

Cabinet Decisions

24 January 2008



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This decision notice lists the decisions taken by the Cabinet of the London Borough of Hillingdon at its meeting on 24 January 2008.

They will come into effect at 5pm on 4 February 2008 unless called-in by the Executive Scrutiny Committee for consideration.

[Click here to view the decisions](#)

BACKGROUND INFORMATION

Hillingdon Council strongly believes in open government. This is a public document listing every decision made by the Cabinet, including those decisions made in the non-public part of the meeting where discussion can take place on confidential / commercially sensitive matters.

CONTACT INFORMATION

If you require further information please contact the Cabinet Office on 01895 250472 or by email to cabinet@hillingsdon.gov.uk. Press enquiries should go through the Council's Public Relations Unit in the first instance.

Mark Braddock
Head of Cabinet Office

DECISION LIST

The left hand column indicates the decision number, which relates to the report number on the agenda. The middle column details the decision made, the reason for that decision and also any alternatives considered or rejected. The right hand column indicates the name of the officer(s) responsible for implementing/following up the decision in each case.

		<i>Officer contact</i>
	<p>Cabinet Members Present – Councillors:</p> <ul style="list-style-type: none"> • Ray Puddifoot (Leader of the Council) • David Simmonds (Deputy Leader and Cabinet Member for Education and Children’s Services) • Jonathan Bianco (Cabinet Member for Finance and Business Services) • Keith Burrows (Cabinet Member for Planning and Transportation) • Philip Corthorne (Cabinet Member for Social Services, Health and Housing) • Henry Higgins (Cabinet Member for Culture, Sport and Leisure) • Sandra Jenkins (Cabinet Member for Environment) • Douglas Mills (Cabinet Member for Improvement, Partnerships and Community Safety) • Scott Seaman-Digby (Cabinet Member for Co-ordination and Central Services) <p>Other Councillors present: George Cooper, Brian Crowe, Shirley Harper-O’Neill, Patricia Jackson, Mo Khursheed, Mary O’Connor, David Yarrow.</p>	<i>Cabinet Office</i>
	<p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest.</p>	<i>Cabinet Office</i>
	<p>DISTRIBUTION OF REPORTS IN PUBLIC AND PRIVATE</p> <p>The reports on items 1- 9 were considered in public.</p> <p>Items 10 - 12 were considered to contain exempt information as defined in the paragraphs to the Schedule to the Local Government (Access to Information) Act 1985. These reports were considered in the private section of the meeting.</p>	<i>Cabinet Office</i>
	<p>CABINET DECISIONS</p> <p>The record of decisions of Cabinet held on 13 December 2007 was agreed as correct.</p>	<i>Cabinet Office</i>

