

# Cabinet

## Agenda

**MONDAY**  
**3 JUNE 2019**  
**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 Larry Culhane, Cabinet Member for Children and Education  
Councillor Andrew Jones, Cabinet Member for the Economy  
Councillor Wesley Harcourt, Cabinet Member for the Environment  
Councillor Max Schmid, Cabinet Member for Finance and Commercial Services  
Councillor Ben Coleman, Cabinet Member for Health and Adult Social Care  
Councillor Lisa Homan, Cabinet Member for Housing  
Councillor Adam Connell, Cabinet Member for Public Services Reform  
Councillor Sue Macmillan, Cabinet Member for Strategy

**Date Issued**  
**22 May 2019**

If you require further information relating to this agenda please contact:  
Katia Neale, Committee Coordinator, tel: 020 8753 2368 or email:  
[katia.neale@lbhf.gov.uk](mailto:katia.neale@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 that it may want to hold part of this meeting in private to consider the exempt elements of items 8 – 10 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 item numbers 4 – 10 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 29 May 2019.

### COUNCILLORS' CALL-IN TO SCRUTINY COMMITTEES

A decision list regarding items on this agenda will be published by **Wednesday 5 June 2019**. Items on the agenda may be called in to the relevant Accountability Committee.

The deadline for receipt of call-in requests is: **Monday 10 June 2019 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 10 June 2019**.

# Cabinet Agenda

3 June 2019

<u>Item</u>	<u>Pages</u>
<b>1. MINUTES OF THE CABINET MEETING HELD ON 1 APRIL 2019</b>	6 - 12
<b>2. APOLOGIES FOR ABSENCE</b>	
<b>3. 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>	
<b>4. APPROVAL FOR CONTRACT WITH CAPITAL LETTERS FOR PROCURING MORE ACCOMMODATION- REDUCING TEMPORARY ACCOMMODATION COSTS</b>	13 - 23
<b>5. WHITE CITY ESTATE SUSTAINABLE URBAN DRAINAGE &amp; STREETScape IMPROVEMENT SCHEME ON THE PUBLIC HIGHWAY</b>	24 - 33

- |    |   |         |
|----|---|---------|
| 6. | <b>COUNTERS CREEK SUSTAINABLE URBAN DRAINAGE SCHEMES,<br/>WORKING WITH THAMES WATER</b> | 34 - 47 |
| 7. | <b>CARNWATH ROAD / THAMES PATH IMPROVEMENT SCHEME</b>                                   | 48 - 54 |
| 8. | <b>WHITE CITY ESTATE - NEW COUNCIL HOMES AND COMMUNITY<br/>FACILITIES</b>               | 55 - 71 |

This report has two appendices which contain information exempt within the meaning of Schedule 12A to the Local Government Act 1972 and is not for publication. The appendices have therefore been circulated to Cabinet Members only.

***Any discussions on the contents of an exempt appendix will require Cabinet to pass the proposed resolution identified at the end of the agenda to exclude members of the public and the press from the proceedings for that discussion.***

- |    |  |         |
|----|--|---------|
| 9. | <b>INVESTING IN NEW AFFORDABLE HOMES - FUNDING<br/>AGREEMENTS WITH THE GLA</b> | 72 - 81 |
|----|--|---------|

This report has an appendix which contains information exempt within the meaning of Schedule 12A to the Local Government Act 1972 and is not for publication. The appendix has therefore been circulated to Cabinet Members only.

***Any discussions on the contents of an exempt appendix will require Cabinet to pass the proposed resolution identified at the end of the agenda to exclude members of the public and the press from the proceedings for that discussion.***

- |     |   |         |
|-----|---|---------|
| 10. | <b>ALTERNATIVE ECOLOGICAL MITIGATION DESIGN<br/>CONSULTANTS APPOINTMENT</b> | 82 - 89 |
|-----|---|---------|

This report has an appendix which contains information exempt within the meaning of Schedule 12A to the Local Government Act 1972 and is not for publication. The appendix has therefore been circulated to Cabinet Members only.

***Any discussions on the contents of an exempt appendix will require Cabinet to pass the proposed resolution identified at the end of the agenda to exclude members of the public and the press from the proceedings for that discussion.***

- |     |  |          |
|-----|--|----------|
| 11. | <b>FORWARD PLAN OF KEY DECISIONS PUBLISHED ON 3 MAY 2019</b> | 90 - 103 |
|-----|--|----------|

## 12. ANY OTHER BUSINESS

### LOCAL GOVERNMENT ACT 1972 - ACCESS TO INFORMATION

#### **Proposed resolution:**

*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.*

# Agenda Item 1

London Borough of Hammersmith & Fulham

## Cabinet Minutes



Monday 29 April 2019

### **PRESENT**

Councillor Stephen Cowan, Leader of the Council  
Councillor Ben Coleman, Cabinet Member for Health and Adult Social Care  
Councillor Adam Connell, Cabinet Member for Public Services Reform  
Councillor Larry Culhane, Cabinet Member for Children and Education  
Councillor Wesley Harcourt, Cabinet Member for the Environment  
Councillor Andrew Jones, Cabinet Member for the Economy and the Arts  
Councillor Lisa Homan, Cabinet Member for Housing  
Councillor Sue Macmillan, Cabinet Member for Strategy  
Councillor Max Schmid, Cabinet Member for Finance and Commercial Services

### **ALSO PRESENT**

Councillor Adronie Alford

### **168. MINUTES OF THE CABINET MEETING HELD ON 1 APRIL 2019**

#### **RESOLVED:**

That the minutes of the meeting of the Cabinet held on 1 April 2019 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

### **169. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Sue Fennimore.  
Apologies for lateness were received from Councillor Ben Coleman.

### **170. DECLARATION OF INTERESTS**

#### **RESOLVED:**

There were no declarations of interest.

**171. ADOPTION OF A FREE-FLOATING CAR SHARING SERVICE AND APPROVAL TO TENDER AND PROCURE PROVIDER(S) IN LBHF**

Councillor Wesley Harcourt stated that many boroughs across London had already adopted the free-floating car sharing service successfully. This service would directly contribute to the administrations objective to be the greenest borough by encouraging sustainable transport and help reduce air pollution.

**RESOLVED:**

1. To agree to adopt the free-floating car sharing service (FFCS) model in LBHF;
2. To approve the procurement strategy as described in Section 5, Option 1;
3. Following a procurement process undertaken in accordance with the approved strategy, delegate approval to award a contract(s) for a FFCS provider(s) to the Director of Transport & Highways, in consultation with the Cabinet Member for Environment.; and
4. To introduce a FFCS concessionary permit fee of £800 for fully electric vehicles and £1,400 for internal combustion engine vehicles, to be reviewed 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.

**172. GEOGRAPHICAL INFORMATION SYSTEMS - SYSTEM RE-PROCUREMENT**

**RESOLVED:**

1. That Cabinet approves the direct award through the CCS Data and Application Solutions Framework (RM3821) of an Enterprise Licence Agreement for GIS software. Details of the costs can be found in the exempt Appendix A. H&F's share of the licence cost will be funded from IT Services' operational budget.

2. That Cabinet delegates to the Chief Information Officer the authority to agree and enter into an Inter-Authority Agreement with RBKC and WCC to recompense H&F for these GIS services.
3. That Cabinet approves the on-going annual cost of hosting services provided by RBKC for the GIS software. Details of the costs can be found in the exempt Appendix A. Costs will be funded from the IT Services' operational budget.

**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.

**173. MULTIDISCIPLINARY FAMILY ASSESSMENT SERVICE - CONTRACT VARIATION**

**RESOLVED:**

To approve a variation of the Family Assessment Service (FAS) contract dated 1st January 2016 to increase LBHF's annual contribution from £274,996 to £357,495 for the period from 1st January 2019 until 31st December 2020.

**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.

**174. EDCITY DEVELOPMENT**

Councillor Andrew Jones stressed that this was an excellent scheme that would deliver on several key Council strategies and priorities.

Councillor Larry Culhane thanked the officers for putting a scheme together that would bring numerous educational benefits to the borough.



## **RESOLVED:**

That Cabinet approves

1. That the Council enters into the Master Development Agreement, a Deed of Cooperation and any other legal agreements with ARK and any subsidiary company, which are required to facilitate the delivery of Education City.
2. To delegate authority to the Strategic Director for Growth and Place, in consultation with the Cabinet Member for the Economy and the Arts and the Assistant Director of Legal and Democratic Services, to finalise and complete negotiations with ARK and any subsidiary company in order to give effect to the decision in 2.1 above.
3. That the Council enters into legal agreements with ARK and/or any other company for the future management of the Estate including but not limited to granting a lease to a management company for the central boulevard and service tunnels.
4. To delegate authority to the Strategic Director for Growth and Place, in consultation with the Cabinet Member for the Economy and the Arts and the Assistant Director of Legal and Democratic Services to finalise and complete negotiations with ARK and/or any company in order to give effect to the decision in 2.3 above.
5. To delegate authority to the Strategic Director for Growth and Place in consultation with the Assistant Director of Legal and Democratic Services to grant a leasehold interest to the Council's housing company in the part of the Site containing the private rented units.
6. To delegate authority to the Strategic Director, Finance and Governance in consultation with the Cabinet Member for Finance and Commercial Services to enter into a funding agreement with the Council's housing company for the private rented housing at Education City subject to receipt of satisfactory state aid advice and Full Council approval of the equity investment/ loan and associated budget.
7. Resolves that the area of land at Australia Road referred to in this report and shown edged red on the plan at Appendix 4 is no longer required for the purpose for which it is currently held.
8. To approve in principle the appropriation of the area of land as shown edged red at Appendix 4, for the planning purposes of facilitating redevelopment for residential and other uses pursuant to section 122 of the Local Government Act 1972 which will enable the Council in order to override easements covenants and other third party rights in respect of the land pursuant to section 203 of the Housing and Planning Act 2016 and note that final approval will be subject to a further report demonstrating that the requirements set out in the legal implications section having been satisfied.

That Cabinet recommends to Full Council

9. That the Council approve long term loan/equity funding and budget of up to £28.58 million for the private rented housing in accordance with state aid compliant market terms, subject to receipt of satisfactory legal and financial advice.
10. To approve a capital budget of £59,026,000 for the construction of 132 residential units and associated professional fees and development management costs. The total budget is split £30.45m Housing Revenue Account (HRA) and £28.58m General Fund (GF), funded by capital receipts, developer contributions or borrowing with final confirmation of funding delegated to the Strategic Director, Finance and Governance, in consultation with the Cabinet Member for Finance and Commercial Services.
11. To approve the commitment of £8,938,000 of retained right to buy receipts to support the development of affordable housing within this project.
12. To approve a capital budget of up to £3,694,000 to fund the construction of, or provide a capital grant for, the Youth Facility, funded by capital receipts, developer contributions or borrowing with final confirmation of funding delegated to the Strategic Director, Finance and Governance, in consultation with the Cabinet Member for Finance and Commercial Services.
13. To approve a capital budget of up to £2,111,000 to fund the construction of the Adult Education and Nursery Facilities, funded by capital receipts, developer contributions or borrowing with final confirmation of funding delegated final to the Strategic Director, Finance and Governance, in consultation with the Cabinet Member for Finance and Commercial Services.

**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. HARTOPP AND LANNOY POINTS**

Councillor Lisa Homan stated that structural surveys had identified significant health and safety concerns at Hartopp and Lannoy Points, which required a substantial investment to address structural defects. The Council had consulted with residents on its preferred option of demolition and the result had been

overwhelmingly supportive of the Council's preferred option to demolish. The Council would support residents with the decant.

Jo Rowlands, the Strategic director for the economy department, gave an overview of the benefits of the scheme, including the creation of more affordable housing

The Leader, Council Stephen Cowan, added that this scheme would support the Council's priority of delivering new genuinely affordable homes.

Councillor Adronie Alford stated that the opposition was in support of this decision. This was the only answer to deal with a very difficult situation and make better use of the site. It would be an excellent opportunity to enhance the architectural quality of the neighbourhood.

**RESOLVED:**

1. To consider the responses to the consultation as set out in exempt Appendix 4 and officers' comments in section 6 of this report.
2. To approve the demolition of Hartopp and Lannoy Points and authorises The Strategic Director for the Economy to serve a demolition notice on the secure tenants of Hartopp and Lannoy Points.
3. To approve a total capital budget allocation of £8,717,000 funded by internal or external borrowing as represented by an increase in the HRA capital financing requirement.
4. To approve the offer to secure tenants and leaseholders of Hartopp and Lannoy Points based on the offer package as set out in section 7 of the report.
5. To delegate authority to the Strategic Director for the Economy, in consultation with the Strategic Director for Finance and Governance, to acquire the leasehold properties required to secure vacant possession of the buildings. An additional £4,717,000 will be allocated for the purchase of leasehold properties.
6. To approve portable equity share loan options to resident leaseholders to enable them to remain in home ownership within the area and delegates authority to the Strategic Director for the Economy to finalise such arrangements.
7. To approve the Business Case and Procurement Strategy set out in Appendix 3 for the proposed approach to procure a demolition contractor to demolish Hartopp and Lannoy Points and to delegate authority to the

Strategic Director for the Economy the contract award decision, to be taken following consultation with the Cabinet Member for Housing.

8. To approve a waiver of the usual tendering requirements of Contract Standing Order (CSO) 10 in relation to the appointment of technical advisers in relation to the Compulsory Purchase Order process, based on the information in section 8 of the report, on the grounds that this is in the overall interests of the Council.
9. To approve the appointment, by way of direct award to Avison Young up to the value of £100,000 to provide project management, valuation services and technical advice in relation to the acquisition of leasehold properties and the Compulsory Purchase Order process where voluntary acquisition is unsuccessful.

**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.

**176. FORWARD PLAN OF KEY DECISIONS**


The Key Decision List was noted.

**177. ANY OTHER BUSINESS**

None.

Meeting started: 7.00 pm  
Meeting ended: 7.10 pm

Chair .....

<p style="text-align: center;"><b>London Borough of Hammersmith &amp; Fulham</b></p> <p style="text-align: center;"><b>CABINET</b></p> <p style="text-align: center;"><b>3 JUNE 2019</b></p>	
<p><b>APPROVAL FOR CONTRACT WITH CAPITAL LETTERS FOR PROCURING MORE ACCOMMODATION– REDUCING TEMPORARY ACCOMMODATION COSTS</b></p>	
<p><b>Report of the Cabinet Member for Housing – Councillor Lisa Homan</b></p>	
<p><b>Open Report</b></p>	
<p><b>Classification - For Decision</b> <b>Key Decision: Yes</b></p>	
<p><b>Consultation: Procurement, Finance, Legal, IT, Risk, Commercial, Equalities</b></p>	
<p><b>Wards Affected: All</b></p>	
<p><b>Accountable Director:</b> Jo Rowlands, Strategic Director of Economy</p>	
<p><b><u>Report Author:</u></b> Nicky Pooni Social Lettings Agency Manager The Economy</p>	<p><b><u>Contact Details:</u></b> <a href="mailto:nicky.pooni@lbhf.gov.uk">nicky.pooni@lbhf.gov.uk</a> Tel: 020 8753 2495 07771 807 528</p>

## 1 EXECUTIVE SUMMARY

- 1.1 The Council is committed to reducing the number of households in temporary accommodation, providing more options to enable households to live in more settled accommodation at an earlier stage and increasing the supply of private rented accommodation by working with Capital Letters.
- 1.2 Capital Letters is a Government and London Councils sponsored company to centralise the procurement of temporary accommodation (TA) and private rented accommodation (PRS) from private landlords, to help boroughs reduce their costs on temporary accommodation and discharge their prevention and relief duties into the private sector.
- 1.3 Capital Letters Limited is now incorporated as a company (registered number: 11729699) and has now appointed a Board of Directors, while recruitment into the Chief Executive and Director of Finance posts are imminent.

- 1.4 On 04 March 2019, Cabinet approved for H&F Council to join Capital Letters as a Member (this decision was also approved by Full Council as required by the Constitution) and delegated authority to the Chief Officer and the Strategic Director, Finance, and Governance in consultation with the Cabinet Member for Housing to enter into the required membership agreements and contracts including the nomination of an officer to be a director to sit on the Board of the new company if considered appropriate. As Capital Letters will be delivering services back to the Council, approval is sought in this report to waive the usual tendering requirements of Contract Standing Orders to allow a direct award of contract.
- 1.5 Capital Letters have yet to finalise the contract but the principals of the service that joining boroughs will receive from Capital Letters has been outlined in the membership agreement and draft business plan.
- 1.6 Capital Letters indicate that it will be trading from the 01 June 2019. H&F has outlined its business needs to Capital Letters, which in the first instance is to increase PRS supply nearer to the borough, to assist H&F discharge its prevention and relief duties into the private sector.
- 1.7 H&F will also explore transferring leased accommodation to Capital Letters to continue to reduce the number of households in costly temporary accommodation, in addition to cost avoidance on any future placements in costly nightly bed and breakfast accommodation.
- 1.8 Both these issues will be covered in the proposed contract with Capital Letters and have been explained fully in the 04 March 2019, Cabinet Approved report.

## **2 RECOMMENDATIONS**

- 2.1 That the Cabinet approves a waiver of the requirement to prepare a Procurement Strategy and of the usual tendering procedures set out in Contract Standing Orders 9 and 10, on the grounds that the circumstances of the proposed contract are covered by a legislative exemption, as set out in Contract Standing Order 3.
- 2.2 That the Cabinet approves the Council entering into a contract with Capital Letters Limited until 31<sup>st</sup> March 2022 for the procurement of private rented accommodation to prevent homelessness, and temporary accommodation at a cost of between £1,500 and £2,000 per property sourced by the company (funded from the Temporary Accommodation earmarked reserve) plus the employment costs of two members of staff (funded from existing revenue budgets within The Economy Department).

## **3 REASONS FOR DECISION**

- 3.1 Now that the Council is a Member of Capital Letters, Cabinet are requested to grant the required approvals for a contract that outlines the service that

the Council will receive from Capital Letters in increasing supply of accommodation for those in housing need.

- 3.2 Capital Letters intends to be trading for business from early June 2019, so it is critical that the Council has approval to engage in business with Capital Letters as a purchaser of their services.

#### **4. PROPOSAL AND ISSUES**

- 4.1 During 2018/19, Housing Solutions have reduced the number of households in costly temporary accommodation from 1444 to 1280 to date, this is a reduction of approx.12% this year. In addition to this H&F have prevented homelessness for 222 households into the private sector, discharging its prevention and relief duties.
- 4.2 However, it is becoming increasingly challenging to retain a cost-efficient TA portfolio and retain H&F's achievement of having no families in bed and breakfast or any form of nightly accommodation since May 2015.
- 4.3 Since the implementation of the Homelessness Reduction Act (HRA) 2017, there has been a recognisable increase in the number of homeless applications, a 128% increase.
- 4.4 Capital Letters will help to remove the competition between H&F and other London boroughs offering a simpler and more straightforward interface for landlords, managing agents and developers anywhere in London. Procurement of new properties on behalf of joining London boroughs will allow a more rational allocation of supply across London, allowing households to be housed closer to placing boroughs.
- 4.5 The access to Capital Letters' additional government funding to increase AST's (Assured Shorthold Tenancies) will allow the borough to discharge its housing duties into the private sector and reduce temporary accommodation costs. It is a great opportunity for the Council to benefit from the £37.8m Government subsidy to increase local supply, which in return will achieve efficiency savings for the Council as 50% of the landlord costs will be funded by Capital Letters. The funding will allow the company to offer a package to landlords on behalf of members that is competitive with the London private market.
- 4.6 13 London Boroughs have now joined Capital Letters as members, across the five London sub-regions; West; H&F, Brent & Ealing, North; Westminster, Haringey, East; Waltham Forest, Redbridge, Tower Hamlets, Barking & Dagenham South East; Southwark, Lewisham, Bexley, South; West; Croydon.
- 4.7 The first meeting of the Boroughs' Representative body, which oversees the work of the company according to the company's constitutional documents, took place on 6<sup>th</sup> March. This Council's attendees were Councillor Honan and the Chief Housing Officer Mark Meehan. The Council's membership

(and those of the boroughs listed above) was confirmed, and a Chair and two Vice-Chairs were appointed. Appointments were also made to the Board of Directors. One of the constitutional documents is a Members' Agreement, for which authority to sign has been delegated to the Chief Housing Officer and the Strategic Director of Finance.

Approval for a Contract:

- 4.8 In addition to the Members' Agreement dealing with the constitutional aspects of the company, the Council is also expecting to receive a final draft of the contract from Capital Letters that outlines the service that will be provided by Capital Letters to the Council. However, the principles of what service is expected by boroughs from Capital Letters is outlined in the Members' Agreement.
- 4.9 The offer from Capital Letters to the Boroughs will be bespoke – a menu of options/products tailored to local priorities. Properties are expected to be a mixture of private rented sector properties let by the property owner to households by the boroughs, and properties leased directly from landlords or from managing agents.
- 4.10 Accordingly, H&F becoming a member of Capital Letters now offers the borough several different future opportunities, these include:
- (i) Capital Letters arranging PRS tenancies on behalf of the Council*
  - (ii) Capital Letters procuring leased accommodation on behalf of the Council*
  - (iii) Transferring leased accommodation to Capital Letters to discharge the Council's housing duties.*
- 4.11 The above options have been explained in detail in the Approved Cabinet Report on 04 March 2019. In the first instance the Council will agree with Capital Letters a service that increases the number of private rented accommodation (PRS) supply to assist the Council in discharging its prevention and relief housing duties.
- 4.11 The Council will also explore transferring leased accommodation to Capital Letters and procuring new leased accommodation led by the supply and demand issues that arise in the borough during the four years membership agreement with Capital Letters.
- 4.12 Staff seconded to Capital Letters will utilise the company's central procurement hub and logo to procure affordable accommodation for households threatened with homelessness to secure more local supply to H&F borough.
- 4.13 Part of the incentive payment to landlords would be met through MHCLG funding, reducing the cost to the authority. The other half will be met by the Council, amounting between £1,500 to £2,000.



- 4.14 Capital Letters will ensure that there is a fair distribution of properties amongst all joining Members. The number of units procured per borough will depend on the efforts made by the seconded officers through Capital Letters contacts and leads through the advertising campaigns across London. This will also need to be covered in the contract.
- 4.16 MHCLG has confirmed that the Ministry will guarantee funding for Capital Letters until the end of March 2022 – in that any lease or Assured Shorthold Tenancy (AST) secured by Capital Letters before that date will be subsidised by the Ministry at the agreed rates.
- 4.17 If Capital Letters does not work, the Council can cease to be a Member of the Company by serving six months written notice to do so. The contract will need to reflect the same notice period.

