

# Merton Council

## Cabinet Agenda

### Membership

#### Councillors:

Stephen Alambritis (Chair)  
Mark Allison  
Nick Draper  
Caroline Cooper-Marbiah  
Andrew Judge  
Edith Macauley MBE  
Maxi Martin  
Judy Saunders  
Martin Whelton

**Date: Wednesday 13 May 2015**

**Time: 8.15 pm – The Meeting of the Cabinet will be commencing at 8.15pm or at such time at the conclusion of the Annual Council Meeting called for 7.15pm for the same evening**

**Venue: Committee rooms B, C & D - Merton Civic Centre, London Road, Morden SM4 5DX**

This is a public meeting and attendance by the public is encouraged and welcomed. For more information about the agenda please contact [democratic.services@merton.gov.uk](mailto:democratic.services@merton.gov.uk) or telephone [020 8545 3361](tel:02085453361).

All Press contacts: [press@merton.gov.uk](mailto:press@merton.gov.uk), 020 8545 3181

# Cabinet Agenda

## 13 May 2015

1	Apologies for absence	
2	Declarations of pecuniary interest	
3	Minutes of the previous meeting	1 - 6
4	Constitution of Committees	7 - 10

### **Note on declarations of interest**

Members are advised to declare any Disclosable Pecuniary Interest in any matter to be considered at the meeting. If a pecuniary interest is declared they should withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter. If members consider they should not participate because of a non-pecuniary interest which may give rise to a perception of bias, they should declare this, withdraw and not participate in consideration of the item. For further advice please speak with the Assistant Director of Corporate Governance.

All minutes are draft until agreed at the next meeting of the committee/panel. To find out the date of the next meeting please check the calendar of events at your local library or online at [www.merton.gov.uk/committee](http://www.merton.gov.uk/committee).

CABINET  
9 MARCH 2015  
(19.15 - 20.06)

PRESENT Councillor Stephen Alambritis (in the Chair),  
Councillor Mark Allison, Councillor Nick Draper,  
Councillor Caroline Cooper-Marbiah, Councillor Andrew Judge,  
Councillor Edith Macauley, Councillor Maxi Martin,  
Councillor Judy Saunders and Councillor Martin Whelton

Paul Ballatt (Assistant Director of Commissioning, Strategy and Performance), Ged Curran (Chief Executive), Sophie Ellis (Assistant Director of Business Improvement), Paul Evans (Assistant Director of Corporate Governance), Caroline Holland (Director of Corporate Services), Chris Lee (Director of Environment and Regeneration), Simon Williams (Director of Community and Housing) and Chris Pedlow (Senior Democratic Services Officer).

ALSO PRESENT Councillors Daniel Holden and Oonagh Moulton

1 APOLOGIES FOR ABSENCE (Agenda Item 1)

No apologies were received.

2 DECLARATIONS OF PECUNIARY INTEREST (Agenda Item 2)

No pecuniary declarations were made.

3 MINUTES OF THE PREVIOUS MEETING (Agenda Item 3)

The Minutes of the Meeting of the Cabinet held on the 16 February 2015 were approved as a correct record.

4 OPTIONS FOR THE TRANSFER OF THE INDEPENDENT LIVING FUND (ILF) AND CONSULTATION OUTCOME (Agenda Item 4)

The Cabinet Member for Adult Social Care and Health presented the report, which sought Cabinet agreement on the preferred option for the type and level of care and support the Council would provide to customers of the Independent Living Fund (ILF), following the transfer of the responsibility of the ILF to Council from Central Government. The report also provided the results of the consultation by the Council on the proposed options with the ILF users.

Lyla Adwan-Kamara (Chief Executive of Merton Centre for Independent Living) and John Kelly (an ILF customer) addressed the meeting.

In response to the information heard and that contained within the report, the Cabinet sought further information and assurances from the Director of Community and Housing on a number of issues. Those included confirming that the year of transition of ILF payments being kept at the current level would end on 1 April 2016, and that the Council's direct payments scheme promotes maximum choices and control for the users whilst ensuring transparent and accountability for the Council. Also that the Council would try, where possible, not to have unnecessary re-assessments of ILF users.

In making its decision the Cabinet confirmed its commitment for meaningful dialogue with Merton's CIL and Mr Kelly during the ILF's transition year.

