

Cabinet
17/July2023



COTSWOLD
DISTRICT COUNCIL

Minutes of a meeting of Cabinet held on Monday, 17 July 2023.

Councillors present:

Joe Harris
Tony Dale
Juliet Layton

Mike Evemy
Lisa Spivey
Claire Bloomer

Paul Hodgkinson
Mike McKeown

Officers present:

Robert Weaver, Chief Executive
David Stanley, Deputy Chief Executive and
Chief Finance Officer
Andrew Brown, Democratic Services Business
Manager
Ana Prelici, Democratic Services Officer
Jon Dearing, Assistant Director for Resident
Services

Claire Locke, Assistant Director for Property
and Regeneration
Chris Crookall-Fallon, Head of Climate Action
Ciaran Okane, Senior Procurement Business
Partner
Maria Wheatley, Shared Parking Manager
Officer

Observers:

Councillor Nikki Ind

138 Apologies

There were no apologies for absence.

139 Declarations of Interest

There were no declarations of interest from Members or Officers.

140 Minutes

The following amendments to the minutes were tabled by the Deputy Leader;

- Minute 128 and 129- Councillor Mike McKeown was listed as voting for and absent, the correct record should only list a 'for' vote
- Minute 130- The resolution should be clarified as 'three years with an optional one year extension'
- Minute 132 – incorrect term was used, 'member referral panel' should be 'member review panel'

RESOLVED that Cabinet APPROVE the minutes, subject to the amendments, as a correct record of the meeting held on the 9th of June.

Voting record For- 7, Against 0, Abstentions 1, Absent 0

For	Against	Absent	Abstentions
Claire Bloomer			Juliet Layton
Joe Harris			
Lisa Spivey			
Mike Evely			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

141 Chair's Announcements

The Leader stated that they had attended, alongside a number of Councillor and Officer colleagues, the Royal International Air Tattoo at RAF Fairford. The Leader noted that this was the one of the biggest events in the South West, second only to the Glastonbury Festival. The Leader thanked those who had organised it, and the support of the Local Community in hosting it.

The Leader stated that armed forces Day was marked in June, by the raising of the Armed Forces Flag at the Trinity Road Offices. The Leader thanked the Armed Forces for their work to protect civilians both at home and abroad.

The Leader also recognised Pride Month, held in June, and the second annual Cirencester Pride event. The Leader stated that Pride Month highlights the need to celebrate and protect the rights of LGBT people.

The Leader stated that the Changing Places toilets in the Abbey Grounds had been opened and thanked the Economic Development Lead for their work on the project.

The Leader expressed gratitude for his re-election as a Vice-Chair of the Local Government Association (LGA), and thanked members who had attended the recent LGA conference.

142 Public Questions

There were no public questions.

143 Member Questions

A member question had been submitted to Councillor Tony Dale, Cabinet Member Economy and Council Transformation, from Councillor Dilys Neill. The Democratic Services Officer explained that this question had been submitted before the 5.00pm deadline, but after the publication of the agenda, so had been circulated as a supplement;

“With reference to item 14 on the agenda. While Stow Town Council has been aware that funding for the Visitor Information Centre was being reviewed, it was only on 14th July that the clerk was notified that the recommendation to Cabinet would be for funding to be withdrawn from September. This does not give time for this to be discussed with all the Town Councillors & for a considered response to be returned.

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In Stow, the VIC is housed within the library & funding for the VIC contributes to the viability of the library. Your report shows that in 2022, there were on average about 900 visitors per week to the library / VIC. Withdrawal of funding for the VIC means that it is likely that the library will have to reduce or even close its services.

What discussions have taken place between CDC, GCC who are responsible for the library & Cotswold Tourism to ensure that these popular services (library & VIC) remain viable?"

