

**Minutes of the Meeting of the STRATEGY AND RESOURCES COMMITTEE held on
17 December 2018**

PRESENT -

Councillor Eber Kington BA Cert Ed (Chairman) Councillors Tony Axelrod, Richard Baker, Kate Chinn, Hannah Dalton, Colin Keane, Omer Kokou-Tchri, Barry Nash and Clive Woodbridge

Officers present: Kathryn Beldon (Chief Executive), Rod Brown (Head of Housing and Community), Amardip Healy (Chief Legal Officer), Mark Shephard (Head of Property and Regeneration) and Fiona Cotter (Democratic Services Manager)

43 DECLARATIONS OF INTEREST

No declarations of interest were made regarding items in this agenda.

44 EXCLUSION OF PRESS AND PUBLIC

The Committee resolved to exclude the Press and Public from the meeting in accordance with Section 100A (4) of the Local Government Act 1972. This was on the grounds that the business involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act (as amended), and that pursuant to paragraph 10 of Part 2 of the said Schedule 12A the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

45 FACILITIES MANAGEMENT AWARD OF CONTRACT

The Committee received and considered a report that summarised the tender process, evaluations and recommendations for the award of the contract for facilities management.

A consultant specialising in supporting the procurement of FM contracts had been employed to provide guidance on the best route for re-tendering that would offer the council best value and improve on-going contract management. The consultant's recommended that facilities management be procured as two contracts, giving the Council greater opportunity to work with specialists, potentially attracting small/medium sized businesses to tender.

The report also highlighted that the consultants had carried out a baseline of current costs against the industry standard of “should cost”. This indicated that neither a single contract nor a split contract appeared to be affordable and it was recommended that the specification needed to be adjusted for services to align with the available budget.

By following a thorough, competitive tendering process based on price and quality, the Council had gained assurance that the best market price and value for money had been achieved.

The report highlighted that although the tenders exceeded the existing budgets, they fell within the advisory market ranges provided by the external procurement specialists and that the shortfall could be funded from the Council’s property maintenance contingency budget. The contracts would run for a period of five years.

Finally, the report highlighted that to improve contract and performance management of both lots of the new contract, they would be managed by a contractual incentive mechanism using Key Performance Indicators and it was proposed to appoint a contract manager to validate performance.

Accordingly, the Committee:

- (1) Awarded the contract, which had been split into two lots, to the successful bidders:
 - a) Lot 1 (Planned and Preventative Maintenance Contract covering mechanical and electrical maintenance and security) to Rydon Maintenance Ltd; and
 - b) Lot 2 (Cleaning Contract covering routine, reactive and periodic cleaning services, pest control, provision of washroom consumables and window cleaning) to Churchill Contract Services Ltd;
- (2) Approved the creation of the new position of Contract Manager to be funded from the property maintenance contingency budget;
- (3) Authorised the Head of Property and Regeneration to finalise the arrangements for the contract and the arrangements for the mobilisation of the two contracts to commence on 1 April 2019.

46 PART USE OF 87 EAST STREET FOR TEMPORARY ACCOMMODATION

Following the purchase of 87 East Street by Sanctuary Housing Association it had been demolished and developed into a purpose built building delivering 45

single occupancy units, communal areas and office space providing managed accommodation and support for young people. Through a s106 agreement, the Council had contributed £500,000 to the cost of the development.

The Committee received a report detailing a proposal from Sanctuary Housing to utilise 24 single beds, in the property (known as DeFoe Court), for use by the Council as temporary accommodation. All units were set up as self-contained studio accommodation and included their own en-suite shower room and wash hand basin and kitchen. The proposal was to use units situated at the rear of the site.

The proposal by Sanctuary Housing included creating a separate entrance to serve the rear 24 units exclusively, as well as internal adaptations to create a physical separation between the 24 units at the rear of the building and the remaining units at the front, which would continue to be used by Sanctuary.

Accordingly the Committee:

- (1) Agreed to the use of 24 units at the rear of 87 East Street as in Borough temporary homeless accommodation, subject to the parties agreeing terms of a legal agreement,
- (2) Authorised the Head of Housing and Community to negotiate and agree terms of an agreement with Sanctuary Housing for the use and management of 24 units at 87 East Street following consultation with the Chief Legal Officer, Chief Finance Officer and Chairman and Vice Chairman of Strategy and Resources Committee;
- (3) Agreed, in the event terms were agreed, to fund the one-off costs from the Residential Property Acquisition Fund up to £105,000.

The meeting began at 7.00 pm and ended at 8.00 pm

COUNCILLOR EBER KINGTON BA CERT ED (CHAIRMAN)