

Minutes

Cabinet

Thursday, 25 September 2014

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



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Come into effect on: 3 October 2014 *

Cabinet Members Present:

Ray Puddifoot MBE (Chairman)
David Simmonds (Vice-Chairman)
Keith Burrows
Philip Corthorne
Douglas Mills
Jonathan Bianco
Scott Seaman-Digby

Members also Present:

Susan O'Brien
Wayne Bridges
Judith Cooper
Brian Crowe
Peter Curling
John Hensley
Allan Kauffman
Mo Khursheed
Lynne Allen
Henry Higgins

1004. APOLOGIES FOR ABSENCE

All Members of the Cabinet were present.

1005. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Councillor Douglas Mills declared a non-pecuniary interest on Agenda Item 5 (minute 1008) due to the proximity of his home to the proposed HS2 route. He remained in the room during the discussion and vote on the item.

1006. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The minutes and decisions of the Cabinet meeting held on 24 July 2014 were agreed by the Cabinet and Chairman as a correct record.

1007. 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

Items to be considered in public and private parts of the meeting were confirmed at the meeting.

1008. HS2 - HILLINGDON'S RESPONSE TO THE PROPERTY CONSULTATION 2014

RESOLVED:

That Cabinet:

- 1. Approves the Council's response to Property Consultation 2014 for the London West Midlands HS2 route.**
- 2. Requests that the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in on this decision to ensure that the consultation response can be completed within the required deadline.**

Reasons for decision

Cabinet endorsed the Council's response to the HS2 Property Consultation 2014, the latest in a series of consultation exercises by the Government in relation to compensation payments for property owners who would suffer blight and a loss in the value of their properties as a direct consequence of Phase One of the HS2 Scheme.

The response sought the best outcome for those residents affected and Cabinet expressed its unequivocal commitment to continue to oppose the proposed route, which would likely to be the most significant development proposal in the Borough since the 3rd Runway.

Alternative options considered and rejected

Cabinet could have decided not to respond to the consultation, but this was considered to be inappropriate due to the adverse impacts that HS2 would have upon the Borough.

Officers to action:

Jales Tippell, Residents Services
Rajesh Alagh, Borough Solicitor

1009. QUARTERLY PLANNING OBLIGATIONS MONITORING REPORT

RESOLVED:

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

Reasons for decision

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, Residents Services

1010. MONTHLY COUNCIL BUDGET - MONITORING REPORT

RESOLVED:

That the Cabinet:

- 1. Note the forecast budget position for revenue and capital as at August 2014 (Month 4).**
- 2. Note the treasury management update as at August 2014 (Month 4) at Appendix E.**
- 3. Approves the acceptance of grant funding as detailed in Appendix F.**
- 4. Continue the delegated authority up until the 23 October 2014 Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between the 24 July and 25 September 2014 Cabinet meetings, detailed at Appendix G [updated].**
- 5. Ratifies the decisions made by the Leader of the Council, as set out in Appendix H, which were taken since the 24 July Cabinet meeting under interim delegated authority.**
- 6. Approves the donation of the £30k surplus on textile recycling to the Mayor's Charity.**
- 7. Approves the transfer of £66k from the Environmental Assets capital budget of £1,500k to fund drainage works at Pinn Meadows.**
- 8. Agrees to the appropriation of four garages from the General Fund to the HRA to support the affordable housing programme.**
- 9. Approves the transfer of £500k from reserves to the Environmental & Recreational Initiatives Fund.**
- 10. Agrees to the allocation of £12k from the Environmental & Recreational Initiatives budget towards the renewal of fencing and rear gates at Harefield Cricket Club.**
- 11. Agrees to the allocation of £230k funding from the Environmental & Recreational Initiatives Fund towards the enhancement of Kings College Pavilion running track.**

- 12. Authorise a £26k external grant from the Chrysalis Fund, to the Eastcote Cricket Club who are overseeing the rebuilding of the Club's changing rooms.**
- 13. Approves the block booking of the second floor of Point West, 1040 Uxbridge Road, Hayes for a period of three months at a cost of £31k. The accommodation is used as interim accommodation for bed & breakfast and avoids booking expensive alternatives such as Travelodges.**
- 14. Approves the revised Fees & Charges for garages detailed in Appendix I.**
- 15. Approves legal fees of up to £50k towards any appeal against the High Court's recent decision in relation to HS2.**

Reasons for decision

Cabinet was informed of the latest forecast revenue, capital and treasury position in the current financial year 2014/15, noting the Council had was ahead of its budgetary and service objectives through sound financial management.

