

CONTRACTS AND COMMISSIONING SUB-COMMITTEE

Minutes of the meeting held at 7.00 pm on 15 January 2019

Present:

Councillor Stephen Wells (Chairman)
Councillor Neil Reddin FCCA (Vice-Chairman)
Christopher Marlow, Gary Stevens, Michael Tickner and
Angela Wilkins

Also Present:

Colin Brand, Laurence Downes, Councillor Ian Dunn and Joanne
Stowell

49 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS

Apologies were received from the Interim Chief Executive and Executive Director of Education, Care and Health (Ade Adetosoye, OBE). Apologies were also received from the Head of Performance and Projects, Commissioning and Procurement (Emma Pearce).

The Chairman noted that the former Director of Commissioning had now left the Council. He said that he was saddened by her departure, and praised the excellent work that she had previously undertaken.

The Chairman was disappointed that the Interim Chief Executive was not able to attend and he asked that a formal invitation be sent out to him, inviting him to attend the next meeting.

50 DECLARATIONS OF INTEREST

There were no declarations of interest.

51 MINUTES OF THE MEETING OF THE CONTRACTS and COMMISSIONING SUB-COMMITTEE HELD ON 11th DECEMBER 2018--EXCLUDING EXEMPT INFORMATION

It was resolved that the Part 1 minutes of the meeting held on 11th December 2018, be agreed and signed as a correct record.

The Chairman stated that he wanted the Chairmen of PDS Committees to report back to the Executive, Resources and Contracts PDS Committee--highlighting which contracts they had examined as part of Annual Monitoring requirements. He suggested that the Chairman of the ER&C PDS Committee send out a memo to

this effect. The Assistant Director for Governance and Contracts (Laurence Downes) commented that the Annual Monitoring requirement could, in many cases, be incorporated into existing planned reports (e.g. Gateway reports).

A Member said that she would not wish to create more work. She would be happy if a large spreadsheet could be provided for the key contracts to highlight key stages in the contract process. The Assistant Director replied that the Commissioning Work Plan could be adapted to reflect this.

A Member stated that he did not support the proposal as it would be creating extra work for officers and the ER&C PDS Committee. He was opposed to the idea of PDS Chairs being scrutinised.

It was decided that it would not be unreasonable to ask the ER&C PDS Chairman to consider the proposal and then he could decide for himself whether or not he would like to take the matter any further.

RESOLVED that the minutes be agreed and signed as a correct record and that the suggestion be made to the Chairman of the ER&C PDS Committee, that he considers the proposal relating to the Chairmen of PDS Committees reporting back to the ER&C PDS Committee concerning which contract monitoring reports they had examined

52 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC

No questions had been received.

53 MATTERS ARISING

CSD 19016

A Member was concerned to note that no toilet facilities were being provided at the Central Library. He asked if the provision of toilet facilities had been incorporated into the new library contract with GLL. The Director of Regeneration, (Colin Brand) stated that it was not a requirement of the GLL contract to provide toilet facilities to the general public. This service was only provided to service users that hired rooms on the third floor. It was not a failure in the contract. However, the new libraries at Biggin Hill and Orpington did provide toilet facilities for the public. Several Members expressed disappointment that no public toilet provision existed at the central library.

It was noted that the central library did provide a list of community toilets. A Member suggested that any further discussion regarding libraries/toilets should be undertaken by the Environment PDS Committee.

RESOLVED that the Matters Arising report is noted.

54 VERBAL UPDATE REGARDING LBB BUILDING ITS OWN MORTUARY

The Assistant Director of Public Protection (Joanne Stowell) updated Members on all matters relating to the Mortuary Contract in the Part 2 section of the meeting as some of the issues discussed were deemed to be commercially sensitive.

55 UPDATE REGARDING THE NEW TRANSFORMATION BOARD-- INCLUDING TERMS OF REFERENCE

The Interim Chief Executive and the Executive Director of Education, Care and Health (Mr Adetosoye) was not able to attend the meeting to provide an update concerning the Transformation Board and the Transformation Programme.

