

Decision Recording Form

Decision determined at Cabinet meeting on 2 October 2018



Cabinet members present:

Marvin Rees, Mayor

Councillor Nicola Beech, Cabinet Member with responsibility for Spatial Planning and City Design

Councillor Craig Cheney, Designated Deputy Mayor with responsibility for Finance, Governance and Performance

Councillor Asher Craig, Deputy Mayor with responsibility for Communities (Public Health, Public Transport, Libraries, Parks), Events and Equalities

Councillor Kye Dudd, Cabinet Member with responsibility for Energy, Waste and Regulatory Services

Councillor Helen Godwin, Cabinet Member for Women, Children and Young People, and Lead Member for Children's Services

Councillor Helen Holland, Cabinet Member with responsibility for Adult Social Care

Councillor Anna Keen, Cabinet Member with responsibility for Education and Skills

Councillor Paul Smith, Cabinet Member with responsibility for Housing

Councillor Mhairi Threlfall, Cabinet Member with responsibility for Transport and Connectivity



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	High Needs Block Budget 2018/19 (agenda item 8)
(b)	Ward:	All Wards
(c)	Declarations of interest:	None
(d)	Decision taken	Cabinet agreed to recommend to Full Council a High Needs Budget of £54.471m, including £0.566m transfer from the School Central Services Block of the Dedicated Schools Grant agreed by the Schools Forum.
(e)	Exempt Information?	Open
(f)	Decision made in exempt session?	No
(g)	Additional information at the meeting/documents taken into account:	<ol style="list-style-type: none"> 1) One Councillor Statement 2) Consultation response from the schools forum 3) Equalities impact assessment
(h)	Reason for decision:	As set out in the report.

Signed : Date :

Cabinet Member with responsibility for Education and Skills



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	Better Lives at Home: Care and Support in new Extra Care Housing schemes (agenda item 9)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken <ol style="list-style-type: none"> 1. Authorised the Executive Director of Adults, Children and Education (in consultation with the Director for Housing and the Executive Member for Adult Social Care) to take the necessary steps to deliver an Extra Care Scheme on the New Fosseway site. Such authority will include determining terms for disposal of the site and the procuring and award all necessary contracts and agreements relating to the development and operation of the scheme and the delivery of all associated services. 2. Approved the procurement, via a negotiated procedure without a call for competition, of the Care and Support Contract within Haberfield House Extra Care Housing scheme, and delegate authority to the Executive Director, ACE in consultation with the Executive Member for Adult Social Care to undertake the procurement process and award the Contract. 3. Approved the procurement, via a negotiated procedure without a call for competition, of the Care and Support Contract within Redhouse Extra Care Housing scheme, and authorise the Executive Director Adults, Children and Education in consultation with the Executive Member Adult Social care to undertake the procurement process and award the contract. 4. Authorised the Executive Director of Adults, Children and Education (in consultation with the Executive Member for Adult Social Care and the Director for Housing) to take the necessary steps to deliver an Extra Care Scheme on the Blake Centre site, such authority to include determining terms for disposal of the site and the procuring and award all necessary contracts and agreements relating to the development and operation of the scheme and the delivery of all associated services. 	



(e)	Exempt Information? Open
(f)	Decision made in exempt session? No
(g)	Additional information at the meeting/documents taken into account: 1) One Councillor Statement 2) One Councillor Question 3) Equalities Impact Assessment
(h)	Reason for decision: As set out in the report.

Signed : Date :

Cabinet Member with responsibility for Adult Social Care



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	Alignment of Supporting People Provision with Better Lives Commissioning (agenda item 10)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken Cabinet: 1. Noted progress on the coproduction of redesigned services previously funded as Supporting People, and the proposal to realign those services (App A) with Better Lives. 2. Delegated authority to the Executive Director for ACE in consultation with the Cabinet Member for Adult Social Care to vary the specified Supporting People contracts in terms of contract value (where there is further reduction in agreed spend), and extend contracts for current service provision as required, for up to 12 months to include award and implementation and align with wider Better Lives Commissioning. The specified Supporting People contracts are set out in Appendix A.	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	
(g)	Additional information at the meeting/documents taken into account: 1) One Councillor Question 2) Equalities Impact Assessment	



(h)	Reason for decision: As set out in the report.
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Signed :..... **Date :**

Cabinet Member with responsibility for Education and Skills



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	Targeted Short Breaks Commissioning Plan (agenda item 11)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet: 1. Approved the procurement of a range of targeted short breaks outlined in the full Commissioning Plan (App A) totalling £555,000 per annum. The proposed length of the contract is 3 years with the option to extend for up to a further 2 years. 2. Delegated authority to award the contract to the Executive Director - Adults Children and Education in consultation with the Executive member for Women, Children and Families (Young People)	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	
(g)	Additional information at the meeting/documents taken into account: 1) One Public Statement 2) One Councillor Statement 3) Consultation responses 4) Equalities impact assessment	



