

## Minutes

### Cabinet

Thursday, 25 June 2009

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



Published on: 29<sup>th</sup> June 2009

Decisions come into effect on: 5pm on Monday 6<sup>th</sup> July 2009

#### **Cabinet Members present:**

Councillor Jonathan Bianco  
Councillor Keith Burrows  
Councillor Philip Corthorne  
Councillor Henry Higgins  
Councillor Sandra Jenkins  
Councillor Douglas Mills (Chairman)  
Councillor Scott Seaman-Digby

#### **Members also present:**

Councillor George Cooper  
Councillor Judith Cooper  
Councillor Brian Crowe  
Councillor Tony Eginton  
Councillor Richard Lewis  
Councillor Mary O'Connor  
Councillor John Riley  
Councillor David Yarrow

### **17. APPOINTMENT OF CHAIRMAN FOR THE MEETING**

In the absence of the Chairman and Vice-Chairman, Cllr Douglas Mills was nominated by Cllr Keith Burrows to preside as Chairman for the meeting only. This was seconded by Cllr Scott Seaman-Digby and agreed by Cabinet Members present.

#### **RESOLVED:**

**That Councillor Douglas Mills be appointed as Chairman for this Cabinet meeting only.**

Cabinet asked the Borough Solicitor to update them of the outcome of the recent appeal to the Adjudication Panel for England. The Borough Solicitor informed Members of the outcome of the appeal.

### **18. APOLOGIES FOR ABSENCE**

Cllr Ray Puddifoot & Cllr David Simmonds

**19. DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING**

None.

**20. TO RECEIVE THE MINUTES OF THE MEETING HELD ON 28 MAY 2009**

The minutes of the last meeting were agreed as a correct record.

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

Cabinet confirmed this. However, Item 8, Ward Budget Initiative Update, was withdrawn from the agenda.

**22. HILLINGDON'S RESPONSE TO THE ECONOMIC DOWNTURN**

**RESOLVED:**

**That Cabinet notes the progress and action plan established through our strategic partnership, Hillingdon Partners, to monitor the impact of the recession and action to support residents and businesses.**

**Reasons for decision**

An update report was requested by full Council in January 2009 on the impact of the economic situation and the actions taken by the Council and its partners to mitigate the impact of the recession on residents and local businesses and organisations. The report showed that the recession continues to impact on residents and business and Hillingdon has led action to mitigate these impacts. It remained a priority of the Council to provide a strategic lead to respond to these important challenges.

**Alternative options considered and rejected**

Not to provide a strategic lead and leave partners and services to respond as best they can. This option was dismissed as it would increase the risk that support for residents and businesses would not be joined up or consistent, nor would it provide a forum to hear of the impacts directly with key partners in business and voluntary sectors and to develop an overall action plan.

**Officer to Action:**

Kevin Byrne, Deputy Chief Executive's Office

**23. CORPORATE SERVICES & PARTNERSHIPS POLICY OVERVIEW COMMITTEE REVIEW OF 'HILLINGDON: A WIRELESS AND BUSINESS FRIENDLY BOROUGH'**

The Chairman of the Corporate Services and Partnerships Policy Overview Committee presented a major review report on Hillingdon becoming a wireless

Borough. Cabinet thanked the Committee for its report and endorsed their recommendations, as amended, below:

## **RESOLVED**

**That Cabinet:**

- 1. Welcome the report from the Corporate Services & Partnerships Policy Overview Committee and note the general recommendation which is proposing the introduction of two pilot wireless (wi-fi) pilot schemes in Hayes and in Ruislip.**
- 2. Give consideration to the recommendations of the Policy Overview Committee report as reflected below:**
  - a) That the Council's Communications Team be asked to instigate a publicity campaign in relation to the Council introducing pilot schemes for wi-fi into town centres with the intention of encouraging people and businesses into the Borough's town centres.**
  - b) That a full quotation be sought from providers for wi-fi pilots to be run in two town centres; namely Hayes and Ruislip.**
  - c) That a full quotation be sought from providers for a roll out to all LBH town centres.**
  - d) That statistical data be collected for 1 year to see how, when and where the free wi-fi is being used.**
  - e) That subject to the use and operation of the pilot and the roll out costs being acceptable, the scheme is rolled out to all LBH town centres.**
  - f) That the wireless broadband be provided free to use but without service guarantees.**
  - g) That cooperation is sought with The Chimes operators to seek possible joined up implementation for an Uxbridge Town Scheme.**
  - h) That external funding be sought from the Local Government Association, from 2012 Tourism Funds or other possible funders.**
  - i) That work takes place with Business Link to promote wi-fi to businesses in the area.**
  - j) That officers ensure that the scheme be undertaken as part of a wider wireless strategy in the Borough i.e CCTV.**

