

# LOBEG PACKAGE PROGRAMME REVIEW (2019/20)

## DRAFT MINUTES

14<sup>TH</sup> MARCH 2019

CANTERBURY  
COURT 11:00 AM

<b>MEETING CALLED BY</b>	Richard McFarlane / Package Leader
<b>TYPE OF MEETING</b>	LoBEG Package Programme (19/20)
<b>FACILITATOR</b>	Bhavin Shah (FSW)
<b>NOTE TAKER</b>	Bhavin Shah (FSW)
<b>TIMEKEEPER</b>	Bhavin Shah (FSW)
<b>ATTENDEES</b>	Richard McFarlane (RMC), Joe Figurado (JF), Duro Basic (DB), Nigel Threadgold (NT), Bhavin Shah (BS) (FSW)

1.1.	19/20 Programme was reviewed to determine if confirmation that a budget of £1,237,000 for implementation of Station Road Bridge Replacement over New River, Haringey during 2019/2020 could now be confirmed in response to an urgent request made by the Borough?	RMC, DB, JF, NT
1.2.	19/20 budget is reduced to 4m, which includes all identified committed schemes from 2018/19 into 2019/20, but no new commitments, as instructed by TfL.	RMC, DB, JF, NT
1.3.	<p>Duro discussed his concerns regarding the package coordinator role.</p> <p>Duro reminded all present that TfL was content to continue package coordinator role for a consultant for 2018/19. However, for the new financial year 2019/20, TfL is questioning: do we need the same arrangement since overall funding is reduced for 2019/20?</p> <p>Duro is aware that TfL and LoBEG had received queries from different LoBEG members expressing their concerns about the current package arrangements regarding the employment status of the package coordinator.</p> <p>Is it appropriate that position should be undertaken by a person not directly employed by a borough or no longer being the LoBEG borough representative?</p>	DB
1.4.	<p>TfL confirmed that the 2019/20 budget is 4m and expects the allocation for Package Administration recommended by LoBEG to reflect the size of the reduced budget and in relation to the reduction in workload.</p> <p>Therefore, the Package Administration fee for 2019/20 that may be acceptable to TfL is to be within the range of 65k but no higher than 90k.</p> <p>Considering the reduced budget and concerns raised by LoBEG members TfL is unable to allocate a budget to Westminster for 2019/2020 for continuing funding the role of Package Coordinator via Westminster term services provider.</p> <p>TfL is not content for named roles for LoBEG package administration to undertaken by consultants.</p>	DB
1.5.	LoBEG needs to consider new package management options to reflect the reduced 19/20 budget and workload that will represent good value for money, for any new arrangements to be acceptable to TfL.	NT
1.6.	LoBEG will be providing TfL with their proposals by the end of April 2019	NT
1.7.	If LoBEG is unable to come forward with credible new administration proposals, TfL may choose to seek an alternative arrangement(s).	DB
1.8.	Joe asked should he stop his engagement with LoBEG by the end of the financial year (31/03/2019) and Nigel confirmed that this needs to happen, as of consequence of the complaints TfL and LoBEG have received regarding the	NT

	employment contract status for the role of package coordinator role provided by Westminster.	
1.9.	Paid service for the role of Project Coordinator now ends by the end of March 2019 subject to the terms of employment (notice period) by Westminster term service provider + one additional month (4 weeks) for handover if required.	NT, RMc
1.10.	Joe strongly requested TfL and LoBEG to provide a rationale for this decision in writing to him, if these draft minutes are felt still to be unclear.	NT
1.11.	Duro also suggested reviewing AMWG support for ATKINS for the future years.	DB
1.12.	<p>Richard commented that the history of support for AMWG through ATKINS has been very good. However, we/LoBEG AMWG can review the current support and come up with options, which could be discussed at the next Asset Management Working party meeting.</p> <p>It was agreed that funding £1,237,000 for implementation of Station Road Bridge Replacement over New River, Haringey during 2019/2020 would be confirmed in writing to Haringey Council immediately after this meeting.</p>	<p>RM</p> <p>DB</p>