

Minutes

Cabinet

Thursday, 20 January 2011

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



Published on: 21 January 2011

Decisions come into effect on: 28 January 2011

Cabinet Members Present:

Ray Puddifoot (Chairman)

David Simmonds

Jonathan Bianco

Keith Burrows

Philip Corthorne

Douglas Mills

Scott Seaman-Digby

Members also Present:

Josephine Barrett

George Cooper

Judith Cooper

Brian Crowe

Catherine Dann

Dominic Gilham

Mo Khursheed

Edward Lavery

Mary O'Connor

John Riley

Brian Stead

238. APOLOGIES FOR ABSENCE

Councillor Henry Higgins.

239. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

None.

240. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING HELD ON 16 DECEMBER 2010

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

241. 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.

242. STANDARDS AND QUALITY IN EDUCATION 2010

RESOLVED:

That the Cabinet notes the report.

Reasons for decision

Cabinet received the most recent data on educational attainment and achievement. Cabinet noted the standard and quality of education in Hillingdon's schools and the performance trends and inspection outcomes for the academic year 2009/10.

Alternative options considered and rejected

None.

Officer to action:

Tim Lake, Education and Children's Services

243. LOW COST HOME OWNERSHIP - PHASE 2 OF THE HRA PIPELINE PROGRAMME

RESOLVED:

That Cabinet:

- 1. Approves that officers accept and draw down the funding that is available from the HCA for building 29 homes for Hillingdon residents that will be available for purchase at low cost (otherwise known as low cost home ownership or LCHO).**
- 2. Approves that the expenditure for this scheme not covered by grant funding and sales receipts is covered by a combination of prudential borrowing and HRA receipts.**
- 3. Approves that officers enter into the required grant agreement with the HCA that will set out the terms and conditions of the grant funding.**
- 4. Approves that officers conduct a tender exercise (OJEU procedure) to appoint a contractor to carry out the building works.**
- 5. Approves that officers carry out a tender exercise to appoint specialists to coordinate the programme (an Employers Agent and CDM Co-ordinator responsible for health and safety).**
- 6. Approves the appointment of external solicitors to undertake specialist work in relation to the grant agreement.**

7. Approves that in the event of one of the sites not proceeding, one of the substitute sites named in Paragraph 18 of the report is included in the programme instead.

Cabinet asked officers to seek Member approval on any expenditure above that given by the grant or on the development of alternative sites.

Reasons for decision

Cabinet agreed to the deployment of inward investment to support its objectives to build additional homes for low cost home ownership whilst also redeveloping sites in the Borough that were vandalised, derelict or underused. Cabinet welcomed this funding opportunity to give local residents greater access to the property ladder and good quality housing. Cabinet asked officers to seek Member approval on any expenditure above that given by the grant or on any alternative site development.

Alternative options considered and rejected

Cabinet could have decided not to proceed with the projects and not provide any additional housing opportunities for residents. Alternatively, Cabinet could have decided to proceed but fund the projects entirely with the council's own resources.

Officer to action:

Paul Feven, Adult Social Care, Health and Housing

244. LOCAL SAFEGUARDING CHILDREN BOARD ANNUAL REPORT

RESOLVED:

That Cabinet notes the Local Safeguarding Children Board Annual Report and takes account of its conclusions in future planning for children's services.

Reasons for decision

Cabinet received the Annual Report of the Local Safeguarding Children Board and noted the effectiveness of children's safeguarding in Hillingdon and priorities for future action and attention.

Alternatives considered and rejected

None

Officer to action:

Paul Hewitt, Education and Children's Services

245. MONTHLY COUNCIL BUDGET MONITORING REPORT - MONTH 8

RESOLVED:

That Cabinet:

- 1. Note the current forecast budget position for revenue and capital as at Month 8.**
- 2. Note the treasury update at Appendix B.**
- 3. Approves the retaining of six agency staff, four in Planning, Environment and Community Services, one in Finance and Business Services and one in Adult Social Care, Health & Housing as detailed in Appendix C.**
- 4. Approves the car parking fees and charges as set out in Appendix D to be effective from 31st January 2011, amended to show where 30 minutes free parking currently exists it continues for both residents and non-residents.**
- 5. Agree the approval of the car parking fees and charges as urgent and requests that the scrutiny call-in be waived so that the decision takes immediate effect.**

Reasons for decision

Cabinet noted the latest forecast revenue and capital position for the current year 2010/11 and the treasury update. Cabinet also approved retaining skilled agency staff and agreed the fees and charges for car parking in the Borough that would come into effect from 31st January, amended to retain the free parking period for both residents and non-residents.