(h)	Reason for decision: As set out in the report.
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Signed :..... **Date :**

Cabinet Member with responsibility for Women, Children and Young People, and Lead Member for Children's Services



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	Bristol Bus Shelter Advertising Concession (agenda item 12)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet: 1. Awarded a 12 month Bus Shelter Advertising Concession Agreement to Clear Channel UK, from 1 April 2020 to 31 March 2021, on the same terms as the current contract. 2. Authorised the Executive Director for Growth & Regeneration to invite tenders, and to subsequently award a new Advertising Concession starting from 1st April 2021. The decision on the duration and scope of the new Advertising Concession to be delegated to the Executive Director in consultation with the Cabinet Member for Transport & Connectivity, and in light of a Corporate Citywide Advertising Strategy or other agreed Corporate approaches.	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	
(g)	Additional information at the meeting/documents taken into account: 1) One Public Statement 2) Equalities Relevance Check	



(h)	Reason for decision: As set out in the report.
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Signed :..... **Date :**

Cabinet Member with responsibility for Transport and Connectivity



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	Grant Funding Plan for Information, Advice and Guidance Services (agenda item 13)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet: 1. Approved the grant funding plan for Information, Advice and Guidance Services <ul style="list-style-type: none"> • With a Maximum annual contract value - £560,000 • As part of the plan, approved the funding approach for External Information Advice and Guidance Services for an 18 month grant to the successful bidder, as an interim arrangement to maintain services while a larger project is scoped and delivered. • Adopted the funding model as outlined in appendix A (Summary of proposed model) 2. Authorised the Executive Director Communities in consultation with the Cabinet Member for Communities to implement the Funding Plan and award the grant funding. 3. Noted that a wider project that is being scoped to review IAG, housing and debt services over the next 12 months as set out in the report at finance advice.	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	



(g)	Additional information at the meeting/documents taken into account: 1) The Equalities Impact Assessment 2) The Consultation responses 3) No items of public forum were received.
(h)	Reason for decision: As set out in the report.

Signed :..... **Date :**

Deputy Mayor with responsibility for Communities



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	Procurement of Cash Receipting System (agenda item 14)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet: 1. Approved the procurement of systems for processing credit/debit card and Direct Debit payments for all Council income streams. This includes associated merchant acquiring services (banking of card payments), face to face payment network for Post Offices and Pay Point and online/telephone payments. 2. Delegated authority to the Director of Finance, in consultation with the Deputy Mayor with responsibility for Communities, Events and Equalities, to procure and award the contracts (with a combined maximum value of £700k per annum) for five years with optional extensions for a maximum of two years.	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	
(g)	Additional information at the meeting/documents taken into account: 1) The Equalities impact assessment 2) No items of public forum were received.	



(h)	Reason for decision: As set out in the report.
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Signed :..... **Date :**

Deputy Mayor with responsibility for Communities



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	Procurement of new Complaints and Freedom of Information System (agenda item 15)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet: 1. Approved a competitive tender for a new Complaint & FOI system for a period of 7 years (3 plus 2 plus 2) for an estimated value of £432k. 2. Delegated authority to the Service Director for Communities in consultation with the Executive member for Finance Governance and Performance to enter into procurement process and award a contract for the new Complaint and FOI system. 3. Approved the decommissioning of Salesforce, the current Complaint and FOI system.	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	
(g)	Additional information at the meeting/documents taken into account: 1) Equalities Relevance Check 2) There were no items of public forum.	



(h)	Reason for decision: As set out in the report.
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Signed :..... Date :

Designated Deputy Mayor with responsibility for Finance, Governance and Performance



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	Procurement of Print and Mail Services (agenda item 16)
(b)	Ward:	All Wards
(c)	Declarations of interest:	None
(d)	Decision taken	<ol style="list-style-type: none"> 1. Approved the extension of the existing print and mail services contracts for a period of no more than 12 months, to allow for a compliant procurement and tendering process, and an alternative delivery model, to be implemented.
(e)	Exempt Information?	Open
(f)	Decision made in exempt session?	No
(g)	Additional information at the meeting/documents taken into account:	<ol style="list-style-type: none"> 1) Equalities Relevance Check 2) There were no items of public forum
(h)	Reason for decision:	As set out in the report.

