

**LONDON BOUROUGH OF WALTHAM FOREST**

**MINUTES OF THE MEETING OF CABINET**

**Tuesday 20 July 2004**

**8.00 p.m. – 10.00 p.m.**

**PRESENT:**

Chair:	Councillor Clyde Loakes	Council Leader
	Councillor Keith Rayner	Deputy Leader and Portfolio Holder, Corporate Services
	Councillor Liaquat Ali	Portfolio Holder, Community Engagement and Equalities
	Councillor David Blunt	Portfolio Holder, Environment
	Councillor Jenny Gray	Portfolio Holder, Strategic Innovation, Performance and Learning
	Councillor Loretta Hodges	Portfolio Holder, Housing
	Councillor Chris Robbins	Portfolio Holder, Culture, Learning and Leisure.
	Councillor Barry Smith	Portfolio Holder, Community Safety and Protection
	Councillor Graham Smith	Portfolio Holder, Health and Social Care
	Councillor Simon Wright	Portfolio Holder, Regeneration

**18. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**19. DECLARATIONS OF INTEREST**

Councillor Chris Robbins, Portfolio Holder for Culture, Learning and Leisure declared a personal interest in the Proposed Academy report on the agenda as a member of his family was employed at McEntee School, and informed Cabinet that he would withdraw from the meeting when that report was discussed.

## **20. MINUTES OF CABINET**

The Minutes of the Cabinet meeting of the 22<sup>nd</sup> June 2004 were agreed and signed as a correct record.

## **21. REFERENCES FROM THE OVERVIEW AND SCRUTINY COMMISSION**

### **a) ANTI SOCIAL BEHAVIOUR PANEL**

Councillor Matheroo, Chair of the Overview and Scrutiny Commission outlined the recommendations of the Anti-Social Behaviour Panel to the Cabinet.

The Portfolio Holder for Community Safety and Protection, commended the Anti-Social Behaviour Panel's report and welcomed their recommendations. However, he disagreed with the recommendation that the Council should not seek any further Anti Social Behaviour Orders (ASBO's) as this would limit the options available to the Council. An Anti-Social Behaviour Coordinator was currently being recruited who would review the Anti-Social Behaviour Strategy when in post.

### **CABINET DECISION**

The following recommendations of the Scrutiny Panel were agreed;

- a) That there should be a review of:
  - i. Consumer Protection Services and the resources it can deploy in relation to preventing anti-social behaviour and enforcement, and its relationship with the Police and other services, and;
  - ii. Green Space Services in relation to parks and open spaces to determine the optimum level of staffing required to allow use by all sections of the community, without disturbance, to minimise vandalism and provide security at all times, and work with the youth and other services;
- b) The Community Safety Unit should work with the British Transport Police, transport operators, Metropolitan Police and the Town Centre Regeneration Team to find ways, including the use of digital CCTV, to stop 'ticket touting' and other anti-social behaviour at or around Walthamstow Central and other stations in the borough;
- c) That Street Services seek ways to further reduce the number of businesses operating without waste disposal contracts, and;
- d) That Street Services consider issuing an informal note to all residents and businesses telling people how to dispose of rubbish, who to call to help and what to do if they see someone dumping rubbish, flyposting or other vandalism (there might be added information relevant to other services, which could reduce anti-social behaviour).

Cabinet did not agree to the recommendation of the Scrutiny Panel that the Council should not seek, other than in exceptional circumstances, any further Anti-Social Behaviour Orders.

#### **b) HALLS SERVICE – WAY FORWARD**

It was agreed to take the reference report from the Overview and Scrutiny Commission, item 4(b)(i), in conjunction with the report at item 7(a)(i) on the agenda.

Councillor Matheroo, introduced the reference on behalf of the Overview and Scrutiny Commission.

Following discussion, Cabinet felt that they could not agree to the recommendations contained within the reference. Cabinet felt that it was now time to make a decision and move forward on this issue. It was noted that if the buildings in question were to remain useable, they would require investment that the Council was unable to provide. The Deputy Leader and Portfolio Holder for Corporate Services recommended however, that a small panel of Members be established to work with Officers on the implementation of the Cabinet decisions.