Alternative options considered and rejected

None.

Officers to action:

Christopher Neale / Paul Whaymand, Finance and Business Services

246. SECURITY SERVICES - CONTRACT AWARD

RESOLVED:

That Cabinet notes the outcome of the tendering exercise and agrees the award of a contract to MJF Corporate Guarding Limited for a period of 3 years with an option to extend for a further 2 years in the sum of £431,984.90 per annum commencing on 1st March 2011.

Reasons for decision

Cabinet considered the outcome of the tendering exercise for the Security Manned Guarding Contract and agreed the award of a contract to MJF Corporate Guarding Limited. Cabinet agreed that the tender presented by the company delivered the best value option for the Council by reducing security costs in future years.

Alternative options considered and rejected

Cabinet could have decided to not award the contract which would have negated any savings being made.

Officer to action:

Steve Smith, 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.

247. CARER SUPPORT SERVICE - CONTRACT AWARD

RESOLVED:

That Cabinet approves the appointment of Hillingdon Carers for a period of three years commencing from the 1st April 2011 to provide:

- 1. A generic information, advice and support service for carers in Hillingdon and;**
- 2. A Young Carers Project to support those under 18 who provide care.**

Reasons for decision

Cabinet was acutely aware of the importance of Carers and the need to provide residents with caring responsibilities with the necessary support. Following full market testing of the Carer Support Service, the Cabinet decided to award the contract which represented best value.

Alternative options considered and rejected

Cabinet could have undertaken other options which would have not complied with procurement standing orders or would have resulted in organisations new to Hillingdon not being able to bid for this service.

Officer to action:

Paul Feven, Adult Social Care, Health and Housing

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248. PLANNING APPLICATION SERVICE - CONTRACT AWARD**RESOLVED:**

That the Cabinet approves the appointment of Terra Quest to validate, assess and otherwise process specific categories of planning applications.

Reasons for decision

Cabinet noted that the three existing planning application outsource contracts would end in May 2011 and did not provide for further extension. Cabinet therefore considered the open tender process undertaken by officers and agreed the planning consultant that offered the Council best value, both in terms of value for money and quality of service.

Alternative options considered and rejected

Cabinet could have chosen an alternative planning consultant tender that was not the most economically advantageous or it could have decided to bring all planning and validation services back in-house, resulting in additional costs.

Officers to action:

James Rodger / Matthew Duigan, Planning, Environment and Community Services

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249. MENTAL HEALTH FLOATING SUPPORT - CONTRACT AWARD

RESOLVED:

That Cabinet:

- 1. Agrees the award of the contract to Hestia Housing and Support for a new floating support service people with mental health needs.**
- 2. Agrees to the inclusion within the contract to be awarded to Hestia Housing a clause allowing the council to vary the volume of units of floating support both upwards and downwards.**

Reasons for decision

Cabinet noted that the contracts for existing mental health floating support services in the Borough were coming to an end and that officers had undertaken a competitive tendering exercise for a replacement service. Cabinet agreed the tender that offered best value and achieved efficiency savings over the three year period.

Alternative options considered and rejected

Cabinet could have decided to decommission the service but this would have left vulnerable residents without support.

Officer to action:

Paul Feven, Adult Social Care, Health and Housing

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250. NEW CATTLE FEED BARN AT WHITEHEATH FARM- CONSTRUCTION CONTRACT AWARD

RESOLVED:

- 1) That Cabinet accept the tender submitted by Brian McCarthy Contractors Limited. in the sum of £324,002.89, which officers consider offers the Council best value for the construction of a new barn.**

- 2) That the Cabinet approves the increase of the 2010/11 Farm Barns budget to £320k with the addition of £70k of unsupported borrowing.**

Reasons for decision

Cabinet agreed that it should fulfill its statutory responsibilities as a landlord of agricultural land and following a procurement process, it agreed the tender which represented best value for the construction of a cattle feed barn at Whiteheath Farm in Harefield ward. Cabinet noted that the current barn was dilapidated and not likely to last another winter which would place the livestock at a risk of infection and possibly reduce the milk yield.

