

Public Document Pack

Governance

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The Chair and Members of Cabinet

Please ask for
Direct Line
Fax

Virginia Dodds
01246-345236
01246 345252

4 March 2014

Dear Councillor,

Please attend a meeting of the CABINET to be held on TUESDAY, 11TH MARCH, 2014 at 10.30 am in Committee Room 1 Town Hall, the agenda for which is set out below.

AGENDA

Part 1(Public Information)

1. Declarations of Members' and Officers' Interests relating to items on the Agenda
2. Apologies for Absence
3. Minutes (Pages 1 - 6)

To approve as a correct record the Minutes of the Cabinet meeting held on 25 February, 2014.

4. Forward Plan (Pages 7 - 16)
5. Delegation Report (Pages 17 - 24)

Items Recommended to Cabinet via Executive Members

Executive Member for Housing

6. Renewal of Cleaning Contract for Communal Areas (Pages 25 - 30)

Chief Executive
Huw Bowen



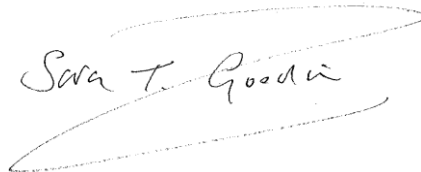
7. Local Government Act 1972 - Exclusion of Public

To move "That under Regulation 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972".

Leader and Executive Member for Regeneration

8. Chesterfield Waterside GPF Loan - This item has been withdrawn and will be considered at a future meeting.

Yours sincerely,

A handwritten signature in cursive script that reads "Sara T. Goodwin". The signature is enclosed within a hand-drawn oval shape.

Head of Governance

CABINET MEETING

Tuesday, 25 February, 2014

Present:-

Councillor Gilby (In the Chair)

Councillors	Blank King Ludlow	Russell Serjeant
Non Voting Members	Brown Hill Hollingworth	Huckle Martin Stone

*Matters dealt with under Executive Powers

165 DECLARATIONS OF MEMBERS' AND OFFICERS' INTERESTS RELATING TO ITEMS ON THE AGENDA

Councillor Russell declared an interest, as a user of Queen's Park Sports Centre, in respect of Minute No. 173, and left the meeting during discussion of this item.

166 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Burrows and McManus.

167 MINUTES

RESOLVED –

That the Minutes of the meeting of Cabinet held on 18 February, 2014, be approved as a correct record and signed by the Chair.

168 FORWARD PLAN

The Forward Plan of key decisions for the four month period 1 March, 2014 to 30 June, 2014 was reported for information.

***RESOLVED –**

That the Forward Plan be noted.

169 FEES AND CHARGES FOR OUTDOOR RECREATION PROVISION 2014-15 (E000)

The Head of Environment submitted a report setting out proposed fees and charges for outdoor recreation facilities, to take effect from 1 April, 2014.

***RESOLVED-**

- (1) That the charges set out in Appendices A and B to the report be approved and introduced for the financial year 2014/15.
- (2) That the Head of Environment, in consultation with the relevant Executive Member, be authorised to revise the approved Fees and Charges where threats to income generation emerge or opportunities to raise additional income arise, which are in line with the Council's general principles for charging.

REASONS FOR DECISION

1. To set the Council's fees and charges for Outdoor Recreation provision, with effect from 1 April, 2014.
2. To contribute to improving the Council's overall financial position and reduce the overall cost of recreation provision by the Council.

170 TRADE WASTE AND MISCELLANEOUS FEES AND CHARGES 2014/15 (E000)

The Head of Environment submitted a report setting out proposed charges for the collection and disposal of trade wastes and other miscellaneous environmental fees in 2014/15.

***RESOLVED-**

That the revised charges for trade wastes and other miscellaneous environmental fees for 2014/15, as detailed within the report and at Appendices A and C to the report, be approved.

