

# Cabinet

## Minutes

Monday 30 March 2015

### **PRESENT**

Councillor Stephen Cowan, Leader of the Council  
Councillor Sue Macmillan, Cabinet Member for Children and Education  
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

### **169. MINUTES OF THE CABINET MEETING HELD ON 2 MARCH 2015**

#### **RESOLVED:**

That the minutes of the meeting of the Cabinet held on 2 March 2015 be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

### **170. APOLOGIES FOR ABSENCE**

#### **RESOLVED:**

Apologies for absence were received from Councillor Andrew Jones.

### **171. DECLARATION OF INTERESTS**

#### **RESOLVED:**

In respect of the Item 10 School Organisation and Investment Strategy, the following significant interests were declared:

- Councillor Sue Macmillan as she is a Governor of Wormholt Park Primary School
- Councillor Vivienne Lukey as she is a Governor of Bayonne Nursery and James Lee Nursery Schools
- Councillor Wesley Harcourt as he is a Governor at The Good Shepherd RC Primary School and Phoenix High School
- Councillor Sue Fennimore as she is a Governor at The Phoenix High School

**172. CORPORATE REVENUE MONITOR 2014/15- MONTH 10**

**RESOLVED:**

1. That the General Fund and HRA month 10 revenue outturn forecast, be noted.
2. That the proposed debt write off of £0.11m, 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.

**173. AUTHORITY TO AWARD SHARED SERVICES STATUTORY ENGINEERING INSPECTION SERVICE FOR LBHF, RBKC AND WCC FOLLOWING CAPITALESOURCING AND OJEU-COMPLIANT TENDER PROCESS**

**RESOLVED:**

- 1.1 That approval be given to the award of the contract for statutory engineering inspection services to Bureau Veritas for a three contract period. Total contract award over three years £186,381.
- 1.2 To noted that RBKC will approve the award of the contract for statutory engineering inspection services to Bureau Veritas for a three contract period. Total contract award over three years £153,000.
- 1.3 To note that WCC will approve the award of the contract for statutory engineering inspection services to Bureau Veritas for a three contract period. Total contract award over three years £293,309.

**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. AUTHORITY TO AWARD SHARED SERVICES MOTOR INSURANCE CONTRACT FOR LBHF, RBKC AND WCC FOLLOWING CAPITALESOURCING AND OJEU COMPLIANT TENDER PROCESS**

**RESOLVED:**

- 1.1 That approval be given to the award of motor insurance and claims handling to Zurich Municipal in accordance option 1 in the report (£250,000 self-retained deductible) on a three year long term agreement at an annual premium of £6,532.50 plus Insurance Premium Tax of £391.95 and claims handling services at £3,300 plus recoverable VAT at 20%. (Total contract award over 3 years £29,497.50 plus Insurance Premium Tax of £1,175.85).
- 1.2 To noted that RBKC will the award of motor insurance and claims handling to Zurich Municipal in accordance option 1 in the report (£250,000 self-retained deductible) on a three year long term agreement at an annual premium of £6,535.50 plus Insurance Premium Tax of £392.13 and claims handling services at £4,400 plus recoverable VAT at 20%. (Total contract award over 3 years £32,806.50 plus Insurance Premium Tax of £1176.39).
- 1.3 To noted that WCC will award of motor insurance and claims handling to Zurich Municipal in accordance option 1 in the report (£250,000 self-retained deductible) on a three year long term agreement at an annual premium of £13,425.75 plus Insurance Premium Tax of £805.55 and claims handling services at £9,180 plus recoverable VAT at 20%. Total contract award over 3 years £67,817.25 plus Insurance Premium Tax of £2,416.65.

**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. LONDON ENTERPRISE PANEL : NEW HOMES BONUS TOPSLICE PROGRAMME**

**RESOLVED:**

- 1.1 That approval be given to enter into an agreement with London Councils and the Greater London Authority (GLA) for New Homes Bonus Funding (NHB) and accept NHB funding of £1,617,842 as set out in this report.
- 1.2 That authority be delegated to the Cabinet Member for Economic Development and Regeneration, in conjunction with the interim Chief Executive and the Director for Planning, to agree and sign off the agreement with the GLA and any commissioning processes to secure employment, contracts and business support using this funding from 1 April 2015 to 31 March 2017.

**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. VERULAM HOUSE DEVELOPMENT - CHANGE OF TENURE OF THREE NEW BUILD PROPERTIES FROM DISCOUNT MARKET SALE (DMS) TO SOCIAL RENT**

**RESOLVED:**

- 1.1 That approval be given that the three, new one-bedroom units at Verulam House be let at social rent and allocated through the housing allocation scheme.
- 1.2 That £326,000 from future S106 commuted funds be allocated from Riverside Studios to this project be approved, and to note that if these funds are not received as expected then alternative funding will need to be identified for this scheme.

**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.

**177. CALL-OFF FROM THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA MULTI-SUPPLIER FRAMEWORK AGREEMENT FOR THE DELIVERY OF FAMILY GROUP CONFERENCES**

**RESOLVED:**

- 1.1 That approval be given to access the Royal Borough of Kensington and Chelsea's framework contract for Family Group Conference services, which commenced on 12 January 2015.
- 1.2 That the Council enters into a call off contract for no-volume with the three providers named on the Multi-Supplier Framework Agreement for the delivery of Family Group Conferences from 20 April 2015 until 19 April 2017, for the prices contained in their tender submissions – namely in order of ranking:
  - I. Family Plans Ltd
  - II. Forward4families
  - III. Your Family Matters
- 1.3 That the issuing of Individual Service Orders be delegated to the Executive Director of Children's Services up to a total value of £50,000 per annum as per projected annual cost set out in section 9 of this report.
- 1.4 That authority be delegated to the Cabinet Member for Children and Education to vary the annual spends by up to £100,000 if there is need to increase the number of Family Group Conferences required.
- 1.5 That the decision on whether to continue accessing the RBKC framework beyond the initial two-year period be delegated to the Cabinet Member for Children and Education.

