

# **CABINET (SPECIAL)**

## **6 JUNE 2013**

### **DECISIONS NOTICE**

**(PUBLISHED ON FRIDAY 7 JUNE 2013)**

Set out below is a summary of the decisions taken on the substantive items at the meeting of the Cabinet held on Thursday 6 June 2013. These decisions will be implemented on the expiry of 5 clear working days, unless there is a call-in of any of the decisions (for details on how to do this, please contact Nicola Fletcher, Democratic & Electoral Services Officer, on 020 8416 8050 or by email [nicola.fletcher@harrow.gov.uk](mailto:nicola.fletcher@harrow.gov.uk) or Una Sullivan, Democratic & Electoral Services Officer, on 020 8424 1785 or by email [una.sullivan@harrow.gov.uk](mailto:una.sullivan@harrow.gov.uk)) in which case any such decision may not be implemented until the resolution of the call-in process. If no request for call-in is received by 5.00 pm on Friday 14 June 2013 then the decisions will be implemented.

If you have any queries about any matters referred to in this decision sheet please contact Daksha Ghelani, Senior Democratic Services Officer on 020 8424 1881 or by email [daksha.ghelani@harrow.gov.uk](mailto:daksha.ghelani@harrow.gov.uk).

### **3 Commissioning of Libraries and Leisure Management Services: Outcome and Recommendations**

**RESOLVED:** That

- (1) the award of the contract for delivery of leisure management services to Sports & Leisure Management Ltd, as set out in paragraph 2.8 of the report, in line with the specification and evaluation methodology, as outlined in paragraph 2.4 of the report, be approved and it be noted that the award of contract for leisure management services would require approval by Harrow, Brent, and Ealing Councils;
- (2) the award of the contract for delivery of library management services to John Laing Limited, as set out paragraph 2.8 of the report, in line with the specification and evaluation methodology, as outlined in paragraph 2.4 of the report, be approved and it be noted that the award of contract for libraries management services would require approval by both Harrow and Ealing Councils;

- (3) the Corporate Director Community, Health and Wellbeing, in consultation with the Portfolio Holders for Community and Cultural Services and Property and Major Contracts, be authorised to finalise any contract details and to:
- conclude and sign the contracts for the provision of services, as outlined in the body of the report;
  - enter into further discussions with the preferred bidder(s) as required to allow for mobilisation and contract start date of 1 September 2013 or other specified date;
  - provide capital financing of £1.7million for the delivery of physical improvements and lifecycle replacement of equipment at a fixed cost on terms to be agreed with the Director of Finance and Assurance, as outlined in paragraph 5.6 of the report;
- (4) the shared contract management model, as set out in paragraph 2.6 of the report whereby Harrow would act on behalf of Ealing and Harrow Councils as the client for library services and Ealing Council would act on behalf of Brent and Harrow Councils for leisure services be approved; and the Corporate Director Community, Health and Wellbeing, in consultation with the Portfolio Holders for Community and Cultural Services and Property and Major Contracts, be authorised to:
- agree the terms of and execute an Inter Authority Agreement (Appendix C to the report refers) which reflects the principles outlined in the report;
  - agree the terms of and execute Service Level Agreements for the joint clienting of contracts (appendix D of the report refers) which reflect the principles outlined in the report;
- (5) the grant of leases to the new contractor of such Council premises as the contractor may occupy for the purpose of the performance of the contract be approved; such leases to run concurrently with the contract and to reflect the terms of the contract on terms to be agreed with the Corporate Director of Environment and Enterprise in consultation with the Director of Legal and Governance Services;
- (6) the extension of the existing leisure management contract with Greenwich Leisure Ltd under the terms of the previous contract for a period of four months until 31 August 2013 to allow adequate time for handover and transfer of staff and facilities be noted.

**Reason for Decision:** To allow the commissioning of resilient and cost effective library and leisure management services at the most economically advantageous cost to the Council. This was a cross-borough joint tendering exercise and the outcome would also be presented to Ealing and Brent Councils for approval.

**Alternative Options Considered and Rejected:** Continue to provide library services in house and commission leisure services externally as a single borough; Share library services across two or more boroughs and commission leisure services externally jointly.

**Conflict of Interest relating to the matter declared by Cabinet Member / Dispensation Granted:** None.

**4 Revised Calendar of Meetings 2013/14**

**RESOLVED:** That changes set out at Appendix 1 to the report be approved.

**Reason for Decision:** The Calendar of Meetings is approved on an annual basis for the succeeding Municipal Year. The 2013/14 Calendar of Meetings was approved at the Cabinet meeting in January 2013. As a result of the savings earmarked in the budget it has proved necessary to reduce the number of meetings or delete certain bodies from the Calendar.

**Alternative Options Considered and Rejected:** None.

**Conflict of Interest relating to the matter declared by Cabinet Member / Dispensation Granted:** None.

(Note: The meeting, having commenced at 6.30 pm, closed at 7.14 pm).