

## Minutes

### Cabinet

Thursday, 14 April 2011

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



Published on: 15 April 2011

Decisions come into effect on: Tuesday 26<sup>th</sup> April 2011

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

Ray Puddifoot (Chairman)  
David Simmonds (Vice-Chairman)  
Jonathan Bianco  
Keith Burrows  
Philip Corthorne  
Henry Higgins  
Scott Seaman-Digby

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

John Riley  
George Cooper  
Brian Crowe  
Dominic Gilham  
Judy Kelly  
Mo Khursheed  
Edward Lavery  
Anita MacDonald  
Mary O'Connor  
Andrew Retter  
Brian Stead

#### **298. APOLOGIES FOR ABSENCE**

Councillor Douglas Mills

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

None

#### **300. TO APPROVE THE MINUTES OF THE LAST MEETING HELD ON 17 MARCH 2011**

The decisions and minutes of the meeting held on the 17<sup>th</sup> March 2011 were agreed as a correct record.

**301. 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.

**302. EXTERNAL SERVICES SCRUTINY COMMITTEE - WORKING GROUP REVIEW ON CHILDREN'S SELF-HARM**

*Councillor Mary O'Connor, Chairman of the External Services Scrutiny Committee, presented a Working Group report on Children's Self-Harm, which Cabinet praised as an exceptional report and the first of its kind.*

**RESOLVED:**

**That Cabinet:**

- 1. Welcomes the report of the Children's Self Harm Working Group; and**
- 2. Accepts the recommendations of the Working Group report as reflected below:**
  - i. endorses the Working Group's view that children's self harm is an issue of great concern and that failure to tackle this will have a significant impact on many families in the Borough. As such, Cabinet agrees that further work needs to be undertaken to establish and collate the support that is currently available in the Borough for children and young people.**
  - ii. supports the proposal that the Corporate Director of Social Care, Health and Housing be asked to ensure that Social Services front line staff are trained on the signs of self harm and mental health issues for children. Cabinet also agrees that best practice drawn from the Well Being Project should be incorporated into this training and that progress on training be reported back to the Cabinet Member.**
  - iii. agrees that there is a need for a more joined up approach when dealing with issues of self harm and asks the Chief Executive to progress the issue with the Local Strategic Partnership.**
  - iv. agrees that clinical coding used in hospitals and A&E departments for self harm needs to be improved and asks the Director of Public Health to progress the matter with The Hillingdon Hospital NHS Trust and report back to the Cabinet Member for Social Services, Health and Housing within 6 months.**
  - v. supports the proposal that the Local Safeguarding Children Board (LSCB) be asked to create a webpage regarding self harm on the Council's website with links to the Samaritans, ChildLine, NSPCC**

and CFACS/CAMHS. That Cabinet also agrees the LSCB develop together with external agencies an early intervention strategy.

- vi. agrees that the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services be asked to ensure that all junior and secondary schools within the Borough are advised of the training that is provided by CFACS/CAMHS with regard to self harm.

#### **Reasons for decision**

Cabinet praised the report from a Working Group, chaired by Councillor Shirley Harper-O'Neil, on the problem of children's self-harm. Cabinet approved the recommendations which sought to build upon the work currently undertaken by the Council and partner agencies.

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

The Cabinet could have decided to reject or amend one or more of the Working Group's recommendations.

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

Nikki Stubbs/Nav Johal, Central Services

### **303. THE GOVERNMENT'S CONSULTATION ON HIGH SPEED RAIL**

#### **RESOLVED:**

That the Cabinet:

1. **Notes the contents of the report.**
2. **Endorses the position statement of opposition as set out in paragraph 27 below.**
3. **Agrees that the Council should join a consortium of local authorities (the '51m' group) to oppose the Government's proposals for High Speed 2.**
4. **Agrees to delegate authority to the Deputy Chief Executive and Corporate Director of Planning and Environment, Education and Community Services in consultation with the Leader of the Council to make the necessary decisions relating to the use of funds including commissioning expert advice, legal challenge and assisting local campaign groups.**

### **Reasons for decision**

Cabinet agreed that the proposed High Speed 2 Rail Line would likely be the most significant development proposal in Hillingdon since the 3rd Runway at Heathrow. Cabinet noted that its adverse impacts would be far in excess of any benefits. Cabinet endorsed the need to work with a consortium of local authorities and also local resident campaign groups to fight the proposal.

