

## Minutes

### Cabinet

Thursday, 19 May 2016

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



Published on: 20 May 2016

Decisions come into effect: from Friday 27 May 2016

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

Ray Puddifoot MBE (Chairman)  
Douglas Mills  
Keith Burrows  
Philip Corthorne  
Richard Lewis

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

Susan O'Brien  
John Oswell  
Wayne Bridges  
Henry Higgins  
Michael White  
Ian Edwards  
Mo Khursheed  
Beulah East  
Neil Fyfe

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

Councillors Jonathan Bianco and David Simmonds CBE sent their apologies. Councillor Richard Lewis attended as the new Cabinet Member for Central Services, Culture and Heritage.

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

No interests were declared.

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

The minutes and decisions of the Cabinet meeting held on 21 April 2016 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**

Items, as set out on the agenda listed in public and private, were confirmed.

## **5. OLDER PEOPLE'S PLAN UPDATE**

### **RESOLVED**

**That Cabinet notes the successes to date and continued progress to deliver the Older People's Action Plan during 2015-16 to improve the quality of life, health and wellbeing of older people in Hillingdon.**

#### **Reasons for decision**

Cabinet received a progress update on the Older People's Plan, noting the commitment by the Council and its partners to services designed to improve the wellbeing of Older People in Hillingdon.

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

None.

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

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.

## **6. CARERS STRATEGY PROGRESS UPDATE**

### **RESOLVED:**

**That Cabinet notes the progress update against the objectives in the Carers Strategy Delivery Plan 2015-16**

#### **Reasons for decision**

Cabinet received an update on the implementation of the Carers Strategy 2015-18, which was critical in implementing the requirements of the Care Act 2014 and demonstrated what the Council and its partners were doing to support carers in Hillingdon.

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

None.

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

John Higgins, Social Care

**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. TEMPORARY ACCOMMODATION AND PRIVATE RENTED SECTOR OFFER PLACEMENT POLICY**

**RESOLVED:**

**That Cabinet approve the Temporary Accommodation and Private Rented Sector Offer (PRSO) Placement Policy.**

### **Reasons for decision**

Cabinet noted that the Council had a duty to secure accommodation for some unintentionally homeless households and recognised in some instances the need to provide accommodation outside the Borough where officers have undertaken a careful analysis of a household's needs in such circumstances and sought to safeguard and promote the welfare of any children affected.

Following a review by officers about the need for the Council to consider some out-of-borough placements where properly evidenced, along with a comprehensive equalities impact assessment undertaken, Cabinet considered all relevant information and agreed a new policy to ensure homeless households or those threatened with homelessness were assisted to access affordable, suitable alternative accommodation in a timely way.

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

Cabinet could have decided not to have a policy in place, but this was discounted in order to provide a clear and transparent framework for supporting such households.

### **Officer to action:**

Daniel Kennedy, 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. 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 noted progress on London's largest school building programme to 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**

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## **9. 0-19 HEALTHY CHILD PATHWAY & SPEECH AND LANGUAGE THERAPY - CONTRACT EXTENSIONS**

### **RESOLVED:**

**That the Cabinet approve the continuation of current arrangements for a further year, until 31 March 2017, for the:**

- 1. 0-5 year old, Healthy Child Programme - Health Visiting service;**
- 2. 5-19 year old, Healthy Child Programme - School Nursing service;**
- 3. Delivery of speech and language therapy services for Hillingdon children and young people with Education, Health and Care (EHC) plans or Statements of Special Educational Needs (SEN).**

**Noting that all are mandated services and are delivered by Central and North West London (CNWL) NHS Foundation Trust.**

### **Reasons for decision**

Cabinet agreed the continuation of Health Visiting, School Nursing and speech and language therapy services whilst the 0-19 Healthy Child pathway and subsequent specifications are developed for new services to commence on 1 April 2017.

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

Other options were considered around commissioning such services, but were discounted as the approach to review via the Council's BID process was preferred.

