

Record of Cabinet decisions

Tuesday, 10 March 2015

4.00pm to 4.45pm

Date of publication: 11 March 2015

Subject to call-in these decisions will be effective from 19 March 2015
The record of decisions is subject to approval at the next meeting of the Cabinet

Present:	Councillor Alan Jarrett	Deputy Leader and Portfolio Holder for Finance
	Councillor David Brake	Portfolio Holder for Adult Services
	Councillor Jane Chitty	Portfolio Holder for Strategic Development and Economic Growth
	Councillor Phil Filmer	Portfolio Holder for Front Line Services
	Councillor Peter Hicks	Portfolio Holder for Community Safety and Customer Contact
	Councillor Mike O'Brien	Lead Portfolio Holder for Children's Services
	Councillor Kelly Tolhurst	Portfolio Holder for Educational Improvement
In Attendance:	Neil Davies, Chief Executive	
	Dr Alison Barnett, Director of Public Health	
	Robin Cooper, Director of Regeneration, Community and Culture	
	Richard Hicks, Deputy Director, Customer Contact, Leisure, Culture, Democracy and Governance	
	Anthony Law, Democratic Services Officer	
	Phil Watts, Chief Finance Officer	

Apologies for absence

Apologies for absence was received from Councillor Rodney Chambers OBE (Leader) and Councillor Howard Doe (Housing and Community Services).

Record of decisions

The record of the meeting held on 10 February 2015 was agreed and signed by the Deputy Leader as correct.

Declarations of disclosable pecuniary interests and other interests

Disclosable pecuniary interests

There were none.

Other interests

There were none.

Chatham Waterfront

Background:

This report updated Members on the acquisition of land at the Chatham Waterfront development site.

The site (as illustrated at Appendix 1 to the report) is located at a key gateway to Chatham town centre, facing onto the River Medway, Medway Street, the bus station and the Pentagon Shopping Centre. The acquisition and development of the site was therefore a major regeneration focus, and would be supported by funding from the Growing Places Fund. The Council's aspirations for the site, together with details of the associated planning policy framework and proposals for redevelopment were set out in the report.

It was noted that three third parties currently owned the land and part was leased to the Council for use as a temporary car park. Previous reports to Cabinet (12 February 2013 and 5 August 2014) had addressed the land ownership issues and Members were advised that negotiations with landowners, to date, had progressed significantly. The Council would continue to seek to acquire the land by agreement, however, in case negotiations were not successful and to allow redevelopment to take place within a reasonable timeframe to meet the Council's aspirations, the Council would continue to promote a compulsory purchase order in parallel should that be required.

Dependent on the outcome of current negotiations, a further report would be submitted to Cabinet, and possibly Full Council, later in the year.

Decision number: **Decision:**

The Cabinet noted the report.

Reasons:

To allow the Council's aspirations for the site to be realised within a reasonable timeframe.

Procurement Strategy

Background:

This report updated Cabinet on the progress made against the Council's Procurement Strategy.

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The Procurement Strategy, approved in September 2013, contained 14 'measures of success' across the following four key strands:

- Supporting the local economy
- Reducing red tape
- Improved services, better outcomes
- Intelligent spending.

Appendix 1 to the report presented data that tested progress against these measures and it was noted that delivery had been positive to date, with 10 out of 14 measures either already met or exceeded.

The amount of contracted spend that was awarded to small and medium sized enterprises (which was up to 45% from 42%, against a target by 2016 of 50%) and the reduction in the average timescale for procurements (down to 59 days from 140 days against a target of 50 days by 2016) were highlighted.

The strategy would be considered at a Supplier Event, arranged for 18 March 2015, which would give suppliers, the Kent and Medway Federation for Small Business and the Kent Invicta Chamber of Commerce the opportunity to comment. The views of the Business School of the University of Kent would also be sought. Any major amendments to the Procurement Strategy would be reported back to Cabinet for consideration, with other revisions being dealt with through delegated authority.

Decision number: ***Decision:***

43/2015 **The Cabinet noted the progress made against the Procurement Strategy and approved the Strategy for further consultation.**

44/2015 **The Cabinet agreed to delegate authority to the Assistant Director of Legal and Corporate Services, in consultation with the Deputy Leader, to engage in further consultation on the Procurement Strategy to ensure that it was robust and relevant, with suppliers, leading academics and other representatives of the business community and to report back to Cabinet should there be any proposed major amendments.**

Reasons:

To ensure that progress against the strategy is maintained.

Public Health - Transfer of Commissioning Responsibilities for the Healthy Child Programme (0-5 years)

Background:

This report provided details of the transfer of responsibilities for commissioning the Healthy Child Programme for 0-5 year olds from NHS England to the Council.

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The Healthy Child Programme (HCP) is the government's prevention and early intervention evidence-based public health programme for children, young people and families. It aims to support parents, promote child development, improve child health outcomes and ensure that families at risk are identified at the earliest opportunity. It focuses on providing families with a programme of screening, immunisation, health and development reviews, supplemented by advice around health, wellbeing and parenting.

It was explained that whilst a range of public health responsibilities had transferred from the NHS to the Council on 1 April 2013, the Healthy Child Programme (HCP) for 0-5 year olds had remained with NHS England (NHSE) to enable the expansion of health visitor numbers and places on the Family Nurse Partnerships to be completed by April 2015. The transfer of responsibility for commissioning the HCP 0-5 year olds would occur on 1 October 2015 and Department of Health guidance on the scope of the transfer was set out in Appendix 1 to the report.

Members were advised that the Council had been preparing for the transition of these functions through a project steering group, with representation from the Director of Public Health, NHSE Director of Nursing and Contract Leads within MCH. Public Health had also attended performance management meetings and were working with NHSE on the development of the 2015/2016 service specification.

