

Minutes

Cabinet

Thursday, 29 September 2011

**Meeting held at Committee Room 6 - Civic Centre,
High Street, Uxbridge, UB8 1UW**



Published on: 30 September 2011

Decisions come into effect on: Friday 7th October 2011

Cabinet Members Present:

David Simmonds (Vice-Chairman - and Chairman for the meeting)

Jonathan Bianco

Keith Burrows

Philip Corthorne

Henry Higgins

Scott Seaman-Digby

Members also Present:

John Riley

George Cooper

Judith Cooper

Brian Crowe

Mo Khursheed

Edward Lavery

Brian Stead

386. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Ray Puddifoot and Councillor Douglas Mills.

387. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

No interests were declared.

388. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The minutes and decisions of the last meeting were agreed and confirmed as a correct record by the Cabinet.

389. TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS OF BUSINESS MARKED PART 2 IN PRIVATE

This was confirmed.

390. DRAFT NATIONAL PLANNING POLICY FRAMEWORK: RESPONSE TO GOVERNMENT CONSULTATION

RESOLVED:

That the Cabinet:

- 1. Agrees the response to the consultation as set out in the Appendix and the accompanying Annex to this report, for submission to the Department for Communities and Local Government.**
- 2. Agrees to delegate authority to the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services, in consultation with the Cabinet Member for Planning, Transportation and Recycling, to make any minor changes required to the response before submission.**

Reasons for decision

Cabinet considered the recently published draft National Planning Policy Framework for public consultation. The Cabinet noted that the introduction of the new Framework would set both the strategic context for local planning policies and would also influence the implementation of existing local policies. Cabinet therefore approved the Council's response to the consultation document, which it felt was robust and protected the interest of local residents. The Cabinet also expressed its opposition to the development of the Tavistock Road site as part of the draft West London Waste Plan.

Alternative options considered and rejected

The Cabinet could have made amendments to the Council's response or have decided to make no response to the consultation, which would have given no opportunity to influence the Government's proposals.

Officer to action:

Jales Tippell
Planning, Environment, Education and Community Services

391. QUEENS WALK LEARNING AND DEVELOPMENT CENTRE

RESOLVED:

That Cabinet:

- 1. Agree to the closure of the Queens Walk Learning and Development Centre with effect from 28 October 2011 and that all Learning and Development activities are transferred to Adult Learning Centres across the Borough;**

- 2. Agree to the relocation of the Library service to the temporary buildings on the South Ruislip Site with effect from 28 October 2011 and;**
- 3. Authorises officers to develop a proposal to use the Queens Walk site for the reprovion of facilities for people with disabilities with high dependency and complex needs.**

Reasons for decision

Cabinet noted that the Queens Walk Learning and Development Centre was not currently utilised effectively and therefore agreed that the asset be identified for alternative use as a new resource centre focused on disabled people with high dependency and complex needs.

Alternative options considered and rejected

Cabinet could have decided to close and sell the site, but felt that the site presented a good opportunity to re-provide and improve facilities for those with disabilities.

Officer to action:

Steve Smith –
Planning, Environment, Education and Community Services

392. TRANSFORMATION OF ADULT SOCIAL CARE: PERSONALISATION AND COMMISSIONING PLAN 2011 - 2015

RESOLVED:

That Cabinet approves the Transforming Adult Social Care: Personalisation and Commissioning Plan 2011-2015 in-principle and the direction of travel for services for adult social care services that it describes, subject to consultation with service users and other stakeholders that will lead to a further report to Cabinet.

Reasons for decision

Cabinet welcomed the overarching plan to transform Adult Social Care in Hillingdon. Cabinet noted that it would lead to more effective and efficient support, increased choice and independence for residents, a greater role for social networks, improved support for carers and better value for money. Cabinet agreed the plan for wider public consultation, noting that it would come back to Cabinet for final approval.