REASON FOR DECISION

To set the Council's trade waste charges and other miscellaneous fees for the financial year 2014/15 in accordance with financial regulations.

171 HOUSING REPAIRS BUDGET 2014/15 (H000)

The Housing Service Manager – Operational Services Division submitted a report on the Housing Repairs Budget for 2014/15.

***RESOLVED-**

(1) That the Housing Repairs Budget for 2014/15, as set out at Appendix 1 to the report, be approved.

(2) That the Operational Services Manager be authorised to vire between responsive repairs budget heads in order to manage and respond to fluctuations in tenant-led or weather dependent repairs.

REASONS FOR DECISION

1. To permit required maintenance of the Housing Stock.
2. To support working with tenants through the Tenant Participation Strategy.
3. To support the Council's Vision and Corporate Plan.

172 TENANT SATISFACTION 'STAR' SURVEY RESULTS (H000)

The Housing Service Manager – Business Planning and Strategy submitted a report on the results of the Survey of Tenants and Residents (STAR) carried out in November, 2013 and recommending a future programme of surveys monitoring satisfaction with the Housing Service.

The Survey of Tenants and Residents was a voluntary undertaking which had replaced the mandatory Standardised Tenants Satisfaction Survey (STATUS). The requirement to complete a STATUS survey every three years had been removed by the Government in 2010.

The housing performance benchmarking company HouseMark had developed the STAR survey to provide housing providers with a means of comparing satisfaction with their services. The Council's Policy Team had undertaken the survey on behalf of housing services.

Details were given of the results of the survey, which had shown a rise in overall satisfaction with the service from 77.4% in 2008 to 87.5% in 2013.

Housing Management and the Tenants Executive planned to use the survey results to identify any areas for improvement, and prepare an action plan for addressing these.

***RESOLVED-**

- (1) That the improvement in tenant satisfaction since the previous survey was completed in 2008 be noted.
- (2) That a further report be brought to Members identifying any areas for improvement and associated actions arising out of the survey.
- (3) That agreement be given to Housing Services commissioning the Council's Policy Team to carry out the STAR Survey every two years.

REASON FOR DECISION

To ensure that more timely and accurate satisfaction data is available.

173 FEES AND CHARGES FOR SPORT AND LEISURE 2014-15 (L000)

The Head of Environment submitted a report setting out proposed fees and charges for Sport and Leisure facilities to take effect from 1st April, 2014.

The report also covered proposed changes to casual and block bookings, the Leisure Pass name and membership packages, the two tier pricing system, concessionary memberships, booking times and guidelines for charging.

***RESOLVED-**

- (1) That the charges set out in Appendix E to the report be approved and introduced for the financial year 2014/15.

(2) That the proposed changes to Casual and Block Bookings, Leisure Pass name and membership package/benefits, and to the removal of two tier pricing, be approved.

(3) That the proposals for Concessionary charge eligibility be approved, as outlined in Appendix A2 to the report, and that the Concessionary membership be refreshed as Change4Life membership as part of Active Chesterfield.

(4) That the proposal for amendment of booking times in the Sports Halls and Squash Courts at Queens Park Sports Centre to 45 minutes be approved.

(5) That the refreshed guidelines for charging for services, as outlined at Appendix A2 to the report, be adopted.

(6) That the Sport and Leisure Manager, in consultation with the Head of Environment and the Executive Member for Leisure, Culture and Tourism, be authorised to revise the approved fees and charges where threats to income generation emerge and/or opportunities to raise additional income arise, in line with the Council's general principles for charging.

REASONS FOR DECISIONS

1. To set the Council's fees and charges for Sport and Leisure Indoor and Outdoor facilities with effect from 1 April, 2014.
2. To contribute to improving the Council's overall financial position and reduce the overall cost of Sport and Leisure provision by the Council.
3. To support the Council's delivery of Great Place, Great Service corporate priorities for visitors to and residents of Chesterfield Borough.
4. To improve customer service, the service programming and overall participation levels of Sport and Physical activity in the borough.

