

# Minutes

## OF A MEETING OF THE

# Cabinet



Listening Learning Leading

**HELD ON THURSDAY 27 JUNE 2019 AT 6.00 PM  
MEETING ROOM 1, 135 EASTERN AVENUE, MILTON PARK, MILTON, OX14  
4SB**

### **Present:**

Cabinet members: Councillors Sue Cooper (Chair), David Turner, Robin Bennett, Maggie Filipova-Rivers, Andrea Powell, Leigh Rawlins and David Rouane

Officers: Steve Culliford, Andrew Down, Dylan Evans, Simon Hewings, Margaret Reed, Chris Webb and Sarah Gray

### **Also present:**

Councillor Sarah Gray

### **1 Apologies for absence**

Councillor Pieter-Paul Barker had sent his apologies for absence.

### **2 Minutes**

**RESOLVED:** to approve the minutes of the Cabinet meeting held on 9 April 2019 as a correct record and agree that the Chairman signs them as such.

### **3 Declaration of disclosable pecuniary interest**

None

### **4 Urgent business and chairman's announcements**

None

### **5 Public participation**

None

## **6 Henley Leisure Centre - refurbishment works to the dry side changing facilities**

Cabinet considered the head of community services' report, which sought approval to procure and award a contract to refurbish the dry side changing facilities at Henley Leisure Centre.

The report set out the implications of not undertaking these works, which could result in increased customer dissatisfaction and a potential reduction in usage of the centre.

Cabinet asked questions on the tendering process and noted that this complied with EU and UK law. Price and quality were taken into account in a procurement process that followed the council's Contract Procedure Rules, set out in the Constitution. Environmental considerations were also taken into account: for this project water saving devices would be used, as would energy-efficient LED lighting.

Cabinet supported the proposal to refurbish the dry side changing facilities. This would improve customer satisfaction and ensure the council met its contractual obligations to maintain the centre.

**RESOLVED:** to

- (a) approve commencing the procurement process to select a contractor to refurbish the dry side changing facilities at Henley Leisure Centre; and
- (b) authorise the head of community services, in consultation with the Cabinet member for community services, to award the contract to the winning tenderer, if the tendered sum is within the approved budget of £100,000 and the works comply with the required specification.

## **7 Thame Leisure Centre - refurbishment to the dry side toilets**

Cabinet considered the head of community services' report. This proposed refurbishing the dry side toilets at Thame Leisure Centre.

The implications of not undertaking these works were noted: namely that the facilities would continue to deteriorate with a resulting loss of customer dissatisfaction and potential loss of income from the centre from reduced usage.

Cabinet welcomed the news that use of the centre was increasing, following works to the swimming pool last year. Cabinet supported the proposed refurbishments to the dry side toilets as this should further increase customer satisfaction.

**RESOLVED:** to authorise the head of community services, in consultation with the Cabinet member for community services, to procure and award a contract for the refurbishment of the dry side toilets at Thame Leisure Centre to a contractor selected through the council's procurement process, subject to the tendered sum being within the approved budget of £54,560 and the works complying with the required specification.

## **8 Park Sport Centre, Wheatley - appointment of contractor to undertake roof refurbishment work**

Cabinet considered the head of community services' report on the need to refurbish a mansard roof at the Park Sport Centre, Wheatley. Cabinet was asked to approve the appointment of a contractor.

Cabinet noted that officers had considered only replacing the affected broken roof tiles but discounted this option as it did not reduce the risk of further tiles causing a continuing health and safety risk to the public and water continuing to penetrate the building. Cabinet supported the officer's proposal to refurbish the roof. It was noted that solar panel could not be used on this vertical mansard roof but when other roofing works were undertaken in due course, the use of solar panels would be considered.

**RESOLVED:** to authorise the award of a contract to Fergal Contracting to carry out the refurbishment work of the mansard roof at Park Sport Centre, Wheatley at a cost of £126,294.

The meeting closed at 6.30 pm

Chairman

Date