

## **Minutes**

### **Cabinet**

**Thursday, 21 June 2018**

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



**Published on: 22 June 2016**

**Decisions come into effect from: Friday 29 June 2018**

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

Ray Puddifoot MBE  
David Simmonds CBE  
Philip Corthorne  
Jonathan Bianco  
Douglas Mills  
Keith Burrows  
Richard Lewis  
Susan O'Brien (Ex-Officio Member of the Cabinet)

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

Jane Palmer  
Nick Denys  
John Riley  
Henry Higgins  
Simon Arnold  
Wayne Bridges  
Peter Money  
Lynne Allen  
John Morse

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

All Cabinet Members were present.

#### **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 24 May 2018 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**

Items to be considered in public and private were confirmed as on the agenda, with the exception of Item 10 on the Guru Nanak Academy Lease, which was deferred.

**5. REVIEW BY THE PREVIOUS 2017/18 SOCIAL SERVICES, HOUSING AND PUBLIC HEALTH POLICY OVERVIEW COMMITTEE INTO LONELINESS AND SOCIAL ISOLATION IN OLDER PEOPLE**

*Councillor Wayne Bridges, the Chairman of the 2017/18 Social Services, Housing and Public Health Policy Overview Committee presented that Committee's review into loneliness and social isolation in older residents, which was warmly endorsed by Cabinet.*

**RESOLVED:**

**That the Cabinet welcomes the Committee's findings from their review into loneliness and social isolation in older residents, and supports the recommendations outlined below:**

**Policy Overview Committee Recommendations**

- 1. The Committee concludes that Hillingdon Council has a unique and comprehensive strategy to improve the quality of life for Older People, which includes a broad range of activities to help combat loneliness and social isolation.**
- 2. That the Committee support the Council's continued use of and promotion of TeleCare Line and technology to increase independence and reduce isolation of vulnerable people.**
- 3. That the Committee welcomes the support to organisations such as the Bell Farm Christian Centre who undertake varied activities aimed at bringing older people together, noting that Ward Councillors have also provided support for one-off social activities for older people via the Ward Budget Initiative.**
- 4. That the Committee fully backs the work of the Older People's Assembly to raise the profile of the support available to older residents.**
- 5. That the Leader of the Council and Cabinet Member for Social Services, Housing, Health & Wellbeing explore as part of the Older People's Plan, some further initiatives and activities to enable older people to feel valued and engaged in Hillingdon, that may include:**
  - a. Intergenerational activities with younger people through schools and local education establishments, the Scouts, and Duke of Edinburgh groups**
  - b. Reading and life story sessions in libraries**
  - c. Singing and music groups in schools**
  - d. Promotion of volunteering opportunities**
  - e. Spare Chair Scheme**
  - f. Animal Therapy session with local organisations**
  - g. Further befriending services**

- h. **Men in Sheds schemes**
- i. **Seated Exercise opportunities**

- 6. That the Cabinet request officers review existing events to better incentivise attendance from male residents, based upon the initial data and feedback received by the Committee.**

#### **Reasons for decision**

Cabinet thanked the Committee for its report and positive findings on the Council's comprehensive range of support to older people. Cabinet agreed the recommendations of the review, including proposals for fresh initiatives and activities to further encourage social engagement amongst older people.

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

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

#### **Officers to action**

Kevin Byrne / Nina Durnford – Residents Services / Social Care (implementation)  
Neil Fraser - Democratic Services (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. OLDER PEOPLE'S PLAN UPDATE**

#### **RESOLVED:**

**That Cabinet notes the successes to date and continued progress to deliver the Older People's Action Plan during 2017-18 to improve the quality of life, health and wellbeing of older people in Hillingdon.**

#### **Reasons for decision**

Cabinet reviewed the success of the Older People's Plan aimed at improving services and support designed to create a better quality of life for older people in Hillingdon. In particular, Cabinet noted that 9000 free burglar alarms had now been installed, along with nearly 12,000 Brown Badge holders across the Borough. Members welcomed the strong, preventative approach of the Plan.

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

None considered.