The following written response was provided and circulated after the meeting;

"1. Officers are sorry for the short notice which has arisen from the unusually small period of time between Cabinet and Council meetings to confirm this funding. VICs were advised funding by grant would only last for a further 18 months in 2021

2. VIC Grant funding goes to Stow Town Council and is not intended to subsidise Library services

3. Visitors have been migrating to digital services since smart phones emerged and COVID accelerated this change. VICs were encouraged to become more digital but so far the changes have been limited.

In common with Visitor Economy support across the Cotswolds for all our Towns and Parishes we continue to operate Cotswolds.com which attracts over 1.5million visitors per year."

144 Rural England Prosperity Fund

The purpose of the report was to inform Cabinet of the approval of the Council's Rural England Prosperity Fund submission and to endorse the approach the Council is taking to allocating the funding.

The Cabinet Member for the Economy and Council Transformation introduced the item, outlining how funds would be distributed. The Cabinet explained that the fund had been allocated by Government in two tranches of around £200,000 and around £550,000.

The Cabinet Member explained that the fund was intended to be complementary to the UK Shared Prosperity Fund (UKSPF), which has previously been reported to Cabinet.

The Cabinet Member stated that the distribution of these funds would be focused on helping rural businesses and communities keep up with more urban areas particularly in regards to connectivity. The funds would be distributed as follows; around £400,000 for the funding of grants to businesses to improve productivity in rural economies, and around £300,000 for community projects (including approximately £100,000 for active travel, £150,000 for heritage buildings and the remainder for community halls and buildings).

The Cabinet Member stated that, following consultation with businesses, the amount to be granted to an individual business would be between £5,000 and £50,000, representing match funding of 50%.

The Cabinet Member stated that the amount for village halls and communities would be between £2,000 to £10,000, with 20% match funding.

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Members discussed the application processes, and the Cabinet Member stated that the application process would be as simple as possible. The application process would commence in around September or October and would be open for about six to eight weeks.

The Cabinet Member explained that village halls could apply to the fund for anything that would constitute a one-time improvement, such as improving wifi connectivity or installing solar panels, to name a few examples.

The recommendations were proposed by Councillor Tony Dale and seconded by Councillor Paul Hodgkinson.

RESOLVED: That Cabinet

- 1) NOTE the approval of the Council’s submission to the Government for the Rural England Prosperity Fund (REPF);
- 2) NOTE that the first year allocation of £191,073 has been approved, with the second year allocation of £573,219 approved subject to compliance with the Government’s Memorandum of Understanding;
- 3) ENDORSE the approach to allocating the funding as set out in section 4;
- 4) DELEGATE AUTHORITY to the Chief Executive to agree the details of the REPF grant schemes and to make final decisions on funding in consultation with the Cabinet Member for Economy and Council Transformation, having regard to the recommendations of the Assessment Panel;
- 5) DELEGATE AUTHORITY to The Chief Executive in consultation with the Cabinet Member for Economy and Council Transformation to agree arrangements and enter into a contract with a third party provider for administering the grant schemes and providing support to businesses, community groups and Town and Parish Councils in delivering their projects.

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			
Mike Evely			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

145 Planned Expenditure of the Homelessness Prevention Grant - Homes for Ukraine top up 2023-2024

The purpose of the report was to consider the planned expenditure of the Homelessness Prevention Grant – Homes for Ukraine top up 2023/2024.

The Leader of the Council introduced the item and highlighted how the funds would be used. The Leader explained that the Housing and Homelessness team were experiencing increased pressures following the pandemic, cost of living crisis, and that the displaced people following the war in Ukraine had worsened this.

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The Leader stated that given the short term nature of the fund recruiting additional staffing through usual channels is unlikely to be successful. It was therefore proposed that a new post be created for the duration of the Grant period, Resettlement and Complex Needs Manger, which would be shared across the Publica Authorities.

The costs would be broken down as follows;

- Resettlement and Complex Needs Manager (to be shared across Publica with Cotswold District Council having a 25% share - £11,250
- Additional Homes for Ukraine family and prevention support staff- £35,000
- Flexible prevention grant to include, but not limited to rent in advance, deposits, tenancy set up, furniture, white goods or emergency accommodation costs- £109,716

Members stated that it was uplifting to see the local community welcome refugees from Ukraine, and asked if the number of refugees was known. The Chief Executive stated that there were a total of 197 refugees from Ukraine in 72 households.

