

Cabinet

Minutes

Monday 22 July 2013

PRESENT

Councillor Greg Smith, Deputy Leader (+ Residents Services)
Councillor Helen Binmore, Cabinet Member for Children's Services
Councillor Marcus Ginn, Cabinet Member for Community Care
Councillor Andrew Johnson, Cabinet Member for Housing
Councillor Georgie Cooney, Cabinet Member for Education

18. MINUTES OF THE CABINET MEETING HELD ON 24 JUNE 2013

RESOLVED:

That the minutes of the meeting of the Cabinet held on 24 June 2013 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

19. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Nicholas Botterill, Mark Loveday and Victoria Brocklebank-Fowler.

20. DECLARATION OF INTERESTS

RESOLVED:

There were no declarations of interest.

21. DATA CENTRE MIGRATION

RESOLVED:

That HFBP proceed with a project to migrate the current data centre services from ELDC and HTH to two new data centres, at a cost to H&F of £200,000 to be funded from the IT Enablers budget, be approved.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

22. PROPOSAL FOR THE NEXT PHASE OF TRI-BOROUGH CORPORATE SERVICES

RESOLVED:

That expenditure of £142,706 for Hammersmith and Fulham's contribution to the cost of the Tri-borough Corporate Services programme for one year (to July 2014), to be funded from the Efficiency Projects Reserve, be approved.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

23. TELEPHONY - OPENScape: RESILIENCE AND UPGRADE

RESOLVED:

That the proposed upgrade of the Siemens Openscape telecommunications system be commissioned at a cost of £117,435.

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.

24. MICROSOFT LICENSING

RESOLVED:

That HPBP be authorised to enter into a contract with Microsoft on behalf of the Council to migrate to the new Microsoft licence agreement from September 2013 for 3 years at a cost of £374,281 per annum for 2013 - 14.

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.

25. CITY BRIDGE TRUST - SUCCESSFUL GRANT APPLICATION

RESOLVED:

1. That approval be given for the Council to enter into contract worth £100,000 with The City of London, City Bridge Trust , to deliver support services to NEET young people and their employers with a focus on Westfield London.
2. That approval be given for a service level agreement and delivery plan to be established with the Resurgo Trust for the following key outputs:
 - 50 NEET H&F young people move into jobs,
 - In work coaching and mentoring of the above NEET young people
 - Management development coaching and mentoring training to 50 employers in Westfield over the coming 2 years.
3. That delegated authority be given to the Executive Director of Housing and Regeneration to contract with the Resurgo Trust on the above basis and oversee programme management and service delivery.

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.

26. SALARY SACRIFICE SCHEMES

RESOLVED:

That the Council enters into an Access Agreement with ESPO to enable it to call off services from ESPO's Framework Agreement for Employee Benefits (Agreement 319, Issue No. 4).

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.

27. TRI-BOROUGH REDUCING REOFFENDING SERVICE

RESOLVED:

That the decision to award the contract for the provision of the Adult Reducing Reoffending Service across the Tri-borough be delegated to the Deputy Leader (and Cabinet Member for Residents Services) in consultation with the Executive Director for Environment, Leisure and Residents Services to ensure a timely approach to procurement and appropriate timeframes to deliver on the outcomes agreed with MOPAC and Public Health.

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.

28. LEARNING DISABILITY ACCOMMODATION AND SUPPORT - FUTURE PLANS

On behalf of the Housing Partnership Sub Committee, Mrs Boothroyd welcomed the strategy and proposals.

RESOLVED:

1. That the principles of the strategy set out in Appendix A which outlines the vision for improving the quantity and quality of housing and support services for people with learning disabilities in the borough, be agreed.
2. That further public consultation takes place on the proposed vision for accommodation and support as outlined within the Strategy.
3. That officers investigate options for future housing developments in the borough for people with learning disabilities, as the broad modernisation programme needed to deliver accessible quality housing support services will involve both the remodelling of existing provision which is not fit for purpose and the development of new supported housing to replace costly residential care services.
4. That approval be given to review the existing borough accommodation and support provision for people with learning disabilities, including in house services, against agreed housing criteria and standards; and that any proposed changes as a result of this review will be the subject of a future detailed report which will outline the benefits for current and future residents.

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.

29. RELOCATION OF HAFAD TO EDWARD WOODS COMMUNITY CENTRE AND RELATED REFURBISHMENT REQUIREMENTS

RESOLVED:

1. That approval be given to the works, at an estimated cost of between £333,500 and £457,930, to be funded from Section 106 or should this not be available from capital receipts.

