

# Bolton Council

**Report to:** Executive Cabinet Member for  
Environmental Services

**Date:** 11th March, 2019

**Report of:** The Borough Solicitor

**Report No:**

**Contact Officer:** Ian D Mulholland

**Tele No:** 33 (1037)

**Report Title:** **Monitoring of Executive Member Decisions**

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**Confidential /  
Non Confidential:**

(**Non-Confidential**) This report does **not** contain information which warrants its consideration in the absence of the press or members of the public.

**Purpose:**

The report details the progress of recently taken Executive Member decisions.

The monitoring report will be a regular report to the Executive Member's meeting.

**Recommendations:**

The Executive Member is requested to note the report.

**Decision:**

For noting.

**Background Doc(s):**

**Signed:**

\_\_\_\_\_  
Leader / Executive Member

\_\_\_\_\_  
Monitoring Officer

**Date:**

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Date of Meeting	Item and Decision	Action and Progress
9 <sup>th</sup> July, 2018	<p><b><u>TOWN CENTRE PUBLIC SPACES PROTECTION ORDER</u></b> (RAFAEL MARTINEZ)</p> <p>The Executive Cabinet Member APPROVED –</p> <p>(i) as a basis for consultation, the development of a Public Spaces Protection Order under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 as detailed in Appendix 2.</p> <p>(ii) as a basis for consultation, Bolton Town Centre as the ‘Prohibition Area’ where the Order will apply (details contained in Appendix 2)</p> <p>(iii) the proposed consultation process, as outlined in section 5 of the report.</p>	<p>Report going to Exec Cabinet Member on 14th January 2019 for decision</p>
13 <sup>th</sup> August, 2018	<p><b>PROCUREMENT OF RESIDENTIAL FURNITURE (Araf Fazal/ Cath Conniffe)</b></p> <p>The Executive Cabinet Member AGREED to –</p> <p>(i) Authorise the Director of Place to tender for the provision of the residential furniture for a period of two years with the option to extend for a further two twelve month periods and to award the tender in accordance with the terms of the same;</p> <p>(ii) Authorise the Director of Place to extend each of the current framework agreements in place with suppliers (listed at appendix one) for a further six months to allow for the tender process to complete; and</p> <p>(iii) Authorise the Borough Solicitor to carry out all the necessary legal formalities.</p>	<p>Tender document finalised, awaiting legal to release the contracts, anticipated this for Monday, after which the tender will be advertised 11<sup>th</sup> March 2019.</p>
8.10.18	<p><b>SECURITY GUARDING CONTRACT (Paul Bolton)</b></p> <p><b>The Executive Cabinet Member APPROVED –</b></p> <p><b>(i) Delegate authority to the Director of Place to tender for the delivery of manned security guarding services in conjunction with the Council’s Corporate Procurement team.</b></p> <p><b>(ii) Delegate authority to the Director of Place to appoint the most economically advantageous tenderer with effect from 1st May 2019 and to negotiate and complete a contract.</b></p> <p><b>(iii) Grant approval to extend the current manned security guarding Contract from 13th January, 2019 to 30th April, 2019.</b></p> <p><b>(iv) The Borough Solicitor to carry out all the necessary legal formalities in relation to the above.</b></p>	<p>Pre tender form completed.</p> <p>Procurement process started. Contract extension letter sent to contractor and agreed</p> <p>Procurement process continues. Currently awaiting DPIA sign off by Legal</p>

5.11.18	<p><b>FOOD SERVICE PLAN, 2018/19 9 (Julia Hall)</b></p> <p><b>The Executive Cabinet Member ENDORSED the Services' Plan to deliver food safety enforcement and recommended the Council approves the Food Service Plan, as part of the policy framework.</b></p>	Work identified in Food Service plan ongoing
5.11.18	<p><b>BOLTON COMMUNITY HOMES CHOICE BASED LETTINGS ICT REVIEW AND PROCUREMENT (Jon Powell)</b></p> <p><b>The Executive Cabinet Member APPROVED:</b></p> <p>(i) authorise the Director of Place to:</p> <p>(a) finalise a specification for a new Choice Based Lettings ICT System, to include the common specification requirements of GM authorities;</p> <p>(b) carry out a procurement exercise under the G-Cloud framework, identify and appoint a supplier to deliver a new Choice Based Lettings ICT System and negotiate and agree the terms of a call-off agreement (in accordance with the G-Cloud framework);</p> <p>(c) bring to an end any arrangements relating to the current Choice Based Lettings ICT system.</p> <p>(ii) authorise the Borough Solicitor to carry out all necessary legal formalities.</p>	Ongoing work in progress. Specification requirements completed and GCloud exercise nearly complete. Best fit provider provisionally identified - further pre-contract work to be undertaken"
3 <sup>rd</sup> December, 2018	<p><b>HEATON FOLD GARDEN CENTRE : CAFÉ / GIFT SHOP – BUSINESS CASE (Kevan Roberts)</b></p> <p><b>The Executive Cabinet Member AGREED the following –</b></p> <p>(i) Authorise the capital budget investment at Heaton Fold Garden Centre as set out in the report.</p> <p>(ii) Delegate authority to the Director of Place to:</p> <p>(a) tender for the provision of a new modular building and associated works in accordance with Standing Orders relating to Contracts;</p> <p>(b) to award the tender in accordance with in accordance with the terms of the same; and</p> <p>(c) to negotiate and enter into a contract with the successful tenderer.</p> <p>(iii) Authority for the Borough Solicitor to carry out all the necessary legal formalities.</p>	Planning application submitted to 7th April meeting. Subject to approval, programme of works approved with scheduled end date of 7th June 2019.

