Background Paper:	Scrutiny Commission Minute 21 2022/23, 5th July 2022
Officer to Contact:	Sally Watson Democratic Services Officer (01509) 634969 Sally.watson@charnwood.gov.uk

CABINET – 7TH JULY 2022

Report of the Scrutiny Commission

ITEM 10 PRIVATE SECTOR HOUSING ENFORCEMENT POLICY

Purpose of Report

To consider the comments and recommendations of the Scrutiny Commission in relation to the Private Sector Housing Enforcement Policy.

Recommendation of the Scrutiny Commission

That the Cabinet be informed that the Commission welcomes and supports the recommendations set out in the report of the Head of Strategic and Private Sector Housing.

Reason

The Commission, having carefully considered and asked questions on the report felt the Cabinet should approve the recommendations set out.

Meeting Discussion

- i. Members praised the Lead Member and work of the officers involved in the Private Sector Housing Enforcement Policy, specifically the Head of Strategic and Private Sector Housing. It was highlighted that the work had been highly valuable to the Council and had been undertaken thoroughly and professionally.
- ii. Members acknowledged the consistent professionalism and hard work of the departing Head of Strategic and Private Sector Housing and thanked her for the invaluable support that she had offered to members during her time at the Council.

Policy Justification and Previous Decisions

Scrutiny Commission Procedure Rule 11.12 sets out the procedure by which a report of a Scrutiny Committee should be considered by Cabinet.

Implementation Timetable including Future Decisions and Scrutiny

The information on this in the Cabinet report is not affected by the recommendation of the Scrutiny Commission.

Report Implications

The following implications have been identified for this report.

Financial Implications

There are no further financial implications associated with the recommendation of the Scrutiny Commission.

Risk Management

There are no specific risks associated with the recommendations of the Scrutiny Commission.

Key Decision:	Yes
Background Paper:	Scrutiny Commission Minute 23 2022/23, 5th July 2022
Officer to Contact:	Sally Watson Democratic Services Officer (01509) 634969 Sally.watson@charnwood.gov.uk

CABINET – 7TH JULY 2022

Report of the Scrutiny Commission

ITEM 11 PROCUREMENT OF ENVIRONMENTAL SERVICES

Purpose of Report

To consider the comments and recommendations of the Scrutiny Commission in relation to the Procurement of Environmental Services.

Recommendation of the Scrutiny Commission

That the Cabinet be informed that the Commission welcomes and supports the recommendations set out in the report of the Head of Cleansing and Open Spaces.

Reason

The Commission, having carefully considered and asked questions on the report felt the Cabinet should approve the recommendations set out.

Meeting Discussion

- i. It was highlighted that following the implementation of the new senior leadership structure of the Council, it was possible to realign officer delegated authority (if required) in order to ensure services were not disrupted.
- ii. Each option outlined within the report of the Head of Cleansing and Open Spaces had positive and negative implications. It was considered that the preferred option (option three – to commission services from a mature and well-developed marketplace) would minimise risk to the Council and maximises private sector expertise.
- iii. There were a number of large national companies which would be invited to enter bids to supply the Council with environmental services. It was considered that there was sufficient competition in the marketplace in order for the Council to appoint an appropriate service provider.
- iv. The contents of the new secondary legislation under the Environment Act 2021 were unknown at this point. It was anticipated that this could impact on service delivery. However, it would be possible for specifications to be changed if this would not materially change the tendering process. In addition, the Government had committed to cover additional service costs following the implementation of additional legislation.
- v. It was highlighted that the Scrutiny Commission would be interested in scrutinising the matter further when more information becomes available to the Cabinet.

Policy Justification and Previous Decisions

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Implementation Timetable including Future Decisions and Scrutiny

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Report Implications

The following implications have been identified for this report.

Financial Implications

There are no further financial implications associated with the recommendation of the Scrutiny Commission.

Risk Management

There are no specific risks associated with the recommendations of the Scrutiny Commission.

Key Decision:	Yes
Background Paper:	Scrutiny Commission Minute 22 2022/23, 5th July 2022
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