2. That any further approvals be delegated to the Cabinet Member for Community Care in conjunction with the Executive Director for Finance and Corporate Governance
3. That accommodation be let to HAFAD at Edward Woods Community Centre for the duration of their occupation, at a rent (currently estimated at £20,000 per annum) and other terms of such lease that the Assistant Director Building Property Management and the Director of Law consider appropriate.
4. That approval be given to allow HAFAD to remain at Greswell Street at nil rent on the proviso that they move out within three months of the space at Edward Woods and the Lyric becoming available.
5. That approval be given for works to be undertaken through the Measured Term Contract for Non-Housing Projects.
6. That, in the event that HAFAD relocate to the Edward Woods Community Centre but the Greswell Centre is not immediately disposed of, approval be given for the site to be secured via a short term tenancy or through Camelot vacant property management.

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.

30. PARTNERSHIP AGREEMENT FOR THE COMMISSIONING OF HEALTH, WELLBEING AND SOCIAL CARE SERVICES

RESOLVED:

1. That it be noted that the Chief Executive has signed the partnership agreement with NHS Hammersmith and Fulham Clinical Commissioning Group.
2. That the Annual Service Schedules be brought to the relevant Cabinet Member for approval each year.

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.

31. TRI-BOROUGH PASSENGER TRANSPORT SERVICE FOR CHILDREN AND ADULTS

Cabinet noted the advice of Legal Services that recommendation 2.14 should be amended as follows:

“To agree to delegate to the Tri-borough Executive Director of Children’s Services, in consultation with the Cabinet Member for Adult Social Care and/or Cabinet Member for Children’s Services (as appropriate), to access the Framework Call-Off contracts.”

A similar amendment was made by the Royal Borough of Kensington and Chelsea Cabinet at its meeting last week.

RESOLVED:

1. That the recommendation that Westminster City Council (WCC) will award the Framework Agreements as outlined in this report on behalf of itself, London Borough of Hammersmith (LBHF) and Fulham Council and Royal Borough of Kensington and Chelsea (RBKC), be noted.
2. That it be noted that an external audit has been completed on the Invitation to Tender (ITT) evaluation process and framework awards as detailed in Section 6.11.
3. That access to the framework by LBHF be approved.
4. That it be noted that WCC will award Framework Call-off contracts on a Tri-borough basis..
5. To agree to delegate to the Tri-borough Executive Director of Children’s Services, in consultation with the Cabinet Member for Adult Social Care and/or Cabinet Member for Children’s Services (as appropriate), to access the Framework Call-Off contracts.
6. That the Framework Call-Off process as detailed in Section 7.2 be noted.
7. That an Inter Authority Agreement (IAA) will cover specific legal terms pertaining to the operation of this Tri-borough passenger transport solution as described in Section 11.5.
8. That the potential implications for LBHF staff in terms of TUPE or redundancy as detailed in Section 9 be noted.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

32. DELIVERING THE SCHOOLS CAPITAL PROGRAMME

RESOLVED:

1. That approval be given to the capital allocations to develop the priority schemes as follows:
 - Sacred Heart High - subject to the outcome of targeted Basic Need Grant application to fund this project expand this outstanding school by 1FE, up to the sum of £8 million.
 - Wood Lane High School – proposals are being developed to expand provision at the school. Whilst no estimates are available at this stage it is recommended that a place-holder of £750,000 be identified at this stage.
 - Queensmill Autistic Spectrum Disorder pilot unit at Fulham Boys College £50,000.
 - London Oratory School - additional Council funding of £700,000 up to £3.1 million to address shortfall in school contribution to upgrade of teaching accommodation project
 - Holy Cross – additional Council funding of £390,000 as the overall project costs have been revised to reflect the complexity of project and stakeholder relationships.
 - Wormholt Primary School - additional Council funding of £50,000 to address budget shortfall of £250,000 from original bid costs. The school have committed to contribute £200,000 from internal budgets towards this shortfall.
2. That approval be given to a release to Phoenix High School of £400,000, in addition to the £175,000 previously approved, against the total condition need of £2,479,000 identified in the condition survey carried out by EC Harris in 2011 which will enable the school to address urgent health and safety works without any conflict with the school's future school vision as a longer term strategy.