## RESOLVED

That Cabinet

- 1). considered the details contained within the report, the outcome of the consultation exercise on the options for when the ILF closes and full responsibility for supporting ILF customers transfers to the Council from 1st July 2015.
- 2). agrees the recommended option (Option 4 in 5.2) on how care and support will continue to be provided to the existing ILF customers

## 5 PROPOSED CHANGES TO THE NON RESIDENTIAL ADULT SOCIAL CARE FAIRER CONTRIBUTIONS POLICY (Agenda Item 5)

The Cabinet Member for Adult Social Care and Health presented the report, which provided a proposal of amending the charging policy for the MASCOT service. The recommended option was to align the MASCOT charges with other Council services by it becoming a part of the Council's Fairer Contribution Policy (option 5 within the report). It was explained that one of the benefits of this approach would mean that there would only need to be one assessment and associated cost rather than the current two separate charges and assessments. It was noted that the Cabinet report also contained four other alternative options including remaining with the current charging policy.

## RESOLVED

The Cabinet

- 1). agrees that the charges for MASCOT, for those customers for whom the council arranges support, to become part of the council's overall Fairer Contributions Policy,

- 2). agrees that option 5 be the preferred option for the MASCOT service.

## 6 FINANCIAL MONITORING JANUARY (2014/15) (Agenda Item 6)

The Cabinet Member for Finance presented the report which provided the regular monthly financial monitoring update for January 2015. The report detailed that the Council was predicting a net overspend of £4.205million for the end of the year, which was a reduction of £393k from last month's report.

### RESOLVED

That Cabinet:

- 1). notes the financial reporting data relating to revenue budgetary control, showing a forecast net overspend at year end of £4.205million, 2.6% of the net budget, at month 10. This was a reduction of £393k from last month.
- 2). notes the virements contained in Appendix 5b and notes the movement of budget from the capital inflation contingency in paragraph 4.2.2 encompassed within the Capital Strategy 2015-19 as presented to Council on 4 March 2015.
- 3) authorises the Director of Corporate Services in consultation with the Cabinet Member for Education and the Deputy Leader and Cabinet Member for Finance, to settle the outstanding issues with schools on the PFI scheme on the basis outlined in this report

## 7 EXCLUSION OF THE PUBLIC (Agenda Item 7)

That the public are excluded from the meeting during consideration of the following reports on the grounds that they are exempt from disclosure for the reasons stated in the reports.

## 8 CUSTOMER CONTACT CONTRACT AWARD (Agenda Item 8)

The Cabinet Member for Finance presented the report which sought approval for the awarding of a contract for the provision of technology and associated services as part of the Customer Contact Programme. It was explained that the proposed contract comprises of two main elements: the first an improved electronic document management system and the second technology to improve the Council's customer contact online including better ways of paying for services, and keeping track of queries and interactions through a single online account.

It was acknowledged that the process used for procuring the Customer Contact Programme contract though a competitive dialogue was a longer process than

through a fixed tender process. However as a result the service that would be provided through the contract would be more bespoke to meet the Council and our residents' needs.

RESOLVED:

That Cabinet

- 1). approves the award of a contract to Organisation A for the provision of:
  - a. technology and associated services for the Customer Contact Programme, incorporating:
    - i. a refreshed website and content management system that facilitates an increase in online self-service transactions;
    - ii. a customer account facility that facilitates easier online, face to face and telephone interaction between customers and the Council;
    - iii. an upgraded contact management solution, including appropriate integration with existing line-of-business systems, to allow more customers to complete their transaction in a single visit and reduce avoidable contact.
  - b. a replacement electronic document management system and associated services.

The contract will commence on the 2 April 2015 and be for a period of three years with the option to extend (exercisable at the Council's sole discretion) by three further increments of 12 months each. The maximum possible contract period would be no more than six years.

- 2). delegates authority to the Director of Corporate Services in consultation with the Cabinet Member for Finance to procure additional services offered within the contract.
- 3). delegates authority to the Director of Corporate Services in consultation with the Cabinet Member for Finance to approve any final amendments to the Customer Contact contract as may be agreed during the Preferred Bidder stage.
- 4). delegates to the council's Director of Corporate Services in consultation with the Cabinet Member for Finance the decision to extend the contract by three further increments of 12 months each as detailed in recommendation A.
- 5). approves the procurement of scanners in accordance with the council's Contract Standing Orders as part of the programme as set out in item 10.10.
- 6). approves the procurement of system integrators (APIs) in accordance with the council's Contract Standing Orders as part of the programme as set out in item 10.11.

