

## Minutes

### Cabinet

Thursday, 15 December 2016

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



Published on: 16 December 2016

Come into effect on: From 23 December 2016

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

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

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

Susan O'Brien  
John Riley  
Nick Denys  
Henry Higgins  
Neil Fyfe  
Jane Palmer  
Wayne Bridges  
Mo Khursheed  
Jan Sweeting  
John Oswell

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

All Members were present.

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

No interests were declared.

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

The decisions and minutes of the Cabinet meeting held on 17 November 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. MONTHLY COUNCIL BUDGET - MONITORING REPORT**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Note the forecast budget position as at October 2016 (Month 7).**
- 2. Note the Treasury Management update as at October 2016 at Appendix E.**
- 3. Continue the delegated authority up until the January 2017 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 17th November 2016 and 15th December 2016 Cabinet meetings, detailed at Appendix F.**
- 4. Approve the release of £103k from Priority Growth to Residents Services budgets to meet costs of managing traveller incursions in the Borough during 2016/17.**
- 5. Approve release £40k of Priority Growth to Residents Services budgets to fund a Members Enquiries Monitoring Officer from 2016/17 onwards.**
- 6. Approve the grant award of £10,000 to Uxbridge Forward to promote and co-ordinate activity in Uxbridge Town Centre.**
- 7. Approve the acceptance of £110k of grant funding from the Environment Agency Thames Regional Flood and Coastal Committee to support investigatory work within the borough.**
- 8. Delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, to appoint flood risk consultants from the £110k Environment Agency grant monies accepted above.**
- 9. Approve re-phasing of £20,975k General Fund capital expenditure and associated financing budgets into later years of the capital programme.**
- 10. Approve the re-phasing of £9,507k HRA New Build Supported Housing budgets into later years of the capital programme.**
- 11. Approve the virement of £35k funding from the Environmental Assets capital budget to the CCTV Programme budget.**
- 12. Ratify the following two special urgency decisions taken by the Leader of the Council and Cabinet Member for Finance, Property and Business Services in the absence of a Cabinet meeting:**
  - A) On 25 November 2016, The Leader of the Council and the Cabinet Member for Finance, Property and Business Services approved:**
    - I. The appointment of the lowest tenderer, United Living (South) Limited, to deliver works for Kitchen and Bathroom replacement to dwellings identified by the Council's asset management database (Keystone) following a stock condition survey for a period of 2 years with the option to extend for 1 further year.**
    - II. Agreed that the Deputy Chief Executive and Corporate Director of Resident Services, in conjunction with the Leader of the Council and Cabinet Member**

for Finance Business and Property Services could make any further necessary decisions required in respect of the contract Kitchen and Bathroom related services.

- B) On 25 November 2016, The Leader of the Council and the Cabinet Member for Finance, Property and Business Services approved:**
- I. The purchase of Berkeley Apartments, Marlborough Crescent, Harlington, UB3 5FG on a subject to Planning basis.**
  - II. The capital release request of £951k from the Housing Revenue Account New General Needs Housing Stock 2016/17 budget towards the acquisition of Berkeley Apartments, Marlborough Crescent, Harlington.**
  - III. The allocation and release of £9,026k from the Housing Revenue Account Capital Contingency 2016/17 budget towards the acquisition of Berkeley Apartments, Marlborough Crescent, Harlington.**
  - IV. That all subsequent decisions required to implement the above be granted to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and the Cabinet Member for Finance, Property and Business Services.**
- C) On 13 December 2016, The Leader of the Council and the Cabinet Member for Finance, Property and Business Services authorised the Council entering into a deed of variation with Lidl UK GmbH to vary the plans attached to two leases of land at the former Hayes Swimming pool site, dated 30<sup>th</sup> July 2013.**
- D) On 14 December 2016, The Leader of the Council and the Cabinet Member for Finance, Property and Business Services:**
- I. Confirmed the appropriation of the land parcels identified at Minet Country Park from open space to planning purposes, having first considered the information set out in the report.**
  - II. Declared the remaining plots of Council owned land identified within the Greater London Authority (Regeneration of Southall Gasworks) Compulsory Order 2014 (the CPO) and shown on the plan shaded pink as being surplus to requirement.**
  - III. Authorised the Borough Solicitor, in consultation with the Leader of the Council, to agree the terms of a Lands Tribunal contract with St James West London Ltd to enable the disposal of the land to take place outside the Compulsory Purchase Order regime.**
  - IV. Authorised the grant of rights of access across the remaining plots of Council**

### **Reasons for decisions**

Cabinet was informed of the latest forecast revenue, capital and treasury position (Month 7) for the current year 2016/17 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a range of decisions including funding for the traveller incursions during the year, a grant to support Uxbridge Forward, resources for undertaking flood risk assessments of parts of the Borough and ratified four special urgency decisions taken in recent days for priority matters affecting the Borough.