3. That the establishment of a Planned Maintenance Programme in the value of £1,435,200 be approved.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

33. REMOTE MONITORING, MONITORING/REPORTING AND COMMUNICATION FOR PASSENGER LIFTS WITHIN HOUSING PROPERTIES

RESOLVED:

1. Noted that the contract includes a five year comprehensive maintenance service, which includes attending to reactive breakdown repairs and providing ongoing technical support in the operation of the systems, at an annual cost of £66,043, be noted.
2. Noted that the works to install the equipment are anticipated to commence on 12 August 2013 and complete on 31 January 2014, be noted.
3. Noted that funding for this scheme is contained within the 2013/14 Housing Capital Programme which was approved by the Cabinet on 8 April 2013, be noted.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

34. HOUSING DEVELOPMENT PROGRAMME - SALE OF LAND ADJACENT TO 215 HAMMERSMITH GROVE (VERULAM HOUSE ESTATE)

RESOLVED:

1. That the disposal of land adjacent to 215 Hammersmith Grove (Verulam House Estate), shown edged on the plan attached as Appendix A via auction be approved.
2. Noted that this scheme falls within the scope of the Housing Development Programme Business Plan for the period 2013-2017.
3. That authorisation be given to the Executive Director of Housing & Regeneration to incur all necessary expenditure to divert the low voltage electricity cable that runs across the site, carry out additional site surveys, and to incur marketing and auction costs.

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.

35. PROVISION OF A BLUE BADGE INVESTIGATION AND ENFORCEMENT SERVICE

RESOLVED:

1. That a contract be awarded for the provision of blue badge investigation and enforcement services to BBFI Ltd for a term of up to three years with the option to terminate on giving 6 months notice at an annual notional value of the contract is £60,000 excluding VAT.
2. That Contract Standing Orders requiring officers to seek a minimum of 5 tenders be waived in this case.

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.

36. JANET ADEGOKE CENTRE - SECTION 106 WORKS

RESOLVED:

1. That implementation of the works as detailed in this report be approved.
2. That expenditure of section 106 funding be approved as follows:
£410,600 for works to be implemented in October 2013 and £136,900 to be spent on works in June 2013.

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.

37. SHEPHERD'S BUSH TOWN CENTRE (WEST) MAJOR SCHEME

RESOLVED:

1. That the highway works shown in Appendices 1 - 3 be approved in principle, and that authority be delegated to the Cabinet Member for Transport and Technical Service to authorise the implementation of the works subject to positive public consultation results and approval from the statutory bodies.
2. That approval be given to expenditure for this purpose of £3,500,000 received from the combined funding of TfL, the developers pursuant to the Section 106 agreement and the Council's flood risk management budget.
3. That authorisation be given to spend up to £3,500,000 to use existing framework term contractors to deliver the works.

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.

38. INTERIM ARRANGEMENTS FOR HIGHWAYS AND TRANSPORT-RELATED PROFESSIONAL SERVICES

RESOLVED:

1. That approval be given to Option Three in paragraph 6.3 of the report and that equivalent approvals are sought from the Royal Borough of Kensington and Chelsea.
2. That once the Service Reviews are complete a further report be submitted on a strategy for procuring long-term Bi-Borough Highways and Transport consultant and contractor support reflecting the outcome, be approved.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

39. FORWARD PLAN OF KEY DECISIONS

The Forward Plan was noted.

40. EXCLUSION OF PRESS AND PUBLIC

RESOLVED:

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

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

41. **EXEMPT MINUTES OF THE CABINET MEETING HELD ON 24 JUNE 2013 (E)**

RESOLVED:

That the minutes of the meeting of the Cabinet held on 24 June 2013 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

42. **DATA CENTRE MIGRATION : EXEMPT ASPECTS (E)**

RESOLVED:

That the report be noted.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

43. **TELEPHONY - OPENScape : RESILIENCE AND UPGRADE - EXEMPT ASPECTS (E)**

RESOLVED:

That the report be noted.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

44. TRI-BOROUGH PASSENGER TRANSPORT SERVICE FOR CHILDREN AND ADULTS : EXEMPT ASPECTS (E)

RESOLVED:

That the report be noted.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

45. RELOCATION OF HAFAD TO EDWARD WOODS COMMUNITY CENTRE AND RELATED REFURBISHMENT REQUIREMENTS : EXEMPT ASPECTS (E)

RESOLVED:

That the report be noted.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

46. REMOTE MONITORING, MONITORING/REPORTING AND COMMUNICATION FOR PASSENGER LIFTS WITHIN HOUSING PROPERTIES : EXEMPT ASPECTS (E)

RESOLVED:

That the recommendations contained in the exempt report be approved.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

47. HOUSING DEVELOPMENT PROGRAMME - SALE OF LAND ADJACENT TO 215 HAMMERSMITH GROVE (VERULAM HOUSE ESTATE) : EXEMPT ASPECTS (E)

RESOLVED:

That the recommendation contained in the exempt report be approved.

Reason for decision:

As set out in the report.

Alternative options considered and rejected:

As outlined in the report.

Record of any conflict of interest:

None.

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

None.

Meeting started: 6.00 pm
Meeting ended: 6.07 pm

Chairman