

# Cabinet

## Minutes

Monday 6 October 2014

### **PRESENT**

Councillor Stephen Cowan, Leader of the Council  
Councillor Michael Cartwright, Deputy Leader  
Councillor Sue Macmillan, Cabinet Member for Children and Education  
Councillor Andrew Jones, Cabinet Member for Economic Development and Regeneration  
Councillor Max Schmid, Cabinet Member for Finance  
Councillor Vivienne Lukey, Cabinet Member for Health and Adult Social Care  
Councillor Lisa Homan, Cabinet Member for Housing  
Councillor Sue Fennimore, Cabinet Member for Social Inclusion  
Councillor Wesley Harcourt, Cabinet Member for Environment, Transport & Residents Services

### 1. **MINUTES OF THE CABINET MEETING HELD ON 1 SEPTEMBER 2014**

#### **RESOLVED:**

That the minutes of the meeting of the Cabinet held on 1 September 2014 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

### 2. **APOLOGIES FOR ABSENCE**

There were no apologies for absence received.

### 3. **DECLARATION OF INTERESTS**

Other significant interests were declared by the following Members:-

#### **Item 8 - Interim Proposal to extend current 16 Hammersmith and Fulham Children's Centre contracts for up to one year**

Councillor Wesley Harcourt as Chairman of Old Oak Housing Association.

Councillor Vivienne Lukey as a Governor of Bayonne Nursery School.

#### **Item 9 - Extension of Youth Service contracts up to 31 March 2016**

Councillors Sue Fennimore and Wesley Harcourt as Governors at Phoenix High School.

#### **Item 11 - Use of 2014-15 Public Health Underspend In LBHF**

Councillors Sue Fennimore and Wesley Harcourt as Governors at Phoenix High School.

#### **Item 19 - Lyric Theatre**

Councillor Sue Fennimore as a Director of Lyric Theatre.

#### **4. APPOINTMENT OF CONTRACT TO DELIVER CCTV MAINTENANCE AND NEW INSTALLATIONS FOR LBHF AND RBKC**

##### **RESOLVED:**

- 1.1. That the contract for CCTV maintenance and new CCTV installations in the London Borough of Hammersmith & Fulham (LBHF) and the Royal Borough of Kensington & Chelsea (RBKC) be awarded to Chroma Vision who submitted the most economically advantageous tender in terms of the specified price/quality evaluation model, for a period of 5 years from 1 January 2015 to 31 December 2019, with an option to extend for a period of up to three further years to 31 December 2022; the annual contract sum will be £98,400 (£79,700 LBHF and £18,700 RBKC).
- 1.2. That the Deputy Leader, in consultation with the Executive Director of Environment Leisure and Residents Services, extends the contract in line with the provisions contained within the contract documentation, if the extension is considered appropriate at the time.
- 1.3. That the RBKC Cabinet Member for Community Safety, IT and Corporate Services note recommendation 1.2 above. LBHF will seek RBKC approval before any extension of the contract takes place to ensure that both council's wish to extend their provision. Should LBHF wish to extend the contract but RBKC do not agree to this LBHF will seek to vary the specification when exercising the option to extend so that RBKC elements are not included in the extension.

##### **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.

**5. CORPORATE REVENUE MONITOR 2014/15 - MONTH 3**

**RESOLVED:**

- 1.1. That the forecast underspend of £2.153m for the General Fund and the underspend of £0.086m forecast for the HRA, be noted.
- 1.2. That approval be given to the virement requests totalling £0.902m General Fund and £0.106m Housing Revenue Account as detailed in Appendix 11.

**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.

**6. CAPITAL MONITOR AND BUDGET VARIATIONS 2014/15 (FIRST QUARTER)**

**RESOLVED:**

- 1.1. That the proposed technical budget variations to the capital programme totalling £24.3m (summarised in Table 1 and detailed in Appendix 2), be approved.
- 1.2. That approval be given to the Council's policy to manage its VAT Partial Exemption position (para 8.2) for 2014/15 and 2015/16.

**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.

## **7. CHILDREN AND FAMILIES ACT : IMPLEMENTATION PLAN**

Officers reported that the Children and Families Act required Education, Health and Social Care services to work more closely together and undertake a combined assessment process for young people with complex needs. This assessment process would result in the production of a combined Education, Health and Care plan replacing the current 'Statements' of special educational need.