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CHESTERFIELD BOROUGH COUNCIL FORWARD PLAN
FOR THE FOUR MONTH PERIOD 1 APRIL 2014 TO 31 JULY 2014

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 of key decisions to be made on behalf of the Council. As far as possible and in the interests of transparency, the Council will seek to provide at least 28 clear days notice of new key decisions (and many new non-key decisions) that are listed on this document. Where this is not practicable, such key decisions will be taken under urgency procedures. Decisions which are expected to be taken in private (at a meeting of the Cabinet or by an individual Cabinet Member) are marked "private".

This Forward Plan sets out the details of the 'key' and other major decisions which the Council expects to take during the next four month period. The Plan is rolled forward every month and is available to the public 28 days before the beginning of each month.

A 'Key' Decision is defined as:

Any executive decision which is likely to result in the Council incurring significant expenditure or the making of savings where there is:

- a decision to spend £50,000 or more from an approved budget, or
- a decision to vire more than £10,000 from one budget to another, or
- a decision which would result in a saving of £10,000 or more to any budget head, or
- a decision to dispose or acquire any interest in land or buildings with a value of £50,000 or more, or
- a decision to propose the closure of, or reduction by more than ten (10) percent in the level of service (for example in terms of funding, staffing or hours of operation) provided from any facility from which Council services are supplied.

Any executive decision which will have a significant impact in environmental, physical, social or economic terms on communities living or working in one or more electoral wards. This includes any plans or strategies which are not within the meaning of the Council's Policy Framework set out in Article 4 of the Council's Constitution.

The law and the Council's Constitution provide for urgent key decisions to be made, even though they have not been included in the Forward Plan in accordance with Rule 15 (General Exception) and Rule 16 (Special Urgency) of the Access to information Procedure Rules.

The Forward Plan has been extended to now include details of any significant issues to be considered by the Executive Cabinet, full Council and Overview and Scrutiny Committee. It is hoped that this will better meet the needs of elected Members, Officers and the public. They are called "non key decisions". In addition the plan contains details of any reports which are to be taken in the private section of an Executive meeting.

Anyone wishing to make representations about any of the matters in the schedule below may do so by contacting the officer listed. Copies of the Council's Constitution and agenda and minutes for all meeting of the Council may be accessed on the Council's website: www.chesterfield.gov.uk.

Notice of Intention to Conduct Business in Private

Whilst the majority of the business at Cabinet meetings will be open to the public and media to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that the Cabinet meetings shown on this Forward Plan will be held partly in private because some of the reports for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

A list of the reports which are expected to be considered at this meeting in private are set out in a list on this Forward Plan. They are marked "private", including a number indicating the reason why the decision will be taken in private under the categories set out below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

If you would like to make representations about any particular decision to be conducted in private at this meeting then please email: democratic.services@chesterfield.gov.uk. Such representations must be received in advance of 5 clear working days before the date Cabinet meeting itself, normally by the preceding Monday. The Council is required to consider any representations received as to why an item should not be taken in private and to publish its decision.

It is possible that other private reports may be added at shorter notice to the agenda for the Cabinet meeting or for a Cabinet Member decision.

Cabinet meetings are held at the Town Hall, Chesterfield, S40 1LP, usually starting at 10.30 am on Tuesdays, but subject to change in accordance with legal notice periods.

