

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, Ms 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 Ms Thynne to support both councils, which would include supporting the current contract reporting arrangements. Mr 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