Councillor Macmillan noted that in line with the Administration's policy to engage with residents, the department will work closely with a wide group of residents through the Children and Education Policy and Accountability Committee on its implementation. The PAC will review the initial guidelines and their impact at its meeting in January 2015 and make recommendations as required.

### **RESOLVED:**

That approval be given to the initial eligibility guidelines for formal implementation for the academic year 2014/15 as set out in 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.

## **8. INTERIM PROPOSAL TO EXTEND CURRENT 16 HAMMERSMITH AND FULHAM CHILDREN'S CENTRE CONTRACTS FOR UP TO ONE YEAR**

The Leader noted that keeping Children's Centres open was a main manifesto commitment. He thanked officers for all their hard work in finding the funding to achieve this.

### **RESOLVED:**

- 1.1. That the application of the Council's Standing Orders (CSO) be waived so that a new contract can be awarded to the existing service providers in the absence of competition.
- 1.2. That the current service providers continue to provide the service beyond the current expiry date of the contracts for up to one year i.e. contracts are

extended from 1 April 2015 – 30 September 2015, with provision for further extension to 31 March 2016 if required, be agreed.

- 1.3. That the service provision is on the same terms and conditions as the current contracts, including the option for the Council to terminate the service on a minimum of three months' notice, be noted.
- 1.4. That the level of funding for the duration of the extension remains the same as current contracts paid on a quarterly basis, as set out in Appendix 1 which details the total contract value for year, be noted.
- 1.5. That authority to approve any further actions necessary to ensure that the Council meets its statutory duties for the provision of children's centres and to give practical effect to the interim measures that are proposed, be delegated to the Cabinet Member for Children and Education, 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.

Other significant interests were declared by Councillor Wesley Harcourt as Chairman of Old Oak Housing Association and Councillor Vivienne Lukey as a Governor of Bayonne Nursery School.

**9. EXTENSION OF YOUTH SERVICE CONTRACTS UP TO 31 MARCH 2016**

**RESOLVED:**

- 1.1 That approval be given to enact the extension option so as to extend the contracts for a period of up to 12 months, with effect from the 1<sup>st</sup> April 2015, as per contract clause 1.1 (duration) outlined below:

The Agreement shall take effect on the Commencement Date and shall continue for a period of two years (the "Initial Term"), unless terminated earlier.

Subject to satisfactory performance by the Organisation, the Council may wish to extend the Agreement for a further period of up to 12 (twelve) calendar months. The Council may approach the Organisation if it wishes to do so before the end of the Initial Term. The clauses in the Agreement will apply throughout any such extended period unless otherwise stated to the contrary.

- 1.2 That the level of funding for the duration of the extension remains the same as current contracts paid on a quarterly basis, 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.

Councillors Sue Fennimore and Wesley Harcourt declared an interest as Governors at Phoenix High School.

**10. CONTRACT AWARD : HEALTH TRAINER SERVICE**

**RESOLVED:**

**1.1 For Westminster City Council**

Approval to award a framework agreement for three years, with the option to extend for one further year, to the recommended provider was approved at Tri Borough CAB on 4<sup>th</sup> August 2014.

To call off of the framework agreement and enter into a contract for three years from 1<sup>st</sup> January 2015, with the option to extend for one further year (subject to performance), with the recommended provider at a three year contract cost of £1,884,750.

**1.2 For the Royal Borough of Kensington and Chelsea**

To call off of the framework agreement and enter into a contract for three years from 1<sup>st</sup> January 2015, with the option to extend for one further year (subject to performance), with the recommended provider at a three year contract cost of £1,238,550.

**2.3 For the London Borough of Hammersmith and Fulham**

That approval be given to call off of the framework agreement and enter into a contract for three years from 1<sup>st</sup> January 2015, with the option to extend for one further year (subject to performance), with the provider recommended in the exempt report at a three year contract cost of £2,261,700.

**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.

**11. USE OF 2014-15 PUBLIC HEALTH UNDERSPEND IN LBHF**

Cabinet was informed that the Public Health grant was ring fenced by the Government for use in areas directly related to the achievement of public health outcomes. Fourteen proposals were being recommended for support during each of the four years starting from 2014-15.