Huw Bowen
Chief Executive



Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decisions									
Key Decision 255	Appointment of Green Deal/ECO Partner	Joint Cabinet and Employment & General Committee	Executive Member - Housing	25 Mar 2014	Assistant Executive Member Support Members	Meetings.	Business Planning and Strategy Manager - Housing Services	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 267	Restructure of Homelessness Service	Joint Cabinet and Employment & General Committee	Executive Member - Housing	8 Apr 2014	Assistant Executive Member Support Members	Meeting.	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Exempt 1 Information relating to individuals
Key Decision 296	Careline Consortium - Update on the current position regarding potential partnership arrangements with DCC.	Cabinet	Executive Member - Housing	22 Apr 2014	Assistant Executive Member Support Members	Meeting.	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Public
Key Decision 317	Renewal of Cleaning Contract for Communal Areas	Cabinet	Executive Member - Housing	11 Mar 2014	Assistant Executive Member Support Members	Meeting	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcrogan@chesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 318	Proposals in respect of Grange Court - Change of Use/Conversion	Executive Member - Housing	Executive Member - Housing	28 Mar 2014	Assistant Executive Member Support Members	Meeting	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 321	Review of Allocations Policy - Welfare Reform	Cabinet	Executive Member - Housing	22 Apr 2014	Assistant Executive Member Support Members	Meetings	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 329	Local Plan: Sites and Boundaries Development Plan document - to agree preferred options for public consultation.	Cabinet	Deputy Leader & Executive Member for Planning	6 May 2014		Meetings	Head of Regeneration	Alan Siviter Tel: 01246 345954 alan.siviter@chesterfield.gov.uk	Public
Key Decision 337	THI Scheme Project Evaluation - to receive a final evaluation of the THI project for Chesterfield Town Centre.	Cabinet	Deputy Leader & Executive Member for Planning	6 May 2014		Meetings	Head of Regeneration	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 339	Proposals for future use of the former garage site of Hady Lane	Cabinet	Executive Member - Housing	8 Apr 2014	Assistant Executive Member Support Members	Meetings.	Business Planning & Strategy Manager	Alison Craig Housing Tel: 01246 345156 alison.craig@chesterfield.gov.uk	Public
Key Decision 340	Caravan and Mobile Home Park Licensing	Cabinet	Executive Member - Housing	8 Apr 2014	Assistant Executive Member Support Members	Meetings.	Business Planning and Strategy Manager - Housing Services	Jane Thomas Tel: 01246 345708 jane.thomas@chesterfield.gov.uk	Public
Key Decision 347	Anti-Social Behaviour Review	Joint Cabinet and Employment & General Committee	Executive Member - Customers and Communities	8 Apr 2014	Assistant Executive Member	Meetings	Head of Business Transformation	Donna Reddish Tel: 01246 345307 donna.reddish@chesterfield.gov.uk	Exempt 1 Information relating to individuals
Key Decision 348	Strategic Housing Marketing Assessment	Cabinet	Executive Member - Housing	8 Apr 2014	Assistant Executive Member Support Members.	Meeting.	Business Planning and Strategy Manager - Housing Services	James Crouch Tel: 01246 345150 james.crouch@chesterfield.gov.uk	Public
Key Decision 355	Proposed Sports Pavilion for Eastwood Park	Cabinet	Executive Member - Environment	25 Mar 2014	Assistant Executive Member	Meeting	Head of Environment	John Ramsey Tel: 01246 345097 john.ramsey@chesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 369	Consideration of Tenders for the Construction of the New Sports Centre (L000)	Cabinet	Executive Member - Leisure, Culture and Tourism	25 Mar 2014	Assistant Executive Member	Meeting	Head of Environment	Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk	Exempt 3 Contains financial information
Key Decision 370	Appropriation of Land at Queen's Park Annexe for the Construction of the New Sports Centre (R320)	Cabinet	Executive Member - Leisure, Culture and Tourism	6 May 2014	Assistant Executive Member	Meeting	Head of Environment	Darran West Tel: 01246 345751 darran.west@chesterfield.gov.uk	Public
Key Decision 374	Review of Fleet Facilities Manager	Joint Cabinet and Employment & General Committee	Executive Member - Housing	8 Apr 2014	Assistant Executive Member	Meeting	Report of Operational Services Manager	Martyn Bollands Tel: 01246 345020 martyn.bollands@chesterfield.gov.uk	Exempt 3 Contains financial information
Key Decision 378	Local Authority Mortgage Scheme Update Report - take up of mortgages	Cabinet	Executive Member - Housing	25 Mar 2014	Assistant Executive Member	Meetings	Report of Business Planning and Strategy Manager	James Crouch Tel: 01246 345150 james.crouch@chesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 380	Derbyshire County Council's Consultation on Proposed Budget Cuts - Potential Impact on Housing Services	Cabinet	Executive Member - Housing	8 Apr 2014	Assistant Executive Member	Meetings	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 381	Annual Report to Tenants - Local Offers 2014/15	Cabinet	Executive Member - Housing	25 Mar 2014	Assistant Executive Member	Meeting	Service Manager - Housing Services	Julie McGrogan Tel: 01246 345135 julie.mcgrogan@chesterfield.gov.uk	Public
Key Decision 383	Chatsworth Road Conservation Area - outcome of consultation and adoption of proposal to designate a new Conservation Area on Chatsworth Road	Cabinet	Deputy Leader & Executive Member for Planning	25 Mar 2014		Meeting	Head of Regeneration	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public
Key Decision 386	Internal Communications Strategy	Council	Leader & Executive Member for Regeneration	23 Apr 2014		Meetings	Chief Executive/Head of Business Transformation	John Fern Tel: 01246 345245 john.fern@chesterfield.gov.uk	Public

