

## Minutes

### Cabinet

Thursday, 19 November 2015

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



Published on: 20 November 2015

Decisions come into effect: from 27 November 2015 \*

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

Ray Puddifoot MBE (Chairman)

Douglas Mills

Jonathan Bianco

Keith Burrows

Philip Corthorne

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

Susan O'Brien

Nick Denys

Neil Fyfe

Kuldeep Lakhmana

John Riley

John Oswell

Jane Palmer

Jan Sweeting

Ian Edwards

Henry Higgins

Edward Lavery

Becky Haggart

### **1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor David Simmonds CBE and Councillor Scott Seaman-Digby.

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

No interests were declared by Members present at the meeting.

### **3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING**

The minutes and decisions of the Cabinet meeting held on 22 October 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. DIVERSIFYING THE STREET CHAMPIONS INITIATIVE: A REVIEW BY THE RESIDENTS' & ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE**

**RESOLVED:**

**That Cabinet:**

- 1. Welcomes the report from the Residents' and Environmental Services Policy Overview Committee on their review into diversifying the Street Champions Initiative;**
- 2. Notes that all Street Champions have been contacted and thanked for their invaluable contribution to date and asked to confirm their on-going participation in the Street Champions initiative. This was also an opportunity to update their contact details and request their permission for contact details to be shared with Ward Councillors.**
- 3. Following due consideration of the Committee's recommendations set out in Appendix A and also advice from the Cabinet Member for Community, Commerce and Regeneration and officers, agree that the following actions be taken forward by the Deputy Chief Executive & Corporate Director of Residents Services:**

**That:**

- a) In conjunction with the Borough Commander, the Cabinet Member will hold two meetings for Street Champions from across all wards for them to meet their Ward Councillors and progress local issues.**
- b) Ward Councillors continue to receive quarterly summaries of the top issues being reported by Street Champions, enabling them to keep abreast of service matters raised and any trends. This can include updates on new Street Champion registrations/de-registrations.**
- c) The Community Safety team work with local police on building robust Neighbourhood Watch areas and engaging with the Street Champions who have expressed an interest in joining a local Neighbourhood Watch group.**

**Reasons for decision**

Cabinet received a report from the Committee on a review of the successful Street Champion's Initiative to build upon the Council's civic pride work, improve communications with existing Champions and encourage a new generation of volunteers to feel proud of their community. It was noted that there had been a refresh of membership since the Committee's review and enhanced links built into the Street Champions Initiative with other agencies, particularly the Police.

The Cabinet Member for Community, Commerce and Regeneration highlighted how the Police had found the Street Champion's Initiative beneficial in establishing neighbourhood watch networks in parts of the Borough that had never been included in the Scheme before.

Cabinet endorsed the review and agreed specific actions for officers to progress.

**Alternative options considered and rejected.**

Cabinet could have decided to reject some or all of the Committee's recommendations, or pursued alternative routes in which to progress the objectives of the review.

**Officer to action:**

Helena Webster, Residents Services

**Classification: Public**

*The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

**6. CARERS STRATEGY 2015-18, Q2 UPDATE**

**RESOLVED:**

**That Cabinet:**

- 1. Notes the Q2 progress update against the objectives in the Delivery Plan 2015-16;**
- 2. Agrees progress updates on the Strategy Delivery Plan are presented to Cabinet on an annual basis in May, starting in 2016 and;**
- 3. Agrees that key performance metrics for each of the priorities are included in the next progress update.**

**Reasons for decision**

Cabinet received an update to the Carers Strategy 2015-18, key to the implementation of The Care Act 2014 and how the Council, with the Hillingdon Clinical Commissioning Group and its partners, will support carers in Hillingdon going forward. Cabinet welcomed the joined up approach and noted that good progress had been made, including the acknowledgement of the integral role of the Carers Champion, Councillor Haggar.

The Cabinet Member for Social Services, Health and Housing informed Members on how the Council's efforts are also aimed at targeting the silent majority of carers.

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

Cabinet could have decided against regular updates but wished to ensure there was top-level monitoring of progress against the Delivery Plan.

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

John Higgins, Adult Social Care Directorate  
Kevin Byrne, Administration Directorate  
Vicky Trott, Administration Directorate

#### **Classification: Public**

*The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

## **7. LOCAL DEVELOPMENT SCHEME**

### **RESOLVED:**

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

- 1. Endorses and recommends that the Local Development Scheme is referred to Full Council in January 2016 for adoption and;**
- 2. 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 Local Development Scheme prior to submission to Council.**

#### **Reasons for decision**

Cabinet recommended to Council an updated Local Development Scheme setting out a revised timetable for the production of Local Plan documents. The key milestones were noted by Members.

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

Cabinet could have delayed or not approved an updated Scheme, which could have resulted in legal challenge or a delay in its eventual adoption.