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

**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. BUDGET 2017/18 OUTTURN**

**RECOMMENDATIONS**

**That Cabinet:**

- 1. Note the budget position as at March 2018 (Month 12), including the in-year release of Development and Risk Contingency funds into Directorate Operating budgets as outlined in Table 5**
- 2. Note the use of Capital Receipts to fund service transformation as set out in Appendix E.**
- 3. Note the Treasury Management update as at March 2018 at Appendix F.**
- 4. Continue the delegated authority up until the July 2018 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 19 April 2018 and 21 June 2018 Cabinet meetings, detailed at Appendix F.**
- 5. Approve the release of the following sums from Development and Risk Contingency to Directorate Operating Budgets in 2018/19:**
  - a. Waste Disposal Levy and Associated Contracts - £794k**
  - b. Demographic Growth - Looked After Children - £260k**
  - c. SEN Transport - £184k**
  - d. Demographic Growth - Transitional Children - £1,211k**
  - e. Demographic Growth - Adults - £353k**
- 6. Approve re-phasing of £16,722k 2017/18 General Fund capital expenditure and financing budgets into future years as set out in Tables 19 and 20 in this report and £30,357k of HRA Capital Budgets from 2017/18 into future years as set out in Table 18.**
- 7. Agree to the appropriation of land and premises at 15-16 Welbeck Court, Welbeck Avenue, Hayes from the Housing Revenue Account to the General Fund to be let as a commercial shop unit.**
- 8. Accept additional Transport for London Local Implementation Plan Corridor and Neighbourhood funding of £426k for 2018/19.**
- 9. Approve acceptance of gift funding in relation to a Planning Performance Agreement on the following major development in accordance with the provisions of Section 93 of the Local Government Act 2003:**
  - a. 30/32 Blyth Road, Hayes - Bellway Homes (£23,500)**
  - b. Chailey Industrial Estate, Pump Lane, Hayes - Fairview Homes (£43,500)**
- 10. Approve the changes to Leisure Fees & Charges as set out in Appendix H.**

- 11. Agree that the Council donates £14,873 to the Mayor of Hillingdon's Charitable Trust to support local good causes, funded from the proceeds of kerbside textile waste collection and matched funding from the HIP Initiatives budget, with a further donation to top up the overall income for the year to £90,000.**
- 12. Accept grant funding of £378,241 from the Ministry of Housing, Communities & Local Government Rough Sleeping Initiative Fund for 2018/19.**
- 13. That Cabinet agrees to delegate authority to the Leader of the Council, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, to approve a draft schedule of penalty charges in relation to private and public sector housing in the Borough of Hillingdon which does not meet the requisite standards and legal requirements and:**
  - a) Agrees that once such approval has been given, that they may authorise that the draft schedule is subject to a consultation exercise with interested parties and;**
  - b) Dependent on timing, agrees the outcome of the consultation it is reported back to either the Cabinet or the Leader of the Council with the Deputy Chief Executive and Corporate Director of Residents Services, who having fully taken into account the consultation responses, have the authority to decide whether to implement a schedule of penalty charges and if so, to agree the charges and final form of the schedule.**

### **Reasons for decision**

Cabinet was informed of the out-turn revenue, capital and treasury position from the previous financial year 2017/18. Members welcomed the strong financial position the Council was in.

Cabinet made a range of other decisions in relation to the Council's budget, including the release of contingency budgets and re-phasing of capital expenditure in future years. Cabinet accepted additional grant funding in relation to transport, planning agreements and for rough sleepers, along with changes to the leisure centre fees and charges. Cabinet also donated monies to the Mayor's Charitable Trust to support local good causes, in part from the proceeds of kerbside textile waste collection.

An additional recommendation was moved, and approved, to delegate authority to consult on a draft schedule of penalty charges in relation to private and public sector landlords managing housing in Hillingdon that do not meet the requisite standards and legal requirements.

### **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.*

**8. DOMESTIC ABUSE STRATEGY FOR HILLINGDON 2018-2021**

**RESOLVED:**

**That the Cabinet endorse Hillingdon's Domestic Abuse Strategy 2018-2021**

**Reasons for decision**

Cabinet agreed an updated partnership based Domestic Abuse Strategy to help keep residents and their families safe from harm by preventing and reducing 'repeat victimisation', preventing patterns of offending and reducing the number of serious crimes perpetrated against residents.

Cabinet welcomed how the strategy was embedded within the wider preventative work of the Council, including how it could benefit children as they grow older, affected by such abuse in the family.

Cabinet praised Councillors Jane Palmer and Janet Gardner from the Domestic Abuse Steering Executive for their championing of this cause.

**Alternative options considered and rejected**

None.

