

# Cabinet

## Minutes

Monday 14 October 2013

### PRESENT

Councillor Nicholas Botterill, Leader (+ Regeneration, Asset Management and IT)  
Councillor Greg Smith, Deputy Leader (+ Residents Services)  
Councillor Helen Binmore, Cabinet Member for Children's Services  
Councillor Mark Loveday, Cabinet Member for Communications (+ Chief Whip)  
Councillor Marcus Ginn, Cabinet Member for Community Care  
Councillor Andrew Johnson, Cabinet Member for Housing  
Councillor Victoria Brocklebank-Fowler, Cabinet Member for Transport and Technical Services  
Councillor Georgie Cooney, Cabinet Member for Education

### 67. MINUTES OF THE CABINET MEETING HELD ON 2 SEPTEMBER 2013

#### RESOLVED:

That the minutes of the meeting of the Cabinet held on 2 September 2013 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

### 68. APOLOGIES FOR ABSENCE

#### RESOLVED:

There were no apologies for absence received.

### 69. DECLARATION OF INTERESTS

#### RESOLVED:

There were no declarations of interest.

### 70. REVENUE MONITOR 2013/14 : MONTH 4 AMENDMENTS

#### RESOLVED:

- 1.1. That the budget virements of £3.375m General Fund and £17.782m HRA as outlined in Appendix 1 be agreed.

1.2. That bad debts of £0.152m be written off.

**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.

**71. THE GENERAL FUND, HOUSING REVENUE ACCOUNT AND DECENT NEIGHBOURHOODS CAPITAL PROGRAMMES - BUDGET VIREMENTS AT QUARTER 1 2013/14 (1 APRIL 2013 TO 30 JUNE 2013)**

**RESOLVED:**

That the budget virements as at quarter 1 for 2013/14 as set out in this 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.

**72. PROPERTY ASSET MANAGEMENT PLAN 2013-2016**

**RESOLVED:**

That the Council's updated Property Asset Management Plan 2013-16 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.

**73. DISPOSAL OF 87 LIME GROVE**

**RESOLVED:**

- 1.1 That authority be given for the Council to vacate the building at 87 Lime Grove after October 2013 and for tenants who still require support to move to more suitable buildings.
- 1.2 That authority be given for the building at 87 Lime Grove to be disposed of once vacated at best consideration reasonably obtainable and that the details of the sale be delegated to the Director of Law and the Director of Building and Property Management.
- 1.3 That authority be given to H & F Community Support Service to extend their existing Service Level Agreement with Nottinghill Housing to include 33 Boscombe Road.
- 1.4 That the costs of a short programme of building works through the Community Capacity Grant up to a value of £15,000 to ensure the building at 33 Boscombe Road is fit for purpose and meets the needs of vulnerable people, be approved.
- 1.5 That an additional £25,000 spend from the Community Capacity Grant to be used to make improvements to fire safety at 17 Rivercourt Road, 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.

**74. REQUEST TO AWARD AN INTERIM CONTRACT TO NOTTING HILL HOUSING FOR ELM GROVE HOUSE**

**RESOLVED:**

That a waiver of the Council's Contract Standing Orders and the award of a 3 year fixed term contract with Notting Hill Housing in respect of Elm Grove House at a cost of £283,944 per annum, 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.

**75. CONTRACT AWARD : STOP SMOKING (QUITS AND PREVENTION) SERVICE**

**RESOLVED:**

- 1.1. To note that Westminster City Council will enter into a contract for four years, with an option to extend for one further year (subject to performance), with Thrive Tribe Ltd at a four year contract cost of £2,029,402.
- 1.2. To note that Royal Borough of Kensington and Chelsea will enter into a contract for four years, with an option to extend for one further year (subject to performance), with Thrive Tribe Ltd at a four year contract cost of £1,286,993.
- 1.3. That a contract for four years, with an option to extend for one further year (subject to performance), with Thrive Tribe Ltd at a four year contract cost of £1,633,495, 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.

**76. RECOMMENDATION TO AWARD AN INTERIM CONTRACT TO YARROW HOUSING FOR TWO YEARS FROM OCTOBER 2013 FOR THE PROVISION OF ACCOMMODATION SERVICES FOR PEOPLE WITH LEARNING DISABILITIES**

**RESOLVED:**

- 1.1 That a waiver of the Council's Contract Standing Orders and the award of a fixed 2 year contract with Yarrow Housing to extend the current arrangement in regard to the block contract for the provision of 9 registered care homes at 161 Becklow Road; 172 Bishops Road; 37 Brackenbury Road; 35 Minford Gardens; 20 Old Oak Road; 25 Oxberry Avenue; 97 Percy Road; 60 Richford Street; 78 Stephendale Road, be approved.
- 1.2 That the Council continues to work with Yarrow to ensure that during this period seven of these homes will be re-registered to become supported housing, and to explore opportunities to provide suitable additional capacity within the borough, as appropriate.

**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.

**77. ACCESS AND CALL-OFF FROM THE WEST LONDON ALLIANCE INDEPENDENT FOSTERING AGENCY FRAMEWORK AGREEMENT**

**RESOLVED:**

- 1.1 That the Council enter into an Access Agreement with the London Borough of Hillingdon to use the Independent Fostering Agency Placements Framework for a period of 4 years until 31 March 2017.
- 1.2 That authority be delegated to the Tri-borough Executive Director for Children Services to call off from the Independent Fostering Agency Placements Framework and to enter into call-off contracts with providers on the Framework as set out in Appendix B and within allocated budgets as set out in Section 10 of the report.

