

## Minutes

### Cabinet

Thursday, 26 April 2012

Meeting held at Committee Room 4 - Civic Centre,  
High Street, Uxbridge, UB8 1UW



Published on: 27 April 2012

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

Ray Puddifoot (Chairman)  
David Simmonds (Vice-Chairman)  
Jonathan Bianco  
Keith Burrows  
Philip Corthorne  
Henry Higgins  
Douglas Mills  
Scott Seaman-Digby

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

Michael Markham  
John Riley  
George Cooper  
Judith Cooper  
Brian Crowe  
Paul Harmsworth  
Peter Kemp  
Mo Khursheed  
Richard Lewis  
Brian Stead  
Michael White

#### **523. APOLOGIES FOR ABSENCE**

All Cabinet Members were present.

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

Councillor Douglas Mills declared a personal interest in Item 11 (minute 533) as a family member was an employee of Abbotsfield School and remained in the room during the discussion on the item.

Councillor George Cooper declared a personal interest in Item 7 (minute 529) as Majority Lead Member of the Audit Committee and remained in the room during the discussion on the item.

Councillor George Cooper declared a personal interest in Item 8 (minute 530) as a Trustee of the Groundwork Trust and remained in the room during the discussion on the item.

**525. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING**

The minutes and decisions of the Cabinet meeting held on 29 March 2012 were confirmed as a correct record.

**526. 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.

**527. POLICY OVERVIEW COMMITTEE REVIEW: MITIGATING THE ENVIRONMENTAL EFFECTS OF TELECOMMUNICATION MASTS AND CABINETS IN HILLINGDON AND BEYOND**

The Chairman of the Residents & Environmental Services Policy Overview Committee, Cllr Michael Markham, presented the Committee's major review report to Cabinet, which was warmly welcomed.

**RESOLVED:**

**That Cabinet welcome the report from the Residents' and Environmental Services Policy Overview Committee and agree the local and national recommendations to help Hillingdon mitigate the environmental effects of telecommunication masts and cabinets.**

**Reasons for decision**

Cabinet gave its full endorsement to a comprehensive and groundbreaking report from the Residents' & Environmental Services Policy Overview Committee's on mitigating the environmental effects of telecommunication masts and cabinets in Hillingdon and beyond.

It was noted that although the demand for mobile and wireless products and services was increasing as technology developed and consumer demand increased, Hillingdon residents were increasingly concerned as to the escalating number of planning applications received for larger masts and ancillary equipment and the effect these were having on the environment and landscape. The constructive and far-reaching proposals in the Committee's report would be actively pursued with the mobile phone industry, OFCOM and Central Government to ensure a better balance of regulation and control of such equipment within local environments.

**Alternative options considered and rejected**

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

**Officers to action:**

Natasha Dogra / Nadia Williams, Central Services

**528. MAJOR SCRUTINY REVIEW: DEMENTIA**

The Chairman of the External Services Scrutiny Committee, Cllr Michael White, presented the Dementia Working Group's review, which was warmly welcomed.

**RESOLVED:**

**That Cabinet:**

- 1. Welcomes the announcement by the Prime Minister on 26 March 2012 that Government funding for dementia research will double to £66m by 2015 and believes this funding will be vital in increasing public awareness and understanding of the disease;**
- 2. Welcomes the report of the Dementia Working Group accepts the recommendations of the Working Group report.**

**Reasons for decision**

Cabinet received the Dementia Working Group's report providing proposals for improvements to the way in which dementia services were currently provided in the Borough. These built upon the work currently undertaken by the Council and partner agencies in relation to the provision of services in the Borough for people with dementia and their carers and families.

The Chairman of the Working Group, Cllr Kemp, and Working Group Members were thanked by Cabinet for a positive report which would be taken forward by the Shadow Health and Well-Being Board's work. Cabinet also welcomed the recent Government announcement to double funding for dementia research.

**Alternative options considered and rejected**

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

**Officers to action:**

Nikki O'Halloran, Central Services

**529. POLICY OVERVIEW & SCRUTINY REVIEW: EFFECTIVENESS OF THE AUDIT COMMITTEE AND ITS TERMS OF REFERENCE**

*The Chairman of the Corporate Services & Partnerships Policy Overview Committee, Cllr Richard Lewis, presented the Committee's review into the effectiveness of the Audit Committee and its Terms of Reference, which was warmly welcomed.*

**RESOLVED:**

**That Cabinet:**

- 1. Welcomes the report from the Corporate Services & Partnerships Policy Overview Committee on the review into the Effectiveness of the Audit Committee and its Terms of Reference and;**
- 2. Notes that the Leader of the Council and Cabinet Member for Finance, Property and Business Services will fully consider the recommendations of the Policy Overview Committee and, where appropriate, present proposals to a future meeting of Council for approval.**

**Reasons for decision**

Cabinet welcomed the follow-up review into the effectiveness of the Audit Committee, which executes its role independently from the Cabinet and other Committees of the Council. It was noted that this was an opportune time to review the Committee's role in relation to governance, financial reporting and audit issues given the recent proposals issued by the Department for Communities and Local Government on the future of local public audit.

