

## Minutes

### Cabinet

Thursday, 17 March 2016

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



Published on: 18 March 2016

Decisions come into effect on: 29 March 2016 \*

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

Ray Puddifoot MBE (Chairman)  
David Simmonds CBE (Vice-Chairman)  
Douglas Mills  
Jonathan Bianco  
Scott Seaman-Digby  
Keith Burrows

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

Susan O'Brien  
Jane Palmer  
Henry Higgins  
Dominic Gilham  
John Riley  
Ian Edwards  
Wayne Bridges  
Nick Denys  
John Oswell  
Beulah East  
Jan Sweeting

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

Councillor Philip Corthorne sent his apologies for the meeting.

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

Councillor Douglas Mills declared a non-pecuniary interest in Item 5 as a property landlord and remained in the room during the discussion and vote on the item.

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

The minutes and decisions of the Cabinet meeting held on 18 February 2016 were approved 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**

Cabinet agreed the items to be considered in both public and private.

**5. SOCIAL SERVICES, HOUSING AND PUBLIC HEALTH POLICY OVERVIEW COMMITTEE REVIEW: RAISING STANDARDS IN PRIVATE RENTED SECTOR ACCOMMODATION**

*The Chairman of the Social Services, Housing and Public Health Policy Overview Committee, Councillor Wayne Bridges, presented the Committee's review to Cabinet, which was warmly endorsed.*

**RESOLVED:**

**That Cabinet:**

- A) Welcomes the report from the Social Services, Housing and Public Health Policy Overview Committee (as in Appendix 1) on the review into Standards in the Private Rented Sector and;**
- B) Endorses the recommendations of the Policy Overview Committee as set out below, noting that the Cabinet Member for Social Services, Health and Housing will take them forward for due consideration:-**

**Information sharing**

- 1. That the Landlord's Forum be used as a platform / sounding board to raise awareness of new policy and legislation such as:**
  - Elements of the Housing and Planning Bill affecting landlords;**
  - The Immigration Act 2014 and the current Immigration Bill concerning Right to Rent checks and evictions for those without a current right to rent;**
  - Likely impacts from the Welfare Reform and Work Bill.**

**Intelligence**

- 2. To investigate and present options for updating the private sector house condition survey, recognising the statutory duty placed on Councils under the Housing Act 2004 to review housing conditions in their area.**

**Health**

- 3. To note the relationship between good quality housing and improved life chances.**

## **Raising standards & enforcement**

4. Consider the new national legislation set out in the Committee's report following the Government's response to the consultation - 'Tackling rogue landlords and improving the Private Rented Sector', and subject to this becoming law, notes the new requirements including:
  - a. Contributing to a database of rogue landlords and property agents to keep track of persistent offenders and focus enforcement action.
  - b. Introducing Banning Orders on the worst offenders, so landlords or lettings agents would be prohibited from letting or managing residential properties for a specific period of time.
  - c. Where appropriate, imposing Civil Financial Penalties for breach of a Banning Order.
  
5. Consider drafting a 'charter' or standard for landlords and lettings agencies to adopt, as a model of good practice.

### **Reasons for decision**

Cabinet considered a report by the Committee which had looked at ways to improve standards for those residents in the Borough living in the private rented sector, focusing on information, advice and guidance and in cases where this was not possible, intervention or enforcement. Cabinet welcomed the review and noted new legislative abilities available to the Council to tackle rogue landlords.