**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.

**78. EXTENSION OF SCHOOLS MEAL CONTRACT WITH EDEN FOODSERVICES LTD**

**RESOLVED:**

- 1.1 That the Council's contract with Eden Foodservices Ltd. for the provision of schools meals be extended to 2 November 2014.
- 1.2 That authority be delegated to the Cabinet Member for Education to approve any further decision needed in 2014 to extend the current contract with Eden beyond 2 November 2014, as an interim measure, in order to align contract termination with the commencement of a Tri-borough schools meals contract.

**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.

**79. UNIVERSAL CREDIT - DELIVERY PARTNERSHIP AGREEMENT**

**RESOLVED:**

That the Executive Director, Housing and Regeneration and the Bi-Borough Director of Law, in conjunction with the Cabinet Member for Housing, negotiate and finalise the terms of the agreement and enter into an agreement with the Department for Work and Pensions for the provision of support services to claimants of Universal Credit for the period from 28 October 2013 to 31 March 2014.

**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.

**80. TFL FUNDED ANNUAL INTEGRATED TRANSPORT INVESTMENT PROGRAMME 2014/15**

**RESOLVED:**

- 1.1 That approval be given to carry out feasibility design and consultation on projects N1 to N7 and C1 to C4 at a total cost of £180,480 (approximately 15% of the total capital project cost, and all charged to the capital project) as set out in paragraph 5.2 (forms part of the £1,724,000).
- 1.2 That the Cabinet Member for Transport and Technical Services, in consultation with the Executive Director Transport and Technical Services, approve the implementation of projects N1 to N7 and C1 to C4 totalling £1,022,720 (forms part of the £1,724,000), subject to a favourable outcome of public engagement.
- 1.3 That the 2013/14 integrated transport capital projects at a cost of £141,000 as set out in paragraph 5.3 (forms part of the £1,724,000), be approved.
- 1.4 That the smarter travel programme at a cost of £262,300, as detailed in paragraph 5.4 (forms part of the £1,724,000), be approved.
- 1.5 That approval be given to utilise £47,000 to develop the Council's 2015/16 annual spending submission (charged to revenue) and utilise £70,500 as match funding for the Mayor's Air Quality Fund as detailed in paragraph 5.5 (forms part of the £1,724,000).
- 1.6 That authority be delegated to the Cabinet Member for Transport and Technical Services, in consultation with the Executive Director Transport and Technical Services, to approve the implementation of the Local Transport Fund programme of £100,000, as detailed in paragraph 5.6.
- 17 That approval be given to deliver the revenue elements of the borough cycling programme at a total cost of £135,000 and to carry out feasibility design and consultation on the capital projects making up the borough cycling programme at a total cost of £27,000 (approximately 15% of the total capital project cost, and charged to capital projects) as set out in paragraph 6.

- 1.8 That authority be delegated to the Cabinet Member for Transport and Technical Services, in consultation with the Executive Director Transport and Technical Services, to approve the implementation of the capital projects within the borough cycling programme at a total cost of £153,000, as detailed in paragraph 6.
- 1.9 That the 2015/16 to 2016/17 indicative delivery plan and interim borough transport targets as detailed in paragraph 7 and 8 of the report, be approved.
- 1.10 That authority be given to place all works orders with one of the Council's existing term or framework contractors or consultants.

**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.

**81. TENDER FOR THE PROVISION OF A VEHICLE REMOVAL SERVICE AND THE OPERATION OF A CAR POUND**

**RESOLVED:**

That a contract be awarded for the provision of a vehicle removal service and the operation of a car pound service to Ontime Parking Solutions Ltd for three years, at an annual notional value of £592,000 excluding VAT.

**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.



**82. MOVING THE IDOX AND UNIFORM IT SYSTEM TO A MANAGED SERVICES PLATFORM**

**RESOLVED:**

- 1.1. That one-off costs of £103,000 to complete the procurement and implementation of the provision and support of a hosted platform for the Uniform IT system (the savings figure takes into account implementation costs), be approved.
- 1.2. That a contribution of £103,000 from the Efficiency Projects reserve (Invest to Save), towards the year one, one-off project costs, be approved, with any other one off and on-going costs being met from within existing budgets.

**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.

**83. FORWARD PLAN OF KEY DECISIONS**

**RESOLVED:**

The Forward Plan was noted.

**84. 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.]

**85. EXEMPT MINUTES OF THE CABINET MEETING HELD ON 2 SEPTEMBER 2013 (E)**

**RESOLVED:**

That the minutes of the meeting of the Cabinet held on 2 September 2103 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

**86. REQUEST TO AWARD AN INTERIM CONTRACT TO NOTTING HILL HOUSING FOR ELM GROVE HOUSE : 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.

**87. RECOMMENDATION TO AWARD AN INTERIM CONTRACT TO YARROW HOUSING FOR TWO YEARS FROM OCTOBER 2013 FOR THE PROVISION OF ACCOMMODATION SERVICES FOR PEOPLE WITH LEARNING DISABILITIES : 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.

88. **CONTRACT AWARD : STOP SMOKING (QUITS AND PREVENTION) SERVICE : 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.

89. **EXTENSION OF SCHOOLS MEAL CONTRACT WITH EDEN FOODSERVICES LTD : 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.

90. **UNIVERSAL CREDIT - DELIVERY PARTNERSHIP AGREEMENT WITH DWP: 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.

**91. TENDER FOR THE PROVISION OF A VEHICLE REMOVAL SERVICE AND THE OPERATION OF A CAR POUND : 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.

**92. MOVING THE IDOX AND UNIFORM IT SYSTEM TO A MANAGED SERVICES PLATFORM : EXEMPT ASPECTS (E)**

**RESOLVED:**

That the recommendations in the 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: 6.04 pm

Chairman .....