#### **REASON FOR DECISION**

A decision on the future of the Council's Halls Service was needed in the light of the earlier Council decision to reduce the subsidy for its service.

#### **CABINET DECISION**

- a) To agree that the management of the Walthamstow Assembly Hall is transferred to an external provider to be selected through a tendering exercise;
- b) To agree that a Joint Service Centre at Chingford Assembly Hall be explored and a detailed options appraisal be undertaken by September 2004 to determine whether this is feasible;
- c) That, following the externalisation of the management of the Halls Service, the subsidised hire rates available to various community groups be removed;
- d) That Community Groups be made aware that there remains significant facilities for community use throughout the borough, and;
- e) That a small Member working group, comprising one member from each political group be formed to work alongside officers in managing the externalisation process.

## **22. FORWARD PLAN**

Cabinet noted the Forward Plan for the period August – November, 2004.

## **23. PERFORMANCE MONITORING REPORT – 4<sup>TH</sup> QUARTER AND FULL YEAR DATA 2003/04**

This report provided an analysis of the 4<sup>th</sup> Quarter and full year performance management data for the financial year 2003/2004 using a new reporting format. It replaced the quarterly core performance indicator reports previously submitted to Cabinet and the Management Board and included extracts from Performance Books, which are now completed by each Head of Service on a quarterly basis.

Cabinet welcomed the generally positive direction of travel but emphasised the need not to become complacent. In this connection, the Leader of the Council announced that he and the Portfolio Holder for Strategic Innovation, Performance and Learning would be convening meetings with all Portfolio Holders to look at performance information in detail on a monthly basis.

The Portfolio Holder for Culture, Learning and Leisure informed cabinet that the results indicated for Libraries did not include up to date information on the extended opening hours and that these should be reflected in the next set of figures.

Cabinet also warmly received the news that all of the boroughs schools were out of special measures.

The Deputy Leader and Portfolio Holder for Corporate Services noted that the data was based on figures collated three weeks ago and more recent data had shown improvements in the collection of undisputed invoices paid within 30 days.

### **REASON FOR DECISION**

This was a quarterly performance monitoring report to Cabinet and it provided 4<sup>th</sup> quarter and end of year performance data for 2003/04. The information in the report is critical to support service improvements.

### **CABINET DECISION**

Cabinet noted the report and the actions being taken to address areas where performance is below target and needs to improve.

## **24. BUDGET MONITORING: MONTH 3 (JUNE)**

Cabinet received a report which covered the 3<sup>rd</sup> Month of 2004/05 (up to the end of June). A number of relatively small potential over or underspendings had been identified. Cash flow continued to be highly positive.

The report also set out the revenue outturn for 2003/04 and the treatment of the £1.08 million General Fund Underspending, as well as explaining how it arose. The authority made a permanent contribution to the working balances of £800,000 in 2003/04, to bring these to £5.6 million.

The Deputy Leader and Portfolio Holder for Corporate Services noted that the collection for Council Tax was poor. It was envisaged that additional temporary staff would be employed to help deal with the backlog of work. The Executive Director for Corporate Services was asked to investigate whether the use of fixed term contracts would be appropriate in this service area to deal with fluctuating work load.

It was also noted that land charge income had dropped but that this was due to the time of the year that the report reflects. People were not buying property and it was expected that these figures will show improvement in subsequent months'.

### **REASON FOR DECISION**

It is best practice for Members to monitor the Council's budget, focusing on high-risk areas on an exception basis. The presentation of the outturn is the final step in that process for 2003/04.

### **CABINET DECISION**

Cabinet noted the report.

## **25. IMPROVEMENT PLAN MONITORING REPORT**

This was the second monitoring report since Cabinet agreed the Council's new improvement plan in April 2004. The report set out the overview of progress against Key Improvement Priorities up until 30 June 2004. A detailed list of every Key action due to be completed during May and June was supplied at Appendix B to the report.