9 HOUSEHOLD REUSE AND RECYCLING CENTRE PROCUREMENT  
(Agenda Item 9)

The Cabinet Member for Environmental Cleanliness and Parking, presented the report which sought approval for the awarding of a contract for the management of Household Reuse and Recycling Centres (HRRC), including Garth Road. It was noted that the procurement process for the joint contract had been coordinated by the South London Waste Partnership and the proposal contained within the report was the recommendation of the Partnership's Joint Waste Committee. It was noted that for the approval of the preferred bidder to be confirmed, all four London Boroughs involved in the Waste Partnership must all ratify the decision.

RESOLVED

That Cabinet:

- 1). approves the recommendation of the South London Waste Partnership Joint Waste Committee to approve the appointment of the Preferred Bidder, as identified within the report, in relation to the procurement exercise that has been undertaken by the Partnership for the management of Household Reuse and Recycling Centres (HRRC) including Garth Road.
- 2). approves the recommendation of the appointment of the Reserved Bidder, as identified within the report.
- 3). agrees, subject to approval of the above recommendations by each borough's Executive Committees, and financial close and 'fine tuning' discussions with the Preferred Bidder being resolved to the satisfaction of the Management Group and there being no material changes to the proposed solution beyond the scope of the proposed solution set out in this report, the Chair of the Management Group, acting in consultation with the Chair of the Joint Waste Committee, the Management Group, Merton's Cabinet Member for Environmental Cleanliness and Parking, Merton's Cabinet Member for Environmental Sustainability and Regeneration and the Legal Lead of the HRRC procurement, be given authority to request and advise Croydon Council as Lead Procuring Authority to enter into the contract and agree all necessary documentation without further recourse to this Committee

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## **Committee: Cabinet**

**Date: 13 May 2015**

Wards: All

## **Subject: Constitution of Committees**

Lead officer: Paul Evans – Assistant Director of Corporate Governance

Lead member: Leader of the Council

Contact Officer: Chris Pedlow – Senior Democratic Services Officer (020 8545 3616)  
[democratic.services@merton.gov.uk](mailto:democratic.services@merton.gov.uk)

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### **Recommendations:**

That the Cabinet:

- A. agrees to appoint Councillor Andrew Judge and Councillor Judy Saunders, as members with Councillors Martin Whelton and Mark Allison the substitute members, for the South West London Joint Waste Management Committee
- B. agrees the term of reference for the South West London Joint Waste Management Committee as detailed in Appendix A. This term of reference has also been included for information in Constitution of Committees and Outside bodies the report to Annual Council.
- C. agrees to appoint Councillor Nick Draper and Councillor Andrew Judge to the 'Along the Wandle Group'
- D. agrees to delegate to the Chief Executive the authority to fill vacancies on the bodies detailed at recommendations A and C on the nomination of the Party Whip of the group with a vacant position.

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## **1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY**

- 1.1. To establish and appoint to those bodies for which the Cabinet has the responsibility to do so.

## **2 DETAILS**

- 2.1. Constitution of committees is carried out annually by the Council. Those committees which carry out executive functions or are advisory to the Cabinet need to be appointed by the executive following the Annual Council meeting.

### **3 ALTERNATIVE OPTIONS**

- 3.1. The Cabinet has a discretion over whether it appoints any of the committees referred to in the recommendations.

### **4 CONSULTATION UNDERTAKEN OR PROPOSED**

- 4.1. Party Groups have been consulted on their membership of these bodies.

### **5 TIMETABLE**

- 5.1. The committees' advisory bodies established by Cabinet will come into effect immediately.

### **6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS**

- 6.1. None

### **7 LEGAL AND STATUTORY IMPLICATIONS**

- 7.1. None for the purpose of this report.

### **8 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS**

- 8.1. None for the purpose of this report.

### **9 CRIME AND DISORDER IMPLICATIONS**

- 9.1. None.

### **10 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS**

- 10.1. None.

### **11 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT**

- List of bodies to be constituted by Cabinet

### **12 BACKGROUND PAPERS**

- 12.1. None.

**South West London Joint Waste Management Committee**

**Membership: 2**

**Constituted by: Cabinet**

**Powers and Duties determined by: Cabinet**

**Authority: Cabinet**

**Functions:**

To advise the Cabinet on the South London Joint Waste Committee whose primary function is to make arrangements for the disposal of waste, provide places for the deposit and disposal of waste and to advise the Participating Councils on the delivery and separation of waste. The Participating Councils are the London Boroughs of Merton, Croydon and Sutton and the Royal Borough of Kingston. The specific functions of the Committee are set out in Schedule 1 of the Constitution of the Committee operating under the name of the South London Waste Partnership.

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