

POLICY COMMITTEE MINUTES - 11 JUNE 2018

Present: Councillor Lovelock (Chair)

Councillors Brock, Ennis, Hacker, Hoskin, James, Jones, Page, Pearce, Skeats, Stevens, Terry, Vickers and Warman.

Apologies: Councillor White.

3. EXCLUSION OF THE PRESS AND PUBLIC

Resolved -

That pursuant to Section 100A of the Local Government Act 1972 (as amended), members of the press and public be excluded during consideration of items 4-5 below as it was likely that there would be a disclosure of exempt information as defined in the relevant paragraphs specified in Part 1 of Schedule 12A to that Act.

4. CENTRAL POOL DEMOLITION AND RESTORATION WORKS TOWARDS REGENERATING THE SITE - SPEND APPROVAL AND CONTRACT AWARD

The Director of Environment and Neighbourhood Services submitted a report seeking approval for the demolition of the decommissioned Central Pool, which was an essential pre-requisite for the regeneration of the site. The report also sought authority to enter into a contract with a suitable demolition contractor. A plan showing the location of the pool and site was attached to the report at Appendix 1.

Resolved -

That the procurement proposals be noted and, subject to the demolition gaining the relevant permissions, the Director of Environment and Neighbourhood Services, in consultation with the Leader of the Council, the Head of Finance and the Head of Legal and Democratic Services, be authorised to enter into a contract with the preferred bidder for the first stage of the regeneration programme for the Central Pool site, commencing with the demolition and restoration works, with a spend approval of up to £1.4m.

(Exempt information as defined in paragraph 3).

5. SECONDARY SCHOOL PLACES - LEGAL AND PROPERTY MATTERS

The Director of Environment and Neighbourhood Services submitted a report setting out the confidential legal and property matters related to the report on 'Secondary School Places'.

Attached to the report at Appendix A was the the full 'Secondary Site Selection Study', setting out an assessment of six potential sites for a new secondary school,

POLICY COMMITTEE MINUTES - 11 JUNE 2018

and at Appendix B the 'Secondary School Feasibility Study' detailing how the site might be developed at the preferred site.

The report noted that there were a number of legal and property matters in relation to the delivery of a new secondary school at the Richfield Avenue site which represented risks to the overall delivery of the project. There were also a number of uncertainties related to the costs of upgrading current open space facilities to compensate for the loss of open space, and the potential cost of compensating existing users with rights. A high level risk register was attached to the report at Appendix C.

The report explained that the proposed site would need to be appropriated from Leisure to Education use, and a variation or alteration to a lease agreement completed.

Resolved -

- (1) That the conclusions set out in the detailed Secondary Site Selection Study (Appendix A) be agreed and that the Secondary School Feasibility Study (Appendix B) be noted along with the risk register (Appendix C);**
- (2) That the appropriation of the site from Leisure to Education use be undertaken at the appropriate time, in accordance with S122 of The Local Government Act 1972, having first advertised the proposed appropriation with it being open space, and that any objections received be reported to a future meeting of the Committee for consideration;**
- (3) That in parallel with the appropriation process the Head of Planning, Development and Regulatory Services and the Head of Legal and Democratic Services, in consultation with the Leader of the Council and the Lead Councillor for Education, be authorised to take all reasonable steps to seek to vary or alter by agreement the lease to the Caversham Bridge Garden Centre dated 10 September 2015;**
- (4) That, if the EFSA opted to deliver the full project itself as set out in paragraphs 4.27 - 4.29 then the Head of Planning, Development and Regulatory Services and the Head of Legal and Democratic Services, in consultation with the Leader of the Council and the Lead Councillor for Education, be authorised to dispose of the site in accordance with S123 of the Local Government Act 1972 having first advertised the proposed disposal with it being open space, and that any objections received be reported to a future meeting of the Committee for consideration.**

(Exempt information as defined in paragraph 3).

POLICY COMMITTEE MINUTES - 11 JUNE 2018

6. MINUTES

The Minutes of the meetings held on 9 April 2018 and 23 May 2018 were agreed as a correct record and signed by the Chair.

