



RYDE

TOWN COUNCIL

FINANCE COMMITTEE

**MINUTES OF A MEETING OF THE RYDE TOWN COUNCIL FINANCE COMMITTEE
HELD AT 7PM ON WEDNESDAY 21 FEBRUARY 2018 IN THE IN THE COUNCIL
MEETING ROOM, COUNCIL OFFICES, 10 LIND STREET, RYDE, ISLE OF WIGHT.**

PRESENT: Councillors Tim Wakeley (Chairman), Adrian Axford, Henry Adams, Phil Jordan, Sue Lyons, Malcolm Ross, Jim Moody, Wayne Whittle

IN ATTENDANCE: Gareth Hughes (Responsible Financial Officer), Liz Dutton (Administration Officer), Steve Boswell (Procurement Officer)
Councillors Diana Conyers

PUBLIC QUESTION TIME: There were no questions from members of the public.

18/18 APOLOGIES

Apologies were received from Councillor Lucioni.

19/18 DECLARATIONS OF INTEREST

There were no declarations declared at this stage

20/18 REQUESTS FOR DISPENSATIONS

No written requests had been received.

21/18 MINUTES

RESOLVED:

That the minutes of the meeting held on 24 January 2018 be approved as an accurate record and be signed by the Chairman.

22/18 MEMBERS' QUESTIONS

No questions were received.

23/18 WARD ALLOCATIONS

(It was noted for the record that Mrs Dutton held the position of Clerk to the Trustees to the Phoenix Project).

Consideration was given to the following ward allocations, Cllr Ross requested that his ward allocation be given to VIVA Carnival Club for the construction of drum support frames carried out at workshops run by the Phoenix Project. Cllr Jordan requested a ward allocation to go to Ryde Historical Society for the purchase of a vacuum cleaner. Councillor Chapman wished the remainder of his allocation to go to Oakfield Football Club. Councillor Lucioni requested her ward allocation to go to Aspire to help provide free lunches for school children during the school holidays for day trips for the over 60's. Councillor Moody requested his ward allocation to be given to Play Lane Millennium and WightDASH.

RESOLVED:

That the following ward allocations be granted:

VIVA Carnival Club	£250
Ryde Historical Society	£250
Oakfield Football Club	£100
Aspire	£250
Play Lane Millennium Green	£50
WightDASH	£200

24/18 RISK ASSESSMENT 2018

Members considered the Risk Assessment schedule and were encouraged that no areas had been identified as 'high'.

RESOLVED TO RECOMMEND TO FULL COUNCIL:

That the attached Risk Assessment be approved.

25/18 AUDIT PLAN 2017/18

Consideration was given to the Audit Plan 2017-18.

RESOLVED:

That the Audit Plan 2017-18 be approved.

26/18 LETTER FROM ISLE OF WIGHT COUNCIL – GROUNDS MAINTENANCE CONTRACT

(During the discussion Cllrs Axford and Whittle declared a non-pecuniary interest as they were both Isle of Wight Council Councillors).

Members were reminded that a maintenance agreement was currently in place with Isle of Wight Council until 2019 to support grounds maintenance services. They were informed that the IWC would soon be retendering and were in the process of drafting contract specifications and were seeking the views of the Town Council. After discussion it was

RESOLVED TO RECOMMEND TO FULL COUNCIL:

THAT the Town Council's response to the letter from the Isle of Wight Council (IWC) regarding the future arrangements for the procurement of the IWC's Grounds Maintenance Contract is that the Town Council requests that the IWC extends the current arrangements for the Town Council's funding contribution to the contract for a further year up to March 2020 to allow for further discussions to take place with the IWC.

27/18 EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

That in accordance with Public Bodies (Admission to Meetings) Act 1960 s1 (2) and Standing Order no.80, the public and press be temporarily excluded for the following items in view of the confidential nature of the business to be discussed.

28/18 CONFIDENTIAL REPORT - PUBLIC CONVENIENCE CLEANING AND MINOR MAINTENANCE CONTRACT AWARD

Members were reminded that the call off contract for cleaning and minor maintenance would soon expire and there was no provision in the Framework agreement to further extend the contract and that at December's Full Council meeting had agreed to commence a procurement process for new contract arrangements to be put in place. After discussion it was:

RESOLVED TO RECOMMEND TO FULL COUNCIL:

- (i) That the contract be awarded to Contractor A on the level of service tendered (in line with current service provision) at the annual contract value of £38,861.79 and will increase on the anniversary of the contract by an amount equivalent to the CPI for an initial contract period of 4 years with an option to extend for up to 12 months at the of sole discretion the Council
- (ii) That the increase of £10,700 be met from Council reserves

29/18 CONFIDENTIAL REPORT – RYDE TOWN MAP AND EVENTS POSTER

(During the discussion Cllr Whittle declared an interest as he had business interest along the seafront)

Consideration was given to a number of tenders that had been received and noted that the existing specification would continue with an amended specification for the provision of a digital version. After discussion it was

RESOLVED:

- (i) That the contract for the Town Map and Events Poster by awarded to Contractor A at the contract value as set out in the confidential report
- (ii) That the contract term be for an initial four-year period with a potential to extend by up to a maximum of 12 months the sole discretion and agreement by Full Council
- (iii) That a minimum of three months notice to be given to the contractor to either extend the contract or terminate the contract at the end of the initial four-year term

30/18 CONFIDENTIAL REPORT – BEACH SAFETY AND FIRST AID SERVICE

The Council's contract for the provision of a beach safety and first aid service had ended in September 2017 and that a decision at Full Council in December 2017 had agreed that the existing specification be retained. The report detailed the process that had been undertaken.

RESOLVED TO RECOMMEND TO FULL COUNCIL:

- (i) That the That Contractor A be awarded the Beach Safety and First Aid Contract at the annual contract value of £21,000.
- (ii) That the term be for an initial four-year period with a potential to extend by up to a maximum of 12 months and the sole discretion and agreement by Full Council and that a minimum of three months notice is to be given to the contractor to either extend or terminate the contract at the end of the initial four-year term
- (iii) That the budget for this service by increased by £1,000 for the 2018-2019 financial year and the shortfall is met from Council reserves.

31/18 LETTER RECEIVED FROM ARMED FORCES DAY COMMITTEE

Consideration was given to the letter that had been received from the Honorary Secretary, IW Armed Forces Day Committee.

RESOLVED:

That the cheque be returned to the bank.

32/18 DATE OF NEXT MEETING

The next meeting of the Finance Committee would be held on Tuesday 20 March 2018.

CHAIRMAN

DATE