<p>1</p>	<p>EXTERNAL SERVICES SCRUTINY COMMITTEE REPORT: 'DOCTORS, DENTISTS, STUDENTS, & ANTI-SOCIAL BEHAVIOUR ON BUSES'</p> <p><i>Councillor Mary O'Connor presented to Cabinet the recommendations of the External Services Scrutiny Committee review on doctors, dentists, students and anti-social behaviour. Cabinet placed on record its thanks for the work undertaken by the External Services Overview Committee on these issues.</i></p> <p>DECISION</p> <ol style="list-style-type: none"> 1. That Cabinet notes the latest report from the External Services Scrutiny Committee and endorses the recommendations that will be sent to the Council's partners for formal response. 2. That Cabinet adopts the following recommendations that are addressed to the Council in order to assist partner organisations deliver high-quality services to Hillingdon residents: <ol style="list-style-type: none"> a. Recommendation 6: Cabinet encourages the NHS to seek early advice from Planning & Community Services on the future location of healthcare facilities, and reassures local GPs that planning applications will be considered as quickly as possible. b. Recommendation 10: The Council continues to adopt a proactive approach to addressing any problems that arise from students living in privately rented accommodation (including working through a combination of liaison through the private sector landlords forum and enforcement action). c. Recommendation 11: The Council considers joining the campaign for a change in planning law to introduce a new use class for properties rented by less than six people. d. Recommendation 15: The Council supports initiatives to integrate the University in the community, including potentially contributing to a reception at the University for new students in Freshers' Week (i.e. through Council representatives attending). e. Recommendation 16: The Council encourages TfL to use its enforcement powers to tackle anti-social behaviour (ASB) on buses and offers support as appropriate. Cabinet further believe that a 7pm curfew should apply to the use of children's free bus passes. f. Recommendation 17: The Council encourages schools to do as much possible to promote good behaviour amongst pupils when travelling on buses, and the 	<p><i>David Coombs, Deputy Chief Executive's Office</i></p>
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	<p>Council continues to include information on the requirements for an oyster photocard in appropriate communications to parents (e.g. applications for secondary school and end of year communications).</p> <p>g. Recommendation 18: The Council works with the Police to closely monitor any changes in patterns of anti-social behaviour (e.g. to the end of bus routes or as a result of successful initiatives on targeted routes).</p> <p>REASONS FOR DECISION</p> <p>To update Cabinet on the latest work of the External Services Scrutiny Committee to help undertake the Council's community leadership role: the Committee believe the recommendations will help ensure the Council and partners deliver excellent value-for-money services in line with the Council's vision.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>Cabinet may reject or amend the recommendations and/or request further information on any of the issues raised in the report.</p>	
2	<p>REVIEW OF HIGHWAYS MAINTENANCE</p> <p><i>Councillor Shirley Harper-O'Neill presented to Cabinet the recommendations of the Residents and Environmental Services Policy Overview Committee review on highways maintenance.</i></p> <p>DECISION</p> <p>1. That the Cabinet consider the Residents' and Environmental Services Policy Overview Committee's report and ask officers to progress those of the Committee's suggestions for improvement that they support. That Cabinet adopts the following recommendations:</p> <p>1.2 Better communication of achievements in reducing accidents and maintaining roads, e.g. through Hillingdon People, posters and local newspaper stories, and of new developments such as trials of the "Enviro kerb", a plastic kerb made from recycled material.</p> <p>1.4 Moving to a "clearer highways" strategy where there is less street furniture, fewer road markings and less signs (though still meeting safety considerations). This would simplify highway maintenance and reduce the time and cost required, so more roads can be covered.</p> <p>1.6 Both residents and Councillors might help to feedback on quality of work and satisfaction. The Committee suggest that officers investigate ways for residents and</p>	<p><i>Jonathan Westell, Highways Maintenance Manager</i></p> <p><i>Maureen Colledge, Deputy Chief Executive's Office</i></p>

Councillors to help check on acceptability and quality, e.g. through feedback surveys, forums, street champions, etc.

2. That the Cabinet ask officers to report back with proposals for publishing an annual highways maintenance plan, starting in early 2008/9.

3. Cabinet notes the following recommendations:

1.1 An injection of funding for repairing or resurfacing the most damaged estate highways – officers advise that a programme of £500,000 per annum would cover approximately 40 streets per year (depending on size). The Committee recommend that this increase is considered within the Council’s 2008/9 budget-setting process and understand that a capital bid has been submitted.

1.3 Greater clarity on decision-making for residents, an example being a neighbouring borough’s scheme that uses scorecards to deal with requests for highway repairs. This clear setting out of priorities and decision-making was credited with achieving greater acceptance of priorities and better understanding of timescales for repairs. The Committee suggest that officers investigate the most appropriate way of increasing the transparency of decision-making on requests for repairs and resurfacing.

1.5 Greater specialisation within highway maintenance services and use of the contact centre so that Inspectors can spend more time assessing and commissioning and checking the quality of work and less time dealing with correspondence.

REASONS FOR DECISION

The recommendations are aimed at improving the residents’ satisfaction with the highways maintenance service in the borough. As Cabinet does not agree budget spend before the budget has been set, it was agreed that recommendation 1.1 would be noted. Further work would need to be undertaken on clarifying the decision-making process and procedures put in place to visually record the state of roads, pavements and kerbs around development sites. Members would also receive future information on highways maintenance broken down by ward.

ALTERNATIVES CONSIDERED AND REJECTED

The Committee could have made no recommendations or alternative recommendations following their review.

The Cabinet could decide not to progress any or all of the suggestions made by the Committee.