Alternative options considered and rejected

Cabinet could have amended the plan or decided not to approve it, which would have resulted in no strategic plan for the service.

Officer to action:

Paul Feven –
Social Care, Health and Housing

393. DISABILITIES COMMISSIONING PLAN 2011-2015

RESOLVED:

That Cabinet approves the Disabilities Commissioning Plan in principle and the direction of travel for services for disabled people that it describes, subject to consultation with service users and other stakeholders that will lead to a further report to Cabinet.

Reason for decision

The Cabinet welcomed the plan to improve support for Disabled People in Hillingdon. Cabinet noted that it would lead to improved access to information, increase the ability to use personal budgets, greater choice in services, extended supported housing opportunities and ensure that there was building-based support for those with the most complex needs. Cabinet agreed the plan for wide public consultation, noting that it would come back to Cabinet for final approval. Cabinet also noted that an Equalities Impact Assessment had been undertaken in formulating the proposals.

Alternative options considered and rejected

Cabinet could have amended the plan or decided not to approve it, which would have resulted in no forward looking plan for the service.

Officer to action:

Paul Feven –
Social Care, Health and Housing

394. GIFT FUNDING FOR PLANNING FUNCTIONS - FORMER NATIONAL AIR TRAFFIC SERVICES SITE

RESOLVED:

That Cabinet accepts the offer of a gift from Weston Homes in accordance with the provisions of Section 93 of the Local Government Act 2003.

Reasons for decision

Cabinet agreed to receive a small amount of monies to assist in the complex processing of planning applications on the former National Air Traffic Services site. Cabinet felt it justifiable for the developer to contribute to the public cost of carrying out these planning functions.

Alternative options considered and rejected

Cabinet could have refused the gift from Weston Homes, which would have not been in the best interests of the local communities or the Council.

Officer to action:

Matthew Duigan / James Rodger –
Planning, Environment, Education and Community Services

395. PLANNING OBLIGATIONS - QUARTERLY FINANCIAL MONITORING REPORT

RESOLVED:

That the Cabinet notes the updated financial information attached to the report.

Reasons for decision

Circular 05/05 and the accompanying best practice guidance requires local planning authorities to consider how they can inform Members and the public of progress in the allocation, provision and implementation of obligations whether they are provided by the developer in kind or through a financial contribution. Cabinet noted the report which detailed the financial planning obligations held by the Council and what progress had, and was, being made.

Alternative options considered and rejected

To not report to Cabinet. However, Cabinet believed it was an example of good practice to monitor income and expenditure against specific planning agreements.

Officer to action:

Nicola Wyatt, Planning and Community Services

396. COUNCIL BUDGET - MONTH 4 2011/12 REVENUE AND CAPITAL MONITORING REPORT

RESOLVED:

That Cabinet:

- 1. Note the forecast budget position for revenue and capital as at Month 4**
- 2. Note the treasury update at Appendix B**
- 3. Approves the retaining of agency staff as detailed in Appendix C**
- 4. Agrees that the Ward Budget Initiative will come into effect from 1st October 2011 and approves the allocation of £330k from Priority Growth to fund it.**

5. **Agree additional charges connected with requests for street naming and new building naming/numbering to cover matters that are not clearly defined under the existing adopted pricing structure. The proposed charges would be as set out below:**
 - To name a hotel: £250+vat
 - To issue letters to confirm an address: £30+vat
6. **Approves the virement of £75k of Council Resources from Primary School Expansions to Ruislip High School**
7. **Approves the virement of £2,277k of DfE grant funding from Schools Kitchens to Primary School Expansions**

Reason for decision

Cabinet noted and welcomed the Council's current revenue & capital position and treasury update and made decisions in respect of agency staff, new charges for naming and numbering of new or existing buildings, approved virements and amendments in capital budgets between services and agreed the implementation and funding of the Ward Budget Initiative.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Central Services

397. LONDON LIBRARIES CONSORTIUM BOOK CONTRACT

RESOLVED

That Cabinet agrees that officers enter into the standard contract agreement that has been drawn up for participating Councils to allow them to purchase adult's and children's fiction and non fiction through the London Libraries Consortium (LLC) Book "Contract A"

Reasons for decision

Following a tender exercise by the London Borough of Redbridge on behalf of other London local authorities, Cabinet agreed to enter into "Contract A" to purchase all its library requirements for adult's and children's fiction and non fiction books. Cabinet welcomed the discount and reduced book servicing costs, which would increase the Council's buying power in relation to books.