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 388	Community Infrastructure Levy - Approval of Charging Schedule for Submission	Council	Deputy Leader & Executive Member for Planning	23 Apr 2014		Meetings	Head of Regeneration	Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Public
Key Decision 389	Staveley Area Action Plan	Cabinet	Deputy Leader & Executive Member for Planning	6 May 2014		Meetings	Head of Regeneration	Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Public
Key Decision 390	Chesterfield Waterside GPF Loan	Cabinet	Leader & Executive Member for Regeneration	11 Mar 2014		Meetings	Head of Regeneration	Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Exempt 3 Financial information
Key Decision 391	Support Services Restructure	Joint Cabinet and Employment & General Committee	Executive Member - Governance and Organisational Development	25 Mar 2014	Assistant Executive Member	Meetings	Head of Business Transformation	Mark Evans Head of Business Transformation Tel: 01246 345732 mark.evans@chesterfield.gov.uk	Exempt 1, 2, 4 Information relating to individuals and staffing issues

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Key Decision 392	Home Repairs Assistance - 12 Spital Lane (H000)	Executive Member - Housing	Executive Member Housing - Executive Member decisions	24 Mar 2014	Assistant Executive Member	Meeting	Head of Housing	Jane Thomas Tel: 01246 345708 jane.thomas@chesterfield.gov.uk	Exempt 1, 3 Info. relating to an individual Info. relating to financial affairs
Key Decision 393	Revised Enforcement Policy for Young People	Cabinet	Executive Member for Environment	25 Mar 2014	Assistant Executive Member Executive Member for Customers and Communities	Meeting	Head of Environment	Sherri Stock sherri.stock@chesterfield.gov.uk	Public
Private Items - not Key or non-Key									
Non-Key 5	Application for financial assistance Brimington Village Circle	Executive Member - Customers and Communities	Executive Member - Customers and Communities	25 Mar 2014	Assistant Executive Member	Meeting	Head of Finance	Paula Clayton paula.clayton@chesterfield.gov.uk	Exempt 3 Financial info.
Non Key Decision									

Key Decision No	Details of the Decision to be Taken	Decision to be taken by	Relevant Portfolio Holder	Earliest Date Decision can be Taken	Proposed Consultees	Method(s) of Consultation	Documents to be considered by Decision taker	Representations may be made to the following officer by the date stated	Private
Non-Key Non Key 24	List of Buildings of Local Interest - to consider the list of nominated buildings and agree an assessment panel and process	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	17 Mar 2014	Consultation with property owners	Meeting	Head of Regeneration	Paul Staniforth Tel: 01246 345781 paul.staniforth@chesterfield.gov.uk	Public
Key Decision Non Key Page 16	Statement of Community Involvement	Deputy Leader & Executive Member for Planning	Deputy Leader & Executive Member for Planning	23 Apr 2014		Meeting	Head of Regeneration	Neil Johnson Tel: 01246 345241 neil.johnson@chesterfield.gov.uk	Public

