

PLEASE NOTE VENUE

CONTRACT SCRUTINY PANEL AGENDA



Monday, 7 April 2008

at 10.00 am

in Committee Room A

MEMBERS: CONTRACT SCRUTINY PANEL:

Councillors Flintoff, Laffey, Plant, Simmons, Sutheran

1. **APOLOGIES FOR ABSENCE**
2. **TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
3. **MINUTES**
 - 3.1 To confirm the minutes of the meeting held on Tuesday, 25 March 2008
4. **ITEMS FOR INFORMATION**
 - 4.1 Provision Of Mobile Classroom Units at Manor College Of Technology, English Martyrs School, Catcote School, Springwell School and High Tunstall College Of Science - *Head of Procurement and Property Services*
5. **ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**
6. **LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006**

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs

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referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

7. OPENING OF TENDERS

7.1 - Tenders in respect of the Licensed Bar at Hartlepool Maritime Festival 2008 – *Director of Community Services*

7.2 - Tenders in respect of Catering at Hartlepool Maritime Festival 2008 – *Director of Community Services*

7.3 - Tall Ships Tender for Sponsorship Services (245) - *Tall Ships Project Officer*

7.4 - Tenders for Longhill and Sandgate CCTV Monitoring – *Economic Development Officer*

8. ITEMS REQUIRING DECISION

9. ANY OTHER CONFIDENTIAL ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT

CONTRACT SCRUTINY PANEL

MINUTES AND DECISION RECORD

25 March 2008

The meeting commenced at 10.00 a.m. in the Avondale Centre, Dyke House School, Hartlepool

PRESENT: Councillor Flintoff (In the Chair);
Councillors Cranney, A Lilley, Simmons, Sutheran

OFFICERS: Russell Hall, Planning Officer, Development Control
Nomusa Martindale, Planning Information Officer, Urban Policy
Chris Walker, Senior Legal Assistant
Sarah Bird, Democratic Services Officer

129 APOLOGIES FOR ABSENCE

None.

130 DECLARATIONS OF INTEREST

None.

131 MINUTES

The minutes of the meeting held on 10 March 2008 were confirmed as a true record.

Matters Arising

124 – Appointment of Consultants to Prepare a Supplementary Planning Document for Victoria Harbour. Members queried whether a cost had been elicited yet for the costs of this. The Democratic Services Officer agreed to liaise with the Principal Planning Officer to see whether a cost had been identified.

132 APPOINTMENT OF CONSULTANTS TO UNDERTAKE STAGES 2 AND 3 OF HARTLEPOOL'S EMPLOYMENT LAND REVIEW *(Assistant Director – Planning and Economic Control)*

The report had been submitted in order to inform the panel of the intention to undertake a competitive tender process to appoint consultants to carry out stages 2 and 3 of Hartlepool's Employment Land Review (ELR) in line with Government Guidance.

The work is necessary to assess by a variety of means (economic forecasting, consideration of recent trend and assessment of local property market circumstances) the scale and nature of demand for employment land within Hartlepool against the existing supply. The review will examine the suitability of the existing sites in an attempt to safeguard the best sites within the borough against pressure for higher value uses and those sites which are no longer considered appropriate for employment use will be recommended for de-allocation.

The first stage of the review had been carried out 'in house' but given the workload issues of the Planning Policy Team and the expertise required to undertake such a study, it was considered necessary to employ consultants for the second two stages. It was envisaged that the study would be complementary to the work currently being undertaken on the South Business Zone Study and would be made clear in any brief that the successful consultant would be required to utilise the information already gathered as far as practical in order to improve efficiency and reduce repetition.

It had been noted during the first stage of the review that a number of sites and land had not been developed to their full potential and the ELR would produce a 25 year growth allocation so that awareness could be made of what sites could be kept or allocated for other uses. The study would not cover the retail sector. Stage 1 which had already been completed was merely an overview of the land available. Stages 2 and 3 looked at every property individually and at the quality of the buildings available.

The following queries/comments were put to the Officers by members:-

- Maps of the areas to be considered could have been included in the report. The officers agreed that this would have been helpful.
- Was there not an indication currently of the premises that are currently vacant in the town? The officers said that the work was necessary in order to elicit the take up of the Employment Land and to see whether vacant areas could be used for other purposes. Of the land allocated during the past 10 years, only one site had been removed and this was because of contamination in the area of the Tees Bay retail park.
- Does the review look at land in both the private and public sector? Officers confirmed that that all premises would be reviewed whether Local Authority or privately owned and a database would be implemented which would record whether premises were vacant or in use.

- Once a property has been designated as for employment use, can it be used for another purpose? Officers stated that if another use was requested, then this would have to be approved by the Planning Committee.
- Too much land seems to be designated for retail use when there are many outlets that are standing empty, therefore can land not be left undeveloped to encourage wildlife and help with environmental issues?
- What is the likely cost of the consultants? The Officers said that work on Stages 1, 2 and 3 in Redcar and Cleveland had cost between £15,000 and £20,000 and work on Stage 2 in Stockton had cost £25,000 although the higher cost was likely to be because Stockton was a larger Authority with more land.
- When is the deadline for the completion of the work and who has set this? The deadline is August 2008 set by the Authority as this will form an essential part of the Local Development Framework. Officers agreed that members would be updated of the consultant's Stage 2 report prior to the implementation of Stage 3.

Discussion took place as to the growing number of consultants being utilised by the Authority although it was agreed that because it was a small Authority there were sometimes no 'in house' experts and therefore specialist advice needed to be sought.

R FLINTOFF

CHAIRMAN

CONTRACT SCRUTINY PANEL

7th April 2008



Report of: Head of Procurement and Property Services

Subject: PROVISION OF MOBILE CLASSROOM UNITS AT
MANOR COLLEGE OF TECHNOLOGY, ENGLISH
MARTYRS SCHOOL, CATCOTE SCHOOL,
SPRINGWELL SCHOOL AND HIGH TUNSTALL
COLLEGE OF SCIENCE

1. PURPOSE OF REPORT

- 1.1 To receive and examine the proposed list of contractors for the specialist provision of mobile classroom units to the schools listed above.

2. BACKGROUND

- 2.1 Hartlepool Borough Council does not carry a Select List of Contractors for the provision of mobile classroom units because the need for same is rare.
- 2.2 The works required to the above schools are in this specialist category.
- 2.3 A number of contractors who carry out this type of work have confirmed their interest in tendering.
- 2.4 Approval is therefore sought under Contract Procedure Rule 6 (ii) (e) to the following list of Specialist Contractors being invited to tender for the works:-

Elliot Group Ltd, Peterborough.
Portakabin Ltd, York.
ModularUK Building Systems Ltd, East Yorks.
Wernick Hire Ltd, Stockton on Tees.
Premier Transline Group, North Humberside.
Integra Buildings Ltd, North Humberside.
Procomm Site Services Ltd, Redcar.

3. RECOMMENDATIONS

- 3.1 That the panel receive this report and approve the proposed list of contractors.