Alternative options considered and rejected

Cabinet could have decided to continue with the existing range of ad-hoc library book suppliers or have decided to negotiate new individual contracts rather than by

joining a pan-London consortium. It was felt this option this would not have achieved best value for the taxpayer.

Officers to action:

Nigel Dicker & Daniel Waller / Bob Alabaster –
Planning, Environment, Education and Community Services / Central Services

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended).

398. RE-ORGANISATION OF THE HIGHWAYS RESPONSIVE MAINTENANCE OPERATION

RESOLVED:

That Cabinet:

- 1. Approves the proposal not to extend or re-tender the current Highways Responsive Maintenance Support Contract on its expiration in March 2012.**
- 2. Approves the proposal to expand the size of the current Highways Responsive Maintenance Team through the procurement of required plant, vehicles and skilled road worker operatives to ensure the timely and professional completion of all responsive highways maintenance works in-house.**

Reasons for decision

Cabinet considered a report to improve the robustness and speed of handling the inspection and repair of highway defects. In considering the comparative costs, Cabinet made the necessary decisions to enable the in-house team to carry out both existing responsive and cyclic highway maintenance as well as the workloads currently allocated externally. Cabinet noted that this would provide for a reduced reliance on private contractors to maintain the borough highway network, which would enable the Council to improve and speed up its response on behalf of local residents.

Alternative options considered and rejected

Cabinet could have decided to continue with current arrangements and extend the external contract for another year, re-tender the contract or out-source the whole

highways function. However, this was considered both less efficient and less effective than undertaking the works in-house.

Officer to action:

James Birch –
Planning, Environment, Education and Community Services

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399. TOTAL APPROACH TO TOWN CENTRE REGENERATION - SUPPORT FOR HILLINGDON'S SMALL INDEPENDENT TRADERS

RESOLVED:

That Cabinet:

Awards the contract to International Visual Ltd following an open competitive tendering process, on the basis of most economically advantageous tender to deliver the two year visual merchandising programme at a total maximum cost of £95,450.

Reason for decision

Cabinet agreed to use Local Area Agreement Reward Grant to enable the delivery of a visual merchandising programme to improve the vitality of shops and small independent traders within Ruislip Manor, Hayes and Northwood Hills town centres using commercial expertise and retail apprenticeships. Following a tender exercise, Cabinet agreed the successful bidder to deliver the programme.

Alternative options considered and rejected

Cabinet could have decided not to use external grant funding for this programme, which would have resulted in a missed opportunity to support small independent traders within Hillingdon in particularly crucial economic times.

Officers to action:

Jales Tippell and Kevin Byrne –
Planning, Environment, Education and Community Services & Central Services

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400. AWARD OF ICT MANAGED SERVICES

RESOLVED:

That Cabinet award Northgate Information Solutions Ltd a 4 year ICT Managed Service contract effective from 1st May 2012.

Reasons for decision

Following a procurement exercise using the Government Procurement Service, Cabinet agreed to award the contract for the hosting and support of the Council's core ICT systems.

Alternative options considered and rejected

Cabinet could have decided to delay the award of any such contract, which would have put many critical ICT systems at risk that are used to deliver services and help operate the Council.

Officer to action:

Steve Palmer –
Planning, Environment, Education and Community Services

Exempt Information

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401. EXTENSION OF CONTRACT FOR THE SUPPLY OF ELECTRICAL FITTINGS AND MATERIALS

RESOLVED:

That Cabinet:

- 1. Agree to vary the contract agreement as set out in this report and;**
- 2. Approve the extension of the contract with City Electrical Factors Limited for the supply of electrical fittings and materials for a period of 24 months.**

Reasons for decision

Following a review by Officers, Cabinet agreed to extend the contract for specialised electrical works to Council housing to City Electrical Factors Limited, who had performed satisfactorily and had also delivered value for money.

Alternative options considered and rejected

Cabinet could have decided to let the current specialised contract lapse and conduct a full tender exercise. However, it felt that there was no practical or financial advantage to do so this at this stage and that it could potentially lead to increased prices.

Officer to action:

Grant Walker – Social Care, Health and Housing

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402. UXBRIDGE LIBRARY - APPOINTMENT OF INTEGRATED PROJECT MANAGEMENT & DESIGN TEAM SERVICES

RESOLVED:

That Cabinet notes the content of this report and agrees to:

- 1. The appointment of Pick Everard to Project Management and Full Design Team Services using a 2 stage Design and Build procurement route; and**

2. Instructs officers to work with the Deputy Chief Executive and Corporate Director of Planning, Environment, Education & Community Services, Leader of the Council and Cabinet Member for Finance, Property and Business Services to undertake a first stage procurement exercise for the Council's preferred Construction partner and report back to Cabinet for decision.

Reasons for decision

Following a tender exercise, Cabinet agreed the successful design team and procurement route for the refurbishment of the Borough's main library in Uxbridge. Cabinet welcomed the Council's overall refurbishment programme which had proved to be very successful and had seen usage increase by 100% of those libraries already refurbished.

Alternative options considered and rejected

Cabinet could have decided to not proceed with the modernisation of Uxbridge Library or delay the programme.

Officer to action:

Mohamed Bhimani and Philip Ross:
Planning, Environment, Education & Community Services

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403. PROGRESS REPORT ON NEW YEARS GREEN LANE LANDFILL SITE

RESOLVED

That the Cabinet:

1. Notes the contents of the letter received from the Environment Agency in respect of the Council's Grant Application;
2. Authorise Officers to liaise with the Environment Agency to agree and implement a contingency programme of works that could be completed by the end of this financial year 2011/12 should unspent grant money from other Authorities become available later this year 2011 and;

- 3. Endorses the Remediation Assessment Proposals for 2011/13 as agreed with the Environment Agency and authorises Officers to begin to implement the measures as outlined in the report.**

Reasons for decision

Cabinet received an update report on the New Years Green Lane Landfill site and made the necessary decisions to commence work with the Environment Agency in relation to the site.

Alternatives considered and rejected

None.

Officer to action:

Peggy Law -
Planning, Environment, Education & Community Services

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404. VOLUNTARY SECTOR LEASING UPDATE

RESOLVED:

That Cabinet agreed the rents in the report, which were subject to negotiation with the voluntary sector organisations concerned, and instructed the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services to commission the Borough Solicitor to complete the appropriate rent review memorandum and lease documentation.

Reasons for decision

Cabinet considered two applications from voluntary organisations and agreed to let/rent the properties concerned at less than the full market value in accordance with the Council's Voluntary Sector Leasing Policy.

Alternative options considered and rejected

Cabinet could have chosen not to apply the Voluntary Sector Leasing Policy.

Officer to action:

Greg Morrison -
Planning, Environment, Education and Community Services

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405. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT

None.

The meeting closed at 7:32pm

IMPORTANT INFORMATION**DECISION AUTHORITY**

Meeting after Cabinet, the Executive Scrutiny endorsed all Cabinet's decisions and they therefore come into effect from 5pm, Friday 7th October 2011.

Changes to proposed decisions:

Officers should note that the Cabinet amended recommendations and thereby agreed revised decisions on the following items:

- Item 11 – recommendation 4 amended
- Item 14 – recommendation 2 removed