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

None. Cabinet considered that this was the most appropriate way forward considering the adverse impacts upon residents of the Borough.

### **Officer to action:**

Jales Tippell, Planning, Environment, Education and Community Services

## **304. TOWARDS A COMMUNITY INFRASTRUCTURE LEVY FOR HILLINGDON**

### **RESOLVED:**

#### **That Cabinet:**

- 1. instructs officers to prepare draft proposals for a Community Infrastructure Levy for Hillingdon as the principal means by which developer contributions towards infrastructure should be collected;**
- 2. agrees to grant delegated authority to the Deputy Chief Executive and Director of Planning, Environment, Education and Community Services, in consultation with the Cabinet Member for Planning, Transportation and Recycling to appoint a consultant(s) to a value of £80,000 to undertake the relevant technical work, including the preparation of a Preliminary Draft Charging Schedule and the accompanying economic viability assessment to inform and progress matters;**
- 3. instructs officers to report back to Cabinet on the findings of the work as appropriate, to agree a Preliminary Draft Charging Schedule for consultation and an appropriate means of collecting, spending and monitoring the proposed CIL.**

### **Reasons for decision**

Cabinet gave its approval for officers to prepare draft proposals for a Community Infrastructure Levy for Hillingdon. The levy on development could be used to fund a wide range of infrastructure in support of new development and growth, including transport schemes, flood defences, schools, hospitals and other health and social care facilities, parks, green spaces and leisure centres.

**Alternative options considered and rejected.**

Cabinet could have decided not to progress work towards the implementation of the levy.

**Officers to action:**

James Gleave/Jales Tippell  
Planning, Environment, Education and Community Services

**305. STREET TRADING LICENSING DELEGATIONS AND POLICY**

**RESOLVED:**

**That Cabinet:**

- 1) Recommends that the Licensing Committee consider re-delegating its licensing functions as set out in the attached Appendix 1 and;**
- 2) Instructs officers to prepare a Street Trading Licensing Policy.**

**Reasons for decision**

Cabinet agreed recommendations arising from the wider improvement review of licensing to provide a clearer framework for those involved in the street trading licensing process, including residents, businesses and the voluntary sector.

**Alternative options considered and rejected**

Cabinet could have recommended continuing with the existing system of determining applications whereby there would be different procedures for different licences.

**Officers to action:**

Beejal Soni / Central Services - Stephanie Waterford, Planning, Environment, Education and Community Services

**306. ANTI-FRAUD & CORRUPTION POLICY AND STRATEGY**

**RESOLVED:**

**That Cabinet approve the Anti-Fraud and corruption Policy and the Anti-Fraud and Corruption strategy.**

**Reasons for decision**

Cabinet approved the updated policy and strategy to accommodate the requirements of the Bribery Act 2010 and demonstrate its zero tolerance approach to fraud.

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

Cabinet could have decided not to approve the policy and strategy which would have left the council exposed when the Bribery Act comes into force.

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

Helen Taylor, Central Services

### **307. BIDDING FOR THE HOMES AND COMMUNITIES AGENCY AFFORDABLE HOUSING PROGRAMME 2011-15**

#### **RESOLVED:**

#### **That Cabinet:**

- 1. Approve that officers prepare and submit an offer to the Homes and Communities Agency (HCA) to join their Affordable Housing Programme Framework 2011-15, to supply affordable homes in line with Option 1 at paragraph 5 (below).**
- 2. Delegate authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services to approve any particular identified sites to be included in the bid to the HCA on the basis of an individual business case.**

#### **Reasons for decision**

Cabinet gave its approval to submit an offer to the Homes and Communities Agency to join the Affordable Housing Programme Framework 2011 – 2015. This would enable the Council to deliver 225 units of affordable, mostly supported, housing over that period. Cabinet noted that considerable savings would be made as a result through a reduction in the use of residential care.