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

James Gleave: Residents Services

**Classification: Public**

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**8. COUNCIL BUDGET - 2015/16 MONTH 6 REVENUE AND CAPITAL BUDGET MONITORING**

**RESOLVED:**

**That Cabinet:**

1. Note the forecast budget position for revenue and capital as at September 2015 (Month 6).
2. Note the Treasury Management update as at September 2015 at Appendix E.
3. Continue the delegated authority up until the 17 December 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 22 October 2015 and 19 November 2015 Cabinet meetings, detailed at Appendix F.
4. Approve the addition of £100k grant funding from the Cabinet Office for Individual Electoral Reform to Democratic Services budgets for 2015/16.
5. Approve the addition of £111k grant funding from the Department of Health to Adult Social Care budgets to contribute towards assessments on residents relating to Deprivation of Liberties for 2015/16.
6. Approve the addition of £32k grant funding from Transport for London for the Bridge Assessment and Strengthening programme for 2015/16.
7. Approve acceptance of Planning Performance Agreement income in respect of the following application:
  - Union Park, Packet Boat Lane (£28k)
8. Ratify a delegated special urgency decision taken on 23 October 2015 by the Leader of the Council and Cabinet Member for Finance, Property and Business Services to acquire Packet Boat House, Packet Boat Lane, Uxbridge to supplement affordable housing provision in the Borough, as set out in Appendix G.
9. Agree that during the 2015/2016 winter season, with the full agreement of the Leader of the Council (or Deputy Leader if unavailable), the Chief Executive or the Deputy Chief Executive and Corporate Director of Resident Services are both authorised to take all necessary urgent decisions (including those ordinarily reserved to the executive) to release funds, procure and incur expenditure in order to safeguard residents and deliver services where there is adverse weather or related incidents affecting the Borough. Such decisions taken, that would have ordinarily required Cabinet or Cabinet Member approval, are to be reported to a subsequent Cabinet meeting for formal ratification to ensure transparency. Furthermore, that Cabinet request the Chairman of the Executive Scrutiny Committee waive the scrutiny call-in period so this takes immediate effect.

**10. Delegate authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, to finalise the programme and award any contracts in relation to the delivery of Universal Free School Meals.**

**Reasons for decisions**

Cabinet was informed of the latest forecast revenue, capital and treasury position (Month 6) for the current year 2015/16 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a range of decisions including the acceptance of grants from central Government and Transport for London for Individual Electoral Reform, Deprivation of Liberty assessments and bridge strengthening. Additionally, Cabinet accepted gift funding from a developer in respect of a planning application and ratified a Special Urgency Decision taken to acquire the freehold of a new block of flats to supplement the affordable housing provision in the Borough.

Cabinet made some additional decisions on the night following receipt of further information. Cabinet agreed to renew the usual delegated authority in respect of the Council's emergency decision-making capabilities during the winter season. Cabinet also delegated authority to enable flexible decision-making on decisions in relation to the delivery of Universal Free School Meals given the challenging timetable.

**Alternative options considered and rejected**

Where necessary Cabinet also considered alternative options in respect of the above decisions.

**Officer to action:**

Paul Whaymand, Finance Directorate

**Classification: Public**

*The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

**9. SCHOOL CAPITAL PROGRAMME UPDATE**

**RESOLVED:**

**That Cabinet note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.**

### **Reasons for decision**

Cabinet received its monthly update, tracking progress on London's largest school building programme which would invest nearly £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 and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

## **10. VICTORIA COURT, LINDEN AVENUE, RUISLIP MANOR - VARIATION OF LEASE**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Authorises the variation of the existing lease of a particular flat in Victoria Court, Linden Avenue, Ruislip as detailed in this report and instructs Legal Services to complete the appropriate legal documentation.**
- 2. Agrees the variation of the remaining leases of flats in Victoria Court in the same way, as and when required.**

### **Reasons for decision**

Cabinet agreed to the variation of a lease following the winding up of the Victoria Court (Ruislip) Management Company Ltd., which would allow the Council to carry out the former management company's obligations to leaseholders, including the collection of service charges.

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

None.

### **Officer to action:**

Michele Wilcox, Residents Services

**Classification: Private**

*Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and contained information that related to an individual and 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 paragraphs 1&3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.*

**11. VOLUNTARY SECTOR LEASES**

**RESOLVED:**

**That Cabinet agrees the rent and licence fee set out in the report, which is subject to negotiation with the voluntary sector organisation detailed in this report, and instructs the Deputy Chief Executive and Corporate Director of Residents Services to then commission the Borough Solicitor to complete the appropriate legal documentation.**

**Reasons for decision**

Cabinet made some property decisions in relation to the grant of a new lease of land at Lake Farm Country Park, Dawley Road, Hayes to Hawks BMX club, together with a licence to use the existing BMX track.

**Alternative options considered and rejected**

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

**Officer to action:**

Michelle Wilcox, Residents Services

**Classification: Private**

*Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and 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.*

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

No additional items were considered by the Cabinet.

The meeting closed at 7.22pm.



## **\* IMPLEMENTATION OF CABINET'S DECISIONS**

### **For Members and Officers only**

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions.

Cabinet's decision to invoke interim decision-making arrangements in relation to adverse winter weather emergencies takes immediate effect.

The remaining Cabinet decisions can, therefore, be implemented from 5pm, Friday 27 November 2015 unless notified otherwise by Democratic Services.

The officers to implement the decisions are indicated in the minutes.