



HILLINGDON  
LONDON

**VIRTUAL**

# Council

# To all Members of the Council

**Date:** THURSDAY, 16 JULY 2020

**Time:** 7.30 PM

**Venue:** THIS IS A VIRTUAL  
MEETING

**Meeting  
Details:** Watch a live broadcast of this  
meeting on the Council's  
YouTube channel:  
[Hillingdon London](https://www.youtube.com/HillingdonLondon)

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[www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)

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**Contact:** Lloyd White, Head of  
Democratic Services

**Tel:** 01895 556743

**Email:** [lwhite@hillington.gov.uk](mailto:lwhite@hillington.gov.uk)

**Putting our residents first**

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

# Agenda

## 1 Apologies for Absence

Please notify the Head of Democratic Services as soon as possible if you are unable to attend the virtual meeting.

## 2 Minutes

1 - 22

To receive the minutes of the meetings held on 20 February and 14 May 2020  
(*attached*)

## 3 Roll Call and Declarations of Interest

The Head of Democratic Services will ask each Member in alphabetical order to declare that they are present and whether they have any declarations of interest in any matter before the Council.

**Please wait to be called then:**

- a) **unmute your microphone on your PC / tablet etc (if you are joining the meeting by telephone only, then please either locate the mute button or remain as quiet as possible until called upon to speak),**
- b) **state your name and if you have any declarations of interest to make,**
- c) **then please remember to, once again, mute your microphone or telephone.**

## 4 Report of the Head of Democratic Services

23 - 30

## 5 Mayor's Announcements

1. **To observe a minute's silence in memory of the recently departed:**
  - **Mr Terry Dicks, former Councillor (1974 – 1987) and Deputy Leader of the London Borough of Hillingdon and MP for Hayes & Harlington, (1983-1997)**
  - **Mr Tim McCarthy, Mayor's Escort 2011-12.**
2. **To receive the Mayoral Announcements.**
3. **The Mayor will call upon the Leader of the Council to make a statement in order to update all Members of the Council regarding the Council's ongoing response to the Covid19 pandemic.**

## 6 Public Question Time

31 - 32

To take questions submitted by members of the public in accordance with Council Procedure Rule 10.

## 7 Members' Questions

33 - 34

To take questions submitted by Members in accordance with Council Procedure Rule 11

**8 Motions**

**35 - 36**

To consider Motions submitted by Members in accordance with Council Procedure Rule 12

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# Agenda Item 2



HILLINGDON  
LONDON

## Minutes

### COUNCIL

20 February 2020

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

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

	<p><b>MEMBERS PRESENT:</b></p> <p>Councillors: Shehryar Ahmad-Wallana Ian Edwards Douglas Mills Lynne Allen Tony Eginton Richard Mills Simon Arnold Scott Farley Peter Money Jonathan Bianco Duncan Flynn John Morgan Mohinder Birah Neil Fyfe John Morse Wayne Bridges Janet Gardner Susan O'Brien Nicola Brightman Martin Goddard John Oswell Keith Burrows Raymond Graham Jane Palmer Roy Chamdal Becky Haggar Kerri Prince Alan Chapman John Hensley Ray Puddifoot MBE Farhad Choubedar Henry Higgins Devi Radia Judith Cooper Vanessa Hurhangee John Riley Philip Corthorne Allan Kauffman Paula Rodrigues Peter Curling Richard Lewis Scott Seaman-Digby 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</p>
	<p><b>OFFICERS PRESENT:</b> Fran Beasley, Jean Palmer, Paul Whaymand, Tony Zaman, Andy Evans, Raj Alagh, Lloyd White, Iain Watters, Mark Braddock, Morgan Einon, Beth Rainey and Nikki O'Halloran</p>
35.	<p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillors Bliss, Lakhmana, Lavery, Nelson and Sansarpuri.</p>
36.	<p><b>MINUTES</b> (<i>Agenda Item 2</i>)</p> <p><b>RESOLVED:</b> That the minutes of the meeting held on 16 January 2020 be agreed as a correct record.</p>
37.	<p><b>MAYOR'S ANNOUNCEMENTS</b> (<i>Agenda Item 4</i>)</p> <p>It was noted that Mayor's Quiz Nights had been scheduled for 24 March 2020 and 29 April 2020.</p>

38. **REPORT OF THE HEAD OF DEMOCRATIC SERVICES** (*Agenda Item 5*)

**(i) Urgent Implementation of Decisions**

Councillor Puddifoot moved, and Councillor Bianco 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) Update to the Council Constitution – The Council’s New Management Structure**

It was noted that there had been a slight change to the name of the new Building Services, Infrastructure and Business Improvement Directorate since the publication of the agenda. Councillor Puddifoot moved, and Councillor Bianco seconded, the recommendation as set out on the Order of Business and it was:

**RESOLVED: 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, noting it will come into effect on 1 July 2020; and**
- 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.**

**(iii) a) Members’ Allowances 2020/21**

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

**RESOLVED: That 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 of the report, for implementation from 1 April 2020, including, for 2020/21 a basic allowance of £11,482.59 to be payable to all councillors and special responsibility allowances (SRAs) to be paid in equal monthly instalments to councillors holding the responsibilities listed 1 to 16 in the following table:**

**That the Head of Democratic Services be authorised to increase the level of Basic Allowance and any SRAs agreed under this recommendation and recommendation b) below, each subsequent year in line with the annual Local Government Pay Settlement. All payments to be made in equal monthly instalments. The Basic Allowance includes intra borough travel and subsistence costs.**

		(£)
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 Fostering and Permanence Panel	13,015.93
16.	Cabinet Assistant	9,005.07

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

### (iii) b) Members' Allowances 2020/21

Councillor Puddifoot moved the recommendation as set out on the Order of Business. The motion was seconded by Councillor Bianco and put to a recorded vote:

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

Those voting against: None.

Those abstaining: The Mayor (Councillor Yarrow), the Deputy Mayor (Councillor Barnes), Councillors Ahmad-Wallana, Arnold, Bianco, Bridges, Brightman, Burrows, Chamdal, Chapman, Choubedar, Cooper, Corthorne, Denys, Deville, Edwards, Flynn, Fyfe, Goddard, Graham, Haggard, Hensley, Higgins, Hurhangee, Kauffman, Lewis, Makwana, Markham, Melvin, D Mills, R Mills, Morgan, O'Brien, Palmer, Puddifoot, Radia, Riley, Rodrigues, Seaman-Digby, Simmonds, Stead and Tuckwell.

