

## Minutes

### Cabinet

Thursday, 20 October 2016

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



Published on: 21 October 2016

Come into effect on: From 28 October 2016 \*

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

Ray Puddifoot MBE (Chairman)

Douglas Mills

Jonathan Bianco

Richard Lewis

Keith Burrows

Philip Corthorne

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

Susan O'Brien

Mo Khursheed

Wayne Bridges

Edward Lavery

Nick Denys

Duncan Flynn

Henry Higgins

Jane Palmer

Jan Sweeting

John Oswell

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

Apologies were received from Councillor David Simmonds CBE.

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

Members present declared no interests for this meeting.

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

The decisions and minutes of the Cabinet meeting held on 22 September 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. PROPOSED ARTICLE 4 DIRECTION TO PROTECT STRATEGIC EMPLOYMENT LAND IN THE BOROUGH**

### **RESOLVED:**

**That the Cabinet agrees that officers should write a report for Full Council concerning whether Hillingdon should have an Article 4 Direction to protect key strategic office and light industrial floor-space, to prevent it being converted to residential use through prior approval processes.**

### **Reasons for decision**

Cabinet agreed to recommend to Council measures to protect key employment land in the Borough from changes to planning regulations which would enable strategic office and light industrial floor-space to be converted to residential use through a simplified planning process.

It was noted that there were a number sites in the Borough that were important economically and provided significant local employment. Cabinet confirmed the report would be referred straight to full Council for decision.

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

None.

### **Officer to action:**

James Rodger, 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. MONTHLY COUNCIL BUDGET MONITORING REPORT - MONTH 5**

### **RESOLVED:**

### **That Cabinet:**

- 1. Note the forecast budget position as at August 2016 (Month 5).**
- 2. Continue the delegated authority up until the November 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 22 September 2016 and 20 October 2016 Cabinet meetings, detailed at Appendix F.**

3. **Extend the appointment CBRE consultants to advise the Council on the Southall Gas Works site up to the value of £150k revenue.**
4. **Approve acceptance of Planning Performance Agreement income in respect of the following applications:**
  - a) **St Andrew's Park Phase 6, Uxbridge (£18,500)**
  - b) **St Andrew's Park Dice and TCE Residential (£30,000)**
  - c) **Silverdale Road Residential, Hayes (£23,000)**
5. **Ratify a Cabinet-level decision taken by the Leader of the Council and the Cabinet Member for Planning, Transportation and Recycling on 3 October 2016 under special urgency rules to:**
  - a) **agree to externalise the Street Lighting Installation and Maintenance Service and that the Council embarks upon a major investment programme for Street Lighting including the replacement of all lights across the Borough with modern, efficient LED lighting.**
  - b) **agree to award the Street Lighting Works Term Services contract for installation, maintenance and test works; effective from November 2016 (with the commencement of the 18 month LED street lamp replacement programme in January 2017) to JMcCann Limited.**
  - c) **agree the Street Lighting Works Term Services contract is awarded for an initial period of 5 years, commencing November 2016, with the possibility of extending the contract for a further two years, subject to contractor performance and commercial terms.**
  - d) **authorise the grant of a 5 year lease to JMcCann Limited for a workshop at Harlington Road Depot. This lease will be outside the security of tenure provisions and will enable the Council to terminate concurrently with the commercial contract as detailed in this report and instructs Legal Services to complete the appropriate lease documentation.**

### **Reasons for decisions**

Cabinet was informed of the latest forecast revenue, capital and treasury position (Month 5) for the current year 2016/17 to ensure the Council achieved its budgetary and service objectives. Cabinet made a range of decisions including consultancy support for the Southall Gas Works, planning agreement income in respect of some major planning applications in the Borough and ratified a decision taken by Members on 3 October 2016 in relation to the approval of a contract for the Council's new Street Lighting Installation and Maintenance Service, which would provide an improved service to residents whilst at the same time save the Council money.

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

None.

### **Officer to action:**

Paul Whaymand, Finance Directorate

**Classification: Public**

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**7. 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 welcomed continued progress on the Council's major school building programme to ensure that every child in the London Borough of Hillingdon would have a quality place at a local school - primary or secondary. Cabinet welcomed the recent opening of the new Northwood Secondary School in the Borough.

**Alternative options considered and rejected**

None.

**Officer to action:**

Bobby Finch, Residents Services

**Classification: Public**

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**8. CHARVILLE & COWLEY ST LAURENCE CHILDREN'S CENTRES - LEASE**

**RESOLVED:**

**That Cabinet:**

- 1. Approves the Council entering into a lease, as tenant, of Charville Children's Centre on the main terms set out in this report.**
- 2. Approves the Council entering into a lease, as tenant, of Cowley St Laurence Children's Centre on the main terms set out in this report.**

**Reason for decision**

Cabinet agreed to the Council taking a lease at Charville Children's Centre and Cowley St Laurence Children's Centre which formalised a position that had existed since the centres were built in 2009.

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

None.