Members asked whether the manager post would need to be approved at the other Publica councils. The Business Manager for Housing stated that the proposal had already been approved by the other Councils.

The recommendations were proposed by Councillor Joe Harris and seconded by Councillor Lisa Spivey, who stated that prevention was key to resolving housing issues, and thanked the Housing and Homelessness team for their work.

RESOLVED: That Cabinet

- 1) APPROVE the expenditure detailed within section 3 of this report
- 2) APPROVE the delegation of any amendments to these allocations to the Business Manager - Housing in consultation with the Leader of the Council and the Deputy Chief Executive Officer subject to compliance with the ring fenced grant conditions
- 3) APPROVE the delegation of decisions on any other uplifts or grants that may be given over the financial years 2023-24 to address increased demands on the Housing Service to the Business Manager - Housing in consultation with the Leader of the Council and the Deputy Chief Executive Officer subject to compliance with the ring fenced grant conditions

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Abstentions	Absent
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			
Mike Evey			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

146 Infrastructure Funding Statement 2022/23

The purpose of the report was to notify Cabinet of the Infrastructure Funding, which provides an overview of all Community Infrastructure Levy (CIL) and Section 106 monies collected, held and spent.

The Cabinet Member for Development Management and Regulatory Services introduced the item.

The Cabinet Member explained the breakdown of the funds and explained that a copy of the report would be sent to all Town and Parish Councils after the meeting.

The Chief Executive added that links to information about CIL would be included in the minutes;

<https://www.cotswold.gov.uk/media/do4ou1ch/cil-town-and-parish-councils-guide.pdf>

<https://www.cotswold.gov.uk/planning-and-building/community-infrastructure-levy/>

RESOLVED: That Cabinet

- 1) NOTE the publication of the Infrastructure Funding Statement

147 Updated Procurement and Contract Management Strategy

The purpose of the report was to present an updated draft Procurement and Contract Management Strategy for comment and consideration by Cabinet.

The Deputy Leader and Cabinet Member for the Finance introduced the item, explaining that the purpose of the item was to increase the social benefit of the procurement Publica undertakes on the Council's behalf. The Cabinet Member explained that the report had been looked at by the Overview and Scrutiny Committee, which had not made any recommendations, but clarified that the strategy was for how Publica procures on behalf of the partner Councils.

The Senior Procurement Business Partner explained that mandatory training for all staff members who undertake procurement would take place. The Cabinet also asked that training on procurement be extended to Members where appropriate.

The Cabinet Member for Finance mentioned that a figure was missing on page 81 of the agenda reports pack. The Senior Procurement Business Partner clarified that the Publica Councils have a combined annual spend of £26m.

Members welcomed the proposal, and sought further information on how the Council could ensure the strategy would deliver social value. The Senior Procurement Business Partner

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stated each contract was dealt with on a case by case basis, and that this could be monitored through contract management.

The recommendation was proposed by Councillor Mike Evey and upon being seconded, went to a vote.

RESOLVED: That Cabinet

- 1) APPROVE the updated Procurement and Contract Management Strategy and recommends it for approval by Council

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			
Mike Evey			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

148 Council Priority and Service Performance Report - 2022-23 Quarter 4

The purpose of the report was to provide an update on progress on the Council's priorities and service performance

The Chief Executive introduced the report, and highlighted the key points within the report;

- A revised Council Tax Hardship fund was launched to help those affected by the Cost of Living Crisis
- Council Tax Collection rates had previously declined due to the Cost of Living Crisis, but this had now improved, at a rate of 98%
- Business rates collection had improved, with a reduction in recovery rates
- There had been a decline in the number of planning applications received, which resulted in a decrease of income from pre-application advice
- The next Council Priority and Service Performance Report would include a broader suite of performance indicators.