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

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

### **Officers to action:**

Nigel Dicker - 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. LOCAL PLAN - PART 2: DRAFT DEVELOPMENT MANAGEMENT POLICIES, SITES ALLOCATION AND DESIGNATIONS AND POLICIES MAP**

**RESOLVED:**

**That the Cabinet:**

- 1. Agrees to the Submission of the Development Management Policies, Site Allocations and Designations, Policies Map and all supporting studies and documentation for public examination.**
- 2. Approves the preparation of a Schedule of Proposed Modifications setting out proposed changes to the Development Management Policies, Site Allocations and Designations and Policies Map, based on the Schedules of Representations and Officer Responses in Appendices 1- 3 of this report and officer discussions with the organisations and individuals that have submitted comments on these documents.**
- 3. 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 and the Leader of the Council, that the Schedule of Proposed Modifications is submitted with the Development Management Policies, Site Allocations and Designations and Policies Map for public examination.**
- 4. Instructs officers to commission the production of a study to assess the impact of the Site Allocations and Designation on the Strategic Road Network, in advance of the submission of the Local Plan Part 2 documents for public examination.**
- 5. Agrees to the recruitment of a Programme Officer to undertake all administration associated with the public examination process**
- 6. Instructs officers to report back to a future meeting of Cabinet on the outcome of the public examination process.**

**Reasons for decision**

Cabinet noted that following publication of the Local Plan Part 2, further representations had been received which had resulted in the need for changes to the key planning policy documents. In considering the representations, Cabinet agreed the documents could be issued for public examination and delegated authority to resolve any further outstanding comments and objections prior to the commencement of the public examination process.

**Alternative options considered and rejected**

Cabinet could have declined the proposed changes to the documents or any further discussions over further changes and objections, but considered that this would increase the length of the public examination process.

**Officer to action:**

James Gleave - 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.*

**7. LOCAL FLOOD RISK MANAGEMENT STRATEGY**

**RESOLVED:**

**That Cabinet:**

- 1. Approves the adoption of the Hillingdon Local Flood Risk Management Strategy for the Borough.**
- 2. Authorises officers to publicise the report on the Council's website and to notify all groups having a particular interest in it.**

**Reasons for decision**

Cabinet approved the Local Flood Risk Management Strategy for Hillingdon, a requirement of the Flood and Water Management Act 2010, which had been updated to provide further information on the roles and responsibilities of flood risk management bodies and set out the Council's aims and objectives in managing flood risk in the future to protect homes and businesses.

**Alternative options considered and rejected**

Cabinet could have decided not to adopt the Strategy and would therefore not comply with statutory requirements, leaving the Council open to financial penalties for non compliance, including reduced eligibility for flood grants.

**Officer to action:**

Vicky Boorman: 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.*

## **8. REVISED SCHEME FOR FINANCING SCHOOLS**

### **RESOLVED:**

**That Cabinet approves the Revised Scheme for Financing Schools to be effective from 1 April 2016.**

### **Reasons for decision**

Noting that the Department for Education had released the latest update to the Scheme for Financing Schools statutory guidance in December 2015, Cabinet approved an updated Scheme which set out the financial relationships that exists between maintained schools and the local authority and the duties placed on both within that relationship. Cabinet noted that the Scheme had also been approved by the Schools Forum. Cabinet noted the recent announcement by the Chancellor of the Exchequer in the Budget regarding all schools moving to academy status by 2020.

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

None, as without the Scheme in place, the Council would not be able to charge legitimate costs to schools.

### **Officer to action**

Peter Malewicz, Finance Manager

### **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.*

### **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.*

## **9. MONTHLY COUNCIL BUDGET MONITORING REPORT - MONTH 10**

### **RESOLVED:**

### **That Cabinet:**

- 1. Note the forecast budget position as at January 2015 (Month 10).**
- 2. Continue the delegated authority up until the 21 April 2016 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 18 February 2016 and 17 March 2016 Cabinet meetings, detailed at Appendix F.**

3. Approve the release of £38,846 grant funding from the Department for Work and Pensions relating to the roll out of Universal Credit.
4. Approve the appropriation of land at Parkview Day Centre in Yiewsley and Grassy Meadow Day Centre in Hayes from the General Fund to the Housing Revenue Account to be developed as new sites for extra care supported housing.
5. Approve the award of an £80k grant to Uxbridge College for the development of the Hayes Campus park for wider community use, to be funded from Chrysalis budgets.

#### **Reasons for decision**

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2015/16 to ensure the Council achieved its budgetary and service objectives. Cabinet welcomed the strong financial position of the Council approaching year-end, in particular in comparison to other local authorities.