### **Officers to action:**

Thomas Murphy, Assistant Director - Early Intervention and Prevention Services

Jackie Wright, Head of Disability Services

Darren Thorpe, Senior Category Manager - Children's Services and All Age Disabilities

Steve Powell, Category Manager- Public Health

Clare Harris, Category Manager - All Age Disabilities

### **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).*

## **10. INTEGRATED ADVOCACY SERVICE - CONTRACT AWARD**

### **RESOLVED:**

**That Cabinet agrees to enter into a contract with POhWER for the period from the 1st October 2016 until the 30th September 2019, with an option to extend for up to a further three years.**

### **Reasons for decision**

Cabinet agreed a contract to ensure vulnerable people in Hillingdon could receive statutory advocacy services that safeguard them under various Acts to make informed decisions about their care and treatment.

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

None.

**Officers to action:**

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

**Classification: Private**

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**11. BEST INTEREST ASSESSMENT SERVICE - CONTRACT AWARD**

**RESOLVED:**

**That Cabinet approves the award of a contract to Mental Health First to provide a Best Interest Assessment service for Hillingdon residents for a 2 year period from 1st July 2016 at an estimated cost of £1,598k to £2,640k, with the option to extend the contract for a further 2 years at a total estimated value of £3,196k to £5,280k.**

**Reasons for decision**

In awarding the contract, the Council enabled Best Interest Assessments to be completed within required statutory time frames, which is a statutory requirement under the Mental Capacity Act Deprivation of Liberty safeguards.

**Alternative options considered and rejected**

Cabinet could have decided to provide the service in-house or on an individual basis, but discounted this as there were not sufficiently qualified personnel available.

**Officers to action:**

John Higgins, Social Care  
Paul Whaymand, Finance  
Steve Powell, Finance

**Classification: Private**

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*under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.*

## **12. ENVIRONMENTAL ENFORCEMENT SERVICE - CONTRACT AWARD**

### **RESOLVED:**

**That Cabinet approves the award of the Environmental Enforcement Service contract to APCOA Parking (UK) Ltd, for a period of two years from 1st August 2016, with the option to extend for a further one year subject to satisfactory performance.**

### **Reasons for decision**

Following a competitive procurement process, Cabinet awarded a contract that was the most economically advantageous to the Council to provide an environmental enforcement service, which has been well received by residents to target a range of environmental and anti-social behaviour issues in the Borough.

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

Cabinet could have decided to terminate the scheme.

### **Officers to action:**

Nigel Dicker, Residents Services  
Allison Mayo, Finance  
Bill Hickson, Residents Services.

### **Classification: Private**

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**13. DECISION TAKEN UNDER DELEGATED POWERS TO THE LEADER OF THE COUNCIL ON 17 MAY 2016 (NOTING ONLY)**

**RESOLVED:**

**That Cabinet note the decision taken by the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling on 17 May 2016 to:**

- 1. Agree that the Council implements an Unattended CCTV enforcement system in the Borough to undertake enforcement outside schools to improve safety and in bus only areas to reduce congestion in public transport areas and;**
- 2. Approve the award of the contract to install and maintain the Unattended CCTV enforcement system in the Borough to APCOA Parking (UK) Ltd.**

**Reason for decision**

Under new delegated authority approved by the Council AGM on 12 May 2016, the Leader of the Council, in conjunction with the Cabinet Member for Planning, Transportation and Recycling made a decision to progress a new initiative primarily to enforce cars that contravene the 124 school keep clear restriction yellow zig zag lines that are currently in place across the Borough, to improve road safety primarily for children. Following competitive tender, a contract was agreed which represented the most economically advantageous approach for the public purse.

**Alternative options considered and rejected**

The Leader of the Council and Cabinet Member could have decided to defer or postpone the award of the contract or award the contract to a different company, which was discounted as it would not offer best value.

**Officers to action:**

Nigel Dicker, Residents Services

Allison Mayo, Finance

Bill Hickson, Residents Services.

**Classification: Private**

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**Special Urgency**

*The decision was taken under special urgency procedures to assist in the mobilisation and installation period necessary for a go-live date later in the year.*



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

No additional items were considered by the Cabinet.

The meeting closed at 7.19pm.

**\* 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, Friday 27th May 2016 upon the expiry of the scrutiny call-in period, unless notified otherwise.

Note: the decision on Item 13 - Unattended CCTV - took effect on 17 May.

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

**The public part of this Cabinet meeting was filmed live on the Council's YouTube Channel to increase transparency in decision-making. These minutes remain the official definitive record of proceedings.**