

Cabinet

Minutes



Monday 27 March 2017

PRESENT

Councillor Michael Cartwright, Deputy Leader
Councillor Ben Coleman, Cabinet Member for Commercial Revenue and Resident Satisfaction
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

176. MINUTES OF THE CABINET MEETING HELD ON 6 MARCH 2017

RESOLVED:

That the minutes of the meeting of the Cabinet held on 6 April 2017 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

177. APOLOGIES FOR ABSENCE

Apologies for Absence were received from Councillor Sue Macmillan.

178. DECLARATION OF INTERESTS

There were no declarations of interest.

179. CORPORATE REVENUE MONITOR 2016/17 MONTH 9 - 31ST DECEMBER 2016

RESOLVED:

1. To note the General Fund and Housing Revenue Account month 9 forecast revenue variances.

2. To note there are mitigating action plans amounting to **£1.004m**, seeking to address the General Fund gross overspend forecast of **£1.807m**. All overspending departments to respond with further actions to reduce the net forecast overspend of **£0.803m**.
3. To note the carry forward budget requests (appendix 11). These will be considered at the year-end, in the context of the Councils' overall position and other priorities. No carry forward requests will be considered for Departments that overspend.
4. That the decision making in relation to production of final accounts to be delegated to the Strategic Finance Director in consultation with the Cabinet Member for Finance.
5. To agree a one off budget virement of **£0.226m** from the Controlled Parking Account to Environmental Services.
6. To approve a drawdown of £0.280m from the Corporate Demands and Pressures reserve regarding Legal and Contract Management costs associated with the Managed Services Programme.

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.

180. STRENGTHENING SUSTAINABLE COMMUNITY PARTNERSHIPS

RESOLVED:

That the strategic approach to strengthening community partnerships be agreed.

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.

181. PROCUREMENT OF COMMUNITY ADVICE SERVICES

RESOLVED:

1. That Cabinet agrees the approach for funding sustainable community advice services and the procurement strategy attached as appendix 1 to this report.
2. That Cabinet agrees to delegate to the Director of Delivery and Value, in consultation with the relevant Cabinet Member, the specification and tender documentation.

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.

182. H&F POVERTY AND WORKLESSNESS COMMISSION - FINAL REPORT

RESOLVED:

1. That the Council welcomes the Commission's report.
2. That the Council promotes the report's findings and recommendations to central government and other parties to whom the recommendations are directed for action.
3. That officers are tasked with producing an action plan and costings for the implementation of the recommendations directed at the Council.

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.

183. RECOMMENDATION ON OUT OF HOURS CALL CENTRE CONTRACT

RESOLVED:

1. That the Council serves six months' notice before 1 April 2017 to terminate the contract in part in relation to the Out of Hours component of the current contract with Agilisys Ltd and negotiate a contract price for the second year for the Day Time contact centre component only.
2. That the Council calls off the Pan London Framework Agreement for Out of Hours Call Handling set up by the London Borough of Ealing and award a contract to General Dynamics Information Technology Ltd (GDIT) for one year and two months commencing on 1 August 2017.
3. That the Cabinet delegates authority to the Director for Resident and Business Satisfaction, in consultation with the Cabinet Member of Commercial Revenue and Resident Satisfaction, to award a call-off contract under the new Pan London Framework for Out of Hours Call Handling for a period of six years with the option to extend for a further period of 2 years which may be exercised annually

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.

184. RE-PROCUREMENT OF LIFT MAINTENANCE CONTRACT

RESOLVED:

1. That approval be given to go out to procurement for a 5-year term contract, for lift maintenance using the Restricted Procedure in accordance with the Public Contract Regulations 2015. The contract will have built into it, the option to extend for a further 2 years (5+2).
2. To note that the award criteria is to be set at 50% Price and 50% Quality and the contract will have a notional annual value of £558,300.
3. To note that funding for this contract will be met from the Housing Revenue Account. The budget for lift maintenance is £558,300 for 2017/18. The contract is expected to commence January 2018 and

these works will be delivered from the £558,300 up to the end of March 2018. Similar level of budget is anticipated for subsequent years subject to annual approval.

4. To note that the final budget will need to be set after-market testing.

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.

185. HRA HOUSING CAPITAL PROGRAMME 2017/18-2020/21

RESOLVED:

1. To approve the projects and schemes identified in this report (see Appendix 1) which will form the 2017/18 and 2018/19 HRA Housing Capital Programme to the value of £33.523m for 2017/18 and £29.634m for 2018/19 (budget envelopes approved at Full Council on 22nd February 2017 as part of the Council's four-year capital programme). To note the risks attached to the 2018/19 budget envelope.
2. To approve the budget envelope of £28.826 million for 2019/20 and £32.475 million for 2020/21 and note the funding streams identified as part of the HRA Housing Capital Programme. This recommendation is subject to future quarterly / annual changes to the overall Council capital programme as set out in future reports to Cabinet.
3. To delegate authority to the Director of Housing Services, in consultation with the Cabinet Member for Housing, to issue orders for work and projects to be carried out using, where appropriate, the council's ten-year Term Partnering Contract with Mitie Property Services, approved by Cabinet 8th April 2013 or any other suitable contracts which are put in place in the period in accordance with Contract Standing Orders para 17.
4. To delegate authority to the Director of Housing Services, in consultation with the Cabinet Member for Housing, to approve future amendments to the programme for operational reasons where such amendments can be contained within the overall approved budget envelope and available resources.

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.

186. MOVING CONFIRM TO AN EXTERNAL HOSTING SOLUTION (CONFIRM ON DEMAND)

RESOLVED:

1. To agree the Procurement Strategy set out in Appendix 1 (contained in the exempt report on the exempt Cabinet agenda).
2. To agree for the Council to enter into a contract with Pitney Bowes to become licensed users of Confirm on Demand and for the software to be hosted by Pitney Bowes. The contract to be externally drawn down from the Crown Commercial Services G-Cloud 7 framework at a total cost of £306,535.00 from 1 July 2017 until 30 June 2019.

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.

187. CYCLE QUIETWAY 2 - BETWEEN EAST ACTON AND KENSINGTON

RESOLVED:

1. That approval be given to implement cycle Quietway 2 route scheme from East Acton to Kensington as per the design as set out in Appendix 1.
2. To place an order with F M Conway PLC under the provisions of the existing Term Contract to carry out implementation works. Breakdown of the costs for the project are listed in Appendix 2.

3. To charge TfL for £52,000 fees incurred by officers on the project.

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.

188. FORWARD PLAN OF KEY DECISIONS

The Key Decision List was noted.

189. 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.]

190. EXEMPT MINUTES OF THE CABINET MEETING HELD ON 6 MARCH 2017 (E)

RESOLVED:

That the minutes of the meeting of the Cabinet held on 6 April 2017 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

191. RECOMMENDATION ON OUT OF HOURS CALL CENTRE CONTRACT : EXEMPT ASPECTS (E)

RESOLVED:

That the Procurement Strategy & Business Case set out in Appendix 1 be agreed.

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.

192. MOVING CONFIRM TO AN EXTERNAL HOSTING SOLUTION (CONFIRM ON DEMAND) : EXEMPT ASPECTS (E)

RESOLVED:

That the Procurement Strategy set out in Appendix 1 be agreed.

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: 7.05 pm

Chair