

Minutes

Cabinet

Thursday, 16 March 2017

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



Published on: 17 March 2017

Decisions come into effect: from 24 March 2017 *

Cabinet Members Present:

David Simmonds CBE (Vice-Chairman)

Douglas Mills

Jonathan Bianco

Richard Lewis

Keith Burrows

Members also Present:

Susan O'Brien

Mo Khursheed

Henry Higgins

John Oswell

Jan Sweeting

Jane Palmer

Nick Denys

John Riley

Wayne Bridges

Duncan Flynn

Ray Graham

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Ray Puddifoot MBE and Councillor Philip Corthorne.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Councillor Susan O'Brien declared a non-pecuniary interest as a Trustee of Ruislip High School on Item 10 on the agenda and remained in the room on the discussion and vote on the item.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The minutes and decisions of the Cabinet meeting held on 16 February 2017 were agreed as a correct record.

4. 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.

5. CHILDREN'S CENTRE PROGRAMME DELIVERY MODEL

RESOLVED:

That Cabinet:

- 1. Notes the outcome of the Children's Centres consultation report; the views given by residents at the Petition Hearing of 1 February 2017; and the outcome of the completed Equalities and Human Rights Impact Assessment and has full regard to them in deciding whether to implement the proposals.**
- 2. Ratifies a decision taken by the Leader of the Council and Deputy Chief Executive and Corporate Director of Residents Services on 2 March 2017 to agree that Hillside and Uxbridge College Children's Centres be no longer operational as delivery sites from 1 April 2017 in support of the wider BID transformation Children's Centres project; and**
- 3. Notes that the Children's Centre programme will be delivered in-house with effect from 1 April 2017 and agrees to the subsequent reshaping of services into a localities model with a number of hub centres and linked satellite provision.**

Reasons for decision

Cabinet appreciated that the proposed changes to the children's centre delivery model had generated a broad range of views from residents and other stakeholders. Cabinet carefully considered the responses from the formal consultation process, direct correspondence and the views from a number of petitioners who were heard by the Deputy Leader of the Council and Cabinet Member for Education and Children's Services on 1 February 2017.

Cabinet Members paid significant attention to the updated Human Rights and Equalities Impact Assessment with regard to potential impacts of the proposed new model. It was noted that the assessment concluded that the changes would enable a more flexible distribution of activity and staff to better target the needs of users in local areas. Members also felt it vital that residents be signposted and supported to access services during any transition.

Specifically, it was noted that any changes in service provision for users, following the discontinuation of the Hillside and Uxbridge College locations, would be carefully considered as part of the transition process and services would be provided at alternative locations.

Cabinet Members commented that historically, Children's Centres had been set up with a critical purpose of assisting the most vulnerable parents and families. It was

noted that, over time, use of the centres had been adopted by a far broader cohort of the local population. Cabinet Members felt it important to re-focus the centres' mission to target and expand support to those most in need.

Having considered the matter in full, Cabinet agreed to progress with the remodelling of the children's centre programme into a "hub and spoke" locality model as part of a wider transformation plan relating to family support services commissioned by the Council. Members were of the view that these changes would further strengthen the planning and delivery of integrated and flexible range of family support services and a more targeted approach to meeting resident needs and priorities.

Cabinet also ratified the discontinuation of services at two Children's Centre sites as the Council did not have the surety of access required to plan for the delivery of services with no lease arrangements in place, despite significant effort by the Council to seek to put such arrangements in place.

Members discussed other service areas that the Council had reviewed in the past, including library and music services, both of which had grown in strength and use by residents following a core transformation of their operations.

Alternative options considered and rejected

Cabinet could have continued with the current arrangements but considered this would not enable the Council to secure consistency of service across the whole programme. Alternative approaches to managing and organising provision were also considered, however, Cabinet considered that the locality model offered the best solution in terms of creating manageable areas to coordinate and plan services within.

Officer to action:

Tom Murphy, Children and Young People's Services

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

Special Urgency Provisions

This report had been circulated less than 5 working days before the Cabinet meeting and was agreed by the Chairman to be considered as urgent.

6. ACCESSIBLE HILLINGDON: SUPPLEMENTARY PLANNING DOCUMENT

RESOLVED:

That the Cabinet:

- 1. Notes the contents of the Draft Revised Accessible Hillingdon Supplementary Planning Document;**
- 2. Approves the Draft Revised Accessible Hillingdon Supplementary Planning Document for public consultation;**
- 3. Instructs officers to report back to a future meeting of Cabinet on the outcome of the public consultation and recommendations for changes to the document prior to its consideration for adoption by full Council.**

Reasons for decision

Cabinet noted that since the adoption of the current Accessible Hillingdon Supplementary Planning Document (SPD), the Government's National Technical Housing Standards had come into effect on 1 October 2015. As a result, changes were required to Hillingdon's policies to update it.

