

## Minutes

### Cabinet

Thursday, 23 June 2016

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



Published on: 24 June 2016

Decisions come into effect on: From 1 July 2016 \*

#### **Members Present:**

Ray Puddifoot MBE (Chairman)  
David Simmonds CBE (Vice-Chairman)  
Douglas Mills  
Richard Lewis  
Keith Burrows

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

Mo Khursheed  
Wayne Bridges  
Jan Sweeting

Before the start of the meeting, the Chief Whip informed Cabinet that due to the inclement weather that evening and lack of Member availability, Executive Scrutiny Committee, meeting after Cabinet, would be postponed.

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

Apologies were received from Councillor Jonathan Bianco and Councillor Philip Corthorne.

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

No interests were declared at this meeting.

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

The minutes and decisions of the Cabinet meeting held on 19 May 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**

This was confirmed.

## **5. UXBRIDGE HIGH STREET PEDESTRIAN ZONE / ENFORCEMENT OF PARKING AND MOVING TRAFFIC CONTRAVENTIONS**

**RESOLVED:**

**That Cabinet:**

**Uxbridge High Street:**

- 1. Approves the installation of 'movable' barriers at both ends of the pedestrian zone in the High Street Uxbridge to enforce correct delivery and unloading times;**
- 2. Agrees the Deputy Chief Executive and Corporate Director of Residents Services, in conjunction with the Cabinet Member for Planning, Transportation and Recycling, approve the design of the barriers;**
- 3. Approves the enforcement of Moving Traffic Contraventions by CCTV in the area covering the pedestrianised zone of Uxbridge High Street to prohibit vehicles using the route as a cut through between Windsor Street and Vine Street;**
- 4. Delegates any other further decisions such as the enforcement of appropriate waiting and loading restrictions required to the Deputy Chief Executive and Corporate Director of Residents Services, in conjunction with the Cabinet Member for Planning, Transportation & Recycling;**

**Other Schemes:**

- 5. Grant full delegated authority to the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling, in conjunction with the Deputy Chief Executive and Corporate Director Residents Services, to determine the use of Moving Traffic Contraventions in the Borough on a case by case basis.**
- 6. Subject to the Leader of the Council's formal consent, add this as a permanent delegation within the Council's Constitution - Cabinet Scheme of Delegations.**

**Reasons for decision**

Cabinet gave its approval to a series of measures to improve the experience of residents and visitors using the pedestrianised area of Uxbridge High Street, reducing the road safety risk. Cabinet agreed to move forward with enforcement actions to address persistent vehicular transgressions of this part of the Town Centre. It was noted that the introduction of such enforcement was supported by the Town's key retailers. Furthermore, Cabinet provided delegated authority to look at other areas of the Borough where such measures may be required, on a case-by-case basis.

**Alternative options considered and rejected**

Cabinet could have chosen to take no action to address unwarranted vehicle use of the high street.

**Officer to action:**

Chris Mansfield - 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. BETTER CARE FUND PLAN SECTION 75 AGREEMENT**

**RESOLVED:**

**That Cabinet agrees to:**

- 1. Enter into a pooled budget arrangement for the Better Care Fund with Hillingdon Clinical Commissioning Group (known as NHS Hillingdon) at a value of £22,531k for the period 1st April 2016 to 31st March 2017 and;**
- 2. Delegate authority to the Leader of the Council and the Cabinet Member for Social Services, Housing, Health and Wellbeing, in consultation with the Corporate Director of Finance and the Corporate Director of Social Care, to amend the Better Care Fund section 75 agreement to include risk share arrangements for a specialist care at home service for people at end of life.**

**Reasons for decision**

Following the approval of the Better Care Fund Plan by the Health and Wellbeing Board, Cabinet made the necessary arrangements and legal agreement so both Council and Hillingdon Clinical Commissioning Group budgets would be pooled and reallocated to achieve closer integration of health and social care for residents. It was noted that the main focus in the coming year would be to support the independence of those over 65 years of age.

Cabinet also delegated authority for a later decision on arrangements for improved care at home services for people at the end of their life.

**Alternative options considered and rejected**

Cabinet could have decided not to enter the agreement, receive additional funding and not undertake such services in an integrated way with local health providers.

**Officer to action:**

Gary Collier, Social Care 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. PLANNING OBLIGATIONS: QUARTERLY FINANCIAL 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.*

**8. COUNCIL BUDGET: 2015/16 REVENUE AND CAPITAL BUDGET OUTTURN**

**RESOLVED:**

**That Cabinet:**

- 1. Note the outturn budget position as at March 2016 (Month 12).**
- 2. Note the Treasury Management Update as at 31 March 2016.**
- 3. Continue the delegated authority up until the July 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 21 April 2016 and 23 June 2016 Cabinet meetings, detailed at Appendix F.

4. Ratify the release of Development & Risk Contingency funds to Operating Budgets as set out in table 5 and approved by the Corporate Director of Finance in full consultation with the Leader of the Council.
5. Approve the rephasing of £24,782k General Fund and £162k of Housing Revenue Account Capital Budgets from 2015/16 into future years as outlined in Appendix D.
6. Approve the addition of the following grants to 2016/17 revenue budgets:
  - a) Cabinet Office - Individual Electoral Registration Grant (£113,086) to Administration
  - b) Department for Education - Early Implementer Innovator Grant (£92,150) to Residents Services
7. Approve acceptance of Planning Performance Agreement income in respect of the following applications:
  - a) Waterloo Wharf, Uxbridge (£23,500)
  - b) Nestle Site (Commercial Phase), Nestles Avenue, Hayes (£38,600)
  - c) Nestle Site (Residential and other Phases), Nestles Avenue, Hayes (£89,000)
  - d) Access Self Storage Site, Nestles Avenue, Hayes (£34,100)
  - e) Harefield Hospital (£10,000)
8. Approve release of £1,881k from Development and Risk Contingency for Increased National Insurance Contributions to General Fund Operating Budgets in 2016/17.
9. Ratify an Emergency Contract Decision taken by the Leader of the Council and Chief Executive on 13 May 2016 to award contracts to Specialist Care Service and Care Outlook to transfer domiciliary care and support provision to residents living in the central area of Hillingdon from Mihomecare. This contract will be for a period of one year with the option to extend the arrangements for a further three (1+1+1) years.
10. Approve a contract variation of £72.5k to R Benson Property Maintenance for additional works that are required as part of the refurbishment of Harlington Bowls Club and Pinkwell Pavilion.
11. Approve release of £32k capital funding from the Harlington Bowls Club and Pinkwell Pavilion approved budget to cover revised total project costs.

#### **Reasons for decision**

Cabinet was informed of the latest forecast revenue, capital and treasury position at the start of the current financial year 2016/17. Congratulations were passed onto the Leader of

the Council, Cabinet Members and Officers for their contributions to delivering such a sustainable financial position for the Council, regarded as the most efficient in London.

Cabinet made a range of other decisions in relation to the Council's budget. It ratified some interim decisions taken by the Corporate Director of Finance along with some re-phasing of budgets into future years. Cabinet accepted some grant funding received from the Government and gift funding from developers to assist in some upcoming major planning applications.

Cabinet uplifted the Council's budget to provide for increased National Insurance contributions of staff for 2016/17, ratified a decision previously taken to award an emergency contract to ensure continuity of provision of domiciliary care services in parts of the Borough and agreed contract changes and funding for the refurbishment of the Harlington Bowls Club and Pinkwell Pavilion.

**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.*

**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 noted progress on the Council's major school building and expansion programme to ensure that every child in 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. AWARD OF CONTRACT: WORKS TO VARIOUS PROPERTIES ON THE BARNHILL ESTATE, HAYES**

**RESOLVED:**

**That Cabinet agree to the acceptance of a tender from and to award a contract to, Acclaim Contracts Limited to undertake the roof repairs to the flats on the Barnhill Estate.**

**Reasons for decision**

Cabinet accepted the most economically advantageous tender to undertake roofing and related works to 55 properties and two 3-storey block of flats on the Barnhill Estate in Hayes. It was noted that measures would reduce the ongoing responsive repair expenditure, improve the thermal comfort and ensure the buildings were maintained in a habitable and suitable condition for residents.

**Alternative options considered and rejected**

Cabinet could have continued repair works solely on a remedial basis.