#### **Secondment of Staff to Capital Letters;**

- 4.18 The Council has the option to second two procurement officers to Capital Letters to acquire new supply for H&F or alternatively pay Capital Letters to recruit staff independently for H&F.
- 4.19 Boroughs seconding procurement officers to Capital Letters can choose what proportion of their allocation of new properties is PRS and what proportion is PSL (leased directly from private landlords) or PLA (leased via managing agents). They can also choose the size distribution of properties they need to meet local housing demand.
- 4.20 H&F will retain a housing procurement function in-house and therefore some direct control over procurement of temporary accommodation. We would need a clear delineation of property types being procured to avoid competing with Capital Letters for the same properties.
- 4.21 One option would be to have the remaining in-house procurement officers focus on procuring ASTs for prevention, working directly with households at the front door (something Capital Letters wouldn't be able to do).
- 4.22 H&F are working closely with Human Resources (HR) to ensure that the Secondment Agreement is fully compliant and that employment terms and conditions of secondees will be protected during the full length of secondment.
- 4.23 No redundancies will take place, but more permanent arrangements between the Council and the company may see the voluntary transfer of staff under TUPE by operation of law, and then a loss of expertise to LBHF if Capital Letters becomes established as a self-financing company at the end of the four-year government funding.
- 4.24 Should the seconded staff not wish to join Capital Letters by TUPE arrangements, and the company's business structure remains viable and as a full member the Council will want to review its staffing structure for the

procurement team to be able to continue with its full participation in Capital Letters.

## **5. OPTIONS AND ANALYSIS OF OPTIONS**

- 5.1 **Do nothing** – this will mean that the Council as a Member of Capital Letters will not receive a service from the company or any funding to increase supply of accommodation to reduce temporary accommodation costs and meet local housing need.
- 5.2 **Enter into a Contract** with Capital Letters to obtain a service from them as a Member, until the end of the MHCLG grant funding. This is the recommended option.

## **6.0 CONSULTATION**

- 6.1 It is not proposed that consultation be carried out on these proposals. Consultation will take place with affected staff as required by the law and Council policies.

## **7. EQUALITY IMPLICATIONS**

- 7.1 The council entering into a contract with Capital Letters Ltd, as set out in the Recommendations, has no anticipated negative equality implications for protected groups under the Equalities Act 2010.

Implications completed by: Fawad Bhatti, Social Inclusion Policy Manager, tel. 07500 103617.

## **8. LEGAL IMPLICATIONS**

- 8.1 Following the March Cabinet report and associated full Council approval to participate in Capital Letters Limited, the shell company directors approved Hammersmith & Fulham becoming a member. All that is required now for the membership process to be complete is for the Council to sign the Members' Agreement. Final copies of the Members' Agreement are awaited for signature.
- 8.2 The March Cabinet report was seeking the approval to become a member of the company. However, this does not of itself entitle the Council to access what the company will offer as a service. Instead the Council will need to enter into a separate services contract to benefit from those services. All services contracts that the Council enters into are subject to EU procurement legislation and the Council's contract standing orders (CSOs). Under both sets of rules, a direct award of a contract without first having tendered it is permitted only where specific exemptions apply.
- 8.3 In relation to EU procurement legislation, regulation 12(4) of the Public Contract Regulations 2015 (PCR) permits the direct award of a contract (i.e. without following any tender process) to what is effectively a wholly-owned

subsidiary, provided there is the required degree of control. This is known as the *Teckal* exemption after the case where it first arose. This exemption applies even where the control is exercised together with other authorities. There are three tests to be fulfilled if the exemption is to be relied upon:

- The Council exercises jointly with other contracting authorities a level of control over the entity to be awarded the contract, which is similar to that which they exercise over their own departments;
- More than 80% of the activities of the company to be awarded the contract are carried out in performance of the tasks entrusted to it by the controlling authorities;
- There is no direct private capital participation in the company to be awarded the contract (with some limited exceptions).

8.4 With Capital Letters, the Articles of Agreement and draft Members' Agreement currently ensure that there is no direct private capital participation (as all the members have to be local authorities), and it is intended that 100% of activities are for the controlling authorities. It will however be important that the Council actively participates in the management of the company so as to ensure that the control test described in the first bullet point is fulfilled. In regulation 14, this is defined as:

- The decision-making bodies of the company are composed of representatives of all participating authorities;
- The participating authorities are able to jointly exert decisive influence over the strategic objectives and significant decisions of the company;
- The company does not pursue any interests which are contrary to those of the participating authorities.

It will therefore be necessary for the Council to exercise an active role in the management of the company as a member through the Boroughs' Representative Body, and through representation on the Board of Directors if considered appropriate, for the exemption to continue to apply.

8.5 In relation to Brexit, a delay to the EU departure date by deferring Article 50, or the UK entering into a withdrawal agreement with a transition period, will mean that the current rules set out in the PCR will continue to apply. If the UK leaves the EU without a withdrawal agreement, then there is a draft Statutory Instrument before Parliament that preserves the effect of the PCR but with provision for an alternative advertising forum to the Official Journal of the EU. Therefore, the rules explained above will continue to apply.

8.6 In relation to Contract Standing Orders (CSOs), a waiver is being sought pursuant to Contract Standing Order 3 to enable a direct award. The waiver relates both to the requirement to prepare a Procurement Strategy under CSO 9 and to the usual tendering requirements of CSO 10. The waiver process requires that one of five grounds specified in CSO 3 is made out. Here it is proposed to rely on the ground that the proposed contract is covered by a legislative exemption (ie reg 12(4) of the 2015 Regulations as outlined above). Cabinet members must also be satisfied that the waiver and consequent direct award are in the best interests of the Council.

*Legal Implications prepared by Deborah Down, senior associate with Sharpe Pritchard solicitors, on secondment to the Council.*  
[ddown@sharpepritchard.co.uk](mailto:ddown@sharpepritchard.co.uk)

## **9. FINANCIAL IMPLICATIONS**

- 9.1 Entering into a contract with Capital Letters is expected to enhance the Council's purchasing power and provide access to Government funding which will be used to subsidise the high rental costs of temporary accommodation. In the context of increasing rental accommodation costs and constraints on income due to Welfare Reform, this should allow the Council to avoid further costs which would otherwise place additional unbudgeted pressure on the Council's General Fund and potentially enable the achievement of General Fund savings.
- 9.2 As stated in paragraph 4.10, the arrangement with Capital Letters will offer the Council several different future opportunities, these include:
- (i) Capital Letters arranging PRS tenancies on behalf of the Council*
  - (ii) Capital Letters procuring leased accommodation on behalf of the Council*
  - (iii) Transferring leased accommodation to Capital Letters to discharge the Council's housing duties.*
- 9.3 Under opportunity (i), which relates to prevention of homelessness, Capital Letters would subsidise up to £1,500 of the cost avoidance payments that the Council currently pays in order to secure new private rented sector landlords, reducing the cost to the Council. The funding for the £1,500 - £2,000 cost avoidance payments referred to in the recommendations will be funded from the Temporary Accommodation earmarked reserve. This reserve is currently expected to contribute £600,000 per annum for cost avoidance payments to Temporary Accommodation landlords. This is based on the current average cost avoidance payment of £3,000 for up to 200 new properties. Therefore, any reduction from the £3,000 average will reduce the cost to the Council, potentially by as much as £300,000 per annum.
- 9.4 Should the Council also wish to use Capital Letters to procure temporary accommodation (opportunity (ii)), in addition to the reduced cost of cost avoidance payments as outlined in para 9.3 above, Capital Letters would also pay a subsidy to the Council to cover any shortfall (the rent margin) between the cost of procuring a property and the income that the Council receives in the form of Housing Benefit subsidy. Further, as Capital Letters are able to offer an amount equivalent to 100% of housing benefit subsidy compared to the Council's 90% of the January 2011 rate, there would be a further saving to the Council for each property procured.
- 9.5 Under opportunity (iii), discharging the Council's homelessness duties would result in the Council avoiding temporary accommodation costs as there would be no ongoing responsibility for the Council.

- 9.6 The cost reductions and savings will depend on the number of units procured or transferred to Capital Letters and the rate at which this transfer can be achieved. The full financial implications will become clearer when the draft of the contract is provided, and when procurement, funding and staffing arrangements are clarified. Finance officers will work closely with the service in quantifying the anticipated costs, benefits and risks. The financial impact on the General Fund will be tracked and managed through the Council's corporate revenue monitoring regime.
- 9.7 As the seconded staff are funded from existing budgets within the Housing Solutions service in The Economy Department, no additional cost is expected for the Council.
- 9.8 However, there are a number of risks that must be considered and these include, but are not limited to:
- the subsidies provided by Capital Letters will not be paid indefinitely;
  - it is likely that staff will need to be seconded to Capital Letters and this may come with other financial implications such as a requirement for the Council to make a financial contribution to Capital Letters' overhead costs and also the possibility of costs arising from any TUPE implications that may arise;
  - there may be additional costs for the Council if procurement targets are not met resulting in further staff being required to be transferred to Capital Letters;
  - any financial risk relating to the tax or other implications for the Council of entering into a contract with Capital Letters;
  - Section 4.11 sets out the time-limited nature of the proposal and the risk that additional costs resulting from the loss of government subsidy could be passed to the General Fund after 2021/22.

*Financial implications completed by: Danny Rochford, Head of Finance 0208 753 4023*

*Financial implications verified by: Hitesh Jolapara, Strategic Director, Finance & Governance, tel. 0208 753 2501.*

## **10. IMPLICATIONS FOR BUSINESS**

- 10.1 Implications on local businesses and local private landlords would be that they would receive a unified procurement service across London boroughs who have signed up for Capital Letters.

A better landlord rental offer via Capital Letters, will in return mean that H&F benefit from more in-borough and local properties, where now we are outbid by other London boroughs by them paying more landlord incentives.

So in essence Capital Letter will help us to attract more local landlords and estate agents to meet homelessness demand and prevent homelessness.

*Implications to be completed by: Albenia Karameros, Economic Development Team, tel. 07739 316 957.*

## **11. COMMERCIAL IMPLICATIONS**

- 11.1. This report seeks approval for a waiver from the Council's CSOs requirements of seeking competitive tenders and directly award the contract to Capital Letters Limited. The proposed length of the contract is four (4) years and the estimated value for the 19/20 financial year is £750,000.
- 11.2 The waiver would be justified on the grounds that the award is covered by legislative exemption.
- 11.3 The award falls under 'Public contracts between entities within the public sector' and falls under PCR 2015 exclusions 12(4).
- 11.4 A voluntary award notice should be published and a contract entry shall be created in the Council's Contracts Register to ensure compliance with statutory transparency requirements.

Commercial implications completed by: Andra Ulianov, Head of Contracts and Procurement, tel. 07776672876

## **12 IT IMPLICATIONS**

- 12.1. IT Implications: If Capital Letters requires access to H&F IT equipment, systems and/or networks, H&F IT Services must be consulted to ensure that all necessary safeguards, permissions and budgets are in place, and that the service is aligned with the ITS desktop strategy.
- 12.2 IM Implications: As Capital Letters will be processing sensitive data on behalf of H&F, a Privacy Impact Assessment will need to be completed to ensure all potential data protection risks in relation to this proposal are properly assessed with mitigating actions agreed and implemented. For example, a contract data protection and processing schedule or an information sharing agreement template and a Supplier Security Checklist to ensure the systems used by Capital Letters comply with H&F's regulatory requirements.
- 12.3 The contract with Capital Letters will need to include H&F's data protection and processing schedule. This is compliant with the General Data Protection Regulation (GDPR).
- 12.4 *Implications to be verified/completed by: Karen Barry, Strategic Relationship Manager, IT Services, tel. 0208 753 3481*

### **13 RISK MANAGEMENT**

- 13.1 Cabinet were advised in the report of 04 March that a further report will be presented concerning the contract to be awarded to the new company and associated arrangements once the company is established. The Council can prepare to enter a contract with the provider however this is not likely to take place until the stated date estimated to be June 2019. The main benefits are to ensure that accommodation is provided to the most vulnerable in society, and that accommodation provided is suitable promptly as trading begins and in line with our H&F Values and residents needs and expectations.

*Implications verified by: Michael Sloniowski, Risk Manager, tel. 020 8753 2587.*


### **14. BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

None

### **15 LIST OF APPENDICES**

None

# Agenda Item 5

<b>London Borough of Hammersmith &amp; Fulham</b>  <b>CABINET</b>  <b>3 JUNE 2019</b>	 hammersmith & fulham
<b>WHITE CITY ESTATE SUSTAINABLE URBAN DRAINAGE &amp; STREETSCAPE IMPROVEMENT SCHEME ON THE PUBLIC HIGHWAY</b>	
<b>Report of the Cabinet Member for the Environment - Councillor Wesley Harcourt</b>	
<b>Open Report</b>	
<b>Classification - For Decision</b> <b>Key Decision: YES</b>	
<b>Wards Affected:</b> Wormholt and White City	
<b>Accountable Director:</b> Mahmood Siddiqi - Director for Transport and Highways	
<b>Report Author:</b> Michael Masella – Senior Engineer	<b>Contact Details:</b> Tel: 020 8753 3082 E-mail: michael.masella@lbhf.gov.uk

## 1. EXECUTIVE SUMMARY

- 1.1. The Council's Housing and Highways Department is looking to retrofit Sustainable Urban Drainage (SuDS) in the White City Estate. This report seeks approval for the public highway infrastructure only of the project that gives the opportunity to align both Highways and Housing assets in one, to deliver one of the largest urban retrofit greening projects in London, at the White City Estate, in line with the Council's vision to be the greenest borough in Britain.
- 1.2. Groundwork London and EPG Ltd have produce a concept and feasibility study that is based upon previous successful multi award-winning SuDS schemes within the borough, with the aim of disconnecting surface water (rainwater) in the White City Estate from the combined sewer system, reducing the risk of flooding in the borough, renewing the carriageway which needs repair, and increasing the amount of green infrastructure in the borough.
- 1.3. The wider aims of the scheme are to make the White City Estate more resilient to climate change, but to also increase the connectivity of the estate to the wider White City Opportunity area, through improved crossings and entrances to the estate, and encouraging the use of more sustainable transport, and renewing the road surfaces.



1.4. The White City Estate lies within the Counters Creek sewer catchment, which has been well documented for exceeding capacity, resulting in sewer flooding of properties within the Borough. Thames Water have agreed to offer £350,000 of funding for the public highway works after reviewing the concept of the joint Highways/Housing project.

## **2. RECOMMENDATIONS**

2.1. To approve the implementation and cost of the White City Estate and Bloemfontein Road Sustainable Urban Drainage and Streetscape Improvements Scheme to the public highway. (£1,150,000 without S106/CIL Board funding approval and £2,650,000 with - See Clause 9.2 below).

## **3. REASONS FOR DECISION**

3.1. The total value of the White City Estate sustainable urban drainage and Streetscape Improvements has been estimated at £2,650,000. As the total value of this project is over £100,000 a cabinet decision is required.

## **4. BACKGROUND**

4.1. Australia Road and Commonwealth Avenue are situated in the heart of the White City Estate and White City opportunity area. Nos. 65 to 93 Bloemfontein Road to be treated extends from Australia Road in the south and Commonwealth Avenue in the north, adjacent to Charnock House.

4.2. Following the Hammersmith and Fulham's Council priorities and Mayor of London's healthy streets agenda, this project will seek to increase urban greening, air quality, improve pedestrian safety, improve the condition of the road surface, promote sustainable transport and ensure residents feel safe and relaxed in their community.

4.3. The project is led by the Highways Department and will build on existing successful SuDS and urban greening schemes within the borough, to retrofit green infrastructure into the highway, while renewing roads in need of repair, and creating healthy sustainable streets.

4.4. The use of sustainable drainage on the highway is fundamental to controlling surface water flooding, flooding from rainfall. The road channels rainwater to the combined Victorian sewers in LBHF, where in large rainfall events the sewers reach capacity and we experience flooding. SuDS features, such as rain gardens, permeable paving and tree pits are used to mimic natural drainage, taking the rainwater, and allowing it to either soak into the ground or be held in the ground and slowly released into the sewer, as not to overload the sewer. Furthermore, green SuDS, such as planted rain gardens or tree pits, also help remove the water through evapotranspiration.

4.5. The scheme has multiple small projects, but with recurring elements to visually join the projects together. One of the elements is permeable parking bays.

These features allow water to move down between the blocks and soak into the ground, whilst making parking bays easily identifiable, as the colour and material are different from the main carriageway.

- 4.6. Installing rain gardens and tree pits along the highway, again reducing water entering the sewer but also increasing green infrastructure, helping the borough to become the greenest borough, and helping to create green links, increasing biodiversity, and reducing the urban heat island effect, creating shade, and making the environment more interesting for residents.
- 4.7. Renewal of entry points into the estate, helping to open the estate and aid in way finding and pedestrian movements. Revising the crossing points around the estate to again encourage movement through the estate and to the wider opportunity area. These improvements help encourage sustainable transport, through improved access to public transport and safer travel for pedestrians, encouraging walking and reducing car usage.
- 4.8. Additional sustainable measures such as electric car charging points are being reviewed and could be included at key focal points within the estate, such as the main shopping parade, and places of worship.
- 4.9. Within the estate there are two schools, the scheme will work with the schools to develop a school street on Commonwealth Avenue, whilst it's likely that the road will be kept open to traffic, there is scope to link the two school and increase the footway areas to encourage parents to meet and speak around school pick up times, and facilities to store bikes, with the vision of reducing vehicle trips to the schools, and creating healthier streets.
- 4.10. The Housing Department has a scheme (Nourish) funded by the Mayor of London's Good Growth Fund. Part of this project is to improve the green spaces within the White City Estate.
- 4.11. Subject to approval the two schemes between Housing and Highways can be linked together as we move into construction, working collaboratively so that all works are coordinated and communications sent out to residents is combined and concise.
- 4.12. A specialist ground radar survey contractor has already carried out a survey as part of the feasibility study. This is standard procedure when working on the public highway, to mitigate the risk of damaging statutory undertaker apparatus and protecting workers from injury.
- 4.13. The SuDS features that are planned to be installed on the public highway are tried and trusted construction methods, which have already been installed in other streets in the borough, and will comply with Building Regulations.

## **5. SCHEME PROPOSALS**

The aims of the scheme are to:

- Resurface the carriageway and footway on Australia Road, Bloemfontein Road access road and Commonwealth Avenue, which need repair
- Create healthier streets, that can adapt to changing climate conditions, improve pedestrian safety, encourage sustainable transport, whilst creating interesting and sustainable public places for the community.
- Retrofit urban greening (trees and raingardens) into the highway
- Liaise with residents and schools to help create new sustainable spaces linking the community hubs within the estate and the estate to wider opportunity area

5.1. The White City Estate SuDS and Streetscape Improvements to the public highway represents a significant improvement to the street environment, which include:

- Resurfacing of the carriageway and some footways which need repair
- Retrofitting SuDS on the public highway by making the parking bays on each side of the road permeable areas
- New trees and rain gardens to be planted
- Improving two pedestrian entrances and crossing points into the estate
- Create a farmer's market square on Bloemfontein Road outside Charnock House

5.2. There are four main sections to the scheme (see appendix 1):

- **Australia Road** – Resurface the carriageway, install permeable block paving in all parking bays for attenuation of surface water, install new tree pits and rain gardens
- **Commonwealth Avenue** – linking two schools this section of highway has the potential to be a green corridor linking the schools and complimenting the new Ark Swift development with the existing public highway
- **Dorando Close and South Africa Road** - pedestrian entry treatments into the estate and the crossing points on these roads, to open the space at these smaller but well used entry points which link the White City Estate to Wood Lane
- **Bloemfontein Road** - from Australia Road in the south and Commonwealth Avenue in the north, adjacent to Charnock House. A new public realm space, with a new footway and carriageway surface, new tree planting and a market square

## 6. CONSULTATION

6.1. To date there have been two main phases of consultation. Firstly, the consultation for Bloemfontein Road, followed by consultation on the wider highway estate works.

- 6.2. The Bloemfontein Road Public Realm scheme was approved by ward Councillors in early March 2018, and consulted on later in March 2018, via a letter drop, online consultation and two public meetings with residents and businesses.
- 6.3. The outcome of the consultation triggered over 200 signature petition, consequently a Cabinet Report was submitted and reviewed on the 8<sup>th</sup> October 2018 on the Bloemfontein Road Public Realm Scheme (petition).
- 6.4. Following the consultation, the design has been reviewed and shared with the resident's association before its re-consulted on.
- 6.5. The second phase of consultation related to White City Highways Scheme.
- 6.6. This was presented at Cabinet Members briefing on the 11<sup>th</sup> December 2018. Following its approval from the lead member the cabinet report was drafted.
- 6.7. A letter drop to all residents and two public consultations were held by the Housing Department to inform and consult on the Nourish Project, at the White City Community Centre in February 2019 (Tuesday 5<sup>th</sup> and Thursday 7<sup>th</sup>). At these events Highways presented the works from the feasibility study for White City Estate public highways works, gathering feedback for detailed design. A few residents attended the two public consultation on both occasions. The feedback from the residents was generally in favour of the proposals.
- 6.8. In respect of the highway works, the detailed design will be carried out by FM Conway Ltd and completed by the end of March 2019.
- 6.9. The final designs for Bloemfontein Road and the White City Estate Highway scheme will be consulted jointly with the White City Estate Area - Developing Proposals for Affordable Housing, by the Council with Councillors, statutory bodies, residents, businesses, AOD and other stakeholders.
- 6.10. Results of this consultation will be reported back to Cabinet Member Board.

## **7. EQUALITY IMPLICATIONS**

- 7.1. The Council has had regard to its public sector equality duty contained in Section 149 of the Equality Act 2010. Hammersmith and Fulham Action on Disability (AOD) will be consulted on the proposed highway works.
- 7.2. Implications verified/completed by: Peter Smith, Head of Policy & Strategy, tel. 020 8753 2206.

## **8. LEGAL IMPLICATIONS**

- 8.1. The Council is authorised to undertake improvements to the public realm and public highway using its powers under section 62 of the Highways Act 1980.

8.2. Section 62 of the Highways Act 1980 gives the Council the power to plant trees, drainage of highways and protect the highways against hazards of nature.