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

Cabinet considered, but rejected, a number of options including bidding for a different number of units or to not submit a bid.

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

Paul Feven, Social Care, Health and Housing

**308. COUNCIL BUDGET - MONTH 11 2010/11 REVENUE AND CAPITAL MONITORING**

**RESOLVED:**

**That Cabinet:**

- 1. Note the current forecast budget position for revenue and capital as at Month 11.**
- 2. Note the treasury update at Appendix B.**
- 3. That Cabinet approves the retaining of agency staff in Appendix C for Planning, Environment, Education and Community Services, Central Services and Adult Social Care. Furthermore, Cabinet delegates authority to the Corporate Director of Social Care, Health and Housing, in consultation with the Cabinet Member for Education and Children's Services, to approve the children's social work agency staff.**
- 4. Approves the concessionary fees and charges for Pest Control for the 2011/12 financial year as detailed in Appendix D.**
- 5. Accepts the proposed contribution towards the costs associated with planning and associated environmental functions associated with Heathrow Airport for 2010/11 set out in paragraph 3.**
- 6. Agrees the Schedule of Fees in Appendix E and that the negotiation of any further adjustment to these fees for the 2011/12 financial year, as well as the negotiation of any additional payments and associated planning agreements, be delegated to the Leader of the Council in consultation with the Deputy Chief Executive and Corporate Director for Planning, Environment, Education and Community Services.**
- 7. That Cabinet approves a new 'Educational Initiative Fund' of £500,000 to enhance learning and achievement in Hillingdon and delegates authority to the Deputy Director of Education, in consultation with the Leader of the Council and Cabinet Member for Education and Children's Services, to authorise any projects that may benefit from this fund and any necessary expenditure.**

**Reasons for decision**

Cabinet noted the Council's latest forecast revenue, capital and treasury position for the current year 2010/11. Cabinet also made some financial decisions in relation to appointing agency staff, fees and charges for Pest Control and funding via developers. Cabinet also approved a new Education Fund aimed at enhancing learning and achievement in the Borough.

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

None.

### **Officer to action:**

Paul Whaymand, Central Services

## **309. HILLINGDON MUSIC SERVICE UPDATE**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Notes that an interim proposal to provide for the continuity of music tuition will be presented to Cabinet in May following the Working Group's review;**
- 2. Agrees to delegate authority to the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services, in consultation with the Leader of the Council, to amend fees and agree music tuition courses in order to give adequate notice and information to families and pupils for September 2011 onwards;**
- 3. Notwithstanding the outcome of the Working Group's review, notes the initial structure and efficiency actions being recommended by officers in relation to the operation of the Music Service and authorises the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services, in consultation with Leader of the Council, to implement the necessary changes.**

#### **Reasons for decision**

Cabinet received an update on the Hillingdon Music Service and Working Group review and endorsed some initial changes to the structure and efficiency of the Music Service to put it on a firmer financial footing

Cabinet was mindful of the fact that whilst the Working Group review was underway, a level of certainty for pupils and their families on tuition courses and fees from September 2011 was required. Cabinet therefore made the necessary decisions in this respect.

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

Cabinet could have made decisions not to intervene early to improve the Music Service's finances and not to give advance notice to pupils and their families regarding fees and courses, however these options were rejected.



**Officer to action:**

Mark Braddock, Democratic Services

**Special 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.*

**310. EXTENSION OF HIGHWAYS WORKS TERM CONTRACT**

**RESOLVED:**

**That Cabinet:**

- 1) Approves that the existing Highways Works Term Contract with EnterpriseMouchel Limited be extended from April 2012 to March 2013.**
- 2) Approves the proposal to revise the existing contractual clause which guarantees EnterpriseMouchel to further extensions based on performance to a clause that allows further extensions to be granted only if both the Council and EnterpriseMouchel are in agreement.**

**Reasons for decision**

Cabinet agreed to extend the existing Highways Works Term Contract based upon a cost benchmarking exercise, performance considerations and value for money.

**Alternative options considered and rejected**

Cabinet could have decided not to extend the existing contract and re-tender the service, which was rejected on various grounds.

**Officer to action:**

James Birch, Planning, Environment, Education and Community Services

**Exempt Information**

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**311. THE SUPPLY OF MATERIALS TO HILLINGDON HOUSING REPAIRS SERVICE**

**RESOLVED:**

**That Cabinet approve the extension of the contract with Jewson Ltd for a period of 12 months in accordance with the original tender documents.**

**Reasons for decision**

Cabinet approved the extension of the contract for the supply of building materials for day to day repair and maintenance of the housing stock enabling the provision of a responsive and quality service to tenants and leaseholders.

**Alternative options considered and rejected**

Cabinet noted that the only realistic alternative at this time would be to let the current contract lapse and negotiate short term contracts for the supply of materials from a range of suppliers.

**Officer to action:**

Grant Walker, Social Care, Health and Housing

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**312. TENDER FOR THE PROVISION OF WATER QUALITY SERVICES**

**RESOLVED:**

**That Cabinet accepts the tender submitted by Rentokil Initial UK trading as Rentokil Specialist Hygiene in the sum of £303,636 for a period of 3 years commencing May 2011.**

**Reasons for decision**

Following a procurement exercise, Cabinet agreed to accept a tender for the provision of water quality services in various Council & housing properties. Cabinet noted that the Council had a statutory duty to undertake this work.

## **Alternative options considered and rejected**

Cabinet could have decided not to accept the most economically advantageous tender and thereby incur additional costs for such services or not meet statutory obligations.

### **Officer to action:**

Geoff Eldridge, Planning, Environment, Education & Community Services

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## **313. AWARD OF CONTRACTS: HOUSING SUPPORT FOR YOUNG PEOPLE AND CARE LEAVERS**

### **RESOLVED:**

**That Cabinet approves the award of:**

- 1. A three year contract to WLYMCA for a total of £2,713,179 comprising the following services:**
  - a) a new floating support service for young people and care leavers for the sum of £148,548 (£49,516 in each of three financial years)**
  - b) a new support service based in Ventura House for young people and care leavers for the sum of £885,705 (£295,235 in each of three financial years)**
  - c) a new support service based in St Andrews for young people and care leavers for the sum of £695,346 (£231,782 in each of three financial years)**
  - d) a new support service based in Jupiter House for young people, care leavers and homeless families for the sum of £983,580 (£327,860 in each of three financial years).**
  
- 2. A three year contract to P3 for a new support service based in three properties owned by Central and Cecil for young people and care leavers for the sum of £825,882 (£275,294 in each of three financial years).**

## **Reasons for decision**

Cabinet agreed to the award of contracts for five housing support services to young people and care leavers as opposed to institutional forms of care. Cabinet noted that this would support them to live independently in their own accommodation and help prevent the need for unnecessary and expensive statutory services.

## **Alternative options considered and rejected**

Cabinet could have decided to decommissioned the services, but this would have left vulnerable residents without support.

## **Officer to action:**

Paul Feven, Social Care, Health and Housing

## **Exempt Information**

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## **314. AWARD OF CONTRACT: HOUSING SUPPORT SERVICES FOR PEOPLE WITH COMPLEX NEEDS**

### **RECOMMENDATION**

**That Cabinet agrees the award of the contract to Look Ahead Housing and Care for a new housing support service for people with complex needs for the sum of £443,655 (£147,885 in each of three financial years).**

## **Reasons for decision**

Cabinet agreed to the award of contracts for housing support services to people with low level complex needs, such as offenders or people with addiction problems. Cabinet noted that this would support them to live independently in their own accommodation and help prevent the need for unnecessary and expensive statutory services.

## **Alternative options considered and rejected**

Cabinet could have decided to decommissioned the services, but this would have left vulnerable residents without support.