Mr Adetosoye had provided written responses to questions that had been asked by the Chairman. The questions and responses were tabled to the Committee at the meeting. The Chairman inferred from one of the responses that the Commissioning Board would resume meeting at some point. It was noted that the 'Transformation Board' had been referred to as an 'officer group' and the Chairman wondered if there would be any Member involvement in the Board in the future. He looked forward to the Interim Chief Executive and the Executive Director of Education, Care and Health providing clarification regarding this at the April meeting.

The Committee had been provided with the following documents:

1. Transformation Programme—2018/19—2022/23
2. Transformation Programme Project Initiation Document and Terms of Reference—Draft V1.8
3. Reporting Schedule of the Transformation Board Delivery Groups

The Committee was informed that the Commissioning Board had ceased to operate from 29th October 2018. The Chairman had been informed that the Transformation Board had already started meeting and he wondered when this had commenced. The Chairman was concerned that reports and service redesigns may not have been looked at during the period when the Commissioning Board was not meeting.

The Assistant Director assured that Contract Procedure Rules were still being applied and monitored. Reports concerning contract actions that would have normally gone to the Commissioning Board were still being reviewed through the Assistant Director. Reports regarding service re-design were expected to be managed through the Transformation Board in the future.

Some Members felt that it was too early at this point for the Contracts and

Commissioning Sub Committee to be attempting to assess and scrutinise the progress made by the Transformation Board. The Chairman stated that he was anxious that Members should retain the ability for engagement, and to have a say in which services were delivered going forward. A Member said that the role of the Contracts and Commissioning Sub Committee would come in later, after the Transformation Project work had been commenced. The Chairman pondered over the matter of when it would be appropriate for the Contracts and Commissioning Sub Committee to become involved.

The Chairman asked one of the Members if he thought the Transformation Programme was aggressive enough. The Member responded that it did look like it was aggressive enough, but ultimately it would depend on what was delivered. The six Board Delivery Group reports would involve much work. He hoped that the respective work plans would be aggressive.

On examination of the six Board Delivery Group reports, a Member stated that in his view, the report on Statutory Services should be drafted first. The Assistant Director suggested that the timescale of Housing Services reflected that a Project Board was already in place and in progress.

The Vice Chairman asserted that in his view the Commissioning Board had been demoted and he hoped that the effect of this would not be too damaging. The Chairman stated that it was a shame that the Commissioning Board had been suspended; he felt that it provided an invaluable role in looking at reports in detail, as well as providing support to officers. The Commissioning Board was also very effective in driving issues forward.

Members asked questions about the reporting schedule and asked what the Board Delivery Groups would be reporting on to the Transformation Board. A Member also queried what was meant by 'Report to Group'. This seemed to indicate that a report would be made directly to the Conservative Group, and the Labour Member that had raised the issue stated that if this was indeed the case then it was not satisfactory.

The Vice Chairman commented that in his view the schedule was an aggressive one. A Member felt that a report should be presented to Members so that they could provide feedback and input into the transformation process for each delivery group.

RESOLVED that:

1) The Interim Chief Executive clarify when the Transformation Board had started to meet and that he be invited to attend the next meeting of the Committee to provide an update on the Transformation Programme and answer any questions that Members may have.

56 WORK PROGRAMME

Members noted the Work Programme report.

RESOLVED that the Work Programme report is noted.

57 DATE OF THE NEXT MEETING

The date of the next meeting was confirmed as April 2nd 2019.

58 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000

59 VERBAL UPDATE ON NEGOTIATIONS REGARDING THE MORTUARY CONTRACT

The update on negotiations regarding the mortuary contract were noted in the Part 2 minutes.

60 SCRUTINY OF REPORT ON LEASE CARS AND LIGHT COMMERCIAL VEHICLES

The update on this is provided in the Part 2 section of the minutes.

61 EXEMPT MINUTES OF THE MEETING OF CONTRACTS SUB-COMMITTEE HELD ON 11th DECEMBER 2018

The Part 2 minutes were agreed and signed as a correct record.

The meeting ended at 9.30 pm

Chairman

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