Cabinet considered the revised draft Plan and agreed it be published for public consultation, including with the relevant Policy Overview Committee, as a policy framework document linked to the Council's Local Plan. Cabinet would then review the outcome of this at a later stage.

Alternative options considered and rejected

Cabinet could have not sought to update the policy, but this would have provided unclear guidance for developers and would have resulted in unnecessary design iterations and inefficiency in the planning process.

Officers to action:

Charmian Baker/Ali Kashmiri – Residents Services

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

7. DETERMINATION OF STATUTORY PROPOSALS TO ENLARGE THE PREMISES: HILLSIDE INFANT SCHOOL, HILLSIDE JUNIOR SCHOOL AND WARRENDER PRIMARY SCHOOL

RESOLVED:

That the Cabinet:

- 1. Approves the proposal to enlarge the premises of Hillside Infant school, from 1 September 2017.**
- 2. Approves the proposal to enlarge the premises of Hillside Junior school, from 1 September 2019.**
- 3. Approves the proposal to enlarge the premises of Warrender Primary school, from 1 September 2018.**

Reasons for decision

Cabinet considered the consultation responses from the statutory school organisation process to enlarge the premises of three schools - Hillside Infant, Hillside Junior and Warrender Primary in the Borough, in order for them to expand.

In agreeing the proposals under the School Organisation Regulations 2013 and related statutory guidance, Members approved the permanent expansion of the schools and welcomed that this would provide additional school places for children in the Borough.

Alternative options considered and rejected

Cabinet could have rejected the proposals, modified the proposals or sought to add conditions to them.

Officer to action:

Venetia Rogers, Residents Services.

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

8. QUARTERLY PLANNING OBLIGATIONS MONITORING REPORT

RESOLVED:

That the Cabinet notes the updated financial information.

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.

It was noted that such monies had been put to good use with one of the Council's premier partners, Uxbridge College, in developing a bespoke training scheme on the construction trade for local residents.

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

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

9. MONTHLY COUNCIL BUDGET MONITORING REPORT - M10

RESOLVED:

That Cabinet:

- 1. Note the forecast budget position as at January 2017 (Month 10).**
- 2. Note the Treasury Management update as at January 2017 at Appendix E.**
- 3. Continue the delegated authority up until the April 2017 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 16th February 2017 and 16th March 2017 Cabinet meetings, detailed at Appendix F.**
- 4. Agree to the appropriation of land and premises to the rear of 113-127 Moorfield Road, Cowley from the General Fund to the Housing Revenue Account to be developed as shared ownership housing.**

- 5. Agree to the appropriation of land and premises at 15-16 Welbeck Court, Welbeck Avenue, Hayes from the General Fund to the Housing Revenue Account to be developed as general needs housing.**
- 6. Accept a grant of £5k in respect of the Better Care Fund which has been awarded by London ADASS.**
- 7. Ratify the following decisions taken by the Leader of the Council and relevant Cabinet Member in the absence of a Cabinet meeting:**
 - a. On 21 February 2017, that the Leader of the Council and Cabinet Member for Social Services, Housing, Health and Wellbeing, approve the award of a contract to CMG for Supported Living services at Church Road for three years from May 2nd 2017 to 30th April 2020 at an approximate cost of £2,194k AND approve the award of a contract to Comfort Care for Supported Living services at Honeycroft Hill for three years from May 2nd 2017 to 30th April 2020 at an approximate cost of £2,395k.**
 - b. On 21 February 2017, that the Leader of the Council and Cabinet Member for Social Services, Housing, Health and Wellbeing approved the award of a contract for three years with the option of further extension periods of up to two years to Comfort Care Services Ltd for the provision of care and support services for people with complex Learning Disabilities at Glenister Gardens.**
 - c. On 22 February 2017, that the Leader of the Council and the Cabinet Member for Finance, Property and Business Services agree to award of the Revenues & Benefits Services Contract to Liberata UK Ltd for a period of five years from 1 June 2017 with an option to extend for a 2 further periods of 2 years subject to satisfactory performance.**
 - d. On the 3 March 2017, that the Leader of the Council and the Cabinet Member for Finance, Property and Business Services agree to authorise the completion of the appropriate legal documentation necessary for the surrender of the Ruislip Lido car park and the grant of a supplemental lease of part of the car park for a term of approximately 78 years, to be co-terminus with the existing lease noting that this will be reported back to Cabinet for ratification.**
- 8. Delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Cabinet Member for Finance, Property and Business Services, the purchase of Oracle licences for 2017/18 to ensure continuity of key ICT systems.**
- 9. Agrees to:**
 - a. Revoke its decision on 16 February 2017 to accept the tender, under the ESPO Framework 376F for the Supply of Music CD, DVD and Blu-ray films and Computer & Console Games to TransUK;**
 - b. Accept the tender from Askews & Holts Library Services for the Supply of Music CD, DVD and Blu-ray films and Computer & Console Games**
 - c. Agrees the contract period from 1 April 2017 for a period of 3 years, with the option to extend for a further period of up to 2 years.**