**Officer to action:**

Paul Feven, Social Care, Health and Housing

**Exempt Information**

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**315. FORMER HAYES LIBRARY, GOLDEN CRESCENT, HAYES**

**RESOLVED:**

**That Cabinet:-**

- 1. Declares the former Hayes Library surplus to requirements.**
- 2. Decides to proceed with the option to sell the former Hayes Library on a long lease at a peppercorn rent with planning permission for conversion to flats by a method to be decided by the Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director, Planning, Environment, Education and Community Services.**

**Reasons for decision**

Cabinet considered a last minute petition that had been received on this matter by the local Member of Parliament against the disposal of the former Hayes Library. In doing so, Cabinet welcomed the significant increase in use by residents and local organisations of the new Hayes library at Botwell Green. Cabinet agreed that there was no service requirement for the former Library site and that the option to sell would generate a capital receipt that would contribute to the Council's capital programme, in particular to fund the need for additional school places in the south of the Borough, which it felt was a priority.

**Alternatives considered and rejected**

Cabinet considered other options for the site but felt that by declaring it surplus it would best achieve the community's wider needs.

**Officer to action:**

Mayur Patel, Planning, Environment, Education and Community Services

## **Exempt Information**

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### **316. 19, 20, 21 AND 22 CHIPPENDALE WAYE, UXBRIDGE**

#### **RESOLVED:**

#### **The Cabinet:**

- 3. Declares 19, 20, 21 and 22 Chippendale Waye, Uxbridge, surplus to requirements.**
- 4. Authorises officers to submit a planning application for the development of the properties to provide twelve one bedroom flats to be used for supported housing.**
- 5. Authorises officers to develop the properties into twelve one bedroom flats to provide supported housing with funding from the Council's Housing Revenue Account, all in accordance with planning permission.**

#### **Reasons for decision**

Cabinet agreed to declare 19, 20, 21 and 22 Chippendale Waye surplus to requirements and agreed to put forward a planning application for development of the properties for supported housing and thereby meet the decent homes standard.

#### **Reasons for decision**

Cabinet could have decided to retain the properties in Council ownership and use them to meet other housing needs or it could have disposed of them differently on the open market.

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

Mayur Patel, Planning, Environment, Education and Community Services

## **Exempt Information**

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**317. 6 CHURCH ROAD, COWLEY; 5 HORNBEAM ROAD, HAYES AND; 1&2 MERRIMANS, HILLINGDON**

**RESOLVED:**

**That Cabinet:**

- 1. Do not accept offers in respect of each property made by the Registered Social Landlord.**
- 2. Authorises officers to consider the options for 6 Church Road and report to a future meeting.**
- 3. Agrees to proceed with the conversion of 5 Hornbeam Road to provide supported housing as set out in the main body of the report.**
- 4. Agrees to proceed with the conversion of 1 & 2 Merrimans to provide supported housing as set out in the main body of the report, subject to it being appropriated from General Fund to Housing purposes.**
- 5. Approves the appropriation of 1 & 2 Merrimans from General Fund to Housing purposes.**
- 6. Delegates final authority to proceed with all the above properties and decisions taken above jointly to the Deputy Chief Executive and Corporate Director of Planning, Environment and Community Services and the Corporate Director of Social Care, Health and Housing, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services.**

**Reasons for decision**

Cabinet considered the tender received for the purchase of the long leasehold interests in a number of properties and delegated the final decisions on them to Officers in consultation with Members.

**Alternative options considered and rejected**

Cabinet considered a number of options.

**Officer to action:**

Mayur Patel, Planning, Environment, Education and Community Services

## **Exempt Information**

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The meeting closed at 7.40pm

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## **IMPORTANT INFORMATION**

### **DECISION AUTHORITY**

The Cabinet's decisions were not called-in by the Executive Scrutiny Committee and therefore come into effect from Tuesday 26<sup>th</sup> April 2011 after the call-in period expires.

### **Changes to proposed decisions:**

Officers should note that the Cabinet amended recommendations and thereby agreed revised decisions on the following items:

- Item 6 (minute 303)
  - Item 11 (minute 309)
  - Item 19 (minute 317)
-