

## Minutes

### Cabinet

Thursday, 15 July 2010

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



Published on: 16 July 2010

Decisions come into effect on: 23 July 2010

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

Ray Puddifoot (Chairman)

Jonathan Bianco

Keith Burrows

Philip Corthorne

Henry Higgins

Sandra Jenkins

Douglas Mills

Scott Seaman-Digby

#### **Members also Present**

George Cooper

Judith Cooper

Brian Crowe

Raymond Graham

John Hensley

Mo Khursheed

Anita MacDonald

Richard Mills

John Riley

Brian Stead

#### **161. APOLOGIES FOR ABSENCE**

Councillor David Simmonds sent his apologies.

#### **162. DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THE MEETING**

Cllr Douglas Mills declared a personal and prejudicial interest in item 7 (minute 167) as the owner of a property in the area concerned and left the room during the discussion and decision on the matter.

Cllr Mo Khursheed declared a personal interest in item 12 (minute 172) as a member of a voluntary organisation and remained in the room during discussion on the item.

#### **163. TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING HELD ON 24 JUNE 2010**

The minutes of the last meeting were confirmed.

**164. 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. An additional supplementary report was tabled as agenda item 13.

**165. OLDER PEOPLE'S PLAN 2009/10 - UPDATE**

**RESOLVED:**

**That Cabinet notes the significant achievements to deliver the Older People's Action Plan during 2009/10 to improve the quality of life of Older People.**

**Reasons for decision**

Cabinet noted the development of the three-year Older People's plan 2008-2011 which endorsed the commitment from the Council and its partners to the continued development and improvement of services designed to create a better quality of life for older people in Hillingdon. The plan supported the council in delivering its plan 'Fast Forward to 2010' and supported Hillingdon in delivering the Sustainable Community Strategy.

**Alternative options considered and rejected**

None

**Officer to action:**

Dan Kennedy, Adult Social Care, Health and Housing

**166. DISABLED PEOPLE'S PLAN 2009-2012 UPDATE**

*The Chairman of the Social Services, Health and Housing Policy Overview Committee, Cllr Judith Cooper, presented her Committee's supportive comments on the Disabled People's Plan to the Cabinet.*

**RESOLVED:**

**That Cabinet:**

- 1. Notes the outturn position on the delivery of the 2009/10 Disabled People's Plan set out in Appendix 1.**
- 2. Approves the draft 2010/11 Plan in Appendix 2.**

### **Reason for decision**

Cabinet had previously requested a further update on the Disabled People's Plan. Cabinet noted the end of year position which showed the successful delivery of the majority of actions within the plan. Cabinet also noted that there had been consultation with disabled people on the content of the 2010/11 plan and after its consideration agreed it for publication.

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

None

### **Officer to action:**

Gary Collier, Adult Social Care, Health and Housing

## **167. RUISLIP VILLAGE CONSERVATION AREA - APPRAISAL**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Notes the response to the public consultation and adopts the Ruislip Village Conservation Area Appraisal.**
- 2. Approves the publication and circulation of the Ruislip Village Conservation Area Appraisal.**

### **Reasons for decision**

Cabinet noted that the Ruislip Village Conservation Area Appraisal would be a key background document for the assessment of development proposals and for emerging policy and proposals in the Local Development Framework. Cabinet noted that public consultation showed support for the document and therefore approved it for publication.

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

Cabinet could have decided not to approve the document for formal adoption which would have left no evidence base on conservation matters within the Ruislip Village Conservation Area to support the determination of planning applications and cases at appeal.

### **Officer to action:**

Sarah Harper – Planning, Environment and Community Services

**168. COUNCIL BUDGET - 2009/10 REVENUE AND CAPITAL OUTTURN**

**RESOLVED:**

**That Cabinet:**

- 1. Notes the revenue and capital outturn position for 2009/10.**
- 2. Notes the annual treasury report at Appendix B**
- 3. Notes the NI179 outturn position at Appendix C**

**Reason for decision**

Cabinet was informed of the successful outturn revenue and capital position for 2009/10 which showed that net expenditure for the year was £5,745k less than the budget and that the balances carried forward at 31 March 2010 were £17,745k.

**Alternative options considered and rejected.**

None

**Officers to action:**

Paul Whaymand / Christopher Neale, Finance and Resources

**169. COUNCIL BUDGET - MONTH 2 2010/11 REVENUE AND CAPITAL MONITORING**

**RESOLVED:**

**That Cabinet:**

- 1. Note the forecast budget position for revenue and capital as at Month 2.**
- 2. Note the treasury update at Appendix B.**
- 3. Approves the virement of £80k capital budget from ICT Single Development Plan contingency to the Libraries Refurbishment project.**
- 4. Approves the virement of £810k from E&CS to the Major Construction Projects team in PE&CS to fund the first phase of the Primary capital programme to provide sufficient places for September 2010.**
- 5. Notes the addition of £60k grant funding in the E&CS capital programme to fund ICT to support Looked After Children.**
- 6. Agree to the appointment of interim staff at a cost of £400k as set out in Appendix C which it is anticipated can be funded from within existing budgets.**
- 7. Agree in principle to the appointment of 6 consultants for the South Ruislip Scheme at a cost of £226,887 as set out in Appendix D, and delegates the authority to accept tenders for such consultants to the Cabinet Member for Finance and Business Services, in consultation with the Director of Environment, Planning and Community Services.**

**Reasons for decision**

The reason for the monitoring recommendation was to ensure the Council achieved its budgetary objectives. The report informed Cabinet of the latest forecast revenue and capital position for the current year 2010/11. Cabinet also approved expenditure in relation to its financial controls on individual interim staff and consultants with a projected cost of over £50k.

