

Cabinet

9 MAY 2011

SUMMARY OF OPEN DECISIONS TAKEN BY THE LEADER AND CABINET MEMBERS REPORTED TO CABINET FOR INFORMATION

CABINET MEMBER

**DEPUTY LEADER
(+ ENVIRONMENT
AND ASSET
MANAGEMENT)**

*Councillor Nicholas
Botterill*

5.1 CONTRACT FOR THE MAINTENANCE OF PAY AND DISPLAY MACHINES

This report seeks approval to extend the contract for the maintenance of pay and display machines with Metric Group Ltd for 1 year from April 2011.

Decision taken by Cabinet Member on: 4 April 2011

That the contract for the maintenance of pay and display machines with Metric Group Ltd be extended for 1 year from April 2011 at an estimated value of £422,000.

Wards: All

**CABINET MEMBER
FOR CHILDREN'S
SERVICES**

*Councillor Helen
Binmore*

5.2 DETERMINATION OF ADMISSION ARRANGEMENTS FOR HAMMERSMITH & FULHAM COMMUNITY SCHOOLS FOR THE ACADEMIC YEAR 2012-2013

The report records the Cabinet Member's decision to determine the admission arrangements as set out for community nursery, primary and secondary schools in Hammersmith & Fulham. This falls within the scope of their executive portfolio. The prescribed deadline for determination is 15 April 2011.

Decision taken by Cabinet Member on: 4 April 2011

That, following the statutory consultation period:

- 1. The admission arrangements for all community primary and secondary schools, maintained by the LA, are determined as set out in Appendix 1 of the report.**
- 2. The Scheme for Co-ordination of Year 7 Admissions from September 2012, as set out in Appendix 2 of the report be agreed.**
- 3. The Scheme for Co-ordination of Reception admissions as set out in Appendix 3 of the report be agreed.**

4. The Scheme for Co-ordination of In-Year admissions as set out in Appendix 4 of the report be agreed.

Wards: All

**CABINET MEMBER
FOR CHILDREN'S
SERVICES**

*Councillor Helen
Binmore*

**5.3 LETCHFORD COMMUNITY CENTRE
EMERGENCY ROOF REPAIRS, SECURITY MEASURES
AND DAMP TREATMENT**

These works need to be undertaken because the building is in a poor state of disrepair allowing water penetration which has caused damage to the adjoining property. In completing these works there may be a requirement to complete a Party Wall agreement. The proposed works consist of repairs to: the rear roof/s of the community centre, the upper rear party flank wall, security works to the rear roof area over the main entrance and internal damp treatment in the rear passage of the community centre along the party-wall with No 16 Letchford Gardens.

Decision taken by Cabinet Member on: 4 April 2011

That approval is given to Mulalley & Company Limited at a cost of £27,600 plus fee of £4,140 making a total cost of £31,740 as set out in paragraph 4.1 of the report.

The works to be awarded under the Measured Term Contract for Non-Housing Projects 2011/2015.

Wards: College Park & Old Oak

**CABINET MEMBER
FOR CHILDREN'S
SERVICES**

*Councillor Helen
Binmore*

**5.4 APPOINTMENT OF LOCAL AUTHORITY SCHOOL
GOVERNOR- OLD OAK PRIMARY SCHOOL**

This report records the Cabinet Member's decision to appoint a LEA Governor, which falls within the scope of her executive portfolio.

Decision made by Cabinet Member on: 12 April 2011

To appoint Mr Christopher Fogelberg to the Governing Body of Old Oak Primary School for a period of four years from date of signature.

Wards: College Park and Old Oak

**CABINET MEMBER
FOR COMMUNITY
& CARE**

*Councillor Joe
Carlebach*

5.5 FAST TRACK SMALL GRANTS SCHEME, APRIL 2011

This report details allocations for the Fast Track Small Grants scheme aimed at local 3rd sector organisations.