**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.*

**6. THE COUNCIL'S BUDGET - MEDIUM TERM FINANCIAL FORECAST 2017/18 - 2021/22 BUDGET & POLICY FRAMEWORK**

**RESOLVED:**

**That Cabinet:**

- 1) Approve the draft revenue General Fund and Housing Revenue Account budgets and capital programme proposals for 2017/18 and beyond as the basis for consultation with Policy Overview Committees and other stakeholders.**
- 2) Request the comments of individual Policy Overview Committees on the draft budget proposals relating to their areas of responsibility, to be collated into a single report back to Cabinet from the Corporate Services and Partnerships Policy Overview Committee.**
- 3) Approve the proposed amendments to Fees and Charges, included at Appendix 8, as the basis for consultation with Policy Overview Committees and other stakeholders.**
- 4) Authorise the Corporate Director of Finance, in consultation with the Leader of the Council, to respond on behalf of the Council to the consultation on the provisional Local Government Finance Settlement and to the Mayor of London's budget consultation.**

**Reasons for decision**

Cabinet put forward for consultation its budget proposals. This included the Council's Medium Term Financial Forecast, the draft General Fund revenue budget for 2017/18 along

with indicative projections for future years, the Housing Revenue Account, fees and charges proposals and the draft capital programme for 2017/18 and beyond.

Through strong management of the Council's finances and an established efficiency programme called Business Improvement Delivery, Cabinet welcomed that the budget proposals would deliver a zero increase in Council Tax for all residents in 2017/18 for the ninth successive year, and for the over 65s for the eleventh successive year, without reducing service provision or levying the Social Care precept.

Cabinet Members were updated on Government proposals to significantly change to education funding for local authorities and amendments were proposed to a small number of fees and charges. Members welcomed the continued capital investment, and flexibility within the overall programme, to deliver new educational facilities, housing and cultural initiatives that matter to local residents.

In recommending the budget proposals, which had been carefully developed to put residents first, Cabinet agreed for them to go out for the required public consultation, including the Policy Overview Committees before being re-considered in February 2017.

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

The Cabinet could have chosen to vary the proposals in its budget before consultation. However, to comply with the Budget and Policy Framework, the Cabinet was required to publish a draft budget for consultation at the meeting.

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

Paul Whaymand, Finance

#### **Classification: Public**

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#### **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.*

## **7. GRANTS TO VOLUNTARY ORGANISATIONS - 2017/18**

### **RESOLVED:**

**That the Cabinet agrees:**

- 1. The overall allocation of grants to Voluntary Sector of £1,681,200 for the provision of core grant funding for the 2017/18 financial year and specific awards as set out in the schedule - Appendix A.**
- 2. Grants totalling £50,513 to organisations to enable the provision of transport as set out in Appendix B.**
- 3. The Council's 2016/17 contribution of £263,222 to the London Councils Grants scheme.**

### **Reasons for decision**

Cabinet welcomed the important role of the local voluntary sector that supports a wide variety of activities for residents in Hillingdon. Cabinet agreed to continue its significant financial commitment to this sector during 2017/18.

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

Cabinet could have made changes to the proposed level of grants.

### **Officers to action:**

Nigel Cramb – 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.*

## **8. CHILDREN, YOUNG PEOPLE AND LEARNING POLICY OVERVIEW & SCRUTINY COMMITTEE - REVIEW INTO SUPPORTING EDUCATIONAL ASPIRATION FOR DISADVANTAGED CHILDREN**

**The Chairman of the Children, Young People and Learning Policy Overview Committee, Councillor Jane Palmer, presented the Committee's report to Cabinet, which was warmly endorsed.**

### **RESOLVED:**

**That Cabinet welcomes the report from the Children, Young People and Learning Policy Overview Committee on its review into Supporting Educational Aspiration for**

Disadvantaged Children and agrees the recommendations of the review, along with their implementation, as set out below:

1. That Cabinet endorses the existing work undertaken by the Council in relation to school improvement and the support provided to schools and families, while acknowledging the potential for this to be enhanced through greater school to school support.
2. That the Cabinet Member for Education and Children's Services considers requesting officers to identify opportunities to further enhance partnership and collaborative working in order to:
  - a. Consider how schools could be further assisted by school to school support to boost attendance of disadvantaged pupils.
  - b. Consider how schools could support one another in relation to the recruitment and retention of staff.
  - c. Identify whether schools can be further supported in their use of pupil premium funding and in the monitoring of the performance of pupils receiving pupil premium.
  - d. Determine whether information can be provided to schools in order to ensure that schools are fully aware of which pupils are eligible for pupil premium.
  - e. Explore the provision to schools of a directory of relevant services provided by the Council.
  - f. Consider the strengthening of linkages between schools and Children's Centres in the Borough.
3. That the Cabinet Member for Education and Children's Services considers requesting officers to analyse data to identify areas of the Borough where there are the largest number of disadvantaged children and for this and other relevant data to be reported back to the Committee for future consideration.
4. That the Cabinet Member for Education and Children's Services recommends that the following areas be investigated further in light of the Committee's review:
  - a. That the review of Child and Adolescent Mental Health Services (CAMHS) requested by the Committee as part of its previous review of Early Intervention Services be undertaken as soon as possible. It is further proposed that this be a joint review to involve the Children, Young People and Learning Policy Overview Committee, the External Services Scrutiny Committee and other bodies, if appropriate.
  - b. That concerns raised in relation to the frequency with which some children and families are moved from one place of temporary accommodation be reviewed by officers and reported to the Cabinet Member as appropriate.
  - c. That concerns with regard to the frequency of health checks for pupils and the availability of information relating to these be passed to officers in