### **Reasons for decision**

Cabinet received the Corporate Services & Partnerships Policy Overview Committee's report which provided recommendations relating to the introduction of two pilot wireless (wi-fi) schemes in the Borough. The review provided Members with the opportunity to look at how the Council could undertake its community leadership role of supporting businesses in Hillingdon. The evidence gathered during the review suggested that the introduction of wireless into the Borough's town centres will benefit small and medium enterprises and will also encourage people to come into high streets to use the wireless facilities and to spend money in the local economy.

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

The Cabinet could have decided to reject or amend the Committee's recommendations.

### **Officers to action:**

Steve Palmer, Finance and Resources

## **24. SOCIAL SERVICES, HEALTH & HOUSING POLICY OVERVIEW COMMITTEE REVIEW: SAFEGUARDING VULNERABLE ADULTS IN HILLINGDON**

The Chairman of the Social Services, Health & Housing Policy Overview Committee presented a major review report on Safeguarding Adults. Cabinet thanked the Committee for its report and endorsed their recommendations.

### **RESOLVED:**

#### **That Cabinet:**

- 3. Welcome the report from the Social Services, Health and Housing Policy Overview Committee and note the general consensus it found in favour of improving Safeguarding for Vulnerable Adults; and**
- 4. Accepts the recommendations of the Policy Overview Committee, noting the officer comments on their implementation.**

### **Reasons for decision**

Cabinet received the Social Services, Health & Housing Policy Overview Committee's report providing recommendations which addressed gaps in provision and sought opportunities to strengthen the role and functioning of partnership arrangements.

The Committee's recommendations were aimed at building upon Hillingdon's approach to the Safeguarding of Vulnerable Adults. An improved Safeguarding Adults service would reduce the numbers of adults suffering abuse by focusing on

preventative action and in those cases where this is not possible, ensure that any intervention is effective to address the needs of those persons suffering abuse.

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

The Cabinet could have decided to reject or amend the Committee's recommendations.

#### **Officers to action:**

Brian Doughty, Adult Social Care, Health & Housing

#### **25. WARD BUDGET INITIATIVE UPDATE - JUNE 2009**

This item was withdrawn from the Cabinet agenda.

#### **26. ROAD SAFETY PLAN UPDATE**

#### **RESOLVED:**

#### **The Cabinet notes and endorses:**

- 1. The road safety campaign 'Street Lights (and no speed signs) means 30'.**
- 2. Measures to tackle 'Rat-running' (traffic displacement onto residential streets).**

#### **Reasons for decision**

Cabinet received an update on progress with the Councils Road Safety Plan and information on 'rat-running' problems for consideration and endorsement. The report reviewed progress on the successful reduction of road accident casualties and sought Cabinet endorsement to measures to help address traffic displacement onto residential streets.

The Corporate Services & Partnerships Policy Overview Committee reviewed a draft of the report at their meeting of 9th June 2009 and welcomed it.

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

None.

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

David Knowles and Ken Smithson, Environment and Consumer Protection

**27. A NEW PLAN FOR LONDON: PROPOSALS FOR THE MAYOR'S LONDON PLAN  
RESOLVED**

**That Cabinet:**

- 1. Notes the contents of this report regarding the Mayor's Proposals for the London Plan.**
- 2. Endorses the response on the Mayor's Proposals for the London Plan as set out in this report for submission to the Mayor of London.**
- 3. Instructs officers to work with the GLA and Outer London Commission to ensure that the following key aspects reflect Hillingdon's prospective:**
  - a) support the desire to retain and improve the sense of place and character of our established town centre suburbs**
  - b) emphasise improvements to town centre public realm to improve the attractiveness for both residents and businesses**
  - c) improve transport capacity between the north and south of the borough, including the introduction of more Express bus routes such as the 607**
  - d) ensure considerations other than density and scale of development are taken into account, with more emphasis on the ratio of intermediate housing and elderly downsizing as demonstrated by the RAF West Ruislip planning application**
  - e) ensure parking standards reflect the importance of the car for people and the need to recognise the parking standards of planning authorities that border Hillingdon but are outside the Regional planning framework**
  - f) recognise the value of gardens and the 10% redevelopment policy in residential areas**

**Reasons for decision**

The Mayor of London has set out how he intends to update the London Plan, and whilst this is primarily for consultation with the London Assembly and within the GLA, it is open for anyone to comment, by 30 June 2009.