7. QUESTIONS

Questions on the following matters were submitted by members of the public:

	<u>Questioner</u>	<u>Subject</u>	<u>Reply</u>
1.	John Hoggett	Public Health Grants	Cllr Hoskin
2.	Roger Lightfoot	Termination of GLL contract	Cllr Hoskin
3.	Anne Green Jessel	Consultation on Leisure Provider contract	Cllr Hoskin
4.	Peter Burt	Leisure Facilities	Cllr Hoskin
5.	Colin Lee	Support for Local Artists And Musicians	Cllr Hacker
6.	Colin Lee	Sporting and Leisure Facilities	Cllr Hoskin
7.	Colin Lee	Accounts	Cllr Lovelock

(The full text of the questions and responses was made available on the Reading Borough Council website).

8. SECONDARY SCHOOL PLACES

The Director of Environment and Neighbourhood Services and Director of Children's Education and Early Help Services submitted a report setting out the future needs for additional secondary school places and the approach to securing sufficient spaces to meet need. The report sought approval to commence the required process to develop a new six form entry secondary school in response to projected increased demand for places from September 2021, and to confirm a site at Richfield Avenue as the preferred site. The following documents were attached to the report:

- Appendix A - Site Location Plan
- Appendix B - Equalities Impact Assessment
- Appendix C - Potential Site Layout Options (extracts from Feasibility Study)

The report set out a summary of the need for additional secondary school places and considered the potential to increase the capacity of current schools. It was envisaged that additional forms of entry (bulge classes) could be provided at existing schools from September 2019, but the scale of the need also required the development of a new secondary school. Analysis of the need for 6th form and specialist Special Educational Needs and Disability provision showed that these were not currently required. The report also set out information on the process for delivering a new Free School and for selecting a partner to support in the process.

The report noted that finding a suitable site which could be delivered in time for September 2021 was challenging, and that it was desirable to locate new provision where needs arose with growth planned in the central area of the town. A site

POLICY COMMITTEE MINUTES - 11 JUNE 2018

selection study had been carried out analysing the suitability of a number of sites in Reading and six sites analysed in detail against set criteria. The full study was attached to the Part 2 report (Minute 5 above refers). Following the completion of the site selection process, a site at Richfield Avenue in north central Reading had been identified as the preferred site, and the report set out an assessment of the site and a summary of preferred site design options. A site location plan was attached to the report at Appendix A and potential site layout options were attached to the report at Appendix C.

The report noted that, if the site were approved, the next steps would include confirmation of the due diligence process and the identification of a free school sponsor. A feasibility study would be submitted to ESFA as part of the funding application.

Resolved -

- (1) That the data on pupil forecasts and the proposed number of bulge classes to accommodate needs be noted;**
- (2) That the Council begin to consult formally to gather local views on the plans to develop a new secondary school as a first step towards identifying a provider for a new school;**
- (3) That the Head of Education, in consultation with the Lead Councillor for Education, be authorised to:**
 - (i) progress the publication of a due diligence specification for the new school and an invitation to sponsor and that the specification be considered at a future meeting of the Adult Social Care, Children's Services and Education Committee;**
 - (ii) identify a preferred sponsor to be recommended to the DfE;**
- (4) That the Equalities Impact Assessment attached to the report at Appendix B be noted and the outcomes of the assessment be taken into account in considering the recommendations set out in the report;**
- (5) That the site at Richfield Avenue be the Council's preferred site for a new six form entry secondary school;**
- (6) That the Head of Planning, Development and Regulatory Services, in consultation with the Leader of the Council, be authorised to commence and thereafter complete appropriate actions related to the appropriation of the land for education purposes in order to override title issues and subsequent disposal;**
- (7) That £240k of project management costs be allocated to the project from capital noting the financial risks set out in this report.**

