

Minutes

Cabinet

Thursday, 19 March 2015

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



Published on: 20 March 2015

Come into effect on: from 27 March 2015 *

Members Present:

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

Members also Present:

Nick Denys
Neil Fyfe
Allan Kauffman
John Hensley
Mo Khursheed
Kuldeep Lakhmana
Beulah East
Henry Higgins
John Riley
Jan Sweeting
Richard Mills
Wayne Bridges
Dominic Gilham

1. APOLOGIES FOR ABSENCE

Apologies were received from the Chairman, Councillor Ray Puddifoot MBE. The Vice-Chairman, Councillor David Simmonds, chaired the meeting.

Apologies were also received from Councillor Susan O'Brien, ex-officio Member of the Cabinet.

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 last Cabinet meeting held on 12 February 2015 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

This was confirmed.

5. REPORT FROM THE CHILDREN'S, YOUNG PEOPLE AND LEARNING POLICY OVERVIEW COMMITTEE - REDUCING THE RISK OF YOUNG PEOPLE ENGAGING IN CRIMINAL ACTIVITY AND ANTI-SOCIAL BEHAVIOUR

The Chairman of the Children, Young People and Learning Policy Overview Committee, Councillor John Hensley, introduced the Committee's review report, which was warmly welcomed by Cabinet.

RESOLVED:

That Cabinet:

- 1. Welcomes the report from the Children, Young People & Learning Policy Overview Committee on the review into reducing the risk of young people engaging in criminal activity and anti-social behaviour.**
- 2. Endorses the recommendations of the Policy Overview Committee as set out in their report.**

Reasons for decision

Cabinet welcomed the recommendations from the Committee's review aimed at preventing young people from becoming involved in crime and anti-social behaviour and entering and re-entering the justice system.

It was noted by Cabinet that the number of young people becoming involved in criminal activity was falling, but the needs of those that become involved in crime could at times, be high and complex in nature.

Relevant Cabinet Members updated Councillors present that they had already started to progress some of the matters raised in the review.

Alternative options considered and rejected

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

Officers to action:

Jon Pitt - Administration

Tom Murphy - Children's & Young People's Services

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

6. HILLINGDON LOCAL PLAN: PART 2 - DRAFT DEVELOPMENT MANAGEMENT POLICIES, SITES ALLOCATION AND DESIGNATIONS AND POLICIES MAP

RESOLVED:

That the Cabinet:-

- 1. Agrees the proposed changes to the Development Management Policies document, Site Allocations and Designations document, and Policies Map, as set out in the Local Plan Part 2 Schedules of Representations Received and Officer Responses, in Appendices 1 - 4 of this report.**
- 2. Instructs officers to incorporate, by way of tracked changes, the proposed officer responses in Appendices 1 - 4 of this report, into the Development Management Policies document, Site Allocations and Designations document; and Policies Map; and to issue the revised documents for a 6 week period of public consultation.**
- 3. Instructs officers to commission the production of a Playing Pitch Study and an Assessment of Nature Conservation Sites in the borough as a further evidence base for the Local Plan Part 2, in advance of the its submission for examination.**
- 4. Notes the requirement to undertake a Sustainability Appraisal of the proposed changes resulting from the consultation process.**
- 5. Grants delegated authority to the Deputy Chief Executive and Corporate Director of Residents Services to agree, in conjunction with the Cabinet Member for Planning, Transportation and Recycling, any editing and textual changes to the Draft Development Management Policies, Sites Allocations and Designations and Policies Map, including those associated with recommendation 4.**
- 6. Instructs officers to report back to a future meeting of Cabinet the outcome of public consultation and recommendations for changes to the Development Management Policies document, Site Allocations and Designations document and the Policies Map prior to its formal submission to the Department of Communities and Local Government.**

Reasons for decision

Cabinet noted that the Local Plan Part 2 documents had previously been published for a 6 week consultation period from 22nd September to 4th November 2014. Cabinet carefully

considered the wide variety of representations that had been received, but noted there was a need for further changes to the proposed submission documents. In order to expedite the adoption process, Cabinet therefore agreed a further round of consultation on the proposed changes, before the Local Plan is submitted to the Secretary of State.

Alternative options considered and rejected

Cabinet could have decided to approve the proposed changes to the documents at this particular time or submit the Local Plan for examination without further consultation.

Officer to action:

James Gleave: Residents Services

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

7. 2014/15 IN REVIEW: KEY RESIDENT, COMMUNITY AND BUSINESS FUNDING INITIATIVES

RESOLVED:

That the Cabinet:

- 1. Welcome the wide-ranging benefits to residents, business and the voluntary sector from some of the Council's popular funding initiatives, which have made a demonstrable, positive impact across the whole Borough;**
- 2. Resolves to continue its commitment to these funding initiatives in line with the 2015/16 budget approved at Council on 26 February 2015.**

Reasons for reason

Cabinet received an update on key funding initiatives during 2014/15 that have benefited local residents, businesses and the voluntary sector. Cabinet was of the belief that residents and local organisations were best placed to know what could be done to make their neighbourhood, business or community an even better place to live and welcomed the substantial investment the Council makes year-on-year on a range of grants and funding opportunities to enable this.