Cabinet indicated that it would give full consideration to the proposals and, where appropriate, the Leader of the Council and Cabinet Member for Finance, Property and Business Services would bring forward constitutional proposals to a future meeting of full Council.

**Alternative options considered and rejected**

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

**Officers to action:**

Khalid Ahmed, Central Services

**530. MAJOR SCRUTINY REVIEW: RE-OFFENDING**

*The Chairman of the External Services Scrutiny Committee, Cllr Michael White, presented the Re-offending Working Group's review, which was warmly welcomed.*

**RESOLVED:**

**That the Cabinet welcomes the report of the Re-offending Working Group and accepts the recommendations of the Working Group report.**

**Reasons for decision**

Cabinet received the report of the Re-offending Working Group, which had presented proposals aimed at building upon the work currently undertaken by the Council and partner agencies in relation to re-offenders and the services offered to them. The proposals also sought to ensure that residents were protected as much as possible from crime, anti-social behaviour, drugs and alcohol misuse and behaviour harmful to the environment.

The Chairman of the Working Group and Working Group Members were thanked by Cabinet for a positive report which would be taken forward by the Hillingdon Safer Working Group's work.

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

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

### **Officers to action:**

Nav Johal, Central Services

## **531. POLICY OVERVIEW COMMITTEE REVIEW: PERSONALISATION AND DISABILITIES WITH REFERENCE TO THE TRANSITION**

*The Chairman of the Social Services, Health and Housing Policy Overview Committee, Cllr Judith Cooper, presented the Committee's review of 'Personalisation and Disabilities with reference to Transition', which was warmly welcomed.*

### **RESOLVED:**

#### **That Cabinet:**

- 1. Welcomes the report from the Social Services, Health and Housing Policy Overview Committee and notes the general consensus it found in favour of the steps currently being taken to provide self directed support; and**
- 2. Accepts the recommendations of the Policy Overview Committee report, noting the officer comments on their implementation.**

### **Reasons for decision**

Cabinet fully endorsed the Social Services, Health & Housing Policy Overview Committee's report, which presented proposals aimed at enhancing Hillingdon's approach to providing personal budgets.

It was noted that personalised budgets would have a significant impact on the delivery of all elements of social care and beyond. By taking forward the Committee's proposals to enhance the delivery of personalised budgets, Cabinet

welcomed the contribution this would make to both more informed life choices for Hillingdon residents and also support plans specifically tailored to their needs.

Cabinet expressed its thanks to the Committee and its close working with Officers to help shape the transformation of Adult Social Care in this respect.

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

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

### **Officers to action:**

Charles Francis, Central Services

## **532. MONTH 11 2011/12 REVENUE AND CAPITAL MONITORING REPORT**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Note the forecast budget position for revenue and capital as at Month 11;**
- 2. In relation to growth bids received to request additional grant funding be added to budgets –**
  - a. Approve that the additional Disabled Facilities Grant of £128k be added to general capital contingency;**
  - b. Approve that the Troubled Families Programme award of £100k per annum for the next three years be used to fund staffing for the new Hillingdon Families Service;**
  - c. Approve that the HCA 2012-15 Empty Properties Grant be accepted and added to the capital programme to be applied to bringing empty properties back into use.**
- 3. Note the treasury Month 11 update at Appendix B;**
- 4. Approve the retaining of agency staff as detailed in Appendix C;**
- 5. Note the proposed social care transport grants for 2012/13 as detailed in Appendix D and delegate authority to approve these grants to the Leader of the Council, in consultation with the Corporate Director of Social Care, Health & Housing, following receipt of further information.**

### **Reasons for decision**

Cabinet received an update on the Council's strong financial health and in particular, noted the ability to easily absorb contingent liabilities arising from 1993/1994 following a recent Supreme Court judgment into Mesothelioma claims, which many other local authorities were also facing.

Cabinet also approved the receipt of recent external grants received, noted the updated Treasury position and made decisions in respect of agency staff appointments and small transport grants.

## **Alternative options considered and rejected**

None.