**Officer to action:**

Jacqui Robertson, Community Safety

**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. 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, to ensure use of developer funds to benefit 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 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. ACADEMY LEASE - GURU NANAK SIKH COLLEGE, SPRINGFIELD ROAD, HAYES**

**The report relating to this matter was not considered at the meeting and deferred for decision.**

**Classification: Private**

*The officer report relating to this matter not considered by the Cabinet 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.*

**11. REFURBISHMENT AND RELOCATION OF THE FORMER YIEWSLEY BOWLS CLUB HOUSE TO SIPSON RECREATION GROUND**

**RESOLVED:**

**A That Cabinet note the views raised by petitioners and the decision made by the Cabinet Member for Finance, Property and Business Services at the petition hearing on 11 June 2018, as detailed in the report:**

**B That, following the outcome of the petition hearing, Cabinet:**

- 1. Agree to progress with the refurbishment and relocation of the former Yiewsley Bowls Club building to Sipson Recreation Ground, for use by West Drayton Explorers Football Club.**
- 2. Allocate and approve the capital release of £145,156 from the Section 106 contribution held at E/76/276E (former Hayes Football Club), towards the project to refurbish and relocate the former Yiewsley Bowls Club building to Sipson Recreation Ground, for use by West Drayton Explorers Football Club.**
- 3. Agree to award the contract for the project to Silwood Facilities Limited on the basis of most economically advantageous tender at a cost of £107,036 for the refurbishment and relocation of the former Yiewsley Bowls Club building to Sipson Recreation Ground.**
- 4. Delegate full authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, to make any further decisions required in respect of the scheme proposed.**

**Reasons for decision**

Following due consideration of a petition on the matter on 11 June 2018, Cabinet made all the necessary decisions to move forward with the project to relocate the former Bowls Club House at Yiewsley Recreation Ground and move it to Sipson Recreation Ground for use by the West Drayton Explorers Football Club. Cabinet noted that the current West Drayton Explorers Football Club facilities located in Sipson Recreation Ground were not fit for purpose. By using the existing modular building on the former Yiewsley Bowls Club site, which was surplus to requirements, Cabinet agreed this would provide the most effective solution and also improve support for youth football locally.

Cabinet noted that the site of the former Bowls Club had remained vacant for the last three years. Furthermore, Cabinet welcomed the recent investment and rebuild of three local bowls clubs in the nearby area, providing residents with much improved facilities for playing bowls.

**Alternative options considered and rejected**

Cabinet could have not progressed with the scheme, agreed to fund the scheme through alternative means or suggested alternative projects that could have benefited from the relevant s106 agreements.

**Officers to action:**

Nicola Wyatt / 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. PROVISION OF ADVOCACY, INDEPENDENT VISITOR AND RETURN INTERVIEW SERVICES WITHIN CHILDREN'S SERVICES**

**RESOLVED:**

**That the Cabinet agrees to award a contract to Coram Voice for Provision of Services for an Advocacy Service, Independent Visitor Scheme And Return Interview Service.**

**Reasons for decision**

Cabinet noted the Council's legal obligation to provide Advocacy, Independent Visitors and Return Home Interviews to ensure effective support services are available for looked after children and care leavers. Following a review by officers, Cabinet agreed to award a new contract for these services.

**Alternative options considered and rejected**

None.

**Officer to action:**

Helen Smith, Janice Altenor – Social Care

**Classification: Private**

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**13. PURCHASE OF FOUR REFUSE COLLECTION VEHICLES**

**RESOLVED:**

**That Cabinet approve the purchase four Refuse Collection Vehicles for use by Waste Services based at Harlington Road Depot at a cost of £567,560 from the supplier Dennis Eagle Ltd.**

### **Reasons for decision**

Cabinet agreed to purchase new slim-line refuse collection vehicles to improve the operational efficiency of the refuse collection carried out by Waste Services from their base at Harlington Road Depot.

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

Cabinet could have decided to continue using vehicles beyond economical repair or hire them, but this would not have achieved value-for-money.

### **Officer to action:**

Bobby Finch, Resident Services

### **Classification: Private**

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## **14. CONTRACT FOR PRINTING & POSTAGE SERVICES FOR REVENUES & BENEFITS**

### **RESOLVED:**

**That Cabinet agrees to award a contract, with effect from 1 August 2018, for 1 year plus the option to extend for two further periods of 12 months, to DSI Billing Services Ltd to provide printing & postage services for the Revenues & Benefits Service.**

### **Reasons for decision**

Cabinet awarded a contract to ensure that printing and postage services required for residents and businesses, in the provision of Council Tax, Business Rates, Sundry Debt, Adult Social Care Financial Assessments and Benefits services, were carried out efficiently and effectively.

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

None.

### **Officer to action:**

Rob Smith, Finance

## **Classification: Private**

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

No additional items were considered by the Cabinet.

The meeting closed at 19.35pm.

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

### **When the Cabinet's decisions come into effect**

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions. Therefore, these decisions can be implemented by officers upon the expiry of the scrutiny call-in period date below:

**from 5pm, Friday 29 June 2018**

Officers to action the decisions are indicated in the minutes. The minutes are the official notice for any subsequent internal process approvals required by officers to action the Cabinet's decisions.

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The public part of this meeting was broadcast on the Council's YouTube channel [here](#). Please note that these minutes and decisions are the definitive record of proceedings by the Council of this meeting.

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

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