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## Minutes of a meeting of the Cabinet that was held remotely on Tuesday 16 February 2021

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### Present:

<b>Councillor</b>	<b>Cabinet Member Responsibility</b>
Councillor D Finch	Leader of the Council (Chairman)
Councillor T Ball	Economic Development
Councillor S Barker (for agenda items 1-4 only)	Customer, Communities, Culture and Corporate
Councillor K Bentley	Deputy Leader and Infrastructure
Councillor R Gooding	Education and Skills
Councillor L McKinlay	Children and Families
Councillor D Madden	Performance, Business Planning and Partnerships
Councillor J Spence	Health and Adult Social Care
Councillor S Walsh	Environment and Climate Change Action
Councillor C Whitbread	Finance

Councillors Durham, Goggin, Turrell, Scordis, Steptoe, Mitchell, Hedley, Henderson, Wood, Grundy, Weston, Moran and Pond were also present.

### 1. **Membership, Apologies, Substitutions and Declarations of Interest.**

The report of Membership, Apologies and Declarations was received and the following were noted:

1. There had been no changes to membership since the last meeting of Cabinet.
2. Apologies were received from Councillor Mackrory, and for Councillor Barker for agenda items 5-15.
3. There were no declarations of interest.

### 2. **Minutes: 19 January 2021**

The minutes of the meeting held on 19 January 2021 were agreed as a correct record and would be signed by the Chairman.

### 3. **Questions from the public**

There were no questions from members of the public.

### **Change of date of May 2021 meeting**

The Leader of the Council made a statement in respect of a change to the date of the Annual meeting of Full Council, which would now take place on 25 May 2021. This required the Cabinet meeting currently scheduled for this date to be rescheduled to 8 June 2021. The Cabinet meeting currently scheduled for 22 June 2021 would be retained in case it was found to be needed. The Cabinet confirmed their approval of these arrangements.

#### **4. Future Temporary Resourcing Services (FP/860/11/20)**

The Cabinet considered a report seeking agreement to change the Essex County Council (ECC) approach to temporary worker recruitment by bringing all temporary resourcing activity, including management, in house and to procure a separate payroll service for temporary staff and a dynamic purchasing system for the provision of agency staff. The report also sought to seek funding from the Transformation Reserve to fund temporary worker attraction activity and to deliver the in-house temporary resourcing service.

The Cabinet Member for Customer, Communities, Culture and Corporate agreed to provide a written answer to Councillor Henderson in respect of questions relating to the number of temporary workers employed, the benefits and savings of the proposed recruiting method and why, given the benefits, this approach had not been previously utilised.

#### **Resolved:**

1. To bring temporary staff resourcing activity and management in-house.
2. To go out to the market to procure a payroll and time-sheet service for management of ECC temporary staff and to agree that the Cabinet Member for Customer, Communities, Culture and Corporate Services in consultation with the Director Organisation, development and People and Service Transformation to:
  - (a) approve the procurement approach and strategy, procurement process and evaluation model; and
  - (b) following the completion of a compliant procurement process, to approve the winning bidder(s) and award the contract.
3. To undertake a competitive procurement of a Dynamic Purchasing System (DPS) for recruitment of temporary staff for hard to fill posts for a period of 5 years, with an option to extend for 5 years and to agree that the Cabinet Member for Customer, Communities, Culture and Corporate Services in consultation with Director Organisation, development and People and Service Transformation will approve the procurement approach and strategy, procurement process and evaluation model.
4. That the £65,000 for temporary staff attraction activity, including the cost of national job board posting and LinkedIn job postings, to be funded from

the Transformation Reserve in Year 1 and built into future years as part of the Medium-Term Resource Strategy.

**5. Approval to place 2021/22 contractual task orders with Ringway Jacobs for values of £2m and over (FP/918/12/20)**

The Cabinet received a report advising that the Council's highways contract with Ringway Jacobs Limited required the Council to place orders for all work undertaken. Some task orders within this programme of work had a value in excess of £2m. Although the highways budget was set by Council as part of the annual budget, spending decisions on executive functions of over £5m should be taken by the Cabinet. The report asked the Cabinet to approve the issue of those task orders likely to exceed £2m to Ringway Jacobs for the 2021/22 financial year.

The Deputy Leader and Cabinet Member for Infrastructure responded to a question from Councillor Henderson in relation to the costs when completed repairs subsequently required further work. A written answer would also be provided to Councillor Henderson regarding the level of work that was sub-contracted, and how such work was allocated.

**Resolved:**

1. That the Director, Highways and Transportation may issue the task orders to Ringway Jacobs as outlined in Table 1, Appendix 1 of the Agenda report after taking legal advice about the form and content of the task orders.
2. That the Leader, or Deputy Leader and Cabinet Member for Infrastructure, may change the work to be undertaken under the task orders.