Alternative options considered and rejected

None.

Officer to action:

Morgan Einon, Administration Directorate

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

8. BETTER CARE FUND SECTION 75 AGREEMENT

RESOLVED:

That Cabinet agrees to enter into a pooled budget arrangement for the Better Care Fund with Hillingdon Clinical Commissioning Group (known as NHS Hillingdon) at a value of £17,991k for the period 1st April 2015 to 31st March 2016.

Reasons for decision

Cabinet noted that the Better Care Fund was a mandatory process through which existing Council and health related budgets would be pooled and then reallocated on the basis of an approved plan intended to achieve closer integration of health and social care activities to benefit residents.

To create this pooled budget, Cabinet agreed on the Council's part, a formal agreement between the London Borough of Hillingdon and the Hillingdon Clinical Commissioning Group under Section 75 of the National Health Service Act, 2006 for a period of one year.

Alternative options considered and rejected

Cabinet could have decided not to enter into such an agreement, but this would not have attracted additional Government funding to support health and social care related programmes.

Officer to action:

Gary Collier, Adult Social Care

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

9. ABBOTSFIELD SCHOOL - DETERMINATION OF STATUTORY PROPOSALS

RESOLVED:

That Cabinet approve the proposal for change of gender at Abbotsfield School from boys only to co-educational, with a modification of the implementation date to 1st September 2017.

Reasons for decision

Cabinet noted that Statutory Proposals had been published by Abbotsfield School for it to become co-educational, which had been subsequently modified to time with the completion of the new school buildings.

Cabinet noted that the school was under-subscribed and there did not appear to be sufficient demand for a boys' only school to be viable. After consideration of the objection received and all other relevant information, Cabinet agreed to the proposal, with the modified implementation date, which would therefore enable the first mixed sex intake in September 2017 with the school becoming co-educational in all year groups in September 2021.

Alternative options considered and rejected

Cabinet could have rejected the proposal or approved the proposal with further modifications and consultation as required.

Officer to action:

Venetia Rogers, Residents Services

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

10. TOWN CENTRE IMPROVEMENT SCHEMES AND CROSSRAIL UPDATE

RESOLVED:

That the Cabinet:

- 1. Notes the achievements on the town centre improvement schemes in Northwood Hills and Ruislip Manor town centres.**
- 2. Welcomes the announcement of Major Scheme grant funding of £4,964k from Transport for London to implement a major scheme to transform Hayes town centre.**

3. Welcomes the announcement of Major Scheme grant funding of £1,800k from Transport for London for detailed design and implementation of urban realm and interchange improvements outside Hayes & Harlington Crossrail station.
4. Welcomes the announcement of indicative Crossrail Complementary Measures (CCM) funding of £1,600k from Transport for London to improve the public realm in the immediate vicinity of West Drayton station in order to improve access for passengers and maximise economic gain when the full Crossrail service commences in 2019.
5. Agrees the Town Centre Improvement Programme for the next 3 years as set out in this report.

Reasons for decision

Cabinet received an update on the recent achievements in the Council's town centre improvements programme, along with a look ahead to Crossrail and the town centre programme for the next 3 years.

Cabinet welcomed the 'total approach' concept, which had delivered a co-ordinated approach to the growth, viability and regeneration of the Borough's varied town centres in order to maximise the scope and impact of Council and wider external investment.

Looking ahead, Cabinet noted the planned key gateway improvements into the Borough, the projected growth arising from Crossrail and further roll-out of the successful Shop Fronts Grants Scheme.

Alternative options considered and rejected

Cabinet could have decided not to endorse the proposal for local economic regeneration.

Officer to action:

Jales Tippell, Residents Services

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

11. 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.

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 relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

12. MONTHLY COUNCIL BUDGET MONITORING REPORT

RESOLVED:

That the Cabinet:

1. Note the forecast budget position for revenue and capital as at January 2015 (Month 10).
2. Note the treasury management update as at January 2015 at Appendix E.
3. Continue the delegated authority up until the 23 April 2015 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 12 February 2015 and 19 March 2015 Cabinet meetings, detailed at Appendix F.
4. Accept grant funding of £27k from the Cabinet Office to allocate to the Democratic Services budget in relation to the ongoing implementation of Individual Electoral Registration (IER).
5. Accept grant funding of £18.5k from the Department of Health to support work on implementing Think Autism as part of the 2010 Autism Strategy for England.
6. Accept grant funding of £196k from Transport for London to support Borough Principal Roads programme works on Ruislip High Street.