The motion was carried and it was:

**RESOLVED: That SRAs of the following amounts be paid in equal monthly instalments to Councillors holding the following responsibilities:**

		(£)
17.	Leader of 2 <sup>nd</sup> Party	23,090.28
18.	Deputy Leader of 2 <sup>nd</sup> Party	5,937.79
19.	Chief Whip of 2 <sup>nd</sup> Party	5,937.79
20.	2 <sup>nd</sup> Party Lead on Scrutiny and Policy Overview Committee	5,937.79
21.	Party Lead on Planning Committee	5,937.79

### iv) Waiver of 6 Month Councillor Attendance Rule

The Mayor had agreed the inclusion of this item as a matter requiring urgent consideration. Councillor Puddifoot moved, and Councillor Bianco seconded, the recommendation as set out on the Order of Business. Following debate (Councillor Curling), it was:

**RESOLVED: That, pursuant to Section 85(1) of the Local Government Act 1972, Councillor Lakhmana's non-attendance at meetings of the authority due to ill health, be approved for a further period ending the day after the**

**Council meeting in September 2020 i.e. 11 September 2020.**

**39. GENERAL FUND REVENUE BUDGET, HOUSING REVENUE ACCOUNT AND CAPITAL PROGRAMME 2020/2021 (Agenda Item 6)**

Councillor Flynn moved, and Councillor Denys seconded, the suspension of Council procedure rule 14.4 to allow unlimited speaking time for the mover and seconder of the motion and the principal speaker / mover of the amendment and seconder of the amendment from the Labour Group.

**RESOLVED: That the mover and seconder of the budget motion and the principal speaker / mover and seconder of the principal amendment from the Labour Group be allowed unlimited speaking time on this item.**

Councillor Bianco moved, and Councillor Puddifoot seconded, the budget recommendations, as set out on the Order of Business.

Councillor Mathers moved, and Councillor Dhillon seconded, the following amendment:

**That the Cabinet be invited to consider the Labour Group's amendments to the Cabinet's budget proposals set out in the Council Tax Resolution and report back to the Council. These amendments include increasing the Council Tax uplift to 1.99%, or 3.99% including the Social Care Precept, and result in a Council Tax Requirement of £121,008,027 and Hillingdon Share of Band D Council Tax of £1,185.11;**

- i) **In relation to the General Fund Revenue Budget, the proposals are based on the budget proposals approved by Cabinet on 13 February 2020, subject to the following amendments:**

	<b>2020/21 £'000</b>	
<b>Council Tax Requirement based on Cabinet Proposals</b>		<b>120,786</b>
Increase the Council Tax uplift from 1.8% to 1.99%	222	<b>222</b>
Additional officers in the SEND team	49	
Additional Education Psychologists	146	
Urban Tree Challenge	50	
Feasibility Study for Solar Panels on Council owned assets	200	
Additional Youth Support Workers	196	
Police Officer Funding through MOPAC	114	
Green Spaces and Waterways patrol officers	56	
Fund a 10% discount of camera-style doorbells and PIR cameras for residents	55	
Introduce a small grants fund for celebrating diversity	10	
Introduce a new Care Leavers Council Tax Discount	50	
Freeze Council Tax (except the Social Care Precept) for CTRS clients	205	
Reduce Production of Hillingdon People	(40)	



Remove the Priority Growth Item: Military History Curator	(56)	
Remove the Priority Growth Item: Patrol Officers at Little Britain Lake	(60)	
Remove the Priority Growth Item: Live Interpretation for the Battle of Britain Bunker	(100)	
Reduction in Capital Financing Costs	(61)	
Increase drawdown from General Balances	(814)	<b>0</b>
<b>Council Tax Requirement based on Labour Group Proposals</b>		<b>121,008</b>
<b>Change in Council Tax Requirement</b>		<b>222</b>
<b>Decrease drawdown from General Balances</b>		<b>(222)</b>

ii) In relation to the General Fund Capital Budget, the proposals are based on the budget proposals approved by Cabinet on 13 February 2020, subject to the following amendments:

	2019/20 £'000	2020/21 £'000	2021/22 to 2024/25 £'000	Total £'000
<b>Capital Programme</b>	<b>85,516</b>	<b>87,568</b>	<b>271,179</b>	<b>444,263</b>
Drinking Fountains	0	38	0	38
Removal of the New Theatre	0	(1,000)	(43,000)	(44,000)
Removal of the Battle of Britain Bunker & Visitor Centre Enhancements	0	(100)	0	(100)
<b>Council Programme</b>	<b>85,516</b>	<b>86,506</b>	<b>228,179</b>	<b>400,201</b>

iii) In relation to the Housing Revenue Account Budget, the proposals are based on the budget proposals approved by Cabinet on 13 February 2020, subject to the following amendments to the HRA Capital Programme:

	2020/21 £'000	2021/22 to 2024/25 £'000	Total £'000
<b>Capital Programme</b>	<b>51,402</b>	<b>149,794</b>	<b>201,196</b>
Introducing CCTV cameras to all Council Housing blocks	1,200	4,800	6,000
Increase the rate of boiler replacements to more efficient boilers	1,067	0	1,067
Burglar Alarms for Council Tenants	100	0	100
<b>Council Programme</b>	<b>52,569</b>	<b>154,594</b>	<b>208,393</b>

Following debate (Councillors Bianco, Curling, Duncan, Eginton, Money, Puddifoot and Sweeting), the amendment was put to a recorded vote:

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

Those voting against: The Mayor (Councillor Yarrow), the Deputy Mayor (Councillor Barnes), Councillors Ahmad-Wallana, Arnold, Bianco, Bridges, Brightman, Burrows,

Chamdal, Chapman, Choubedar, Cooper, Corthorne, Denys, Deville, Edwards, Flynn, Fyfe, Goddard, Graham, Haggard, Hensley, Higgins, Hurhangee, Kauffman, Lewis, Makwana, Markham, Melvin, D Mills, R Mills, Morgan, O'Brien, Palmer, Puddifoot, Radia, Riley, Rodrigues, Seaman-Digby, Simmonds, Stead and Tuckwell.

Those abstaining: None.

The motion was lost.