8.3. Implications verified/completed by: Gerta Kodhelaj (Solicitor Planning and Highways), tel: 020 8753 6081.

## 9. FINANCIAL IMPLICATIONS

9.1. The main funding allocation is broken down as follows:

<b>Bloemfontein Road</b>	
• Highways planned maintenance 18/19	£ 550,000
<b>White City Estate Funding</b>	
• Planned maintenance 19/20.	£ 60,000
• Flood Risk	£ 100,000
• LIP	£ 90,000
• Thames Water Utilities, (Twenty4Twenty fund)	£ 350,000
	<hr/>
	£1,150,000

9.2. A bid of £1,500,000 has been submitted to the S106/CIL Board for approval and should it be successful the total estimated cost of the highway works rises to £2,650,000. If Highways are successful in acquiring the S106/CIL funding, it will ensure that the works can be completed in their entirety.

9.3. Based on the available funding the scheme has two possible scopes:

- Scope 1 is the basic scheme (£1,150,000) that includes:
  - Bloemfontein Road Suds Scheme
  - Treating less than a third of the entire length of Australia Road by retrofitting SuDS on the public highway
  - Limited carriageway resurfacing of Australia Road where essentially needed
- Scope 2 is the complete scheme (£2,650,000) that includes:
  - Bloemfontein Road Suds Scheme
  - Treating the entire length of Australia Road by retrofitting SuDS on the public highway
  - Footway repaving and carriageway resurfacing of Australia Road
  - Planting new trees in the rain garden areas, increasing the amount of green space
  - The pedestrian entry treatments into the estate
  - The pedestrian crossing points on the perimeter of the estate
  - Commonwealth Avenue, which links the two schools and converting the road into a green corridor.

- 9.4. Scope 1 is the basic scheme that would make use of various pots of money combined with Thames Water funding. This would not meet the council's aspirations to continue to lead on green infrastructure including flood management. It would only be a good scheme.
- 9.5. Scope 2 with the Section 106 money, this will transform the White City area into green hub for London and therefore meets the Council's aspiration of making our borough the greenest borough. It would mean most the roads in the White City Estate would be treated. This will allow to aligning our Highway scheme with the Housing Department's Nourish project scheme, which transforms White City Estate by seamlessly greening across the estate. The combined schemes would create a massive area of public highway and housing land in White City as the biggest urban SUD's scheme in the country.
- 9.6. Our Highway Maintenance Section is fully aware of our construction methods and materials used and these are built-in into our future maintenance term contract.
- 9.7. Implications verified/completed by: Gary Hannaway, Strategic Director Finance and Governance, tel. 020 873 6071.
- 9.8. The report seeks approval to proceed with Sustainable Urban Drainage and Streetscape Improvements Scheme to the public highway in the White City Estate and Bloemfontein Road with a cost of £2,650,000 if section 106 funding of £1,500,000 is available/ approved, or £1,150,000 if section 106 funding is not available/ approved.
- 9.9. The Council has put in place review and approval processes for the allocation of section 106 funds with an officer board reviewing requests, identifying eligible funds and making recommendations to the Cabinet Member for the Economy and the Arts, in consultation with the Cabinet Member for Finance and Commercial Services. Funding for this scheme has not yet been considered by the Officer Board nor the responsible Cabinet Member in line with the agreed process and therefore at this stage section 106 funding has not been agreed and eligible funds have not been set aside as committed for these works.
- 9.10. Contracts should not be let and expenditure must not be committed above the agreed funding envelope of £1.150m from existing budgets and agreed contributions (from the LIP and Thames Water Utilities) until any additional section 106 funding is agreed.
- 9.11. Implications verified by Emily Hill, Assistant Director, Corporate Finance, tel. 020 8753 3145.

## **10. IMPLICATIONS FOR BUSINESS**

- 10.1. The proposed highway improvements include footway repaving, carriageway resurfacing and new street lighting will be carried out by the council's term contractor FM Conway Ltd.

- 10.2. Local businesses will be notified by letter when the works will commence on site.
- 10.3. A public consultation will be carried for residents and businesses because the existing highway is being significantly changed. Their comments and views on the proposals will be reported back before implementation.
- 10.4. Implications verified/completed by: Albena Karameros, Economic Development Team, tel. 020 7938 8583.

## **11. COMMERCIAL IMPLICATION**

- 11.1. The order is to be placed through the council's highway term contractor FM Conway Ltd which is for 5 years with permissible three one-year extensions and has been competitively tendered and awarded in April 2017. The term contract is designed for all public highway projects and programmes of works. The contract is based on a tendered schedule of rates these are general for any scheme (small, medium and major public highway projects) over the life of the contract period. The contract allows, a maximum value of £4 million pounds per project using tendered schedule of rate items, or £9 million per project using target pricing. This therefore makes the contract generic for any project the council wishes to develop and implement over potentially the next 8 years. The major scheme described in this report is within the scope of permitted orders that can be placed with FM Conway Ltd under its contract.
- 11.2. Implications verified/completed by: Joanna Angelides, Procurement Consultant, tel. 020 8753 2586.

## **12. IT IMPLICATION**

- 12.1. IT Implications: There are no apparent IT implications resulting from the proposal in this report.
- 12.2. IM Implications: If sensitive data will be processed on behalf of H&F (such as names and addresses of residents during the consultation process), a Privacy Impact Assessment will need to be completed to ensure all potential data protection risks in relation to this proposal are properly assessed with mitigating actions agreed and implemented.
- 12.3. Implications completed by: Karen Barry, Strategic Relationship Manager, tel 020 8753 3481.

## **13. RISK MANAGEMENT**

- 13.1. The proposed scheme builds on previous successful award-winning SuDS schemes within the borough and seeks to reduce the risk of surface water (rainwater) and sewer flooding in the borough, which has an impact on residential properties and local services/businesses. Works must be undertaken to ensure there is appropriate access to the site.

- 13.2. Officers have consulted appropriately on the proposed scheme, including with the Flood Risk Manager and Insurance Service. They have also confirmed that all installations will adhere to the Highways Code of Practice and that the designs implemented will not give rise to risks of trip/slip claims at these locations. Consultation and communication with local stakeholders is also planned to shape the proposed scheme prior to implementation.
- 13.3. Officers have used a specialist utility contractor for the relocation of the statutory undertaker apparatus (i.e. gas, electric, water, etc. services) to mitigate the risk of damage or disruption in carrying out the works.
- 13.4. Officers must ensure that consultation with Hammersmith and Fulham Action on Disability (AOD) on the proposed highway works is completed before the work commences.
- 13.5. Implications verified/completed by: David Hughes on mobile: 07817 507695 and tel: 0207 361 2389.

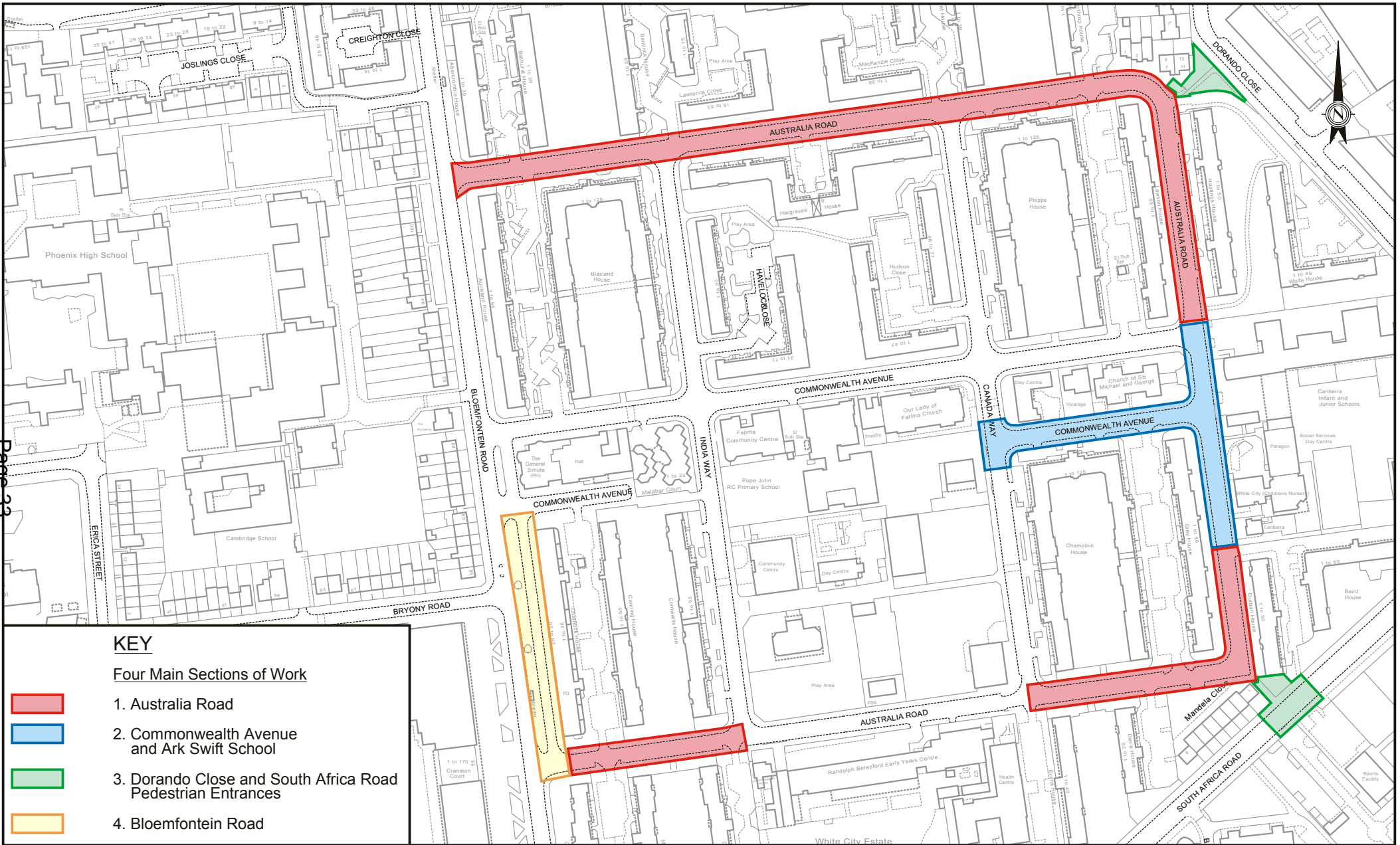
**14. BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
	None		

**LIST OF APPENDICES:**

**Appendix 1.** - Drawing no. 80149/15/3





**KEY**

**Four Main Sections of Work**

- 1. Australia Road
- 2. Commonwealth Avenue and Ark Swift School
- 3. Dorando Close and South Africa Road Pedestrian Entrances
- 4. Bloemfontein Road

**LONDON BOROUGH OF HAMMERSMITH & FULHAM**  
 TRANSPORT & HIGHWAYS  
 TOWN HALL, KING STREET  
 LONDON, W6 9JU  
 Telephone 020 8748 3020


Drawn BPD	Checked AH	Approved MM
Scale Not To Scale		Original Sheet Size A4
DWG No. 80149/15/3	Revision -	Date Jan.'19

NOTES Date Rev Init

**WHITE CITY ESTATE, LONDON W12**  
**SUSTAINABLE URBAN DRAINAGE & STREETSCAPE IMPROVEMENT SCHEME ON THE PUBLIC HIGHWAY**  
**COMMITTEE REPORT PLAN**

Devised and created by the Land & Asset Survey Team. This drawing is Copyright.  
 © Crown copyright and database rights  
 2019 OS Licence No. LA100019223

# Agenda Item 6

<p><b>London Borough of Hammersmith &amp; Fulham</b></p> <p><b>CABINET</b></p> <p><b>3 JUNE 2019</b></p>	
<p><b>COUNTERS CREEK SUSTAINABLE URBAN DRAINAGE SCHEMES, WORKING WITH THAMES WATER</b></p>	
<p><b>Report of the Cabinet Member for the Environment - Councillor Wesley Harcourt</b></p>	
<p><b>Open Report</b></p>	
<p><b>Classification - For Decision</b> <b>Key Decision: YES</b></p>	
<p><b>Wards Affected:</b></p>	
<p><b>Accountable Director:</b> Mahmood Siddiqi - Director for Transport and Highways</p>	
<p><b>Report Author:</b> Michael Masella – Senior Engineer</p>	<p><b>Contact Details:</b> Tel: 020 8753 3082 E-mail: michael.masella@lbhf.gov.uk</p>

## 1. EXECUTIVE SUMMARY

- 1.1. The Council's Highways Department is working with Thames Water Utilities Limited (TWUL) to retrofit Sustainable Urban Drainage Systems (SuDS) in seven streets in Hammersmith and Fulham. This report seeks approval for the cost and implementation of this SuDS project, which is due to be implemented before March 2020.
- 1.2. There are multiple forms of flood risk that pose a risk to the London Borough of Hammersmith and Fulham. However, over the last 10 years sewer flooding into basement properties and at street level has become a major concern. The detailed design of the seven selected roads will be carried out collaboratively between TWUL and the Council's Highways team, ensuring that not only do the designs work in terms of reducing water entering the sewer, but the future maintenance is at no extra cost than the existing requirements. The future benefits of these roads will help reduce the very real risk posed by sewer flooding. Residents have been affected by sewer flooding, which is a constant concern, distressing and a financial burden in terms for potential damage to their property.

1.3. As such TWUL initiated the Counters Creek Sewer Alleviation Project in 2015, which is due to finish in March 2020. This project will see the delivery of individual property protection from sewer flooding, but also local sewer improvements and the delivery of SuDS in Hammersmith and Fulham, to reduce the amount of water entering the sewer system.

1.4. The streets chosen for retrofitting a SuDS are:

- Rostrevor Road (Town Ward)
- Munster Road (Town Ward)
- Eddiscombe Road (Town Ward)
- Greenside Road (Askew Ward)
- Bassien Park Road (Ravenscourt Park Ward)
- Wendell Road (Ravenscourt Park Ward & Askew Ward)
- Godolphin Road (Shepherds Bush Green Ward)

1.5. These roads were identified as providing the greatest protection to property from sewer flooding. TWUL used their detailed sewer models to identify which roads to target for SuDS treatment.

1.6. All funding for this work will be provided by Thames Water Utilities Limited as part of the Counters Creek Sewer Alleviation Project, as described by Ofwat.

1.7. As this SuDS project will be part of the public highway, which the Council is responsible for, the Council's Highways department will be undertaking the works, using the Council's term Highway Contractor, FM Conway Ltd.

1.8. The detailed design of the seven selected roads will be carried out collaboratively between TWUL and the Council's Highways team, ensuring that not only do the designs work in terms of reducing water entering the sewer, but the future maintenance is at no extra cost than the existing requirements.

1.9. The wider aims beyond protecting against flood risk are to use this opportunity to not only improve the carriageway surface, but to seek opportunities to build in additional green infrastructure to these roads, through redesigned tree pits, rain gardens, or repaving areas around existing trees for additional planting.

## **2. RECOMMENDATIONS**

2.1. To approve the cost and implementation of seven new highway Sustainable Urban Drainage Systems (SuDS) schemes in the borough, working with Thames Water Utilities Limited (TWUL) as part of the Counters Creek Project (£3.6 million for construction, fully funded by TWUL).

## **3. REASONS FOR DECISION**

3.1. The total value of the works has been estimated at £3,600,000. As the total value of this project is over £100,000 a cabinet decision is required.

## 4. BACKGROUND

- 4.1. The Counters Creek Sewer Alleviation Project was started by TWUL in 2015, after a series of extreme rainfall events that caused devastating sewer flooding in Hammersmith and Fulham, with nearly 1000 properties experiencing sewer flooding.
- 4.2. The initial project proposed a large storm relief sewer to be built along the border between the London Borough of Hammersmith and Fulham and the Royal Borough of Kensington and Chelsea. In addition to this FLIP devices (pumped non-return valves, that can be fitted onto properties to give individual property protection) would also be installed in those areas that the strategic storm relief sewer would not directly benefit. This approach was agreed by Ofwat and TWUL were set a target of protecting at least 1400 properties over both boroughs.
- 4.3. In 2017 problems arose while planning the construction of the large strategic storm relief sewer. These issues were predominantly around allocating space on the ground for the start and finish points of the sewer. Furthermore, the increase in construction traffic and movements through the two boroughs was significant and caused major concern with residents in both boroughs. Consequently, TWUL decided to rethink the original proposal and in 2018 TWUL proposed a new scheme to protect against sewer flooding.
- 4.4. TWUL had assessed the benefit of FLIPs (pumped non-return valves), local sewer improvement schemes and SuDS, and concluded that installing more of these measures in specific locations, that are at risk of sewer flooding, and locations that have the greatest benefit of protecting against future sewer flooding, would meet the target of protecting 1400 properties set by Ofwat (Office of Water Services (UK government)), and provide future resilience against sewer flooding.
- 4.5. Since winter 2018 the Council's Highways department has been working with TWUL to progress the SuDS element of the project. In 2016 Highways worked with TWUL in delivering two SuDS pilot studies in Mendora Road and Melina Road. The new SuDS project will aim to build on the existing award-winning projects.
- 4.6. The use of sustainable drainage to manage surface water flooding (rainwater) and sewer flooding is vital to the future of Hammersmith and Fulham, but also the inner London area.
- 4.7. Currently the amount of rainwater entering are road gullies into the combined Victorian sewers in LBHF, where in large rainfall events the sewers reach capacity and we experience flooding.
- 4.8. SuDS features, such as rain gardens, permeable paving and tree pits are used to mimic natural drainage, taking the rainwater, and allowing it to either soak into the ground or be held in the ground and slowly released into the sewer, as not to

overload the sewer. Furthermore, green SuDS, such as planted rain gardens or tree pits, also help remove the water through evapotranspiration.

- 4.9. Evapotranspiration is an important process in the water cycle because it is responsible for 15% of the atmosphere's water vapor. Without that input of water vapor, clouds couldn't form and precipitation would never fall. Evapotranspiration is the combined name for the processes of evaporation and transpiration.
- 4.10. The project is a joint project between TWUL and the Council's Highways department. Mott McDonald Consultants appointed by TWUL will lead on the detailed design package on behalf of TWUL, working with LBHF Highways and FM Conway Ltd (the Council's Highways Contractor) to ensure their designs are future proof and achievable in Hammersmith and Fulham.
- 4.11. The on-site construction works will be led by the Highways department, with TWUL assistance. The construction works are programmed to take place in June 2019 to March 2020.
- 4.12. The seven selected streets will be designed to complement Borough's existing streets, but will have a recurring element such as permeable parking bays. Constructing permeable block paving within the parking bays allows water to move down between the blocks and soak into the ground or be held in storage. This feature means there is no loss of parking space or vehicle loading and makes parking bays easily identifiable, as the colour and material are different from the main carriageway. This method has been used in Mendora Road and Seagrave Road and well received by residents.
- 4.13. Other SuDS features will include tree pits and raingardens. Both these features allow water to pass through the surface in a similar way to permeable paving and it can be stored underground. With the addition of green infrastructure, water can also be utilised by the vegetation for growth. A green audit of the roads selected will be undertaken, to identify where additional green infrastructure can be installed.
- 4.14. Public consultation and on-going communication whilst the works are in progress will be carried out jointly between the Council's press office and TWUL. A full time public relations officer will be made available by TWUL for the project, to provide residents with information and a first point of contact.
- 4.15. This collaborative project between TWUL and the Council's Highways Department will build on the existing knowledge and experience of successfully designing SuDS and urban greening infrastructure schemes within the borough, to retrofit into the highway, which can be easily replicated in other residential streets in the future.
- 4.16. To mitigate the risk of damaging statutory undertaker apparatus and protecting workers from injury TWUL are undertaking some trial holes along the selected roads to verify the undertaker apparatus and confirm the depths of services. This is standard procedure when working on the public highway.

4.17. The SuDS construction methods that are to be installed on the public highway are tried and trusted, which have already been installed in other streets in the borough, and complies with Building Regulations.

## **5. SCHEME PROPOSALS**

The aim of these scheme is to:

- Reduce the risk of sewer flooding within Hammersmith and Fulham
- Improve the streetscape and increase the green infrastructure in these streets

5.1. The seven selected roads and the extent of the SuDs treatment on each road for the Counter Creek Sewer Alleviation Project are listed below (**see appendices 1 to 6**):

- Rostrevor Road - (whole road, both sides of the carriageway)
- Eddiscombe Road - (Between property no.2 and 28, both side of the carriageway)
- Munster Road - (between the junction of New King's Road and property no.17, north bound carriageway only)
- Greenside Road - (Between property no.11 and 47, both sides of carriageway and between property no.14 to the junction of Lysfield Road)
- Godolphin Road - (between Goldhawk Road and Thornfield Road, both sides of the carriageway)
- Bassien Park Road - (between Askew Road and Rylett Road, both sides of the carriageway)
- Wendell Road – between the junction of Bassien Park Road and no.12 Wendell Road, both sides of the carriageway)

## **6. CONSULTATION**

6.1. In respect of the highway works, the detailed design will be carried out by Mott MacDonald on behalf of TWUL, and will be consulted on by TWUL and LBHF Highways jointly.

6.2. The final design will be consulted upon by the Council with statutory bodies, residents, businesses, AOD and other stakeholders.

6.3. Results of this consultation will be reported back to Cabinet Member Board.

## **7. EQUALITY IMPLICATIONS**

7.1. The Council has had regard to its public sector equality duty contained in Section 149 of the Equality Act 2010 and it is not anticipated that there will be any

negative impacts on any groups with protected characteristics. Hammersmith and Fulham Action on Disability (AOD) will be consulted on the proposed highway works.

7.2. Implications verified/completed by: Peter Smith, Head of Policy & Strategy, tel. 020 8753 2206.

## **8. LEGAL IMPLICATIONS**

8.1. The Council is authorised to undertake improvements to a public highway using its powers under section 62 of the Highways Act 1980.

8.2. Section 62(2) of the Highways Act 1980 authorises the Council to carry out any work (including the provision of equipment) for the improvement of highways maintainable under public expense. Section 62(3)(g) of the Highways Act 1980 gives the Council power for the execution of works for the purpose of draining a highway or of otherwise preventing surface water from flowing on to it.

8.3. Implications verified/completed by: **Emmanul Amponsah** (Solicitor Planning and Highways), tel: 07788418743.

## **9. FINANCIAL IMPLICATIONS**

9.1. All funding for this work will be provided by Thames Water Utilities Limited as part of the Counters Creek Sewer Alleviation Project, as described by Ofwat.

9.2. The funding allocated to construction will be £3.6 million. Additional funding will be provided by TWUL to cover LBHF staff costs and time allocated to this project.

9.3. The Highway Maintenance Section is fully aware of the construction methods and materials used and these are built-in into our future maintenance term contract.

9.4. Implications verified by: Giles Batchelor, Finance Manager, tel. 020 8753 2407 - **Emily Hill**, Assistant Director, Corporate Finance, tel. 020 8753 3145.

