

## Minutes

### Cabinet

Thursday, 19 October 2017

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



Published on: 20 October 2017

Decisions come into effect on: 27 October 2017 \*

#### **Cabinet Members Present:**

Ray Puddifoot MBE (Chairman)  
David Simmonds CBE (Vice-Chairman)  
Douglas Mills  
Jonathan Bianco  
Philip Corthorne

#### **Members also Present:**

Susan O'Brien  
John Morse  
Peter Curling  
Peter Money  
Henry Higgins  
Nick Denys  
Richard Mills  
Ray Graham  
Wayne Bridges  
John Riley

#### **1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Philip Corthorne and Councillor Richard Lewis.

#### **2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING**

No interests were declared by Members present.

#### **3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING**

The decisions and minutes of the Cabinet meeting held on 28 September 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**

It was confirmed that the business of the meeting marked Part 1 public would be considered in public and that marked Part 2, considered in private.

**5. SOCIAL SERVICES, HOUSING AND PUBLIC HEALTH POLICY OVERVIEW & SCRUTINY COMMITTEE REVIEW INTO HOUSING BENEFIT REFORMS AND THE IMPACT ON THE COUNCIL AND RESIDENTS**

*The Chairman of the Social Services, Housing and Public Health Policy Overview Committee, Councillor Wayne Bridges, presented the Committee's review to Cabinet, which was warmly endorsed.*

**RESOLVED:**

**That the Cabinet welcomes the Committee's findings from their review into Housing Benefits and supports the recommendations outlined below:**

- (1) That Cabinet notes the findings of the Social Services, Housing and Public Health Policy Overview Committee that show:**
  - a) There is a wide-range of support available to those residents in receipt of benefits;**
  - b) Council Officers are providing the services and support required to assist residents through fundamental changes in benefits legislation; and**
  - c) Efforts are also being made to transform services that assist residents on benefits to secure suitable accommodation.**
- (2) With Universal Credit and other changes continuing to be rolled-out in coming years, that Cabinet welcomes a further review by the relevant Policy Overview Committee, during 2019/2020, on the systems and support in place to assist residents, given the forecasted increase in enquiries and caseloads.**
- (3) That officers review available communication channels with a view to ensuring that Hillingdon residents are kept informed of the current and impending changes to housing benefits and, if affected, are sufficiently signposted towards the appropriate contactable service areas for support.**

**Reasons for decision**

Cabinet acknowledged that Housing Benefits had undergone considerable change, following various changes in Government legislation. As these had impacted on how residents in Hillingdon claim Housing Benefit, Cabinet welcomed the findings of the Committee's review which had examined and reported back on efforts by the Council to support residents through these changes.

**Alternative options considered and rejected**

The Cabinet could have decided to reject some or all of the Committee's recommendations.

**Officers to action:**

Rob Smith – Finance (implementation)  
Neil Fraser – Chief Executive’s Office (monitoring)

**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.*

**6. LOCAL SAFEGUARDING CHILDREN BOARD: ANNUAL REPORT**

**RESOLVED:**

**That the Cabinet note the content of the Annual Report and work of the Local Safeguarding Children Board during 2016/17.**

**Reasons for decision**

Cabinet noted the annual report, which was a statutory requirement and expressed the Council's commitment to the safeguarding of children. Cabinet considered the comments of the Policy Overview Committee who had noted that improvements were being made to the performance management framework.

**Alternatives considered and rejected**

None.

**Officers to action:**

Stephen Ashely (Independent Chairman, LSCB)  
Tony Zaman, Social Care

**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. SAFEGUARDING ADULTS PARTNERSHIP BOARD: ANNUAL REPORT**

**RESOLVED:**

**That Cabinet notes the annual report of the Hillingdon Safer Adults Partnership Board for 2015/16.**

**Reasons for decision**

Cabinet noted the annual report, a statutory requirement and expressed the Council's commitment to the safeguarding of adults and older people. Cabinet also took note of the comments of the Social Services, Housing and Public Health Policy Overview Committee on the report.

**Alternatives considered and rejected**

None.