Cabinet made a number of budget related decisions, which included the acceptance of Government grants, a donation to the Mayor's Charity, transfers and appropriation of monies and assets, allocation of funds for environmental works, ratification of decisions taken by the Leader of the Council during the summer, measures to reduce expensive temporary accommodation and a new fees and charges regime for the Council's garage sites.

Additionally, Cabinet agreed monies to pursue any appeal against the High Court's decision to dismiss the Council's and HS2 Action Alliance's legal challenge against the Government's high speed rail project.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Finance Directorate

1011. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

That Cabinet:

- 1. Note the progress made with Phases 1, 2 and 3 of the Primary School Expansion Programme and the School Conditions Programme.**
- 2. Ratify an Emergency Contract Decision made on 28 July 2014 by the Leader of the Council and Chief Executive to:**

- **Agree the building contract with Roan Building Solutions Ltd. for the total cost of £362,356 for the works associated with the two bulge year classes at Hedgewood Primary and Meadow Secondary Schools in order to meet and deliver pupil places for September 2014;**
- **Agree the associated capital release request of £443,047 to include the remaining project costs. The project will be financed from the £1,000,000 budget for Primary Schools Special Resources Provision.**

Reasons for decision

Cabinet received an update on the Council's major primary and secondary school capital expansions programmes, noting the substantial works undertaken over the summer on existing and new schools sites. Cabinet ratified previous decisions taken to continue the provision of sufficient school places for children, a priority objective for the Administration.

Alternative options considered and rejected

Cabinet could have decided to delay or not progress aspects of the school capital programmes, which would have impacted upon the Council's ability to provide sufficient school places.

Officer to action:

David Murnaghan – Residents Services

1012. PROCUREMENT OF VARIOUS VEHICLES FOR RESIDENTS SERVICES

RESOLVED:

That Cabinet:

- 1. Approve the acceptance of a tender from Marshall Motor group (Ford and Nissan Hub) for the supply and delivery of up to 97 Ford vehicles for use across various Council service areas subject to final number contained within the capital release approval.**
- 2. Note that the Deputy Chief Executive, Corporate Director of Residents Services in consultation with the Leader of the Council and the Cabinet Member for Finance, Property and Business Services will approve subsequent vehicle call-off purchasing under usual expenditure approval authorisation and subject to the capital release process.**
- 3. Agree the design principles and indicative costs for corporate livery for use on the fleet.**
- 4. Agree to the allocation of £840k from the HRA Other Projects capital programme budget to finance the purchase of 57 housing vehicles.**
- 5. Agree to the virement of £131k from the Vehicle Replacement Programme capital budget of £646k to the Grounds Maintenance capital**

budget to finance the purchase of 35 Green Spaces vehicles at a cost of £777k.

Reasons for decision

Following a robust procurement process, Cabinet approved a framework agreement for which to purchase new vehicles to assist in the Council's delivery of services to residents. Cabinet noted that existing vehicles were reaching the end of their useful life. Updated livery approval and the necessary financial decisions were also made by Cabinet to facilitate this.

Alternatives options considered and rejected

Cabinet could have decided not to replace the existing vehicles or lease new vehicles as opposed to pursuing them outright, but it considered this not to be the most economically advantageous option.

Officers to action:

Steve Palmer, Residents Services
David Fisher, Residents Services
Ashley Bautier, Finance

Exempt Information

This report was considered in the private part of the meeting. It 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.

1013. PROCUREMENT OF REFUSE COLLECTION VEHICLES

RESOLVED:

That Cabinet:

- 1. Approves the acceptance of a tender from Dennis Eagle for the supply and delivery of x2 no. 26 tonne Refuse Collection vehicles (without bin lift), subject to the normal capital release approvals.**
- 2. Approves the acceptance of a tender from Dennis Eagle for the supply and delivery of x1 no. 26 tonne Refuse Collection vehicle fitted with a Beta 2 or equivalent trade (lip clamp) bin lift with drop down rave, subject to the normal capital release approvals.**

Reasons for decision

Following a procurement process, Cabinet agreed to purchase 3 new vehicles to assist in refuse collection services to residents. Cabinet noted that the existing vehicles were reaching the end of their useful life.

Alternatives options considered and rejected

Cabinet could have decided not to replace the existing vehicles or lease new vehicles as opposed to pursuing them outright, but it considered this not to be the most economically advantageous option.