**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.

## **178. SCHOOL ORGANISATION AND INVESTMENT STRATEGY**

### **RESOLVED:**

That the School Organisation and Investment Strategy 2015 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.

## **179. HRA HOUSING CAPITAL PROGRAMME 2015/16 TO 2017/18**

### **RESOLVED:**

- 1.1 That the projects and schemes identified in the report (see Appendix 1) which form the 2015/16 Housing Capital Programme to the value of £57.548 million (this envelope of £57.548 million approved at Budget Council on 25<sup>th</sup> February 2015), be approved.
- 1.2 That approval be given to the budget envelope of £44.502 million for 2016/17 and £44.170 million for 2017/18 and note the funding streams identified as part of the Financial Plan for Council Homes. This recommendation is subject to future quarterly / annual changes to the overall Council capital programme.
- 1.3 To delegate authority to the Cabinet Member for Housing, in conjunction with the Executive Director of Housing and Regeneration, to issue orders for work and projects to be carried out using the council's ten year Term Partnering Contract with Mitie Property Services, approved by Cabinet 8th April 2013.
- 1.4 To delegate authority to the Cabinet Member for Housing, in conjunction with the Executive Director of Housing and Regeneration to award contracts over £100,000 and, if appropriate, exercise built-in options to extend such contracts in respect of any individual projects and schemes under the Housing Capital Programme identified in Appendix 1, in accordance with Contract Standing Order 9.4 and 9.4.1.
- 1.5 To delegate authority to the Cabinet Member for Housing, in conjunction with the Executive Director of Housing and Regeneration, to approve future amendments to the 2015/16 programme for operational reasons where such amendments can be contained within the overall approved 2015/16 – 2017/18 budget envelope and available resources.

**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.

**180. AMENDMENT TO HOUSING ALLOCATION SCHEME FOLLOWING COURT OF APPEAL JUDGMENT IN R (JAKIMAVICIUTE)V LB HAMMERSMITH & FULHAM**

**RESOLVED:**

1.1 That the Housing Allocation Scheme adopted by the previous Council administration in December 2012 be amended to delete paragraph Section 2.14(d).

1.2 That any associated transitional costs arising from implementing the change to the Scheme be funded from an existing approved earmarked reserve set aside for this purpose.

**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.

**181. CONTRACT AWARD : CHILD OBESITY PREVENTION AND HEALTHY FAMILY WEIGHT SERVICES**

**RESOLVED:**

1.1 To call off of the WCC framework agreement and enter into a contract for three years from 1<sup>st</sup> July 2015, with the option to extend for a further year (subject to performance), with the recommended provider for Lot 1 at a three year contract cost of £599,517.33. One year extension cost is £201,235.36 making a 4 year total contract value of £800,752.69.

- 1.2 To call off of the WCC framework agreement and enter into a contract for three years from 1<sup>st</sup> July 2015, with the option to extend for a further year (subject to performance), with the recommended provider for Lot 2 at a three year contract cost of £1,369,149. One year extension cost of £504,745.85 making a 4 year total contract value of £1,873,894.85.
- 1.3 That the decision on whether to extend the contracts for both Lots to a fourth year be delegated to the Cabinet Member for Health and Adult Social Care.

**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.

**182. AGREEMENT FOR DIRECT AWARD OF CONTRACTS FOR THE PROVISION OF DAY SERVICES FOR OLDER PEOPLE**

**RESOLVED:**

- 1.1 That approval be given to the award of three contracts to Notting Hill Housing (for Elgin Resource Centre), Nubian Life and Shanti to extend the day services to older people for two years from 1st April 2015 until 31st March 2017 at an estimated total cost of £980,784.
- 1.2 That approval be given to a waiver under Contract Standing Order 3 for the requirement for seeking competitive tenders for the reasons set out in Para 9.5 of the report.
- 1.3 That authority be delegated to the Executive Director of Adult Social Care and Health to realise any contract efficiency savings during the term of the 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.

**183. KEY DECISIONS LIST**

**RESOLVED:**

The Key Decision List was noted.

**184. 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.]

**185. EXEMPT MINUTES OF THE CABINET MEETING HELD ON 2 MARCH 2015 (E)**

**RESOLVED:**

That the minutes of the meeting of the Cabinet held on *2 March 2015* be confirmed and signed as an accurate record of the proceedings, and that the outstanding actions be noted.

**186. AUTHORITY TO AWARD SHARED SERVICES ENGINEERING INSPECTION SERVICE FOLLOWING CAPITALESOURCING AND OJEU-COMPLIANT TENDER PROCESS : 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.

**187. AUTHORITY TO AWARD TRI-BOROUGH MOTOR INSURANCE CONTRACT FOLLOWING CAPITALESOURCING AND OJEU COMPLIANT TENDER PROCESS : 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.

**188. CONTRACT AWARD : CHILD OBESITY PREVENTION AND HEALTHY FAMILY WEIGHT SERVICES : 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.

**189. COMMUNITY EQUIPMENT CONTRACT EXTENSION (E)**

**RESOLVED:**

That the recommendations in the exempt report for Westminster City Council and the Royal Borough of Kensington and Chelsea, be noted.

**Reason for decision:**

As set out in the report.

**Alternative options considered and rejected:**

As outlined in the report.

**Record of any conflict of interest:**

None.

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

None.

Meeting started: 7.00 pm  
Meeting ended: 7.03 pm

Chair .....