

# Cabinet

## Minutes



Monday 5 December 2016

### **PRESENT**

Councillor Michael Cartwright, Deputy Leader  
Councillor Stephen Cowan, Leader of the Council  
Councillor Sue Fennimore, Cabinet Member for Social Inclusion  
Councillor Wesley Harcourt, Cabinet Member for Environment, Transport & Residents Services  
Councillor Lisa Homan, Cabinet Member for Housing  
Councillor Andrew Jones, Cabinet Member for Economic Development and Regeneration  
Councillor Vivienne Lukey, Cabinet Member for Health and Adult Social Care  
Councillor Max Schmid, Cabinet Member for Finance

### **ALSO PRESENT**

Councillor Sharon Holder

### **90. MINUTES OF THE CABINET MEETING HELD ON 7 NOVEMBER 2016**

#### **RESOLVED:**

That the minutes of the meeting of the Cabinet held on 7 November 2016 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

### **91. APOLOGIES FOR ABSENCE**

Apologies for Absence were received from Councillor Sue Macmillan and Councillor Ben Coleman.

### **92. DECLARATION OF INTERESTS**

There were no declarations of interest.

**93. CORPORATE REVENUE MONITOR 2016/17 - MONTH 5**

**RESOLVED:**

1. To note the General Fund and Housing Revenue Account month 5 forecast revenue outturn variances.
2. To note the action plans amounting to **£0.842 million**, seeking to address the General Fund gross overspend forecast variance of **£3.333 million**. All overspending departments to respond with further actions to reduce the net forecast overspend of **£2.491 million**.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**94. CAPITAL PROGRAMME MONITOR & BUDGET VARIATIONS 2016/17 - SECOND QUARTER**

**RESOLVED:**

To approve proposed technical budget variations to the capital programme totalling **£18.3m** (summarised in Table 1 and detailed in Appendix 2).

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**95. ICT TRANSITION - ASSURING SERVICE CONTINUITY PHASE 3 - TRANSFORMATION OF TELEPHONY AND NETWORK SERVICES**

**RESOLVED:**

That approval be given to the purchase of new telephone and network lines with associated managed services from BT, as described in section 1.6 of this report, for a one off cost of approximately £449,000. In addition to modernising the equipment, this will enable a saving of at least £187,000 per year against an existing budget of c.£748,000.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**96. SUBSCRIPTIONS/AFFILIATIONS FOR EXTERNAL ORGANISATIONS 2017/18**

**RESOLVED:**

1. That delegated authority be given to the Cabinet Member for Finance to renew the subscription to London Councils for 2017/18.
2. That delegated authority be given to the Cabinet Member for Finance to approve the 2017/18 contribution to the London Boroughs Grant Scheme.
3. That delegated authority be given to the Cabinet Member for Finance to renew the subscription to the Local Government Association in 2017/18.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**97. COMMISSIONING AND PROCUREMENT STRATEGY FOR THE TRANSLATION AND INTERPRETING SERVICE**

**RESOLVED:**

1. That authority be given to run a competitive call off from the Crown Commercial Service (CCS) Language Services Framework Agreement (RM1092) Lot 1, with a view to awarding a contract to one provider for a period of three (3) years and 6 month, with an option to extend for a further two (2) years (a maximum of five years (5) 6 months). The anticipated total lifetime contract value, depending on usage and demand, is approximately £962,000 with a tolerance of +/- 20% dependent on procurement prices and usage (based on known 2015/16 actual usages);
2. That the contract award decision be delegated to the Cabinet Member for Children and Education and/or the Cabinet Member for Social Inclusion.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**98. EXTRA CARE PROCUREMENT & COMMISSIONING STRATEGY**

**RESOLVED:**

1. That the Extra Care Housing Procurement Strategy attached as Appendix A to the exempt report, be approved.
2. That the development of a Dynamic Purchasing System which the Council can use to call-off care and support Extra Care Housing service contracts during an initial ten-year Dynamic Purchasing System period, with an option to extend for a further five years, be approved.
3. That approval be given for the delegation of the authority to officers to appoint the tenderers on to the Dynamic Purchasing System that pass the required selection criteria outlined in section 10 of Appendix A of the report.
4. That the utilisation of the Dynamic Purchasing System to undertake a mini-competition for the care and support contract for the new Extra Care Housing scheme at White City, be approved.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**99. DEVELOPING THE JOINT HEALTH AND WELLBEING STRATEGY 2016-2021**

**RESOLVED:**

That the Hammersmith and Fulham's Joint Health and Wellbeing Strategy 2016-21 which has been endorsed by the Health and Wellbeing Board and the Health, Adult Social Care and Social Inclusion Policy and Accountability Committee, be approved.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**100. EMISSION LINKED PARKING PERMITS**

**RESOLVED:**

1. That Hammersmith and Fulham offer free resident parking permits for fully electric vehicles (vehicles without any form of combustion engine).
2. That the introduction of a sliding scale of permits based on the Euro emission standard of the vehicle for all resident permits, be agreed. This is detailed in Option 3 of section 5. It would mean vehicles are categorised based on a range of emissions including Co2, NOx and Particulate Matter.
3. That the introduction of a separate Diesel surcharge to all non-Euro 6 diesel vehicles who obtain a resident permit, be agreed. This surcharge

is introduced as a measure to encourage consumers to consider the environmental impact of their vehicle choices and in recognition of the substantially higher amounts of NOx and PM that diesel engines produce.

