

The Executive – 3 February 2021

Minutes of the meeting of **The Executive** held on **3 February 2021** when there were present:-

Chairman: Cllr S E Wootton
Vice Chairman: Cllr Mrs C E Roe

Cllr Mrs D L Belton
Cllr D S Efde
Cllr S P Smith

Cllr I H Ward
Cllr M J Webb
Cllr A L Williams

NON-MEMBERS ATTENDING

Cllrs Mrs J R Gooding, M Hoy, Mrs C M Mason, J E Newport, D J Sperring.

OFFICERS PRESENT

A Hutchings	-	Acting Managing Director
M Harwood-White	-	Assistant Director, Assets & Commercial
M Hotten	-	Assistant Director, Place & Environment
A Law	-	Assistant Director, Legal & Democratic
N Lucas	-	Assistant Director, Resources
L Moss	-	Assistant Director, People & Communities
D Tribe	-	Assistant Director, Transformation & Customer
A Hogg	-	Connect Programme Project Manager
N Amor	-	Connect Workforce Development Lead
S Worthington	-	Principal Democratic and Corporate Services Officer
L Morris	-	Democratic Services Officer
K Smith	-	Democratic Services Officer

TRIBUTE TO CAPT. SIR TOM MOORE

Prior to the start of the meeting a moment of silence was held to acknowledge the passing of Captain Sir Thomas Moore, in recognition of his contribution to the national spirit during the first lockdown. A message from the Chairman of the council was read out.

"I was saddened to hear of the passing of Captain Sir Thomas Moore yesterday. This very courageous man was the inspiration we all needed during a time of grave national crisis. He showed us that anyone, no matter what your age or circumstances, can always have the potential to make a huge difference. I am glad that here, in the Rochford District, we can acknowledge his accomplishments and honour his memory in this way."

15 MINUTES

The Minutes of the meeting held on 2 December 2020 were agreed as a correct record and would be signed in due course by the Chairman.

16 CONNECT PROGRAMME UPDATE

The Executive received a verbal update from the Assistant Director, Transformation & Customer on progress with the Connect Cultural and Transformation Programme.

The Assistant Director, Transformation and Customer confirmed the appointment of the Connect Programme Project Manager and advised that updates on the project will be reported quarterly. The project was brought forward in response to the Covid-19 pandemic and the changes to staff working, which means there is an opportunity to implement changes earlier than expected.

The Deputy Leader stated:

"I am delighted to be able to provide you with an update on the Council's Connect cultural and transformational change programme.

There has been considerable activity and progress made in the last few months, and the pace at which the Programme is moving is a credit to the Leadership Team, Workstream leads and Key Change Champions, particularly in these most challenging of times.

As we know, it will be through the Connect Programme that the Council will be able to deliver the best customer experience possible, underpinned by the creation of a more empowered and agile workforce.

Every single officer and elected member of the Council has an important part to play in achieving the required transformation of services and cultural change.

I would also like to highlight the immensely important work that Nicky Amor has been leading on, as Connect Workforce Development workstream lead. Supporting our officers has never been so crucial. A wide ranging and ongoing staff development programme will provide the necessary training and tools to equip our officers to continue to deliver services to our customers, as well as a focus on their well-being and ability for many to adopt new ways of working in a different working environment.

We have commissioned the services of Angela Hogg, via EELGA (East of England Local Government Association), to lead on the Programme Management of Connect.

I am pleased to be able to now hand over to Angela to talk you through the progress made to date and the tools in place that give us confidence the key objectives and benefits of Connect will be delivered against the agreed project plan."

The Connect Programme Project Manager delivered a presentation on the progress of the project. This was followed by an update from the Workforce Development Lead regarding staff development and officer training, with more information to be shared as the workstream moves forward.

The Leader stated that this ambitious programme could have been put on hold due to the Covid-19 pandemic and it was a tribute to staff that the project had continued during this challenging time. The Leader expressed appreciation on behalf of the Executive.

In response to a Member question regarding Members being included in training and as Key Change Champions, officers advised the development of Member training is being considered as part of the development of the project.

In response to a Member question about the impact of the Covid-19 pandemic on the Connect Programme, officers advised the nature of the pandemic and the sudden change to remote working has forced a shift in working culture that was expected to require attention during the programme.

17 QUARTER 3 2020/21 FINANCIAL MANAGEMENT REPORT

The Executive considered a report from the Assistant Director, Resources on the Financial Management and Performance Report for the third quarter of 2020/21.