<p>3</p>	<p>RESIDENT ENTITLEMENT CARD – IMPLEMENTATION PROPOSAL</p> <p>DECISION</p> <ol style="list-style-type: none"> 1. Note the contents of the report and the attached document. 2. Agree in principle the implementation of a resident entitlement card for the services outlined in paragraph 2 of the report. 3. Establish that savings made from the amalgamation of existing card schemes within the Council will be used to help fund the future roll out and implementation. 4. Note that further reports will be provided to Cabinet for decision at phased intervals during the implementation programme. These will include a business case for each service area to be included in the card scheme and the resource, cost and income generation implications. <p>REASONS FOR DECISION</p> <p>Recommendations were made to HIP Steering Group in September 2007 regarding the possibility of a Hillingdon resident entitlement card scheme. HIP Steering Group agreed these recommendations in principle. This is the first report to Cabinet on this subject and it proposes pilot work on the implementation of such a card for Hillingdon residents. Implementation of the card will facilitate direct and clear entitlement benefits to Hillingdon residents.</p> <p>The initial service areas for piloting are parking, libraries, civic amenity sites and leisure. Internal testing will be undertaken on the necessary technologies for each service area as part of the proposed pilot work to ensure that the feasibility of proposals is proven before any commitment to deploy.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>Not introducing a resident entitlement card. This option is not recommended as the key tests set by Members, set out in the report, were passed during the research for the HIP Steering Group report. The consultation with residents and business shows support for a resident entitlement card.</p>	<p><i>Darryl Wallace, Adult Social Care, Health & Housing</i></p> <p><i>Steve Palmer, Finance and Resources</i></p>
<p>4</p>	<p>ESTABLISHING CHILDREN’S TRUST ARRANGEMENTS IN HILLINGDON</p> <p><i>Councillor Brian Crowe presented to Cabinet the comments of the Education and Children’s Services Policy Overview Committee on this report.</i></p> <p>DECISION</p> <ol style="list-style-type: none"> 1. Cabinet agree that current partnership arrangements be 	<p><i>Sarah Harty, Education and Children’s Services</i></p>

	<p>formalised and designated as Children's Trust Arrangements in Hillingdon, as set out in Model 3 in the report, with joint commissioning as a primary focus.</p> <p>2. Cabinet delegate the finalisation of the Partnership structure to the Director of Education and Children's Services in consultation with the Cabinet Member for Education and Children's Services.</p> <p>REASONS FOR DECISION</p> <p>Establishing a Children's Trust (often called Children's Trust Arrangements) by April 2008 is a statutory requirement for all councils. This report proposes that existing partnership arrangements be formalised to constitute Children's Trust Arrangements in Hillingdon in recognition of the progress already made towards integration and in the belief that complex structural change at this point is both unnecessary and undesirable. To enable the structure to be finalised, it was delegated to the relevant Director in consultation with the Cabinet Member.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>Children's Trust Arrangements could be established in line with models 1 or 2 as set out below. These models have been discounted as it is felt that they would create unnecessary institutional and legal complexities given that further integration can be achieved by formalising existing partnership arrangements.</p>	
<p>5</p>	<p>ENVIRONMENT & CONSUMER PROTECTION WHOLE SERVICE REVIEW</p> <p><i>Councillor Shirley Harper-O'Neill presented to Cabinet the comments of the Residents' and Environmental Services Committee on this report.</i></p> <p>DECISION</p> <p>That Cabinet</p> <ol style="list-style-type: none"> 1. endorses the outcomes of the review and the future work programme to increase residents' satisfaction supported by a more efficient and modern business; and 2. notes the savings and efficiencies identified in the report for inclusion in the 2008/09 revenue budget. <p>REASONS FOR DECISION</p> <p>The service review contains a number of proposals for business, organisational and service transformation leading to increasing residents' satisfaction and significant financial savings. As Cabinet does not agree budget spend before the budget has been set, it was agreed that the second part of the recommendation would be noted.</p>	<p><i>Philomena Bach, Environment and Consumer Protection</i></p>