4. That both the new permit structure and the diesel surcharge are introduced in April 2016. Both of these measures will include predetermined charges which will increase over the first four years in order to allow adequate time for consumers to adjust their vehicle types.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**101. TFL FUNDED INTEGRATED TRANSPORT INVESTMENT PROGRAMME 2017/18**

**RESOLVED:**

1. That approval be given to carry out feasibility design and consultation on the 20mph extension project and 'new projects' at a total cost of £97,500 (approximately 15% of the total capital project cost, and all charged to the capital project)
2. That authority be delegated to the Cabinet Member for Environment, Transport and Residents Services in consultation with the Director of Transport and Highways to approve the implementation of the 20mph extension project and 'new projects' totalling £552,500, subject to a favourable outcome of public engagement and consultation.
3. That approval be given to allocate £571,000 to the 'completion projects' programme as set out in paragraph 4.4 and that authority be delegated to the Cabinet Member for Environment, Transport and Residents Services in consultation with the Director of Transport and Highways to approve the implementation of the 'completion projects', subject to favourable outcome of public engagement and consultation.
4. That approval be given to allocate £50,000 to enhance the TfL traffic signal modernisation programme in 2017/18 and £75,000 to enhance the council's own carriageway and footway planned maintenance programme in 2017/18.

5. That approval is given to deliver the Smarter Travel programme at a cost of £265,000.
6. That approval be given to allocate £75,000 to develop the council's 2018/19 annual spending submission and LIP3 (charged to revenue) and to utilise £75,000 to contribute match funding for the Mayor's Air Quality Fund 2 as set out in paragraph 4.7.
7. That authority be delegated to the Cabinet Member for Environment, Transport and Residents Services in consultation with the Director of Transport and Highways to approve the implementation of the Local Transport Fund programme of £100,000.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**102. ROLL-OUT OF TELEPHONE PARKING AND PROCUREMENT OF REPLACEMENT PAY AND DISPLAY MACHINES**

**RESOLVED:**

1. To approve the extension of the contract that LBHF and RBKC have with Metric Group Ltd is extended for up to 24 months commencing 1st September 2016 at an annual cost of £373,014 which will be met from existing budgets.
2. To waive the competition requirements of the Council's Contracts Standing Orders and make a direct award a contract to the Royal Borough of Kensington and Chelsea for the provision for the collection, counting and banking of monies from pay and display machines on the existing terms and conditions for a period of up to 12 months commencing on 1 September 2016 at a cost of up to £486,000 to be met from existing budgets.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**103. RIVERSIDE STUDIOS AND QUEENS WHARF, QUEEN CAROLINE STREET & CRISP ROAD - SECTION 278 HIGHWAY WORKS**

**RESOLVED:**

That approval be given to the implementation and cost of the section 278 highway works for the Riverside Studios and Queens Wharf, Queen Caroline Street and Crisp Road Development.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**104. SEAGRAVE ROAD, RICKETT STREET AND LILLIE ROAD - SECTION 278 HIGHWAY WORKS**

**RESOLVED:**

That approval be given to the implementation and cost of the section 278 highway works for Seagrave Road, Rickett Street and Lillie Road.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.



## **105. IMPROVING PRIVATE RENTING**

### **RESOLVED:**

1. That the proposals and the timetable, be approved.
2. That the procurement of an on-line IT licensing system, be approved.
3. That the expenditure of £210,000 to set up licensing including project management, procurement of IT and recruitment as part of an invest to save bid, be approved.
4. That delegated authority be given to officers in consultation with the Cabinet Member for Housing to implement Option 1 and future procurement.

### **Reason for decision:**

As set out in the report.

### **Alternative options considered and rejected:**

As outlined in the report.

### **Record of any conflict of interest:**

None.

### **Note of dispensation in respect of any declared conflict of interest:**

None.

## **106. FORWARD PLAN OF KEY DECISIONS**

The Key Decision List was noted.

## **107. EXCLUSION OF PRESS AND PUBLIC**

### **RESOLVED:**

That under Section 100A (4) of the Local Government Act 1972, the public and press be excluded from the meeting during consideration of the remaining items of business on the grounds that they contain information relating to the financial or business affairs of a person (including the authority) as defined in paragraph 3 of Schedule 12A of the Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.

**[The following is a public summary of the exempt information under S.100C (2) of the Local Government Act 1972. Exempt minutes exist as a separate document.]**

**108. EXEMPT MINUTES OF THE CABINET MEETING HELD ON 7 NOVEMBER 2016 (E)**

**RESOLVED:**

That the minutes of the meeting of the Cabinet held on 7 November 2016 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

**109. ICT TRANSITION - ASSURING SERVICE CONTINUITY PHASE 3 - TRANSFORMATION OF TELEPHONY AND NETWORK SERVICES : EXEMPT ASPECTS (E)**

**RESOLVED:**

That report be noted.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**110. COMMISSIONING AND PROCUREMENT STRATEGY FOR THE TRANSLATION AND INTERPRETING SERVICE : EXEMPT ASPECTS (E)**

**RESOLVED:**

That Appendix 1 be noted.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**111. EXTRA CARE PROCUREMENT & COMMISSIONING STRATEGY : EXEMPT ASPECTS (E)**

**RESOLVED:**

That the recommendations in the exempt part of the report, be noted.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**112. ROLL-OUT OF TELEPHONE PARKING AND PROCUREMENT OF REPLACEMENT PAY AND DISPLAY MACHINES : EXEMPT ASPECTS (E)**

**RESOLVED:**

That the report be noted.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

**113. EMISSION LINKED PARKING PERMITS : EXEMPT ASPECTS (E)**

**RESOLVED:**

That Appendix 1 be noted.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

**Note of dispensation in respect of any declared conflict of interest:**

None.

Meeting started: 7.00 pm

Meeting ended: 7.04 pm

Chair .....