

## Minutes

### Cabinet

Thursday, 28 September 2017

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



Published on: 29 September 2017

Decisions come into effect from 6 October 2017

#### **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  
Henry Higgins  
Edward Lavery  
Wayne Bridges  
Ian Edwards  
Richard Mills  
Peter Curling  
John Morse  
Peter Money

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

All Members were present.

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

Councillor Peter Curling, observing the proceedings of Cabinet, declared a non-pecuniary interest as a Governor of Harefield Academy for Cabinet's consideration of Item 6 – Licence to Assign and Deed of Variation for Harefield Academy. He remained in the room during the discussion and decision on the item.

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

The decisions and minutes of the Cabinet meeting held on 27 July 2017 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**

It was confirmed that the items marked Part I would be considered in public and the items marked Part 2, in private.

**5. MAYOR'S TRANSPORT STRATEGY & TRANSPORT FOR LONDON INTERIM SPENDING SUBMISSION 2018/19**

**RESOLVED:**

**That Cabinet:**

- 1. Instructs officers to respond to the invitation to comment on the Mayor's Transport Strategy - Draft for consultation (2017) expressing the views set out in this report;**
- 2. Reiterates the motion approved by full Council at its meeting on 6 July 2017 from the Cabinet Member for Planning, Transportation and Recycling:**

*'That Hillingdon Council acknowledges that car ownership is vital to our residents as a means of going about their daily business, especially if having to travel across the Borough north/south. The Council therefore reaffirms its current planning policy relating to car parking spaces for new developments and will resist attempts to reduce this standard at the cost of higher density of future developments.'*

- 3. Agrees the principles of the Council's Interim Local Implementation Plan 2018/19 Annual Spending Submission to Transport for London as set out in the report;**
- 4. Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling, to agree the final Interim Local Implementation Plan Annual Spending Submission 2018/19 prior to submission to Transport for London;**
- 5. Notes that the subsequent progression of any individual scheme or programme in the Interim Local Implementation Plan Annual Spending Submission 2018/19 and funded by Transport for London budgets, will also be subject to the Council's democratic capital release procedures requiring final sign-off by the Leader of the Council and Cabinet Member for Finance, Property and Business Services.**

**Reasons for decision**

Cabinet agreed to respond to the consultation on the Mayor of London's Transport Strategy to protect the Borough's and residents' interests. Cabinet stressed the

differences between outer and inner London boroughs, along with the importance of the car as a means of travel between the North and South of Hillingdon. Cabinet also agreed to the submission of the Local Implementation Plan to Transport for London to secure funding to implement transport projects and programmes in Hillingdon. In submitting the Council's views, it was expressed that more robust enforcement powers for local authorities are needed to properly tackle air pollution, in particular in Hillingdon, for Heathrow Airport, in order to protect the health of residents.

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

Cabinet could have decided not to submit an Interim LIP Annual Spending Submission but this would put at risk a significant amount of funding that TfL have indicated is available to the Council for investment on a range of transport projects and programmes.

### **Officer to action:**

Alan Tilly – 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. HAREFIELD ACADEMY - LICENCE TO ASSIGN AND DEED OF VARIATION**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Authorises consent to the assignment of the lease of Harefield Academy to the Meller Educational Trust and;**
- 2. Authorises the variation of the current lease to reflect current DfE guidance so that the Council's consent is not required for any assignment where the assignment is made to another proprietor of an academy and where the Secretary of State for Education has given approval in writing to the assignment or transfer.**

### **Reasons for decision**

Cabinet noted that the original lease of land for Harefield Academy was based on an early version of the template academy lease advised by the Government. Therefore, Cabinet agreed to update the lease to reflect current guidance and the more recent academy leases granted by the Council. It was noted that this technical decision would have no impact upon the provision of education.

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

None.

### **Officer to action:**

Mike 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.*

**7. DYNAMIC PURCHASING SYSTEM: TRANSPORTATION OF CHILDREN WITH SPECIAL EDUCATIONAL NEEDS**

**RESOLVED:**

**That Cabinet:**

1. Approves the extension of the existing framework until the end of July 2018.
2. Approves the creation of a dynamic purchasing system for passenger services in order to effectively manage its' significant procurement activity over the next four years.