### **Officer to action:**

Paul Whaymand, Central Services

## **533. SCHOOL CAPITAL PROGRAMME UPDATE**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Agree the appointment of Mace as the multi-disciplinary consultants to carry out the feasibility study at Meadow School, for £21,750 as outlined in this report.**
- 2. Agree the traffic calming measures at Colham Manor primary school for £20,000 as outlined in this report.**
- 3. Delegates authority to the Deputy Chief Executive, Corporate Director of Planning, Environment, Education and Community Services in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services to take all necessary steps and agree any consultancy services, enabling works, surveys and reports necessary for the Abbotsfield Sixth form project, as outlined in this report.**
- 4. Delegates authority to the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services to place the main contractor building contract, follow satisfactory tender submission and review, for a current estimated value as set out in the report;**
- 5. Agree that a detailed feasibility study at an estimated cost of £194,000 is carried out for a proposed new build 6FE and 8FE Secondary school, at the existing Abbotsfield Secondary school site.**
- 6. Agree that additional agency staff resources at a cost of £84,000 are procured to carry out the proposed Abbotsfield Secondary school feasibility study, as identified in this report.**
- 7. Approve capital release of £845,619 from 2012/13 Schools Urgent Building Condition Works budget to support works at Meadow, Colham Manor and Abbotsfield schools detailed in this report.**

## **Reasons for decision**

Cabinet received an update on the school capital programme and made a number of decisions to progress works at Abbotsfield, Meadow and Colham Manor Schools.

## **Alternative options considered and rejected**

Cabinet could have decided to delay or not progress aspects of the building programme, which would have impacted upon both the Council's and schools' abilities to provide sufficient school places.

## **Officers to action:**

Boe Williams-Obasi and Norman Benn - Planning, Environment, Education and Community Services

## **Exempt Information**

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## **534. AWARD OF CONTRACT: MINET DRIVE CARE AND SUPPORT SERVICE FOR PEOPLE WITH LEARNING DISABILITIES**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Approves the award of a three year contract to Look Ahead Housing and Care from the summer 2012 for a new care and support service for people with learning disabilities (with an option to renew for two further periods of one year) for the sum of up to £970k (£323k in each of the three years).**
- 2. Approve that the start date of the contract is agreed by the Corporate Director for Social Care Health & Housing, in consultation with the Leader of the Council and the Cabinet Members for Social Services, Health & Housing and Finance, Property and Business Services.**

## **Reasons for decision**

Cabinet agreed to award a contract for a care and support service to people with learning disabilities living within a 12 flat supported housing scheme at Minet Drive.



Cabinet welcomed this decision as part of the Council's major programme of developing supported housing as an alternative to residential accommodation.

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

Cabinet considered no alternative options as the recommendation put forward was integral to the delivery of the Disabilities Commissioning Plan, previously approved by Cabinet in January 2012.

### **Officer to action:**

Paul Feven, Social Care, Health and Housing

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## **535. AWARD OF CONTRACT: PROCUREMENT OF SMALL SWEEPER MACHINES**

### **RESOLVED:**

**That Cabinet approves both the acceptance of a tender for the supply of 10 Small Sweepers from Johnston Sweepers Limited and a fixed cost maintenance contract for a period of 5 years. The costs of the maintenance contract to be met from existing revenue budgets at an overall fixed cost of £204,590 for the ten vehicles across the five year contract period.**

### **Reasons for decision**

Cabinet gave its approval to award the most economically advantageous contract for the supply of 10 Street Sweepers to replace the existing machines operated by Waste Services which were close to the end of their useful life.

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

Cabinet could have decided not to replace the existing machines, but this would have incurred significant maintenance costs on the existing ones.

### **Officer to action:**

Steve Palmer – Planning, Environment, Education and Community Services

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**536. AWARD OF CONTRACT: SOCIAL CARE AGENCY**

**RESOLVED:**

**That Cabinet approve the award of a new two year contract to Pulse Staffing, with the option for a permitted extension of up to a further two years subject to approval, for the provision of Social Care (unqualified), Childcare and Early Years temporary agency workers.**

**Reasons for decision**

Cabinet gave its approval to the award of a contract for the provision of temporary agency workers for Social Care Services, Childcare and Early Years Services from 1st September 2012, based upon the outcome of a tender process to establish the most competitive market rates available, which also delivered substantial savings.

**Alternative options considered and rejected**

Cabinet could have considered an alternative framework agreement, but this would not have offered the cost benefit or service standards required by the Council.