14.1.19	<p><b>TOWN CENTRE PUBLIC SPACES PROTECTION ORDER (Rafael Martinez)</b></p> <p><b>The Executive Cabinet Member AGREED the following -</b></p> <p>(i) Approve, in conjunction with the Director of Place, the implementation of a Public Spaces Protection Order under Section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 as detailed in Appendix 1, subject to the following amendment at 1.12 (use of skateboards and scooters) to read, all persons are prohibited from using a skateboard or scooter within a specified part of the prohibition area (edged in red on plan 1 and 2).</p> <p>(ii) Authorise the Borough Solicitor to carry out all necessary legal formalities.</p> <p>(iii) A further report to consider the impact and effectiveness of the order once it has been in effect for 12 months.</p>	<p>An implementation group has been convened to make the necessary arrangements for the introduction of the PSPO. The legal order has been made and notices have been erected in the town centre. 2 x enforcement officers have been recruited with training underway. Design work for signage has commenced with options available for discussion with the ECM.</p>
11.2.19	<p><b>STATEMENT OF FITNESS AND SUITABILITY (PRIVATE HIRE, HACKNEY CARRIAGE AND SOCIAL NEEDS TRANSPORT)</b></p> <p><b>The Executive Cabinet Member AGREED that the Statement of Fitness and Suitability be amended in accordance with the information detailed in the report.</b></p>	
11.2.19	<p><b>UPDATED CCTV CODE OF PRACTICE</b></p> <p><b>The Executive Cabinet Member APPROVED and authorised the publication of the CCTV Code of Practice, 2018.</b></p>	<p><b>Await rectification of CCTV equipment technical issues by NCP before publication of the code of practice hopefully in the next two weeks</b></p>

11.2.19	<p><b>MUNICIPAL FUNERAL CONTRACT</b> The Executive Cabinet Member AGREED to -</p> <p>(i) Delegate authority to the Director of Place to tender for the provision of a Municipal Funeral Contract (Type 1 Funerals) in conjunction with the Council's Corporate Procurement team.</p> <p>(ii) Delegate authority to the Director of Place to appoint the most economically advantageous tenderer with effect from 24<sup>th</sup> May, 2019 and to negotiate and complete a contract for the provision of Type 1 Funerals in accordance with the advertised tender documentation.</p> <p>(iii) Delegate authority to The Borough Solicitor to carry out all the necessary legal formalities in relation to the above.</p>	Pre-tender form submitted. Currently working with Legal on Data Processing Information Assessment. Tender documents being prepared.
11.2.19	<p><b>DIRECTORATE OF PLACE PERFORMANCE REPORT QUARTER THREE, 2018/19</b></p> <p>The Executive Cabinet Member NOTED the report.</p>	Completed
11.2.19	<p><b>DIRECTORATE OF PLACE – FINANCE REPORT 2018/19, QUARTER THREE</b> The Executive Cabinet Member –</p> <p>(i) Noted the quarter three financial position of the Environmental Services portfolio.</p> <p>(ii) Approved revisions made to the capital programme for the Environmental Services portfolio at quarter three, as set out in section 4 and appendix A of the report.</p> <p>(iii) Approved the realigned savings contained within section 3.</p> <p>(iv) Authorise the Director of Place to call off under any available framework(s) to enable the capital programme to progress for schemes under the limit of £300,000.</p>	Implemented Completed

11.2.19	<p><b>PROCUREMENT OF WASTE AND RECYCLING CONTAINERS</b></p> <p><b>The Executive Cabinet Member –</b></p> <p><b>(i) Authorised the Deputy Director of Place to procure the supply of wheeled bins and the supply of food waste containers and kitchen caddies using existing frameworks or through a tender exercise in accordance with Standing Orders relating to Contracts.</b></p> <p><b>(ii) Authorised the Deputy Director of Place to negotiate and complete call off orders for wheeled bins and the supply of food waste containers and kitchen caddies for a term of 2 years with the right to extend for 2 further periods of 12 months, subject to satisfactory performance by the appointed suppliers and price.</b></p> <p><b>(ii) Authorised the Borough Solicitor to carry out all necessary legal formalities.</b></p>	<p><b>Tenders to be advertised Q1 2019</b></p>
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