

Minutes

OF A MEETING OF THE

Cabinet

HELD AT 6.00 PM ON THURSDAY 11 APRIL 2013

COUNCIL CHAMBER, COUNCIL OFFICES, CROWMARSH GIFFORD

Present

Mrs Ann Ducker, MBE (Chairman)

Ms Anna Badcock, Mr David Dodds, Mrs Judith Nimmo-Smith,
Reverend Angie Paterson and Mr Bill Service

Also present: South Oxfordshire District Council

Mrs Eleanor Hards,
Ms L Lloyd,
Mr D Turner

Also present: Vale of White Horse District Council

Councillor Roger Cox,
Councillor Jim Halliday,
Councillor Judy Roberts,
Councillor Reg Waite,
Councillor Elaine Ware

Officers

Ms Kate Arnold, Mr Steve Bishop, Mrs Jayne Bolton, Mr David Buckle,
Mrs Kathy Fiander, Mrs Clare Kingston, Mr Matt Prosser, Mrs Margaret Reed,
Mrs Anna Robinson, Mrs Gemma Thynne

26 Minutes of the previous meeting, 14 February 2013

RESOLVED: to approve the minutes of the meeting held on
14 February 2013 as a correct record and agree that the Chairman
sign them as such.

27 2014 leisure management contract

Following the earlier informal briefing on the leisure management contract between
the Cabinets of South Oxfordshire District Council and Vale of White Horse District
Council, (as set out in the notes attached to the minute book copy of the minutes)



Listening Learning Leading

Cabinet considered the report of the Head of Economy, Leisure and Property that asked Cabinet to agree to the proposed approach for procuring a contractor to provide leisure management services on behalf of Vale of White Horse District Council and South Oxfordshire District Council with effect from 1 September 2014.

Mrs E Hards addressed Cabinet. In response to Mrs Hards' questions concerning Key Performance Indicators (KPIs) and the length of the contract, Ms K Arnold, Shared Leisure Manager, responded. She advised that KPIs would be subject to discussion over coming months and expected some to be available around August-time. In terms of the length of the contract that would be subject to discussion with the bidders during the competitive dialogue process but would probably be up to 10 years in length. Mrs E A Ducker further added that the Scrutiny Committee should have the opportunity to consider the KPIs and should also have sight of the notes from the meetings of the project board.

Cabinet noted the potential drawbacks of a shared contract that included differences between the existing leisure management contracts across the two councils. These differences compared with the financial benefits of a joint contract, which could bring competitive bids and operational and efficiency benefits in contract management. Cabinet therefore agreed to enter into a competitive dialogue process in a joint procurement with Vale of White Horse District Council.

Cabinet also considered the evaluation criteria, which according to policy was to make 60 per cent of marks available for the most competitive price and 40 per cent for quality. In order to ensure that high quality service was given as much regard as value for money and it remained deliverable, Cabinet agreed to allocate 50 per cent of marks for price and 50 per cent for quality.

RESOLVED: to

1. jointly with Vale of White Horse District Council, commence the procurement of a leisure management contract under the competitive dialogue process;
2. to set the evaluation weighting for the joint contract at 50 per cent price and 50 per cent quality.

28 New Homes Bonus policy and Chinnor Parish Council's application for funding

Cabinet considered the report of the Head of Corporate Strategy that asked Cabinet to consider extending the new homes bonus policy for another year and to make an allocation of new homes bonus funding to Chinnor Parish Council towards the costs of a new community building in Chinnor.

In April 2012 Cabinet agreed an interim new homes bonus policy for 2012/13 and now considered extending it for one year whilst officers assessed the need to provide such funding following Government's recent announcement that 25 per cent of the Community Infrastructure Levy would be paid to town and parish councils. As the policy had provided income to support local communities that were accepting significant amounts of new housing, Cabinet agreed to extend the policy.

Noting the minimal risks of funding the project at Chinnor and that Chinnor's application met the eligibility criteria, Cabinet agreed to fund the cost of a new community building in Chinnor.