CABINET MEETING

11th March, 2014

DELEGATION REPORT

DECISIONS TAKEN BY LEAD MEMBERS

Deputy Leader and Executive Member for Planning

Decision Record No.	Subject	Delegation Reference	Date of Decision
50/13/14	Renewal of 7 year Lease to land at rear of Cemetery Terrace, Chesterfield Road, Brimington, Chesterfield	J420L	11th February, 2014
<p>Decision</p> <p>(1) That approval be given to a further seven year lease to East Midlands Reserve Forces and Cadets Association of land to the rear of Cemetery Terrace, Chesterfield Road, Brimington at a increased annual rent of £300, on the terms contained within the report.</p> <p>(2) That the Head of Governance be granted delegated authority to deal with any late amendments to the terms of the lease.</p>			
<p>Reason for Decision</p> <p>The letting will continue to provide social and training facilities for young people in the area. It will also bring in a small ground rent for the Council.</p>			

Decision Record No.	Subject	Delegation Reference	Date of Decision
51/13/14	Sale of land at Ireland Industrial Estate, off Colliery Close, Chesterfield	T260L	11th February, 2014
<p>Decision</p> <p>(1) That approval be given for the freehold disposal of land at Ireland Industrial Estate off Colliery Close, Chesterfield on the terms set out in the report.</p> <p>(2) That the Head of Governance be granted delegated approval for any late amendments to the land sale.</p>			
<p>Reason for Decision</p> <p>1. The sale will secure a one off capital receipt.</p> <p>2. The value achieved is considered to be at market value for land in the area, given plot shape, physical constraints, cost of site clearance and servicing.</p>			

Decision Record No.	Subject	Delegation Reference	Date of Decision
52/13/14	Sale of East Lodge/ Boythorpe Road, Chesterfield	T260L	11th February, 2014
<p>Decision</p> <p>(1) That approval be given for the freehold disposal of land and buildings at East Lodge and Boythorpe Depot on the terms set out in the report.</p> <p>(2) That the Head of Governance be granted delegated authority to amend the terms of the sale if required.</p>			
<p>Reason for Decision</p> <p>1. The sale will secure a one off capital receipt.</p> <p>2. The value achieved is considered to be at market value for land in the area.</p>			

Decision Record No.	Subject	Delegation Reference	Date of Decision
53/13/14	Freehold Disposal of former Rempoy Land and Premises at Sheffield Road, Whittington Moor	G260L	18th February, 2014
<p>Decision</p> <p>(1) That the freehold disposal of land and premises at Sheffield Road, Whittington Moor, Chesterfield, be approved, on the terms set out in the report.</p> <p>(2) That the Head of Governance be granted delegated authority to agree any late amendments to the proposed sale.</p>			
<p>Reason for Decision</p> <p>1. The sale will secure a one off capital receipt.</p> <p>2. The value achieved is considered to be at market value for land in the area.</p> <p>3. The arrangement with Autoworld for Renace's continued occupation at a low rent will enable the company to establish itself.</p>			

Executive Member for Governance and Organisational Development

Decision Record No.	Subject	Delegation Reference	Date of Decision
54/13/14	Member Level Meetings 2014/15	B000L	18th February, 2014
<p>Decision</p> <p>That the schedule of member-level meetings for 2014/15 be approved.</p>			
<p>Reason for Decision</p> <p>To allow member-level meetings for 2014/15 to be scheduled.</p>			