## **10. IMPLICATIONS FOR BUSINESS**

10.1. The proposed highway works will be carried out by the council's term contractor FM Conway Ltd.

10.2. Local businesses will be notified by letter when the works will commence on site.

10.3. A public consultation will be carried for residents and businesses because the existing highway is being significantly changed. Their comments and views on the proposals will be reported back before implementation.

10.4. Implications verified/completed by: **Albena Karameros**, Economic Development Team, tel. 020 7938 8583.

## 11. COMMERCIAL IMPLICATION

11.1. The order is to be placed through the council's highway term contractor FM Conway Ltd which is for 5 years with permissible three one-year extensions and has been competitively tendered and awarded in April 2017. The term contract is designed for all public highway projects and programmes of works. The contract is based on a tendered schedule of rates these are general for any scheme (small, medium and major public highway projects) over the life of the contract period. The contract allows, a maximum value of £4 million pounds per project using tendered schedule of rate items, or £9 million per project using target pricing. This therefore makes the contract generic for any project the council wishes to develop and implement over potentially the next 8 years. The major scheme described in this report is estimated at a total cost of £3.6 million enabling the council to use the tendered schedule of rates and is within the scope of permitted orders that can be placed with FM Conway Ltd under its contract.

11.2. Implications verified/completed by: **Joanna Angelides**, Procurement Consultant, tel: 020 8753 2586.

## 12. IT IMPLICATION

12.1. IT Implications: There are no IT implications resulting from the proposal in this report.

12.2. IM Implications: If sensitive data will be processed on behalf of H&F (such as names and addresses of residents during the consultation process), a Privacy Impact Assessment will need to be completed to ensure all potential data protection risks in relation to this proposal are properly assessed with mitigating actions agreed and implemented.

12.3. Implications completed by: **Karen Barry**, Strategic Relationship Manager, tel 020 8753 3481.

## 13. RISK MANAGEMENT

13.1. The proposed scheme builds on previous successful award-winning SuDS schemes within the borough and seeks to reduce the risk of surface water (rainwater) and sewer flooding in the borough, which has an impact on residential properties and local services/businesses. Works must be undertaken to ensure there is appropriate access to the site.

13.2. Officers have consulted appropriately on the proposed scheme, including with the Flood Risk Manager and Insurance Service. They have also confirmed that all installations will adhere to the Highways Code of Practice and that the designs implemented will not give rise to risks of trip/slip claims at these locations. Consultation and communication with local stakeholders is also planned to shape the proposed scheme prior to implementation.



13.3. Officers must ensure that consultation with Hammersmith and Fulham Action on Disability (AOD) on the proposed highway works is completed before the work commences.

13.4. Implications verified/completed by: **David Hughes**, Director of Audit, Risk, Fraud and Insurances on mobile: 07817 507695 and tel. 0207 361 2389.

#### **14. BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
	None.		

#### **LIST OF APPENDICES:**

- Appendix 1.** Rostrevor Road - Drawing no. 74740/10/1
- Appendix 2.** Eddiscombe Road - Drawing no. 74740/10/2
- Appendix 3.** Munster Road - Drawing no. 74740/10/3
- Appendix 4.** Greenside Road - Drawing no. 74740/10/4
- Appendix 5.** Godolphin Road - Drawing no. 74740/10/5
- Appendix 6.** Bassien Park Road & Wendell Road - Drawing no. 74740/10/6



KEY		
	Permeable Parking Bays	
	Flow Control Chamber	
	Connection Manhole	

<b>LONDON BOROUGH OF HAMMERSMITH &amp; FULHAM</b> TRANSPORT & HIGHWAYS TOWN HALL, KING STREET LONDON, W6 9JU Telephone 020 8748 3020		
Drawn	Checked	Approved
BPD	WAS	MM
Scale	Original Sheet Size	
1 : 1250	A4	
DWG No.	Revision	Date
74740/10/1	-	Feb.'19

PROJECT **ROSTREVOR ROAD**  
**LONDON SW6**

**COUNTERS CREEK SuDS SCHEME**

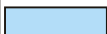


**PROPOSED LOCATIONS**

NOTES	Date	Rev	Init

© Crown copyright and database rights  
 2019 OS Licence No. LA100019223  
 This drawing is Copyright.  
 Devised and created by the Land & Asset Survey Team.



**KEY**

-  Permeable Parking Bays
-  Flow Control Chamber
-  Connection Manhole

**LONDON BOROUGH OF  
HAMMERSMITH & FULHAM**  
 TRANSPORT & HIGHWAYS  
 TOWN HALL, KING STREET  
 LONDON, W6 9JU  
 Telephone 020 8748 3020

PROJECT **EDDISCOMBE ROAD**  
**LONDON SW6**  
**COUNTERS CREEK SuDS SCHEME**

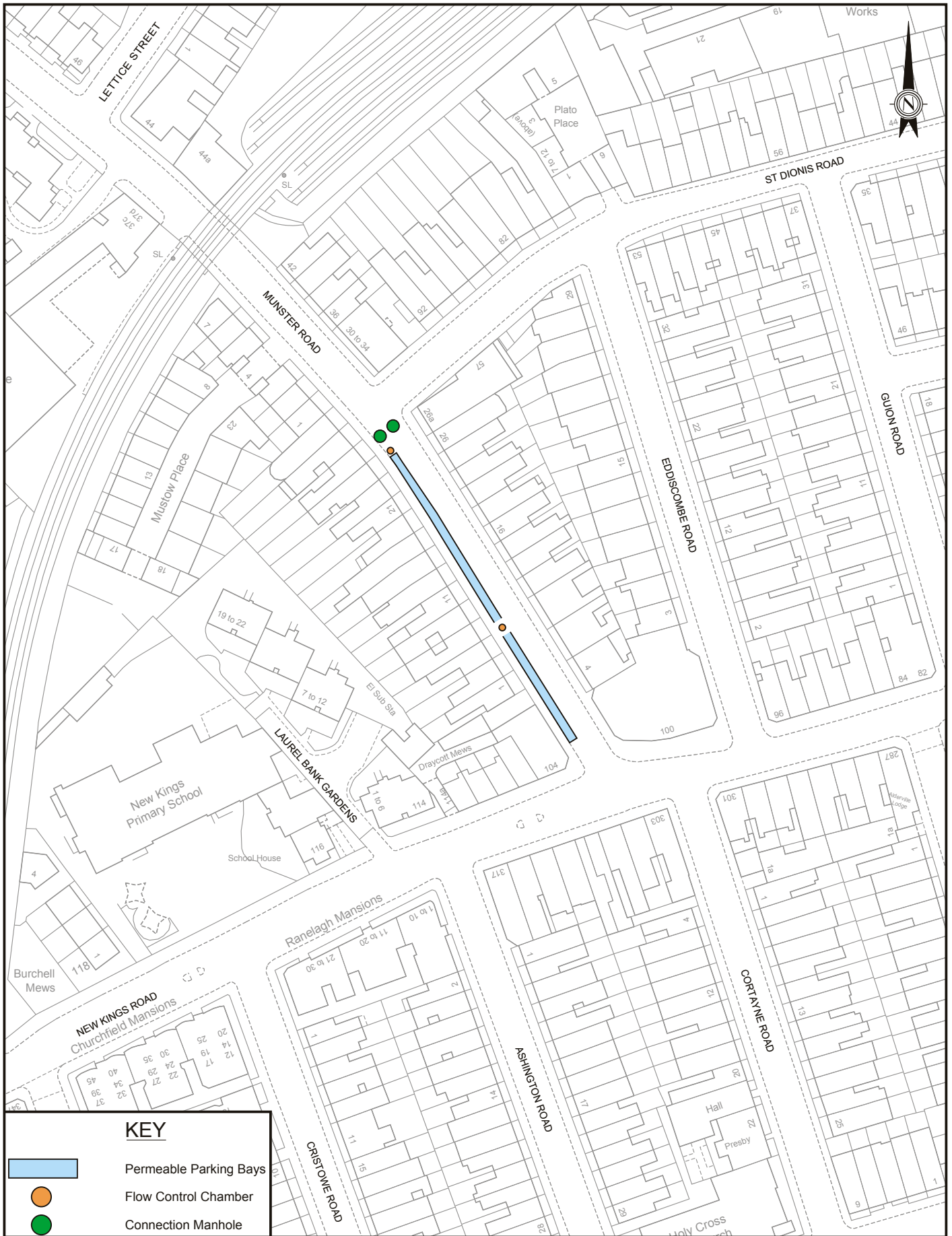
NOTES Date Rev Init




Drawn	Checked	Approved
BPD	WAS	MM
Scale	Original Sheet Size	
1 : 1250	A4	
DWG No.	Revision	Date
74740/10/2	-	Feb.'19

**PROPOSED LOCATIONS**

© Crown copyright and database rights  
 2019 OS Licence No. LA100019223  
 This drawing is Copyright.  
 Devised and created by the Land & Asset Survey Team.





KEY	
	Permeable Parking Bays
	Flow Control Chamber
	Connection Manhole

<b>LONDON BOROUGH OF HAMMERSMITH &amp; FULHAM</b> TRANSPORT & HIGHWAYS TOWN HALL, KING STREET LONDON, W6 9JU Telephone 020 8748 3020		
Drawn	Checked	Approved
BPD	WAS	MM
Scale	Original Sheet Size	
1 : 1250	A4	
DWG No.	Revision	Date
74740/10/3	-	Feb.'19

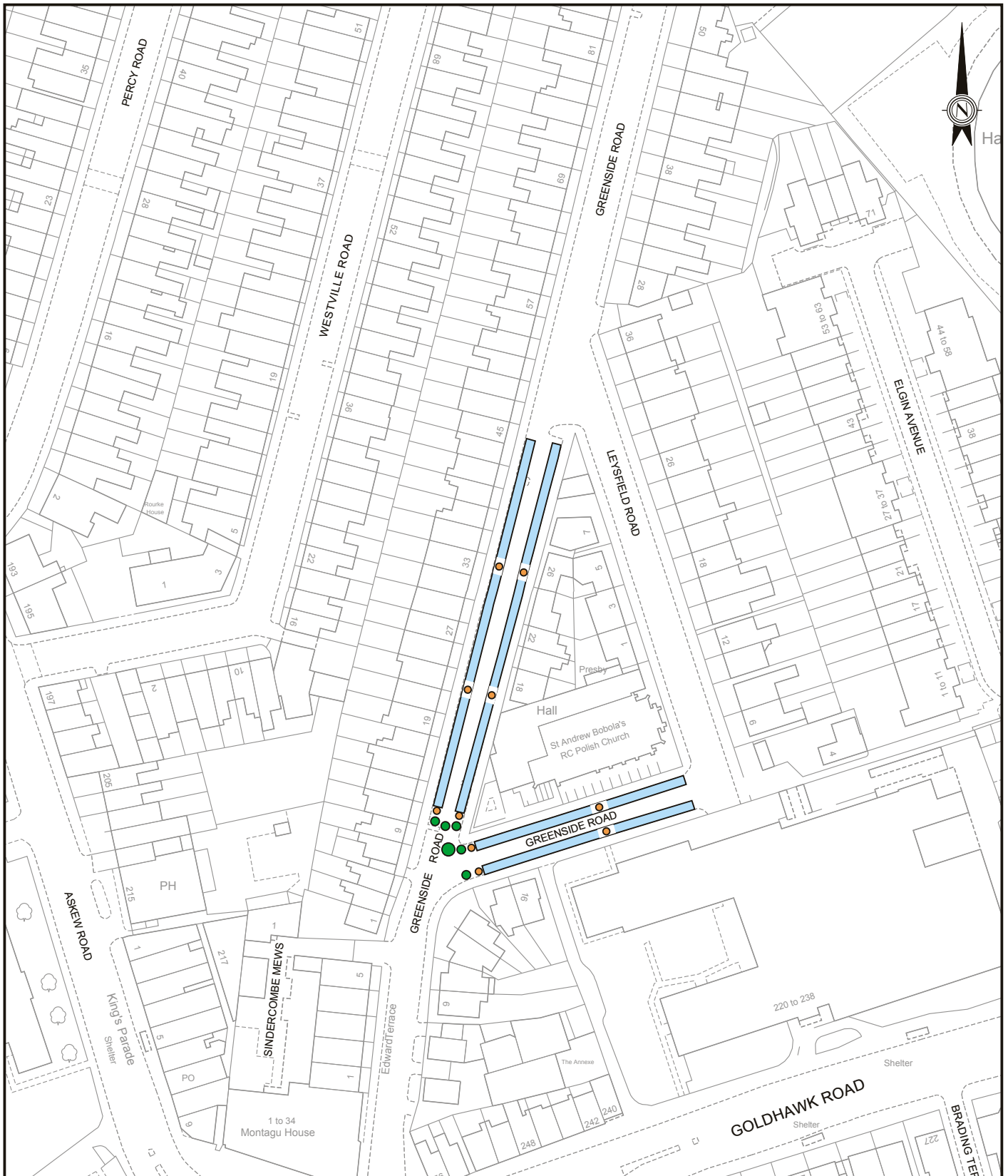
PROJECT **MUNSTER ROAD**  
**LONDON SW6**




**COUNTERS CREEK SuDS SCHEME**

**PROPOSED LOCATIONS**

NOTES	Date	Rev	Init

© Crown copyright and database rights  
 2019 OS Licence No. LA100019223  
 This drawing is Copyright.  
 Devised and created by the Land & Asset Survey Team.



KEY	
	Permeable Parking Bays
	Flow Control Chamber
	Connection Manhole

<b>LONDON BOROUGH OF HAMMERSMITH &amp; FULHAM</b> TRANSPORT & HIGHWAYS TOWN HALL, KING STREET LONDON, W6 9JU Telephone 020 8748 3020		
Drawn <b>BPD</b>	Checked <b>WAS</b>	Approved <b>MM</b>
Scale <b>1 : 1250</b>	Original Sheet Size <b>A4</b>	
DWG No. <b>74740/10/4</b>	Revision <b>-</b>	Date <b>Feb.'19</b>

PROJECT **GREENSIDE ROAD LONDON W12**




**COUNTERS CREEK SuDS SCHEME**

**PROPOSED LOCATIONS**

NOTES	Date	Rev	Init

© Crown copyright and database rights  
 2019 OS Licence No. LA100019223  
 This drawing is Copyright.  
 Devised and created by the Land & Asset Survey Team.



KEY	
	Permeable Parking Bays
	Flow Control Chamber
	Connection Manhole

<b>LONDON BOROUGH OF HAMMERSMITH &amp; FULHAM</b> TRANSPORT & HIGHWAYS TOWN HALL, KING STREET LONDON, W6 9JU Telephone 020 8748 3020		
Drawn	Checked	Approved
BPD	WAS	MM
Scale	Original Sheet Size	
1 : 1250	A4	
DWG No.	Revision	Date
74740/10/5	-	Feb.'19

PROJECT **GODOLPHIN ROAD**  
**LONDON W12**

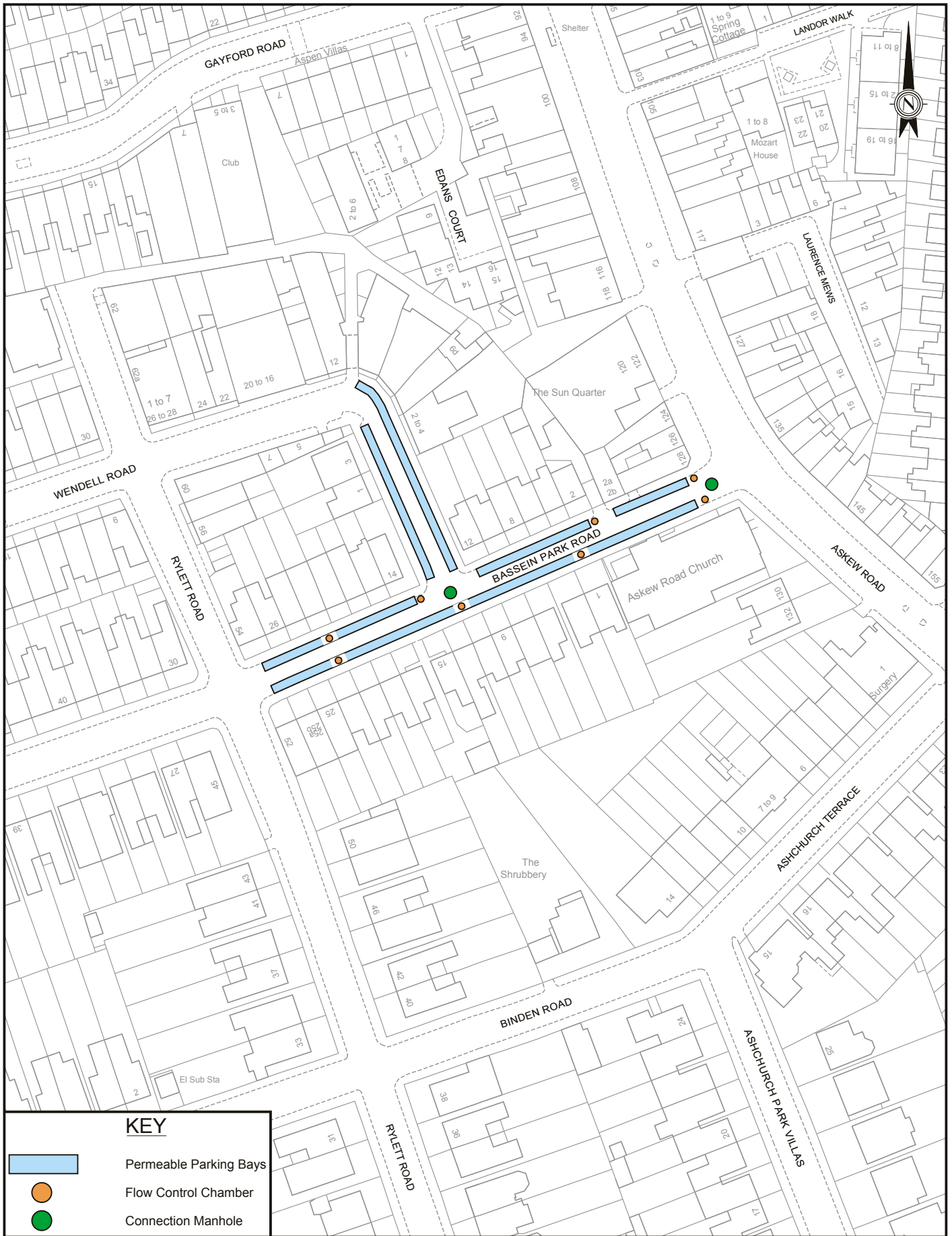
**COUNTERS CREEK SuDS SCHEME**

**PROPOSED LOCATIONS**




NOTES	Date	Rev	Init

© Crown copyright and database rights  
 2019 OS Licence No. LA100019223  
 This drawing is Copyright.  
 Devised and created by the Land & Asset Survey Team.





**KEY**

-  Permeable Parking Bays
-  Flow Control Chamber
-  Connection Manhole

<b>LONDON BOROUGH OF HAMMERSMITH &amp; FULHAM</b>		
TRANSPORT & HIGHWAYS		
TOWN HALL, KING STREET		
LONDON, W6 9JU		
Telephone 020 8748 3020		
Drawn	Checked	Approved
BPD	WAS	MM
Scale	Original Sheet Size	
1 : 1250	A4	
DWG No.	Revision	Date
74740/10/6	-	Feb.'19

PROJECT **BASSEIN PARK ROAD**  
**LONDON W12**


**COUNTERS CREEK SuDS SCHEME**

**PROPOSED LOCATIONS**

NOTES	Date	Rev	Init

© Crown copyright and database rights  
 2019 OS Licence No. LA100019223  
 This drawing is Copyright.  
 Devised and created by the Land & Asset Survey Team.

# Agenda Item 7

<b>London Borough of Hammersmith &amp; Fulham</b>  <b>CABINET</b>  <b>3 JUNE 2019</b>	 hammersmith & fulham
<b>CARNWATH ROAD / THAMES PATH IMPROVEMENT SCHEME</b>	
<b>Report of the Cabinet Member for the Environment - Councillor Wesley Harcourt</b>	
<b>Open Report</b>	
<b>Classification - For Decision</b> <b>Key Decision: YES</b>	
<b>Wards Affected:</b> Sands End	
<b>Accountable Director:</b> Mahmood Siddiqi - Director for Transport and Highways	
<b>Report Author:</b> Michael Masella – Senior Engineer	<b>Contact Details:</b> Tel: 020 8753 3082 E-mail: michael.masella@lbhf.gov.uk

## 1. EXECUTIVE SUMMARY

- 1.1. This report seeks cabinet approval to implement the Thames Path Improvement Scheme on Carnwath Road from Broomhouse Dock, to Whiffin Wharf, and approval to spend the estimated cost of the works which exceed £100,000.
- 1.2. There are two agreements which will fund the costs of the works. The Section 106 agreement dated 12 February 2014 provides a £750,000 Thames Path Contribution for the improvement of the Thames Path near Carnwath Road. This report is seeking £290,000 of the Thames Path Contribution for works including repaving the footpath, installing CCTV cameras, street lighting works, green infrastructure, and design costs. The extent of the works to be carried out is shown on the part of the plan shaded blue on the attached plan.
- 1.3. A further £126,000 will be funded from the Section 278 agreement dated 30 October 2018 to carry out highway works of repaving of the Thames Path including the provision of new street benches. The extent of the highway works for 278 agreement is shown shaded in pink in the attached plan and will include the repaving of footpath on Carnwath Road.
- 1.4. The developer (Tideway Works) carried out works to strengthen the river wall prior to entering into the 278 agreement. However, this section of Thames Path



is currently closed as improvement works are required following the works carried out by the developer and improvement works such as repaving the footpath is needed before this section of the Thames Path can be re-opened.

- 1.5. The funding from the s106 Thames Path Contribution will cover Green Infrastructure by enhancing an existing greenery at Broomhouse Dock and with the installation of planters along the Thames Path. This is part of fulfilling Council's commitment to becoming the greenest Borough.

## **2. RECOMMENDATIONS**

- 2.1. To approve the implementation and estimated cost of £416,000 of the improvement works on the Thames Path at Carnwath Road.
- 2.2. To place the order through the Council's current highway term contract with FM Conway Ltd.

## **3. REASONS FOR DECISION**

- 3.1. The total value is over £100,000 however, the cost is covered by Tideway contributions. It is a form of mitigation included in the Development which was deemed necessary as part of the planning obligations for the development.