**Reasons for decision**

Passenger Services utilises multiple contracts to undertake the Council's statutory responsibility to take eligible children with special needs to and from school.

Cabinet noted that there had been a reduction in the number of suppliers for passenger services that enable eligible children with special needs to go to and from school. To remedy this, Cabinet authorised the temporary extension of the existing framework agreement, but importantly the establishment of a new dynamic purchasing system to provide more market flexibility for such suppliers going forward and value for money.

**Alternative options considered and rejected**

Cabinet could have decided to continue with current arrangements but discounted this because it would have resulted in supply problems and increases in costs.

**Officers to action:**

Sandra Taylor, Social Care  
Helen Walker, Finance

**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. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 4**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Note the forecast budget position as at July 2017 (Month 4).**
- 2. Note the Treasury Management update as at July 2017 at Appendix E.**
- 3. Continue the delegated authority up until the October 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 28 September 2017 and 19 October 2017 Cabinet meetings, detailed at Appendix F.**
- 4. Agree the introduction of a new charge of £192.50 for a Food Hygiene Rating Scheme (FHRS) re-rating inspection, with effect from 6<sup>th</sup> October 2017.**
- 5. Approve acceptance of gift funding in relation to Planning Performance Agreements on major developments within the Borough in accordance with the provisions of Section 93 of the Local Government Act 2003, in respect of the following applications:**
  - a. Network Rail/Bucleuch, Nestles Avenue, Hayes (£51,200)**
  - b. Vinci St Modwen, RAF Uxbridge (Phase 6) (£23,500)**
  - c. Prologis, Stockley Park Phase 2 (£15,000)**
- 6. Approve acceptance of grant funding of £199k from Transport for London for the 2017/18 Bridge Assessment and Strengthening Programme.**
- 7. Approve acceptance of additional one-off funding to the value of £80k from National Trading Standards.**
- 8. Ratify the decisions taken by the Leader of the Council and relevant Cabinet Members under special urgency provisions on 22 August 2017, 18 September 2017, 22 September 2017 and 25 September 2017:**
  - a. To forward phase £646k from the Electrical Upgrades work-stream within the HRA Works to Stock Programme 2018/19 capital budget into the HRA Works to Stock Programme 2017/18 capital budget and to the approval of the associated capital release of £646k for the installation of electric night storage heaters and associated electrical safety works at Rabbs Mill House, Uxbridge, and Fitzgerald House, Glenister House and Wellings House, Hayes;**
  - b. To award the contract to Scaffolding Access Ltd for the erection and installation of scaffolding and associated access equipment to enable fire safety scheme works at Rabbs Mill House, Uxbridge, and Fitzgerald House, Glenister House and Wellings House, Hayes at a cost of £1,148k and to the approval of the associated capital release of £1,148k;**
  - c. To the addition of £3,694k to the HRA Works to Stock Programme 2017/18 capital budget, for a new work-stream budget for the multi-element renewal and fire safety scheme at Rabbs Mill House, Uxbridge and Fitzgerald House, Glenister House and Wellings House, Hayes, funded from re-phasing of the Works to Stock budget from 2018/19 into 2017/18;**
  - d. To endorse the re-alignment of work-stream budgets within the HRA Works to Stock Programme 2017/18 capital budget, so that previously released funding of £346k from the Warm Safe and Dry (Safe) budget and £646k from the Electrical Upgrades work-stream is included within the new work-stream budget for the multi-element renewal and fire safety scheme, in addition to the £3,694k mentioned above.**

- e. To award of contract to Quinn London Limited to undertake fire safety works to the building fabric at Rabbs Mill House, Uxbridge, and Fitzgerald House, Glenister House and Wellings House, Hayes at a cost of £1,233,932 and associated capital release.
- f. To approve the purchase of new properties on the Former British Legion Club, Station Road, West Drayton, UB7 7NQ under delegated powers, on the terms outlined in the report and approve the capital release funding set out in the report from the Housing Revenue Account New General Needs Housing Stock 2017/18 budget for the acquisition of the properties on the Former British Legion Club, Station Road, West Drayton.
- g. To agree to the submission of the business case and Outline Delivery Plan for Marginal Viability Funding from the Housing Infrastructure Fund.