**RESOLVED:**

- 1.1. That approval be given to the funding of the fourteen proposals set out in the report, totalling £5,395,753, from the Public Health ring-fenced grant for 2014/15 to 2016/17 and the ring-fenced surplus brought forward from 2013/14.
- 1.2. That the commitment from Public Health to invest £368,000 per annum into Children's Centres in order to achieve public health outcomes from 2015-16 onwards, to be funded by efficiencies in contracted and planned expenditure, 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.

Councillors Sue Fennimore and Wesley Harcourt declared an Other Significant interest in this item as Governors at Phoenix High School.

**12. TFL FUNDED ANNUAL INTEGRATED TRANSPORT INVESTMENT PROGRAMME 2015/16**

In welcoming this report, Councillor Harcourt noted that the borough wide 20mph speed limit feasibility design and consultation, and the introduction of pedestrian countdown at traffic lights to improve pedestrian crossings were among the projects to be approved. Officers informed the meeting that there was no funding in the budget for the flyover. Dialogue with the Mayor was on going for a clear commitment to the project.

## **RESOLVED:**

- 1.1 That approval be given to carry out feasibility design and consultation on projects C1 to C3, E1 to E4 and L1 to L3 (identified in the body of the report) at a total cost of £91,500 (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 £1,711,000).
- 1.2 That authority be delegated to the Cabinet Member for Environment, Transport and Residents Services, in consultation with the Executive Director of Transport and Technical Services, to approve the implementation of projects C1 to C3, E1 to E3 and L1 to L3 (identified in the body of the report) totalling £518,500 (forms part of the £1,711,000), subject to favourable outcome of public engagement and consultation.
- 1.3 That authority be given to carry out feasibility design and consultation on a borough wide 20mph speed limit at a total cost of £200,000 as set out in paragraph 5.2 (forms part of the £1,711,000).
- 1.4 That authority be given to utilise £200,000 to contribute to the £2m plus Shepherd's Bush Town Centre West major project that is approved by Cabinet and construction currently underway as set out in paragraph 5.3 (forms part of the £1,711,000).

## **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.

## **13. BRADMORE CONSERVATION AREA - EXTENSION**

### **RESOLVED:**

- 1.1 That approval be given to the designation of an extension to the Bradmore Conservation Area as set out in the plan in Appendix 1 to include the following properties: Nos. 2-26 (even) & Nos. 1-21 (odd) Brackenbury Gardens; Nos. 1, 1A, Brickfields House 1B & 3-15 (odd) Brackenbury Road; Nos. 1-9 Providence Villas, Brackenbury Road; Nos. 155-163 (odd) Goldhawk Road; Nos. 18-22 (consec.) Sycamore Gardens; Nos. 26-48 (even) Glenthorne Road; Overstone House & Nos. 2-92 (even) & Nos. 1-71 (odd) Overstone Road; Nos. 2-26 (even) & Nos.



30-76 (even) & Nos. 1-63 (odd) Southerton Road; Nos. 2-16 (even) Iffley Road and Nos. 1-17 (consec.) Kilmarsh Road.

**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.

**14. KEY DECISIONS LIST**

The Key Decision List was noted.

**15. 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.]

**16. APPOINTMENT OF CONTRACT TO DELIVER CCTV MAINTENANCE AND NEW INSTALLATIONS FOR LBHF AND RBKC : 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.

**17. EXTENSION OF YOUTH SERVICES CONTRACTS UP TO 31 MARCH 2016 - 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.

**18. CONTRACT AWARD : HEALTH TRAINER SERVICE - EXEMPT ASPECTS (E)**

**RESOLVED:**

That the recommendations in the exempt report be agreed.

**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.

**19. LYRIC THEATRE (E)**

**RESOLVED:**

That the recommendations in the exempt report be agreed.

**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.

Councillors Sue Fennimore declared an Other Significant Interest in this item.

20. **ADULT LEARNING & SKILLS - PROVISION OF SPECIALIST INFORMATION TECHNOLOGY (IT) SERVICES - MANAGEMENT INFORMATION SERVICES (MIS) (E)**

**RESOLVED:**

That the recommendations in the exempt report be agreed.

**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.

21. **RECOMMENDATION FOR DELEGATED AUTHORITY FOR PREVENT DELIVERY IN H&F (E)**

**RESOLVED:**

That the recommendations in the exempt report be agreed.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

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

None.

Meeting started: 7.00 pm  
Meeting ended: 7.30 pm

Chairman .....