

# Cabinet

## Agenda

**MONDAY**  
**10 JULY 2017**  
**7.00 pm**

**COURTYARD ROOM**  
**HAMMERSMITH**  
**TOWN HALL**  
**KING STREET**  
**LONDON W6 9JU**

### Membership

Councillor Stephen Cowan, Leader of the Council  
Councillor Sue Fennimore, Deputy Leader  
Councillor Ben Coleman, Cabinet Member for Health and Adult Social Care  
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 Sue Macmillan, Cabinet Member for Children and Education  
Councillor Max Schmid, Cabinet Member for Finance

**Date Issued**  
**30 June 2017**

If you require further information relating to this agenda please contact: Kayode Adewumi, Head of Governance and Scrutiny  
Tel: 020 8753 2499 or email: [kayode.adewumi@lbhf.gov.uk](mailto:kayode.adewumi@lbhf.gov.uk)

Reports on the open Cabinet agenda are available on the Council's website: [www.lbhf.gov.uk/councillors-and-democracy](http://www.lbhf.gov.uk/councillors-and-democracy)

### PUBLIC NOTICE

The Cabinet hereby gives notice of its intention to hold part of this meeting in private to consider items 17 to 21 which are exempt under paragraph 3 of Schedule 12A to the Local Government Act 1972, in that they relate to the financial or business affairs of any particular person, including the authority holding the information.

The Cabinet has received no representations as to why the relevant part of the meeting should not be held in private.

**Members of the public are welcome to attend. A loop system for hearing impairment is provided, together with disabled access to the building.**

### **DEPUTATIONS**

Members of the public may submit a request for a deputation to the Cabinet on non-exempt item numbers 4-15 on this agenda using the Council's Deputation Request Form. The completed form, to be sent to Kayode Adewumi at the above address, must be signed by at least ten registered electors of the Borough and will be subject to the Council's procedures on the receipt of deputations.

Deadline for receipt of deputation requests: Wednesday 5 July

### **COUNCILLORS' CALL-IN TO SCRUTINY COMMITTEES**

A decision list regarding items on this agenda will be published by Wednesday 12 July. Items on the agenda may be called in to the relevant Accountability Committee.

The deadline for receipt of call-in requests is: Monday 17 July at 3.00pm. Decisions not called in by this date will then be deemed approved and may be implemented.

A confirmed decision list will be published after 3:00pm on Monday 17 July.

# Cabinet Agenda

10 July 2017

<u>Item</u>		<u>Pages</u>
1.	<b>MINUTES OF THE CABINET MEETING HELD ON 8 MAY 2017</b>	1 - 10
2.	<b>APOLOGIES FOR ABSENCE</b>	
3.	<b>DECLARATION OF INTERESTS</b>	
	<p>If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent.</p> <p>At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a disclosable pecuniary interest or other significant interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken.</p> <p>Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.</p> <p>Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Audit, Pensions and Standards Committee.</p>	
4.	<b>THE ESTABLISHMENT OF A GROWTH AND INNOVATION PARTNERSHIP WITH IMPERIAL COLLEGE LONDON</b>	11 - 25

This report sets out the potential for a partnership between the Council and Imperial College London to drive local economic growth and innovation, and develop a new model of local engagement and collaboration.

- |            |  |           |
|------------|--|-----------|
| <b>5.</b>  | <b>PARKING PROJECTS AND POLICY PROGRAMME 2017/18</b>   | 26 - 44   |
|            | This report outlines the key parking priorities for the Council and presents the parking projects and policy programme that will support these objectives.   |           |
| <b>6.</b>  | <b>PROCUREMENT OF VARIABLE DATA PRINTING SERVICES</b>  | 45 - 50   |
|            | This report seeks approval for re-procuring variable data print services for the revenues and benefits service, housing, and electoral services.   |           |
| <b>7.</b>  | <b>TREASURY OUTTURN REPORT 2016/17</b>   | 51 - 59   |
|            | This report presents the Council's Outturn Treasury Report for 2016/17 in accordance with the Council's treasury management practices.   |           |
| <b>8.</b>  | <b>OFFSITE RECORDS STORAGE SERVICE PROCUREMENT STRATEGY</b>  | 60 - 76   |
|            | The Council's off-site records storage services contract expires on 31 March 2018 - this report details the strategy for its re-procurement.   |           |
| <b>9.</b>  | <b>PROPOSED FULHAM BROADWAY BUSINESS IMPROVEMENT DISTRICT</b>  | 77 - 82   |
|            | This paper informs the Cabinet of the intention of the Fulham Business Improvement District (BID) Steering Group to submit a BID proposal to the Council and requests that the Council holds a ballot of businesses on its behalf in 2017. |           |
| <b>10.</b> | <b>DESIGNATION OF CONSERVATION AREA EXTENSIONS AND BOUNDARIES</b>  | 83 - 332  |
|            | This report seeks a resolution to designate Conservation Area extensions and amend Conservation Area boundaries.   |           |
| <b>11.</b> | <b>HIGHWAY MAINTENANCE CONTRACTS 2017</b>  | 333 - 340 |
|            | This report seeks approval to join the RBKC Framework Agreement for highway maintenance work.  |           |
| <b>12.</b> | <b>UPDATE ON WATER ARRANGEMENTS</b>  | 341 - 342 |
|            | This report outlines how the Council is working with tenants to reduce their water costs.  |           |

- 13. MITIE SERVICE REVIEW** 343 - 347
- This report seeks approval for amendments to the expenditure profile of the Mitie repairs contract.
- 14. GARAGES AND PARKING SPACE LETTINGS, CHARGING POLICY CHANGE AND GARAGES STOCK REFURBISHMENT** 348 - 388
- This report recommends changes to the garage licence agreement and the lettings policy for garages and residential car parks.
- 15. FORWARD PLAN OF KEY DECISIONS** 389 - 406
- This item gives notice of future key decisions.
- 16. EXCLUSION OF PRESS AND PUBLIC**
- The Cabinet is invited to resolve, under Section 100A (4) of the Local Government Act 1972, that the public and press be excluded from the meeting during the consideration of the following items of business, on the grounds that they contain the likely disclosure of exempt information, as defined in paragraph 3 of Schedule 12A of the said Act, and that the public interest in maintaining the exemption currently outweighs the public interest in disclosing the information.
- 17. EXEMPT MINUTES OF THE CABINET MEETING HELD ON 8 MAY 2017**
- 18. OFFSITE RECORDS STORAGE SERVICE PROCUREMENT STRATEGY: EXEMPT ASPECTS**
- This report contains the exempt aspects of Item 8.
- 19. UPDATE ON WATER ARRANGEMENTS: EXEMPT ASPECTS**
- This report contains the exempt aspects of Item 12.
- 20. MITIE SERVICE REVIEW: EXEMPT ASPECTS**
- This report contains the exempt aspects of Item 13.
- 21. PRINCIPLES FOR A FUTURE HR, PAYROLL AND FINANCE SERVICES SOLUTION: EXEMPT REPORT**
- This report seeks approval for the principles of a future HR, payroll and finance services solution.