Decision taken by Cabinet Member on: 18 April 2011

The Cabinet Member for Community Care agrees grant awards to the applicant organisations, as listed in Appendix 1 of the report. These awards are recommended in line with the stated funding criteria; the annual budget available for Fast Track Small Grants has been reduced and the scheme will be offered once a year.

Wards: All

**DEPUTY LEADER
(+ ENVIRONMENT
AND ASSET
MANAGEMENT)**
*Councillor Nicholas
Botterill*

5.6 FURNITURE PROCUREMENT TO ENABLE THE ADAPTATION OF FLOOR LAYOUTS AT 145 KING ST & 77 GLENTHORNE RD TO SMART WORKING STANDARD - TO ENABLE ACCOMMODATION OPTIMISATION AND THE RELEASE OF BARCLAY HOUSE WITH ASSOCIATED COST SAVINGS

This report sets out the procurement process undertaken to buy office furniture in connection with the Smart Working enabling works at 145 King Street and 77 Glenthorne Road in order to release Barclay House from the Council's property portfolio. It seeks the approval to place an order with Kinnarps (UK) Ltd under the OGC's Buying Solutions' General Office Furniture Framework Agreement.

The procurement of this furniture is necessary in order for the accommodation to be adapted to support the Smart Working environment and thereby enabling an increase in the occupancy levels in excess of 150 staff. The total estimated cost of occupancy per person (inclusive of rent, rates, energy consumption, cleaning, security/reception etc) is approximately £3,500 and the purchase of this furniture, is necessary to support the Smart Working standard. The staff from Barclay House will be relocated to 145 King St and 77 Glenthorne Rd. The lease at Barclay House ends in September 2011 and the lease will not be renewed. This will result in a saving to the council of £717,000 per annum. This procurement forms part of a package of works to facilitate this outcome.

Decision taken by Cabinet Member on 18 April 2011

- 1. That an order be placed with Kinnarps (UK) Ltd for the reasons outlined in this report for the purchase of furniture at a total cost of £82,696.78.**
- 2. That the funding for this procurement be met from the Corporate Planned Maintenance Programme 2010/2011 (Smart Working allocation) approved by Cabinet on 8 February 2010.**

Wards: Hammersmith Broadway

LEADER
*Councillor Stephen
Greenhalgh*

**5.7 USE OF COMPETITIVE DIALOGUE PROCUREMENT
PROCEDURE FOR TRI-BOROUGH PASSENGER
TRANSPORT CONTRACT**

**CABINET MEMBER
FOR CHILDREN'S
SERVICES**
*Councillor Helen
Binmore*

Passenger transport for children with special educational needs and adults with difficulties is the first front-line service LBHF, RBKC and WCC are attempting to procure jointly under tri-borough working.

**CABINET MEMBER
FOR COMMUNITY
CARE**
*Councillor Joe
Carlebach*

This will be a complex procurement, with a number of risks and commercial uncertainties. To help manage and minimise these risks and uncertainties, Cabinet Member approval is sought to use the Competitive Dialogue procedure for this joint procurement. Under the Council's Contracts Standing Orders, prior Cabinet Member approval is required to use the Competitive Dialogue procedure.

Decision made by Cabinet Members on: 18 April 2011

That, as set out in section 8.10 of the Council's Contracts Standing Orders, the Leader, Cabinet Member for Children's Services and Cabinet Member for Community Care approve the use of the Competitive Dialogue procedure to procure a joint contract for passenger transport services.

Wards: All

**CABINET MEMBER
FOR RESIDENTS
SERVICES**
*Councillor Greg
Smith*

**5.8 RESIDENTS SERVICES
CHANGES TO FEES AND CHARGES EFFECTIVE FROM 01
APRIL 2011**

This paper sets out proposed changes to Commercial Waste & Recycling Fees and Charges effective from 01 April 2011.

Decision made by Cabinet Members on: 18 April 2011

That approval is given to the changes to Fees and Charges for Commercial Waste & Recycling as set out in Appendix A of the report, effective from 01 April 2011.

Wards: All