This will be a comprehensive revision to replace the current London Plan, and not, as was suggested in the previous publication - 'Planning for a Better London' - an incremental approach to review the plan. The intention is that, in addition to providing certainty for boroughs and the development industry, the whole review approach will also ensure consistency and integration between the London Plan and the Transport and Economic Development strategies, which are being re-written at the same time.

The Mayor's Proposals for the 'new' London Plan will have significant implications on the land use planning system and the influence that local councils and communities

will have on future developments within their areas. These concerns have therefore warranted the response considered and endorsed by Cabinet.

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

Cabinet could have made no response to the Mayor's proposals.

### **Officer to action:**

Stephen Timms and Jales Tippell, Planning and Community Services

## **28. REGULATION OF BUSKING IN UXBRIDGE TOWN CENTRE**

### **RESOLVED:**

#### **That Cabinet:**

- 1. make a resolution to apply Part V of the London Local Authorities Act 2000 to the whole of the London Borough of Hillingdon as highlighted in Appendix A.**
- 2. agree that officers will prepare a further report setting out the pitches to be used for busking and details of the procedures that will be used to manage busking on a day-to-day basis.**

### **Reason for decision**

Cabinet were asked to set in process the designation of the Hillingdon Borough as an area for Licence busking and allow better management of busking throughout the borough.

The Council had received increasing numbers of complaints from residents and other stakeholders about buskers (which includes street performers) creating a noise nuisance and an obstruction nuisance in the High Street Uxbridge area.

Adopting Part V of the London Local Authorities Act 2000 would enable officers to deal with all buskers and street performers using the same piece of legislation and therefore enable the Council to take a consistent approach to busking. In order to use the legislation Cabinet made a resolution to apply Part V of the London Local Authorities Act 2000 to land where buskers are shown to be a nuisance.

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

There are no alternative legal powers available to the authority for designating a street for License busking.

### **Officers to action:**

Bill Hickson, Environment and Consumer Protection, and Andy Stubbs, Deputy Chief Executive's Office

## **29. REVIEW OF CONSERVATION AREAS IN NORTHWOOD**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Approve in principle the proposed extension to the existing Northwood-Frithwood Conservation Area and the designation of a new Conservation Area focussed on Green Lane, Northwood, as illustrated in the maps included in appendices 1 & 2.**
- 2. Instruct officers to undertake a period of consultation of 6 weeks with all local residents, owners and other interested groups within each of these proposed areas and to report the outcome of the consultation to Cabinet on 15th October 2009.**

#### **Reasons for decision**

As part of the Council's programme of reviewing the Borough's Conservation Areas and following a request for designation, officers reconsidered the boundary of the existing Northwood-Frithwood Conservation Area and the possible designation of the Northwood town centre area.

The areas were assessed against the agreed criteria for the designation of Conservation Areas and Areas of Special Local Character. Following this, extensions were proposed to the existing Conservation Area for Cabinet approval whilst the designation of a new Conservation Area, focused on the Northwood town centre area, was also proposed for Cabinet approval.

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

Cabinet could have not agreed the proposed designation of these areas, leaving areas identified to be of heritage significance unrecognised and unprotected.

#### **Officers to action:**

Sarah Harper and Nairita Chakraborty, Planning and Community Services

## **30. GIFT FUNDING FOR PLANNING FUNCTIONS**

### **RESOLVED:**

#### **That Cabinet:**

- 1. accepts the offer of a gift from Inland Homes in accordance with the provisions of Section 93 of the Local Government Act 2003 and Section 139 of the Local Government Act 1972.**



- 2. delegates authority to the Director of Planning and Community Services, in consultation with the relevant Cabinet Member, the decision to accept any further offer of gift funding for this proposal.**

### **Reasons for decision**

The former National Air Traffic Services (NATS) site is a large site of 12.72ha that is available for re-development. Rippon Development Services (RDS), agents for Inland Homes, have advised officers that they intend to lodge a planning application for a residential led scheme in the autumn of 2009. In order to ensure a plan-led approach that incorporates the views of local residents and other key stakeholders, it was considered necessary to prepare a Supplementary Planning Document for the site, and this will incur costs to the Council. The offer from Inland Homes will greatly assist the Council in meeting those costs.

In addition to that, there will be the need for on-going meetings, and the provision of consistent and timely advice through the pre-application process, in the lead up to submission of a planning application, along with other associated work. It is considered essential to have a dedicated officer for the project, and additional resources are needed to support that function.

Cabinet therefore considered it appropriate that the Council should accept an offer of a gift to contribute towards the reasonable and justifiable costs of carrying out these planning functions. Cabinet also delegated authority to the relevant Director, in consultation with the relevant Cabinet Member, to accept any alternative funding offer for this site, if received.

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

Refuse the gift from Inland Homes. This would not be in the best interests of the local communities or the Council.

### **Officers to action:**

Stephen Timms and Jales Tippell, Planning and Community Services

## **31. MONITORING REPORT FOR THE FINAL QUARTER OF 2008/09 FOR COUNCIL PLAN WORK PROGRAMME, QUARTERLY PERFORMANCE INFORMATION, LAA REPORT AND ACHIEVEMENTS**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Notes the progress made to date on the Council Plan;**
- 2. In view of the economic downturn, ask officers to consider actions that will mitigate against slippage of any objective;**
- 3. Notes the progress made on the LAA 2008 and the performance reward grant section of the LAA 2007;**

4. Notes the progress made in performance within the local performance framework;
5. Notes the progress of the Place Survey; and
6. Notes achievements across the Council.

#### **Reason for decision**

Cabinet received a report setting out the progress made by officers in implementing the Council Plan across the Council. The report also provided a corporate overview of progress against the LAA, the Council's performance, Place Survey and Achievements across the council. Cabinet agreed that the Council Plan, LAA and performance information should be monitored regularly.

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

None.

#### **Officers to action:**

Susie Kemp and Ian Edwards, Deputy Chief Executive's Office

### **32. 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

### **33. HEATHROW AREA SUPPLY CHAINS**

#### **RESOLVED**

**That Cabinet agree to:**

- 1. enter into a grant agreement with the London Development Agency and receive funding for the sum of £295,000 towards delivery of a 3-year Heathrow Area Supply Chains programme;**
- 2. award the contract to Business to Business as the lead delivery partner following a competitive tendering process for a period of 3 years at a total cost of £501k and;**
- 3. withdraw the exempt nature of this report solely for the Council to provide information about this initiative for publicity purposes.**

#### **Reasons for decision**

The London Borough of Hillingdon secured £295,000.00 grant funding from the London Development Agency towards the delivery of a 3-year programme assisting small and medium enterprises to access major local supply chains at Heathrow Airport and within the public sector. A procurement process had been followed in accordance with Standing Orders.

Cabinet agreed to enter into a grant agreement with the London Development Agency and accept a tender from a lead delivery partner to be responsible for achieving all outcomes required under the programme.

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

Not to accept the tender, in which case the grant offer from the London Development Agency would have been declined and the programme would not have gone ahead.

#### **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 outweighs 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).

At the meeting, the Cabinet resolved to make information about this initiative public and decided to withdraw the above exemption purely for the Council to undertake publicity activities only.

**Officer to action:**

Helena Webster, Deputy Chief Executive's Office

**34. PILOTING A SOCIAL WORK PRACTICE IN HILLINGDON**

**RESOLVED:**

**That Cabinet approve the award of the contract to 'In the Spirit Ltd' for the provision of Social Work Services to approximately 100 children and young people in care.**

**Reasons for decision**

Hillingdon is one of six authorities participating in a national programme to pilot Social Work Practices – a new way of providing services to children in care. Social Work Practices are new initiatives and part of the Care Matters agenda. They will be small social worker led organisations that will be independent of the local authorities but will work closely with the authorities and their other providers. Social Work Practices will help the government and the Local Authority test out alternative approaches to delivering social work services and achieving better outcomes for children in care. As a participating authority, Hillingdon is required to appoint a Social Work Practice to discharge the social work functions for an agreed group of children and young people. Following the standard tendering process, Cabinet approved 'In the Spirit Ltd' as the Social Work Practice in Hillingdon.