Councillor G. Walker addressed Cabinet on this report as Chair of the Overview and Scrutiny Improvement and Performance Sub Committee. He welcomed those figures that showed improvements in performance, noting that three-quarters of the indicators had gone up. However, he warned that the Council should not become complacent. Additionally, Councillor Walker noted that 25% of the indicators had shown a fall. He informed Cabinet that the Overview and Scrutiny Improvement and Performance Sub-committee would be monitoring this.

Councillor Loakes informed Cabinet that the recent vision and values workshops had been a great success. Additionally, The Government Office for London (GOL) had given the Council's Local Strategic Partnership (LSP) an amber/green light status. They were pleased with the Leadership of the LSP and the fact that it was concentrating on the 14-19 age group. GOL had also been impressed with the quality of the partners.

### **CABINET DECISION**

Cabinet agreed to note the report.

## **26. LOCAL NEIGHBOURHOOD RENEWAL STRATEGY**

Cabinet received a report in which they were informed that the Council is in receipt of £2.5 million in Neighbourhood Renewal Funds (NRF) annually. As a condition of grant, the Local Strategic Partnership (LSP) must produce a Neighbourhood Renewal Strategy. The report set out the strategy informing the allocation of funds, and highlighted funding issues once NRF ceases in April 2006.

Cabinet was informed that, since the report had been prepared, NRF funding had been extended to 2008.

### **REASON FOR DECISION**

The London Borough of Waltham Forest is the accountable body for NRF on behalf of the LSP. The allocation of NRF has implications for future funding of the neighbourhood management structures and posts. The Local Neighbourhood Renewal Strategy will have a significant impact on residents.

### **CABINET DECISION**

- a) To agree the strategy of targeting 14-19 year olds and establishing neighbourhood management in deprived wards, and;
- b) To agree the broad allocation of funds.

## **27. VOLUNTARY SECTOR FUNDING AND COMMISSIONING FRAMEWORK**

Cabinet received a report which proposed a framework for devolving the funding of voluntary and community sector organisations from a central grants budget to directorates from the financial year 2005/06.

### **REASON FOR DECISION**

The framework will ensure that voluntary sector funding is used more effectively by aligning it more closely with Council and Service priorities.

### **CABINET DECISION**

- a) To agree the funding and commissioning framework process;
- b) To agree to the devolution of the current grants budget to appropriate departments as of 1<sup>st</sup> April 2005;
- c) To agree the timetable for implementation of this process, and;
- d) To agree to the referral of the proposals to amend the constitution to reflect the devolution of power to award voluntary sector grants, as set out in paragraph b of the report to the Governance Committee and Council.

## **28. CAPITAL STRATEGY 2004 -2007**

Cabinet received a report outlining the authority's policies that will determine the priorities and approach to Capital Investment.

### **REASON FOR DECISION**

A coherent, well expressed and well understood capital strategy is vital to ensure that assets and the resources tied up in them are used efficiently and effectively and to help ensure that issues around property and other assets are fully reflected in the council's planning.

### **CABINET DECISION**

To agree the capital strategy for 2004-2007 as attached as Appendix A to the report.

## **29. WAIVER OF CONTRACT PROCEDURE RULES**

Cabinet received a report which asked that the Council's contract procedure rules be waived in respect of a contract to appoint consultants to support the Walthamstow Town Centre Regeneration Implementation Team. Cabinet were further requested to award the contract to Urban Practitioners, who are currently providing consultancy services on this and other aspects of the town centre regeneration project.

### **REASON FOR DECISION**

The award of regeneration monies to fund the next phase of the Walthamstow Town Centre contract is subject to a specified timescale for the expenditure. There is therefore a need to appoint consultants to carry out this work as soon as possible.

### **CABINET DECISION**

- a) To agree to waive the Council's contract procedure rules in respect of the contract for Walthamstow Town Centre Regeneration Implementation Team support, and;
- b) To award the contract to Urban Practitioners.

## **30. REDUCTION IN TRADING DAYS FOR STREET TRADING PURPOSES IN HIGH STREET E17**

Cabinet received a report which sought approval to carry out a consultative exercise to determine the views of stakeholder groups for a reduction in the days of street trading in the High Street, Walthamstow. The decisions are 'in principle' only. Once the consultation is complete, Cabinet will be required to

endorse the final proposal before Council resolves to amend the standard conditions attached to street trading licenses.