## **4. BACKGROUND**

- 4.1. In 2014, as part of the Thames Tideway Tunnel Order (an act of Parliament to build the Thames Tideway Tunnel), a s106 agreement was agreed. This included a provision of £750, 000 "towards the improvement of the Thames Path in the vicinity of Carnwath Road" under the "Thames Path Contribution" within the s106.
- 4.2. Not part of the Thames Tideway Order, a separate planning application (2016/05438/FUL) was required to strengthen a section of river wall west of the site. This entailed the closure and excavation of 100m of a 160m frontage of Thames Path.
- 4.3. As part of the planning application, a s278 agreement was agreed to reinstate the Thames Path for the area that was excavated. The area that was excavated was not up to the current council standards and it was agreed to reinstate follow the Streetsmart Standard.
- 4.4. To avoid a piecemeal appearance, it was decided to reinstate the whole area of the Thames Path using part of the s106 money dedicated "towards the improvement of the Thames Path near Carnwath Road"
- 4.5. In addition to the reinstatement, using the s106 money to install CCTV, replace the light columns to safer drop-down columns and green infrastructure.
- 4.6. Approval was sought from the s106 board for £290,000 of the £750,000. The remaining £126,000 will be sought from the 278 agreement.

4.7. Approval from the CIL/Sec106 board was given in November 2018 and requires approval by cabinet in accordance with the council's Constitution and Financial Regulations.

## **5. SCHEME PROPOSALS**

5.1. The aims of the scheme are to:

- Improve the Thames Path in accordance with the streetscape standards within Streetsmart Guide
- Install council approved CCTV cameras along the Thames Path to cover a remote area of the borough by the council's CCTV network. The main purpose of the cameras is to prevent anti-social behaviour, crime and to monitor the highway on Carnwath Road.
- Liaise with residents in the area in relation to providing opportunities to provide greenery on the Thames Path.

5.2. The works will be procured and implemented using the Council's term contractor FM Conway Ltd via the term contract for highway works.

## **6. CONSULTATION**

6.1. An initial site meeting with council officers was held in October 2018 to see the scope of the works needed.

6.2. A meeting with a resident representing the residents' and representatives from the West Thames Path Strategy Group was held on site in January 2019. The whole site was walked over and the feedback from the site meeting was very positive and some good suggestions and ideas were raised by both parties. These were feedback into the design of the Thames Path.

6.3. We will also consult the Sands End Ward Action Group.

6.4. The final design will be consulted upon by the Council with statutory bodies, residents, businesses, AOD and other stakeholders.

## **7. EQUALITY IMPLICATIONS**

7.1. The Council has had regard to its public sector equality duty contained in Section 149 of the Equality Act 2010 and it is not anticipated that there will be any negative impact on any groups with protected characteristics from these works. Hammersmith and Fulham Action on Disability (AOD) will be consulted on the proposed highway works.

7.2. Implications verified/completed by: **Peter Smith**, Head of Policy & Strategy, tel. 020 8753 2206.

## 8. LEGAL IMPLICATIONS

- 8.1. The Council is authorised to undertake improvements to a public highway using its powers under section 62 of the Highways Act 1980.
- 8.2. Section 62(2) of the Highways Act 1980 authorises the Council to carry out any work (including the provision of equipment) for the improvement of highways maintainable under public expense.
- 8.3. Part 3 of Schedule 1 of the S106 Agreement signed and completed on 12 February 2014 provides for a £750,000 contribution towards the improvement of the Thames Path in the vicinity of Carnwath Road. This report is seeking £290,000 of the contribution for the works specified in this report.
- 8.4. The highway works stated in the s278 agreement relating to Pretofina Wharf Carnwath Road dated 30 October 2018 includes repaving of the Thames Path and provision of new street benches.
- 8.5. Implications verified/completed by: **Emmanuel Amponsah** (Solicitor Planning and Highways), tel: 07788418743.

## 9. FINANCIAL IMPLICATIONS

- 9.1. The main funding allocation is broken down as follows:

Council CIL/s106 Board through s106 agreement - Section106 area (Thames Path currently open to the public)

Design Cost	£15,000
Green Infrastructure	£50,000
Civils works	£91,000
Street lighting works	£50,000
CCTV cameras, ducting and fibre	£64,000
Project management supervision	£20,000

**Sub Total: £290,000**

Thames Tideway Section 278 agreement (Thames Path currently closed and enclosed within the Thames Tideway site)

Civils works	£116,000
Project management supervision	£ 10,000

**Sub Total: £126,000**

- 9.2. The CIL/s106 board approved £290,000 funding allocation in November 2018.
- 9.3. The s278 agreement the £126,000 will be sought from the developer BMV JV on behalf of Thames Tideway.

9.4. The Highway Maintenance Section is fully aware of the construction methods and materials used and these are built-in into our future maintenance term contract.

9.5. Implications verified by: Giles Batchelor, Finance Manager, tel. 020 8753 2407 and **Emily Hill**, Assistant Director, Corporate Finance, tel. 020 8753 3145.

## **10. IMPLICATIONS FOR BUSINESS**

10.1. The proposed highway improvements include footway repaving, new planters and new street lighting will be carried out by the council's term contractor FM Conway Ltd.

10.2. Local businesses will be notified by letter when the works will commence on site.

10.3. A public consultation will be carried for local residents and businesses because the existing highway is being significantly changed. Their comments and views on the proposals will be reported back before implementation.

10.4. Implications verified/completed by: **Albena Karameros**, Economic Development Team, tel. 020 7938 8583.

## **11. COMMERCIAL IMPLICATION**

11.1. The order is to be placed through the council's highway term contractor FM Conway Ltd which is for 5 years with permissible three one-year extensions and has been competitively tendered and awarded in April 2017. The term contract is designed for all public highway projects and programmes of works. The contract is based on a tendered schedule of rates these are general for any scheme (small, medium and major public highway projects) over the life of the contract period. The contract allows, a maximum value of £4 million pounds per project using tendered schedule of rate items, or £9 million per project using target pricing. This therefore makes the contract generic for any project the council wishes to develop and implement over potentially the next 8 years. The major scheme described in this report is within the scope of permitted orders that can be placed with FM Conway Ltd under its contract.

11.2. Implications completed by: **Joanna Angelides**, Commercial Consultant, tel. 020 8753 2586.

## **12. IT IMPLICATION**

12.1. IT Implications: No IT implications are considered to arise from the proposal in this report. However, if the installation of new CCTV results in a requirement for new systems to be procured, existing systems to be modified, or IT enhancements to be considered IT Services should be consulted.

12.2. IM Implications: A Privacy Impact Assessment should be completed to ensure all potential data protection risks resulting from this proposal – particularly CCTV - are properly assessed with mitigating actions agreed and implemented.

12.3. Contracts should include H&F's data protection and processing schedule. This is compliant with the General Data Protection Regulation (GDPR).

12.4. Implications completed by: **Karen Barry**, Strategic Relationship Manager, tel 020 8753 3481.

### **13. RISK MANAGEMENT**

13.1. Officers have consulted appropriately on the proposed scheme, including with the Flood Risk Manager and Insurance Service. They have also confirmed that all installations will adhere to the Highways Code of Practice and that the designs implemented will not give rise to risks of trip/slip claims at these locations. Consultation and communication with local stakeholders is also planned to shape the proposed scheme prior to implementation.

13.2. Officers need to ensure that consultation with Hammersmith and Fulham Action on Disability (AOD) on the proposed highway works is completed before the work commences.

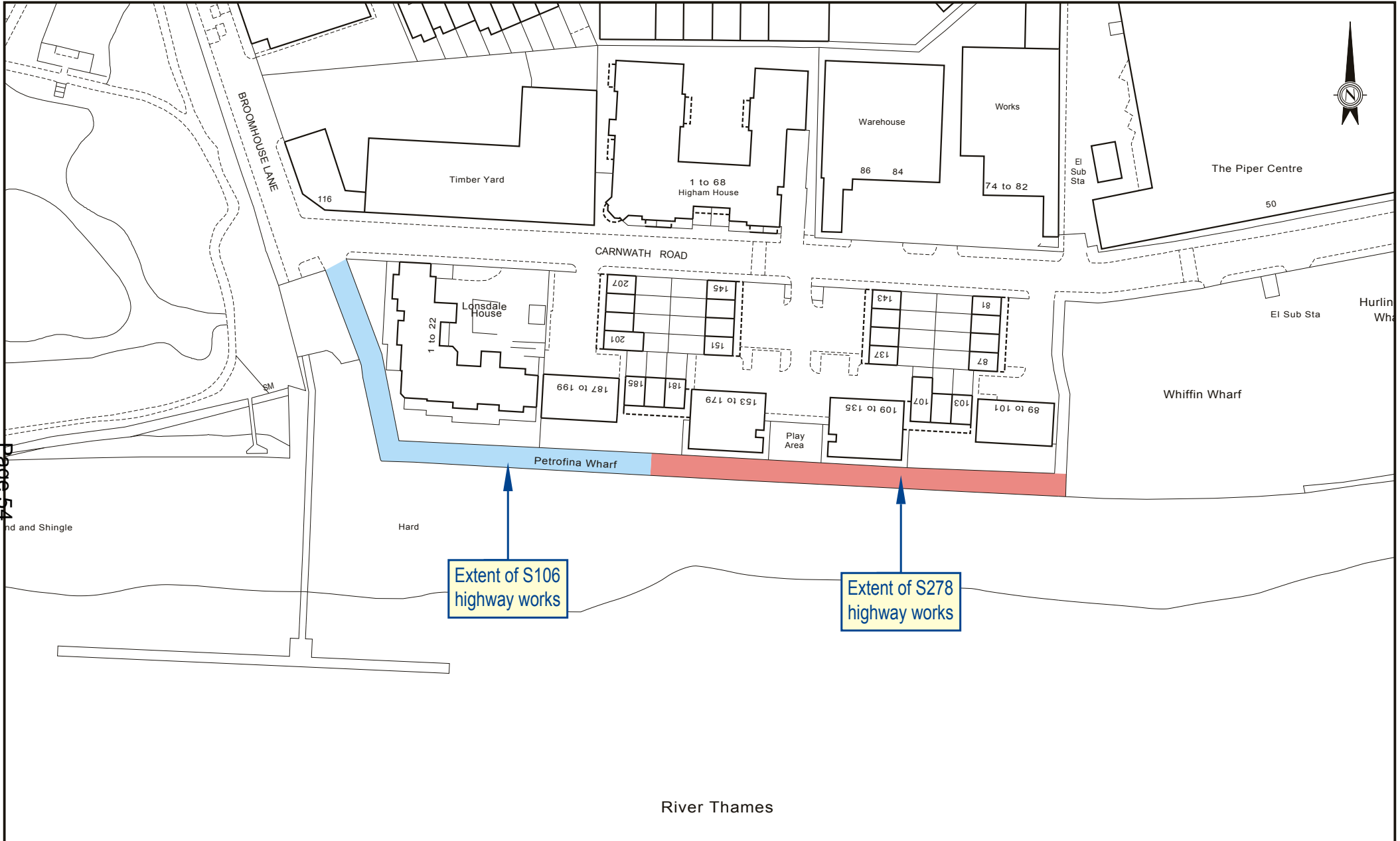
13.3. Implications verified/completed by: **David Hughes** on mobile: 07817 507695 and tel. 0207 361 2389.

### **14. BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
	None.		

#### **LIST OF APPENDICES:**

**Appendix 1.** - Drawing no. 58500/7/3



Page 54

Extent of S106  
highway works

Extent of S278  
highway works

River Thames


**LONDON BOROUGH OF  
HAMMERSMITH & FULHAM**  
TRANSPORT & HIGHWAYS  
TOWN HALL, KING STREET  
LONDON, W6 9JU  
Telephone 020 8748 3020

Drawn BPD	Checked WAS	Approved BPD
Scale 1:1250	Original Sheet Size A4	
DWG No. 58500/7/3	Revision -	Date Feb. '19

NOTES	Date	Rev	Init

**CARNWATH ROAD  
LONDON SW6**  
**THAMES PATH IMPROVEMENTS**

Devised and created by the Land & Asset Survey Team.  
This drawing is Copyright.  
© Crown copyright and database rights  
2019 OS Licence No. LA100019223

<p style="text-align: center;"><b>London Borough of Hammersmith &amp; Fulham</b></p> <p style="text-align: center;"><b>CABINET</b></p> <p style="text-align: center;"><b>3 JUNE 2019</b></p>	
<p><b>WHITE CITY ESTATE – NEW COUNCIL HOMES AND COMMUNITY FACILITIES</b></p>	
<p><b>Report of the Cabinet Member for the Economy – Councillor Andrew Jones</b></p>	
<p><b>Open report with exempt appendices</b>  Appendix 1 and 2 are exempt from disclosure on the grounds that they contain information relating to the <b>financial or business affairs of a particular person (including the authority holding that information) under paragraph 3</b> of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	
<p><b>Classification - For Decision</b>  <b>Key Decision: Yes</b></p>	
<p><b>Consultation</b>  <b>Equalities, Legal, Finance, Business, Commercial, IT, Risk</b></p>	
<p><b>Wards Affected: Wormholt and White City</b></p>	
<p><b>Accountable Director: Jo Rowlands, Strategic Director for The Economy</b></p>	
<p><b>Report Author:</b>  <b>David Burns, Assistant Director – Growth</b></p>	<p><b>Contact Details:</b>  Tel: 020 8753 6090  E-mail: <a href="mailto:David.Burns@lbhf.gov.uk">David.Burns@lbhf.gov.uk</a></p>

## 1. EXECUTIVE SUMMARY

1.1. This report sets out the rationale for consulting with residents to explore the options for the central area of White City Estate, to:

- Create additional affordable housing
- Provide modern community facilities
- Enhance the open space and play provision
- Support thriving neighbourhoods

1.2. The central area of White City contains a number of community facilities including the White City Community Centre, disused over 55s centre and the North Area Housing Office.

- 1.3. The Council will carry out an open and detailed consultation process with residents on the estate to determine the parameters of the proposed development area and provision of new Council homes and community facilities.
- 1.4. Officers will also consult with key groups and stakeholders including the Adventure Playground and Randolph Beresford School and the White City Residents Association.
- 1.5. The Council will work closely with residents and stakeholder groups to develop ideas for building new Council homes and community facilities on the estate. Subject to support from residents through this engagement process, the Council aims to submit a planning application in the summer of 2020.
- 1.6. Initial feasibility work suggests potentially viable schemes which would enable the Council to construct between 100 and 250 new homes and provide new community facilities, in a mixed-use development, and 50% affordable housing.
- 1.7. This report provides authority and budget provision to appoint a design team to work with residents to develop briefs, and progress to planning stage.
- 1.8. Further to the report to Cabinet (dated 4<sup>th</sup> March 2019) negotiation with NHS PS have now reached a critical stage with NHS PS setting out their price expectations for their Property and further clarity being provided by the Local Planning Authority on the development that could be supported on the NHS PS Site.
- 1.9. This report provides authority and budget provision to acquire the NHS PS Property in light of negotiations to date.

## **2. RECOMMENDATIONS**

That Cabinet:

- 2.1. Approve the strategic case for engaging with residents at White City and the approach to resident consultation.
- 2.2. Approve the Procurement Strategy to appoint a design team and associated consultants for the development of proposals and consultation on White City Estate area as set out in the exempt Appendix 1, and delegate the decision as to which of the recommended frameworks to use to the Strategic Director for the Economy in consultation with the Cabinet Member for the Economy.
- 2.3. Approve associated capital budget of up to £2,880,000 required for the initial business case, design, and survey costs.
- 2.4. Approve the design and survey costs of up to £2,880,000 will be funded from £864,000 of retained right to buy receipts and £2,016,000 of internal or external borrowing by the Housing Revenue Account (HRA).



- 2.5. Approve the initial allocation of £720,300 from the total £2,880,000 to fund consultants, design and survey costs to RIBA stage 1 (outline scheme plan) from £216,090 of retained right to buy receipts and £504,210 of internal or external borrowing by the HRA.
- 2.6. Approve the transfer £720,300 from the HRA general reserve to the HRA Regeneration Reserve to meet any aborted capital costs should the project not proceed.
- 2.7. Delegate the decision to commit expenditure to progress from RIBA stage 1 (outline scheme plan) to RIBA stage 3 (developed design) to the Strategic Director for The Economy, in consultation with the Strategic Director for Finance and Governance and the Cabinet Member for the Economy.
- 2.8. Delegate the award of the contract for design services to the Strategic Director for The Economy in consultation with the Cabinet Member for the Economy.
- 2.9. Delegate the award of the cost consultant to the Strategic Director for The Economy in consultation with the Cabinet Member for the Economy.
- 2.10. Note the recommended approach to stakeholder and resident engagement in the design process.
- 2.11. Recommend to re-allocate £1,550,000 of the previously approved budget on 4<sup>th</sup> March 2019 for existing Decent Neighbourhood schemes.

That Cabinet recommends to Full Council

- 2.12. That the Council approve the budget set out in the exempt Appendix 2 to acquire the NHS PS property and that this additional budget will need to be funded from retained right to buy receipts and HRA borrowing.

### **3. REASONS FOR DECISION**

- 3.1. Enables the Council to begin consultation with residents so that designs can be developed and proposals brought forward for implementation, and delivering new affordable housing, and new community facilities in a mixed-use development.
- 3.2. The decisions are required to allow the Council to tender the appointment of a multi-disciplinary design team of professional consultants, to consult with residents in the development of the brief, and to move forward a detailed design to allow the Council to submit a planning application and determine final business case for any scheme.
- 3.3. Enable the Council to conclude negotiations with the NHS PS and acquire their freehold property interest outright.

#### **4. PROPOSAL AND ISSUES**

- 4.1. The 2018-2022 Business Plan sets out clear priorities around delivering 1,500 new affordable homes, including 500 for affordable home ownership and to review all sites including smaller areas to use every available piece of land for housing. The Council also has London Plan commitments to deliver new housing.
- 4.2. To support these policies the Council has been preparing an assets and growth strategy, with the objectives of:
  - Increase the supply of affordable housing in line with the administration's priorities;
  - Use capital resource to increase the Council's income in line with the long term financial strategy; and
  - Utilise assets to help manage demand and avoid costs, for instance from specialist housing or temporary accommodation
- 4.3. There is a clear commitment from the Council to work closely with its residents to shape the scope and plans of the development. The scale of the development is dependent on the outcome of the engagement process with residents. The Council will only proceed with the development if residents are in favour of the proposed scheme.

#### **Strategic Opportunity at White City**

- 4.4. As part of developing the assets and growth strategy, the Council has conducted ward-based reviews of its non-residential assets. The central area of the White City Estate is one area that has been reviewed and identified as having potential for new development.
- 4.5. This area includes a number of non-residential buildings that are owned by the Council - the Council's North Area Housing Office, the former over 55s centre, the White City Community Centre, a number of play and open areas. It also includes the former White City GP Surgery, owned by NHS Property Services. Some of these buildings, although well used, are at the end of their useful life or there are opportunities to re-provide them in a more efficient manner while providing affordable housing.
- 4.6. The Council has commissioned a high-level capacity study of this area to understand what opportunity there is. The study did not include any residential buildings. The study identified a range of interventions that have the capacity for between 100 and 250 new homes, alongside new community buildings. Initial financial feasibility work shows that there are potentially viable schemes that could move through public consultation and design development towards a planning application.
- 4.7. The core drivers for any development comprise a mixture of financial and strategic drivers. These are summarised below:

### **Strategic drivers**

- The potential to renew key community assets so that they are modern, fit-for-purpose and which can support key outcomes in the community
- Leveraging Council land to increase the supply of affordable homes, contributing to London Plan targets and the administration's commitment to delivery 1,500 new genuinely affordable homes
- The potential to change the way the Council delivers services, so that they are focused in community locations

### **Financial drivers**

- Lower life-cycle maintenance costs of re-provided community assets
- Avoidance of major planned maintenance;
- The potential for cash receipts to invest across the wider area, subject to viability and business case; and
- The potential for future income to help support the provision of Council housing and other services.
- The potential to increase the Council's council tax and business rates base
- The potential to avoid Council costs such as temporary accommodation costs

### **Consulting residents at White City**

- 4.8. A communications and consultation strategy will be developed by the Council to engage with local residents and interest groups.
- 4.9. The Growth Service will work closely with internal services include: Housing, Children's Services, Corporate Communications and Planning to develop this strategy.
- 4.10. The key objectives will be to engage with residents on proposals, in an open way that ensures they have meaningful and early opportunities to shape the future of the estate.
- 4.11. Once appointed, the Design Team will organise community engagement events to understand how residents can shape their built environment. They will present their design concept and work through these with local residents and stakeholders, using iterative and interactive methods. An initial vision will be agreed, so that a design brief can be formalised.
- 4.12. This will produce an outline scheme concept, that can be presented back to residents, and tested by the Council for financial viability before it moves on to the detailed stage of design.
- 4.13. This consultation process is expected to start in July and last up to nine months (further details set out in 14.1 Timetable).

### Appointing a consultant team

- 4.14. Further details regarding the procurement of a Design Team are set out in the Procurement Strategy – exempt Appendix 1.
- 4.15. A cost consultant will be procured for this project in order to provide estimates, and advice regarding the cost of construction works.
- 4.16. It is anticipated that the costs of the cost consultant appointment will be less than £100,000 therefore a Procurement Strategy is not required.
- 4.17. Officers will carry out an open tender process or use a suitable framework to carry out the procurement of a cost consultant. Officers will launch this process on capitalEsourcing.
- 4.18. At this stage an initial allocation of £720,300 is required from the total budget of £2,880,000.
- 4.19. A high-level breakdown of the associated costs is set out below.

Stage costs	White City Estate Area
<b>Associated budget</b>	
Project / design team fees through to procuring a building contractor	£2,880,000
<b>Initial allocated sum</b>	
Project / design team fees RIBA 1 and surveys	£576,000
Cost consultant	£90,000
Planning fees up to RIBA stage 1	£20,000
Contingency at 5%	£34,300.00
<b>Total</b>	<b>£720,300.00</b>

### NHS negotiations

#### Background:

- 4.20. The Economy Department has been in discussions with NHS Property Services (NHS PS) since early 2017 regarding the Council's interest in purchasing the former White City Health Centre on the White City Estate.
- 4.21. The White City Health Centre is owned freehold by NHS PS. The property adjoins the Council's existing freehold interest in the White City Estate area. The site comprises of a two-storey building and open green space.
- 4.22. The White City Health Centre moved its operation in 2013 to Bloemfontein Road following the redevelopment of the area. The site has since been occupied by Property Guardians and managed by NHS PS.