POLICY COMMITTEE MINUTES - 11 JUNE 2018

9. CONSULTATION ON GYPSY AND TRAVELLER PROVISION

Further to Minute 29 of the meeting held on 25 September 2017, the Director of Environment and Neighbourhood Services submitted a report setting out the results of a consultation on provision for gypsies and travellers and considering new issues that had come forward since the consultation. The following documents were attached to the report:

Appendix 1 - Equality Impact Assessment

Appendix 2 - Site Location Plan

Appendix 3 - Summary of Consultation Responses on Gypsy and Traveller Provision Consultation Document

Appendix 4 - Map Showing Use of Site during Reading Festival

The report explained that the consultation on Gypsy and Traveller Provision had taken place between September and October 2017; 222 responses had been received of which the large majority (164) constituted objections to the proposed transit site at Cow Lane. A full summary of consultation was attached to the report at Appendix 3 and the report gave a commentary on issues raised including anti-social behaviour, fly-tipping, impact on operation of Reading Festival, and the effects on nearby businesses and trading. Many of the issues raised would have been potentially capable of resolution, but it was considered that the effects on Reading Festival would be severe, and potentially constrain the operation of the Festival to such an extent that it could not continue in its current location.

The report stated that, since the consultation, a site at Richfield Avenue had been identified by the Council as the preferred option for a new secondary school (Minute 8 above refers). The proposed transit site at Cow Lane formed a part of this site; it was unlikely that secondary school and traveller transit use would be compatible, and the site was not in any case of sufficient size to accommodate both uses. In terms of weighing up these competing demands, the Council as local education authority had a statutory duty to secure sufficient school places for their area, whereas the expectation that local authorities identify sufficient land to meet traveller accommodation needs was in policy rather than legislation. As such, the selection of the Richfield Avenue site as the preferred site for a secondary school was of higher priority. It was therefore proposed that, due to the significant adverse effects on Reading Festival, as well as the proposal for use of a site including this land for a secondary school, the proposal for a traveller transit site at Cow Lane should not be proceeded with.

The report also discussed the implications of not identifying a transit site, and recommended that the Council continue to undertake work to identify a site to meet traveller transit needs in Reading.

Resolved -

- (1) That the results of consultation on gypsy and traveller provision carried out in September and October 2017 be noted;**

POLICY COMMITTEE MINUTES - 11 JUNE 2018

- (2) That the proposal for traveller transit use of the site at Cow Lane not be progressed further, for the reasons set out in the report;**
- (3) That the Council continue to undertake work to identify a site to meet traveller transit needs in Reading.**

10. DYNAMIC PURCHASING SYSTEM FOR PROCUREMENT OF EMERGENCY ACCOMMODATION

The Director of Environment and Neighbourhood Services submitted a report recommending the establishment of a Dynamic Purchasing System (DPS) to deliver and manage emergency accommodation for families and vulnerable people to whom the Council owed a housing duty. The system would replace existing processes and formalise arrangements between the Council and providers.

The report noted that arrangements for procuring and managing emergency accommodation had emerged over time and, whilst they were robust, they had not been subject to formal procurement processes. The report set out the reasons why it was now proposed that the Council should seek to procure accommodation via a DPS.

The DPS would ensure that all providers had met minimum standards in relation to accommodation and facilities provided, so that there was consistency in the quality of accommodation. It would also provide a mechanism for any providers that fell short of the expected standards to be suspended whilst quality issues were addressed. New providers could apply and be enrolled at any time during the DPS's period of operation, providing they could meet the required standards. The Council would retain the ultimate decision as to which Providers to secure accommodation from for individual placements, based on individual homeless household's needs, taking into account price, suitability and location.

The report proposed that the DPS be established by September 2018, with a transition period of up to six months providing time for existing placements to be moved onto providers within the new Scheme. It was recommended that the DPS be established and run for the initial period of four years with an option to extend for a further two periods of one year.