The Portfolio Holder for Financial Services drew attention to a projected underspend of £154,000.. This has been achieved by prudent financial management, which combined with the full application of the Council's 2020/21 Covid grant allocation of £1.1 million, has allowed the Council to contain its Covid related pressures this year.

The Council has incurred additional Covid related expenditure in a number of areas, including support for leisure, homelessness, and litter collection, as well as due to the loss of revenue from income lines, most notably car parking.

The Council is required to report monthly on expected financial pressures related to the pandemic and these returns have been shared with Members. Central Government has introduced a scheme to reimburse local authorities and an application has been made for £458,000. There will be a final window for claims at the end of the financial year. Covid is expected to have an impact into 2021/22, although the full impact is not yet clear. This will depend on how quickly the wider economy recovers.

Central Government confirmed the income compensation scheme would continue into the first quarter of 2021/22 and announced an un-ringfenced Covid grant in the next financial year, of which £341,000 had been allocated to the Rochford district.

The original capital programme for 2020/21 was reprofiled earlier in the year and the revised budget now sits at £1.969 million. The forecast overrun on the

Council's capital programme as at quarter three is £1.590 million, which is summarised by table in appendix 3.

It was noted that the dynamic nature of the year has made this period exceptionally challenging. The Portfolio Holder for Financial Services thanked the Assistant Director, Resources and the team for their hard work, and these comments were endorsed on behalf of the Executive by the Leader, who stated that the work has gone above and beyond business as usual.

Resolved

That the Quarter 3 2020/21 revenue budget and capital position set out in sections 3 and 4 and detailed in Appendices 1 to 4 be noted. (ADR)

18 WASTE COLLECTION & STREET CLEANSING CONTRACT

The Executive considered a report from the Assistant Director, Place and Environment on the Waste Collection and Street Cleansing Contract.

The Assistant Director, Place and Environment provided summaries of the recommendations, directing Members to specific areas of the report.

In relation to recommendation number one, the Assistant Director, Place and Environment drew attention to paragraphs 5.12 to 5.20 and exempt appendix 1. It was explained to members the extension from a six month to nine month mobilisation period is more attractive to the market. This move will increase bidders and drive price down.

The Assistant Director, Place and Environment suggested recommendations two and four be considered together. Attention was drawn to section five, page 9.2 of the report, which sets out the proposals for procurement. The key points of negotiation are listed under section seven, starting at paragraph 7.14 (provision of capital, ICT arrangements, national waste strategy, commercial waste service, charging for garden waste collection). The rationale for the 60% price, 40% quality evaluation criteria (exempt appendix 2) is set out in paragraphs 5.8 to 5.10.

The Assistant Director, Place and Environment drew attention to section seven of the report in relation to recommendation number three and drew attention to exempt appendix number four in relation to recommendation number five.

In response to a Member query on paragraph 7.21 about the legality of the Council financing vehicles, officers advised that this is legal and is frequently utilised in other waste contracts.

A Member indicated that the current service is exceptional and has the overwhelming support of the district. Officers were asked if there is room within the framework to match factors such as the commitment and dedication of crews. In response, officers advised these issues are covered in the quality evaluation criteria.

A Member asked whether the 40% quality metric included consideration of the Council's carbon neutral targets. This was noted by officers.

In response to a Member query about changes to law resulting from the United Kingdom exiting the EU, officers advised that there are no changes to the legislation affecting the contract.

The Leader expressed satisfaction at the high quality of service provided to the district under the current contract, noting challenges arising from the Covid-19 pandemic and the continuation of a brilliant and nationally recognised service being delivered to residents.

Resolved

- (1) To agree a 3-month extension to the existing Waste Collection and Street Cleansing contracts to the end of July 2022, to allow sufficient time for a procurement process to be undertaken.
 - (2) To approve a budget of £20,000 to appoint external legal advisers to provide advice on contract strategy and preparation of legal documentation.
 - (3) To note the key terms to be included in the tender of the waste collection and street cleansing contract as set out in this report and note the timetable for the tendering process.
 - (4) To note the proposed procurement route of Competitive Procedure with Negotiation and the tender evaluation based on 60% price; 40% quality scoring criteria and the use of the evaluation criteria set out in Exempt Appendix 2.
 - (5) To note that the street cleansing service will be included within any waste collection service contract. (ADR)
- (8 Members voted in favour of the Motion, 0 voted against and 0 abstained)

The meeting closed at 8:22 pm.

Chairman

Date

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