Cabinet approved the release of a grant to support residents with the introduction of Universal Credit, appropriated land to the Housing Revenue Account in relation to extra care housing schemes and awarded a grant to Uxbridge College for expanding community use of their college site in Hayes.

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

None.

#### **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.*

## **10. 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 to benefit local communities.

#### **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 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.*

## **11. 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 regular update 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. It was noted that the Council-led secondary school re-build project at Northwood School had progressed well, in comparison to the Abbotsfield and Swakeleys schools re-builds managed by the Education Funding Agency, which had suffered significant delay.

**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.*



## **12. PROPOSAL TO ESTABLISH A HOUSING ZONE FOR THE HAYES AREA**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Note the Council's Bid submitted in Appendix 3 and the subsequent outcome of it following discussions with the Greater London Authority;**
- 2. Agree to progress with and establish a Housing Zone for the Hayes areas as initially set out in Appendix 3 and;**
- 3. Delegate full authority to the Leader of the Council (and Cabinet Members for Finance, Property and Business Services and Community, Commerce and Regeneration as the Leader deems appropriate), in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, to:**
  - a) Agree any revisions to the Housing Zone schemes as the project develops;**
  - b) Make all necessary decisions in relation to implementing the Housing Zone project, including entering into any agreements on behalf of the Council and all related policy, project, property, procurement and financial decisions where constitutional democratic authority is required from the Project Board.**

#### **Reasons for decision**

Cabinet noted the outcome of a bid submitted to the Greater London Authority, which would enable the progression of a Housing Zone in the Hayes area. Cabinet welcomed the opportunity this would provide to attract grant funding and co-ordinate a comprehensive development strategy delivering housing, infrastructure and place making benefits to the local community.

Cabinet made the necessary decisions to kick-start the project on the Council's part, including streamlined decision-making to complement the pace of project delivery expected. It was noted that the project would unlock potential housing sites and significantly increase the element of affordable homes in the Borough.

Cabinet noted the information in the confidential appendices associated with the Housing Zone submission.

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

Cabinet could have chosen not to enter into an agreement, but considered that the opportunity to bring forward new homes and essential infrastructure was one that the Council could not ignore.

**Officer to action:**

Chris Mansfield

**Classification: Public / Private**

*The majority of 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. Some of the appendices to the report considered by Cabinet were done so 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.*

**13. CONTRACT EXTENSION FOR ACCOMMODATION BASED AND FLOATING SUPPORT SERVICES FOR PEOPLE EXPERIENCING DOMESTIC VIOLENCE**

**RESOLVED:**

**That Cabinet agrees:**

- 1. To grant a one year contract to Hestia Housing and Support, based on their current contract, for housing and a floating support service for people experiencing domestic violence via single tender action - to be effective from the 1st May 2016 at a cost of £269,648.**
- 2. That the current provision of domestic violence services be remodelled as set out in the report.**

**Reasons for decision**

Cabinet agreed a contract extension to ensure that the Council continues to have in place an effective support service for people experiencing domestic violence. It was noted that the service would be remodelled to ensure a wider response from the market and to improve services to residents.

**Alternative options considered and rejected**

None.

**Officers to action:**

Tony Zaman, Social Care  
Perry Scott, Residents Services / Finance  
Ella Trafankowska, Finance

**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.*

**14. VOLUNTARY SECTOR LEASES**

**RESOLVED:**

**That Cabinet agrees the leases as 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 agreed to a lease renewal of the Old Cowshed, Manor farm, Bury Street, Ruislip for the Girl Guides Association and a new lease for 60-62 Byron Way, West Drayton to Groundwork South who manage The Com Café on the site.

**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**

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

No additional items were considered by the Cabinet.

The meeting closed at 7:30pm.

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

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions. These can therefore be implemented from 5pm, Tuesday 29<sup>th</sup> March 2016 upon the expiry of the scrutiny call-in period, unless notified otherwise.

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