**Officer to action:**

Mike Talbot, Central Services

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**537. AWARD OF CONTRACT: REFURBISHMENT OF YEADING LIBRARY**

**RESOLVED:**

**That Cabinet agrees to the appointment of Shaylor Group Plc to undertake refurbishment works at Yeading Library in the sum of £335,558 which form part of the Council's Phase IV Libraries modernisation agenda.**

### **Reasons for decision**

Cabinet agreed the most economically advantageous tender in order to progress the 'roll out' of the Council's Phase IV Libraries Refurbishment, Enhancement and New Build programme.

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

Cabinet could have decided not to progress the refurbishment programme.

### **Officer to action:**

Mohamed Bhimani –  
Planning, Environment, Education & Community Services

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## **538. AWARD OF CONTRACT: SUPPLY OF PLUMBING MATERIALS TO HILLINGDON HOUSING REPAIRS SERVICE**

### **RESOLVED:**

**That Cabinet accept the tender from Jewson Ltd (trading as Graham Group) for the supply of plumbing materials to the housing repairs operation and award a contract for four years. The total value of the contract is dependent on demand but will not exceed the budget available.**

### **Reasons for decision**

Following a mini-competition, Cabinet agreed to accept a tender for the supply of plumbing materials and to award the contract for four years. Cabinet noted that it would support the day-to-day repair and maintenance of the housing stock and the provision of a responsive and quality service to tenants and leaseholders.

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

Cabinet could have undertaken a further procurement exercise or not accepted the contract for such repairs.

### **Officer to action:**

Grant Walker – Social Care, Health and Housing

## **Exempt Information**

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### **539. DISPOSAL OF THE FORMER BELMORE ALLOTMENT (PLOT B), BURNS CLOSE, HAYES**

#### **RESOLVED:**

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

- 1) Agrees to dispose of the site to Housing Association A, at the price set out in the report as bid by Bidder A.**
- 2) Agrees to delegate all subsequent and further decisions on the sale of this site to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services, in conjunction with the Deputy Chief Executive & Corporate Director for Planning, Environment, Education and Community Services.**

#### **Reasons for decision**

Following a previous decision by Cabinet on the matter, further authority was granted by Cabinet in order to progress the property transaction to completion, which would provide for additional affordable housing.

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

Cabinet could have decided not to complete the transaction, which would have not provided the affordable housing required.

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

Boe Williams-Obasi - Planning, Environment, Education & Community Services

## **Exempt Information**

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**540. LAND AT THE GRANGE - PINE PLACE - HAYES**

**RESOLVED:**

**That Cabinet:**

- 1. Accept the offer from the highest bidder, as set out in the report, for the transfer of the land at the Grange, by way of a development agreement, with a condition to build a new community centre on the site, with no subsequent costs to the Council. Following the construction of the community centre, the Freehold of the land subject to residential development will be transferred to the developer, so they can sell-on long leases of the units.**
- 2. Agree that if the highest bidder does not complete, it is not recommended the Council proceed with a sale to next bidder, because it would then have a funding deficit for the community centre of more than £350,000.**

**Reasons for decision**

Cabinet gave its authority to transfer land surrounding The Grange for a residential development, in exchange for a new community centre to replace the former youth centre. Cabinet welcomed this decision, which would provide for a new centre for the Skylark Community Association and local residents.

Cabinet noted the significant consultation that had taken place with the Skylark Community Association and residents over a number of years in relation to the vacant site, which had finally culminated in this decision.

**Alternative options considered and rejected**

Cabinet could have decided to sell the whole site for residential development and not provide community centre, but it felt that this would not be in the interests of either the Council or local residents concerned.

**Officer to action:**

Boe Williams-Obasi - Planning, Environment, Education & Community Services

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**541. VOLUNTARY SECTOR LEASING UPDATE**

**RESOLVED:**

**That Cabinet agreed the rents in the report, which were subject to negotiation with the voluntary sector organisations concerned, and instructed the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services to commission the Borough Solicitor to complete the appropriate rent review memorandum and lease documentation.**

**Reasons for decision**

Cabinet considered applications from voluntary organisations and agreed to let/rent the properties concerned at less than the full market value in accordance with the Council's Voluntary Sector Leasing Policy.

**Alternative options considered and rejected**

Cabinet could have chosen not to apply the Voluntary Sector Leasing Policy.

**Officer to action:**

Greg Morrison -  
Planning, Environment, Education and Community Services

**Exempt Information**

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

No additional items were considered by the Cabinet.

The meeting closed at 7.36pm

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**IMPORTANT INFORMATION**

**DECISION AUTHORITY**

**Meeting after Cabinet, the Executive Scrutiny fully endorsed all of Cabinet's decisions. These decisions will therefore come into effect from 5pm, Friday 4<sup>th</sup> May 2012.**

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