Alternative options considered and rejected

Cabinet could have decided not to fulfill its responsibilities which would have put livestock at risk and led to the possibility of a claim against the Council to the Agricultural Land Tribunal.

Officer to action:

Michael Kinsella, Planning, Environment & Community Services

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251. PRIMARY SCHOOL AND SCHOOL CAPITAL PROGRAMME - CONSTRUCTION CONTRACT DECISIONS

RESOLVED:

That Cabinet:

Phase 1

1) Agree to additional Architect Led Design Team consultancy costs of 221,000 in addition to the costs as per the previous Cabinet decision on 15 July 2010 for the pre-construction phase;

2) Agree a Consultant Contract with Drivers Jonas Deloitte for the contract administration of construction projects at six primary schools sites, at a contract figure of £594,129 for the construction phase;

3) Agree a Consultant Contract with Hunters for the Construction Design and Management Coordinator at six primary schools, at a contract figure of £49,660 for both pre-construction and construction phases;

4) Agree to a Building Contract with Leadbitter Construction Ltd for the construction works at six primary schools, at a contract figure of £16,796,329;

Phase 1A

5) Agree to a Consultant Contract with Mace for the pre-construction design phase and contract administration to provide 7 forms of entry at various schools that are to be identified, at a contract figure of £213,150;

6) Delegate authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Director of Planning, Environment & Community Services, to make a decision on the award of contracts for school expansion projects, as they arise, on the receipt of relevant tender information and any necessary education approvals;

Proposed Rosedale School Expansion

7) Agree a Consultant Contract with Mace for the design and contract administration at Rosedale school, at an anticipated contract figure of £209,000;

8) Delegate authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Director of Planning, Environment & Community Services, to make a decision on the award of contracts for the Rosedale school expansion project upon the receipt of relevant tender information;

Necessary School Planning Applications

9) Delegate authority to the Director of Planning, Environment and Community Services, in consultation with the Leader of the Council and Cabinet Members for Education and Children's Services and Finance, Property and Business Services, to:

a) Approve the submission of any planning applications required to progress the overall schools expansion programme and;

b) Agree any consultancy services necessary for the submission of such planning applications.

Capital release & Virement

10) Subject to the agreement of the Leader of the Council and Cabinet Member for Finance Property and Business Services at the meeting, approve to release

£23,239k of capital funds in order to progress the above recommendations. The amount previously release was £919k;

11) Approve the virement of £2,974k from the Primary School Expansions budgets within Education & Children's Services to Major Construction Projects;

Urgency

12) Agree the urgency of this matter and the need to ensure the expedient delivery of the school expansion programme and therefore requests the call-in procedures be waived on the above recommendations so that any decisions take immediate effect.

Reasons for decision

Cabinet received a report to further progress the primary school and school capital programme. Cabinet agreed the need for new school buildings, conversion of existing buildings and provision of temporary accommodation to mitigate the risk of a significant shortfall in primary school and other school places for September 2011 and in subsequent years.

In carefully considering the tender and financial information in the report, Cabinet approved the necessary building and consultant contracts and agreed to delegate the approval of further contracts to Cabinet Members due to the tight timescales involved. Cabinet agreed that planning applications should be forthcoming for the relevant sites and approved the release of significant capital funds to provide the finances for this expansion programme.

Alternative options considered and rejected

Cabinet could have decided not to proceed with or delay the school expansion works which would have resulted in a severe shortfall of school places for the start of the September school year of 2011.

Officers to action:

Bill Ogden, Norman Benn, Graham Davies, Michael Gallagher - Planning, Environment and Community Services

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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.

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

None.

The meeting closed at 7.26pm

IMPORTANT INFORMATION

DECISION AUTHORITY

The following Cabinet decisions were agreed as urgent and after the Cabinet meeting the call-in period was waived in accordance with the Policy Overview and Scrutiny Procedure Rules in the Constitution:

- Item 8 (minute 245) - decision no.4 on parking fees and charges
- Item 14 (minute 251) - all decisions.

The above decisions therefore come into immediate effect.

The remainder of the Cabinet's decisions were not called-in by the Executive Scrutiny Committee and therefore come into effect from Friday 5pm, 28th January 2011 after the call-in period expires.

Changes to proposed decisions:

Officers should note that the Cabinet amended recommendations and thereby agreed revised decisions on the following items:

- Item 8 (minute 245)