Officers to action:

Steve Palmer, Residents Services
David Fisher, Residents Services
Ashley Bautier, Finance

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1014. CONTRACT EXTENSION: COMMUNITY EQUIPMENT SERVICES

RESOLVED:

That Cabinet approves a two year extension of the contract with Medequip Assistive Technology (Medequip) for the Community Equipment and minor adaptations service for the period 1st April, 2015 to 31st March, 2017 at a total cost of £2.4m.

Reasons for decision

Cabinet approved the extension of the current contract for a further 2 year period to provide a range of services to vulnerable Hillingdon residents to enable maximum independence in maintaining their activities of daily living. Cabinet noted that a review was taking place following the provisions of the Care Act 2014, where a competitive tender for a potentially revised model of service would be sought in the future, which would increase choice for residents.

Alternative options considered and rejected

Cabinet could have decided to not extend the contract and purchase equipment on a more ad hoc basis.

Officers to action:

Tony Zaman, Adult Social Care
Beverley Grayley, Finance

Exempt Information

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1015. CONTRACT AWARD: GREEN DEAL COMMUNITIES SCHEME AND ENERGY COMPANY OBLIGATION

The report on this item was withdrawn from consideration at the Cabinet meeting and therefore no decision was made on it.

1016. CONTRACT AWARD: THE INSTALLATION OF NEW GAS HEATING SYSTEMS AND SYSTEM UPGRADES

RESOLVED:

That Cabinet approves the award of a contract to British Gas Social Housing Ltd, trading as PH Jones, to deliver works for new gas installations and boiler replacements for 4 years with the possibility to extend by a further 2 years.

Reasons for decision

Following due procurement process, Cabinet agreed the award of the most economically advantageous contract that would deliver the replacement and renewal of gas boiler installations to the Council's housing stock.

Cabinet endorsed the more sensible approach in the reactive replacement of boilers to ensure value for money.

Alternative options considered and rejected.

None. Under the Gas Safety (Installation and Use) Regulations 1998 Cabinet noted that the Council, as a Landlord, had a duty to maintain the gas installations in its tenanted properties in a safe condition and to carry out a regular safety checks of such installations.

Officers to action:

Nigel Dicker – Residents Services
Christopher Tuohy – Finance

Exempt Information

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1017. CONTRACT AWARDS: APPOINTMENT OF BANKING SERVICES AND MERCHANT SERVICES SUPPLIERS TO THE COUNCIL

RESOLVED:

That Cabinet:

- 1. Award the Banking Services contract to Lloyds Bank Plc for a period of 5 years with an option to extend, subject to approval by the Leader of the Council and Cabinet portfolio holder in conjunction with the Corporate Director of Finance, for a further 2 years and an additional further 2 years and;**
- 2. Award the Merchant Services contract to Global Payments UK Ltd for a period of 5 years with an option to extend, subject to approval by the Leader of the Council and Cabinet portfolio holder in conjunction with the Corporate Director of Finance, for a further 2 years and an additional further 2 years.**

Reasons for decision

Cabinet approved the award of two necessary contracts following due competitive procurement exercises. Cabinet noted that these contracts would enable continued value for money for the Council and responsive services to residents in respect of money transmissions and payments made to and from the Council for services.

Alternative options considered and rejected

Cabinet noted that not having in place such financial services for the Council's activities was not an option.

Officers to action:

Annette Reeves - Finance

Daniel Tilbury - Finance

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1018. CONTRACT AWARD: RENEWAL OF ENERGY SUPPLIES

RESOLVED:

That the Cabinet:

- 1. Agrees to the use of the public sector buying organisation, Crown Commercial Services (CCS) to purchase and secure electricity prices, on behalf of the Council for 8 Half hourly (HH) sites and 7 Unmetered Supplies (UMS) sites with a contract start date of 1st April 2015 for a duration of 2 years expiring on 31st March 2017.**
- 2. Request that the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in on this decision to ensure that the tender award can be completed within the required deadline.**

Reasons for decision

Following market testing and a robust competitive procurement exercise, Cabinet agreed an energy contract for a number of corporate sites and the Council's CCTV, social housing and street lighting services.

Alternative options considered

Cabinet considered a range of alternative procurement options.

