

**TONBRIDGE & MALLING BOROUGH COUNCIL**  
**LOCAL ENVIRONMENTAL MANAGEMENT ADVISORY BOARD**

**28 February 2011**

**Joint Report of the Director of Health and Housing and Cabinet Member for  
Environmental Services**

**Part 1- Public**

**Matters for Recommendation to Cabinet - Non-Key Decision**

**1 REVIEW OF PUBLIC CONVENIENCE CLEANING, PEST CONTROL AND DOG  
WARDEN SERVICES**

**Summary**

**The report recommends a review of a range of contracted-out services to be undertaken prior to re-tendering.**

**1.1 Background**

1.1.1 The Council presently contracts out its services relating to Public Convenience Cleaning, Pest Control and Dog Warden Services. Detailed below is key information relating to each of these contracts.

**1.2 Public Conveniences Cleaning**

1.2.1 The contract provides for the cleaning of 16 sets of public conveniences at a cost of £86,000 in 2010/11. It is one of our high-profile service areas. The contract is presently with Sevenoaks District Council who have sustained a high level of performance. The contract expires in February 2012.

**1.3 Pest Control**

1.3.1 The contract provides services for dealing with rats, mice and insects of public health significance in domestic premises. Our contract is with Sentia PLC (formerly Connaught PLC) who have also provided excellent service. The annual contract sum for 2010/11 is £40,000 and the contract expires in November 2011.

**1.4 Dog Warden Services**

1.4.1 The Dog Warden Service, presently provided by Animal Wardens, provides for a dog warden service dealing with the collection of stray dogs and promoting responsible dog ownership. The annual contract sum for 2010/11 is £42,000 and the contract expires in February 2012.

- 1.4.2 We can confirm that there are no provisions in the contract conditions to further extend the contracts. It is also worth noting that both the public conveniences and pest control contracts, which are currently let for a seven year period, were subject to E.U. procurement rules and regulations.

## **1.5 Looking Forward**

- 1.5.1 We are of the view that a review of these services is appropriate at this time to identify any efficiencies, both in the procurement process and ongoing operations. For example, the harmonising of the termination dates of the contract could significantly reduce procurement costs. There may also be opportunities to jointly procure services with neighbouring councils and/or develop a shared service model. In order to undertake this fundamental review, we believe that it is appropriate to negotiate a new “bridging” contract with our service providers based on existing conditions and contract sums.
- 1.5.2 We can confirm that this matter has been considered by the Management Team who is supportive of the proposed way forward. Consequently, on 2 February 2011, a waiver from the Council’s Contract Rules Procedure (Section 13) was approved by the Chief Executive, the Monitoring Officer and the Director of Finance. The waiver will permit officers to identify Best Value options for future service provision and allow for the approval of new “bridging contracts” to be put in place to expire in September 2012. The new contracts, with existing providers, will be based on our existing contractual arrangements.
- 1.5.3 The findings of the review will be reported to a future meeting of this Board which will provide Members with an opportunity to decide on any new proposals for service delivery.
- 1.5.4 We have received provisional agreement from our existing service providers to the action proposed.

## **1.6 Legal Implications**

- 1.6.1 The proposed way forward in respect of the procurement of the services is in compliance with the Council’s Contract Rules Procedure.

## **1.7 Financial and Value for Money Considerations**

- 1.7.1 The fundamental aim of the option to “extend” our existing contractual arrangements is to facilitate a Best Value service review and efficiencies to be identified through the procurement and on-going delivery of these services.

## **1.8 Risk Assessment**

- 1.8.1 The failure to undertake the service review and align the contract procurement could result in unnecessary expenditure.

## 1.9 Equality Impact Assessment

1.9.1 See 'Screening for equality impacts' table at end of report.

## 1.10 Recommendations

1.10.1 Cabinet is **RECOMMENDED** to **NOTE** and **ENDORSE** the approach detailed in this report to the future procurement and review of the Public Convenience, Pest Control and Dog Warden Services.

Background papers:

contact: Phil Beddoes

Nil

John Batty  
Director of Health and Housing

Councillor Owen Baldock  
Cabinet Member for Environmental Services

Screening for equality impacts:		
Question	Answer	Explanation of impacts
a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	No	The report considers extending existing contract arrangements for a range of services to facilitate a review of their provision/procurement. The review findings will be the subject of an Equality Impact Assessment.
b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	No	As Above
c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		Not Applicable

*In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.*