**Alternative options considered and rejected**

Alternative options were not considered due to the nature of the pilot and the need for the approach to be tested as part of the government strategy for improving experiences and outcomes for children in care. There will be a number of systems in place and a process of robust monitoring to ensure effective risk management. This will be supported by regular scrutiny from the DCSF (Department for Children Schools and Families) as well as an intensive evaluation process which will be continuous throughout the pilot period.

**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 outweighs 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).

**Officer to action:**

Debbie Haith, Education and Children's Services

**35. OFF-SITE PROCESSING OF BACK-OFFICE COUNCIL TAX AND BUSINESS RATE WORK**

**RESOLVED:**

**That Cabinet formally approves the awarding of a 3 year contract with an option to extend for a further 2 years to Liberata plc for the back office processing of Council Tax and NNDR work at a cost of £178,000 per annum.**

**Reasons for decision**

Cabinet agreed that the contract to provide off site back office processing be re-awarded to Liberata plc. This would allow the Council to deal effectively with peak processing times, maintain the improvement in back office efficiency and maintain the improvement in collection rates in Council tax & NNDR (Business rates).

A tender exercise was carried out and all the bids were evaluated in accordance with an evaluation criteria set in line with guidance from the Procurement Team. Liberata are one of the major players in the local authority shared service market.

**Alternative options considered**

A review of the Revenues Service in 2007 considered the possibility of continuing to provide the service in house but this was not considered a viable proposition with the need to improve performance of the service and provide optimum efficiency.

**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 outweighs 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).

**Officer to action:**

Rob Smith, Finance and Resources

**36. SUPPORTING PEOPLE: AWARD OF CONTRACT**

**RESOLVED:**

**Cabinet is asked to note the report and agree the award of a contract to Hillingdon Homes for a new generic floating support service for three years (with a commencement date yet to be agreed), for £582,930 in year 1, £583,270 in year 2 and £600,120 in year 3.**

**Reasons for decision**

As a result of a strategic review of generic floating support services, the Supporting People Commissioning Body recommended that all existing generic floating support services and floating support services for older people and homeless families should be decommissioned to commission one Borough-wide, tenure-neutral generic floating support service, to include adult homeless people, older people who have a need for a short term service, travellers and people with low-level mental health problems.

Officers undertook the purchase of a replacement single generic floating support service and the Supporting People Commissioning Body agreed with their recommendations. Given the magnitude of the prospective contract award, under the Council's standing orders for procurement, the Cabinet therefore ratified the decision.

### **Alternatives considered and rejected**

The existing services could have been decommissioned. However, this would have left vulnerable residents without support. The contracts for the existing services could have been extended, however, this was not considered to be best value for the Council.

### **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 outweighs 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).

### **Officer to action:**

Barry Newitt, Adult Social Care, Health and Housing

## **37. HILLINGDON PEOPLE DISTRIBUTION CONTRACT & HILLINGDON PEOPLE PRINT CONTRACT**

### **RESOLVED:**

#### **That the Cabinet agrees that:**

- 1. the London Borough of Hillingdon enter into a contract with Regal Distribution Ltd for the delivery of Hillingdon People magazine for a period of three years.**
- 2. the London Borough of Hillingdon enter into a contract with Warner's Midlands PLC for the provision of printing Hillingdon People magazine for a period of three years (with an option to extend by a further one year).**

### **Reasons for decision**

The Council does not currently have permanent contracts in place to secure a fixed price for the distribution and print of Hillingdon People magazine. After a thorough tendering process for both contracts, Regal Distribution Ltd was approved as the preferred distribution supplier and Warner Midlands PLC as the preferred print supplier to ensure the continuing quality of the magazine at a competitive price, offering best value for residents.

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

Not to award a contract for either service. This would have resulted in uncertainty about the cost for the distribution and print of the magazine as the price would not have been fixed and could have increased, potentially resulting in an over-spend for the Council.

### **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 outweighs 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).

### **Officer to action:**

David Holdstock, Deputy Chief Executive's Office

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### **THE MEETING CLOSED AT 7:43PM**

**The Cabinet's decisions above come into effect after 5pm 6<sup>th</sup> July 2009 unless called-in by the Executive Scrutiny Committee. Members and Officers will be notified automatically of any call-in received by Democratic Services.**

- 38. ANY ITEMS TRANSFERRED FROM PART 1**
- 39. ANY ITEMS TRANSFERRED FROM PART II**