Officer to action:

Allison Mayo, Finance

Exempt Information

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1019. CONTRACT AWARD: MENTAL HEALTH SUPPORTED LIVING SERVICES

RESOLVED:

That Cabinet agrees a Single Tender Action to award a six month contract to Look Ahead to continue to provide Care and Support Services to residents of Hayes Park Lodge, Hamlet Lodge and Hornbeam Road (Peachey Close) at a cost of £288.6k.

Reasons for decision

Cabinet accepted a short-term single tender from Look Ahead Housing Care and Support for the provision of care and support services in Hayes Park Lodge, Hamlet Lodge and Peachey Close, which were supported living schemes for people with mental health needs.

Alternative options considered and rejected

None. Cabinet noted that a competitive tender exercise would be undertaken in due course to ensure value for money for such services.

Officers to action:

Tony Zaman, Adult Social Care Services
Beverley Grayley, Finance

Exempt Information

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1020. COWLEY AND BESSINGBY & DEANE PARK BOWLS CLUBS - NEW CLUBHOUSES

RESOLVED:

That Cabinet note the contents of the report and agree:

- 1. The award of the contract for the supply and installation of the clubhouses to Cleveland Site Safe for the sum of £213,256 by way of issuing a letter of intent in the first instance to mitigate the long lead in period to manufacture the buildings whilst the all the relevant documentation is being prepared for signature;**
- 2. The award of the contract for the preparation of foundation and the ground works to Eva Build for the sum of £131,117;**
- 3. To delegate authority to spend the allowance for provisional sums, commission additional surveys and client items and contingencies to the Deputy Chief Executive and Corporate of Director Residents Services, in consultation with the Leader of the Council.**
- 4. To request that the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in on these decisions to ensure that the tender award can be made to enable the project to be delivered within the required timescale.**

Reasons for decision

Cabinet welcomed progress in securing contracts for new clubhouses and associated ground works at Cowley and Bessingby & Deane Park Bowls Clubs, noting this was a key pledge by the Administration. Cabinet welcomed this commitment in pursuit of healthy lives for Borough residents.

Alternative options considered and rejected

None.

Officer to action:

Mohamed Bhimani – Residents Services

Exempt Information

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1021. SURRENDER OF LEASE OF HIGH STREET, YIEWSLEY

RESOLVED:

That the Cabinet approves:

- 1. The surrender of 163 High Street Yiewsley.**
- 2. That the Council enters into a 5 year lease for residential accommodation under the Private Sector Leasing Scheme as detailed in this report;**
- 3. The lease surrender with the settlement of the dilapidations costs in the sum set out in the report and;**
- 4. Instructs Legal Services to complete the appropriate lease documentation.**

Reasons for decision

Cabinet agreed to the surrender of the lease to an office it had used as the old Area Housing Office to allow conversion of the premises, utilising external funding, to provide 17 flats for housing homeless families over a five year lease period.

Alternative options considered and rejected

Cabinet could have continued with the status quo, incurring unnecessary costs associated with premises it no longer required.

Officer to action:

Susan Williams-Joseph; Residents Services

Exempt Information

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1022. GARAGE SITE AT BRAKENBRIDGE DRIVE, RUISLIP

RESOLVED:

That Cabinet:

- 1. Declares the site surplus to requirements;**

2. **Authorises the disposal of the site on the open market leasehold, with the freehold to be sold for £1 to the leaseholder on completion of development and;**
3. **Delegates authority to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services, in conjunction with the Deputy Chief Executive and Corporate Director for Residents Services, to make all subsequent decisions about the future of the site.**

Reasons for decision

As part of the Council's strategy to obtain better value from property assets, Cabinet agreed to declare surplus and dispose of the garage site at Brackenbridge Drive, Ruislip on the open market and delegated authority for subsequent decisions on the matter.

Alternative options considered and rejected

Cabinet considered other options in relation to whether the site should be used directly by the Council for affordable or discounted sale housing.

Officer to action:

M Gillings, Residents Services

Exempt Information

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1023. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT

No additional items were considered by the Cabinet.

The meeting closed at 7.32pm

*** IMPORTANT INFORMATION**

DECISION AUTHORITY

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions.

Cabinet's decisions in relation to the High Speed 2 (Item 5, minute 1008), the Purchase of Energy Supplies (Item 15, minute 1018) and the Cowley and Bessingby & Deane Park Bowls Clubs (Item 17, minute 1020) take immediate effect following the agreement of the Chairman of the Executive Scrutiny Committee.

The remaining decisions of the Cabinet will come into effect from 5pm, Friday 3 October 2014.
