

Minutes

Housing, Health & Community Committee Monday, 15th January, 2024

Attendance

Cllr Dr Barrett (Chair)	Cllr Mrs Pound
Cllr Mrs Davies (Vice-Chair)	Cllr Russell
Cllr Mrs Francois	Cllr Sankey
Cllr Kendall	Cllr Slade
Cllr Mayo	

Apologies

Substitute Present

Also Present

Cllr Poppy
Cllr Rigby
Cllr Worsfold

Officers Present

Steve Summers	- Strategic Director
Phoebe Barnes	- Director - Assets & Investments
Marcus Hotten	- Director - Environment
Kim Anderson	- Corporate Manager Communities, Leisure & Health
Zoe Borman	- Governance and Member Support Officer

LIVE BROADCAST

[Live stream will commence at 7pm and available for repeated viewing](#)

316. Apologies for absence

No apologies had been received.

317. Minutes of the previous meeting

The Minutes of the previous meeting held on 18th December 2023 were agreed as a true record.

318. Leisure Procurement Strategy

Brentwood Borough Council (BBC) and Rochford District Council (RDC) under the strategic #OneTeam partnership are commencing the procurement of a new combined management contract of their leisure facilities and services.

The key purpose of the Procurement Strategy is to set out the Council's approach to the procurement process. The strategy will establish a suitable balance between meeting both Council's requirements and making the opportunity attractive to the market as well as setting clear strategic direction for development of the contract and procurement documents.

Members welcomed this report and thanked officers and members of the Working Group for their hard work resulting in a comprehensive report.

Cllr Dr Barrett **MOVED** and Cllr Davies **SECONDED** the recommendations in the report.

Following a full discussion, a vote was taken by show of hands and it was **RESOLVED UNANIMOUSLY** that:

1. Brentwood Borough Council procures a joint leisure operator with Rochford District Council.
2. To agree the Leisure Working Group proposed Procurement Strategy as per Appendix A of the report.

Reasons for Recommendation

The benefits of a joint leisure contract is as follows:

- **Improved management fee** – operators can achieve economies of scale over a larger portfolio therefore the financial payment to manage the sites will be less under a joint contract.
- **Attractive to Operators** – there is an opportunity to the market to capture a larger market share through a single procurement process, with a larger contract being deemed as more prestigious. An operator bidding on one contract rather than two will be more efficient for the potential operator regarding their own bidding resources.

- **Improved Quality of Service** – a joint procurement offers the opportunity to potentially have access to additional facilities and the opportunity to set consistent quality standards.
- **Shared contract management** – the Council’s client role will deliver efficiency and there will be consistency of service reporting by a single operator.
- **Reduced Procurement and legal costs** – the Council will be able to share costs regarding consultancy and legal support.

319. Use of the St Mary’s Field [Courage Playing Fields] by Shenfield Cricket Club

This report was before Members to consider and review the use of St Mary’s Field at Courage Playing Fields by Shenfield Cricket Club during the 2024 cricket season.

Mr Summers summarised the report.

A request was made to defer the item until March to further define the recommendations. This was deemed unnecessary, and Members welcomed the fact that Ward Members be included, together with Director of Environment in consultation with the Chair and Ward Members, in the decision to review and approve the fixture list for the use of St Mary’s field at Courage Playing Fields prior to the commencement of each season.

Following a full discussion, a motion to amend the second recommendation, R2, was **MOVED** by Cllr Dr Barrett and **SECONDED** by Cllr Davies to read:

That Shenfield Cricket Club issue a list of fixture dates to the Council prior to the commencement of the season and in good time so that a decision may be issued before the start of the season.

A vote was taken by a show of hands and it was **RESOLVED**:

1. **That members delegate authority to the Director of Environment in consultation with the Chair of Committee and Ward Members to review and approve the fixtures list submitted by Shenfield Cricket Club for the use of the St Mary’s Field at Courage Playing Fields prior to the commencement of each season.**
2. **That Shenfield Cricket Club issue a list of fixture dates to the Council prior to the commencement of the season and in good time so that a decision may be issued before the start of the season.**

Reasons for Recommendation

To consider and review the use of St Mary's Field at Courage Playing Fields by Shenfield Cricket Club during the 2024 cricket season.

320. Urgent business

There were no items of urgent business.

The meeting concluded at 19.32.