Resolved -

- (1) That the Head of Housing and Neighbourhood Services, in consultation with the Lead Councillor for Housing, the Head of Finance and the Head of Legal and Democratic Services be authorised to approve the establishment of a Dynamic Purchasing System for the provision of emergency accommodation for an initial period of 4 years with an option to extend for a further 2 years one year at a time;**
- (2) That the Head of Housing and Neighbourhood Services be authorised to enter into call-off contracts with the successful providers during**

POLICY COMMITTEE MINUTES - 11 JUNE 2018

the lifetime of the DPS for the provision of emergency accommodation.

11. CONTRACT AWARD - ASBESTOS REMOVAL AND REMEDIATION CONTRACT FRAMEWORK AGREEMENT

The Director of Environment and Neighbourhood Services submitted a report seeking approval for the award of the Asbestos Removal and Remediation contracts through the London Housing Consortium Framework, following a mini-competitive tendering exercise.

The report explained that the contracts related to asbestos removal works throughout the Council's housing stock, but could also be utilised for works to corporate properties, schools, commercial properties and public facilities. No volume of expenditure was guaranteed, as annual expenditure would depend on the actual level of work that was required. Based on past records, the total expenditure on the contract was projected to be around £400,000 per annum including corporate works. The work could at times come in batches and it was therefore recommended that two contractors be appointed to ensure suitable cover for the likely volume of work at any one time.

Resolved -

That the Head of Housing and Neighbourhood Services, in consultation with the Lead Councillor for Housing, be authorised to award the Asbestos Removal and Remediation Contracts through the LHC Framework Agreement for a period of four years.

12. CONTRACT AWARD - MINOR WORKS BUILDING CONTRACT FOR EXTERNAL MAINTENANCE 2018 TO RBC LEASEHOLD HOUSING BLOCKS

The Director of Environment and Neighbourhood Services submitted a report seeking approval for the award of a Minor Works Building Contract for the provision of external maintenance to Reading Borough Council leasehold housing blocks for the year 2018.

The report explained that the contract related to the repair and maintenance of the Council's Housing Stock. No volume of expenditure was guaranteed as this would depend on the extent of works that were required. Based on expenditure records and previous contracts the total expenditure was expected to be around £190,000.

Resolved -

That the Head of Housing and Neighbourhood Services, in consultation with the Lead Councillor for Housing, be authorised to award the Minor Works Building Contract (2018) for the External Maintenance to Reading Borough Council leasehold housing blocks.

POLICY COMMITTEE MINUTES - 11 JUNE 2018

13. CONTRACT AWARD - MEASURED TERM CONTRACTS FOR SMOKE DETECTORS IN DWELLINGS AND COMMUNAL AREAS IN RBC HOUSING BLOCKS & FIRE ALARM INSTALLATIONS TO COMMUNAL AREAS

The Director of Environment and Neighbourhood Services submitted a report seeking approval for the award of a 'measured term' contract (MTC) for the provision of smoke detectors within dwellings and communal areas in Council housing blocks and a measured term contract for fire alarm installations to communal areas.

The report explained that the contracts related to the repair and maintenance of the Council's Housing Stock and would further improve fire safety in Council blocks of flats, installing measures which exceed statutory requirements. No volume of expenditure was guaranteed as annual expenditure would depend on the actual level of work that was required during the course of the year. Based on previous records the total expenditure was estimated to be circa £650,000 and £350,000 respectively per annum.

Resolved -

That the Head of Housing and Neighbourhood Services, in consultation with the Lead Councillor for Housing, be authorised to award the Measured Term Contracts for Smoke Detectors in dwellings and communal areas in Council housing blocks and Fire alarm installations to communal areas.

14. APPOINTMENTS TO OUTSIDE BODIES

The Chief Executive submitted a report asking the Committee to make appointments or nominations to outside bodies for the Municipal Year 2018/19, or longer where required. A schedule of outside body appointments showing the Group Leaders' recommendations had been circulated prior to the meeting.