**Public Health with a view to them raising these issues with the relevant bodies.**

- d. Officers provide the Committee with an overview of the established links between schools and the business community, with a view to this being developed into a more comprehensive report or the subject of a future review. This would identify how the Council and its partners can help to support and strengthen existing joint working between schools and the business community and seek to identify new opportunities.**

#### **Reasons for decisions**

Cabinet considered the report of the Children, Young People and Learning Policy Overview Committee which proposed ways in which the Council, working with its partners, could support disadvantaged children in order to improve educational attainment. Cabinet agreed the Committee's recommendations to strengthen the work undertaken by schools working with the Council in this area, additionally to take forward a priority review of Child and Adolescent Mental Health Services in the Borough.

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

The 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:**

Nikki O'Halloran, 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.*

## **9. ICKENHAM NEIGHBOURHOOD AREA AND NEIGHBOURHOOD FORUM APPLICATIONS**

#### **RESOLVED:**

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

- 1. Approves the application submitted by Ickenham residents for the establishment of a neighbourhood forum and the designation of a neighbourhood area.**
- 2. Instructs officers to bid for funds from the Government's Neighbourhood Planning Grant in December 2016, to offset costs associated with the production of the Ickenham Neighbourhood Plan.**



## **Reasons for decision**

Cabinet noted that an application to establish a neighbourhood forum and neighbourhood area for Ickenham had been received earlier in the year and had been consulted upon, which then would form the basis of the production of the neighbourhood plan for the Ickenham area. As the proposals met the requirements set out in the Government's neighbourhood planning regulations, Cabinet agreed that the application should be approved. Cabinet received additional comments on the report from a representative of the proposed forum, which were taken forward.

## **Alternative options considered and rejected**

Cabinet could have decided to not approve the application, but this would have been likely to result in the resubmission of the proposals.

## **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.*

## **10. SOCIAL HOUSING ALLOCATION POLICY**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Notes both the outcome of the consultation exercise undertaken in relation to the Council's Social Housing Allocation Policy and the completed Equalities and Human Rights Impact Assessment and has full regard to them in deciding whether to make changes to the Policy.**
- 2. Approves a revised Social Housing Allocation Policy as appended to the Report.**

## **Reasons for recommendation**

Following the completion of a full consultation exercise authorised by Cabinet at its July 2016 meeting, Cabinet carefully considered the responses from the consultation, along with an updated Equality and Human Rights Impact Assessment.

In light of the broadly supportive responses and the Assessment, Cabinet agreed changes to the Council's Social Housing Allocation Policy, which set out both the criteria and procedure for the allocation of social housing and nominations for housing to housing associations in

the Borough. Cabinet noted the changes to the Policy approved were a result of developments in recent case-law and re-affirmed its housing commitment to longer-term residents.

**Alternative options considered and rejected**

Cabinet could have decided not to approve a revised Social Housing Allocation Policy, but noted this would expose the Council to the risk of legal challenge.

**Officers to action:**

Raj Alagh, Administration Directorate  
Dan Kennedy, Residents Services Directorate

**11. 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.

**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 relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

**12. 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 major school building programme which would invest significant sums in expanded or new 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 relating to this decision by the Cabinet is available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

## **13. VOID PROPERTY REPAIR SERVICE CONTRACT**

### **RESOLVED:**

**That the Cabinet approves the award of a two year contract (with the option to extend for a further year) to provide the Void Property Repair Service Contract to Axis Europe Plc.**

### **Reasons for decision**

Following a competitive tender for a new contract to repair and refurbish empty homes in the Borough for social housing, Cabinet agreed the tender for the Void Property Repair Service Contract.

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

Cabinet could have tendered on an ad hoc basis, but this would not have delivered value for money or an efficient service.

### **Officers to action:**

Gary Penticost / Michael Breen - Residents Services / 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. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT**

No additional items were considered by the Cabinet.

The meeting closed at 7.31pm.

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

**For Members and Officers only**

**Decisions that take immediate effect:** Cabinet's decisions relating to Items 6 & 7 (MTFF and Financial support to the Voluntary Sector) are integral to the Council's budget proposals, which includes upcoming Policy Overview Committee consultation, and therefore could not be called-in and take immediate effect.

**All other 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 23 December 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.**