**Officer to action:**

Chris Woods, Resident 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).*

**11. REVIEW OF CONTRACTUAL ARRANGEMENTS RELATING TO SERVICES PROVIDED BY COMFORT CARE SERVICES, MENCAP & LIFE OPPORTUNITIES TRUST**

**RESOLVED:**

That the Cabinet agrees to:

1. Extend, under single tender action, the current contract for the provision of care and support services provided by Comfort Care at Glenister Gardens until 31 March 2017.
2. Invite tenders for the renewal of the provision of care and support services provided at Glenister Gardens, from 1 April 2017.
3. Award short term contracts, under single tender action, in respect of the provision of care and support services provided by Mencap at Yeading Lane & Worcester Road until 30 September 2017 to reflect the change in provision from residential to supported living services.
4. Award short term contracts under single tender action in respect of the provision of care and support services provided by Life Opportunities Trust at Lowdell Close (where the existing contract has only implied validity) and at Kingsway until 30 September 2017 (to reflect the change in provision from residential to supported living services).
5. Extend existing contracts in place with Life Opportunities Trust at Little Road, Bishops Road and Devon Way (currently expiring 31 March 2017 with provision to extend for 1 further year) to 30 September 2017 to coincide with other contract end dates with this provider to allow for consolidated re-tender activity in the future.

**Reasons for decision**

Cabinet made a number of short-term contractual decisions for social care services, whilst it agreed that the development of a comprehensive procurement approach would take place in relation to services for people with learning disabilities going forward.

**Alternatives considered and rejected**

Whilst Cabinet considered alternative options, the recommended approach would lead to wider benefits to service users.

**Officers to action**

Tony Zaman, Social Care  
Clare Harris, 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.*

**12. CONTRACT AWARD FOR 'BLUE COLLAR' CONTINGENT WORKERS**

**RESOLVED:**

**That Cabinet:**

- 1. Approve the award of a four-year contract to Pertemps to provide blue collar agency workers to support delivery of services across the Council.**
- 2. Agree to access the Managed Services for Temporary Agency Resource procurement framework issued by the Eastern Shires Purchasing Organisation to award the contract.**

**Reasons for decision**

Following use of a framework procurement approach, Cabinet agreed to enter into a new contract with Pertemps for the provision of blue collar agency workers, critical and much valued temporary staff who work in refuse & recycling, street cleansing, passenger and related services that residents rely on.

**Alternative options considered and rejected**

Cabinet could have sought an alternative provider from the framework.

**Officer to action:**

Mike Talbot, Administration Directorate

**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.*

### **13. GREEN SPACES MACHINERY REPAIR AND MAINTENANCE CONTRACT**

#### **RESOLVED:**

**That Cabinet agree to the award of contract to HSS Hire Services Group for a period of 3 years (with option for 2 further years) to carry out maintenance and equipment repairs for Green Spaces machinery across the Borough.**

#### **Reasons for decision**

Cabinet awarded the most economically advantageous contract for the maintenance and repair to all Green Spaces machinery across the Borough, consolidating previous machinery needs into one contract for both planned and reactive maintenance.

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

Cabinet could have decided not to award the contract or instructed officers to pursue separate contracts, which would not have provided value for money.

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

Robert Cox - 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.*

### **14. LICENCE TO ALTER FOR RUISLIP GOLF CENTRE CAR PARK \***

#### **RESOLVED:**

**That Cabinet approves and authorises the alterations to the premises known as Ruislip Golf Centre and pub restaurant and car park, Ickenham Road Ruislip and instructs Legal Services to complete the appropriate legal documentation.**

#### **Reasons for decision**

Cabinet noted that the Pub restaurant and the Council's Golf Centre customers were experiencing difficulties parking in the designated car park, due to commuters using West Ruislip Station, parking and taking up a large number of spaces. Cabinet therefore provided for an alteration to the agreement in place to enable appropriate parking enforcement to tackle the problem.

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

Cabinet could have not granted the licence to alter, which would have potentially impacted upon the Golf Centre's and restaurant's viability to attract customers.

### **Officer to action:**

Susan Williams-Joseph, 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.*

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

No additional items were considered by the Cabinet.

The meeting closed at 7.32pm.

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

**Decisions can be implemented by officers, subject to consideration by an upcoming Executive Scrutiny Committee meeting and upon the expiry of the scrutiny call-in period which is from 5pm, Friday 1 July 2016.**

**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.**