Parish Council

Central Swindon North Parish Council

Princess Elizabeth Pavilion

Moredon Sporting Hub

Cheney Manor

SWINDON SN2 1QR

EXTRAORDINARY FINANCE & GENERAL PURPOSES COMMITTEE MEETING MINUTES

Tuesday 3rd November 2026 19.00

Present:	
Councillors:	Cllr Dave Patey (Chair) Cllr John Ballman Cllr Javes Rodrigues Cllr Kevin Small
Clerk:	Mr Andrew Briggs (Ops Manager)
Officers:	Mr Andy Reeves (Parish Clerk) - virtually
Member of the Public Present: Mr Adnan Zeb-Khan (Globe Environmental Consultancy)	
Apologies	Cllr Paul Exell

		Action
FGP-2026.107	**Declarations of Interest** Cllr John Ballman declared an interest in The Library & Leisure Trust, HBuF and RSPB. **RESOLVED** to **NOTE** the Declarations of Interest.	
FGP-2026.108	**Public Questions & Public Correspondence** None **RESOLVED** to **NOTE** ***The Council is asked to consider whether, under Section 100A(4) of the Local Government Act, 1972, it considers that the public and press should be excluded from the meeting during consideration of the following items of business on the grounds that there would be a likely disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 12A to the Local Government Act, 1972.*** **RESOLVED** to **APPROVE** ***Exclusion of Press and Public to RESOLVE that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations, the public and press be excluded during consideration of the following item due to confidentiality reasons.***	
FGP-2026.109	**Grounds Procurement** Mr A Zeb-Khan was invited to introduce himself to the Committee. Mr A Zeb-Khan explained that he is an independent procurement consultant with experience supporting local authorities with Grounds Maintenance, Street Cleansing and related service procurements. Mr A Briggs presented a verbal update alongside the written report and outlined the work undertaken to develop the procurement documentation and the alternative delivery options available to the Council. Cllr D Patey clarified that Members were not being asked to determine the final delivery model at this stage. The purpose of the meeting was to consider which options should remain within the procurement	

	process so that the Council could obtain market information before making a final decision. Members discussed the relative merits and risks of a fully outsourced integrated service and a model under which Grounds Maintenance would remain externally contracted while Street Cleansing could potentially be brought in-house. The Committee considered the additional responsibilities that would arise from bringing Street Cleansing in-house, including workforce management, TUPE, operational supervision, fleet and equipment, depot arrangements, health and safety, business continuity and the additional demands placed on existing Council support functions. Members also recognised that external contractors may benefit from wider operational resources, specialist expertise and economies of scale, while an in-house service could potentially provide the Council with greater direct control and operational flexibility. Cllr J Ballman emphasised the importance of obtaining actual market information before the Council makes its final decision on the preferred delivery model. Cllr J Rodrigues agreed that the Council would be in a stronger position to make a properly informed decision once tender submissions had been received, rather than relying solely on planning assumptions. Cllr K Small stressed the importance of being transparent with prospective bidders that the Council is considering alternative delivery models and that relevant external submissions may be considered alongside an in-house Street Cleansing business case. Mr A Briggs explained that the current modelling had been prepared to assist Members in determining whether the in-house option remained sufficiently viable to continue within the procurement process. The final decision would be informed by the tender returns, the completed in-house business case and the wider operational implications of each model. Members discussed the importance of structuring the procurement so that the Council could obtain a fully integrated outsourced submission while also retaining	

	sufficient information to assess a split delivery model and benchmark the potential in-house Street Cleansing service. Councillors discussed the proposal. Following discussion, the Committee agreed that the in-house Street Cleansing option should remain under consideration and that the procurement should proceed to market so that Members can make the final delivery-model decision using actual tender information. Cllr K Small proposed recommending to Full Council, to: 1) **APPROVE** retaining the in-house Street Cleansing option within the procurement process and continuing development of the associated in-house business case. 2) **APPROVE** progression of the procurement to market on the basis of: • Lot 1 – an integrated Grounds Maintenance and Street Cleaning service; and • Lot 2 – a standalone Grounds Maintenance service, with bidders also invited to provide supplementary standalone Street Cleansing pricing for benchmarking purposes; and 3) **AGREE** that the final delivery model will be determined following receipt and evaluation of tenders, with the Council able to compare the fully outsourced integrated option against the standalone Grounds Maintenance option together with it's in-house Street Cleansing business case, supported where available by supplementary external Street Cleansing pricing. **RESOLVED** to **APPROVE** a recommendation to Full Council.	
	Meeting Closed 19:41	

Signed…… Date…….