



HILLINGDON
LONDON



Council

To all Members of the Council

Date: THURSDAY, 20 FEBRUARY
2020

Time: 7.30 PM

Venue: COUNCIL CHAMBER -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE

**Meeting
Details:** Members of the Public and
Press are welcome to attend
this meeting

View the agenda online at
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and scan the code shown below:



Published: Wednesday, 12 February
2020

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Putting our residents first

Lloyd White
Head of Democratic Services
London Borough of Hillingdon,
Phase II, Civic Centre, High Street, Uxbridge, UB8 1UW

Useful information for residents and visitors

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Residents and the media are also welcome to attend in person, and if they wish, report on the public part of the meeting. Any individual or organisation may record or film proceedings as long as it does not disrupt proceedings.

It is recommended to give advance notice of filming to ensure any particular requirements can be met. The Council will provide seating areas for residents/public, high speed WiFi access to all attending and an area for the media to report. When present in the room, silent mode should be enabled for all mobile devices.

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Agenda

Prayers

To be said by Reverend Richard Young

- 1 Apologies for Absence
- 2 Minutes 1 - 16
To receive the minutes of the meeting held on 16 January 2020 (*attached*)
- 3 Declarations of Interest
To note any declarations of interest in any matter before the Council
- 4 Mayor's Announcements
- 5 Report of the Head of Democratic Services 17 - 26
- 6 General Fund Revenue Budget, Housing Revenue Account and Capital Programme 2020/2021 27 - 34

To consider the recommendations of Cabinet which will be published, once agreed. The report to Cabinet is available in the Group Offices, on request to the Head of Democratic Services or online at:

<https://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=115&MID=3480#AI36587>

Section 106 of the Local Government Finance Act 1992 will apply to the recommendations of this item. Any Member who is more than two months in arrears with their Council Tax or has arrears of Council Tax must declare that fact and must not vote on this item.

Budget Conflict Resolution Procedures – Council is asked to consider the Cabinet's proposals. It may adopt the proposals, submit objections to Cabinet or invite the Cabinet to make amendments specified by Council. If Council votes to object to the Cabinet proposals or to invite Cabinet to make amendments then the Conflict Resolution Procedure will come into operation.

The Council meeting will be adjourned while a special meeting of the Cabinet is held, after which the Council will resume and consider any revised proposals submitted by the Cabinet or the reasons why the Cabinet disagrees with Council's objections or proposed amendments. The budget would then be open for debate and amendment until a final decision is made.

Members are asked to note that, in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, recorded votes will be taken at the annual budget setting meeting on any motion, amendment to motion or substantive motion regarding the General Fund Revenue Budget, Housing Revenue Account and Capital Programme.

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Agenda Item 2



HILLINGDON
LONDON

Minutes

COUNCIL

16 January 2020

Meeting held at Council Chamber - Civic Centre, High Street, Uxbridge

Councillor David Yarrow (Mayor)
Councillor Teji Barnes (Deputy Mayor)

	<p>MEMBERS PRESENT:</p> <p>Councillors: Lynne Allen Tony Eginton Richard Mills Simon Arnold Scott Farley Peter Money Jonathan Bianco Duncan Flynn John Morgan Mohinder Birah Neil Fyfe John Morse Lindsay Bliss Janet Gardner June Nelson Wayne Bridges Martin Goddard Susan O'Brien Nicola Brightman Raymond Graham Jane Palmer Keith Burrows Becky Haggart Kerri Prince Roy Chamdal John Hensley Ray Puddifoot MBE Farhad Choubedar Henry Higgins Devi Radia Judith Cooper Allan Kauffman John Riley Philip Corthorne Eddie Lavery Paula Rodrigues Peter Curling Richard Lewis Raju Sansarpuri Nick Denys Heena Makwana David Simmonds CBE Alan Deville Michael Markham Jagjit Singh Jazz Dhillon Stuart Mathers Brian Stead Jas Dhot Carol Melvin Jan Sweeting Janet Duncan Ali Milani Steve Tuckwell Ian Edwards Douglas Mills</p>
	<p>OFFICERS PRESENT: Fran Beasley, Jean Palmer, Paul Whaymand, Tony Zaman, Raj Alagh, Lloyd White, Mark Braddock, Morgan Einon, Beth Rainey and Neil Fraser</p>
24.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillors Ahmad-Wallana, Chapman, Hurhangee, Jackson, Lakhmana, Oswell and Seaman-Digby.</p>
25.	<p>MINUTES (<i>Agenda Item 2</i>)</p> <p>RESOLVED: That the minutes of the meeting of the Council held on 12 September 2019 be approved as a correct record.</p>
26.	<p>MAYOR'S ANNOUNCEMENTS (<i>Agenda Item 4</i>)</p> <p>The Mayor congratulated Councillor Janet Gardner who had been honoured for her work supporting victims of domestic abuse, winning the Innovation and Service Transformation category at the 2019 Councillor Achievement Awards.</p> <p>The Mayor reported the death of Charles Key, an ex-Councillor and Freeman of the</p>

Borough. A minute's silence was held. The Mayor also announced that ex-Councillor and Mayor, Jill Rhodes, was seriously ill and advised that he would be sending a card and flowers on behalf of the Council.

The Mayor announced that he and the Deputy Mayor had attended 444 engagements since May 2019. Council was reminded that a charity quiz night was to be held on Wednesday 22 January 2020.

27. **PUBLIC QUESTION TIME** (*Agenda Item 5*)

5.1 QUESTION FROM MR TONY ELLIS OF KEWFERRY ROAD, NORTHWOOD TO THE CABINET MEMBER FOR PLANNING, TRANSPORTATION AND RECYCLING - COUNCILLOR BURROWS:

Approved planning applications contain a standard clause that work should be carried out between 08.00 and 18.00 on Mondays to Fridays, 08.00 and 13.00 on Saturdays and no work should be carried out on Sundays and Bank Holidays. A planning enforcement officer has stated that these conditions are only informative and cannot be enforced. What action can residents take against builders who constantly work outside the prescribed hours?

Councillor Burrows advised that, as Mr Ellis was not present, he would provide him with a written answer, as below:

Planning decision notices contain an informative which simply reminds applicants of the hours construction work should occur, and the legislation which governs such matters. The Planning Enforcement officer advised that the Council's Anti-social Behaviour and Investigations team (ASBIT) take action against out of hour's construction, not Planning Enforcement. This is because out of hour's construction is not covered by planning legislation, but legislation which concerns noise disturbance. If out of hour's construction occurs and is the subject of a complaint, it is investigated by the Council's Anti-social Behaviour and Investigations team. All complaints received are followed up on and investigated.

The Council will take robust action against builders who constantly work outside the prescribed hours. This might take the form of a Control of Pollution Act Notice. Failure to comply with such a notice can lead to prosecution in the Magistrates' Court and a substantial fine on conviction. Any resident who suffers from constant construction work outside of normal construction hours is encouraged to contact the Council's Anti-social Behaviour and Investigations team.

I will ask officers to follow up directly with Mr Ellis concerning the specifics of any out of hour's construction noise disturbance he is suffering from.

5.2 QUESTION FROM MR TREVOR SHERLING OF WEDGEWOOD CLOSE, NORTHWOOD TO THE CABINET MEMBER FOR PLANNING, TRANSPORTATION AND RECYCLING - COUNCILLOR BURROWS:

When Planning enforcement open a case following a complaint, it is not usual for them to report back to the complainant on the findings - surely residents have the right to be so informed?

Councillor Burrows thanked Mr Sherling for his question, and advised that the Council's planning enforcement team did report back to complainants with the findings of each investigation, whether this was to advise that a breach had been voluntarily

resolved, a notice had been served or other form of action taken. However, because of the processes that had to be followed, the time between updates could be long. Planning appeals against enforcement notices were cited as an example, as they could take between 6 and 12 months for external appointed planning inspectors to make a decision.

Councillor Burrows confirmed that the Council was currently improving its ICT and webpages so that more detailed case updates could be viewed on-line by complainants. The Council's Communications Team was also widely publicising successful prosecutions, to ensure those acted as a deterrent against residents breaching planning regulations. The next issue of Hillingdon People was to have features on a number of recent planning enforcement prosecutions where substantive fines had been imposed by the courts. These included a recent case where a Hayes landlord had been ordered to pay more than £430,000 under the Proceeds of Crime Act after turning her property into an illegal House of Multiple Occupation. This particular case had been reported in both the Evening Standard and Metro newspapers.

The Cabinet Member concluded by stating that he hoped Mr Sherling could see that the Council was taking steps to improve its communications by updating its ICT capabilities, and that information was shared with residents and complainants, when information was available.

28. **REPORT OF THE HEAD OF DEMOCRATIC SERVICES** (*Agenda Item 6*)

i) Urgent Implementation of Decisions

Councillor Puddifoot moved, and Councillor Simmonds seconded, the recommendation as set out on the Order of Business and it was:

RESOLVED: That the Urgency decisions detailed in the report be noted.

ii) Appointment of Cabinet and Amendments to Cabinet Portfolios

Councillor Puddifoot moved, and Councillor Simmonds seconded, the recommendation as set out on the Order of Business and it was:

RESOLVED: That the consequential amendments arising from the Cabinet portfolio changes in Article 8, Part 3 and Schedule H of the Constitution as set out in Appendix A of the report be approved, to take effect from 17 January 2020.

iii) Appointment of Council Committees 2019/2020

Councillor Puddifoot moved, and Councillor Simmonds seconded, the recommendation as set out on the Order of Business and it was:

RESOLVED: That the changes to committee memberships, as nominated by the Conservative group, be approved as follows:

- **Residents, Education and Environmental Services Policy Overview Committee** – Councillor Morgan to replace Councillor Makwana
- **Social Care, Housing and Public Health Policy Overview Committee** – Councillor Brightman to replace Councillor Palmer and Councillor Makwana to replace Councillor Flynn

- **Central and South Planning Committee** – Councillor Morgan to replace Councillor Edwards
- **Major Applications Planning Committee** – Councillor Morgan to replace Councillor Edwards
- **Major Applications Planning Sub-Committee** – Councillor Haggard to replace Councillor Edwards
- **Appointments Committee** – Councillor Bianco to replace Councillor Simmonds. Councillors O'Brien and Palmer to replace Councillors Bianco and Lavery as nominated substitutes.
- **Appointments Sub-Committee** - Councillor Bianco to replace Councillor Simmonds. Councillors O'Brien and Palmer to replace Councillor Bianco on the list of nominated substitutes.
- **Registration and Appeals Committee** – Councillor Goddard to replace Councillor O'Brien. Councillor O'Brien to replace Councillor Simmonds as a nominated substitute. Councillor Seaman-Digby to be removed from the list of nominated substitutes.
- **Standards Committee** – Councillor Bridges to replace Councillor Flynn. Councillor R.Mills to replace Councillor Bridges as the nominated substitute.
- **Audit Committee** – Councillor Flynn to replace Councillor O'Brien.
- **Investigating and Disciplinary Sub-Committee** – Councillor Bianco to replace Councillor Simmonds. Councillors O'Brien and Palmer to replace Councillor Bianco on the list of nominated substitutes.
- **Health and Wellbeing Board** – In accordance with the Constitution all Cabinet members are members of the Board and, therefore, Councillors O'Brien and Palmer will become members of the Board and Councillor Simmonds will be removed from the Board. In accordance with the revised Cabinet portfolios, Councillor Palmer will be the Chairman of the Board and Councillor Bianco, the Vice-Chairman.

iv) Programme of Meetings 2020/2021

Councillor Puddifoot moved, and Councillor Simmonds seconded, the recommendation as set out on the Order of Business and it was:

RESOLVED: That the timetable of meetings for 2020/21, as set out in Appendix A to these minutes, be approved and the Head of Democratic Services in consultation with the Chief Whip of the Majority Party be authorised to make any amendments that may be required throughout the course of the year.

NB: Members were asked to note that the Whips' Meeting shown in the Programme for 7 July would, in fact, take place on 14 July.

29. **POLLING DISTRICT AND POLLING PLACES REVIEW** (*Agenda Item 7*)

Councillor D.Mills moved, and Councillor Lewis seconded, the recommendation as set out on the Order of Business.

Following debate, (Councillor Milani), the recommendation was put to a vote and it was:

RESOLVED: That the proposed polling arrangements within the Borough for both 2020 – 2022, and also 2022 onwards, be approved.

30. **COUNCIL TAX BASE AND BUSINESS RATES FORECAST 2020/2021** (*Agenda*

Item 8)

Councillor Bianco moved, and Councillor Puddifoot seconded, the recommendations as set out on the Order of Business and it was:

RESOLVED: That:

- a) the report of the Corporate Director of Finance for the calculation of the Council Tax Base and the Business Rates Forecast be approved.
- b) in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 the amount calculated by the London Borough of Hillingdon as its Council Tax Base for 2020/21 shall be 102,107.
- c) the Corporate Director of Finance be authorised to submit the 2020/21 NNDR1 return to the Ministry of Housing, Communities & Local Government (MHCLG) and the Greater London Authority (GLA).
- d) the continuation of the Council's policy of passporting Government discounts and reliefs applied to Business Rates to the ratepayer, be noted.
- e) having due regard to the Review Of Working Age Council Tax Reduction Scheme for 2020/21 at Appendix 2 and the Equalities Impact Assessment at Appendix 2a, the following amendments to the Council's local Council Tax Reduction Scheme to reform the scheme with effect from 1 April 2020, be approved:
 - i. Introduction of a Banding Scheme for Working Age Claimants, including simplification of non-dependent deductions and earnings disregards;
 - ii. Reducing the capital limit for the scheme from £16k to £6k in line with Universal Credit,
 - iii. Establishing a £1 minimum weekly award, and;
 - iv. Maintaining current protections for those households in receipt of higher levels of support within the current scheme due to having more than two children prior to 31 March 2018.

31. **STATEMENT OF GAMBLING POLICY** (*Agenda Item 9*)

Councillor D.Mills moved, and Councillor Lavery seconded, the recommendation as set out on the Order of Business and it was:

RESOLVED: That the Statement of Gambling Policy 2019-2022 be approved.

32. **LOCAL PLAN PART II** (*Agenda Item 10*)

Councillor Burrows moved, and Councillor Tuckwell seconded, the recommendations as set out on the Order of Business.

Following debate (Councillor Duncan), the recommendations were put to a vote and it was:

RESOLVED: That:

- a) the Local Plan Part 2 as subsequently amended by the main and minor

modifications, and the post examination corrections (Appendices 3&4) be adopted and

b) the revised Local Plan Policies Map as subsequently amended by the main and minor modifications (Appendix 5) be adopted.

33. **DEVELOPMENT OF A DOCKLESS BIKE BYELAW ACROSS GREATER LONDON**
(Agenda Item 11)

Councillor Burrows moved, and Councillor Arnold seconded, the recommendations as set out on the Order of Business, and it was:

RESOLVED: That

a) Consideration be given to the proposals set out in this report for the introduction of a dockless bike byelaw in Greater London being proposed by the London Councils Transport & Environment Committee (LCTEC) and, if approved, authority be delegated to LCTEC to exercise the following function by way of an addition to the Part 3(D) Functions (*within LCTEC Governing Agreement [consolidated version] 13th December 2001*) inserting a new paragraph 2(c) as follows:

[c][i] the making of byelaws under section 235 of the Local Government Act 1972 (and, in respect of the City of London Corporation, under section 39 of the City of London (Various Powers) Act 1961) for the purpose of regulating dockless vehicles on the highway and/or public places (including by making it an offence for a dockless vehicle operator to cause or permit their dockless vehicle to be left on the highway or public place other than in an approved location), including taking all related steps to promote, make, amend and revoke any such byelaw.

[c][ii] the exercise of powers under Section 1 of the Localism Act 2011 for the purposes of give effect to (i) above, including but not limited to oversight and management of the arrangements (but excluding prosecution or other enforcement).

b) the Deputy Chief Executive and Corporate Director of Residents Services write to London Councils to set out the decision made by Council.

34. **MOTIONS** (Agenda Item 12)

12.1 MOTION FROM COUNCILLOR BIANCO

Councillor Bianco moved, and Councillor Corthorne seconded, the following motion:

That this Council:

- Notes the clear international evidence base showing that global climate change is real and the latest 2018 United Nations Intergovernmental Panel report advising governments across the world to limit global warming to 1.5°C, acknowledging that this in itself would require unprecedented changes yet could be achieved in tandem with proactive sustainable development and a move to greener

- economies.
- Welcomes efforts by successive UK governments leading the reduction of greenhouse gas emissions and setting a new target in 2019 for net-zero emissions (compared to 1990 levels) by 2050. Furthermore, reflects that in May 2019, the UK Parliament declared an environment and climate emergency.
 - Recognises Hillingdon as London's greenest borough and recalls:
 - The substantial investment in award winning parks and open spaces over many years, protecting and enhancing local environments for future generations;
 - That in 2007, the Leader of the Council signed the Nottingham Declaration on Climate Change, establishing Hillingdon's firm commitment to tackling the issue;
 - That Hillingdon's Cabinet in 2009 adopted a Climate Change Strategy, which set out new targets to reduce carbon emissions and for more efficient energy use;
 - That in 2013, the then Corporate Services & Partnerships Policy Overview Committee undertook a major review into how Council was reducing its carbon footprint.
 - Welcomes the fact that, through its transformation programme, the Council has become greener and leaner, saving taxpayer money and is delivering, amongst other things:
 - A 53% reduction in carbon dioxide emissions from 5 years ago from non-domestic electricity and gas supplies;
 - A planned new contract from 2020 to provide electricity for council properties and schools from 100% certified renewable sources;
 - A LED street lighting programme, replacing 23,700 sodium lights to be more energy efficient;
 - Active measures to improve local air quality and deter people from leaving their vehicle engine idling, particularly around schools;
 - More ways to reduce plastic waste that ends up in landfill or as litter, such as through the provision of new drinking fountains in the Borough's parks;
 - Urban greening initiatives and the planting of new trees across the Borough, including offering 5000 free saplings for residents to grow.
 - Notwithstanding these efforts, Council re-affirms its deep concern and opposition to Heathrow expansion as a most egregious proposal contributing to climate change, along with devastating environmental impacts locally.
 - Looking to the future, this Council declares that there is a current global climate emergency and, as a consequence, agrees to extend the Council's climate change targets beyond those currently set, as follows:
 - To become carbon neutral across the Council services by 2030 and;
 - To achieve 100% clean energy across the Council's services by 2030.
 - Furthermore, resolves that, to meet these targets practically and be accountable to residents for them:
 - Recognise that, initially, they will span the Council's direct services and, subject to future review by the Cabinet, may grow to encompass the Council's wider commercial supply chain;
 - The Cabinet Member for Housing and the Environment, in consultation with the Leader of the Council assumes a new Executive responsibility within the Council's Constitution for climate change strategy;
 - Responsibility for oversight and scrutiny of the Council's efforts in relation to climate change be given to the Corporate Services, Commerce and Communities Policy Overview Committee to review as they see fit and engage the community;
 - The Chief Executive designate a lead officer to act corporately on climate

change and in pursuit of the above targets;

- An annual action plan be submitted to Cabinet, aligned with the budget, to monitor achievement. Furthermore, a review of environmental performance reporting be undertaken to actively engage staff in ways to tackle climate change in their service areas and communicate progress more widely to residents.'

Following debate (Councillors Denys and Hensley) Councillor Mathers moved, and Councillor Milani seconded, the following amendment:

To a) remove the words shown as crossed out below and b) insert the word in bold italics so that the motion would read as follows:

“That this Council:

- Notes the clear international evidence base showing that global climate change is real and the latest 2018 United Nations Intergovernmental Panel report advising governments across the world to limit global warming to 1.5°C, acknowledging that this in itself would require unprecedented changes yet could be achieved in tandem with proactive sustainable development and a move to greener economies.
- Welcomes efforts by successive UK governments leading the reduction of greenhouse gas emissions and setting a new target in 2019 for net-zero emissions (compared to 1990 levels) by 2050. Furthermore, reflects that in May 2019, the UK Parliament declared an environment and climate emergency.
- Recognises Hillingdon as London’s greenest borough and recalls:
 - The substantial investment in award winning parks and open spaces over many years, protecting and enhancing local environments for future generations;
 - That in 2007, the Leader of the Council signed the Nottingham Declaration on Climate Change, establishing Hillingdon’s firm commitment to tackling the issue;
 - That Hillingdon’s Cabinet in 2009 adopted a Climate Change Strategy, which set out new targets to reduce carbon emissions and for more efficient energy use;
 - That in 2013, the then Corporate Services & Partnerships Policy Overview Committee undertook a major review into how Council was reducing its carbon footprint.
- Welcomes the fact that, through its transformation programme, the Council has become greener and leaner, saving taxpayer money and is delivering, amongst other things:
 - A 53% reduction in carbon dioxide emissions from 5 years ago from non-domestic electricity and gas supplies;
 - A planned new contract from 2020 to provide electricity for council properties and schools from 100% certified renewable sources;
 - A LED street lighting programme, replacing 23,700 sodium lights to be more energy efficient;
 - Active measures to improve local air quality and deter people from leaving their vehicle engine idling, particularly around schools;
 - More ways to reduce plastic waste that ends up in landfill or as litter, such as through the provision of new drinking fountains in the Borough’s parks;
 - Urban greening initiatives and the planting of new trees across the Borough, including offering 5000 free saplings for residents to grow.
- Notwithstanding these efforts, Council re-affirms its deep concern and opposition

to Heathrow expansion as a most egregious proposal contributing to climate change, along with devastating environmental impacts locally.

- Looking to the future, this Council declares that there is a current global climate emergency and, as a consequence, agrees to **join many other local authorities nationwide to** extend the Council's climate change targets beyond those currently set, as follows:
 - To become carbon neutral across the Council services by 2030 and;
 - To achieve 100% clean energy across the Council's services by 2030.
- Furthermore, resolves that, to meet these targets practically and be accountable to residents for them:
 - Recognise that, initially, they will span the Council's direct services and, subject to future review by the Cabinet, ~~may~~ **will** grow to encompass the Council's wider commercial supply chain;
 - The Cabinet Member for Housing and the Environment, in consultation with the Leader of the Council assumes a new Executive responsibility within the Council's Constitution for climate change strategy;
- Responsibility for oversight and scrutiny of the Council's efforts in relation to climate change be given to the Corporate Services, Commerce and Communities Policy Overview Committee to review ~~as they see fit~~ **on an annual basis** and engage the community;
 - The Chief Executive designate a lead officer to act corporately on climate change and in pursuit of the above targets;
 - ~~An annual action plan be submitted to Cabinet,~~ **An updated climate strategy to achieve this be subject to public consultation within the next 12 months and submitted to Cabinet followed by annual action plans** aligned with the budget, to monitor achievement. Furthermore, a review of environmental performance reporting be undertaken to actively engage staff in ways to tackle climate change in their service areas and communicate progress more widely to residents.'
 - **The Council will support and work with all other relevant agencies towards making the entire borough zero carbon within the same timescale;**
 - **The Council will take steps to proactively include young people in the process, ensuring that they have a voice in shaping the future;**
 - **The Council will publicly report on the level of investment in the fossil fuel industry that our pensions plans and other investments have, and review the Council's investment strategy to give consideration to climate change impacts in the investment portfolio."**

Following debate (Councillors Corthorne and Sweeting), the amended motion was put to a recorded vote:

Those voting for: Councillors Allen, Birah, Bliss, Curling, Dhillon, Dhot, Duncan, Eginton, Farley, Gardner, Mathers, Milani, Money, Morse, Nelson, Prince, Sansarpuri, Singh, and Sweeting.

Those voting against: the Mayor Councillor Yarrow, the Deputy Mayor Councillor Barnes, Councillors Arnold, Bianco, Bridges, Brightman, Burrows, Chamdal, Choubedar, Cooper, Corthorne, Denys, Deville, Edwards, Flynn, Fyfe, Goddard, Graham, Haggar, Hensley, Higgins, Kauffman, Lavery, Lewis, Makwana, Markham, Melvin, D.Mills, R.Mills, Morgan, O'Brien, Palmer, Puddifoot, Radia, Riley, Rodrigues, Simmonds, Stead, and Tuckwell.

Those abstaining: None.

The amended motion was lost.

The original motion was then put to a recorded vote.

Those voting for: the Mayor Councillor Yarrow, the Deputy Mayor Councillor Barnes, Councillors Allen, Arnold, Bianco, Birah, Bliss, Bridges, Brightman, Burrows, Chamdal, Choubedar, Cooper, Corthorne, Curling, Denys, Deville, Dhillon, Dhot, Duncan, Edwards, Eginton, Farley, Flynn, Fyfe, Gardner, Goddard, Graham, Haggard, Hensley, Higgins, Kauffman, Lavery, Lewis, Makwana, Mathers, Markham, Melvin, Milani, D.Mills, R.Mills, Money, Morgan, Morse, Nelson, O'Brien, Palmer, Prince, Puddifoot, Radia, Riley, Rodrigues, Sansarpuri, Simmonds, Singh, Stead, Sweeting, and Tuckwell.

Those voting against: None.

Those abstaining: None.

The motion was unanimously carried, and it was:

RESOLVED: That the Council:

- **Notes the clear international evidence base showing that global climate change is real and the latest 2018 United Nations Intergovernmental Panel report advising governments across the world to limit global warming to 1.5°C, acknowledging that this in itself would require unprecedented changes yet could be achieved in tandem with proactive sustainable development and a move to greener economies.**
- **Welcomes efforts by successive UK governments leading the reduction of greenhouse gas emissions and setting a new target in 2019 for net-zero emissions (compared to 1990 levels) by 2050. Furthermore, reflects that in May 2019, the UK Parliament declared an environment and climate emergency.**
- **Recognises Hillingdon as London's greenest borough and recalls:**
 - **The substantial investment in award winning parks and open spaces over many years, protecting and enhancing local environments for future generations;**
 - **That in 2007, the Leader of the Council signed the Nottingham Declaration on Climate Change, establishing Hillingdon's firm commitment to tackling the issue;**
 - **That Hillingdon's Cabinet in 2009 adopted a Climate Change Strategy, which set out new targets to reduce carbon emissions and for more efficient energy use;**
 - **That in 2013, the then Corporate Services & Partnerships Policy Overview Committee undertook a major review into how Council was reducing its carbon footprint.**
- **Welcomes the fact that, through its transformation programme, the Council has become greener and leaner, saving taxpayer money and is delivering, amongst other things:**
 - **A 53% reduction in carbon dioxide emissions from 5 years ago from non-domestic electricity and gas supplies;**
 - **A planned new contract from 2020 to provide electricity for council properties and schools from 100% certified renewable sources;**
 - **A LED street lighting programme, replacing 23,700 sodium lights to be**

- more energy efficient;
- Active measures to improve local air quality and deter people from leaving their vehicle engine idling, particularly around schools;
- More ways to reduce plastic waste that ends up in landfill or as litter, such as through the provision of new drinking fountains in the Borough's parks;
- Urban greening initiatives and the planting of new trees across the Borough, including offering 5000 free saplings for residents to grow.
- Notwithstanding these efforts, Council re-affirms its deep concern and opposition to Heathrow expansion as a most egregious proposal contributing to climate change, along with devastating environmental impacts locally.
- Looking to the future, this Council declares that there is a current global climate emergency and, as a consequence, agrees to extend the Council's climate change targets beyond those currently set, as follows:
 - To become carbon neutral across the Council services by 2030 and;
 - To achieve 100% clean energy across the Council's services by 2030.
- Furthermore, resolves that, to meet these targets practically and be accountable to residents for them:
 - Recognise that, initially, they will span the Council's direct services and, subject to future review by the Cabinet, may grow to encompass the Council's wider commercial supply chain;
 - The Cabinet Member for Housing and the Environment, in consultation with the Leader of the Council assumes a new Executive responsibility within the Council's Constitution for climate change strategy;
 - Responsibility for oversight and scrutiny of the Council's efforts in relation to climate change be given to the Corporate Services, Commerce and Communities Policy Overview Committee to review as they see fit and engage the community;
 - The Chief Executive designate a lead officer to act corporately on climate change and in pursuit of the above targets;
 - An annual action plan be submitted to Cabinet, aligned with the budget, to monitor achievement. Furthermore, a review of environmental performance reporting be undertaken to actively engage staff in ways to tackle climate change in their service areas and communicate progress more widely to residents.'

12.3 MOTION FROM COUNCILLOR EGINTON

Councillor Eginton moved, and Councillor Mathers seconded, the following motion:

That this Council notes the need to take account of climate change when planning for our sustainable future.

In December of 2018 the Intergovernmental Panel on Climate Change reported a climate change forecast leading to a devastating future for our planet if we do not take drastic and immediate action to tackle climate change.

In this regard this Council asks Cabinet to determine ways in which the Council can improve the outlook for Residents. In particular, this will include, although not exclusively:

1. Council owned residential properties
 - a) Determine the Energy Performance Certificate rating for all such properties

- b) Arrange for a strategy to improve all such properties with the installation or replacement of insulation, energy-efficient heating boilers, solar panels and heat-exchange pumps.
2. Other Council properties - establish arrangements to encourage all commercial lessees to invest in improvements to their properties so as to reduce energy consumption
3. Provide support to local businesses and social-sector organisations and landlords, particularly those which are smaller and medium sized, to improve the energy efficiency of their properties.
4. Set out arrangements to provide charging points on residential streets where off-street parking is not generally available.

Councillor Corthorne moved, and Councillor Morgan seconded, an amendment to a) remove the words shown as crossed out below and b) insert the words in bold italics so that the motion would read as follows:

“That this Council notes the need to take account of climate change when planning for our sustainable future ***and congratulates the Conservative Administration for proposing and adopting a comprehensive policy approach to dealing with this important issue rather than a silo mentality.***”

In December of 2018 the Intergovernmental Panel on Climate Change reported a climate change forecast leading to a devastating future for our planet if we do not take drastic and immediate action to tackle climate change.

~~In this regard Council asks Cabinet~~ ***Whilst recognising that it is only a small element of the actions required to adequately deal with the environment and climate emergency the Labour Group asks the Cabinet Member responsible for climate change issues to*** determine ways in which the Council can improve the outlook for Residents. In particular, this will include, although not exclusively:

1. Council owned residential properties
 - a) Determine the Energy Performance Certificate rating for all such properties
 - b) Arrange for a strategy to improve all such properties with the installation or replacement of insulation, energy-efficient heating boilers, solar panels and heat-exchange pumps.
2. Other Council properties - establish arrangements to encourage all commercial lessees to invest in improvements to their properties so as to reduce energy consumption
3. Provide support to local businesses and social-sector organisations and landlords, particularly those which are smaller and medium sized, to improve the energy efficiency of their properties.
4. Set out arrangements to provide charging points on residential streets where off-street parking is not generally available.”

Following debate (Councillors Dhot, Dhillon, and Eginton), the amended motion was put to a vote and carried.

The substantive motion was then put to a vote. The motion was unanimously carried and it was:

RESOLVED: That this Council notes the need to take account of climate change when planning for our sustainable future and congratulates the Conservative Administration for proposing and adopting a comprehensive policy approach to

dealing with this important issue rather than a silo mentality.

In December of 2018 the Intergovernmental Panel on Climate Change reported a climate change forecast leading to a devastating future for our planet if we do not take drastic and immediate action to tackle climate change.

Whilst recognising that it is only a small element of the actions required to adequately deal with the environment and climate emergency the Labour Group asks the Cabinet Member responsible for climate change issues to determine ways in which the Council can improve the outlook for Residents. In particular, this will include, although not exclusively:

5. Council owned residential properties
 - c) Determine the Energy Performance Certificate rating for all such properties
 - d) Arrange for a strategy to improve all such properties with the installation or replacement of insulation, energy-efficient heating boilers, solar panels and heat-exchange pumps.
6. Other Council properties - establish arrangements to encourage all commercial lessees to invest in improvements to their properties so as to reduce energy consumption
7. Provide support to local businesses and social-sector organisations and landlords, particularly those which are smaller and medium sized, to improve the energy efficiency of their properties.
8. Set out arrangements to provide charging points on residential streets where off-street parking is not generally available.

12.2 MOTION FROM COUNCILLOR D.MILLS

Councillor D.Mills moved, and Councillor R.Mills seconded, the following motion:

That this Council notes the decisive outcome of the recent General Election and welcomes the statement made by the Prime Minister that a new hospital would be built in his Uxbridge & South Ruislip constituency. Council agrees that it will work with health authorities at both local and national level to ensure that all phases of this project are in line with putting our residents first.

Council further notes that John McDonnell was returned as MP for Hayes & Harlington and that one of its Members, Councillor David Simmonds, was successful in becoming the local MP for Ruislip, Northwood and Pinner and looks forward to him raising issues with the Government, of benefit to the Council and local government in general.

Following debate (Councillors Arnold, Curling, Dhillon, Flynn, Prince, Puddifoot, Simonds, and Riley) the motion was put to a vote.

The motion was unanimously carried, and it was:

RESOLVED: That this Council notes the decisive outcome of the recent General Election and welcomes the statement made by the Prime Minister that a new hospital would be built in his Uxbridge & South Ruislip constituency. Council agrees that it will work with health authorities at both local and national level to ensure that all phases of this project are in line with putting our residents first.

Council further notes that John McDonnell was returned as MP for Hayes &

Harlington and that one of its Members, Councillor David Simmonds, was successful in becoming the local MP for Ruislip, Northwood and Pinner and looks forward to him raising issues with the Government, of benefit to the Council and local government in general.

12.4 MOTION FROM COUNCILLOR MATHERS

Councillor Mathers moved, and Councillor Nelson seconded, the following motion:

That this Council notes that the Residents, Education and Environment Policy and Overview Committee is currently undertaking a major review on the effectiveness of this council's approach to tackling the growing problem of fly-tipping. It is a blight in our communities and it negatively affects how residents feel about the places where they live.

The POC review will provide recommendations to further tackle this issue within our current powers as a local authority. However beyond these recommendations this Council believes there is a strong case for further action and calls for new powers and funding for Local Authorities to tackle this issue.

In 2016 the Government gave local authorities the power to issue fines of up to £400. The current £400 fine barely cover the costs of clean up; do not cover the cost of Enforcement Teams and do not provide sufficient disincentive to offenders.

According to the LGA, fly-tipping has risen by almost 40% since 2012. Education should remain a fundamental element of our approach in tackling fly-tipping but local authorities require greater support in our efforts against prolific and deliberate offenders. The LGA recently reported, no offender has yet been given the maximum £50,000 fine or 12 months in prison introduced in 2014.

This Council calls on the Cabinet to petition and lobby the Government to campaign for the following:

- An increase in the fines Local Authorities can levy – ideally an increase to £2,000.
- Additional revenue support for councils to investigate and prosecute fly-tippers
- Make it compulsory that Local Authorities are reimbursed for costs of clearing fly-tipping in addition to legal costs from fines issued in court.
- A review of the guidance to the courts to ensure offenders face tougher sentences.

Councillor D.Mills moved, and Councillor Kauffman seconded, an amendment to a) remove the words shown as crossed out below and b) insert the words in bold italics so that the motion would read as follows:

"That this Council notes that the Residents, Education and Environment Policy and Overview Committee is currently undertaking a major review on the effectiveness of this council's approach to tackling the growing problem of fly-tipping. It is a blight in our communities and it negatively affects how residents feel about the places where they live.

The POC review will provide recommendations to further tackle this issue within our current powers as a local authority. However beyond these recommendations this Council believes there is a strong case for further action and calls for new powers and

funding for Local Authorities to tackle this issue.

In 2016 the Government gave local authorities the power to issue fines of up to £400. The current £400 fine barely cover the costs of clean up; do not cover the cost of Enforcement Teams and do not provide sufficient disincentive to offenders.

According to the LGA, fly-tipping has risen by almost 40% since 2012. Education should remain a fundamental element of our approach in tackling fly-tipping but local authorities require greater support in our efforts against prolific and deliberate offenders. The LGA recently reported, no offender has yet been given the maximum £50,000 fine or 12 months in prison introduced in 2014.

~~This Council calls on the Cabinet to petition and lobby the Government to campaign for the following:~~

- ~~• An increase in the fines Local Authorities can levy – ideally an increase to £2,000.~~
- ~~• Additional revenue support for councils to investigate and prosecute fly-tippers~~
- ~~• Make it compulsory that Local Authorities are reimbursed for costs of clearing fly-tipping in addition to legal costs from fines issued in court.~~
- ~~• A review of the guidance to the courts to ensure offenders face tougher sentences.~~

This Council notes that whilst there was no mention of fly tipping penalties or issues in the 2019 Labour Party Manifesto, The Conservative Party Manifesto stated "We will crack down on the waste and carelessness that destroys our natural environment and kills marine life. We will increase penalties for fly-tipping, make those on community sentences clean up their parks and street".

Accordingly this Council will work with the Government, as appropriate, to deliver that Manifesto commitment."

Following debate (Councillors Mathers, Puddifoot, Sweeting) the amended motion was put to a vote and carried.

The substantive motion was then put to a vote, and it was:

RESOLVED: That this Council notes that the Residents, Education and Environment Policy and Overview Committee is currently undertaking a major review on the effectiveness of this council's approach to tackling the growing problem of fly-tipping. It is a blight in our communities and it negatively affects how residents feel about the places where they live.

The POC review will provide recommendations to further tackle this issue within our current powers as a local authority. However beyond these recommendations this Council believes there is a strong case for further action and calls for new powers and funding for Local Authorities to tackle this issue.

In 2016 the Government gave local authorities the power to issue fines of up to £400. The current £400 fine barely cover the costs of clean up; do not cover the cost of Enforcement Teams and do not provide sufficient disincentive to offenders.

According to the LGA, fly-tipping has risen by almost 40% since 2012.

Education should remain a fundamental element of our approach in tackling fly-tipping but local authorities require greater support in our efforts against prolific and deliberate offenders. The LGA recently reported, no offender has yet been given the maximum £50,000 fine or 12 months in prison introduced in 2014.

This Council notes that whilst there was no mention of fly tipping penalties or issues in the 2019 Labour Party Manifesto, The Conservative Party Manifesto stated "We will crack down on the waste and carelessness that destroys our natural environment and kills marine life. We will increase penalties for fly-tipping, make those on community sentences clean up their parks and street".

Accordingly this Council will work with the Government, as appropriate, to deliver that Manifesto commitment.

PROGRAMME OF MEETINGS 2020-2021

The meeting, which commenced at 7.30 pm, closed at 9.25 pm.

These are the minutes of the above meeting. For more information on any of the resolutions please contact Lloyd White, Head of Democratic Services on 01895 556743. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

REPORT OF THE HEAD OF DEMOCRATIC SERVICES

Reporting Officer: Head of Democratic Services

(i) URGENT IMPLEMENTATION OF DECISIONS

RECOMMENDATION: That the Urgency decisions detailed below be noted.

Information

1. The Constitution allows a Cabinet or Cabinet Member decision to be implemented before the expiry of the 5 day call-in provided there is agreement from the Chief Executive and the Chairman of the Executive Scrutiny Committee to waive this. All such decisions are to be reported for information only to the next full Council meeting.
2. Since those noted at the 16 January 2020 Council meeting, the following decisions have been made using urgency procedures:

Date of Decision	Decision Type / Nature of Decision	Decision-Maker
7/01/2020	ICT Corporate Technology & Innovation Programme - Transition & Upgrade to Windows 10, including End User Hardware Refresh & Migration from Google (G Suite) to Microsoft 365	Leader of the Council and Cabinet Member for Finance Property & Business Services

Background Papers: Decision Notices

ii) UPDATE TO THE COUNCIL CONSTITUTION - THE COUNCIL'S NEW MANAGEMENT STRUCTURE

RECOMMENDATIONS: That

- a) the Constitution be updated to reflect the new top-tier management structure agreed by the Leader of the Council, as set out in the new Part 7 – Management Structure, (see Appendix A), noting it will come into effect on 1 July 2020;
- b) authority be delegated to the Chief Executive and Head of Democratic Services, in consultation with the Leader of the Council, to update 'Article 11 - Officers and Part 3 - Scheme of Delegations to Officers' in order to re-allocate the existing delegations and responsibilities of Chief Officers and provide for the efficient implementation of the new structure.

INFORMATION

1. The Constitution of the London Borough of Hillingdon sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people.

Many of these processes are required by law, while others are a matter for the Council to choose.

2. The Constitution is reviewed on a regular basis to keep it up to date with legislative changes, best practice and to continue to meet the needs of the political interface, which is integral to the effective running of the Council.
3. Following the announcement of the retirement of Jean Palmer OBE, the Council's Deputy Chief Executive and Corporate Director of Residents Services, the Leader of the Council has agreed changes to the management structure for the Council. The Leader has delegated responsibility for the overall management structure, in consultation with the Chief Executive. The new structure is expected to be implemented in full by 1 July 2020.
4. As a result of the Leader's decision, there is a consequential update required to the Council's Constitution in Part 7 – Management Structure. This is a required part at the end of the Constitution and sets out the top-tier structure and directorates, including organisational chart. Council is asked to approve this updated version which is set out in Appendix A to this report, noting it will come into effect on 1 July 2020.
5. Arising from an updated Part 7, there are also required changes to two other key parts of the Constitution:
 - Article 11 – Officers. This sets out the chief officer roles, statutory officers and general allocation of responsibilities covering service areas.
 - Part 3 – Scheme of Delegation to Officers. This is an important part of the Constitution detailing the powers delegated to the Chief Executive and Chief Officers and how they sub-delegate them to their staff. There are also specific delegations, over the years, that Council has granted to certain officers.
6. Arising from this, and to ensure the efficient implementation of the new structure, Council is requested to authorise the Chief Executive and Head of Democratic Services, in consultation with the Leader of the Council, to update Article 11 and Part 3 of the Constitution to reflect the new structure. This would be to reallocate the powers and service responsibilities of Chief Officers within the new structure as it is implemented. Council should note that this would not provide for any new delegations to officers, only a re-allocation of existing delegations [already approved by Council].
7. Other minor 'job title' updates may be required to other parts of the Constitution, e.g. Procurement and Contract Standing Orders, and in these instances, the Head of Democratic Services, has delegated authority to update these.

Updating and publication of the Constitution

8. The updated Constitution will be available on the Council's public website www.hillingdon.gov.uk

FINANCIAL IMPLICATIONS

9. There are no direct financial implications arising directly out of this report.

LEGAL IMPLICATIONS

10. The Borough Solicitor has checked the proposed update to the Constitution and confirms that they are compliant with relevant legislation.
11. Under the terms of the Constitution, it is for full Council to decide whether or not to approve the proposed amendments.

BACKGROUND PAPERS: none

iii) MEMBERS' ALLOWANCES 2020/21

1. The Council is required to undertake an annual re-adoption of its Allowances Scheme and, in doing so give due regard to the recommendations made by the report of the Independent Panel on the Remuneration of Councillors in London.
2. Having given due regard to the latest report, no change is proposed to the nature of the Allowances Scheme for 2020/2021.

RECOMMENDATIONS: That:

- a) **the current Members' Allowances Scheme be revoked as of 31 March 2020 and the new Scheme for 2020/21 be approved, as shown in Appendix B, for implementation from 1 April 2020.**
- b) **The Head of Democratic Services be authorised to increase the level of Basic and Special Responsibility allowances in line with any annual pay award to staff.**

INFORMATION

3. Regulation 10 of the Local Authorities (Members' Allowances) (England) Regulations 2003 requires re-adoption of the scheme by 31 March 2020.
4. Before making or amending its allowances scheme, the Council is required, by virtue of Regulation 19, to have regard to the recommendations of an Independent Remuneration Panel. The Panel published their latest report in January 2018 and the key findings were reported to Members in February 2018. These are summarised again below for Members' information and the full report can be viewed here: <https://www.londoncouncils.gov.uk/who-we-are/about-us/financial-information/leadership-and-expenses/remuneration-councillors-london>.
 - The Panel recognised the balance between setting allowances at a level where they are neither an incentive nor a disincentive to the recruitment of candidates to stand as Councillors.
 - The Panel regretted the removal of the opportunity for Members to join the Local Government Pension scheme, recognising that, senior Members in

particular, often have to give up earning opportunities elsewhere in order to properly carry out their role.

- **Basic Allowance** - the Panel recommended a Basic Allowance of **£11,045** (LBH recommendation for 2020/21 = **£11,482.59**), reluctantly accepting that, in the current financial climate it would be inappropriate to recommend a general increase in Members' Allowances beyond the annual updating in line with staff pay awards. The Panel did, however, recognise that this level was somewhat below the level of basic allowance paid in some other parts of the country.
- **Travel and Subsistence** - the Panel reiterated their view that the basic allowance should cover basic out-of-pocket expenses including intra-borough travel etc. The Scheme should allow for costs related to 'special circumstances' and travel out of Borough to be met.
- **Special Responsibility Allowances (SRA):**
 - the Panel reiterated their recommendations that no more than 50% of Councillors on a Council should receive a SRA and that no Member should receive more than one SRA.
 - **Leader's Allowance** - The Panel recommended a SRA of **£57,085** for Leaders of London Borough Councils (LBH recommendation for 2020/21 = **£57,129.24**).
 - Originally the Panel suggested that the level of allowance to be paid to Leaders of London Borough's should be broadly equivalent to that paid to MP's. Currently the basic annual salary for an MP from 1 April 2019 is £79,468, as well as being entitled to other benefits such as a pension and a termination payment. Although the Panel still feel that the level should be equivalent to that of MP's they recognise that in the current stringent financial climate, such an increase cannot be justified.
 - Other SRA's recommended by the Panel are based on a percentage of the amount paid to Leaders of Councils and The LBH recommended amounts fall broadly in line with the Panel's recommendations.
- **Increases** - The Panel continued to recommend that allowances should be updated annually in accordance with the headline figure in the annual local government pay settlement. This has not yet been agreed for 2020/21.

FINANCIAL IMPLICATIONS

5. Provision has been made in the 2020/21 budget for Members' Allowances, although it is important to note this is based upon current posts being held by Members. Those who occupy more than one post only receive one SRA, normally the higher. It is therefore difficult to accurately estimate the true cost until after the Annual Council meeting in May when Members are confirmed or re-confirmed into posts receiving a Special Responsibility Allowance.
6. The annual pay award to staff for the 2020/21 financial year has not yet been agreed although an allowance for a 2% increase has been included in the budget. The Head of Democratic Services will apply the increase to the Scheme of Members' Allowances, once agreed.

LEGAL IMPLICATIONS

7. In accordance with the 2003 Regulations, the current scheme needs to be revoked as of 31 March 2020 and a new scheme made before 31 March 2020. If it is not, any allowances paid to Members would not comply with the law and could, therefore, be challenged.

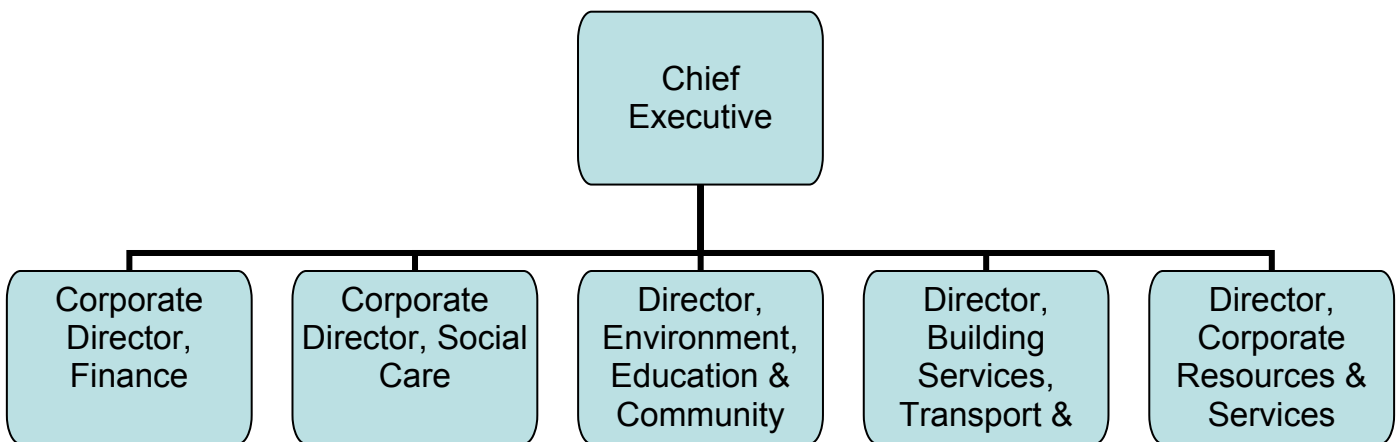
BACKGROUND PAPERS: Report of the Independent Panel on the Remuneration of Councillors in London
January 2018

PART 7

MANAGEMENT STRUCTURE

Preamble

1. The Council's officer management structure consists of a Chief Executive and 5 departments (directorates):
 - (a) Corporate Resources & Services Directorate
 - (b) Finance Directorate
 - (c) Social Care Directorate
 - (d) Environment, Education & Community Services Directorate
 - (e) Building Services, Transport & Business Improvement Directorate
2. The Chief Executive oversees these directorates, which are led by 2 Corporate Directors and 3 Directors. Each Corporate Director or Director is responsible for their Directorate.
3. Together, these officers form the top officer tier in the Council, which is called the Corporate Management Team, working closely with the Leader and Cabinet.
4. W.e.f 1 July 2020, the Council's management structure is as shown below:



MEMBERS' ALLOWANCES SCHEME 2020/21**1. Introduction**

In accordance with Local Authorities (Members Allowances) England Regulations 2003 No. 1021 (as amended) the London Borough of Hillingdon makes the following scheme: -

2. Basic Allowance

For 2020/21 an allowance of **£11,482.59** will be payable to all Councillors. This figure will be increased each subsequent year in line with the annual Local Government Pay Settlement and it will be paid in equal monthly instalments. The basic allowance includes intra borough travel and subsistence costs.

3. Special Responsibility Allowances

Special responsibility allowances of the following amounts shall be paid in equal monthly instalments to Councillors holding the following responsibilities:

	(£)
1. Mayor	23,090.28
2. Deputy Mayor	9,005.07
3. Leader of the Council	57,129.24
4. Deputy Leader of the Council	48,124.17
5. Chief Whip of Largest Party	23,090.28
6. Cabinet Member	40,244.82
7. Chairman of Scrutiny and Policy Overview Committee	23,090.28
8. Chairman of Planning Committee	23,090.28
9. Chairman of Licensing Committee	9,761.87
10. Vice Chairman of Licensing Committee	6,507.96
11. Chairman of Standards Committee	3,253.98
12. Standards Committee Independent Person	1,626.99
13. Chairman of Audit Committee*	3,095.70
14. Champion	5,937.79
15. Council representative on Adoption and Permanency Panel	13,015.93
16. Cabinet Assistant	9,005.07
17. Leader of 2 nd Party	23,090.28
18. Deputy Leader of 2 nd Party	5,937.79
19. Chief Whip of 2 nd Party	5,937.79
20. 2 nd Party Lead on Scrutiny and Policy Overview Committee	5,937.79
21. Party Lead on Planning Committee	5,937.79

* Where a non-Councillor is Chairman or Vice Chairman a co-optees' allowance is payable as set out in the Scheme under section 9.

Special Responsibility Allowances will be increased each subsequent year in line with the annual Local Government Pay Settlement.

4. Limit on Payment of Special Responsibility Allowances

Individual Councillors may not claim a special responsibility allowance for more than one position for which they qualify.

5. Renunciation

Councillors may elect to forego any of their entitlement to an allowance under the scheme by giving written notice to the Corporate Director of Finance.

6. Part-Year Entitlements

(a) This paragraph regulates Councillors' entitlement to allowances where the scheme is amended during the course of the year or where an individual ceases to be a Councillor or accepts or relinquishes a position of special responsibility.

(b) If an amendment to this scheme is made during the year to which it refers and changes the amount which a Councillor may claim in basic allowances the annual entitlement shall be calculated using the following method:-

Annual entitlement to basic allowance	=	Days at unamended rate divided by 365	X	Annual payment at unamended rate	+	Days at amended rate divided by 365	X	Annual payment at amended rate
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(c) Where the term of office of a Councillor begins or ends part way through the year the annual entitlement to basic allowance shall be calculated using the following method:

Annual entitlement to basic allowance	=	Days as a Councillor divided by 365	X	Annual rate of allowance
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(d) Where this scheme is amended during the year to which it refers the annual entitlement to basic allowance of Councillors beginning or ending their term of office part way through the year shall be calculated using the following method:

Annual entitlement to basic allowance	=	Days as a Councillor during unamended scheme divided by 365	X	Annual payment at unamended rate	+	Days as a Councillor during amended scheme divided by 365	X	Annual payment at amended rate
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(e) Where Councillors hold positions of special responsibility during part of the year their annual entitlement to special responsibility allowance shall be calculated using the following method:

Annual entitlement for special responsibility allowance	=	Days holding position of special responsibility during unamended scheme divided by 365	X	Annual payment at unamended rate	+	Days holding position of special responsibility during amended scheme divided by 365	X	Annual payment at amended rate
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7. Out of Borough Travelling and Subsistence Allowances

Councillors shall be entitled to claim for out of borough travelling allowances incurred in undertaking approved duties as agreed in advance by the Council.

The out of borough car mileage allowance for Councillors shall be paid at the same rate as those paid to officers for the Standard Mileage User Allowance.

The amounts paid for out of borough subsistence shall be in accordance with the maximum levels laid down from time to time by the Department for Communities and Local Government but claims may only be made for approved duties.

8. Dependent / Carers Allowance

A dependent / carers allowance shall be payable at the National Minimum Wage for Adults hourly rate based on the following criteria:

- payments should be subject to a maximum weekly payment, equivalent to seven-and-a-half hours of care per week;
- the maximum rate should be set locally to reflect local costs, in accordance with social service departments levels;
- payment should be claimable in respect of children aged 15 or under or in respect of other dependants where there is medical or social work evidence that care is required;
- only one weekly payment should be claimable in respect of the household of each Member, except in special circumstances to be judged by the Council's Standards Committee;
- the allowance should be paid as a reimbursement of incurred expenditure against receipts;
- the allowance should not be payable to a member of the claimant's own household and;
- any dispute as to entitlement and any allegation of abuse should be referred to the Council's Standards Committee for adjudication.

9. Co-optees' Allowances

Where a co-optee and non-Councillor is the Chairman of the Audit Committee, an annual entitlement allowance of £3,095.70 may be paid. This will be paid on a pro-rata basis if the appointment of the co-optee begins or ends otherwise than at the beginning or end of a year. Where a co-optee is an Independent Person on the Standards Committee an annual entitlement allowance of £1,626.99 may be paid. Where a co-optee is one of the three statutory education co-optees on the Executive Scrutiny Committee, an annual entitlement allowance of £433.87 may be paid. This will be paid on a pro-rata basis if the appointment of the co-optee begins or ends otherwise than at the beginning or end of a year. These allowances will cover expenses, such as travel and subsistence, related to the duties of the postholder.

10. Claims and Payments

- (a) All claims for out of borough travelling and subsistence and carers allowances must be submitted within two months of the date of the approved duty to which they relate, made on the standard form as used by officers and returned to the Head of Democratic Services.

- (b) Payments shall be made in respect of basic and special responsibility allowances subject to sub-paragraph (c) below in Instalments of one twelfth of the amount specified in this scheme on or before the 15th of the month direct to each Member's bank or building society account.
- (c) Where the payment of allowances in one-twelfth instalments would result in a Councillor receiving more than he or she is entitled to because of a part year effect (as defined in paragraph 9 above) the payment shall be restricted to the annual entitlement.

11. Withholding Members' Allowances

Where there has been an adjudication, which suspends or partially suspends a Councillor from office following a breach of the Code of Conduct, the Council may withhold all allowances paid to that Councillor with immediate effect.

12. Records of Allowances and Publicity

In accordance with the 2003 regulations a detailed record will be kept of the name of the recipient and the amount and nature of each payment made. This will be available for public inspection at all reasonable times or copies supplied following the payment of a reasonable fee.

As soon as is reasonably practicable after the end of the municipal year to which the scheme relates the total sum paid to each recipient in respect of basic allowances, special responsibility allowance, dependant carers allowance and out of borough travelling and subsistence allowance will be published on the Council's website and local newspaper.

13. Independent Remuneration Panel

Hillingdon Council has had regard to the recommendations made by the Independent Panel for the Remuneration of Councillors in London in developing its Members' Allowances Scheme.

GENERAL FUND REVENUE BUDGET, HOUSING REVENUE ACCOUNT AND CAPITAL PROGRAMME 2020/21

Council Tax Resolution 2020/21 – Cabinet Proposals

Summary

1. The purpose of this report is to enable the Council to calculate and approve the Council Tax Requirement for 2020/21, in accordance with the Local Government Finance Act 1992 as amended by the Localism Act 2011.
2. Cabinet on 13 February will be considering proposals to Council on Hillingdon's General Fund Revenue budget, Housing Revenue Account Budget, Fees & Charges, Capital Programme, Treasury Management Strategy and London Borough of Hillingdon's Pay Policy Statement for 2020/21. Cabinet will recommend a budget to Council in line with the Budget and Policy Framework Procedure Rules as set out in the Council's Constitution.
3. The proposals will be published, once agreed. In the meantime the report to Cabinet is available in the Group Offices, on request to the Head of Democratic Services or online at:

<https://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=115&MID=3480#A136587>

Background Documents: None

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GENERAL FUND REVENUE BUDGET, HOUSING REVENUE ACCOUNT AND CAPITAL PROGRAMME 2020/21

Council Tax Resolution 2020/21 – Cabinet Proposals

Summary

1. The purpose of this report is to enable the Council to calculate and approve the Council Tax Requirement for 2020/21, in accordance with the Local Government Finance Act 1992 as subsequently amended. In addition, the Act requires Council to determine whether any Council Tax increase is excessive (that is in excess of 4%) which would require a referendum to be held.
2. **Copies of the proposed budget have been made available in the Group Offices and the Council website.**
3. The background paper to this report sets out the Cabinet's proposals to Council on Hillingdon's General Fund revenue budget, Housing Revenue Account budget, Capital Programme, amendments to the approved schedule of Fees & Charges, Treasury Management Strategy, Investment Strategy, Capital Strategy, Minimum Revenue Position and Pay Policy Statement. In addition, this report also considers reasons for, and implications arising from, these proposals. The proposals result in a Band D Council Tax for Hillingdon of £1,182.94, which represents a 3.8% uplift on the Council's element of Council Tax at the 2019/20 level.
4. The report to Cabinet is available in the Group Offices, on request to the Head of Democratic Services or online at:
<https://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=115&MID=3480#AI36587>
5. Greater London Authority (GLA) budget proposals add £332.07 to the amount payable by Hillingdon's Council Tax payers, which represents a 3.6% increase in the GLA portion of Council Tax compared to 2019/20.
6. Based on the Cabinet's proposals, and the GLA precept, the total Band D Council Tax for 2020/21 will be £1,515.01.

CABINET RECOMMENDS that:

- 1 **The General Fund revenue budget proposals made by Cabinet be approved, resulting in a Council Tax requirement for 2020/21 of £120,786,455;**
- 2 **Council note that at its meeting on 16 January 2020 the Council calculated the amount of 102,107 as its Council Tax Base for the year 2020/21. This was calculated in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, as its Council Tax Base for the year (*Item T in the formula in Section 31B (3) of the Local Government Finance Act 1992*);**
- 3 **The Hillingdon element of Council Tax be set at £1,182.94 for a Band D property. Taking into account the precept levied by the Greater London**

Authority, this results in an overall Band D Council Tax of £1,515.01 for the borough;

4 The following amounts have been calculated by the Council for the year 2020/21, in accordance with Sections 32 to 36 of the Local Government Finance Act 1992 (the Act):

a) £464,686,565 being the aggregate of the amounts that the Council estimates for the items set out in Section 31A (2) (a) to (f) of the Act. *(Gross Expenditure including the amount required for additions to working balances)*

b) £343,900,110 being the aggregate of the amounts that the Council estimates for the items set out in Section 31A (3) (a) to (d) of the Act. *(Gross Income including reserves to be used to meet Gross Expenditure)*

c) £120,786,455 being the amount by which the aggregate at 4 (a) above exceeds the aggregate at 4 (b) above. This is calculated by the Council in accordance with Section 31A (4) of the Act, as its Council Tax requirement for the year. *(Item R under Section 31B of the Act)*

d) £1,182.94 being the amount at 4 (c) above divided by Item T (2 above). This is, calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year. *(Council Tax at Band D for the Council)*

e)

The London Borough of Hillingdon Council Tax			
Band A	Band B	Band C	Band D
788.62	920.06	1,051.50	1,182.94
Band E	Band F	Band G	Band H
1,445.81	1,708.70	1,971.56	2,365.88

being the amounts given by multiplying the amount at 4 (d) above by the number which, in the proportion set out in Section 5 (1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation B and D. This is calculated by the Council in accordance with Section 36 (1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands;

5 Council note that for the year 2020/21 the Greater London Authority and its functional bodies have stated the following amounts in precepts. These have been issued to the Council, in accordance with Section 40 of the Act, for each of the categories of dwellings shown below:

The Greater London Authority Precept			
Band A	Band B	Band C	Band D
221.38	258.28	295.17	332.07
Band E	Band F	Band G	Band H
405.86	479.66	553.45	664.14

- 6 The Council has calculated the aggregate in each case of the amounts at 4 (e) and 5 above. The Council in accordance with Section 30 and 36 of the Local Government Finance Act 1992 hereby sets the Council Tax for the year 2020/21 for each category of dwelling below:

Total Council Tax 2020/21			
Band A	Band B	Band C	Band D
1,010.00	1,178.34	1,346.67	1,515.01
Band E	Band F	Band G	Band H
1,851.67	2,188.36	2,525.01	3,030.02

- 7 The Council delegate authority to the Corporate Director of Finance, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, to approve amendments to the aggregate 2020/21 Council Tax set out in Recommendation 6 to reflect any late changes to Greater London Authority Precept.
- 8 The Council Tax Discount for Older People be retained for 2020/21 with a 1.74% discount on the Hillingdon's element of the Council Tax for those joining the scheme on or after 1 April 2020, 4.00% for those who joined the scheme before or on 31 March 2019 and 8.59% for those who joined before or on 31 March 2019;
- 9 The Capital Programme for 2020/21 to 2024/25 as set out in Appendix 9 of the background report to Cabinet be approved;
- 10 The Housing Revenue Account budget proposals and housing rents set out in Appendix 10 of the background report be approved;
- 11 The proposed amendments to Fees and Charges set out in Appendix 8 of the background report to Cabinet be approved;
- 12 The Treasury Management Strategy Statement, Annual Investment Strategy, Capital Strategy and Minimum Revenue Provision Statement for 2020/21 to 2024/25 as set out in Appendix 12 of the background report to Cabinet be approved;
- 13 The London Borough of Hillingdon Pay Policy Statement for 2020/21 as set out in Appendix 13 of the background report to Cabinet be approved;
- 14 Council note the Corporate Director of Finance's comments regarding his responsibilities under the Local Government Act 2003;
- 15 Council (as set out in Schedule G of the Constitution - Budget and Policy Framework Procedure Rules) resolves that Cabinet may utilise the general reserves or balances or approve virements between the General Fund

budget, Housing Revenue Account budget or Capital budgets during the MTF financial years 2020/21 to 2024/25 in respect of those functions which have been reserved to the Cabinet in Article 7 of the Constitution;

- 16 Council confirm that the Council's relevant basic amount of Council Tax for 2020/21 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992 and therefore a referendum will not be triggered.**

Greater London Authority Precept

7. As one of thirty three billing authorities across the capital, the London Borough of Hillingdon collects Council Tax on behalf of the Greater London Authority (GLA) which is paid over in full as the annual precept. While the Council has no control over the level of this precept or the resulting GLA share of Council Tax payable by residents of the borough, current regulations require that billing authorities calculate the total amount of Council Tax payable as part of the budget setting resolution. The level at which the GLA sets the precept for the forthcoming year does not impact upon the Council's own budgets or the Hillingdon share of Council Tax.
8. The Mayor of London published a proposed uplift of 3.6% in Council Tax from 2019/20 levels on 29 January 2020, following announcement of the Police Grant Settlement a week prior. Following a period of public consultation these proposals were reconfirmed by the Mayor in his draft consolidated budget. This draft consolidated budget was approved by London Assembly without amendment at its meeting on 29 January 2020, although the GLA's two stage budget setting process defers final approval of the budget by the London Assembly until a meeting scheduled for 24 February 2020.
9. This report has been drafted on the basis of the final budget proposals published by the Mayor of London on 17 February 2020, which remain unchanged from the proposals previously approved by the London Assembly on 29 January 2020. In the unlikely event that the Mayor's proposals are amended (which would require a two thirds majority of the London Assembly to support an alternative proposal), it would be necessary for the Council to update the aggregate Council Tax figures set out in Recommendation 6 following this meeting.
10. Given that any such amendment would not impact upon the Council's own budget proposals and level of Council Tax, it is recommended that authority is delegated to the Corporate Director of Finance, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, to reflect a revised level of GLA precept and GLA share of Council Tax in the final calculation for 2020/21.

Council Tax Referendums

11. Schedule 5 of the Localism Act 2011 inserted into the Local Government Finance Act 1992 Chapter 4ZA of Part 1 makes provision for a Council Tax referendum to be held if an authority increases its relevant basic amount of Council Tax in excess of principles determined by the Secretary of State for Communities and Local Government. Section 41 of the Local Audit and Accountability Act 2014

amended Chapter 4ZA of Part 1 of the Local Government Finance Act 1992 by imposing new obligations on the Council. These include a requirement that as soon as is reasonably practicable after determining that it is required to hold a referendum in relation to its relevant basic amount of Council Tax for the financial year, the Council must notify that fact in writing to any body that has issued a levy or a special levy to it for the financial year.

12. The Secretary of State has determined the principles for the year 2020/21 under section 52ZC (1) of the Local Government Act 1992 that a Council Tax increase will be excessive if the authority's relevant basic amount of Council Tax for 2020/21 is 4% or greater than its relevant basic amount of Council Tax for 2019/20. This 4% threshold for excessive increases includes the 2% additional flexibility available to local authorities with responsibility for providing adult social care.
13. The relevant basic amount of Council Tax as calculated is the same as the Band D Council Tax for Hillingdon and if the proposals within this report are approved there will be a 3.8% increase in the Council Tax level between 2019/20 and 2020/21 and is therefore not excessive.

Financial Implications

14. The comments of Corporate Finance are contained throughout the report.

Legal Implications

15. The Borough Solicitor can confirm that the calculations set out in this report fully accord with all necessary statutory requirements. As is mentioned in the body of the report, the Local Government Finance Act 1992 has been amended by both the Localism Act 2011 and section 41 of the Local Audit and Accountability Act 2014. Local authorities are now required to hold a referendum if there is an increase in the relevant basic amount of Council Tax of 4% or greater than its relevant amount of Council Tax for 2019/20.
16. The Cabinet's proposals for the 2020/21 Council Tax requirement, as set out in the attached report, do not require a referendum to be held and therefore the notification requirements as set out in section 41 of the Local Audit and Accountability Act do not apply.
17. Finally, Members must have regard to section 106 of the Local Government Finance Act 1992. This provides that a Member who has not paid an amount due in respect of Council Tax for at least two months after it becomes payable, may not vote on matters concerning the level of Council Tax or the administration of it. Therefore, any Council Members who are more than two months in arrears with their Council Tax payments must make a declaration to this effect at the beginning of the Council meeting.

Background Documents: The Council's Budget - Medium Term Financial Forecast 2020/21 - 2024/25 - Cabinet's Budget proposals approved on 13 February 2020

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