Executive Member for Customers and Communities

Decision Record No.	Subject	Delegation Reference	Date of Decision
55/13/14	Insolvency Debts for Write-off	G100L	25th February, 2014
<p>Decision</p> <p>That the debts shown in the appendix to the report be written off.</p>			
<p>Reason for Decision</p> <p>Payment of these debts is unlikely to be forthcoming and early write offs have been recommended by the Council's external auditors.</p>			
56/13/14	Outstanding Debts for Write-off	G100L	25th February, 2014
<p>Decision</p> <p>That the debts shown in the appendix to the report be written off.</p>			
<p>Reason for Decision</p> <ol style="list-style-type: none"> 1. There is little or no likelihood of obtaining payment of the debts. 2. Any action which could be taken to recover the debts would not be cost effective. 			

Decision Record No.	Subject	Delegation Reference	Date of Decision
57/13/14	Units 4 and 14, Ireland Close	G100L	25th February, 2014
<p>Decision</p> <p>That the debts shown in the report be written off.</p>			
<p>Reason for Decision</p> <ol style="list-style-type: none"> 1. Extensive recovery action had failed to elicit any payments from the debtor. 2. Enforcement proceedings were not considered justified. The debtor's personal circumstances were such that the cost of proceedings could not be justified. 3. There was little or no likelihood of obtaining payment of the debt. 			
58/13/14	Housing Benefit Overpayment	G100L	25th February, 2014
<p>Decision</p> <p>That the debt shown in the report be written off.</p>			
<p>Reason for Decision</p> <ol style="list-style-type: none"> 1. The overpayment was due to the debtor not declaring a pension - he had now died. 2. Enforcement proceedings were not possible as the invoice was statute barred. 3. There was little or no likelihood of obtaining payment of the debt. 			

Decision Record No.	Subject	Delegation Reference	Date of Decision
59/13/14	Unit 2, Calow Lane	G200L	25th February, 2014
<p>Decision</p> <p>That the debt shown in the report be written off.</p>			
<p>Reason for Decision</p> <ol style="list-style-type: none"> <li data-bbox="134 882 1477 920">1. Extensive recovery action has failed to elicit any payments from the debtor. <li data-bbox="134 965 1477 1048">2. Enforcement proceedings could not continue because the debtor's address was not known. <li data-bbox="134 1093 1206 1131">3. There was little likelihood of obtaining payment of the debt. 			

FOR PUBLICATION

CONTRACT IN RESPECT OF CLEANING COMMUNAL AREAS IN BLOCKS OF FLATS (H000)

MEETING:	1. CABINET 2. EXECUTIVE MEMBER FOR HOUSING
DATE:	1. 11 TH MARCH 2014 2. 28 TH FEBRUARY 2014
REPORT BY:	HOUSING SERVICE MANAGER - CUSTOMER DIVISION
WARD:	ALL
COMMUNITY ASSEMBLIES:	ALL

KEY DECISION REFERENCE (IF APPLICABLE):	317
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FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS:

TITLE: LOCATION:

1.0 PURPOSE OF REPORT

- 1.1 The purpose of the report is to ask Members to award the contract in respect of the cleaning of the communal areas of blocks of flats, to the in-house Building Cleaning Team (the ISP) from 1st April 2014, for a period of 3 years.

2.0 RECOMMENDATIONS

- 2.1 That Members award the contract for the cleaning of communal areas in blocks of flats to the Building Cleaning ISP following value for money principles being satisfied, and a very successful trial being carried out.

3.0 BACKGROUND

3.1 Members will be aware that in 2009 the Council changed the way in which it dealt with the cleaning of the communal areas of blocks of flats and as a result what had previously been a tenant responsibility, became a service delivered by the Council and paid for by tenants by way of a service charge, which is eligible for housing benefit.

4.0 CURRENT POSITION

4.1 Following an external tendering process in 2009 the contract was awarded to Superclean for 3 years and the Council were happy to extend the contract for a further two additional years, in accordance with the contract provisions.