Following further debate (Councillors Burrows, Corthorne, Curling, Eginton, Lewis, D. Mills, Morse, O'Brien, Palmer and Sweeting), the original motion was put to a recorded vote:

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

Those voting against: None.

Those abstaining: None.

The original motion was carried and it was:

**RESOLVED: That the Cabinet budget recommendations as set out below, be approved.**

- 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
<b>Band E</b>	<b>Band F</b>	<b>Band G</b>	<b>Band H</b>
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.**

The meeting, which commenced at 7.30 pm, closed at 9.30 pm.

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556743. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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HILLINGDON  
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## Minutes

### COUNCIL

14 May 2020

### VIRTUAL Meeting

Councillor David Yarrow (Mayor in the Chair - agenda items 1 to 4)  
Councillor Teji Barnes (Deputy Mayor - agenda items 1 to 4)

Councillor Teji Barnes (Mayor in the Chair - agenda items 5 to 12)  
Councillor Roy Chamdal (Deputy Mayor - agenda items 5 to 12)

	<p><b>MEMBERS PRESENT:</b></p> <p>Councillors: Shehryar Ahmad-Wallana Tony Eginton Richard Mills Lynne Allen Scott Farley Peter Money Simon Arnold Duncan Flynn John Morgan Jonathan Bianco Neil Fyfe John Morse Mohinder Birah Janet Gardner June Nelson Lindsay Bliss Martin Goddard Susan O'Brien Wayne Bridges Raymond Graham John Oswell Nicola Brightman Becky Haggart Jane Palmer Keith Burrows John Hensley Kerri Prince Roy Chamdal Henry Higgins Ray Puddifoot MBE Alan Chapman Vanessa Hurhangee Devi Radia Farhad Choubedar Allan Kauffman John Riley Judith Cooper Kuldeep Lakhmana Paula Rodrigues Philip Corthorne Eddie Lavery Raju Sansarpuri Peter Curling Richard Lewis Scott Seaman-Digby Nick Denys Heena Makwana David Simmonds CBE Alan Deville Michael Markham Jagjit Singh Jazz Dhillon Stuart Mathers Brian Stead Jas Dhot Carol Melvin Colleen Sullivan Janet Duncan Ali Milani Jan Sweeting Ian Edwards Douglas Mills Steve Tuckwell</p>
	<p><b>OFFICERS PRESENT:</b> Lloyd White, Mark Braddock, Morgan Einon, Beth Rainey and Nikki O'Halloran</p>
1.	<p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>There were no apologies for absence.</p>
2.	<p><b>ROLL CALL AND DECLARATIONS OF INTEREST</b> (<i>Agenda Item 2</i>)</p> <p>The Head of Democratic Services asked each Member in alphabetical order to declare that they were present and whether they had any declarations of interest in any matter before the Council. There were no declarations of interest.</p>
3.	<p><b>MAYOR'S ANNOUNCEMENT - 1 MINUTE SILENCE</b> (<i>Agenda Item 3</i>)</p> <p>The Mayor, Councillor David Yarrow, asked for a one minute silence to be observed in honour of:</p>

	<ul style="list-style-type: none"> <li>• Jill Rhodes, who had been a Councillor from 1998 to 2010 and Mayor from 2005 to 2006;</li> <li>• Kathy Langley, who had been Mayoress from 1992 to 1993, from 1998 to 1999 and from 2003 to 2004; and</li> <li>• All those residents in Hillingdon that had died to date as a result of COVID-19.</li> </ul>
4.	<p><b>ELECTION OF MAYOR 2020/2021</b> (<i>Agenda Item 4</i>)</p> <p>The Mayor had not anticipated ending his mayoral year at a virtual meeting. He thanked his Mayoress and provided the Council with examples of events that he had attended in the first nine months of his mayoralty. The Mayor thanked all Members for their support over the last year as well as those people and organisations that had supported his charities, particularly Councillor Jagjit Singh who had raised £4,000 for his charities through his marathon running. In addition, the Mayor was grateful to the Leader of the Council for agreeing to donate the £14k raised from textile recycling in the Borough to his charities which brought the total amount raised during the year to £50k.</p> <p>Nominations were invited for a Mayor to hold office for the 2020/21 municipal year. Councillor Barnes was nominated by Councillor Lavery and seconded by Councillor Makwana. There were no further nominations.</p> <p><b>RESOLVED: That Councillor Teji Barnes be elected as Mayor for the 2020/2021 municipal year.</b></p>
5.	<p><b>ACCEPTANCE OF OFFICE BY THE MAYOR</b> (<i>Agenda Item 5</i>)</p> <p>The newly elected Mayor signed the declaration of acceptance of office.</p>
6.	<p><b>APPOINTMENT OF DEPUTY MAYOR</b> (<i>Agenda Item 6</i>)</p> <p>The Mayor informed the Council that she had appointed Councillor Roy Chamdal as Deputy Mayor.</p> <p><b>RESOLVED: That the Deputy Mayor for 2020/2021 be noted.</b></p>
7.	<p><b>NEW MAYOR'S ANNOUNCEMENTS</b> (<i>Agenda Item 7</i>)</p> <p>The new Mayor noted that this was an unusual start to her mayoralty with a virtual meeting, a near empty Council Chamber, social distancing and a need to master muting and unmuting microphones. Although there were currently very few appointments in the mayoral calendar, the Mayor was aware that things would pick up at some point and that there would be a return to a norm. In the meantime, the Mayor would be looking to become more involved in virtual engagements rather than physical. These were times of new and unpredictable beginnings where adaptability would be key.</p> <p>The Mayor advised that her Mayoresses for the year would be Miss Roma Bell and Miss Elouisa Bell and her Escort would be Mr Cameron Swaran Bell. The Mayor stated that her nominated charity for the year would be the Centre for ADHD and Autism Support.</p>



8. **VOTE OF THANKS TO THE RETIRING MAYOR** (*Agenda Item 8*)

Councillor Puddifoot moved a vote of thanks to the retired Mayor, Councillor Yarrow, and his Mayoress, Mrs Mary O'Connor. This was seconded by Councillor Curling.

Councillor Puddifoot advised that, as the Council had come in under budget during the previous year, he would be recommending that Cabinet double the funds raised by Councillor Yarrow for his charities to £100k.

Councillor Goddard spoke in support of the vote of thanks to the outgoing Mayor, Councillor David Yarrow.

**RESOLVED: That the vote of thanks to the Outgoing Mayor, Councillor Yarrow, be agreed.**

9. **REPORT OF THE HEAD OF DEMOCRATIC SERVICES** (*Agenda Item 9*)

**9.1 APPOINTMENT OF CABINET**

It was noted that Councillor Puddifoot had made the following appointments:

<b>Position/Portfolio</b>	<b>Councillor</b>
Deputy Leader of the Council and Finance, Property and Business Services	Councillor Bianco
Planning and Transportation	Councillor Burrows
Housing and the Environment	Councillor Corthorne
Central Services, Culture and Heritage	Councillor Lewis
Community, Commerce and Regeneration	Councillor D. Mills
Education, Children and Youth Services	Councillor O'Brien
Social Care, Health and Wellbeing	Councillor Palmer

**9.2 RESULT OF BY-ELECTION.**

Members noted the following results of the Hillingdon East by-election held on 27 February 2020 where Colleen Sullivan of the Conservative Party had been elected a new Borough Councillor as follows:

<b>Candidate</b>	<b>Votes</b>
SULLIVAN Colleen Margaret Ann The Conservative Party Candidate	1,430
ROBERTS, Annelise Mary Gabrielle Labour Party	488
HOOPER, Chris Liberal Democrats	86
KEIR, Mark Alan Green Party	59
COURTENAY, Geoff UK Independence Party	16

There had been no change to the overall political balance of the Council as a result of the by-election.

10.	<p><b>COMMITTEE ALLOCATIONS AND MEMBERSHIP 2020/2021</b> (<i>Agenda Item 10</i>)</p> <p>Members were advised that an updated Health and Wellbeing Board membership had been circulated to Members. It was moved by Councillor Flynn, seconded by Councillor Radia, and:</p> <p><b>RESOLVED: That the appointment of Committees, Sub-Committees and their memberships, as set out in Minute Annex A, be approved.</b></p>
11.	<p><b>POLICY OVERVIEW AND SCRUTINY COMMITTEES' ANNUAL REPORT 2019/20</b> (<i>Agenda Item 11</i>)</p> <p>The Council received a report of the work covered by the Policy Overview and Scrutiny Committees in 2019/20. It was moved by Councillor R Mills, seconded by Councillor Edwards, and:</p> <p><b>RESOLVED: That the Policy Overview and Scrutiny Committees' Annual Report 2019/2020 be endorsed.</b></p>
12.	<p><b>STATEMENT BY THE LEADER OF THE COUNCIL</b> (<i>Agenda Item 12</i>)</p> <p>The Leader confirmed that the Council remained financially sound and continued to deliver services that were the envy of residents living in other local authorities. He believed that Hillingdon had some of the best local government staff and that this had been demonstrated over the last two months; these included staff in social care, refuse and recycling, green spaces, contact centre, housing, IT and finance. The Council had received many favourable communications and thanks from residents who appreciated the services being provided.</p> <p>113 Council staff who were unable to perform their normal duties had volunteered to use their skills to run the community hub. They had provided coordination and management, call handling and food delivery services as well as making onward referrals to H4All. Many Councillors from both political parties had also volunteered to assist with food and prescription deliveries.</p> <p>At a senior staff level, the Leader had continued to work closely with the Council's Director of Finance who, with his colleagues, had dealt efficiently with the financial aspects of the lockdown. On a daily basis, he also saw or spoke to the Council's Deputy Chief Executive who had been in the Civic Centre every day competently dealing with issues arising in all services at all levels.</p> <p>It had been said that difficult times could bring out the best in people. Across Hillingdon, very many residents had provided so many forms of voluntary services to those in need of help or protection. On behalf of all Members, the Leader was proud of all that they had done and continued to do.</p> <p>As he approached his 21<sup>st</sup> year as Leader of the Council, Councillor Puddifoot noted that Hillingdon was recognised as one of the best run councils in the country. Many years of strong financial and operational controls has meant that Hillingdon had been well placed to deal with the current challenges.</p> <p>The administration had been made up of Councillors with a range of skills who were also able to work together as a team. The Leader thanked them all for their service to the Borough.</p>

Councillor Puddifoot also thanked the opposition for the part that they had played at a Committee and Council level as well as the practical and common sense approach that they had taken over the past two months. He spoke regularly to the Leader of the opposition and was grateful for his support in these difficult times.

All Elected Members were there to serve and protect “our people, our environment and our heritage”. In these challenging times, Members remained committed to this objective. Whilst the national directive was to stay apart, Hillingdon Council would stay together and would continue to support and deliver for its residents. Stay alert. Stay safe.

#### **COMMITTEE ALLOCATIONS AND MEMBERSHIP 2020/2021**

The meeting, which commenced at 7.00pm, closed at 7.53pm.

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.

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## COMMITTEE MEMBERSHIP 2020/2021

### ORDINARY COMMITTEES

#### **EXECUTIVE SCRUTINY COMMITTEE: 8 (5-3)**

CONSERVATIVE	LABOUR
Higgins (Chairman)	Curling (Lead)
Riley (Vice-Chairman)	Money
Arnold	Prince
Bridges	
Denys	

Other Voting Members (for education related items only):

Parent Governor (3)	Vacant
Church of England Diocesan Representative	Vacant
Roman Catholic Diocesan representative	Anthony Little

#### **EXTERNAL SERVICES SELECT COMMITTEE: 8 (5-3)**

CONSERVATIVE	LABOUR
Riley (Chairman)	Mathers (Lead)
Denys (Vice-Chairman)	Milani
Arnold	Nelson
Hurhangee	
Radia	

#### **RESIDENTS, EDUCATION AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE: 9 (7-2)**

CONSERVATIVE	LABOUR
Bridges (Chairman)	Sweeting (Lead)
Morgan (Vice-Chairman)	Mathers
Chapman	
Kauffman	
Radia	
Rodrigues	
Sullivan	

Other Voting Members (for education related items only):

Parent Governor (3)	Vacant
Church of England Diocesan Representative	Vacant
Roman Catholic Diocesan representative	Anthony Little

#### **CORPORATE SERVICES, COMMERCE AND COMMUNITIES POLICY OVERVIEW COMMITTEE: 9 (6-3)**

CONSERVATIVE	LABOUR
R. Mills (Chairman)	Dhillon (Lead)
Hurhangee (Vice-Chairman)	Bliss
Bridges	Farley
Brightman	
Deville	
Goddard	

## COMMITTEE MEMBERSHIP 2020/2021

### SOCIAL CARE, HOUSING AND PUBLIC HEALTH POLICY OVERVIEW COMMITTEE: 9 (7-2)

CONSERVATIVE	LABOUR
Edwards (Chairman)	Eginton (Lead)
Makwana (Vice-Chairman)	Gardner
Cooper	
Deville	
Haggar	
Rodrigues	
Tuckwell	

*SUBSTITUTES FOR SCRUTINY AND POLICY OVERVIEW COMMITTEES ARE ALL COUNCILLORS EXCEPT THOSE IN THE CABINET, GROUP LEADERS AND CHIEF WHIPS.*

### CENTRAL & SOUTH PLANNING COMMITTEE: 9 (6-3)

CONSERVATIVE	LABOUR
Tuckwell (Chairman)	Duncan (Lead)
Chapman (Vice-Chairman)	Birah
Ahmad-Wallana	Dhillon
Brightman	
Chamdal	
Choubedar	

### NORTH PLANNING COMMITTEE: 9 (6-3)

CONSERVATIVE	LABOUR
Lavery (Chairman)	Oswell (Lead)
Higgins (Vice-Chairman)	Dhot
Haggar	Singh
Kauffman	
Melvin	
Morgan	

### MAJOR APPLICATIONS PLANNING COMMITTEE: 9 (6-3)

CONSERVATIVE	LABOUR
Lavery (Chairman)	Morse (Lead)
Tuckwell (Vice-Chairman)	Duncan
Haggar	Sansarpuri
Higgins	
Melvin	
Morgan	

### MAJOR APPLICATIONS PLANNING SUB-COMMITTEE: 7 (5-2)

CONSERVATIVE	LABOUR
Tuckwell (Chairman)	Duncan (Lead)
Lavery (Vice-Chairman)	Oswell
Brightman	
Haggar	
Morgan	

## COMMITTEE MEMBERSHIP 2020/2021

*(ALL PLANNING COMMITTEE MEMBERS AND ALL THAT HAVE RECEIVED APPROPRIATE PLANNING TRAINING TO BE SUBSTITUTES FOR ALL FOUR COMMITTEES)*

### PENSIONS COMMITTEE: 5 (3-2)

CONSERVATIVE	LABOUR
Goddard (Chairman)	Morse (Lead)
Corthorne (Vice-Chairman)	Eginton
Graham	
Substitutes	Substitutes
Fyfe	Dhillon
Markham	

### APPOINTMENTS COMMITTEE: 8 (5-3)

CONSERVATIVE	LABOUR
Puddifoot (Chairman)	Curling (Lead)
Bianco (Vice-Chairman)	Duncan
Burrows	Money
Corthorne	
D. Mills	
Substitutes	Substitutes
Lavery	Dhillon
Lewis	Eginton
O'Brien	Sweeting
Palmer	
R. Mills	
Riley	

### REGISTRATION & APPEALS COMMITTEE: 8 (5-3)

CONSERVATIVE	LABOUR
Flynn (Chairman)	Allen (Lead)
R. Mills (Vice-Chairman)	Dhot
Bridges	Singh
Denys	
Goddard	
Substitutes	Substitutes
Bianco	D. Mills
Burrows	O'Brien
Corthorne	Palmer
Edwards	Puddifoot
Higgins	
Lavery	

*SUBSTITUTES ON THIS COMMITTEE MAY COMPRISE CABINET MEMBERS FOR THE PURPOSES OF BEING MEMBERS OR SUBSTITUTE MEMBERS OF THE THREE SUB-COMMITTEES, BUT NO CABINET MEMBERS SHOULD SIT AS MEMBERS OF THE MAIN REGISTRATION AND APPEALS COMMITTEE*

\*\*\*\*\*

## COMMITTEE MEMBERSHIP 2020/2021

OTHER COMMITTEES / PANELS (OUTSIDE THE OVERALL CALCULATION BUT ALLOCATED ON THE BASIS OF OVERALL POLITICAL BALANCE)

### STANDARDS COMMITTEE: 4 (3-1)

CONSERVATIVE	LABOUR
Riley (Chairman)	Duncan(Lead)
Denys (Vice-Chairman)	
Bridges	
Substitutes	Substitutes
R. Mills	Allen
	Money

Non-voting Independent Person:

Mr David Smith

### AUDIT COMMITTEE: 4 (3-1)

CONSERVATIVE	LABOUR
Goddard	Eginton (Lead)
Lavery	
Flynn	
Substitutes	Substitutes
Graham	Dhillon
R. Mills	

Independent Member:

John Chesshire (Chairman)

**NO MEMBER OF CABINET OR EXECUTIVE SCRUTINY COMMITTEE MAY SIT ON AUDIT COMMITTEE.**

### LICENSING COMMITTEE: 10 (7-3)

CONSERVATIVE	LABOUR
Goddard (Chairman)	Allen (Lead)
Denys (Vice-Chairman)	Gardner
Arnold	Oswell
Lavery	
Melvin	
Stead	
Sullivan	

**N.B. NO SUBSTITUTES ALLOWED FOR LICENSING COMMITTEE**

### LICENSING SUB-COMMITTEE (2-1)

*The sub-committee to comprise three Members of the Licensing Committee (2 Conservative and 1 Labour) selected on a rota basis from the membership of the Licensing Committee. Meetings of the Sub-Committee must be chaired by either the Chairman or Vice-Chairman of the Licensing Committee.*



## COMMITTEE MEMBERSHIP 2020/2021

### APPOINTMENTS SUB COMMITTEE: 4 (3-1)

CONSERVATIVE	LABOUR
Puddifoot	Curling (Lead)
D. Mills	
Bianco	
Substitutes	Substitutes
Burrows	Duncan
Corthorne	Money
Lewis	
O'Brien	
Palmer	

### INVESTIGATING AND DISCIPLINARY SUB-COMMITTEE (SENIOR OFFICER): 4 (3-1)

CONSERVATIVE	LABOUR
Puddifoot	Curling (Lead)
D. Mills	
Bianco	
Substitutes	Substitutes
Burrows	Allen
Corthorne	Duncan
Lewis	Money
O'Brien	Sweeting
Palmer	

### APPEALS SUB-COMMITTEE (SENIOR OFFICER): 4 (3-1)

CONSERVATIVE	LABOUR
To be appointed as required.	Curling (Lead)

### GRIEVANCE SUB-COMMITTEE (SENIOR OFFICER): 4 (3-1)

CONSERVATIVE	LABOUR
To be appointed as required.	Curling (Lead)

## COMMITTEE MEMBERSHIP 2020/2021

**HEALTH AND WELLBEING BOARD:** *Outside of the overall calculation and subject to the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.*

Organisation	Name of Member	Substitute
<b>STATUTORY MEMBERS (VOTING)</b>		
Chairman	Councillor Palmer	Any Elected Member
Vice-Chairman	Councillor Bianco	Any Elected Member
Members	Councillor Burrows	Any Elected Member
	Councillor Corthorne	Any Elected Member
	Councillor Lewis	Any Elected Member
	Councillor D. Mills	Any Elected Member
	Councillor O'Brien	Any Elected Member
Councillor Puddifoot	Any Elected Member	
Healthwatch Hillingdon	Ms Lynn Hill	Mr Turkey Mahmood
Clinical Commissioning Group	Dr Ian Goodman	Dr Kuldhir Johal
For information Membership also includes:		
<b>STATUTORY MEMBERS (NON-VOTING)</b>		
Statutory Director of Adult Social Services	Mr Tony Zaman	Ms Sandra Taylor
Statutory Director of Children's Services	Mr Tony Zaman	Ms Sandra Taylor
Statutory Director of Public Health	Dr Steve Hajioff	Ms Sharon Daye
<b>CO-OPTED MEMBERS (NON-VOTING)</b>		
The Hillingdon Hospitals NHS Foundation Trust	Ms Sarah Tedford	Professor Elisabeth Paice
Central and North West London NHS Foundation Trust	Ms Robyn Doran	Mr Graeme Caul
Royal Brompton and Harefield NHS Foundation Trust	Mr Robert J Bell	Mr Nick Hunt
LBH	Mr Dan Kennedy	N/A
Clinical Commissioning Group (1)	<b>Vacancy</b>	Ms Caroline Morison
Clinical Commissioning Group (2)	Ms Sarah Crowther	Dr Kuldhir Johal

## REPORT OF THE HEAD OF DEMOCRATIC SERVICES

*Reporting Officer: Head of Democratic Services*

### (i) **TEMPORARY SUSPENSION OF COUNCIL PROCEDURE RULES FOR VIRTUAL COUNCIL MEETINGS ONLY**

**RECOMMENDATION:** That, under Standing Order 26.1, Council agrees to temporarily suspend the specific Standing Orders set out in this report for the purposes of holding virtual Council meetings with immediate effect. Furthermore, Council agrees the immediate resumption of these Standing Orders for any traditional [physical] Council meetings.

#### **Introduction**

1. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Regulations) 2020 were published on 2 April and came into force on 4 April. They remove the 'place' requirement so meetings can be held virtually. These are temporary national regulations and, unless the Council determines otherwise, will only last until May 2021.
2. To provide for the efficient and effective conduct of virtual Full Council meetings, it is proposed to temporarily suspend parts of the Standing Orders within the Council's Procedure Rules (Part 4, Schedule A of the Constitution). The proposed suspensions cater for the fact that there cannot be any physical attendance at virtual Council meetings, seek to ensure the meeting runs in a business-like way and, in respect of questions from the public, that technology is not a barrier to those who wish to put their views across and have a response from decision-makers.

#### **Suspension of standing orders**

3. Under Standing Order 26.1, if at least half of the whole number of members of the Council are present, they can vote to suspend Standing Orders with the exception of Standing Order 19.6 and 20.2 which are detailed later. Article 15 of the Constitution also requires that where parts of Standing Orders are to be suspended, to give the reasons for this and the duration of the suspension which is set out in this report.
4. For the avoidance of doubt, it is proposed that this is a temporary measure and will, upon both UK Government advice and if the Council determines, be resumed for traditional meetings.
5. It is also important to note that, as an alternative to suspension, Council can amend these Standing Orders. However, there is no ability to immediately amend them because under Standing Order 26.2, if a motion is proposed and seconded to amend Standing Orders it will stand adjourned without discussion to the next ordinary meeting of the Council (which would be in September). Hence, the route proposed to effect these changes is temporary suspension.

## Proposals

6. In light of the above, the suspension of the following Standing Orders is, therefore, proposed:

- i) **Questions from the Public (Standing Order 10.7)** – this relates to the questioner attending physically to ask a question at the meeting to the Member concerned when asked by the Mayor. It is recommended that this Standing Order be suspended temporarily. The existing (remaining) Standing Order 10.1 is sufficient to enable the question to still be put to the Leader or Cabinet Member for response. It is proposed that in the Leader or Cabinet Member's response they request the Head of Democratic Services to provide a written response to the questioner.
- ii) **Questions by Members (Standing Orders 11.5 and 11.6)** – it is proposed, in a similar way to above, that written responses are given. Standing Order 11.5 relates to how the response is given and Standing Order 11.6 relates to asking one supplementary question. Again, the existing (remaining) Standing Order 11.2 is sufficient to enable a Member's question to still be put to the Leader or Cabinet Member for response. It is proposed that in the Leader or Cabinet Member's response they request the Head of Democratic Services to provide a written response to the Member concerned.
- iii) **Recorded Votes (Standing Order 19.4)** – it is proposed to suspend this Standing Order which provides for a roll call to be entered into the minutes upon 7 Members present demanding it, e.g. before a vote on a motion. Instead a Group Leader will be able to request a recorded vote on behalf of 7 Members of their Group.

For 'normal' voting the existing (and remaining) Standing Order 19.3, allows for the Mayor to take a vote by show of hands, or if there is no dissent, by the affirmation of the meeting.

It is proposed that this affirmation be sought by the Mayor asking both Group Leaders to cast a normal or recorded vote on behalf of their whole Group. The Mayor will then ask if any Member wishes to vote differently to their Group. Time will be allowed for responses – either verbally or by using 'chat'. Such votes will then be recorded in the minutes in the usual way (by name in the case of recorded votes).

It is important to note that Standing Order 19.6 cannot be suspended. This does not relate to any collective recorded vote as above, but relates to an individual Member asking that their vote be recorded in the minutes.