	<p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>This review has been wide ranging and has considered a number of options for delivering service transformation. It has been subject to robust external and corporate challenge</p>	
6	<p>STREAMLINING LOCAL DEVELOPMENT FRAMEWORKS: CONSULTATION</p> <p><i>Councillor Shirley Harper-O'Neill presented to Cabinet the comments of the Residents' and Environmental Services Committee on this report.</i></p> <p>DECISION</p> <p>That Cabinet:</p> <ol style="list-style-type: none"> 1. notes the changes proposed by Government to the preparation and scope of the Local Development Frameworks and the implications for Hillingdon contained in this report; and 2. endorses officers recommended response to the consultation as contained in the report. <p>REASONS FOR DECISION</p> <ol style="list-style-type: none"> 1. To keep Members informed of changes to the planning process which could affect the future content and delivery of the Council's Local Development Framework and ultimately the Sustainable Community Strategy objectives. 2. To ensure that the Council's views, support and/or objections are heard on this matter and taken into consideration by Government when working towards finalising the new planning regulations and guidance. 3. To ensure that the Council enhances its joint working and makes best use of its existing expertise and resources. <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <ol style="list-style-type: none"> 1. Not to comment on this draft document. This option will mean that the Council will miss the opportunity to influence and/or support National Policy on the creation of Local Development Frameworks which will affect the future of the borough and ultimately the delivery of the Council's Community Strategy. 2. Make representations to the Government's draft proposals. This option will give the Council the opportunity to share the experience acquired since the commencement of LDF process in 2004 and channel the many challenges faced by the Council to ensure that the Government reforms make for a better set of 	<p><i>Janet Rangeley / Maria Garcia, Planning and Community Services</i></p>

	<p>guidance and regulations.</p> <p>3. Not supporting the creation of a working protocol to increase integration within the Council's strategy making. This will under-utilise the Council's resources, may jeopardise the soundness of the Local Development Framework, the Sustainable Community Strategy and the improvement of future Comprehensive Performance Assessments (emerging Comprehensive Area Assessments) ratings.</p>	
7	<p>EXTENSION TO THE EXISTING TERM CONTRACT FOR THE PROVISION OF SERVICES TO CHILDREN AND FAMILIES</p> <p>DECISION</p> <p>That the existing Term Contract for The Provision of Services To Children and Families at the Abacus Centre with NCH Children's Services be extended for a period of one year with effect from 1st April 2008 in accordance with condition 2.1 of the Terms of Contract, i.e.</p> <p>"The duration of this Agreement for the provision of the service may, by consent of both parties in writing, be extended for such periods as may be agreed."</p> <p>REASONS FOR DECISION</p> <p>The existing contract is due to expire on 31 March 2008, the extension will enable officers to review the service specification and undertake a re-tendering process which will enable officers to review the specification for the services and ensure that there is both the capacity and capability to meet current and future projected need.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>Re-tendering of the Contract for the Provision of Services from the Abacus Centre within the current specification. This option was considered by officers but was rejected due to pending new legislation and guidance, which will directly impact on the level of service required under the contract.</p> <p>Re-tendering will be carried out during the extension period, which will be 1 April 2008 to 31 March 2009.</p>	<p><i>Debbie Haith, Education and Children's Services</i></p>
8	<p>ENFORCEMENT OF MOVING TRAFFIC CONTRAVENTIONS - UPDATE ON PROGRESS (2008)</p> <p>DECISION</p> <p>That Cabinet</p> <p>1. Notes the report on the Enforcement of Moving Traffic</p>	<p><i>John Newson, Environment and Consumer Protection</i></p>

	<p>Contraventions in the Borough since its introduction in October 2006.</p> <p>2. Approves that the Enforcement of Moving Traffic Contraventions is suspended from 31 January 2008 until the Cabinet Member Planning and Transportation is happy that such enforcement is managed as required with a further report back to Cabinet.</p> <p>REASONS FOR DECISION</p> <p>To ensure that focus on road safety continues with a resultant increase in safety and a reduction in congestion.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>Maintaining the service.</p>	
9	<p>BUDGET – MONTH 8 2007/8 REVENUE MONITORING</p> <p>DECISION</p> <p>Cabinet notes the forecast budget position for revenue as at Month 8.</p> <p>Cabinet agree to fund the following allocations from the Development & Risk Contingency:</p> <ul style="list-style-type: none"> • £15k for the procurement of external challenge to the Education & Children’s Service Review • £30k for support to HIP Customer Focus workstream <p>REASONS FOR DECISION</p> <p>The reason for the monitoring recommendation is to ensure the Council achieves its budgetary objectives. The report informs Cabinet of the latest forecast revenue position for the current year 2007/8.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>There are no other options proposed for consideration.</p>	<p><i>Paul Whaymand, Finance and Resources</i></p>
10	<p>WHITEHALL INFANT - ACCEPTANCE OF TENDER FOR ROOFING WORKS</p> <p>DECISION</p> <p>To accept the tender from Stamford Contracting Ltd</p> <p>REASONS FOR DECISION</p> <p>To resolve problems the school is having with rood leaks and an</p>	<p><i>Venetia Rogers, Education and Children’s Services</i></p>