- 4.23. A Cabinet Report was presented in March 2019 to acquire the site through a solus transaction at Market Value and a deadline of 31 March 2019 was set by NHS PS to complete the transaction.
- 4.24. This deadline has not been met but negotiations are at a critical stage and NHS PS has continued to engage in active discussion with the Council in order to conclude matters beyond the 31 March 2019 deadline.
- 4.25. Further details are set out in Appendix 2 – exempt report.

## 5. OPTIONS AND ANALYSIS OF OPTIONS

### Option 1 – Do Nothing

- 5.1. This option is not preferred. It would mean that the Council and the wider community would not benefit from the potential for new affordable housing, the income generated through market rent of homes built, and an opportunity to provide new community facilities in the borough would not be taken. It would also mean that residents would not have the opportunity to be involved in the development of ideas and proposals for the site, and a co-production opportunity would be missed.
- 5.2. Conversely, the Council would avoid the potentially abortive costs of design work which may not result in a viable scheme reaching planning or construction stage.

### Option 2 – Progress in principle with public consultation and design development, subject to a gateway process to manage financial risk

- 5.3. This is the preferred option. There is a clear opportunity for the provision of new affordable housing, community facilities and private housing, as a well as financial benefits from avoiding investment in existing planned maintenance, and reductions in running costs.
- 5.4. Management of financial and development risk will be through a gateway process which enables the Council to review the feasibility and financial business case before committing additional investment. This is set out briefly below with stages 1 and 3 requiring Cabinet decisions:

Gateway 0	Feasibility Stage	Identification of the Opportunity
Gateway 1	Strategic Outline Business Case	Approval to procure and appoint consultant team and consult with residents
Gateway 2	Outline Business case	Approval to submit planning application
Gateway 3	Final Business Case	Approval to enter into contract
Gateway 4	Completion	Review at both completion and final account, to include lessons learned

- 5.5. There is sufficient evidence to proceed to Gateway 1 and approve initial budgets to consult with resident's progress towards a planning application. Any future costs and risk would be managed through additional approvals, in line with the Council's Constitution and Financial Regulations.
- 5.6. In order to manage the risk of potentially abortive costs, the Council will determine the viability of progressing to RIBA stage 3 (a comprehensive design enabling submission of a planning application) when an outline design has been developed (outline design is RIBA stage 1). This decision will be taken by the Director for The Economy in consultation with the Strategic Director for Finance and Governance.

## **6. CONSULTATION**

- 6.1. Section 4 above sets out the Council's proposed approach to consulting with local residents.

### **Internal consultation**

- 6.2. Consultation with key stakeholders in relation to the proposed redevelopment including Children's Services, Housing, Planning and Property has commenced and will continue throughout the project.

### **Highways**

- 6.3. The Council's Housing and Highways Department is looking to retrofit Sustainable Urban Drainage (SuDS) in the White City Estate. There is an opportunity to align both Highways and Housing assets in one to deliver one of the largest urban retrofit greening projects in London.
- 6.4. Officers will work closely with the Highways team and where possible, both teams have a joint consultation approach towards the plans.

### **White City Residents Association**

- 6.5. Officers met the Chair and Vice-Chair of the local White City Resident Association where an overview of the proposed plans was presented. Officers will be presenting at the June 2019 Residents Association meeting to discuss the plans with a wider group.
- 6.6. Officers will continue to engage with the Residents Association throughout the design and consultation process.

### **Wider Stakeholders**

- 6.7. Officers will ensure that the wider stakeholders and groups on the estate will be included within the design engagement process.

## **Local Lettings Policy (LLP)**

- 6.8. The Council will consult on implementing an LLP to assist in the letting of new properties for social rent. The purpose of the LLP is to set out how the properties will be let out and which households will be prioritised for lettings on the White City Estate.
- 6.9. The main aim of an LLP is to support the local community by facilitating as many moves across the estate. The LLP allows an opportunity to improve housing conditions across the immediate and wider areas by prioritising those households experiencing overcrowding.

## **7. EQUALITY IMPLICATIONS**

- 7.1. It is not anticipated that there will be any negative impact on groups with protected characteristics, under the terms of the Equality Act 2010 at this stage. The resident communication and consultation strategy proposed should outline further considerations on this matter.

*Implications completed by Fawad Bhatti, Social Inclusion Policy Manager, tel: 02087533437.*

## **8. LEGAL IMPLICATIONS**

### **Procurement Legal Advice**

#### **Type of contract and threshold**

- 8.1. Under the Public Contracts Regulations 2015 ("PCR 2015"), the contracts proposed in this report (the "Contracts") are a services contracts. The current threshold for services contracts under the PCR 2015 is £181,302 (the "Threshold").

#### **Above Threshold competition requirements**

- 8.2. Any of the Contracts that are above the Threshold must be procured in accordance with the PCR 2015. This means either a new procurement competition or the use of a framework. This is also the requirement under table 10.2a of the Council's CSOs.

#### **Procurement strategy**

- 8.3. The procurement strategy sets out a number of different frameworks that the Council could use to award the various Contracts and an analysis of the suitability of each of these. Before using any framework that is considered suitable the Council must ensure that it is entitled to access it.

*Legal comments completed by Hector Denfield, associate at Sharpe Pritchard LLP, on secondment to the Council ([hdenfield@sharpepritchard.co.uk](mailto:hdenfield@sharpepritchard.co.uk))*

## **Purchasing White City Health Centre**

- 8.4. The Local Government Act 1972 section 120 empowers the Council to acquire by agreement any land inside or outside its area:
- (1) For the purposes of:
- (a) its functions under any enactment, or
  - (b) for the benefit, improvement or development of its area,
- (2) The Council may acquire by agreement any land for any purpose for which they:
- are authorised by this or any other enactment to acquire land. Notwithstanding
  - that the land is not immediately required for that purpose; and, until it is
  - required for the purpose for which it was acquired, any land acquired under
  - this subsection may be used for the purpose of any of the Council's functions.
- 8.5. The Local Government Act 2003 section 12 gives local authorities' power to invest. It provides that a local authority may invest:
- (a) for any purpose relevant to its functions under any enactment, or
  - (b) for the purposes of the prudent management of its financial affairs.

*Legal Implications completed by: (Rachel Silverstone, Senior Solicitor, tel. 0208 753 2210).*

## **9. FINANCIAL IMPLICATIONS**

- 9.1. The recommendations in this report request Cabinet:
- approve a capital budget of up to £2,880,000 required for the initial business case, design, and survey costs, with an initial allocation of £720,300 to costs to RIBA stage 1 (outline scheme plan).
  - recommend to Full Council a revised capital budget set out in Appendix 2 – exempt report to purchase the NHS Property Services owned property on the White City Estate.

### **Capital budget and funding**

#### *Consultant costs*

- 9.2. The recommendations in this report require a total capital budget allocation of £2,880,000 to fund consultants, design, survey, legal and planning fees required to achieve planning permission for this scheme.
- 9.3. The capital budget requirement will be funded from a combination of increasing borrowing/the HRA Capital Funding Requirement (CFR)<sup>1</sup> and either Right to

---

<sup>1</sup> The Capital Financing Requirement is the non-funded element of capital spend which is in respect of borrowing or credit arrangements used to **finance capital** expenditure on assets. This is not restricted to external borrowing as the Council may elect to internally borrow against cash balances.



Buy receipts or GLA grant funding. The current budget and this decision assumes RtB funding will be used which would result in funding of £864,000 of retained right to buy receipts and a £2,016,000 increase in borrowing (as measured by the CFR). However, the Council still has time to decide on what the optimal funding strategy will be given the timing and application restrictions of each funding source and any amendments will be requested from Cabinet through the Quarterly Capital Monitoring reports.

- 9.4. Use of the budget will be subject to the required approvals to enter into contracts with the relevant contractors.

### **Appointment of consultants**

- 9.5. For the design and associated consultant contracts, including the cost consultants contract, all potential contractors will be credit checked to ensure that they meet a minimum standard. This will be reflected in the final Instruction to Tenderer document.

### **Wider scheme**

- 9.6. The appointment of design team and associated consultants to develop an outline scheme concept will enable the Council to assess the financial viability of the wider scheme. The structure of funding and delivering the wider regeneration scheme is yet to be confirmed and will be addressed in a subsequent report which will be based on the outcome of the findings of the design team and resident consultation.
- 9.7. High level modelling of the minimum indicative overall scheme costs assuming 100 units equates to £19.04m. The minimum delivery of 30 affordable rented homes within the HRA can be contained within the current approved HRA Business Plan. The delivery mechanism for non-affordable homes will be investigated as part of the outline scheme context and will need to include an assessment of general fund costs and expected revenue. The report that recommends the preferred option will contain full financial and tax implications which will include the necessary capital and revenue budget and funding approvals.
- 9.8. As set out in paragraph 4.2, the Council is developing an assets and growth strategy to meet the Council's priority of delivering new affordable homes. The assets and growth strategy objectives also include increasing Council income and managing demand/ avoiding costs through better utilisation of assets. This strategy will provide an overview and framework for Council capital investment priorities. In addition, the Council is preparing its Housing Revenue Account Asset Management Strategy to prioritise capital investment in its current housing stock. Any future decision on capital investment by the general fund and/ or the HRA will need to be made in the context of potentially competing demands for capital investment and the affordability of the revenue implications of these within available resources and may influence the potential options through which schemes can be delivered.

## **Financial context**

- 9.9. This decision is not expected to affect the level of HRA cashable reserves as the funding requested is capital and it is not proposed to fund these from revenue reserves or contributions. The level of debt in the HRA as measured by the HRA Capital Financing Requirement (CFR), as the Capital Programme Monitor & Budget Variations, 2018/19 (Third Quarter) report that went to Cabinet on 4 February 2019 sets out that the CFR is forecast to be within prudential borrowing limits. The proposal in this report will increase the CFR by £2,016,000 (in respect of the development of the initial business case, design, and survey costs) and up to a further £4,298,000 (in respect of purchase the White City Health Centre) but this can be accommodated by the HRA Business Plan approved on 4<sup>th</sup> February 2019.

## **Financial risks and mitigation**

- 9.10. There is an inherent risk with capital projects that if the scheme is not considered viable or the scheme is aborted the capitalised costs to date are required to be written off as an unbudgeted charge to revenue.
- 9.11. Whilst the total project/ design fees are expected to be £2,880,000, at this stage the Council is only committing to £720,300 to enable the development of an outline scheme concept, consultation with residents and work towards a planning application. The Council will operate a gateway process before committing further investment. To mitigate the risk of unbudgeted revenue costs in the event the scheme does not proceed, £720,300 of general reserves would need to be set aside to the HRA Regeneration Reserve to fully mitigate for the potential crystallisation of this risk.
- 9.12. There is a further risk that costs to progressing to RIBA stage 3 might exceed £720,300. This includes a 5% contingency sum to allow for increases in costs and the project team and Finance will monitor the contract awards, costs and variations against the budget. Where necessary any further budget approvals will be requested in line with the Council's Constitution and Financial Regulations.
- 9.13. The Council is seeking to acquire the White City Health Centre in advance of a decision to proceed with the wider project. There is a risk that the development may not proceed as envisaged. In which case the Council will consider re-developing the acquired site only, retain site for other use or dispose it.
- 9.14. Further information is set out in Appendix 2 – exempt report

*Implications completed by: Firas Al-Sheikh, Head of Housing Financial Investment and Strategy, tel. 020 8753 4790.*

*Implications verified by: Emily Hill, Assistant Director, Corporate Finance, tel. 020 8753 3145.*

## **10. IMPLICATIONS FOR LOCAL BUSINESS**

- 10.1. It is proposed that established relevant frameworks and DPS arrangements are utilised to select design services to ensure high quality and to proceed at pace.
- 10.2. As part of the procurement exercise for consultants, bidders will be scored on their approach to community engagement.
- 10.3. If the outline design scheme is agreed, then opportunities for local SMEs are likely to be created in future phases such as the enabling works and main build contract.
- 10.4. The environment of local businesses in the area should improve through the development of more homes with mixed tenure in the area. There will also be community space and potentially more office space.
- 10.5. The Growth team can work closely with colleagues in Economic Development to provide progress updates. Both teams will work together to co-ordinate communications to ensure that local businesses are informed and engaged to bid for work like this.
- 10.6. As part of the procurement exercise for the works contract, bidders will be scored on their approach to community engagement, local supply chain, local labour and training opportunities.

*Implications verified/completed by: Albena Karameros, Economic Development Team, tel. 020 7938 8583.*

## **11. COMMERCIAL IMPLICATIONS**

### **Procurement of a Cost Consultant**

- 11.1. The proposal is to procure a cost consultant for an estimated value of £90,000 through an open tender or via a call-off under a G15 framework agreement. The value of the contract is under the statutory threshold for services currently set at £181,302. Therefore, the full Public Contracts Regulations (PCR) 2015 do not apply.
- 11.2. The recommended approach is compliant with both the Council's CSOs that requires undertaking an open tender process or calling off from an established framework agreement and the PCR 2015. It is however recommended that any framework agreement used is verified by Legal Services prior to the process beginning.
- 11.3. An open tender shall be advertised on the Council's E-tendering System and Contracts Finder.

## **Procurement of a Design Team**

- 11.4. The Procurement Strategy has been developed in line with the CSOs requirements as the value of the proposed procurement exercise is over the internal threshold for Cabinet approval of £100,000. The estimated value of the contract is also over the statutory threshold for services (£181,302). Therefore, the full implications of the PCR 2015 apply.
- 11.5. The recommendations presented are compliant with the PCR 2015 and the CSOs which require the call off from an established framework agreement or seeking open tenders. Both the Dynamic Purchasing System (DPS) and the proposed Framework Agreements are compliant with the Regulations, having been procured at OJEU level (at values over the statutory threshold).
- 11.6. It is advised that Procurement and Legal Services are consulted before engaging in the mini-competition process to ensure the chosen framework agreement is compliant with the Council's T&Cs.
- 11.7. Regardless of the chosen framework, the mini-competition shall be conducted via the Council's e-tendering system, capitalEourcing (unless otherwise stated by the framework provided).
- 11.8. Social value has been considered and will represent 10% of the Technical awarding criteria. This is in line with the Social Value Act and the Council's commitment to implementing Social Value in its contracts.

*Implications verified/completed by: Andra Ulianov, Procurement Consultant, tel. 020 8753 2284.*

## **12. IT IMPLICATIONS**

- 12.1. No IT implications are considered to arise from this report as it focuses on seeking approval for the approach to consulting with residents; the procurement strategy for appointing a design team. Should this not be the case, for example, by requiring new systems to be procured or existing systems to be modified, IT Services should be consulted.
- 12.2. IM implications: A Privacy Impact Assessment(s) should be carried out to ensure that all the potential data protection risks (e.g. in consulting with Residents) around the White City Estate Area Redevelopment Scheme are properly assessed with mitigating actions agreed and implemented.
- 12.3. Any contracts arising from this report will need to include H&F's data protection and processing schedule. This is compliant with the General Data Protection Regulation (GDPR) enacted from 25 May 2018.

*Implications verified/completed by: Tina Akpogheneta, Interim Head of Strategy and Strategic Relationship Manager, IT Services, tel: 0208 753 5748.*

### **13. RISK MANAGEMENT**

13.1. Option 2 of the report 5.3 to 5.6 frame some of the strategic, proximate risks, challenges and mitigations associated with the proposals. Procurement of the Design Team is being undertaken to ensure that the best possible value for money to the local taxpayer in accordance with our Corporate Priority, Being Ruthlessly Financially Efficient. Resident consultation and input to the design is essential to ensuring that the scheme meets our residents needs and expectations for the local area, this would include ensuring that the design fully appreciates and evaluates any environmental impacts or benefits. Financial Context, risks and mitigation are outlined in sections of the report.

13.2. There are a number of programme risks associated as follows:

- Risk that architect will not be appointed
- Risk of challenge by consultants not on the DPS
- Risk of tender price being unaffordable
- Risk of delay
- Wider risks within the programme which will be the subject of discussion and decision at later stages e.g. sales risk, rental risk etc.
- Consultation with local residents is unsuccessful

*Implications verified by: Michael Sloniowski Risk Manager, tel: 0208 753 2587.*

### **14. OTHER IMPLICATIONS PARAGRAPHS**

## Timetable

14.1. A high-level timetable of key milestones is set out below:

	2019							2020				
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Cabinet Approval												
Full Council Approval												
Procurement of Design Team												
Consultation and engagement period with local residents and group (design team with Council input from Oct)												
Pre-app meetings with planners												
Viability checks to ensure that the scheme works												
Quarterly updates to Ward Members and Cabinet Member												
Architects to present an outline design scheme to local residents												
Gateway 2 Outline Business Case – officers to present outline design scheme, proposed delivery model and next steps												

**LIST OF APPENDICES:**

Appendix 1 – Exempt Procurement Strategy

Appendix 2 – Exempt Aspects of the Report

# Agenda Item 9

<p><b>London Borough of Hammersmith &amp; Fulham</b></p> <p><b>CABINET</b></p> <p><b>3 JUNE 2019</b></p>	 <p>h&amp;f hammersmith &amp; fulham</p>
<b>INVESTING IN NEW AFFORDABLE HOMES - FUNDING AGREEMENTS WITH THE GLA</b>	
<b>Report of the Cabinet Member for the Economy: Councillor Andrew Jones</b>	
<b>Open Report with exempt appendix</b> The appendix is exempt from disclosure on the grounds that it contains information relating to the <b>financial or business affairs of a particular person (including the authority holding that information) under paragraph 3</b> of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	
<b>Classification - For Decision</b>	
<b>Key Decision:</b> Yes	
<b>Consultation</b> N/A	
<b>Wards Affected:</b> All	
<b>Accountable Director:</b> Strategic Director for The Economy Department – Jo Rowlands	
<b>Report Author:</b>  Labab Lubab Partnerships and Strategy Manager	<b>Contact Details:</b>  Tel: 020 8753 4203 E-mail: <a href="mailto:labab.lubab@lbhf.gov.uk">labab.lubab@lbhf.gov.uk</a>

## 1. EXECUTIVE SUMMARY

- 1.1. This report seeks the approval to enter into funding agreements with the Greater London Authority (GLA).
- 1.2. The agreements are for the Building Council Homes for Londoners (BCHfL) and Homebuilding Capacity Fund (HBCF) as well as using the Council's retained Right to Buy (RtB) ring-fenced receipts.
- 1.3. The Council successfully bid for;



- £15,308,000 from the Building Council Homes for Londoners fund to deliver genuinely affordable housing on identified sites in the borough.
- £230,000 in revenue from the Homebuilding Capacity Fund.

1.4. The Council is required to enter into funding agreement with the GLA to drawdown retained RtB receipts to use for delivery of genuinely affordable homes.

1.5. The 2018-2022 Business Plan sets out clear priorities around delivering 1,500 new affordable homes, including 500 for affordable home ownership and to review all sites including smaller areas to use every available piece of land for housing. The Council also has London Plan commitments to deliver new housing. These funding agreements are an important part of delivering these priorities.

## 2. RECOMMENDATIONS

2.1. To approve entering into a funding agreement with the GLA for Building Council Homes for Londoners for funding of up to £15,308,000

2.2. To delegate approval to enter into a funding agreement with the GLA for the Homebuilding Capacity Fund to the Strategic Director for Growth and Place, in consultation with the Cabinet Member for the Economy, for revenue funding of £230,000.

2.3. To approve the entering into of a funding agreement with the GLA for Right to Buy Ring-fenced receipts for use for delivery of genuinely affordable homes.

## 3. REASONS FOR DECISION

3.1. Entering into the funding agreements with the GLA enables to the Council to establish the mechanisms to drawdown allocated funding, as needed, to facilitate the delivery of affordable homes in the borough.

## 4. PROPOSAL

### *Strategic Context*

4.1. The 2018-2022 Business Plan sets out clear priorities around delivering 1,500 new affordable homes, including 500 for affordable home ownership and to review all sites including smaller areas to use every available piece of land for housing. The Council also has London Plan commitments to deliver new housing.

4.2. To support these policies the Council has been preparing an assets and growth strategy, with the objectives of:

- Increase the supply of affordable housing in line with the administration's priorities;

- Use capital resource to increase the Council's income in line with the long term financial strategy; and
- Utilise assets to help manage demand and avoid costs, for instance from specialist housing or temporary accommodation

- 4.3. In order to maximise the delivery of affordable housing, in particular low cost rental housing such as social rent, grant funding will be required to make developments financially viable.
- 4.4. Through the funding agreements with the GLA, the Council will be able to access enhanced grants rates to help deliver these schemes and progress the delivery of other identified sites.

### **Building Council Homes for Londoners (BCHfL)**

- 4.5. The Building Council Homes for Londoners programme was launched by the Greater London Authority (GLA) in late May 2018. It offers councils enhanced grant rates for affordable homes as a way of incentivising early delivery. The programme's focus is to help to deliver more genuinely affordable housing such as social rent/London Affordable Rent over the next four years.

<b>Tenure</b>	<b>Grant per home</b>
Social Rent/London Affordable Rent levels	£100,000
Intermediate tenures <i>(Shared Ownership, London Living Rent, Intermediate Rent)</i>	£38,000 <i>for starts in 2018/20</i> £28,000 <i>for starts in 2020/22</i>

- 4.6. The Council submitted a bid to BCHfL based on a realistic delivery pipeline, on identified sites. The bid outlined 251 affordable housing units and officers were successful in securing an allocation of £15,308,000.

<b>Tenure</b>	<b>Number of Units</b>	<b>Grant Allocation</b>
Social Rent/London Affordable Rent levels	115	£11,500,000
Intermediate tenures	136	£3,808,000
<b>Grand Total</b>	<b>251</b>	<b>£15,308,000</b>

- 4.7. Each scheme will be subject to securing appropriate permissions and satisfying the usual governance protocols, including approval of or variation to capital budgets.
- 4.8. The funding will be utilised by the Council in accordance with the GLA standard funding agreement between the Council and the GLA.

### **Right to Buy Ring-Fencing**

- 4.9. As part of the BCHfL programme, the GLA offered Councils the opportunity to opt-in to its Right to Buy Ring-Fence Offer.
- 4.10. This offer means, the GLA will ring-fence the Council's Right to Buy receipts that is collected and returned to the GLA (via central Government). The GLA will effectively act as a 'custodian' of Right to Buy receipts.
- 4.11. Spending decisions are reserved for the Council.
- 4.12. Those receipts will be ring-fenced for use by LBHF in accordance with the GLA standard funding agreement between the Council and the GLA.
- 4.13. The key benefits for the Council are:
- The Council will have a new three-year period from when it repays the RtB receipts to the GLA (via central Government) for use on development projects. Previously, the Council has had pressure to spend the RtB receipts or risk losing it plus the interest accrued within the time limits.
  - The ring-fencing offer provides the Council with an opportunity to ring-fence receipts plus any interest. This would otherwise be lost once returned to central Government.
  - The Mayor is currently considering the introduction of a resident ballot for estate regeneration sites. However, this requirement may not be triggered on projects funded through re-allocated Right to Buy receipts (providing the projects are not also in receipt of other affordable housing grant).
  - The GLA can provide strategic support and guidance to the Council for its delivery pipeline.