**Officers to action:**

Stephen Ashely (Independent Chairman, LSCB)  
Tony Zaman, Social Care

**Classification: Public**

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**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.

**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 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.*

**9. CONSIDERATION OF SETTING A LICENSED DEFICIT FOR OAK WOOD SCHOOL (FORMERLY ABBOTSFIELD SCHOOL) AND BISHOP WINNINGTON-INGRAM CE PRIMARY SCHOOL**

**RESOLVED:**

**That Cabinet:**

- 1. Approves the application for a licensed deficit from Oak Wood School (formerly known as Abbotsfield School) for 2017/18.**
- 2. Approves the application for a licensed deficit from Bishop Winnington-Ingram CE Primary School for 2017/18.**

## **Reasons for decision**

Cabinet gave its approval for Oak Wood School and Bishop Winnington-Ingram CE Primary School to hold a licensed deficit. It was noted that funding for schools was provided through the Dedicated Schools Grant and Pupil Premium and would have no impact on the Council's budget requirement.

## **Alternative options considered and rejected**

Cabinet could have decided to write-off the deficit, which would have required agreement from the Schools Forum, or alternatively withdrawn the governors delegated powers over their budgets.

## **Officers to action:**

Dan Kennedy - Residents Services  
Peter Malewicz – Finance

## **Classification: Public**

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## **10. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 5**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Note the forecast budget position as at August 2017 (Month 5).**
- 2. Note the Treasury Management update as at August 2017 at Appendix E.**
- 3. Continue the delegated authority up until the November 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 28 September 2017 and 19 October 2017 Cabinet meetings, detailed at Appendix F.**
- 4. In response to the introduction of the Markets in Financial Instrument Directive 2014/65 ("MiFID II"):**
  - a. Notes the potential impact on the treasury management strategy of becoming a retail client with effect from 3rd January 2018;**
  - b. Agrees to the immediate commencement of applications for elected professional client status with all relevant institutions in order to ensure it can continue to implement an effective treasury management strategy.**
  - c. Acknowledges and agrees to forgo the protections available to retail clients within the report.**
  - d. Approves delegated responsibility to the Corporate Director Finance for the purposes of completing the applications and**

determining the basis of the application as either full or single service.

5. Approve acceptance of gift funding in relation to a Planning Performance Agreement on the following major developments in accordance with the provisions of Section 93 of the Local Government Act 2003:
  - a. Axis House, Bath Road (£17,500)
  - b. Brunel University, Uxbridge (£45,000)
6. Approves the new Winter Tariff (Nov-Feb) of £3.50 for all-day (8am-6pm) parking at Ruislip Lido car park. The charge is not applicable to Hillingdon First card users.
7. Ratify an Emergency Contract Decision taken on 17 October 2017 by the Leader of the Council and Deputy Chief Executive & Corporate Director of Residents Services (on behalf of the Chief Executive) to:
  - a. Replace fire door sets within Triscot House (specialist care scheme), No. 3 Colham Road (specialist Care scheme) and Cowley House.
  - b. Approve the extension of the Council's current contractual arrangements with Gerda Security Ltd (undertaking fire door replacements in all high rise housing blocks) to incorporate procurement of fire door sets for these three high risk locations.
  - c. Agree the capital release of £290k from within existing unallocated capital programme budgets - the Property Works Programme (3 Colham Road - £80k) and the Warm Safe and Dry (Safe) budget within the HRA Works to Stock Programme (Triscott House / Cowley House - £210k).

### **Reasons for decision**

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2017/18 to ensure the Council achieved its budgetary and service objectives. Additionally, Cabinet agreed the Council's response following the introduction of the Markets in Financial Instruments Directive 2014/65, accepted developer funding for key sites in the Borough, updated parking charges at Ruislip Lido car park and ratified an emergency decision taken in respect of further fire safety work required to safeguard residents and properties.

### **Alternative options considered and rejected**

None.