4.2 Following the recent expiry of the contract it was due to be re-tendered and as a pre-cursor to this the specification for the contract was reviewed.

4.3 As part of this discussions took place with the ISP to consider if the service could be delivered in-house.

4.4 It was decided that the ISP would carry out a trial on a small number of flats, delivering the new specification for 6 weeks to test both their ability to carry out the work, the cost of them providing the service and quality standards.

4.5 The trial was very successful with positive feedback from the tenants of the flats in the trial and from staff visiting the blocks, regarding the quality of the work.

4.6 The trial enabled the ISP to come up with an accurate price for the provision of the service, submitting a price of £165,000, which includes additional services, for example a quarterly clean of all bin stores.

4.7 The current cost of the service delivered by Superclean is £160,000 and therefore the price submitted by the ISP represents a 3% increase on the current contract price.

5.0 VALUE FOR MONEY AND QUALITY ISSUES

5.1 Awarding the contract in-house brings many benefits, not least being the absence of the need to go through the procurement route and the time and costs which this entails.

5.2 The price for the work from the ISP is just over 3% higher than the price with the current provider. Given the levels of inflation it is reasonable to

assume that if we went out to the market we would expect prices to be significantly higher than this, therefore delivering the service in-house demonstrates excellent value for money.

5.3 The pilot has enabled the ISP to test new working methods and they have demonstrated an appreciably higher standard of cleaning, including carrying out additional work, for example the cleaning of bin stores.

5.4 The contract management is also likely to be better and more responsive, particularly once the building cleaning team move into the Depot so will be sited alongside the Neighbourhoods Team who manage the contract.

6.0 PERFORMANCE MANAGEMENT

6.1 The contract will be managed under a Service Level Agreement with the ISP, with a performance management framework in place and an annual review of the service, including relevant sector benchmarking carried out to ensure ongoing value for money.

6.2 A full review will be carried out following the expiry of the three year contract period.

7.0 EMPLOYMENT ISSUES

7.1 The Superclean employees working on the contract are eligible to be transferred under the TUPE Regulations and this process has commenced.

7.2 The six cleaners delivering the service will be transferred to the employment of the Council, bringing with them their experience of delivering the service and they will benefit from the Council's terms and conditions, moving from their current pay levels of minimum wage to the relevant council pay scales.

8.0 FINANCIAL CONSIDERATIONS

8.1 The costs of providing the service are met by tenants by means of a service charge, which since it was introduced in 2009 has remained at £1.50 per week.

8.2 From 1st April 2014 this charge will increase to £1.58 per week, a 5% increase in line with other service charges, and which will fully cover all the increased costs of providing the improved service.

8.3 The service charge is fully covered by housing benefit.

9.0 RISK MANAGEMENT

Description of Risk	Likelihood	Impact	Mitigating Action	Resultant Likelihood	Resultant Impact
Complaints from customers regarding new service providers	Low	Medium	Trial already carried out Information will be given to tenants re new provider	Low	Low
ISP fail to deliver service as per contract	Low	Medium	Robust Contract management in place Good working relations between ISP and Neighbourhoods Team	Low	Low

10.0 RECOMMENDATIONS

10.1 That Members award the contract for the cleaning of communal areas in blocks of flats to the Building Cleaning ISP, following value for money principles being satisfied and a very successful trial being carried out.


11.0 REASONS FOR RECOMMENDATIONS

11.1 The recommendation is made in order to improve the levels of service provided in relation to the contract and to ensure value for money.

J. McGROGAN
HOUSING SERVICE MANAGER - CUSTOMER DIVISION

Further information on this matter can be obtained from Julie McGrogan on extension 5135.

Officer recommendation supported/not supported/modified as below or Executive Members' recommendation/comments if no Officer recommendation.

Signed 

Executive Member

Date 28.2.14

Consultee Executive Member/Support Member comments (if applicable)

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