Signed : **Date** :

Designated Deputy Mayor with responsibility for Finance, Governance and Performance



Deadline date for Call-in referral 9 October 2018

(a)	Subject:	2018/19 Period 4 Forecast Outturn Report (agenda item 17)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet: <ol style="list-style-type: none"> 1. Noted the £6.9m general fund revenue pressures being reported, predominantly within Adult Social Care, and that action will be required to understand the drivers, the potential opportunities, risks and impact of any mitigation plans developed. 2. Agreed allocation of the Adult Social Care Grant as announced in the Final Local Government Finance Settlement of £1.268m to Adult Social Care. 3. Noted the reduction in the 2018/19 WECA transport levy of £1.019m resulting from £0.619m underspend from 2017/18 and £0.4m from WECA investment fund which will be held in abeyance pending a decision on allocation. 4. Noted the current forecast position with regard to the Housing Revenue Account and Public Health Accounts. 5. Noted the current budget pressures being reported within the High Needs block within the DSG and that action will be required to understand the drivers, the potential opportunities, risks and impact in any mitigation plans developed. 6. Noted current forecast for capital expenditure of £195.1m against a budget of £252.0m 	
(e)	Exempt Information? Open	



(f)	Decision made in exempt session? No
(g)	Additional information at the meeting/documents taken into account: There were no items of public forum.
(h)	Reason for decision: As set out in the report.

Signed :..... Date :

Designated Deputy Mayor with responsibility for Finance, Governance and Performance



(a)	Subject:	Response to Local Government Ombudsman's findings for homelessness service (non-key) (agenda item 18)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken 1. Noted that all the LGO recommendations were implemented within agreed timescales and progress against the action plan attached which is based on lessons learnt.	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	
(g)	Additional information at the meeting/documents taken into account: There were no items of public forum	
(h)	Reason for decision: As set out in the report.	

Signed :..... Date :

Cabinet Member with responsibility for Housing



(a)	Subject:	Library Strategy (non key) (agenda item 19)
(b)	Ward:	All Wards
(c)	Declarations of interest:	None
(d)	Decision taken	<p>That Cabinet:</p> <ol style="list-style-type: none">1. Approved the development of a library strategy2. Noted ongoing community conversations around all 27 Libraries3. Approved the allocation of resources (up to £359K) to support ongoing community conversations and strategy development.4. Noted the commencement of a library technology review which will include the procurement of replacement self-service kiosks, and revision of all existing contracts
(e)	Exempt Information?	Open
(f)	Decision made in exempt session?	No



(g)	Additional information at the meeting/documents taken into account: 1) Five Public Statements 2) Five Public Questions 3) Two Councillor Statements 4) Two Councillor Questions 5) Consultation responses 6) Equalities Impact Assessment
(h)	Reason for decision: As set out in the report.

Signed :..... **Date :**

Deputy Mayor with responsibility for Communities



(a)	Subject:	Bristol Equality Charter (non key) (agenda item 20)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet received and noted the Corporate Risk Report.	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	
(g)	Additional information at the meeting/documents taken into account: <ol style="list-style-type: none"> 1. One Councillor Question 2. Consultation responses 3. Equalities Impact Assessment. 	
(h)	Reason for decision: As set out in the report.	

Signed :..... Date :

Deputy Mayor with responsibility for Communities



(a)	Subject:	Corporate Risk Management Report and Corporate Risk Register Report (non key) (agenda item 21)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet received and noted the Corporate Risk Report.	
(e)	Exempt Information? Open	
(f)	Decision made in exempt session? No	
(g)	Additional information at the meeting/documents taken into account: There was one Councillor Question.	
(h)	Reason for decision: As set out in the report.	

Signed :..... Date :

Designated Deputy Mayor with responsibility for Finance, Governance and Performance



(a)	Subject:	Inclusive and Sustainable Economic Growth Strategy (non key) (agenda item 22)
(b)	Ward:	All Wards
(c)	Declarations of interest: None	
(d)	Decision taken That Cabinet: 1. Noted the development of the Inclusive & Sustainable Economic Growth Strategy to date. 2. Agreed to submit, immediately, the strategy and evidence base documents to inform and aid co-production of the West of England Local Industrial Strategy. 3. Published the Action Plan for consultation, over a period of not less than eight weeks. 4. Noted that a final Inclusive & Sustainable Economic Growth Strategy report, including action plan consultation responses will return to cabinet for decision at a later date. 5. Noted that agreement will be sought to delegate monitoring the strategy to the Growth & Regeneration Board, with annual reporting to Cabinet and City Office, commencing twelve months after formal adoption by Cabinet.	
(e)	Exempt Information? Open	



(f)	Decision made in exempt session? No
(g)	Additional information at the meeting/documents taken into account: 1) The Consultation responses 2) There were no items of public forum.
(h)	Reason for decision: As set out in the report.

Signed :..... **Date :**

Designated Deputy Mayor with responsibility for Finance, Governance and Performance