### **Homebuilding Capacity Fund (HBCF)**

- 4.14. The HBCF offers the Council the opportunity to bid for revenue funding for 2019/20 and 2020/21 to build skills and capacity across housing and planning teams. The programme focuses on four priorities to support increased levels of housing delivery:
- delivering a new generation of council homes;
  - increasing housing supply by supporting the development of small sites;
  - proactive planning in areas with significant growth potential; and
  - ensuring optimal density of new residential developments.
- 4.15. Councils were allowed to bid for a maximum of £750,000 each, over the two years. This grant funding is not repayable and does not require match funding. LBHF submitted a bid for three projects at a total of £750,000 and has been awarded funding for one of the projects for £230,000.

## **Successful bid**

### ***Development on Small Sites (successful bid)***

- 4.16. The Council proposes to commission assessments of small sites in the borough for deliverability of housing. Of particular interest will be areas of potential change, infill sites, housing above retail and land around transport nodes. The aim is to maximise all housing potential and to be proactive and meet the new London Plan policies. This will support the delivery of housing through planning and diversify the housing market.
- 4.17. The project will also include training and development programme for officers and Members with an external organisation to support with the decision-making processes, resident engagement, and the Council's housing delivery

## **5. CONSULTATION**

- 5.1. Not applicable for this report; each scheme the progresses through the governance process will be subject to intensive local consultation.

## **6. EQUALITY IMPLICATIONS**

- 6.1. It is not anticipated that there will be any direct negative impact on any groups with protected characteristics, under the terms of the Equality Act 2010, from the entering into funding agreements with the GLA.
- 6.2. For any housing developments utilising the funding, officers will ensure that all equality implications are fully considered.
- 6.3. *Implications verified by: Fawad Bhatti, Social Inclusion Policy Manager, tel. 0208 753 3437.*

## **7. LEGAL IMPLICATIONS**

- 7.1. The funding agreements with the GLA are in standard form. The Council will have to enter into these agreements in order to obtain the funding. The agreements place obligations on the Council and the officers applying drawdown on the fund should be fully familiar with the terms of the funding agreements. The obligations on the Council are numerous and are not repeated here however officers working on the projects and funding arrangements should be fully familiar with their terms.
- 7.2. The Council should ensure that the obligations on the Council are mirrored and/or backed off as far as possible in the build or consultancy contracts which flow from the funding.
- 7.3. *Implications verified/completed by: Sally Stock Partner Sharpe Pritchard LLP on secondment to the Council. [sstock@sharpepritchard.co.uk](mailto:sstock@sharpepritchard.co.uk)*

## **8. FINANCIAL IMPLICATIONS**

- 8.1. This report outlines the council intention to enter in to a funding agreement with the GLA for the Building Council Homes for Londoners, Homebuilding Capacity Fund and Right to Buy Ring fenced receipts.

### **Capital Grants**

#### **Building Council Homes for Londoners (BCHFL)**

- 8.2. This GLA capital grant is for £15,308,000 and is based on the delivery of 251 housing units which includes 115 (£100,000 per unit) set at Social/Affordable rent levels with a development start on site date on or before 1 April 2020. Additionally, 136 (£28,000 per unit) Intermediate tenures with a start on site date between 1 April 2020 and 31 March 2022 are required. There is also a requirement for the Council to own and operate these housing development schemes.
- 8.3. The Council is seeking to enter in to a funding agreement with the GLA to access this funding with a view to fully developing the proposal set out in the grant application.
- 8.4. This GLA grant funding is unlikely to cover the full cost of the development of 251 housing units. For development to be financially viable the Council may need to explore various options such as:
- Entering in to a Joint Venture with a development partner.
  - Consider mixed tenure development schemes incorporating the 251 housing units as well as units available for private rent and/or sale.
- 8.5. Each of these options and any other approaches to delivering the 251 housing units would need to be fully costed, also taking into account initial sources of funding for the housing development shown below.
- Funding from Ring fenced Right to Buy Receipts ensuring that other capital receipts are not levered in.
  - Borrowing internally or externally such as Public Works Loan Board (PWLB) funding.

Forecasted future income streams such as rental income would need to be reviewed when considering the various options.

- 8.6. Each scheme, and related capital budgets and funding, will need to be approved in line with the Council's Constitution and Financial Regulations.

### **Risks**

8.7. Risks in relation to entering into the BCHfL funding agreement and receipt of funding include:

- The Council must meet the requirements of the funding agreement (to assist the Council in the construction of affordable housing which will be owned and operated by a local authority) and start on site requirements, which may not be met if the Council experiences delays.
- If the conditions of the funding are not met, the GLA could withhold grant or ask for repayment.
- The maximum level of rent is set at Affordable rent level which is up to 80% of the level of private rent so further sources of funding or income may be required.
- The GLA funding is a contribution to the development costs. The Council will need to identify additional sources of funding once the cost of these schemes has been established.

### **Taxation**

8.8. The purpose of the grant provided under this Building Council Homes for Londoners Funding Agreement is to fund affordable housing which will be owned and operated by the local authority and is non-business for VAT. If other options are considered to enable the delivery of 251 Affordable Housing such as a joint venture or a mixed development the Council's VAT status would need to be reviewed.

### **Right to Buy Ring Fencing**

8.9. The Council entered in to an agreement on 27<sup>th</sup> June 2018 with the GLA to ring fence right to buy receipts paid back to the GLA. This enables the Council to request these RTB receipts back from the GLA to be used for eligible expenditure within a new three-year period as defined by the agreement.

### **Risks**

8.10. Risks relating to the ability to use the Right to Buy ring-fencing include:

- The Council can only use these receipts to fund a registered Social Housing provider up to 30% of the cost of a development. Therefore, the registered provider would need to identify the remaining 70% funding.
- Development by the Council would also require identifying funding from either limited internal or external resources for a minimum of 70% of schemes as the RTB receipts are restricted to a maximum of 30% of the overall cost. Furthermore, these can't be used where the Council has a controlling interest in a company.

- The funding needs to be drawn down within a three-year period therefore should there be delays to using these receipts, they will be forgone.

## **Revenue Grant**

### **Homebuilding Capacity Fund (HBCF)**

- 8.11. The Council submitted a bid for £750,000 from the Homebuilding Capacity Fund for 2019/20 and 2020/21 which successfully £230,000 has been approved. There is not a requirement to pay it back to the GLA subject to the Council adhering to the GLA funding conditions.
- 8.12. This is a revenue grant which can be used to build capacity within the Council. Funding additional staff, consultants, and other enabling tools to increase the Council capacity to deliver homebuilding is allowable under the grant conditions. The intention is for the Council to recruit a specialist project team who will have and maintain the skills to do this.

### **Risks**

- 8.13. Risks relating to the ability to use the HBCF include:
- This revenue funding is only for a two-year period 2019/20 and 2020/21. The intention is for staff recruited to be on fixed term contracts for the duration of this funding period and then a decision made whether to disband or continue with their services see **Appendix 1**. If the staff are retained after this period any recurring costs would need to be funded by the Council.
  - Possibly to mitigate this, qualifying staffing cost could be capitalised against specific development projects they are delivering. Currently timesheets are used to evidence this within that Service. It is unlikely all the staffing costs would qualify to be capitalised. Certain professional services requiring Architects or Valuation will be procured when needed. In addition, the team will train other Council officers which should enable permanent posts to deliver on homebuilding priorities.
  - Grant funding would be paid by the GLA in arrears where by expenditure is initially incurred by the Council then a claim made to recoup these costs. This will require the Council maintains appropriate records and claims only qualifying revenue expenditure. The budget manager for this new staffing team would need to monitor and ensure this is complied with.
  - The bid results have not yet been confirmed. No expenditure should be committed until the bid has been confirmed and should the full bid not be granted a review of plans will need to be undertaken to ensure they are delivered within the funding available.
- 8.14. *Implications completed by: Comie Campbell, Head of Finance (Interim), tel 020 8753 5538*

- 8.15. *Implications* verified by Emily Hill, Assistant Director, Corporate Finance, Tel. 020 8753 3145.

## **9. IMPLICATIONS FOR LOCAL BUSINESS**

- 9.1. Future housing developments may present opportunities for local businesses to win local work and the project will utilise the Local Supply Chain initiative established to engage and support local SMEs.
- 9.2. Implications verified/completed by: Albena Karameros, Economic Development Team, tel. 020 7938 8583.

## **10. COMMERCIAL IMPLICATIONS**

- 10.1 There are no commercial implications for this report.
- 10.2 Future housing developments may present opportunities for local business to get involved in the supply chain.
- 10.3 *Implications verified by: Joanna Angelides, Procurement Consultant, tel. 0208 753 2586.*

## **11. IT IMPLICATIONS**

- 11.1. There are IT implications arising from the plans to procure bespoke 3D modelling design technology using funding from the Homebuilding Capacity Fund (HBCF) to build skills and capacity across housing and planning teams, and IT services should be consulted. IT services should also be consulted should any IT implications arise from the funding for Building Council homes for Londoners (BCHfL) and from using the Council's retained Right to Buy(RtB) ring-fenced receipts: for example, by requiring existing systems to be modified, or new systems to be procured.
- 11.2. IM implications: Privacy Impact Assessment should be carried out to ensure that all the potential data protection risks around these funding agreements with the GLA are properly assessed with mitigating actions agreed and implemented. Mitigations could include contract data protection and processing schedules or an information sharing agreements and Supplier Security Checklists to ensure the systems used by the GLA/any third parties comply with H&F's regulatory requirements.
- 11.3. Any contracts arising from this report will need to include H&F's data protection and processing schedule. This is compliant with the General Data Protection Regulation (GDPR) enacted from 25 May 2018.
- 11.4. *Implications completed by: Tina Akpogheneta, Interim Head of Strategy and Strategic Relationship Manager, tel. 020 8753 5748.*

## **12. RISK MANAGEMENT**




- 12.1 Officers have identified specific risks within the report (paragraph 8.7) and should ensure that a programme risk register is developed, maintained and monitored to ensure that appropriate mitigations are put in place to ensure that the use of the funding is maximised and the risk of claw back is minimised.
- 12.2 The Council's Housing Growth team will work closely with Planning, Finance and Legal services to ensure the funding agreements meet the Councils objectives of helping the delivery of affordable housing in the borough.
- 12.3 Individual development proposals will meet the Local Plan objectives and any risks will be captured, escalated and mitigated through the projects' specific governance set up and reporting mechanisms.

*Implications verified by: David Hughes on mob 07817 507695 and tel. 0207 361 2389.*

**LIST OF APPENDICES:**

*Appendix 1 – Homebuilding Capacity Fund Estimated Costings (Exempt)*

# Agenda Item 10

<p><b>London Borough of Hammersmith &amp; Fulham</b></p> <p><b>CABINET</b></p> <p><b>3 JUNE 2019</b></p>	
<b>ALTERNATIVE ECOLOGICAL MITIGATION DESIGN CONSULTANTS APPOINTMENT</b>	
<b>Report of the Cabinet Member for the Environment – Councillor Wesley Harcourt</b>	
<b>Open Report with Exempt Appendix</b> Appendix A to this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	
<b>Classification - For Decision</b> <b>Key Decision: Yes</b>	
<b>Consultation</b> The Wormwood Scrubs Charitable Trust has been consulted.	
<b>Wards Affected:</b> “All”	
<b>Accountable Director:</b> Mahmood Siddiqi – Director of Transport, Highways, Leisure & Parks	
<b>Report Author:</b> Richard Gill – Wormwood Scrubs Development Manager (Leisure Services)	<b>Contact Details:</b> Tel: 07833482119 E-mail: <a href="mailto:Richard.Gill@lbhf.gov.uk">Richard.Gill@lbhf.gov.uk</a>

## 1. EXECUTIVE SUMMARY

- 1.1. Cabinet approved on Monday 8<sup>th</sup> October 2018 the business case and procurement strategy appointing consultants for the Alternative Ecological Mitigation (AEM) design at Wormwood Scrubs. The AEM design is required to fulfil a legal agreement between the Council and High Speed Two Limited (HS2) to improve biodiversity.
- 1.2. Improving biodiversity will play a part in the H&F Health and Wellbeing Strategy. Access to good and varied leisure activities is proven to support the strategy’s key aims of; supporting good mental health for all, supporting

children and their families to be healthier, and reversing the rising numbers of acquired long term health conditions.

- 1.3. The AEM design will support the H&F Business Plan 2018/22, in particular the priority of ‘taking pride in Hammersmith and Fulham’ by supporting the aims to; make the borough the greenest in Britain, support endangered bat and beetle populations, plan the best places for trees and dedicate space for long grass and wildflowers as the basis for educational opportunities for children and schools.
- 1.4. HS2 is providing funding for the project of £3,885,657, including budgets to procure consultants. Approval of this proposal should have no financial impact on the Council or the Wormwood Scrubs Charitable Trust (WSCT)
- 1.5. The pre-tender estimate of the 8<sup>th</sup> October Cabinet report was £266,000 to appoint a design consultant. As the successful tender was priced more than 10% below this estimate, under the Council’s Contract Standing Orders (“CSO”) 17.3.2, the award decision must be taken by the Cabinet.
- 1.6. The Council has a statutory duty under regulation 69 to investigate any tender that appears abnormally low so this report includes an explanation of the difference and confirmation that Land Use Consultants (LUC) can fulfil the contract for their tendered sum.

## **2. RECOMMENDATIONS**

- 2.1. To award the contract for appointment of the design consultants of the Alternative Ecological Mitigation works to Land Use Consultants to the amount of £142,150.

## **3. REASONS FOR DECISION**

- 3.1. The procurement procedure was a restricted two staged procedure. In the first stage nine completed questionnaires were received and, following evaluation, seven applicants were invited to tender (ITT). Six tenders were received and evaluated. The technical quality weighting was evaluated against a set of criteria in the ITT, and the commercial price weighting was evaluated in relation to the lowest priced submission, as shown in Table 1.

**Table 1**

<b>Tender</b>	<b>Commercial Score</b>	<b>Technical Score</b>	<b>Total Score %</b>
Bidder 1	100	72	83.2
Bidder 2	71.275	64.5	67.21
Bidder 3	57.6	72	66.24
Bidder 4	48.05	65.5	58.52

Bidder 5	48.809	61.5	56.42
Bidder 6	41.799	63	54.52

- 3.2. A check for errors revealed an arithmetical error and an omission by the third lowest bidder. The bidder confirmed the mistake and a revised price is taken into consideration in Table 1.
- 3.3. The best tender is LUC who had the lowest price and joint best offer in terms of quality.
- 3.4. The Tender Evaluation Panel (TAP) independently assessed the quality of each part of LUC's tender and agreed a moderated score. The TAP evaluation confirmed a consistently high score for LUC (highest or second highest) for all elements and a comprehensive methodology.
- 3.5. LUC's tender of £142,150 is more than 15% below the Council's estimated cost of £266,000. The Council has a statutory duty under Regulation 69 to investigate any tender that appears to be abnormally low. As this tender is recommended for acceptance, a report to the Cabinet Member in paragraph 3.6 explains the reasons for the difference and paragraph 3.7 confirms that the contractor is able to fulfil the contract for their tendered sum.
- 3.6. Tenderers were invited to propose a methodology to deliver the AEM design and then price the 13 elements of it. These individual methodologies have resulted in a wide range of prices but LUC's tender does not appear to be abnormally low. A comparison has been made of LUC's price and the next closest price for each element in Table 3 of the exempt Appendix. In most areas the prices are comparable with three exceptions:
- for the production of the masterplan LUC are distinctly more competitive. LUC has a great deal of experience in producing such plans and confirmed in their methodology that they have considered each part of the work so this is not a concern.
  - for the production of the detailed draft proposals LUC are distinctly more competitive. LUC has a great deal of experience in producing such proposals and confirmed in their methodology that they have considered each part of the work so this is not a concern.
  - for the continued biodiversity surveys LUC has offered a considerably lower price. Within their methodology they have only priced for the minimum survey work required where other consultants have offered additional surveys. LUC is experienced in this type of work and, since the Conservation Management Plan (CMP) has not been agreed, this seems a sensible approach and is not a concern. Additional surveys will only be conducted if required.

- 3.7. LUC has provided a valid form of tender to confirm their price and further provided written confirmation that they are able to fulfil the contract for their tendered sum.

#### **4. PROPOSAL AND ISSUES**

- 4.1. The construction of the HS2 line adjacent to Wormwood Scrubs has led to a legal agreement setting out the requirements of the AEM works. Approval of the design of these works by HS2 will require the appointment of suitable consultants. Designing and implementing suitable AEM works funded by HS2 is the best available opportunity the Council has to deliver and manage improvements for biodiversity at Wormwood Scrubs.
- 4.2. During the procurement process the Council received an offer of additional funding from the Old Oak and Park Royal Development Corporation. The scope of the work was varied to include this work and all tenderers have priced for this additional work. This will give additional value to the AEM works and improve access to biodiversity.
- 4.3. The procurement of cost consultants, also approved in the Cabinet report of the 8<sup>th</sup> October, is currently underway. An Officer Delegated Decision is planned once a recommendation to appoint the cost consultant can be made giving greater cost certainty to the design, implementation and management of the AEM works.

#### **5. OPTIONS AND ANALYSIS OF OPTIONS**

- 5.1. LUC has provided the best tender, considered by the TAP to be high quality, with good experience of delivering similar projects. The tender is not considered to be abnormally low and so provides best value.

#### **6. CONSULTATION**

- 6.1. Consultation for this appointment of design consultants for the AEM works has taken place with the WSCT who manage the whole of Wormwood Scrubs Park, including the Linford Christie Stadium. The AEM works are planned for any part of Wormwood Scrubs except the Stadium and must recognise the significance of recreational and sporting opportunities here for the public.
- 6.2. Hammersmith and Fulham Council and the Trust have launched a consultation with local residents on the future of the Linford Christie Stadium <https://lbhf.citizenspace.com/growth-and-place/linford-christie/>. The Council wants to find a new plan that provides exercise and recreational facilities for the public, while protecting the valuable flora and fauna of the Scrubs.

#### **7. EQUALITY IMPLICATIONS**

- 7.1. The Council has given due regard to its duties under Section 149 of the Equality Act 2010 and it is not anticipated that there will be any negative

impacts on any groups with protected characteristics by approval of the award of the contract for appointment of the design consultants.

- 7.2. Implications verified by: Fawad Bhatti, Social Inclusion Policy Manager, tel. 07500 103617.

## **8. LEGAL IMPLICATIONS**

- 8.1. Under the Council's Contract Standing Orders ("CSOs"), table 10.2a, "high value services contracts" (i.e. services contracts with a value of £181,302 or greater) must be procured through the use of an existing framework agreement, or by publishing a contract notice in the Official Journal of the European Union ("OJEU") along with an opportunity listing on the Council's e-tendering system webpage (capitalesourcing.com) and publication of a contract notice on the government's Contracts Finder website. The design consultant contract in this report was awarded following a restricted procurement process, which complies with this requirement.
- 8.2. The successful tenderer's tendered sum has been investigated and, as set out in paragraphs 3.6 and 3.7 above, it is considered that the sum is not abnormally low.
- 8.3. In the Cabinet decision of 8 October 2018 which approved the procurement strategy for this design consultant contract, the authority to award the contract was delegated to the Director of Transport, Highways Leisure &, Parks in consultation with the Cabinet Member for the Environment. However, as the successful tenderer's tendered sum was more than 10% below the pre-procurement estimate, the award decision must be taken by the Cabinet (per CSO 17.3.2).
- 8.4. This proposed contract award exceeds £5,000 and therefore must be published in the Council's Contracts Register in accordance with CSO 18.6.1. Furthermore, as the contract value exceeds £25,000, regulation 112 of the PCR 2015 requires the Council to publish the decision on the government's Contracts Finder website within a reasonable time.
- 8.5. *Legal comments completed by Hector Denfield, associate at Sharpe Pritchard LLP, on secondment to the Council ([hdenfield@sharpepritchard.co.uk](mailto:hdenfield@sharpepritchard.co.uk))*

## **9. FINANCIAL IMPLICATIONS**

- 9.1. This report seeks approval of the award of the contract for appointment of the design consultants of the Alternative Ecological Mitigation (AEM) works (at Wormwood Scrubs) to Land Use Consultants (LUC) in the amount of £142,150,
- 9.2. The overall consultants budget (design, management, and implementation) is £782,000 over the 10-year projected lifetime with £344,000 as the pre-tender estimate for the design consultant (£266,000) and cost consultant (£78,000).

VAT will apply and this will be recoverable as the Council will be the party entering into the contracts.