	<p>appropriate procurement process has been followed and budget provision is in place.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>None.</p> <p><i>This item was considered in the private part of the meeting as it contained information relating to ‘the financial or business affairs of any particular person (including the authority holding that information)’ (exempt information under paragraph 3 of the schedule to the Local Government (Access to Information) Act 1985).</i></p>	
11	<p>BREAKSPEAR JUNIOR SCHOOL – ACCEPTANCE OF TENDER FOR NEW TEACHING BLOCK</p> <p>DECISION</p> <p>To accept the tender from NAL Contractors Ltd.</p> <p>REASONS FOR DECISION</p> <p>An appropriate procurement process has been followed and budget provision is in place.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>None.</p> <p><i>This item was considered in the private part of the meeting as it contained information relating to ‘the financial or business affairs of any particular person (including the authority holding that information)’ (exempt information under paragraph 3 of the schedule to the Local Government (Access to Information) Act 1985).</i></p>	<p><i>Venetia Rogers, Education and Children’s Services</i></p>
12	<p>TENDER FOR THE PROVISION OF A HOUSING MANAGEMENT SERVICE AT HAMLET LODGE, LONG LANE, HILLINGDON</p> <p>DECISION</p> <p>That Cabinet:</p> <ol style="list-style-type: none"> 1. Approves the appointment of Look Ahead Housing and Care to provide a housing management service at Hamlet Lodge 2. Approves the grant of a 21 year lease to Look Ahead Housing and Care on the terms set out in Appendix A to this report 3. Instructs officers to complete the lease and enter into a nominations agreement with Look Ahead Housing and Care giving the Council 100% nomination rights to the nine units 	<p><i>Jackie Hodgson, Finance and Resources</i></p>

	<p style="text-align: center;">at Hamlet Lodge for the full term of the lease</p> <p>REASONS FOR DECISION</p> <p>The appointment of Look Ahead Housing and Care is recommended because the RSL meets the quality standard set for the provision of this service by Adult Social Care Health and Housing and its tender is the most beneficial to the Council.</p> <p>A 21 year lease is recommended by the Housing Corporation for supported housing services of this type.</p> <p>A nominations agreement will ensure that the Council derives maximum benefit from the development.</p> <p>ALTERNATIVES CONSIDERED AND REJECTED</p> <p>1. Provision of housing management services by the Council's ALMO Hillingdon Homes.</p> <p>This option was discounted after Legal Services advised that the management of the units by Hillingdon Homes would not be sufficiently remote from the Council to permit the granting of assured shorthold tenancies. Any tenancies granted in this form by Hillingdon Homes would be held to be secure tenancies. Secure tenancies (which give tenants the "right to buy") are not appropriate to supported housing, which is specialist accommodation providing flexible rehabilitation programmes to enable tenants to move on to more independent living.</p> <p>2. To appoint the other RSL who submitted a tender.</p> <p>This option was discounted because the amount of its bid was slightly lower and service efficiencies will arise from the provision of both housing management and care and support services by one organisation.</p> <p><i>This item was considered in the private part of the meeting as it contained information relating to 'the financial or business affairs of any particular person (including the authority holding that information)' (exempt information under paragraph 3 of the schedule to the Local Government (Access to Information) Act 1985).</i></p>	
	<p>The meeting closed at 8.08pm</p>	

THESE DECISIONS WILL COME INTO FORCE AND WILL THEN BE IMPLEMENTED UNLESS THEY ARE CALLED-IN. THE DEADLINE FOR CALL-IN TO BE RECEIVED BY THE HEAD OF DEMOCRATIC SERVICES IS 5PM ON 4 FEBRUARY 2008.