

FINANCE AND PROCUREMENT PORTFOLIO DECISION RECORD

12 May 2011

The meeting commenced at 10.00 a.m. in the Civic Centre, Hartlepool

Present:

Councillor Robbie Payne (Finance and Procurement Portfolio Holder)

Officers: Denise Ogden, Assistant Director, Neighbourhood Services
Craig Thelwell, Waste and Environment Services Manager
Albert Williams, Property Manager
Dale Clarke, Estates and Asset Manager
Philip Timmins, Principal Estates Surveyor
Denise Wimpenny, Principal Democratic Services Officer

74. Business Transformation – Household Waste Recycling Centre Opening Times (Revised) *(Assistant Director, Neighbourhood Services)*

Type of decision

Non-key

Purpose of report

To seek approval to change the opening times at the Council's Household Waste Recycling Centre on Burn Road, effective from 1 June 2011.

Issue(s) for consideration by Portfolio Holder

The report referred to the Business Transformation/Service Delivery Options contained in the Cabinet Report of 24 May 2010 and a recent report considered by the Community Safety & Housing Portfolio Holder on 25 February 2011.

At the meeting on 25 February 2011, whilst the Portfolio Holder approved the proposed winter opening times, concerns were expressed that the proposed changes to the summer opening times did not afford members of the public the opportunity to visit the site later in the day and this was considered particularly relevant to those people who worked during the day.

The report provided background information to the proposal, information associated with the Household Waste Recycling Centre including usage figures which highlighted that the number of visitors to the site reduced significantly from 4.00 pm to close. Comparisons for the period April to December 2009 and April to December 2010 showed a decrease in tonnages

for both residual and recyclable waste, details of which were included in the report.

Taking into consideration the specific concerns raised at the Portfolio Holder's meeting on 25 February 2011, the report sought the Portfolio Holder's approval of the following revised opening times at the site effective from 1 June 2011:-

April to October (inclusive)	-	8:00 - 18:30
November to March (inclusive)	-	8:00 – 16:30

The report included details of benchmarking data, proposed communications, legal, staffing and financial considerations as well as the risk implications of the proposal.

In response to the Portfolio Holder's concerns that the revised opening times would not accommodate those people who worked longer hours and the potential increase in fly tipping, it was reported that in the event that fly tipping increased as a result of these changes, proactive measures would be taken by the Enforcement Team to address this. Usage of the site had been closely monitored which had indicated that the number of visitors to the site reduced significantly from 4.00 pm to close.

Decision

- (i) That the revised opening times at the Household Waste Recycling Centre at Bum Road, as outlined above, be approved on a trial basis for a four month period with effect from 1 June 2011.
- (ii) An update report in relation to the trial arrangements be reported to October's Portfolio meeting.

75. Review of Dog Control Orders (Assistant Director, Neighbourhood Services)

Type of decision

Non-key

Purpose of report

To seek approval to commence the process of reviewing the existing Dog Control Orders currently in place across the Borough of Hartlepool.

Issue(s) for consideration by Portfolio Holder

The report provided concise details of the Dog Control Orders that were in place across the Borough and explained the reasons why there was a need to undertake a review.

Irresponsible dog ownership was a problem town-wide and Dog Control Orders were considered fundamental to the Council's objective to provide a safer, cleaner place for people to work and live. It was therefore important for the Council to carry out a periodic review of the orders to ensure they

continued to be effective.

The review would seek to establish the following:-

- areas of land where new orders were to be placed;
- areas of land where existing orders would be removed
- areas of land where existing orders would be replaced with a different order
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The review process would follow a similar course to that taken at the time the orders were introduced in 2008. Following the review, the outcome and recommendations would be reported to a subsequent meeting of the Portfolio Holder to seek approval to introduce any changes.

Details of the proposed consultation process, risk implications and legal considerations were provided, as set out in the report.

The Portfolio Holder highlighted the dog fouling problems on the promenade from Seaton Carew to the Marina and queried whether the introduction of dog control orders had contributed to this problem on the promenade. The Waste and Environment Services Manager advised that feedback from the consultation process would clarify residents' views in this regard.

Decision

That the review process of the existing Dog Control Orders currently in place across the Borough of Hartlepool be commenced.

76. Energy Billing Cost Recovery *(Assistant Director, Resources)*

Type of decision

Non-key

Purpose of report

To update the Portfolio Holder on the outcome of tenders to reclaim hidden charges in the half hourly electricity contract.

Issue(s) for consideration by Portfolio Holder

The report provided background information to the opportunity to reclaim energy charges and the decision to undertake a tendering exercise to secure a company who was an expert in the analysis of utility accounts and recovery of any overpayments.

It was reported that there was no financial risk to the Council as the service was free of charge with the Cost Management Company operating on a fixed percentage of any costs recovered. The possibility of the Council conducting its own review of the build up of electricity charges had been examined. However, due to the complexities of the utility infrastructure and the bespoke software required, the appointment of a specialist cost management organisation was required.

The Procurement Team undertook a tender evaluation exercise by the application of formal tender criteria. The application of this criteria eliminated nine bidders that did not meet the tender requirements. Two bidders remained and were invited to interview to assess their competency within the field of energy cost recovery. Tender results together with evaluation details were included in confidential appendices to the report.

The Portfolio Holder was pleased to note the future financial benefits to the Council as a result of this process.

Decision

- (i) That the outcome of the tender exercise, be noted.
- (ii) That the appointment of Professional Cost Management Group Limited (PCMG) to pursue refunds from the current electricity supplier, be noted.
- (iii)

77. Local Government (Access to Information) (Variation) Order 2006

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of the Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information)(Variation) order 2006

Minute 78 – Rent Review – Tilcon, Tofts Road West, Hartlepool (para 3), namely information relating to the financial and business affairs of any particular person (including the authority holding that information).

Minute 79 – Market Hotel (para 3), to Information)(Variation)Order 2006) namely (para 3), namely information relating to the financial and business affairs of any particular person (including the authority holding that information).

78. Rent Review – Tilcon, Tofts Road West, Hartlepool (Assistant Director, Resources)

Type of Decision

Non-key

Purpose of Report

To seek the Portfolio Holder's views with regard to a rent review for land at Tofts Road West, Hartlepool.

Issues for Consideration

Details were set out in the exempt section of the minutes.

Decision

The decision was set out in the exempt section of the minutes.

79. Market Hotel (*Assistant Director, Resources*)

Type of Decision

Non-key

Purpose of Report

The purpose of the report was set out in the exempt section of the minutes.

Issues for Consideration

Details were set out in the exempt section of the minutes.

Decision

The decision was set out in the exempt section of the minutes.

The meeting concluded at 10.25 am.

P J DEVLIN

CHIEF SOLICITOR

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