Resolved -

- (1) That the following be nominated or appointed (as indicated) to serve as the Council's representatives on the organisations listed below, for the Municipal Year 2018/19, or longer where indicated:**

<u>OUTSIDE BODY</u>	APPT OR NOM	REPRESENTATIVE	TERM OF OFFICE	EXPIRY
Age UK Berkshire	A	Cllr Khan	Annual	6.2019
Association of Public Service Excellence (APSE)	N	Cllrs Gittings & James	Annual	6.2019
AWE Aldermaston - Local Liaison Committee	A	Cllrs Stanford-Beale & Gavin	Annual	6.2019
Berkshire Healthcare Foundation Trust - Governor	A	Cllr Hoskin	3 years	6.2021

POLICY COMMITTEE MINUTES - 11 JUNE 2018

<u>OUTSIDE BODY</u>	APPT OR NOM	REPRESENTATIVE	TERM OF OFFICE	EXPIRY
Berkshire Historic Environment Forum	A	Cllr Hacker	Annual	6.2019
Berkshire Maestros	A	Cllr Gittings	Annual	6.2019
Berkshire Pension Fund Panel	A	Cllr Jones	Annual	6.2019
Caversham Consolidated Charities	N	Cllr Davies	Annual	6.2019
Caversham Park Village Association	A	Cllr Robinson	Annual	6.2019
Citizens' Advice Bureau Trustee Board	A	Cllrs Emberson, Gavin & Manghnani	Annual	6.2019
Conservation Area Advisory Committee	A	Cllrs Barnett-Ward and Stevens	Annual	6.2019
Hexham Community Association Management Committee	A	Cllr Gavin	Annual	6.2019
Kenavon Drive Management Company	N	Cllr Page	Annual	6.2019
Kennet and Avon Canal Trust	A	Cllr Gittings	Annual	6.2019
Kennet Day Nursery Association	A	Cllr McEwan	Annual	6.2019
Launchpad Reading	N	Cllr Eden	Annual	6.2019
Local Government Information Unit Management Committee	A	Cllr Eden Deputy - Cllr McKenna	Annual	6.2019
Mapledurham Playing Fields Management Committee	A	Cllr Hopper (Cllr Stevens & Cllr Ballsdon appointed until 6.2020)	3 years	6.2021
Pakistani Community Association	A	Cllr Jones	Annual	6.2019
Queen Victoria Institute Fund	N	Cllr Rowland and Christine Borgars	4 years	6.2022
Readibus Board of Directors	A	Cllrs Ayub, Hopper, Khan, McEwan and R Williams	Annual	6.2019
Reading College Business Advisory Board	A	Cllr Pearce	Annual	6.2019
Reading Community Welfare Rights Unit Management Committee	A	Cllrs Ayub & McEwan	Annual	6.2019
Reading Deaf Centre	A	Cllr James	Annual	6.2019
Reading In Bloom Committee	A	Cllr Gavin	Annual	6.2019
Reading Sports Aid Fund	A	Cllrs Gittings & Hoskin	3 years	6.2021
Reading Voluntary Action	A	Cllr Barnett-Ward	Annual	6.2019
Riverside Day Nursery	A	Cllr Page	Annual	6.2019
Royal Berkshire NHS Foundation Trust - Governor	A	Cllr Hoskin	Annual	6.2019
South East Employers	A	Cllrs Lovelock and Page	Annual	6.2019

POLICY COMMITTEE MINUTES - 11 JUNE 2018

<u>OUTSIDE BODY</u>	APPT OR NOM	REPRESENTATIVE	TERM OF OFFICE	EXPIRY
		(substitutes - Cllr Brock)		
South East Reserve Forces and Cadets' Association - Committee member	A	Cllr Jones	3 years	6.2021
South Reading Educational Trust	N	Cllr McKenna	Annual	6.2019
Standing Committee On Archives	N	Cllr Hacker and the Head of Customer Care & Transformation	Annual	6.2019
Tilehurst Poor's Land Charity	N	Cllr Vickers	4 years	6.2022
University of Reading Court	A	The Mayor	Annual	6.2019

- (2) That the appointments or nominations be made on an “or nominee” basis where the organisation in question was willing to accept this arrangement.

(The meeting started at 6.30pm and closed at 7.34pm).

SIGNED:

DATE: