

**Minutes of an Ordinary Meeting of the
OPERATIONS COMMITTEE
TUESDAY 12th MARCH 2019 at 7.00pm
Room 2, MKSNAP, Bourton Low, Walnut Tree, MK7 7DE**

Present:

Councillors: David Newland (Chair), Amanda Taylor (Vice-Chair), Mario Toto, Ian McColl and Brendan Metcalfe.

Officers: Dan Preston (Assistant Council Manager) and Lesley Sung (Council Manager)

OC146 DECLARATIONS OF INTEREST

No interests declared.

OC147 MINUTES

Resolved Unanimously: That the minutes of the meeting held on 12 February 2019 be approved and signed by the Chair as a correct record.

OC148 ASSISTANT COUNCIL MANAGER'S REPORT

The Committee received a report from the Assistant Council Manager on outstanding matters and actions taken since the last meeting of the Operations Committee.

Resolved unanimously:

1. That the parking leaflet discussed at previous Committee meetings only contain the information from Thames Valley Police and be published on the Walton Community Council website.
2. That the dog bin stickers discussed at previous Committee meetings not go ahead
3. That the Assistant Council Manager's report be accepted.

OC149 HAVE YOUR SAY MEETINGS

The Committee received a report on the joint local neighbourhood policing team / Walton Community Council 'Have Your Say' meeting which took place on 6 February

The meeting was attended by Henry Sunderland, Community Warden, 1 PC, 1 PCSO and 4 residents. Topics discussed included police presence, road signs, the Red Bull development, new road layouts, the road conditions on Holst Crescent and food waste in black bags.

Resolved unanimously: That the report be accepted.

OC150 COMMUNITY WARDENS' REPORT

The Committee received the Community Wardens report on the work they had undertaken since the last meeting of the Operations Committee.

Resolved unanimously: That the report be accepted.

OC151 STANDING ITEM - ALLOTMENT ADMINISTRATION AND INSPECTION

There was currently a total of 4 vacant plots on the allotment sites. The new troughs at Holst Crescent were due to be installed on March 18th. An inspection had taken place on 21 and 22 February and most plots were satisfactory. The plot marker pegs were installed at the end of February.

Resolved Unanimously:

1. That, following the resignation of the Chairman of the Council, who was also the Council representative on the Duchess Grove Allotment Association, the position of representative be added to the list of positions to fill at the Annual Council Meeting in May.
2. That the report be accepted

OC152 STANDING ITEM – BROWNS WOOD SPORTS GROUND - MAINTENANCE

The Committee was updated on the maintenance regime carried out by Serco (Contractor).

Resolved unanimously: That, following the decision taken at Full Council not to go ahead with the pavilion build, the pitch relocation agreed at Operations Committee in January (Minute reference OC114) would not go ahead as minuted, but the lateral movement of the pitches would still take place in summer 2019.

OC153 BROWNS WOOD SPORTS GROUND – MAINTENANCE CONTRACT, INVITATION TO QUOTE (ITQ)

The Committee received and discussed the draft ITQ specification and evaluation criteria for the new maintenance contract, to start in July 2019.

Resolved unanimously:

1. That the ITQ timetable be accepted subject to the following changes –
 - Contract Award Date be changed to 11th June 2019
 - That the 'WCC to inform bidders of outcome' date to be changed to 13th June 2019
2. That the revised ITQ specification be accepted.
3. That the ITQ evaluation criteria be accepted subject to the following changes-
 - The price / quality weighting be set at 50/50.
 - That the weighting on Quality Criteria 4, References, be set at 65% for Criteria A and 35% for Criteria B.
 - That in Criteria B of Quality Criteria 4 'Milton Keynes' be removed and 'within a 30-mile radius' be inserted.
4. That the contract length be 3 years plus an option for a 1-year extension.

OC154 OPERATIONS COMMITTEE PROJECTS – WALK TO SCHOOL GRAPHICS

The Committee received an update on the Walk to School Graphics project. It was reported that Milton Keynes Council had agreed to fully fund the current phase of the project covering the Herons schools. Because of this there was now budget available to extend the project into Wavendon Gate.

Resolved unanimously: That the remaining budget of £6000 be allocated to extending the Walk to School graphics project into Wavendon Gate and that the agreement of Wavendon Gate school be sought for this project.

OC155 OPERATIONS COMMITTEE PROJECTS – COMMUNITY TRANSPORT SCHEME

The Committee received an update on this project. The leaflet had gone for print and was due to be delivered with the newsletter.

Resolved unanimously: That the update be accepted.

OC156 STANDING ITEM – PARISH GUARDIANS / THE CONSERVATION VOLUNTEERS

The Committee was updated on the activities of the Parish Guardians and The Conservation Volunteers

Resolved unanimously: That the update be accepted.

OC157 RECYCLING SACKS

The Committee received a report on Milton Keynes Council's plans to progress the current scheme for ordering and delivering recycling sacks by setting up a click and collect scheme. At February's Operation Committee it was agreed (Minute reference OC144) that this Council would become part of the scheme when the current scheme was extended. Before the scheme was to be extended a number of outlets, including this Council, had been asked to trial the scheme. As the trial began on Tuesday 12th March and set up needed to take place in advance, the Chair of the Operations Committee agreed that this Council would be part of the trial, with retrospective agreement to be obtained at this meeting.

Resolved unanimously: That Walton Community Council take part in the trial of Milton Keynes Council's recycling sack click and collect scheme.

OC158 OPERATIONS COMMITTEE BUDGET 2018-2019

The Committee reviewed the 2018-2019 Operations Budget and forecast.

Resolved unanimously: That the 2018-2019 budget be accepted.



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The meeting ended at 8:10pm

Accepted as a true and accurate record

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SIGNED

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DATE