### **Officer to action:**

Paul Whaymand, Finance

### **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. HOUSE BUILDING PROGRAMME - GENERAL NEEDS & SHARED OWNERSHIP HOUSING DEVELOPMENTS**

### **RESOLVED:**

**That the Cabinet:**

- 1. Agrees to progress the housing programme consisting of the delivery of 9 general needs new build and 5 shared ownership units across 4 sites, consisting of:**
  - I. 2 East Way - Townfield Ward - 1 x 2 bed house.**
  - II. Bartram Close - Brunel Ward - 1 x 2 bed and 1 x 1 bed bungalows.**
  - III. 34 - 44 Sullivan Crescent - Harefield Ward - 6 x 2 bed chalet bungalows.**
  - IV. 113 - 127 Moorfield Road - Brunel Ward - 5 x 3 bed houses.**

**The total estimated programme cost is £2,701k.**

- 2. Approves the virement and allocation of £230k from the overall £9,500k 2017/18 HRA General Capital Contingency budget to the 2017/18 New General Needs Housing Stock Budget. This budget is for the initial feasibility costs to take the 4 schemes up to the tender stage, as detailed within this report.**
- 3. To delegate all of the future decisions regarding these projects 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 of Residents Services.**

### **Reasons for decision**

Cabinet agreed to progress the building of new housing as part of an ongoing review of underutilised Council assets and land with a tenure of each individual site selected to meet local demand. Cabinet welcomed the range of housing proposed for local residents including shared ownership and bungalows for the elderly.

### **Alternative options considered and rejected**

Various alternative uses of the sites were considered by Cabinet, however, these were discounted because the need to increase available homes within the Borough.

### **Officers to action:**

Edward Knott / Michael Naughton, Residents 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.*

## **12. APPROPRIATION OF LAND AT BOURNE COURT, RUISLIP**

### **RESOLVED:**

#### **That the Cabinet:**

- 1. Authorises officers to give public notice of the Council's intention to appropriate the land from Adult Social Care/Health functions to planning purposes;**
- 2. Authorises the disposal of the site by way of informal tender for a long leasehold interest of 125 years for a premium payment and a peppercorn rent with an option to purchase the freehold interest for £1 on completion of the development to the Council's satisfaction;**
- 3. Delegates authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, to consider any objections to the proposed appropriation; decide whether the land should be appropriated for planning purposes and to make all necessary decisions to give effect to the above recommendations and any other decisions which are required in relation to the land.**

#### **Reasons for decision**

Cabinet agreed to progress with the appropriation of the land on the site, which would facilitate the sale of the land and enable the proposed residential development to be brought forward.

#### **Alternative options considered and rejected**

Alternative methods of sale, such as by auction and a straight disposal of the freehold were considered and discounted as inappropriate for the site.

#### **Officer to action:**

Mike Paterson, Residents Services

#### **Classification: Private**

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## **13. VOLUNTARY SECTOR LEASES**

## RESOLVED:

**That Cabinet agrees the rent and lease set out in the report, which is subject to negotiation with the voluntary sector organisation detailed in this report and instructs the Deputy Chief Executive and Corporate Director of Residents Services to then commission the Borough Solicitor to complete the appropriate legal documentation.**

### Reasons for decision

Cabinet agreed a new lease for the Fassnidge Bowls Club, Rockingham Parade Uxbridge. Cabinet's decision enabled the organisation to benefit from discounted rents as part of the Council's Voluntary Sector Leasing Policy and wider commitment to a vibrant local voluntary sector.

### Alternative options considered and rejected

None.

### Officer to action:

Mike Paterson, Residents 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).*

## 14. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT

No additional items were considered by the Cabinet.

The meeting closed at 7:21pm.

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### **\*Internal Use only - implementation of decisions**

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

All decisions can, therefore, be implemented by officers upon the expiry of the scrutiny call-in period which is from **5pm, Friday 27 October 2017**.

Officers to action the decisions are indicated in the minutes.

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If you would like further information about the decisions of the Cabinet at this meeting, please contact the Council:

[democratic@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk)

Democratic Services: 01895 250636

Media enquiries: 01895 250403

To find out more about how the Cabinet works to put residents first, visit [here](#).