

# NOTTINGHAM CITY COUNCIL

## EXECUTIVE BOARD

**MINUTES of the meeting held at Loxley House on 20 May 2014 from 2.01 pm to 2.12 pm**

### Portfolio

✓ Councillor Jon Collins (Chair)	Leader/Strategic Regeneration and Schools
✓ Councillor Graham Chapman (Vice Chair)	Deputy Leader/Resources and Neighbourhood Regeneration
✓ Councillor Alan Clark	Energy and Sustainability
✓ Councillor Nicola Heaton	Community Services
✓ Councillor Dave Liversidge	Community Safety, Housing and Voluntary Sector
✓ Councillor Nick McDonald	Jobs and Growth
✓ Councillor David Mellen	Children's Services
✓ Councillor Alex Norris	Adults, Commissioning and Health
✓ Councillor Dave Trimble	Leisure and Culture
✓ Councillor Jane Urquhart	Planning and Transportation

✓ indicates present at meeting

### Colleagues, partners and others in attendance:

Laura Catchpole	- Policy Officer
Ian Curryer	- Chief Executive
Chris Henning	- Director of Economic Development
Liz Jones	- Interim Head of Corporate Policy
John Kelly	- Corporate Director for Community Services
Tracy Laxton	- Business Administration Manager
Carole Mills	- Deputy Chief Executive, Corporate Director and Chief Finance Officer
Tim O'Neill	- Director of Vulnerable Children and Families
Bill Trattles	- Acting Trading Operations Manager
Keri Usherwood	- Marketing and Communications Manager
Laura Wilson	- Constitutional Services Officer

### Call-in

Unless stated otherwise, all decisions are subject to call-in and cannot be implemented until Tuesday 3 June 2014

### 1 APOLOGIES FOR ABSENCE

David Bishop  
Alison Michalska

### 2 DECLARATIONS OF INTERESTS

None

### **3 MINUTES**

The Board confirmed the minutes of the of the meeting held on 22 April 2014 as a correct record and they were signed by the Chair.

### **4 NOTTINGHAM PLAN REFRESH 2013-14**

The Board considered the Portfolio Holder for Children's Services' report detailing proposals to refresh the Nottingham Plan 2020, including the retention of 20 existing targets and changes to 17 targets to ensure that the right areas of work are prioritised, that partnership resources are targeted efficiently and the best measures are used to ensure it is delivering effectively for Nottingham citizens.

**RESOLVED to approve the recommended changes to 17 targets and the retention of 20 targets unchanged, as detailed in Appendix 1 of the report.**

#### Reasons for decisions

The refresh ensures the targets are appropriate, credible, robust and measurable, whilst maintaining ambition and possible areas which would benefit from dedicated partnership focus.

The revisions have been developed by Nottingham Plan lead officer in discussion with the One Nottingham Board, One Nottingham Partnerships and the Leadership of the Council, including Portfolio Holders.

#### Other options considered

A full scale revision of the Plan and a minimal refresh of poorly performing targets were considered but rejected because the refresh that has been undertaken ensures a review of all targets and a focus on key priorities without the need for new consultation and research that a full revision would require or a light touch which may not have adequately focussed on priorities.

### **5 NOTTINGHAM CITY COUNCIL PRINTING FRAMEWORK CONTRACT - KEY DECISION**

The Board considered the Deputy Leader/Portfolio Holder for Resources and Neighbourhood Regeneration's report detailing the proposals to procure a new print service framework for the whole Council and possibly collaborate with Nottingham City Homes (NCH) to increase buying power and deliver savings.

#### **RESOLVED to**

- (1) approve that an EU compliant tendering process is undertaken for the procurement of a multi-supplier framework for print services, through the Council's tendering system, noting that this framework is for four years and has an estimated value of £4,000,000;**
- (2) grant dispensation from Contract Procedure Rule 5.1.2 in accordance with Financial Regulation 3.29 to extend the current arrangements until**

**31 October 2014, to allow an appropriate timescale for the above EU compliant process to be undertaken;**

- (3) delegate authority to the Strategic Director for Early Intervention to instruct Legal Services to enter into a framework contract with the successful bidders for a four year period.**

Reasons for decisions

The Council wide framework will seek to include the requirements of NCH and print requirements across the Council which may not be captured through the current arrangement. It will facilitate a corporate standard for print and reduce print production where possible.

The procurement process has the potential to deliver 2% savings with an estimated value of £8,000 per year and will maintain opportunities for local suppliers as far as the procurement rules allow.

The framework will be divided into lots for differing printing requirements to make it more attractive to small and medium enterprises and is an important focus in the new EU Procurement Directive as a preferred procurement route.

Other options considered

Doing nothing was rejected as the current arrangement will end in July 2014 and would leave the Council without provision.

**6 RISK MANAGEMENT: STRATEGIC RISK REGISTER (SRR) QUARTER 4 2013/14 UPDATE**

The Board considered the Deputy Leader/Portfolio Holder for Resources and Neighbourhood Regeneration's report which detailed the progress made in reducing the threat levels for each strategic risk.

**RESOLVED to note the risks contained in the strategic element of the SRR and the progress made in reducing their threat levels, as detailed in Table 1 and Appendix 1 of the report, for Quarter 4 of 2013/14.**

Reasons for decisions

The Risk Management Framework requires regular review of the strategic element of the SRR by senior management and Councillors.

The latest refresh of the SRR was considered by the Audit Committee on 25 April 2014 and the report brings the strategic risks being managed by the Corporate Leadership Team, their prevailing threat levels and the progress being made in mitigating the risks to the attention of Executive Councillors.

Other options considered

No other options were considered as the Risk Management Framework requires regular review of the strategic element of the SRR by senior management and Councillors.

**7 DATES OF FUTURE MEETINGS**

**RESOLVED to meet at 2.00 pm on the following Tuesdays:**

**2014**

**17 June  
22 July  
16 September  
21 October  
18 November  
16 December**

**2015**

**20 January  
24 February  
17 March  
21 April**

**8 EXCLUSION OF THE PUBLIC**

The Board decided to exclude the public from the meeting during consideration of the remaining agenda item in accordance with Section 100A(4) of the Local Government Act 1972 on that basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**9 EXTENSION OF FOOD AND EQUIPMENT CONTRACTS FOR SCHOOL MEALS - KEY DECISION**

The Board considered the Portfolio Holder for Community Services and Deputy Leader/Portfolio Holder for Resources and Neighbourhood Regeneration's exempt report.

**RESOLVED to approve the recommendations in the report.**

Reasons for decisions

As detailed in the report.

Other options considered

As detailed in the report.