

# Cabinet

## Minutes



Monday 16 April 2018

### **PRESENT**

Councillor Sue Fennimore, Deputy Leader  
Councillor Wesley Harcourt, Cabinet Member for Environment, Transport & Residents Services  
Councillor Lisa Homan, Cabinet Member for Housing  
Councillor Sue Macmillan, Cabinet Member for Children and Education

### **161. MINUTES OF THE CABINET MEETING HELD ON 5 MARCH 2018**

#### **RESOLVED:**

That the minutes of the meeting of the Cabinet held on 5 March 2018 confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

### **162. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Cowan, Coleman, Jones and Schmid.

### **163. DECLARATION OF INTERESTS**

There were no declarations of interest.

### **164. PROCUREMENT OF SOFTWARE LICENSES FOR CLOUD-BASED COLLABORATION TOOLS**

#### **RESOLVED:**

1. To agree the Business case & Procurement Strategy set out in Appendix A, contained in the exempt part of this report.
2. To undertake the procurement of Microsoft server and cloud collaboration tool licences to ensure the licensing required for the software LBHF uses to support business operation, in particular the provision of email through Office 365 ("Microsoft licences").
3. To note that the procurement will to be managed by the Royal Borough of Kensington & Chelsea (RBKC) who will hold the Master licence and that the Council will hold an affiliate licence.

4. To note that the RBKC route to procurement will be through calling off from the CCS Framework Agreement (No. RM3733, Technology Products 2, Lot 2 – Packaged Software).
5. That the Council enters into an inter-authority agreement with RBKC relating to the recovery of costs incurred in relation to the Affiliate Licences.
6. To note that the contract for the Microsoft licences will expire on 31<sup>st</sup> May 2021.

**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.

**165. PLANNING OBLIGATIONS DRAW DOWN REPORT**

**RESOLVED:**

1. That officers be authorised to drawdown Section 106 and CIL monies as set out in section 4 of this report, to fund expenditure of up to **£33,014,421** plus up to **£600,000** monitoring and administration costs.
2. That the final decision on the amount to be used for the purposes set out in paragraph 4.24 be delegated to the Strategic Director Growth & Place and the Strategic Director Finance & Governance in consultation with the Cabinet Member for Finance and the Cabinet Member for Economic Development and Regeneration.

**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.

**166. ARTICLE 4 DIRECTION TO REMOVE PERMITTED DEVELOPMENT RIGHTS FOR BASEMENT EXCAVATION**

**RESOLVED:**

1. That after careful consideration of the consultation representations Cabinet proceeds to confirm the Article 4 Direction made on 25 April 2017 (see appendix 1) and coming into force on 26 April 2018.
2. That Cabinet delegates to the Strategic Director Growth & Place, in consultation with the Cabinet Member for Economic Development and Regeneration all necessary tasks to give effect to the confirmed Direction (including notifying affected property owners and the Secretary of State).

**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.

**167. ARTICLE 4 DIRECTION TO REMOVE PERMITTED DEVELOPMENT RIGHTS FOR OFFICE TO RESIDENTIAL CONVERSIONS**

**RESOLVED:**

1. That after careful consideration of the consultation representations Cabinet proceeds to confirm the Article 4 Direction made on 25 April 2017 (see appendix 1) and coming into force on 26 April 2018.
2. That Cabinet delegates to the Strategic Director Growth & Place, in consultation with the Cabinet Member for Economic Development and Regeneration all necessary tasks to give effect to the confirmed direction (including notifying affected property owners and the Secretary of State).

**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.

## **168. APPROVAL OF THE HIGHWAYS MAINTENANCE PROGRAMME 2018-2019**

### **RESOLVED:**

1. To approve the programme in Appendix B.
2. That authority be delegated to the Bi-borough Director Highways & Parks, in consultation with the Cabinet Member for Environment, Transport and Residents' Services, to make amendments to the programme as agreed for operational and cost-effective reasons, in order to make the optimum use of resources.
3. To note that reports and updates on programme amendments (additions and removals) to the approved scheme list be made, as and when required, during the year to the Cabinet Member for Environment, Transport and Residents' Services.
4. To note that in order to avoid the need for repeated authorising reports, the programme needs to be managed as a whole. On this basis, officers are seeking exception from the normal key decision process of obtaining approval on a scheme by scheme basis noting that some schemes will exceed £100,000, the key decision threshold.

### **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.

## **169. LEISURE CONTRACT RE-PROCUREMENT**

### **RESOLVED:**

1. To approve the Business Case & Procurement Strategy for the leisure and sports centre facilities as set out in Appendix 1, attached to the report.
2. That delegated authority be granted to the Bi-borough Director Highways & Parks, in consultation with the Cabinet Member for Environment, Transport & Residents' Services, to award the contract for leisure and sports centre facilities to the successful tenderer.

### **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.

**170. HR, PAYROLL AND FINANCE SERVICE TRANSITION PROGRAMME**

**RESOLVED:**

That the content 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.

**171. FORWARD PLAN OF KEY DECISIONS**

The Key Decision List was noted.

**172. 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.]**

**173. EXEMPT MINUTES OF THE CABINET MEETING HELD ON 5 MARCH 2018 (E)**

**RESOLVED:**

That the minutes of the meeting of the Cabinet held on 5 March 2018 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

**174. PROCUREMENT OF SOFTWARE LICENSES FOR CLOUD-BASED COLLABORATION TOOLS: EXEMPT ASPECTS (E)**

**RESOLVED:**

That the recommendations in the exempt report 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.

**175. HR, PAYROLL AND FINANCE SERVICE TRANSITION PROGRAMME: EXEMPT ASPECTS (E)**

**RESOLVED:**

That the content 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.

Meeting started: 7.00 pm  
Meeting ended: 7.05 pm

Chair .....