## **REASON FOR DECISION**

The proposal is one of a number of measures to improve the market which will in turn contribute to the regeneration of the area.

## **CABINET DECISION**

- a) That Officers undertake a consultative exercise to determine the views of stakeholder groups for a reduction in the days of street trading in the High Street, Walthamstow (stopping street trading on Mondays with effect from the 1<sup>st</sup> January 2005, or failing that, by the 1<sup>st</sup> April 2005. The consultation exercise would be in accordance with the statutory requirements of section 27 of the London Local Authorities Act, 1990, as amended, and;
- b) To note that, following the consultation exercise, the proposal would be brought back for consideration by Cabinet. If appropriate, Cabinet will be asked to recommend the proposals to full Council for final approval.

## **31. BUILDING SCHOOLS FOR THE FUTURE – STRATEGIC BUSINESS CASE**

Cabinet agreed to hear representations from the residents of Sutherland Road.

In accordance with agreed procedures, Mr Christopher Wickham, spoke for three minutes on behalf of the residents group. The Portfolio Holder for Culture, Learning and Leisure informed Mr Wickham that officers would respond in writing to his comments.

The report set out the main principles of the Strategic Business Case, which the Council is required to submit to the DfES for the Building Schools for the Future programme. The Strategic Business Case sets out the vision for secondary education across the borough as a whole and outlines the overall plans for the redevelopment of schools in the Walthamstow area, which form wave one of a three wave programme. The schools in Leyton and Leytonstone form Wave 2 and those in Chingford form Wave 3. The vision for secondary education in the borough was set out at Appendix 2 of the report.

The Strategic Business Case will be submitted to the DfES and circulated for information to all schools and other stakeholders in August. The document will be reviewed and updated annually to ensure that it continues to reflect the developing vision and the plans for the redevelopment of schools in the Leyton/Leytonstone and Chingford areas as they develop.

The specific plans for the Walthamstow schools, including the financial implications for the Council, will be set out in the Outline Business Case, the main principles of which will be submitted to the Cabinet in September.

Each school has its own separate vision and development issues, Appendix 3 of the report summarised these. Appendices 4 and 5 of the report drew out for Members the key decisions which need to be taken in relation to the sites for Warwick and Willowfield Schools.

## **REASON FOR THE DECISION**

The decisions Cabinet had been asked to take were required to take forward the improvement of secondary education in the Borough, as envisaged in the Building Schools for the Future bid, submitted in October 2003, and the Council's Improvement Plan.

## **CABINET DECISION**

- a) To approve the Education Vision set out at Appendix 2 of the report;
- b) To note the outline proposals for each of the schools in the Walthamstow area set out at Appendix 3 of the report;

### **Warwick Boys' School**

- c) To agree to the acquisition of 4.9 acres of the Hawker Siddley site for a new site for Warwick Boys' School, subject to satisfactory resolution of outstanding planning and related issues;
- d) To delegate to the Head of Portfolio Management Services the power to agree final and detailed terms for this acquisition, within the parameters set out in Appendix 7 of the report, and following consultation with the Portfolio Lead for Culture, Leisure and Learning;

### **Willowfield School**

- e) To agree in principle that the land identified in Appendix 6 of the report is the most suitable site for a new Willowfield School for the reasons set out in Appendix 4 of the report;
- f) To note the affordability issues associated with this, as set out in Appendix 1 and 7 of the report, and note that the uncertainties surrounding planning and land values at present mean that officers will continue actively to search for lower cost alternatives;
- g) To agree to request Council in October to use Compulsory Purchase powers to acquire the Sutherland Road site, should no alternatives emerge;
- h) To agree to set aside £3m in the Council's Capital Programme towards any potential shortfall between the cost of acquiring Sutherland Road and the disposal of the existing Willowfield School site;

## **Other Issues**

- i) To agree to the commencement of informal consultation and subsequent publication of statutory notices for the closure of Warwick and Willowfield Schools to facilitate their relocation onto new sites, subject to the achievement of the site acquisitions set out above;
- j) To note that provision of £500,000 for procurement costs for 2005/06 will be a priority bid for additional funding from the corporate growth stream for 2005/06, in the light of the priority given to Building Schools for the Future and educational attainment within the Council's Improvement Plan;
- k) To note that the Strategic Business Case, to be reviewed periodically, will be prepared on the basis of the principles and decisions taken above, and submitted to the DfES in August each year.

