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11 August 2021

EXTRAORDINARY MEETING OF THE RESIDENTIAL AND WELLBEING SERVICES COMMITTEE

An Extraordinary meeting of the Residential and Wellbeing Services Committee will be held in the **Council Chamber at the Arun Civic Centre, Maltravers Road, Littlehampton, West Sussex BN17 5LF** on **Thursday 19 August 2021 at 4.00 pm** [please note change in start time] and you are requested to attend.

Members: Councillors Pendleton (Chair), Gregory (Vice-Chair), Catterson, Mrs Cooper, Daniells, Mrs English, Hamilton, Hughes, Needs, Rhodes and Yeates.

PLEASE NOTE: Subject to Covid-19 Risk Assessments members of the public are advised that there will be no physical access to this meeting.

Members of the public are asked to watch the meeting online via the Council's Committee pages.

As this an Extraordinary Meeting of the Committee, there will be no Public Question Time.

For further information on the items to be discussed, please contact: committees@arun.gov.uk

AGENDA

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**

Members and Officers are invited to make any declaration of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda, and are reminded that they should re-declare their interest before consideration of the items or as soon as the interest becomes apparent.

Members and Officers should make their declaration by stating:

- a) the item they have the interest in
- b) whether it is a pecuniary/personal interest and/or prejudicial interest
- c) the nature of the interest

3. WAIVER OF STANDING ORDERS TO AWARD A CONTRACT TO SECURE REPLACEMENT OF THE COMMUNAL HEATING SYSTEM AT BERSTED GREEN COURT BY THE CURRENT CONTRACTOR (Pages 1 - 4)

The communal heating system at Bersted Green Court which provides heating and hot water for 75 older residents needs to be replaced.

A waiver of standing orders needs urgent approval from the Residential & Wellbeing Services Committee to allow the works to be undertaken urgently.

Approval is sought to appoint a contractor to replace the communal boiler and plant, the contractor has the necessary skills and knowledge to carry out this work, has extensive knowledge of Bersted Green Court, and the price for carrying out this work represents value for money.

Replacing the system prior to winter of 2021 is required to reduce the risk of the current heating system failing. The situation has been compounded by the need to remove asbestos from the plant room before works can start. Removal needs to take place during the summer.

This Extraordinary meeting has been called as these works could not wait for approval at the next scheduled meeting of the Committee on 30 September 2021.

4. EXEMPT INFORMATION

The Committee is asked to consider passing the following resolution: -

That under Section 100a (4) of the Local Government Act 1972, the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it may involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

5. PART B - WAIVER OF STANDING ORDERS TO AWARD A CONTRACT TO SECURE REPLACEMENT OF THE COMMUNAL HEATING SYSTEM AT BERSTED GREEN COURT BY THE CURRENT CONTRACTOR

(Pages 5 - 10)

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Note : If Members have any detailed questions, they are reminded that they need to inform the Chair and relevant Director in advance of the meeting.

Note : Filming, Photography and Recording at Council Meetings – The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link [PART 8 - CP - Section 5 Filming Photographic Protocol.pdf \(arun.gov.uk\)](#).