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

None

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

Paul Whaymand / Christopher Neale, Finance and Resources

### **170. PLANNING CONTRACT EXTENSION**

#### **RESOLVED:**

**That the Cabinet agree that the Council enters into a planning services contract with SSSI Associates Ltd and Capita Symonds until May 1st 2011.**

#### **Reasons for decision**

Based upon the advice set out in the report, Cabinet agreed to continue to employ SSSI Associates Ltd and Capita Symonds for its small scale applications including householder applications, certificates of lawfulness, small scale residential development, residential extensions and adverts.

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

Officers could have re-tendered the service at this stage or decided to bring it back in-house.

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

James Rodger - Planning, Environment and Community Services

#### **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 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.*

**171. FORMER FRANK WELCH COURT SITE, HIGH MEADOW CLOSE, EASTCOTE**

**RESOLVED:**

**That Cabinet agree that:**

- 1. Subject to formal contract, the unconditional offer from bidder A is accepted for the purchase of the former Frank Welch Court site.**
- 2. Should bidder A be unable to complete the sale, officers are authorised to proceed with bidder D.**
- 3. Should bidder D be unable to proceed, officers are authorised to proceed with bidder E.**
- 4. In the event neither of the bidders A, D and E purchase the site, officers are to report back to Cabinet to determine the future of the site.**

**Reasons for decision**

Cabinet agreed the recommendations in the report as the disposal of the former Frank Welch Court site would help the Council to deliver its strategic objective.

**Alternative options considered and rejected**

Cabinet considered and rejected other options which included:

1. Retaining the former Frank Welch Court site in the Council's ownership and redeveloping it
2. Selling the site to a Registered Social Landlord to develop
3. Leaving the site vacant and unused
4. Negotiating for the removal or modification of the restrictive user covenant affecting the site.

**Officer to action:**

Mayur Patel - Planning, Environment and Community Services

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## 172. QUARTERLY VOLUNTARY SECTOR LEASES REPORT

### RESOLVED:

**That Cabinet agrees the licence fee and rents provisionally agreed by officers with the voluntary sector organisations detailed in the report (with the exception of two organisations\*) and instructs Estates and Valuation Services officers to then commission the Borough Solicitor to complete the licence and the appropriate rent review memoranda.**

*\* Cabinet requested additional information on two voluntary organisations set out in the report and therefore deferred making a decision in respect of them. Estates and Valuation Services Officers have been notified by Democratic Services.*

### Reasons for decision

Cabinet agreed the proposed licence fee and rents for all bar two voluntary organisations set out in the report and thereby approved the terms provisionally agreed by officers which granted the organisations concerned discounts in rent in line with the Voluntary Sector Leasing Policy agreed in July 2004.

### Alternative options considered and rejected

Cabinet could have chosen not to apply the Voluntary Sector Leasing Policy and provide discounts to further voluntary organisations.

### Officer to action:

Greg Morrison - Planning, Environment and Community Services

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**173. EXTENSION OF EXISTING CONTRACT FOR FEASIBILITY STUDIES FOR PRIMARY SCHOOL EXPANSION PROGRAMME**

**RESOLVED:**

**That Cabinet approve:**

- 1. The extension of an existing contract for an Architect Led Design Team for additional works valued at £491,000 to carry out further feasibility works and outline designs to Whitehall Infant & Junior, Colham Manor Primary School, Grange Park Infant & Junior, Brookside Primary School, Cranford Park Primary School and William Byrd Primary Schools to take the projects up to tender stage for Design and Build contract.**
- 2. A further sum of £382,696 for additional surveys required to facilitate the projects at the above schools.**
- 3. Agree to release the above funds from the capital programme**

**Reason for decision**

Cabinet approved the extension of an existing contract for architectural services in order to carry out a full feasibility assessment to six existing primary schools for one extra form of entry at each school. Cabinet also approved the finances for facilitating the necessary surveys to enable the school expansion programme to proceed ahead thereby providing the additional school places required.

As a high priority project, Cabinet was mindful that the first phase of the school expansion programme (6 schools) needed to be completed for September 2011 and that in the interim, temporary accommodation would need to be provided at some sites.

**Alternative options considered and rejected**

Cabinet could have rejected or re-tendered the works which would have resulted in a delay in the delivery of the required additional school places.

**Officers to action:**

Bill King / Graham Davies, Planning, Environment and Community Services

**Exempt Information**

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## **Special Urgency**

*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. The report was also permitted to be considered under the special urgency provisions of the Council's Constitution.*

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The meeting closed at 7.30 pm

## **IMPORTANT INFORMATION**

### **DECISION AUTHORITY**

These Cabinet decisions were not called-in by the Executive Scrutiny Committee and therefore come into effect 5pm Friday 23 July 2010.

### **Changes to proposed decisions:**

Officers should note that the Cabinet amended the recommendation and thereby their decision on the following item on the agenda:

- **Item 12 (minute 172)**