The Deputy Chief Executive then addressed the financial elements of the report.

- A new method of benchmarking reporting would be included in future reports, including comparisons from CIPFA neighbours.
- The Asset Management Strategy would be presented to Cabinet in September.

Members made reference to the increase in Gym membership by 20%, and welcomed the new leisure provider who would be commencing their contract in 10 days' time.

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Members stated that Business Rates collections would likely be a challenge due to the high rates of inflation, and encouraged officers to ensure that businesses are being helped to survive amidst this.

The Deputy Leader stated that the report had been scrutinised by the Overview and Scrutiny Committee the previous week. The Committee did not make any recommendations to Cabinet but had discussed the performance indicators.

Members made reference to the increase in Gym membership by 20%, and welcomed the new leisure provider who would be commencing their contract in 10 days time.

Members stated that Business rate collections would likely be a challenge due to the high rates of inflation, and encouraged officers to ensure that businesses are being helped to survive amidst this.

The Deputy Leader stated that the report had been scrutinised by the Overview and Scrutiny Committee the previous week. The Committee did not make any recommendations to Cabinet but had discussed the performance indicators.

RESOLVED: That Cabinet

- 1) NOTE overall progress on the Council priorities and service performance for 2022-23 Q4 and the post reporting period events.

149 2022/23 Final Revenue and Capital Outturn Report

The purpose of the report was to set out the outturn position for the 2022/23 financial year.

The reported outturn of an adverse variance of £1.274m against budget is in line with forecast outturn position reported at Q3 of £1.220m.

The Deputy Leader highlighted that the previous budget was before the inflationary pressures resulting from the war in Ukraine. Therefore, the expenditure on pay settlements was £0.3m higher than budgeted on Publica staff, and £0.5m higher on Ubico staff. The Deputy Leader also highlighted pressures due to fuel, electricity and gas costs increasing, although noted that more treasury management income than expected had been generated from interest rates increasing.

The Deputy Chief Executive highlighted Annex B of the report, and the transfer from the general fund, which highlighted the difference between the Medium Term Financial Strategy and the revised budget.

RESOLVED: That Cabinet

- 1) NOTE the financial position set out in this report.
- 2) APPROVE the carry forward of unspent capital budget included in table 5 of £1.114m into the 2023/24 Capital Programme.

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			

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Juliet Layton			
Lisa Spivey			
Mike Evemy			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

150 2023/24 Revenue and Capital Financial Performance Report - High Risk budgets

The purpose of the report was to provide members with an initial view on the financial challenge for the Council in the current financial year.

The Deputy Leader and Cabinet Member for Finance introduced the item. The Deputy Leader stated that the Cabinet Transformation Working Group had been focussed on delivering savings.

The report stated that the Council had faced several external budget pressures throughout 2022/23 which would continue to impact the Council's finances over the medium-term. There remained significant uncertainty around inflation and interest rates which exerted an influence over the Council's budget both directly and indirectly.

The Deputy Leader explained that Cabinet was therefore asked to agree to establish a new "Treasury Management Risk" earmarked reserve.

The Deputy Chief Executive and Chief Finance Officer stated that budget risks and savings targets were addressed in the report. The General Fund revenue budget included savings targets of £0.250m for Publica and Ubico.

Members noted that car parking revenue was ahead of budget, and welcomed this.

The recommendations were proposed by Councillor Mike Evemy and seconded by Councillor Joe Harris.

RESOLVED That Cabinet

- 1) NOTE the initial view on high-risk budgets/financial performance
- 2) AGREE to establish a new earmarked reserve "Treasury Management Risk" as set out in para 5.13 of this report

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			
Mike Evemy			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

151 Review and future support for grant maintained visitor information centres

The purpose of the report was to advise Cabinet of the outcome of an 18 month review of the four grant-aided Visitor Information Centres (VICs) and their performance against Service Level Agreement measures. To consider future support for existing grant-aided VICs.

The Leader of the Council stated that there was a mistake in the agenda, as the figure should be £6,000, as in the report.