- 9.3. The proposed contract price of £142,150 is within the design consultant budget of £266,000 as set out in the procurement strategy.
- 9.4. Approval of this contract award should have no financial impact on the Council or The Wormwood Scrubs Charitable Trust. This is because the costs to design, implement and maintain the AEM proposals and management plans, together with any reasonable costs properly incurred by the Council, will be reimbursed by High Speed Two Limited Ltd (HS2). The Council is required to ensure that all costs are reasonable and properly incurred.
- 9.5. HS2 funding includes maintenance of the new works for up to ten years. After ten years additional funding would be required to progress any activities beyond the AEM works. If the work does progress additional funding will be explored via CIL, S106 or other funding opportunities nearer the time.
- 9.6. *Implications completed by: Gary Hannaway, Head of Finance, 020 8753 6071.*
- 9.7. *Implications verified by Emily Hill, Assistant Director, Corporate Finance, Tel. 020 8753 3145.*

## **10. IMPLICATIONS FOR LOCAL BUSINESS**

- 10.1. Implications for local business were identified for the Procurement strategy approved in the 8<sup>th</sup> October 2018 Cabinet report as follows:
- 10.2. This proposal could potentially create supply opportunities for local businesses and skills/employment opportunities for local residents. Most of these are likely to be identified with the procurement of the contractor and the consultants' brief will be to develop and encourage this.
- 10.3. Community engagement will form part of the evaluation criteria and it is expected that the masterplan will include an activities plan, encouraging volunteering and a range of community engagement events.
- 10.4. Procurement will follow the usual Council procurement processes via Capital E-Sourcing and suitable local consultancies will be identified and actively encouraged to apply.
- 10.5. *Implications verified/completed by: Albena Karameros, Economic Development Team, tel. 020 7938 8583.*

## **11. COMMERCIAL IMPLICATIONS**

- 11.1. The contract has been procured in accordance with the agreed procurement strategy that was presented to Cabinet prior to the commencement of the tendering exercise. A contracts opportunity listing was published on the

Council's e-tendering system, in Tenders Electronics Daily (TED) and Contracts Finder, in accordance with PCR 2015 and CSOs. The estimated value of the contract was £266,000 (over statutory threshold) but the most economically advantageous tenderer bid £142,150 (under the statutory threshold). Because the value of the contract is more than 10% under the estimated value, the decision shall be taken by Cabinet, in accordance with CSOs17.3.2 requirements

- 11.2. The procurement undertaken followed a restricted (two stage) procedure. First stage ensured all suppliers invited to bid at the second stage meet all the Council's minimum standards. The tenders were evaluated on a 60%-40% quality-price ratio during the second stage of the tender. A TAP was organised to evaluate and moderate the tenders received.
- 11.3. The recommended supplier is the most economically advantageous tenderer: highest quality score and highest commercial score. Moreover, the bid price received is lower than expected but the quality of the submission and the provision has not been compromised. Therefore, the recommendation provides best value for money.
- 11.4. A contract award notice will be published for the award and a contract entry will be registered in the corporate Contracts Register to ensure compliance with statutory transparency regulations.
- 11.5. *Implications verified/completed by: Andra Ulianov, Head of Contracts and Procurement, tel. 07776672876*

## **12. IT IMPLICATIONS**

- 12.1. There are no IT implications contained within this proposal. The contents of the proposal do not refer to any personal data being held therefore there are no implications under the requirements of the Data Protection Act 2018 (GDPR).
- 12.2. *Implications verified by Veronica Barella, Chief Information Officer, tel. 020 8753 2927.*

## **13. RISK MANAGEMENT**

- 13.1 The Tender Appraisal Panel's conclusion was that the successful bidder met the Council's requirements and has therefore delivered a procurement that contributes to the Council Priority; Being ruthlessly financially efficient.
- 11.2 *Implications verified by: Michael Sloniowski Risk Manager tel. 020 8753 2587.*



**14. BACKGROUND PAPERS USED IN PREPARING THIS REPORT (all published)**

Alternative Ecological Mitigation Consultants Procurement. Cabinet Decision Report 8<sup>th</sup> October 2018

Hammersmith & Fulham Joint Health and Wellbeing Strategy 2016-2021

H&F Business Plan 2018/22

**LIST OF APPENDICES:**

**APPENDIX A - EXEMPT INFORMATION**

## **NOTICE OF CONSIDERATION OF A KEY DECISION**

In accordance with paragraph 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Cabinet hereby gives notice of Key Decisions which it intends to consider at its next meeting and at future meetings. The list may change between the date of publication of this list and the date of future Cabinet meetings.

## **NOTICE OF THE INTENTION TO CONDUCT BUSINESS IN PRIVATE**

The Cabinet also hereby gives notice in accordance with paragraph 5 of the above Regulations that it intends to meet in private after its public meeting to consider Key Decisions which may contain confidential or exempt information. The private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

Reports relating to key decisions which the Cabinet will take at its private meeting are indicated in the list of Key Decisions below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations, please e-mail Katia Neale on [katia.neale@lbhf.gov.uk](mailto:katia.neale@lbhf.gov.uk). You will then be sent a response in reply to your representations. Both your representations and the Executive's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

## **KEY DECISIONS PROPOSED TO BE MADE BY CABINET ON 3 JUNE AND AT FUTURE CABINET MEETINGS UNTIL NOVEMBER 2019**

The following is a list of Key Decisions which the Authority proposes to take at the above Cabinet meeting and future meetings. The list may change over the next few weeks. A further notice will be published no less than 5 working days before the date of the Cabinet meeting showing the final list of Key Decisions to be considered at that meeting.

**KEY DECISIONS** are those which are likely to result in one or more of the following:

- Any expenditure or savings which are significant (ie. in excess of £100,000) in relation to the Council's budget for the service function to which the decision relates;
- Anything affecting communities living or working in an area comprising two or more wards in the borough;
- Anything significantly affecting communities within one ward (where practicable);
- Anything affecting the budget and policy framework set by the Council.

The Key Decisions List will be updated and published on the Council's website on a monthly basis.

**NB: Key Decisions will generally be taken by the Executive at the Cabinet.**

*If you have any queries on this Key Decisions List, please contact  
Katia Neale on 020 8753 2368 or by e-mail to [katia.neale@lbhf.gov.uk](mailto:katia.neale@lbhf.gov.uk)*

## **Access to Cabinet reports and other relevant documents**

Reports and documents relevant to matters to be considered at the Cabinet's public meeting will be available on the Council's website ([www.lbhf.org.uk](http://www.lbhf.org.uk)) a minimum of 5 working days before the meeting. Further information, and other relevant documents as they become available, can be obtained from the contact officer shown in column 4 of the list below.

## **Decisions**

All decisions taken by Cabinet may be implemented 5 working days after the relevant Cabinet meeting, unless called in by Councillors.

## **Making your Views Heard**

You can comment on any of the items in this list by contacting the officer shown in column 4. You can also submit a deputation to the Cabinet. Full details of how to do this (and the date by which a deputation must be submitted) will be shown in the Cabinet agenda.

## **LONDON BOROUGH OF HAMMERSMITH & FULHAM: CABINET 2018/19**

<b>Leader:</b>	<b>Councillor Stephen Cowan</b>
<b>Deputy Leader:</b>	<b>Councillor Sue Fennimore</b>
<b>Cabinet Member for the Environment:</b>	<b>Councillor Wesley Harcourt</b>
<b>Cabinet Member for Housing:</b>	<b>Councillor Lisa Homan</b>
<b>Cabinet Member for the Economy and the Arts:</b>	<b>Councillor Andrew Jones</b>
<b>Cabinet Member for Health and Adult Social Care:</b>	<b>Councillor Ben Coleman</b>
<b>Cabinet Member for Children and Education:</b>	<b>Councillor Larry Culhane</b>
<b>Cabinet Member for Finance and Commercial Services:</b>	<b>Councillor Max Schmid</b>
<b>Cabinet Member for Public Services Reform:</b>	<b>Councillor Adam Connell</b>
<b>Cabinet Member for Strategy:</b>	<b>Councillor Sue Macmillan</b>

**Key Decisions List No. 79 (published 3 May 2019)**

## **KEY DECISIONS LIST - CABINET ON 3 JUNE 2019**

**The list also includes decisions proposed to be made by future Cabinet meetings**

*Where column 3 shows a report as EXEMPT, the report for this proposed decision will be considered at the private Cabinet meeting. Anybody may make representations to the Cabinet to the effect that the report should be considered at the open Cabinet meeting (see above).*

\* All these decisions may be called in by Councillors; If a decision is called in, it will not be capable of implementation until a final decision is made.

<b>Decision to be Made by (Cabinet or Council)</b>	<b>Date of Decision-Making Meeting and Reason</b>	<b>Proposed Key Decision</b>  <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	<b>Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents</b>	<b>Documents to be submitted to Cabinet (other relevant documents may be submitted)</b>
<b>3 June 2019</b>				
Cabinet	3 Jun 2019	<p><b>White City Estate Sustainable Urban Drainage &amp; Streetscape Improvement Scheme On The Public Highway</b></p> <p>The Council's is looking to retrofit sustainable urban drainage in the White City Estate. This report seeks approval for the public highway element of the project.</p> <p>The project is led by Highways and will build on existing successful Sustainable urban Drainage Systems and urban greening schemes within the borough, to retrofit green infrastructure into the highway to create replicable residential streets for the future.</p> <p>The scheme has multiple small projects, but with recurring elements, such as permeable parking bays, allowing water to soak into the ground rather than to the sewer (reducing the risk of sewer flooding further down the catchment).</p>	Cabinet Member for the Environment	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): Wormholt and White City	
Cabinet	3 Jun 2019	<p><b>CARNWATH ROAD / THAMES PATH IMPROVEMENT SCHEME</b></p> <p>This report seeks cabinet approval to implement the Thames Path Improvement Scheme on Carnwath Road from Broomhouse Dock, to Whiffin Wharf, and approval to spend the estimated</p>	Cabinet Member for the Environment	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation
	Reason: Expenditure more than £100,000		Ward(s): Sands End	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		<p>cost of the works.</p> <p>Two separate agreements fund the cost of the works. Tideway through a Sec106 and a sec278 agreement. This is in line with the council's commitment to being ruthlessly financially efficient due to the cost being footed by a developer rather than the council's purse.</p>	<p>michael.masell@lbhf.gov.uk</p>	<p>and / or background papers to be considered.</p>
Cabinet	<p>3 Jun 2019</p> <p>Reason: Expenditure more than £100,000</p>	<p><b>Counters Creek Flood Alleviation Scheme</b></p> <p>This report seeks cabinet approval to implement the Counters Creek Flood Alleviation Scheme on various roads in the Borough, and approval to spend the estimated cost of the works.</p> <p>An funding agreement with Thames Water will be signed to fund the full cost of the works. This is in line with the council's commitment to being ruthlessly financially efficient due to the cost being footed by a developer rather than the council's purse.</p>	<p>Cabinet Member for the Environment</p> <p>Ward(s): All Wards</p> <p>Contact officer: Michael Masella</p> <p>michael.masell@lbhf.gov.uk</p>	<p>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</p>
Cabinet	<p>3 Jun 2019</p> <p>Reason: Expenditure more than £100,000</p>	<p><b>White City Estate Area - proposed development plans</b></p> <p>This report sets out the council's ambitions to:</p> <ul style="list-style-type: none"> <li>- consult with local residents around the proposed redevelopment of the White City Area (non-residential land)</li> <li>- procure and appoint a design team</li> <li>- commence legal due diligence to CPO a site on the estate</li> </ul> <p>PART OPEN</p> <p>PART PRIVATE</p> <p>Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information)</p>	<p>Cabinet Member for the Economy and the Arts</p> <p>Ward(s): Wormholt and White City</p> <p>Contact officer: Ayesha Ovaisi Tel: 020 8753 5584 Ayesha.Ovaisi@lbhf.gov.uk</p>	<p>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</p>

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	3 Jun 2019  Reason: Expenditure more than £100,000	<b>Approval for Contract with Capital Letters for procuring more accommodation-Reducing Temporary Accommodation Costs</b>  Decision to Approve to sign legal agreements and contracts with Capital Letters. A London Councils Sponsored Company to Centralise the Procurement of Temporary and Private Sector Accommodation from Private Landlords.	Cabinet Member for Housing  Ward(s): All Wards  Contact officer: Nicky Pooni Tel: 020 8753 2495/1241 Nicky.Pooni@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	3 Jun 2019  Reason: Income more than £100,000	<b>FUNDING AGREEMENTS WITH GLA</b>  Entering into funding agreements with GLA to facilitate delivery of affordable housing in the borough.	Cabinet Member for Housing  Ward(s): All Wards  Contact officer: Labab Lubab Tel: 020 8753 4203 Labab.Lubab@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	3 Jun 2019  Reason: Expenditure more than £100,000	<b>Alternative Ecological Mitigation Design Consultants Procurement</b>  A cabinet report approved on Monday 8th October 2018 approve the business case and procurement strategy. As the successful tender was more than 10% below the estimate of this report then under councils contract standing orders 17.3.2 the award decision must be taken by cabinet.  PART OPEN  PART PRIVATE	Cabinet Member for the Environment  Ward(s): All Wards  Contact officer: Richard Gill Tel: 07833482119 richard.gill@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
<b>1 July 2019</b>				
Cabinet	1 Jul 2019	<b>CAPITAL PROGRAMME MONITOR &amp; BUDGET VARIATIONS, 2018/19 (OUTTURN)</b>  This report provides a summary of the Council's Capital Programme out-turn for the financial year 2018/19.	Cabinet Member for Finance and Commercial Services	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
Cabinet	1 Jul 2019	<b>2018-19 CORPORATE REVENUE OUTTURN REPORT</b>  The report will compare the final outturn position to the budget for the financial year 2018-19	Cabinet Member for Finance and Commercial Services	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Cabinet	1 Jul 2019	<b>Housing Revenue Account 2018/19 Outturn</b>  This report details and requests that Cabinet note the Housing Revenue Account outturn, the Housing capital programme outturn and the HRA reserves position for 2018/19.	Cabinet Member for Finance and Commercial Services	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
			Contact officer: Danny Rochford	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
			Danny.Rochford@lbhf.gov.uk	background papers to be considered.
Cabinet	1 Jul 2019  Reason: Expenditure more than £100,000	<p><b>Grove Neighbourhood Council - 7 Bradmore Park Road W6 0DT</b></p> <p>Grove Neighbourhood Council has approached the Council to acquire the Freehold of the property which they currently occupy under a 99 year lease from 20th January 1983 on a full repairing and insuring basis at a "peppercorn rent".</p> <p>PART OPEN PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Finance and Commercial Services</p> <p>Ward(s): Ravenscourt Park</p> <p>Contact officer: Ade Sule, Nigel Brown Tel: 0208 753 2850, Tel: 020 8753 2835 ade.sule@lbhf.gov.uk, Nigel.Brown@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Jul 2019  Reason: Expenditure more than £100,000	<p><b>Highway Maintenance Work Programme 2019/20</b></p> <p>Reports seeks approval for the planned highway maintenance work programme for 2019/20.</p>	<p>Cabinet Member for the Environment</p> <p>Ward(s): All Wards</p> <p>Contact officer: Ian Hawthorn, Donna Kelly Tel: 020 8753 3058, Tel: 020 8753 3040 ian.hawthorn@lbhf.gov.uk, Donna.Kelly@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Jul 2019  Reason: Affects 2 or more wards	<p><b>Planning Obligations Draw Down Report</b></p> <p>The report sets out the recommended use of funds received through Section 106</p>	<p>Cabinet Member for the Economy and the Arts</p> <p>Ward(s): All Wards</p>	A detailed report for this item will be available at least five working days before the date of the meeting and



Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		agreements and received as a result of the CIL schedules in force in the borough and seeks authority for the spend for the financial year 2018/9.	Contact officer: Matt Butler, David Gawthorpe Tel: 020 8753, matt.butler@lbhf.gov.uk, David.Gawthorpe@lbhf.gov.uk	will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Jul 2019  Reason: Affects 2 or more wards	<b>REGULATION OF INVESTIGATORY POWERS (RIPA)</b>  This report concerns the working arrangements of Hammersmith & Fulham Council for the exercise of functions under the Regulation of Investigatory Powers Act 2000 (RIPA).	Deputy Leader  Ward(s): All Wards  Contact officer: Claire Rai Tel: 020 8753 3154 claire.raai@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Jul 2019  Reason: Expenditure more than £100,000	<b>Nourish Refurbishment Works</b>  Procurement of contractor for refurbishment works.  PART OPEN  PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Member for the Economy and the Arts  Ward(s): Shepherds Bush Green  Contact officer: Labab Lubab Tel: 020 8753 4203 Labab.Lubab@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Jul 2019  Reason: Affects 2 or more wards	<b>Growth and Place Asset Management Compliance Strategy and Capital Programme</b>  Following Cabinet approval of H&F Housing Compliance and Asset	Cabinet Member for Housing  Ward(s): All Wards	A detailed report for this item will be available at least five working days before the date of the meeting and will include details

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		Management Strategy 2018 to 2022, this report set's out how Growth and Place will implement the new strategy into operation. The report will also include how our compliance led capital programme of works will be profiled over the next 4 years.	Contact officer: Kurtis Lee, David McNulty Tel: 07584 389249, Kurtis.Lee@lbhf.gov.uk, David.McNulty@lbhf.gov.uk	of any supporting documentation and / or background papers to be considered.
Cabinet	1 Jul 2019  Reason: Expenditure more than £100,000	<b>Ultra-Low Emission Vehicle Last-Mile Freight Hub</b>  Provision of a 'Freight Hub' facility to serve Council departments and businesses and help to reduce traffic and congestion in Hammersmith.	Cabinet Member for the Environment  Ward(s): Hammersmith Broadway  Contact officer: Hinesh Mehta  Hinesh.Mehta@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Jul 2019  Reason: Expenditure more than £100,000	<b>Healthy Lifestyles Service Procurement Strategy</b>  Report containing the procurement strategy and business case for a new Healthy Lifestyles Service.	Cabinet Member for Health and Adult Social Care  Ward(s): All Wards  Contact officer: Nicola Ashton Tel: 020 8753 5359 Nicola.Ashton@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Jul 2019  Reason: Income more than £100,000	<b>APPROVAL FOR THE USE OF GRANT AWARDED FOR THE SUPPORTING FAMILIES AGAINST YOUTH CRIME PROJECT IN HAMMERSMITH AND FULHAM</b>  Hammersmith and Fulham (and its Community and Voluntary Sector partners) have been awarded £360000 to deliver the Supporting Families Against Youth Crime (SFAYC) initiative across Hammersmith and Fulham.  SFAYC is an initiative of the Ministry of Housing Communities	Cabinet Member for Children and Education  Ward(s): All Wards  Contact officer: Bev Sharpe  bev.sharpe@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		<p>and Local Government (MHCLG) based on the government's Troubled Families Programme and the Serious Violence Strategy.</p> <p>This report requests a waiver under Contract Standing Orders (CSO) 3.1 and the direct award of the following contracts for the provision of the SFAYC project for a fixed term of 12 months from the start date. The start date of the project will be dependent on Cabinet approval of the release and allocation of the project grant of £360,000.</p>		
Cabinet	<p>1 Jul 2019</p> <hr/> <p>Reason: Affects 2 or more wards</p>	<p><b>AWARD OF INTERIM CHS ASSETS REPAIRS AND MAINTENANCE CONTRACTS 2019-2020</b></p> <p>This report seeks approval from the Cabinet to award responsive repairs and maintenance contracts, for the benefit of our schools, to xxxxxx for a period of up to 12 months, with effect from the 1st August 2019.</p> <p>1.2 This contract is awarded follows the modification of the Housing Services' Repairs and Maintenance contract(s), which were tendered in early 2019.</p> <p>PART OPEN</p> <p>PART PRIVATE</p> <p>Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Children and Education</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Jennifer Rhoden</p> <p>Jennifer.Rhoden@lbhf.gov.uk</p>	<p>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</p>

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
Cabinet	1 Jul 2019  Reason: Expenditure more than £100,000	<b>Reprocurement of Mosaic for Adults and Childrens Social Care</b>  The Mosaic system has been in use for the management of cases in Adults and Childrens Social Care. The existing contract comes to an end in January 2020 and needs to be renewed.	Cabinet Member for Children and Education, Cabinet Member for Health and Adult Social Care  Ward(s): All Wards  Contact officer: Veronica Barella, Josh Hadley Tel: 020 8753 2927, Tel: 020 8753 1980 Veronica.Barella@lbhf.gov.uk, Josh.Hadley@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
<b>2 September 2019</b>				
Cabinet	2 Sep 2019  Reason: Affects 2 or more wards	<b>CORPORATE REVENUE MONITORING 2019/20 MONTH 2 - 31ST MAY</b>  Revenue monitor showing spend v budget and virement requests.	Cabinet Member for Finance and Commercial Services  Ward(s): All Wards  Contact officer: Emily Hill emily.hill@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	2 Sep 2019  Reason: Expenditure more than £100,000	<b>Offsite Records Storage Service</b>  Offsite Records Storage Service, for the secure storage of documents and records in a physical format including paper, microfilms, microfiche and some objects. This will also include retrieval services with the capability of doing scan on demand as well as a bulk scanning service and secure destruction of records as requested.  PART OPEN  PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a	Cabinet Member for Finance and Commercial Services  Ward(s): All Wards  Contact officer: Anthea Ferguson, Edward Crow Tel: 02087536641, Anthea.Ferguson@lbhf.gov.uk, Edward.Crow@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	2 Sep 2019  Reason: Expenditure more than £100,000	<b>Corporate Property Services Framework</b>  The report outlines revised LOTS to ensure external advice can be secured on a wide range of property advice to ensure the administrations outcomes on assets are delivered	Cabinet Member for Finance and Commercial Services  Ward(s): All Wards  Contact officer: Nigel Brown, David Burns Tel: 020 8753 2835, Nigel.Brown@lbhf.gov.uk, David.Burns@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	2 Sep 2019  Reason: Affects 2 or more wards	<b>School Organisation Strategy 2019</b>  School Organisation Strategy 2019 submitted for approval	Cabinet Member for Children and Education  Ward(s): All Wards  Contact officer: Christine Edwards Tel: 020 8753 5179 christine.edwards@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	2 Sep 2019  Reason: Expenditure more than £100,000	<b>Rough Sleeper Supported Accommodation Procurement Strategy</b>  Various supported housing contracts are expiring in 2020; a procurement strategy is required to ensure new services deliver better outcomes for residents and better value for money.  PART OPEN  PART PRIVATE Part of this report is exempt from disclosure on the grounds that it	Cabinet Member for Housing  Ward(s): All Wards  Contact officer: Julia Copeland Tel: 0208 753 1203 julia.copeland@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	2 Sep 2019  Reason: Expenditure more than £100,000	<b>Procurement of external training venue</b>  The Centre for Systemic Social Work requests approval to procure an external training venue(s) for the courses it delivers for staff in the three boroughs and in 10 partner authorities around the UK.  PART OPEN  PART PRIVATE Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Member for Children and Education  Ward(s): All Wards  Contact officer: Deborah Parfitt Tel: 020 7361 2897 deborah.parfitt@rbkc.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
<b>7 October 2019</b>				
Cabinet	7 Oct 2019  Reason: Affects 2 or more wards	<b>CORPORATE REVENUE MONITOR 2019-20 MONTH 3 30TH JUNE</b>  Report of variance of actual to budget at end of June. Virement requests.	Cabinet Member for Finance and Commercial Services  Ward(s): All Wards  Contact officer: Emily Hill  emily.hill@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
Cabinet	7 Oct 2019	<b>Housing Strategy 2019</b>  Report on the Council's new Housing Strategy	Cabinet Member for Housing	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
	Contact officer: Labab Lubab Tel: 020 8753 4203 Labab.Lubab@lbhf.gov.uk			
<b>4 November 2019</b>				
Cabinet	4 Nov 2019	<b>CORPORATE REVENUE MONITOR 2019-20 MONTH 4 31ST JULY</b>  Report of variance to budget at end of July. Virement requests.	Cabinet Member for Finance and Commercial Services	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
	Contact officer: Emily Hill  emily.hill@lbhf.gov.uk			