



MINUTES OF THE MEETING OF THE ESTATES AND PROPERTY COMMITTEE held on Wednesday, 1 November 2017 at Lecture Theatre - Fire Service Headquarters, Winsford, Cheshire at 1.30 pm

PRESENT: Councillors E Johnson, D Mahon, J Mercer, G Merry, S Nelson, T Sherlock and Independent (non-elected) Member L Thomson

1 PROCEDURAL MATTERS

2 APOLOGIES FOR ABSENCE

Apologies were received from Councillor K Mundry.

3 TRAINING CENTRE PROGRAMME AND SADLER ROAD REQUIREMENTS - MEMBER INVOLVEMENT

The Director of Governance and Commissioning explained what he believed Members' role might be during the procurement process and management of the contract. He explained the stages in the procurement process where he felt that Members should be engaged, namely: appointment of the contractor and design team; confirmation that the procurement should proceed beyond the initial design stage; and acceptance of the contractors' proposals. He explained the intended timings of these decisions. Members indicated that they were content to be involved as outlined above.

The Director of Governance and Commissioning explained how the contract would be managed once works had commenced on site. Whilst the contractor's performance would be monitored, the focus would be on matters that would have an impact on the Programme budget. Whilst it was acknowledged that some issues could not be foreseen and should be capable of being managed within any contingencies, there was a need to keep a very close eye on any additions or changes to the agreed requirements. Members indicated that they were content to be involved as explained above.

It was agreed that all members of the committee would engage in the Training Centre Programme, as all Members were keen to be fully involved. This would also have the practical advantage of making it easier to ensure that all meetings would be quorate.

RESOLVED: That

[1] The Committee be convened to make decisions during the procurement stage (with meetings taking place provided the Committee was quorate).

[2] The Director of Governance and Commissioning to engage with members of the Committee during the contract management stage in a way that allowed the Programme to progress appropriately