The Cabinet Member for the Economy and Council Transformation introduced the item, and stated that the Council did not own VICs. The Cabinet Member stated that the report concerned grant funding to Visitor Information Centres owned by external parties.

The Cabinet Member stated that only a fraction of tourists to popular Cotswold destinations utilised VICs, while Cotswolds.com had 1.9 million visitors in 2022.

Bourton on the Water VIC had made steps to encourage digital engagement through facilitating coach bookings, and the report therefore recommended forward funding of £6,000 associated with the costs of this.

Members stated that there were some other examples of VICs that had diversified and modernised, Cirencester VIC was noted due to their work selling local products.

The recommendations were proposed by Councillor Tony Dale and seconded by Councillor Mike Evemy.

RESOLVED that Cabinet:

- 1) AGREE forward funding from the Council Priorities Fund (CPF) of £6,000 for a transitional period to the end of December 2023 for costs associated with Bourton on the Water VIC running the coach booking system.

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			
Mike Evemy			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

152 Commercial Solar Photovoltaic Installations on Council Assets

The purpose of the report was to seek agreement to invest in the installation of solar PV on the roofs of buildings owned and in some cases leased by the Council based on the business

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cases set out within this report and to agree to enter into a contract with the preferred contractor for the installation of the solar PV.

The proposal was introduced by the Deputy Leader and Cabinet Member for the Finance. The Cabinet Member for Climate Change and Sustainability stated that the proposal demonstrated the Council's commitment to addressing climate change.

The Cabinet Member for Climate Change and Sustainability made reference to the wildfires across Europe, which highlighted the timeliness of the proposal.

The report highlighted that making an investment in solar PV would contribute to reducing the climate impact of electricity consumption within the Council's estate (both Council-occupied and tenanted). It was stated in the report that benefits to the Council would include:

- delivering a part of its commitment to becoming net zero carbon in operation by 2030,
- generating a return on investment (as per the financial model in the business case annex),
- fulfilling one of the stated purposes of the Cotswold Climate Investment (The Council's Community Municipal Investment Fund) and
- supporting a tenant organisation in their own carbon reduction journey.

The recommendations were proposed by Councillor Mike Evemy and seconded by Councillor Mike McKeown.

RESOLVED that Cabinet:

- 1) RECOMMEND that Full Council should agree to proceed with the investment in roof mounted solar PV based on the business cases in this report, and that,
- 2) The Council seeks to enter into sale agreements, for the electricity generated, with the tenants, with the terms of these agreements and the decision to proceed with some but not all tenants delegated to the Deputy Chief Executive Officer in consultation with the Deputy Leader and Cabinet Member for Finance.
- 3) AGREE to enter into contract with the preferred contractor identified in Annex A, for the provision and installation of Solar PV and related equipment.
- 4) DELEGATE to the Deputy Chief Executive Officer the decision to exclude any tenanted sites based on further due diligence associated with energy usage or vulnerability around continued tenant occupation.
- 5) DELEGATE to the Deputy Chief Executive Officer the decision to adjust the indicative electricity sale price to tenants as long as changes to the projected project returns are in-line with projections contained within this report.
- 6) RECOMMEND to Council to set aside funding for contingency costs of £27,000 from the Council Priorities Fund with delegation to the Deputy Chief Executive Officer to allocate subject to the business case still being viable or expenditure being unavoidable due to structural condition of the building.

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- 7) AGREE to allocate revenue funding of £3,400/year for a part-time shared Energy Manager post and include in the next budget update. Noting that this will be funded from Solar PV income.

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			
Mike Evey			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

153 Decision to provide a Cotswold residents' group-buying scheme for solar PV panels

The purpose of the report was to obtain Cabinet approval for the Council to enter an arrangement with a company, Switchd Ltd trading as MakeMyHouseGreen, to co-brand and promote a district-wide domestic rooftop solar group purchasing scheme.