7. Approve virement of £138k for additional accommodation at Bourne Primary School from the general capital contingency budget.

Reasons for decision

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2014/15 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a range of further decisions including those in relation to the acceptance of grant funding and the virement of monies for transport, education and electoral registration purposes.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Finance Directorate

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

13. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

That Cabinet note the progress made with primary and secondary school expansions and the school condition programme.

Reasons for decision

Cabinet received its monthly update, tracking progress on London's largest school building programme which would invest over £300m in new local education facilities by 2020. This would ensure that every child in the London Borough of Hillingdon would have a quality place at a local school.

Alternative options considered and rejected

None.

Officer to action:

Bobby Finch, Residents Services

Classification: Public

The report relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

14. ACADEMY CONVERSION - ST. MARTIN'S CE PRIMARY SCHOOL, WEST DRAYTON

RESOLVED:

That Cabinet approves the grant of an Agreement for Lease and a 125 year Lease of the new school, St Martin's C.E. Primary School at Rowan Road, West Drayton, due for completion in August 2015, to LDBS Frays Academy Trust, on the main terms outlined in the associated report.

Reasons for decision

Cabinet agreed the grant of a 125 year lease to LDBS Frays Academy Trust as required as part of the process for the conversion of the new school to Academy status. Cabinet noted that decisions regarding academies were made by the Secretary of State for Education and therefore, the Council had no choice other than to progress with the transfer of land in relation to the premises.

Alternative options to consider and action

None.

Officers to action:

Mike Paterson - Residents Services

Classification: Private

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15. AWARD OF CONTRACT FOR CARE AND SUPPORT SERVICES FOR PEOPLE WITH MENTAL HEALTH NEEDS

RESOLVED:

That Cabinet approve the award of a contract to Look Ahead Care and Support to provide a care and support service for people with mental health needs at Hayes Park Lodge,

Hamlet Lodge and Peachey Close for a 10 month period from June 2015 to March 2016 at a cost of £357.6k.

Reasons for decision

Cabinet agreed a single tender contract to allow time for all accommodation based services for adults with a mental health need to be remodelled and a competitive tender undertaken. This would provide continued stability for adults with mental health issues, ensuring a good environment for them develop independent living skills.

Alternative options considered and rejected

Cabinet could have considered a competitive tender at this time, which was rejected.

Officers to action:

Tony Zaman, Director of Adult Services
Beverley Grayley, Finance

Classification: Private

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16. PROCUREMENT OF ENERGY SUPPLIES 2016-2020

RESOLVED:

That Cabinet:

- 1. Agrees to the renewal of the sites, under the current LASER flexible electricity & gas Framework, to continue onto the new LASER framework from 1 October 2016 for a period of 4 years until 30 September 2020.**
- 2. Approves the strategy and future procurement of all remaining sites outside of the LASER flexible electricity and gas framework. Furthermore, provides delegated authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with Leader of the Council and the Cabinet Member for Finance, Property and Business Services, to approve supplier selection, length of contract and energy mix (renewable or conventional) at such time when energy contracts are due for renewal.**
- 3. Approves to renew the Civic Centre Gas Contract with the Crown Commercial Service (CCS) as from 1 October 2015 to September 2017.**

Reasons for decision

Cabinet made the necessary decisions in relation to its gas and electricity contracts and usage, along with the Council's energy procurement strategy going forward to 2020.

Alternative options considered and rejected

Alternative procurement methods were considered but rejected.

Officers to action:

Allison Mayo, Resident Services,
Richard Coomber, Resident Services.

Classification: Private

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17. AWARD OF CONTRACTS AND RELATED PROCUREMENT DECISIONS FOR THE SUPPLY AND INSTALLATION OF CCTV EQUIPMENT

RESOLVED:

That Cabinet:

- 1. Agrees to include Chroma Vision Ltd, Certus Security, Smart Security Ltd and Openview Security Solutions Ltd on the new CCTV Framework Agreement for the supply and installation of new CCTV cameras across the Borough and;**
- 2. Awards the contract to supply and install upgraded CCTV cameras to Hayes town centre and the upgrade of CCTV cameras in Yiewsley (including installation of a new camera at Trout Road) to Chroma Vision Ltd.**

Reasons for decision

Cabinet made procurement decisions for the provision and installation of CCTV equipment across the Borough, which included an upgrade of equipment for Hayes Town Centre and in Yiewsley.

Alternative options considered and rejected

Cabinet could have opted against using the framework agreement as a way to procure CCTV equipment and undertook instead full tender exercises for each and every project, which could have resulted in delays to the completion of works.