Decision number:

Decision:

- 45/2015** **The Cabinet agreed to formally receive the transfer of the commissioning function and novation of contracts in relation to the Healthy Child Programme 0-5 year olds taking place on 1 October 2015 under the Health and Social Care Act 2012.**
- 46/2015** **The Cabinet agreed to delegate authority to the Monitoring Officer, in consultation with the Portfolio Holder for Adult Services, to enter into all documentation necessary to effect the legal receipt through transfer of this function including resources, information and contracts related to them including the deed of novation and to fulfil any statutory instrument transferring the functions to the Council.**

Reasons:

To comply with legislative requirements under the Health and Social Care Act 2012 and subordinate legislation issued under that Act.

Council Plan Monitoring Q3 2014/15 Performance Monitoring Report

Background:

This report summarised the performance of the Council's Key Measures of Success for October – December (Quarter 3) 2014/15 as set out in The Council Plan 2013/15.

The report and accompanying appendix included progress reports on performance against 51 Key Measures of Success and 24 Key Projects. It also included feedback from the Council's customers using GovMetric, a customer satisfaction measurement at the point of contact (phone, web and face to face). The performance results and associated service comments were set out under each of Medway's four key priorities and two values.

The report highlighted the following:

- 70% (26 out of 37) of measures were achieving target in Quarter 3
- 54% (19 out of 35) of measures had improved over the long trend
- 63.1% (466 out of 738) of respondents were satisfied overall with the way the Council ran its business (Citizen Panel November 2014)
- 64% (3,360 out of 5,248) of respondents rated their contact with the Council as 'good' (GovMetric).

Decision number: **Decision:**

The Cabinet noted Quarter 3 2014/15 performance against the Key Measures of Success used to monitor progress against the Council Plan 2013/15.

47/2015 The Cabinet agreed to work with officers to build on current achievements and deliver remedial action where required.

Reasons:

Regular monitoring of performance by management and Members is best practice and ensures achievement of corporate objectives.

Recruitment Freeze

Background:

This report presented information on vacancies that officers had requested approval to commence recruitment for, following the process agreed by Cabinet on 7 January 2003 (decision number 9/2003). Appendix 1 to the report provided details of the posts.

An additional form for the post of Contracts Monitoring Officer was tabled at the meeting.

Decision number: **Decision:**

48/2015 **The Cabinet agreed to unfreeze the following posts, as detailed in Appendix 1 to the report and tabled at the meeting, to enable officers to commence the recruitment process:**

Business Support

- a) **Database Administrator**
- b) **Application Support Engineer**
- c) **Service Desk Engineer**
- d) **Principal Network Engineer**

Children and Adults

- e) **Transport Officer (SEN)**
- f) **Support Services Assistant**
- g) **Support Services Assistant**
- h) **Contracts Monitoring Officer**

Regeneration, Community and Culture

- i) **Technical Assistant (Highways Scheme Design and Planned Maintenance).**

Reasons:

The posts presented to Cabinet will support the efficient running of the Council.

Gateway 3 Contract Award: HRA Development at Beatty Avenue for Additional Housing Stock

Background:

This report sought permission to award a contract for the construction of affordable bungalows in Beatty Avenue, Gillingham, Kent.

The contract would deliver a development of 32 affordable homes on the site of the former Gillingham College, consisting of 23 one bedroomed bungalows and 9 two-bedroomed bungalows, along with all associated site clearance, infrastructure, external works and landscaping. These units would be completed in phases for hand-over from May 2016.

It was explained that this procurement linked to the recently revised Housing Revenue Account (HRA) Business Plan 2014 – 2044 and Asset Management Strategy. The cost of the scheme would be funded from borrowing created with the introduction of the HRA self-financing arrangements. The report gave details of the procurement process undertaken and the evaluation criteria. An exempt appendix contained key financial analysis and detailed procurement process tender evaluation information.

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It was noted that the Procurement Board had considered this report on 25 February 2015 and supported the recommendation as set out in the report.

Decision number: **Decision:**

49/2015 **The Cabinet approved the contract award for the HRA Development for Additional Housing Stock – Beatty Avenue, to Chartway Group Ltd, achieving the outputs described in Section 3 of the report.**

Reasons:

This proposed development project would both improve and add to the HRA's existing housing stock, which will benefit existing tenants and Medway residents that qualify for affordable housing.

Gateway 3 Contract Award: SEN Provision at New Horizons Children's Academy

Background:

This report provided details of the Monitoring Officer's decision, in consultation with the Procurement Board (25 February 2015), to award the New Horizons Academy SEN Works contract to Re-Gen UK.

Details of the proposed works were set out in paragraph 2 of the report, along with the procurement process and business case. It was noted that the building designated for the additional provision at New Horizons was the science block on the former Chatham South site. This building did not form part of the project to create mainstream primary provision, which had now been completed and had been handed over to the Trust.

The Procurement Board had considered this report, together with the tender submissions, submitted tender values and the overall tender scores on 25 February 2015. At this stage this procurement had been reclassified as medium risk and the Monitoring Officer, in consultation with the Procurement Board, agreed to award the New Horizons Academy SEN Works contract. The Procurement Board had referred this report to Cabinet for information.

Decision number: **Decision:**

The Cabinet noted the report.

Reasons:

The project supports the Council's School Organisation Plan 2011 – 2016 and the Special Educational Needs – An Inclusive Policy and Strategy for Medway 2009 –

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2014. Delivery of this provision will also reduce the number of children placed in out of area independent provision.

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Leader of the Council

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Date

Wayne Hemingway/Anthony Law, Democratic Services Officers

Telephone: 01634 332509/332008

Email: democratic.services@medway.gov.uk