The scheme's aim was to increase the uptake of solar PV in the district by building on the trust that residents have in the Council as a statutory body, and reducing risk, increasing confidence and ensuring cost-effectiveness for homeowners considering the purchasing rooftop solar PV and battery systems.

The Cabinet Member for Climate Change and Sustainability introduced the report, highlighting that the proposal could allow residents to significantly reduce their carbon footprint.

Members stated that the scheme would assure residents that they are choosing a trusted provider, and thereby encourage residents to take up the scheme.

Members discussed that social tenants could be involved through their housing association.

The recommendations were proposed by Councillor Mike McKeown and seconded by Councillor Lisa Spivey, who highlighted the value of delivering the scheme with through what she hoped would be a trusted partnership.

RESOLVED That Cabinet

- 1) APPROVE the Council's engagement with Switchd Ltd to run a district-wide householder support programme for purchasing solar panels.
- 2) DELEGATE AUTHORITY to the Head of Climate Action, in consultation with the Cabinet Member for Climate Change and Sustainability, CDC's Heritage and Design Manager, Publica's Business Manager for Communications and Marketing and Publica's Head of Legal Services to enter into a contract with Switchd Ltd and run a programme of Council communications to support the scheme

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

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For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			
Mike Evely			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

154 Schedule of Decisions taken by the Leader of the Council and/or Individual Cabinet Members

The purpose was to note the Schedule of Decisions taken by the Leader of the Council and Individual Cabinet Members.

The Deputy Leader and Cabinet Member for Finance explained that a decision-making meeting had taken place on the 30th June 2023.

The Deputy Leader asked that the wording in the Schedule of Decisions be amended to remove the word 'dowry' due to its sexist connotations.

RESOLVED: That Cabinet NOTE the schedule of decisions.

155 Issue(s) Arising from Overview and Scrutiny and/or Audit

There were no issues arising from the Overview and Scrutiny or Audit and Governance Committees.

156 Matters exempt from publication

If Cabinet wished to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it was necessary for Cabinet to pass a resolution in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 on the grounds that their presence could involve the likely disclosure of exempt information as described in paragraph 3 of Schedule 12A of the Local Government Act 1972.

RESOLVED: To exclude the public from the meeting in accordance with the provisions of Paragraph 4(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 in order to discuss matters exempt from publication as described in paragraph 3 of Schedule 12A of the Local Government Act 1972, with the public interest in maintaining the exemption outweighing the public interest in disclosing the information.

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			

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Mike Evey			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

157 Exempt annexes for Item 15

These were not discussed.

158 Exempt annexes for Item 16

These were not discussed.

159 Cleaning and Maintenance of Public Conveniences

The purpose to provide a summary of options for the delivery of the public convenience cleaning and maintenance service

Cabinet members stated that they considered that Danfo provided a good service, but that the contract would only be only extended for a year to allow officers to review and evaluate the overall service provision.

Cabinet members discussed the importance of providing a commercially viable service, which could be entirely maintained through customers paying for entry. It was hoped that this would result in a commercially viable service that was also a good for customers.

The Cabinet also stated that they hoped to introduce card readers in addition to the existing cash payment, to provide more payment options,

The recommendations were proposed by Councillor Mike Evey and seconded by Councillor Tony Dale.

RESOLVED that Cabinet:

- 1) **APPROVE** a further one-year extension under a contract waiver for the cleaning and maintenance of Public Conveniences with Danfo.
- 2) **APPROVE** the reduced specification/service requirements for the one-year extension.
- 3) **REQUEST OFFICERS** to conduct an in-depth review of service provision to be carried out during the period of extension to inform future contract options.

Record of Voting – For: 8, Against 0, Abstention 0, Absent: 0

For	Against	Absent	Abstentions
Claire Bloomer			
Joe Harris			
Juliet Layton			
Lisa Spivey			
Mike Evey			
Mike McKeown			
Paul Hodgkinson			
Tony Dale			

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The Meeting commenced at 6.00 pm and closed at 8.26 pm

Chair

(END)