Officer to action:

Ed Shaylor, Residents Services
Victoria Coady, Finance

Classification: Private

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18. AWARD OF CONTRACT FOR WATER QUALITY SERVICES

RECOMMENDATION

That Cabinet:

- 1. Approves the acceptance of the tender received from Hertel Solutions Limited and the award of a three (3) year contract to this same organisation;**
- 2. Agrees the option to extend the contract for a further two (2) years subject to satisfactory performance and three month's written notice of termination and approval by the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property & Business Services.**
- 3. Requests the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in period to ensure the supplier has sufficient time to mobilise for a commencement date of 1st April 2015.**

Reasons for decision

Cabinet noted the Council's legal duty to adopt appropriate measures to minimise the risk of Legionella bacteria in the water systems of all those properties for which it has a responsibility. Following a competitive tender process, Cabinet agreed a contract for the continuation of water quality and monitoring services to residents, businesses, corporate properties, schools and service users within the Borough.

Alternative options considered and rejected

None.

Officer to action:

Paul Stanford Kupakuwana, Residents Services

Classification: Private

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19. AWARD OF CONTRACT FOR THE SERVICE, MAINTENANCE AND REPAIR OF PASSENGER LIFTS IN HOUSING AND CORPORATE PROPERTIES

RESOLVED:

That Cabinet accepts the tender from Lift & Engineering Services Limited for the lift maintenance service contract for the sum of £373k and awards the contract to Lift & Engineering Services Limited for a period of three years, plus two optional years for these works subject to the approval of 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.

Reasons for decision

Cabinet agreed the necessary tender to ensure the Council maintains its passenger lifts within the housing and corporate portfolio in good and safe working order and that faults and breakdowns are resolved quickly to minimise disruption and inconvenience to users.

Alternative options considered and rejected

Cabinet could have considered more ad hoc arrangements, but deemed this would not provide the necessary value for money or service quality for users.

Officers to action:

Anthony Payne, Residents Services
Brendan Heaslip, Finance

Classification: Private

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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.

20. AWARD OF CONTRACT FOR THE PROVISION OF CLINICAL AND NON CLINICAL COMMUNITY DRUG AND ALCOHOL MISUSE SERVICES

RESOLVED:

That Cabinet agrees to award a contract for the provision of Clinical and Non Clinical Community Drug and Alcohol Misuse Services to the Central and North West London (CNWL) NHS Foundation Trust, as lead provider for a Single Assessment Recovery Oriented System (SAROS).

Reasons for decision

Cabinet approved the award of the Public Health Contract for the provision of clinical and non clinical community drug and alcohol misuse services, following a robust procurement exercise undertaken fully in accordance with the law and the Council's Procurement and Contract Standing Orders. Cabinet noted that the new Service would provide greater flexibility to meets the needs of those residents requiring treatment along with improved access to varied treatment and recovery support.

Alternative options considered and rejected

Cabinet could have rejected the tender or undertaken a further procurement exercise within the health marketplace.

Officers to action:

Sharon Daye, Residents Services
Steve Powell & Ashley Bautier, Finance

Classification: Private

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21. IRRECOVERABLE CORPORATE DEBT

RESOLVED:

That Cabinet approve the writing off of irrecoverable debt of £228,672 in respect of non-domestic rates.

Reasons for decision

Cabinet had no choice but to approve the writing off of debt in respect of business rates for 3 businesses that had gone into insolvency, where the Council had exhausted all available options to recover it.

Alternative options considered

None.

Officer to action:

Rob Smith, Finance

Classification: Private

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22. VOLUNTARY SECTOR LEASES

RESOLVED:

That Cabinet:

- 1. Agrees the lease and rent set out in the report, which was subject to negotiation with the voluntary sector organisation concerned, and instructs the Deputy Chief Executive and Corporate Director of Residents Services to then commission the Borough Solicitor to complete the appropriate legal documentation.**
- 2. Requests that the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in on these recommendations to ensure the necessary property transactions can be executed within the tight timescales as set out in the report.**

Reasons for decision

Cabinet made the necessary property decisions in relation to the Skylark Community Association utilising The Grange, Pine Place, Hayes, which was a newly built community centre in Charville Ward.

Alternative options considered and rejected

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

Officer to action:

Susan Williams-Joseph, Residents Services

Classification: Private

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

No additional items were considered by the Cabinet.

The meeting closed at 7.48pm

*** IMPORTANT INFORMATION**

Implementation of the decisions (for officers only)

Cabinet's decisions in relation to Items 18 (Award of Contract for Water Quality Services) and 22 (Voluntary Sector Leases) come into immediate effect after the scrutiny call-in period was waived on these by the Chairman of the Executive Scrutiny Committee.

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the remaining Cabinet decisions. These can therefore be implemented from 5pm, Friday 27 March 2015. Officers to action the decisions are indicated in the minutes.