## **32. PROPOSED ACADEMY**

Councillor Chris Robbins, having declared an interest in this item left the room whilst the matter was discussed.

### **REASON FOR DECISION**

The proposed Academy on the site of McEntee School is a key element of the Building Schools for the Future programme, although it is subject to a separate procurement process.

### **CABINET DECISION**

- a) To Agree in principle to create an Academy on the current McEntee School site, and agreed in principle to the proposed lease of the McEntee School site and surrounding land, marked on the map at Appendix 2 of the report to the proposed Academy sponsor;
- b) To Note that this in principle agreement will be subject to a further, final report to Cabinet on the outcome of consultation, and also subject to DfES approval of the proposal which itself will be subject to the satisfactory outcome of a detailed feasibility study undertaken on behalf of DfES; and
- c) To agree to the commencement of the necessary consultation, and subsequently to publish a statutory notice on the proposal eventually to discontinue McEntee School and allow the establishment of an Academy on the same site in September 2007.

## **33. FOOD LAW ENFORCEMENT SERVICE PLAN 2004/2005**

Cabinet received a report which detailed the recommended Food Law Enforcement Service Plan (FLESP) which the Council is required to adopt.

## **REASON FOR DECISION**

The FLESP has been prepared in accordance with the Food Standards Agency Framework Agreement (2000) which, since 1<sup>st</sup> April 2001, has required each authority to produce a service plan dedicated to food safety enforcement.

## **CABINET DECISION**

To recommend to Council to agree the Food Law Enforcement Service Plan 2004/2005

### **34. REPORTS OF PORTFOLIO HOLDERS**

Cabinet received reports from the following Portfolio Holders;

- a. Leader's report
- b. Deputy Leader and Corporate Services Portfolio Holder report
- c. Community Safety and Protection Portfolio Holder
- d. Culture, Learning and Leisure Portfolio Holder
- e. Health and Social Care Portfolio Holder
- f. Environment Portfolio Holder
- g. Regeneration Portfolio Holder

### **35. RESOLUTION TO EXCLUDE PRESS AND PUBLIC**

#### **CABINET DECISION**

To pass a resolution to exclude the press and the public from the meeting during the consideration of Appendix 7 (finance) to the Building Schools For the Future – Strategic Business Case report and the Arcade and Central Library Project report, in accordance with Section 100(A) of the Local Government Act 1972, as amended, on the grounds that they would involve the likely disclosure of exempt information as defined in paragraph 7,8 and 9 of Schedule 12A of the Act.

### **36. BUILDING SCHOOLS FOR THE FUTURE – STRATEGIC BUSINESS CASE, APPENDIX 7 (FINANCE)**

The information contained within this appendix relates to the report at item 7(e)(i) on the agenda and at minute 31, above.

#### **CABINET DECISION**

To note Appendix 7, listing the financial implications on the Building Schools for the Future programme in relation to the wave 1 stage of the process

### **37. ARCADE AND CENTRAL LIBRARY PROJECT**

Cabinet received a report which updated members on the progress to date on the development of the new Central Library and Arcade project. A representative of Henry Boot, the contractors charged with the development, addressed Cabinet on the matter.

#### **REASON FOR DECISION**

The development of the Arcade site and the provision of a new Central Library are key elements of the Council's proposals for Walthamstow Town Centre.

#### **CABINET DECISION**

- a) Not to increase the funding for this scheme, and that the proposed developer be informed accordingly, and;
- b) To re-affirm the Cabinet's commitment to the regeneration of Walthamstow Town centre and to using the Arcade site to provide the best outcome for the people of the borough.

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(Chair)

Minutes Published: 30<sup>th</sup> July 2004  
Call-in Date: 6<sup>th</sup> August 2004