**6. Establishment of a new 210-place primary school and 56 place Early Years provision at the St Luke's housing development, Runwell (FP/866/11/20)**

The Cabinet received a report asking the Cabinet to approve the establishment of a new 210-place (1 form of entry) primary school and associated 56 place Early Years provision (for children aged 0-5) to meet growing demand for primary age places in the local area and award the relevant contract for delivery of the new school.

The Cabinet Member for Education and Skills responded to a question from Councillor Pond in respect of how good design principles could be utilised within the development.

**Resolved:**

1. That a new 210-place primary school and 56 place Early Years provision should be established to serve the population growth at the St. Luke's Park housing development.

2. That the Director, Education issues notification that the Council is seeking to establish a free school in the area and seeks bids from potential sponsors by sending the notice to operators of schools in Essex, and by public notice.
3. To undertake a procurement exercise to secure a construction Partner through a mini competition using the Essex Construction Framework, in accordance with the budget set out in the Confidential Appendix to the Agenda report.
4. That the Head of Infrastructure Delivery is authorised to enter into a contract at the end of the procurement exercise to deliver the new primary school and Early Years provision on the St Luke's Park housing development, provided he is content that the following conditions have been met:
  - a. A satisfactory planning permission has been granted; and
  - b. The construction costs are within the agreed budget as stated within the Confidential Appendix to the Agenda report and represent value for money.

**7. Land at Hamberts Farm, South Woodham Ferrers – Residential Development (FP/800/09/20)**

A report was received seeking approval to enter into negotiations with Countryside plc to agree an Option Agreement in favour of Essex County Council (ECC) in relation to ECC's Hamberts Farm site. The Option Agreement would set out the process and terms of development of a 116 acre site in South Woodham Ferrers for residential use. The proposals for development also included for the provision of a primary school, healthcare and recreational facilities for the benefit of the wider community together with road improvements, cycleways and footpaths.

**Resolved:**

1. To enter into negotiation with Countryside PLC based on the Heads of Terms as set out in the confidential appendix of the agenda report in order to finalise the form of an Option Agreement.
2. That a further report would be brought back to Cabinet once there was a recommended final form of option agreement.

**8. Integrated Waste Handling Service Delivery Options (FP/904/12/20)**

The Cabinet received a report seeking approval of the recommended delivery model for the operation of the Recycling Centres for Household Waste (RCHW) and Waste Transfer Stations (WTS) to replace the current Integrated Waste Handling Contract (IWHC).

The Cabinet Member for Environment and Climate Change Action responded to questions from Councillors Henderson and Pond in relation to discussion with relevant trade unions, the terms on which members of staff would be employed and why some matters were noted as being reserved.

The Cabinet Member for Environment and Climate Change Action advised Cabinet of a change to one of the published recommendations, specifically the removal of the words “and structure changes” in recommendation no.2. This change was noted and approved by the Cabinet.

**Resolved:**

1. That, after the expiry of the current contract on 31 March 2022, ECC assumes responsibility for operating the RCHW and WTS service using an in-house delivery model.
2. To delegate to the Cabinet Member for Environment and Climate Change Action, in consultation with the Cabinet Member for Finance, the approval of the additional resources required to deliver the in-house delivery model.

9. **Decisions taken by or in consultation with Cabinet Members (FP/941/01/21)**

The decisions taken by or in consultation with Cabinet Members since the last meeting of the Cabinet were noted.

10. **Date of next meeting**

It was noted that the next meeting of the Cabinet would take place online at 10am on Tuesday 16 March 2021.

11. **Urgent Business**

There was no urgent business.

**Exclusion of the Press and Public**

**Resolved:**

That the press and public be excluded from the meeting during consideration of the remaining item of business on the grounds that it involves the likely disclosure of exempt information as specified in paragraph 3 of Schedule 12A of the Local Government Act 1972 – information relating to the financial or business affairs of any particular person).

12. **Confidential Appendix: Establishment of a new 210-place primary school and 56 place early years provision at the St Luke's housing development, Runwell (FP/866/11/20)**  
(Press and public excluded)

The Cabinet considered the Confidential Appendix to report FP/866/11/20 which contained information exempt from publication referred to in that report and in decisions taken earlier in the meeting (minute 6 above refers).

13. **Confidential Appendix: Land at Hamberts Farm, South Woodham Ferrers – Residential Development (FP/800/09/20)**

(Press and public excluded)

The Cabinet considered the Confidential Appendix to report FP/800/09/20 which contained information exempt from publication referred to in that report and in decisions taken earlier in the meeting (minute 7 above refers).

14. **Confidential Appendix: Integrated Waste Handling Service Delivery Options (FP/904/12/20)**

(Press and public excluded)

The Cabinet considered the Confidential Appendix to report FP/904/12/20 which contained information exempt from publication referred to in that report and in decisions taken earlier in the meeting (minute 8 above refers).

15. **Urgent Exempt Business**

There was no urgent exempt business.

There being no further business, the meeting closed at 10.30am.