- d. Request the Chairman of the Executive Scrutiny Committee to waive the scrutiny call-in period so officers can expedite the necessary contract.**

Reasons for decisions

Cabinet was informed of the latest forecast revenue, capital and treasury position (Month 10) for the current year 2016/17 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a range of decisions, including a technical transfer of land assets between the General Fund and Housing Revenue Accounts for future housing needs in the Borough. Cabinet ratified a number of decisions taken since the previous Cabinet meeting, delegated a decision to purchase essential technology items and made a technical alteration to a decision previously made in relation to the library stock supply contracts.

A small grant had been received in respect of the Better Care Fund which would support the useful work of Healthwatch Hillingdon who have sought to improve the patient and family experience at Hillingdon Hospital.

Finally, Cabinet received an update following the Government's announcement to increase social care funding for local authorities.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Finance Directorate

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

10. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

That Cabinet:

- 1. Note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.**
- 2. Approve the refurbishment of the canteen and nursery block at Lady Bankes Infant and Junior School and replacement roof works at William Byrd Primary School projects as part of Phase 2 of the School Condition Programme.**

- 3. Delegate to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Director of Residents Services, the authority to place building contracts for the projects outlined in recommendation 2.**

Reason for decision

Cabinet received its monthly update on the Council's school building programme, aimed at ensuring that every child in the London Borough of Hillingdon would have a quality place at a local school. Specific decisions were made to progress works to Lady Bankes Infant and Junior School and William Byrd Primary School as part of the School Condition Programme.

Alternative options considered and rejected

None.

Officer to action:

Bobby Finch, Residents Services

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

11. TENDER FOR THE COMMUNITY EQUIPMENT SERVICE

RESOLVED:

That Cabinet:

- 1. Accepts the tender of Medequip Assistive Technology Ltd to provide the equipment loan and chemical toilet emptying service for a four year period from 1st April 2017 and with the option to renew the contract for up to two further years (maximum of six years) at an estimated cost of £1.2m for Year 1 and £1.2m in years 2 to 4, equating to £4.8m in total over the initial four years.**
- 2. That this will represent a call-off from the community equipment framework agreement established by the London Borough of Hammersmith and Fulham.**

Reasons for decision

Following a procurement exercise, Cabinet accepted the most economically advantageous contract for the community equipment service for residents, which included equipment loans and minor adaptations.

It was noted that the Council is under a statutory duty to make arrangements for the provision of disability aids and community equipment. Members welcomed the arrangements that would support the independence, safety and quality of life of Hillingdon's residents of all ages.

Alternative options considered and rejected

Cabinet could have extended the existing contract, set up various procurement arrangements or entered into framework agreements with other local authorities.

Officer to action:

Gary Collier - Adult Social Care

Classification: Private

Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and 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).

12. TENDER FOR ROOF WORKS, BARNHILL ESTATE, HAYES

RESOLVED:

That the Cabinet:

- 1. Rescinds its previous decision on 23 June 2016 to accept the tender and appointment of Acclaim Contracts Limited for these works.**
- 2. Accepts a new tender for roofing works to various properties on the Barnhill Estate, Hayes to Mulalley & Co. Limited.**

Reasons for decision

Cabinet accepted the most economically advantageous tender for works to renew defective roof coverings and associated repairs and improvements to 55 properties and 2 flats on the Barnhill Estate in Hayes.

Alternative options considered and rejected

Cabinet considered no other viable options, other than to undertake proper repairs to the properties.

Officer to action:

Chris Woods, Resident Services

Classification: Private

Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and 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.

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

No additional items were considered by the Cabinet.

The meeting closed at 7.33pm.

*** IMPLEMENTATION OF CABINET'S DECISIONS**

Decisions that take immediate effect: Cabinet's decision relating to the revocation and acceptance of tenders for the library supply contract (Item 9 – Budget monitoring report) take immediate effect following agreement to waive the call-in from the Chairman of the Executive Scrutiny Committee.

All other decisions: Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions. These can therefore be implemented from 5pm, Friday 24 March 2017 upon the expiry of the scrutiny call-in period, unless notified otherwise.

The officers to implement the decisions are indicated in the minutes.