### **Officer to action:**

M Paterson, 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.*

## **9. THE PROVISION OF LABORATORY ANALYSIS FOR THE LONDON BOROUGH OF HILLINGDON IMPORTED FOOD OFFICE**

### **RESOLVED:**

**That the Cabinet approve the award of the contract for the provision of Pesticide Residue Testing, Radiation Testing, Microbiological Testing and various other tests as required by European and Domestic import control legislation for the London Borough of Hillingdon, to Public Analyst Scientific Services Limited for an initial contract term of two years, from 1st December 2016, with the option to extend for a further one year subject to satisfactory performance and at the absolute discretion of the Council.**

### **Reasons for decision**

Following a procurement process Cabinet awarded the most economically advantageous contract for laboratory testing for the Imported Food Office at Heathrow. It was noted that the Council undertook this duty on behalf of the UK Government, where legislation required imports of food and feed arriving at London Heathrow Airport to be tested for a variety of contaminants including pesticide residues, radiation and pathogenic bacteria.

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

None, as the Council would fail to meet its statutory obligations.

### **Officers to action:**

Nicholas Green, Samantha Doherty, 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.*

## **10. DISABLED ADAPTATIONS & ESSENTIAL REPAIRS GRANT CONTRACT**

### **RESOLVED:**

**That Cabinet notes the contents of the report and agrees to:**

- 1. The appointment of United Living (South) Limited to act as a single contract provider for the delivery of disability facilities grant and adaptation works and Essential Repairs Grants within private dwellings and the Council's Housing stock for a contract term of three years with the option for a further one year extension.**
- 2. Authorise 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, to agree any process reviews targeted at improving the completion time for such works.**

### **Reasons for decision**

Cabinet accepted the most economically advantageous tender for the provision of the Disabled Facilities Grant and Adaptations service for those who are eligible to maintain independence in their own homes. It was noted that the new contract would improve the service to residents.

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

None.

### **Officers to action:**

Mohamed Bhimani, Andy Severn, Residents Services  
Michael Breen, Finance

### **Classification: Private**

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## **11. TENDER FOR THE REMOVAL OF GRAFFITI & FLY POSTINGS AND STREET-WASH SERVICES**

### **RESOLVED:**

**That Cabinet approves MPM Specialist Graffiti Solutions is awarded the contract for the provision of graffiti, fly posting and street washing services for the London Borough of Hillingdon for a period of three (3) years from November 1st 2016 with the option to extend for a further period of one (1) year, making a possible maximum contract period of four (4) years subject to satisfactory performance and at the absolute discretion of the Council.**

### **Reasons for decision**

Cabinet accepted the most economically advantageous tender for the provision of a graffiti removal service to ensure the safe removal of graffiti on public and private property within the Borough and to undertake ad hoc fly poster removal and street washing. It was noted that efforts by the Council over a number of years had ensured that the Borough was cleaner and tidier than ever, along with being responsive to residents when such anti-social issues are reported.

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

Cabinet could have decided to provide such works in-house, but this would not have proved cost-effective for local taxpayers.

### **Officers to action:**

Colin Russell - Residents Services  
Allison Mayo - Finance

### **Classification: Private**

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## **12. DEVELOPMENT OF BELMORE ALLOTMENTS AND MELROSE CLOSE CAR PARK**

### **RESOLVED:**

### **That Cabinet:**

- 1. Approves the appointment of lead consultants Baily Garner for the redevelopment of Belmore Allotments and Melrose Close car park, following the tender for**

**professional, technical and construction services, and for them to carry out the tasks necessary to prepare full proposals and deliver the schemes to completion;**

- 2. Notes the potential cost and the General Fund / HRA implications arising from the development as set out in the report and;**
- 3. Agrees to delegate all necessary future decisions on the project to the Leader of Council and the Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services.**

#### **Reasons for recommendation**

Cabinet agreed to appoint consultants to lead on the major redevelopment of the sites for potentially a significant range of rented and shared ownership properties, along with providing delegated authority for future decision-making on the matter.

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

Cabinet could have considered disposal of the site, but discounted this option as it wished to make best use of this asset for the benefit of local residents.

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

Jenny Evans, Residents Services

#### **Classification: Private**

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### **13. VOLUNTARY SECTOR LEASES**

#### **RESOLVED:**

**That Cabinet approves the rents / terms set out in the report, which is subject to negotiation with the voluntary sector organisations 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 rent reviews for the Hillingdon Cycle Circuit Club House, Springfield Road, Hayes and Brook House Football Club, Kingshill Avenue, Hayes. Cabinet also agreed a



supplemental lease for Harefield Hospital Bowls Club, Hill End Road, Taylor Meadow, Harefield.

Cabinet's decision enabled the organisations to benefit from discounted rents as part of the Council's Voluntary Sector Leasing Policy and wider commitment to a vibrant local voluntary sector.

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

No additional items were considered by the Cabinet.

The meeting closed at 7.24pm.

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

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

**The proposed Article 4 Direction to protect strategic employment land in the Borough was referred straight to full Council, as a non-executive matter.**

**Cabinet's remaining decisions can therefore be implemented from 5pm, Friday 28th October 2016, upon the expiry of the scrutiny call-in period, unless notified otherwise by Democratic Services.**

**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.**