

STEVENAGE BOROUGH COUNCIL

EXECUTIVE MINUTES

Date: Wednesday, 12 June 2019

Time: 2.00pm

Place: Shimkent Room, Daneshill House, Danestrete

Present: Councillors: Sharon Taylor OBE CC (Chair) (Chair), Mrs Joan Lloyd, Lloyd Briscoe, Rob Broom, John Gardner, Jackie Hollywell and Jeannette Thomas

Start / End Time: Start Time: 2.00pm
End Time: 3.55pm

1 **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillor Richard Henry.

There were no declarations of interest.

2 **MINUTES - 14 MAY 2019**

It was **RESOLVED** that the Minutes of the meeting of the Executive held on 14 May 2019 be approved as a correct record for signature by the Chair.

3 **MINUTES OF THE OVERVIEW & SCRUTINY AND SELECT COMMITTEES**

In relation to the Minutes of the Community Select Committee meeting held on 26 March 2019, the Members present at the meeting should include Councillor Jackie Hollywell, Portfolio Holder for Communities, Community Safety and Equalities.

In respect of the Minutes of the Community Select Committee meeting held on 1 April 2019, the Executive Leader asked for clarification regarding the numbers of rough sleepers reported in the Town as the figures referred to in the minutes did not appear to be correct. Officers agreed to look into the matter and advise Members and the Chair of the Select Committee of the correct information and a modification to the minutes to be made if appropriate.

It was **RESOLVED** that the Minutes of the following meetings of the Overview & Scrutiny Committee and Select Committees be noted –

Environment & Economy Select Committee – 28 February 2019

Environment & Economy Select Committee – 13 March 2019

Overview & Scrutiny Committee – 18 March 2019

Community Select Committee – 26 March 2019

Community Select Committee – 1 April 2019

Overview & Scrutiny Committee – 30 April 2019

4 **APPOINTMENT OF COMMITTEES OF THE EXECUTIVE**

The Executive considered a report recommending the establishment of Executive Committees and other bodies of the Executive with delegated powers and the appointment of members and chairs/lead members for each.

It was **RESOLVED**:

- (i) That the following Executive Bodies be established with the terms of reference as set out in Section 3 of the Report and membership as set out below:

Appeals, Grievances and Litigation Committee – Councillor Mrs J Lloyd (Chairman), Councillors John Gardner, Sharon Taylor and Jeannette Thomas;

Housing Development and Regeneration Committee – Councillor Sharon Taylor (Chair), Councillors Rob Broom, John Gardner, Mrs Joan Lloyd and Jeannette Thomas;

Stevenage and East Herts. Joint Executive Revenues and Benefits Shared Service Committee – Councillor Mrs Joan Lloyd (Chairman when appropriate), Councillors Lloyd Briscoe, Jeannette Thomas and Jackie Hollywell (substitute).

- (ii) That the terms of reference as set out in the report and membership of the Stevenage, North Herts, East Herts and Hertsmere Joint CCTV Committee as agreed by the Leader and set out below be noted:

Councillor Jackie Hollywell (SBC Lead), Councillors Mrs Joan Lloyd and Richard Henry.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

5 **DECENT HOMES REFURBISHMENT CONTRACT PROCUREMENT OPTIONS APPRAISAL (INVESTMENT)**

The Executive considered a report seeking approval to commence procurement of a Decent Homes Internal Works Contract as the current contract was due to end in December 2019.

Officers advised that consideration had been given to alternative approaches to packaging the works including whether more than one contractor should be engaged.

The following matters were discussed:

- The advantages and disadvantages of appointing a single contractor to

undertake the works. It was agreed that the appointment of more than one contractor would provide some mitigation for failure;

- Consideration of the potential to include external decent homes works into the contract;
- The importance of fitting carbon monoxide detectors as part of the refurbishment of Council stock;
- The possibility of bringing forward the insourcing of the contract to a period of less than 3 years and the approach to ensure the Repairs and Voids Team were adequately resourced to achieve this.

It was **RESOLVED**:

- (i) That approval be given for officers to procure a contract to conduct essential refurbishment work to various HRA properties as identified in the Asset Management Strategy.
- (ii) That contractors be appointed to undertake the works for reasons as set out in section 4.1 of this report.
- (iii) That the contract, including external decent homes works be offered to market at an estimated contract value of £3.5m per annum for a term of three years, with the option to extend the term by an additional three years.
- (iv) That where necessary the fitting of carbon monoxide detectors as part of the refurbishment works be included in the contracts;
- (v) That the price and quality aspects of the tender are evaluated based on a ratio of 40/60 (price/quality).
- (vi) That the procurement route is through a restricted process for reasons set out in section 4.4 of this report
- (vii) That the Strategic Director be given delegated authority to award and finalise the terms of the contract with the winning bidder(s) after officer evaluation of tenders received and having consulted the Portfolio Holder – Housing, Health and Older People.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

6 **HERTFORDSHIRE HOME IMPROVEMENT AGENCY - 12 MONTH REVIEW**

The Executive considered a report providing information on the first year operation of the Hertfordshire Home Improvement Agency (HHIA).

The following matters were raised:

- It was recognised that the performance of the contract with HHIA had been affected due to a number of reasons including dependency on temporary staff and variation in consistency and speed of delivery, however it was felt that the

Council should remain a member of the HHIA to give an opportunity for new arrangements to bed in;

- A recovery plan had been put in place with the aim of improving productivity;
- The potential for the Repairs and Voids Team to bid for HHIA work should also be considered;
- As significant changes had been put in place to improve effectiveness, a further report should be provided to the Executive Leader and Portfolio Holder in six months time to ensure progress was being made.

It was **RESOLVED**:

- i. That the performance of the HHIA over the last 12 months and the Recovery Plan now in place be noted.
- ii. That the Council's continued participation in the HHIA be endorsed.
- iii. That the Executive Member for Communities, Community Safety and Equalities be requested to raise the issues outlined above at the Health and Wellbeing Board;
- iv. That a further review report be brought to Executive in May 2020.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

7 **URGENT PART I BUSINESS**

None.

8 **EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED**:

1. That, under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in Paragraphs 1 to 7 of Schedule 12A of the Act, as amended by SI 2006 No. 88.
2. That, having considered the reasons for the following items being in Part II, it be determined that maintaining the exemption from disclosure of the information contained therein outweighed the public interest in disclosure.

9 **STEVENAGE BUS INTERCHANGE**

The Executive considered a Part II report updating Members on the project to provide a new bus interchange for Stevenage and seeking approval of the process for constructing the facility ahead of the SG1 proposals.

It was **RESOLVED** that subject to a minor amendment to recommendation (ii), the

recommendations contained in the report be approved.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

10 **TOWN CENTRE REGENERATION - THE TOWN SQUARE AND NORTH BLOCK**

Executive considered a progress update on the Town Square North Block development and Town Square public realm proposals and seeking delegated authority to enter into contracts for construction/further design work.

It was **RESOLVED** that the recommendations contained in the report be approved.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

11 **URGENT PART II BUSINESS**

None.

CHAIR