### **Reasons for decision**

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2017/18 to ensure the Council achieved its budgetary and service objectives. Additionally, Cabinet made a number of decisions in respect of allocating funds for particular services or projects, ratifying urgent decisions recently taken, including those to accelerate the Council's fire safety works to flats. Cabinet also agreed the acceptance of funding for planning advisory services and set a new fee for food hygiene rating re-inspections for local businesses.

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

None.

### **Officer to action:**

Paul Whaymand, Finance

### **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:**

- 1. Note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.**
- 2. Approves the works to be carried out at Grange Park Infant and Junior School and Coteford Infants School as part of the School Condition Works Programme Phase 2.**
- 3. 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 approve the remaining projects to be included in the School Condition Programme Phase 2.**

- 4. Delegate full authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Director of Residents Services, to make all necessary procurement and financial decisions, including the appointment of consultancies and the placing of building contracts for the School Condition Programme Phase 2.**
- 5. Request that the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in on recommendation 4 to provide the delegated authority required to ensure the urgent works at Grange Park Infants and Junior can be progressed as soon as possible to benefit the school and pupils.**

#### **Reasons for decision**

Cabinet received an update, tracking progress on London's largest school building programme which has invested significant resources in new local education facilities over a number of years to ensure every child in the Borough has a quality place at a local school. Cabinet also authorised the progression of priority school condition works and expressed concerns over the lack of action by the Education Funding Agency in progressing the new secondary schools needed.

#### **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. CONTRACT AWARD: TELECARE CALL MONITORING AND OUT-OF-HOURS EMERGENCY TELEPHONE SERVICES**

#### **RESOLVED:**

**That the Cabinet accepts the tender for a 24 hour social alarm and telecare call monitoring service and the provision of out of hours emergency telephone answering service from Anchor Trust for a period of three (3) years from November 2017 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**

Following a Business Improvement Delivery review and procurement exercise, Cabinet agreed to award a contract for its telecare call monitoring and Out of Hours Calls emergency services to residents. It was noted that the Council would still retain all front facing functions, including being the first responders for alarm alerts from vulnerable residents in need.

## **Alternative options considered and rejected**

Cabinet could have decided to retain the existing in-house telecare call monitoring and out of hours services but this was discounted due to the need to seek modernisation and value for money across all service areas.

## **Officers to action:**

Manesh Patel, Resident Services  
Allison Mayo, 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).*

## **11. BLOCK CONTRACT ARRANGEMENTS FOR ADULT SOCIAL CARE SUPPORTED LIVING SERVICES**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Approves the conversion by single tender action of existing spot purchased care to block contract arrangements for Supported Living services provided by Comfort Care Services at Campion Close, Cedar House and Sweetcroft Road for a period of three years, with the option of a further 1 + 1 years to a possible 5 years in total at an estimated annual cost of £872k for the Core Service and £784k for the Flexible Service.**
- 2. Approves the award of additional block contracts for Supported Living services with Comfort Care Services up to a total of 14 places, to meet the needs of residents identified as requiring such support at an estimated annual cost of £371k for the Core Service and £484k for the Flexible Service.**

## **Reasons for decision**

Cabinet agreed to convert a number of spot purchased vulnerable adult social care placements into block contract arrangements to secure capacity and meet future

needs as vacancies arise in properties. It was noted this would also provide more robust contract management, driving up quality in services and value for money.

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

To maintain the current spot purchased arrangements.

### **Officer to action:**

Tony Zaman, Social Care

### **Classification: Private**

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

No additional items were considered by the Cabinet.

The meeting closed at 7.22 pm.

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### **Internal Use only - implementation of decisions**

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

Cabinet's decision on item 9 - School capital programme update - to delegate authority regarding the School Condition Programme Phase 2 takes immediate effect.

All remaining decisions can be implemented by officers upon the expiry of the scrutiny call-in period which is from **5pm, Friday 6 October 2017**.

Officers to action the decisions are indicated in the minutes.

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If you would like further information about the decisions of the Cabinet at this meeting, please contact the Council:

[democratic@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk)

Democratic Services: 01895 250636

Media enquiries: 01895 250403

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