RESOLVED: to

1. extend the current new homes bonus interim policy, agreed by Cabinet on 12 April 2012, for one further year (2013/14);
2. transfer the sum of £220,000 from the provisional to the approved capital programme for new homes bonus funding to Chinnor Parish Council for its new community building;
3. award £220,000 to Chinnor Parish Council towards the costs of the construction of a £780,000 community building in Chinnor, funded from the community element of the new homes bonus budget in 2013-14.

The meeting closed at 6.10 pm

Chairman

Date

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Notes

OF AN INFORMAL BRIEFING OF THE

Cabinets of South Oxfordshire District Council and Vale of White Horse District Council

HELD AT 5.00 PM ON THURSDAY 11 APRIL 2013

COUNCIL CHAMBER, COUNCIL OFFICES, CROWMARSH GIFFORD

Present: South Oxfordshire District Council

Mrs Ann Ducker (Chairman)

Ms Anna Badcock, Mr David Dodds, Mrs Judith Nimmo-Smith, Reverend Angie Paterson and Mr Bill Service

Present: Vale of White Horse District Council

Councillor Roger Cox, Councillor Reg Waite, Councillor Elaine Ware

Apologies: Councillor Matthew Barber, Councillor Yvonne Constance and Councillor Mike Murray

Officers

Ms Kate Arnold, Mr Steve Bishop, Mr David Buckle, Mrs Kathy Fiander, Mr Matt Prosser, Mrs Margaret Reed, Mrs Anna Robinson, Mrs Gemma Thynne

Also present: South Oxfordshire District Council

Mrs Eleanor Hards

Also present: Vale of White Horse District Council

Councillor Jim Halliday, Councillor Judy Roberts

1 2014 leisure management contract

The Cabinets of South Oxfordshire District Council and Vale of White Horse District Council met to consider, ask questions and discuss proposals in order for each Cabinet to thereafter consider whether to approve the principle of a joint contract between the two councils to manage leisure facilities in the districts and to approve the procurement process.

Ms Kate Arnold, Shared Leisure Manager, explained that four leisure management contracts expired in 2014 and that the report recommended a joint contract and a competitive dialogue route to procurement. This contract route would offer the best solution so that the councils could engage with the bidders and form relationships with them.

Whilst the council's policy on evaluation criteria was to make 60 per cent of marks available for the most competitive price and 40 per cent for quality, on this occasion officers recommended a different percentage split. Officers recommended that 50 per cent of marks should be awarded for price and 50 per cent for quality so that high quality service was given as much regard as value for money and remained deliverable.

Councillor Mr J Halliday, Vale of White Horse District Council, asked questions seeking to establish whether the council had sufficient staffing to support the current contract reporting requirements. Ms K Arnold, Mr M Prosser, Strategic Director and Mr D Buckle, Chief Executive responded, advising that the councils had appointed Mrs Thynne to support both councils, which would include supporting the current contract reporting arrangements. Mrs Thynne's contract would extend into the period of the new contract as arrangements were put in place. However, resourcing would be subject to further discussion.

Councillor Halliday also asked whether the two councils could require differences within the contracts, such as pricing structure. Mr Prosser advised that different policies could be implemented and that during the competitive dialogue process such discussions could take place with potential contractors. However, Mr Prosser advocated simplicity to ensure the best contract.

As Vale's Scrutiny Committee considered contractor performance, Councillor Halliday sought clarification about the committee's involvement in developing key performance indicators (KPIs). Ms Arnold explained that KPIs hadn't yet been subject to consideration by the project board but would be made available for further discussion by the Scrutiny Committee.

In response to Councillor Halliday's question concerning the project board, Mr Prosser advised that notes of the two project board meetings were available to councillors and would be circulated.

In discussions, Cabinet members alluded to the benefits of good facilities, the encouragement of participation, efficiency and financial benefits and the opportunity the process afforded for joint working.

The meeting closed at 5.15 pm