- iv) **Rules of Debate on Motions (Standing Order 14.5 a-c and Standing Order 14.9 c)** - It is proposed to suspend these extracts of the two Standing Orders to provide for more structured debate in virtual meetings as follows on any motion:

**The proposed Order of Members speaking on Motions would, therefore, be:**

- i) Mover
- ii) Seconder

**NB :If an amendment is to be moved it will be listed on the Order of Business – move to vi) below:**

**If no amendment is to be moved then:**

- iii) One other speaker from either Group – pre notified by the Whips
- iv) Right of reply (mover of motion)
- v) Vote on motion – in accordance with the above, the Group Leaders to cast the vote on behalf of their Groups.

**NB: If a pre-notified amendment is to be moved:**

- vi) Mover of amendment
- vii) Seconder of amendment
- viii) One other speaker from either Group - pre-notified by the Whips
- ix) Right of reply (mover of amendment)
- x) Right of reply (mover of original motion)
- xi) Vote – in accordance with the above, the Group Leaders to cast the vote on behalf of their Groups.

To assist in this the Chief Whips will liaise with the Head of Democratic Services to provide a definitive list of notified speakers for each item. This will be the list that the Mayor will use to call those speaking, so all Members should be aware of this. However, Points or Order or Points of Personal explanation will still be permitted. If a Member wishes to utilise these then they should indicate to the Mayor verbally or by using the 'chat' facility.

- v) **General (Standing Order 22.1 and 24.1)** – Standing Order 22.1 relates to Members physically signing attendance sheets when they walk into the meeting. It is proposed to suspend this for virtual meetings because of the attendance roll call that takes place. Standing Order 24.1 relates to physically standing to speak and addressing their statements through the Mayor. As Members will be taking part virtually this will not be required.

## **Legal Implications**

The Local Authorities and Police and Crime Panels [Coronavirus] [Flexibility of Local Authority and Police and Crime Panel Meetings] [England and Wales] [Regulations] 2020, made pursuant to the Coronavirus Act 2020, permit local authority meetings to be held virtually.

The proposal set out in this report, if agreed by full Council, will allow the virtual meeting on 16 July 2020 to run effectively and democratically by permitting members of the public and Members of the Council to fully participate.

The Borough Solicitor can confirm that, subject to certain exceptions which are set out in the body of the report, Standing Order 26.1 of the Council Procedure Rules in the Constitution allow the Rules to be suspended by motion or without notice if at

least one half of the whole number of Members of the Council are present and vote accordingly. Suspension can only be for the duration of the meeting on 16 July.

BACKGROUND PAPERS: None

## (ii) 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 20 February 2020 Council meeting, the following decisions have been made using urgency procedures:

Date of Decision	Decision Type / Nature of Decision	Decision-Maker
12/02/2020	The Environmental And Recreational Initiatives Capital Budget 2019/20: Refurbishment Of Ruislip Lido Splash Pad/Water Feature	Leader of the Council and Cabinet Member for Finance Property & Business Services
24/02/2020	HRA Major Adaptations Programme 2019/20 DRAW-DOWN RELEASE NO 7 – works to assist disabled residents at home	Leader of the Council and Cabinet Member for Finance Property & Business Services
04/03/2020	CCTV Programme 2020/21: Urgent CCTV Installation at Long Lane, Hillingdon - RELEASE NO 1	Leader of the Council, Cabinet Member for Finance Property & Business Services and Cabinet Member for Community, Commerce and Regeneration
04/03/2020	Disabled Facilities Grant (DFG) 2019/20 - DRAW-DOWN RELEASE NO 7 – works to assist disabled residents at home	Leader of the Council and Cabinet Member for Finance Property & Business Services
10/03/2020	URGENCY DECISION: Award of Contract: Appropriate Service for Vulnerable Adults	Leader of the Council, Cabinet Member for Social Care, Health and Wellbeing and Cabinet Member for Education, Children & Youth Services
17/03/2020	URGENCY DECISION: ICT - Citrix Remote Access for First-Party and Third-Party Officers	Leader of the Council and Cabinet Member for Finance Property & Business Services
20/03/2020	ICT Equipment 2019/20: Award of the ePOS Tills Technology Contract to Capita and Associated Capital	Leader of the Council and Cabinet Member for Finance Property & Business Services

Date of Decision	Decision Type / Nature of Decision	Decision-Maker
	Release - RELEASE NO 31 – providing new modern tills and contactless payments at libraries.	
17/04/2020	URGENCY DECISION: New Allocation of Section 106 Contributions 2019/2020: Upgrade of Communal Emergency Lighting in 3 Corporate Respite Care Homes	Leader of the Council and Cabinet Member for Finance Property & Business Services
17/04/2020	Disabled Facilities Grant (DFG) 2020/21 - RELEASE NO 1 – works to assist disabled residents at home	Leader of the Council and Cabinet Member for Finance Property & Business Services
04/05/2020	Award of Contracts: Care and Wellbeing Services for People with Learning Disabilities and / or Autism.	Leader of the Council and Cabinet Member for Social Care, Health and Wellbeing
21/05/2020	Ruislip Lido Toilets Refurbishment: Appointment of Contractor & Associated Capital Release	Leader of the Council and Cabinet Member for Finance Property & Business Services
22/05/2020	Award of Contract for Servicing, Repair & Maintenance of Communal Housing & Corporate Gas Heating and Hot Water Installations - Lot 2.	Leader of the Council and Cabinet Member for Finance Property & Business Services
28/05/2020	Appointment of Contractor with Capital Release: Installing a Modular Classroom Unit at Hedgewood School	Leader of the Council and Cabinet Member for Finance Property & Business Services
29/06/2020	Contract Award: Triscott House and Cottesmore House Extra Care Support Services For Adults.	Leader of the Council and Cabinet Member for Social Care, Health and Wellbeing
03/07/2020	Housing Revenue Account Major Adaptations to Property 2020/21 - RELEASE NO 1 – works to assist disabled residents at home	Leader of the Council and Cabinet Member for Finance Property & Business Services

Background Papers: Decision Notices

**iii) CHANGES TO COMMITTEE MEMBERSHIPS 2020/2021**

**RECOMMENDATION:** That the following change to committee memberships for 2020/2021 as proposed by the Conservative Group, be approved:

- **Licensing Committee** – Councillor Chapman to replace Councillor Stead

**iv) UPDATE TO THE COUNCIL CONSTITUTION - DELEGATION OF POWERS UNDER PART 1 OF THE BUSINESS AND PLANNING BILL 2020**

**RECOMMENDATIONS: That:**

- a) **The Constitution be updated to delegate the exercise of the Council's powers under Part 1 of the Business and Planning Bill 2020 (once enacted) to the Deputy Chief Executive, Corporate Director of Resident Services in accordance with the following principles:**
- **A decision to grant or refuse an application for a Pavement Licence is to be taken by officers. Where a Licence is granted, this is to be for an initial period of 4 months. Subsequent extensions will also be for a 4 month period, with the maximum period of any initial licence and extensions being 12 months.**
  - **Any decision to revoke a Pavement Licence is to be taken by officers acting in consultation with the Chairman / Vice Chairman of the Licensing Sub Committee.**
  - **The Council to charge an Application Fee of £ 50 for each Pavement Licence and an Extension Fee of £ 20.**

**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 residents
2. The Constitution is reviewed on a regular basis to keep it up to date with legislative changes, best practice and that it continues to meet the needs of the political interface, which is integral to the efficient running of the Council.
3. The Business and Planning Bill was introduced in Parliament on 25 June 2020 on the basis of the Covid 19 pandemic and is shortly expected to become law. Part 1 of the Bill creates " pavement licences". A business selling food and drink for consumption on or off the premises may apply for a " pavement licence" to authorise the placement of removable furniture on part of a highway adjacent to the premises to assist in the sale, service and consumption of food or drink supplied from the premises. Any establishment selling food and drink may apply for pavement licence. Applications can therefore be expected from a variety of establishments including, for example, newsagents selling sandwiches, petrol stations and licensed premises.
4. It is expected that pavement licences will assist businesses in maximising their capacity to serve customers whilst adhering to social distancing rules. This is mainly due to strong scientific evidence of a lower risk of spreading Covid 19 outdoors.
5. The Bill creates a streamlined procedure to apply for pavement licences and imposes a very short timetable for considering applications.
6. Each application must be made electronically and the Council has discretion whether to charge a fee, but any fee cannot exceed £ 100. It is proposed that



Hillingdon's Application Fee is set at £ 50 and that the fee payable for a 4 month extension is £ 20 so that the total amount payable for a 12 month period is £ 90.

7. The fees charged by neighbouring boroughs are:
  - Hounslow - £ 100 (6 month licence)
  - Ealing - £ 100 (6 month licence)
  - Harrow - £ 100 (12 month licence)
  - Hammersmith & Fulham - £ 100 (3 month licence).
8. Each application must be publicised by the Council for public consultation for a period of 7 days commencing the day after receipt. If the Council does not determine the application within 7 days of the public consultation closing, the application is deemed to have been approved for a 12 month period.
9. None of the current provisions of the Council's Constitution apply to applications for pavement licences. Further, as licensing functions are non-executive functions of the Council, they do not fall within the remit of either Cabinet or a Cabinet Member. It is therefore for Full Council to determine how the Council's powers under Part 1 of the Bill are to be exercised.
10. Given the large number of potential applications and the very tight timescale for the Council to consider these applications, it is recommended that decisions on whether to grant or refuse an application be delegated to the Deputy Chief Executive, Corporate Director of Resident Services in accordance with her Scheme of Delegation.
11. The Bill also provides for licences to be revoked in the event of anti-social behaviour occurring or if licence conditions are breached. It is proposed that decisions on whether to revoke a licence are taken by officers in consultation with the Chairman / Vice Chairman of the Licensing Sub Committee.

### **Updating and Publication of the Constitution**

12. The updated constitution will be available on the Council's website: [www.hillingdon.gov.uk](http://www.hillingdon.gov.uk).

### **Financial Implications**

13. The Council is empowered to seek income from Fees and Charges to service users across a wide range of activities. This report outlines new legislation that grants the Council power to set a Pavement Licence fee for eligible businesses.
14. As stated in the February MTFB budget report, the Council benchmarks Fees and Charges against those of neighbouring authorities and other service providers, with charges being set at a maximum of 90% of the relevant benchmark for residents, and at benchmark for non-residents. The Council will apply this policy to the Pavement Licence fee and grant a licence for an initial four month period.
15. The setting of this fee should provide some income towards meeting existing budgeted income targets which have been adversely impacted by the Covid 19

pandemic. It will also help to ensure that businesses only apply for a licence if they intend to use it and recognises the resources required in processing and administering such licences.

### **Legal Implications**

16. The Borough Solicitor has checked the proposed update of the Constitution and confirms that it is compliant with relevant legislation. Under the terms of the Constitution it is for Full Council to decide whether or not to approve the proposed amendment.

Background Papers: Nil

## QUESTIONS FROM MEMBERS OF THE PUBLIC

### **6.1 QUESTION FROM MR KIRAN DAURKA OF HARLINGTON ROAD, UXBRIDGE TO THE LEADER OF THE COUNCIL - COUNCILLOR PUDDIFOOT:**

Given recent events and the proper discussions now on-going around the UK, why does this borough not commit to raising awareness about race issues as part of a dedicated Black History Month? Does the Council not agree that black lives matter too?

### **6.2 QUESTION FROM KIRI KANKHWENDE OF HEMMEM LANE, HAYES TO THE LEADER OF THE COUNCIL - COUNCILLOR PUDDIFOOT:**

In light of the recent Black Lives Matter protests across the world and the country, which have highlighted the ongoing issue of structural racism and the need for education, a deeper understanding of UK history and context, would the Council consider reinstating Black History Month in Hillingdon *in addition to* diversity celebrations in the borough, considering it as a vital educational resource about racism, justice and equality rather than a 'celebration' of diversity, which is easily done at any time of year and indeed is already marked through Hayes carnival and other events in the borough?

### **6.3 QUESTION FROM MR ROY STOUT OF MATERIAL WALK, HAYES TO THE LEADER OF THE COUNCIL - COUNCILLOR PUDDIFOOT:**

Why does the Borough refuse to acknowledge Black History Month despite the diversity of its constituents?

### **6.4 QUESTION FROM DR KAINTH OF HAYES TO THE LEADER OF THE COUNCIL - COUNCILLOR PUDDIFOOT:**

It has come to my attention that Hillingdon does not acknowledge or celebrate Black History Month. Does the Borough not value the rich and diverse population here and does it not recognise that education regarding race and difference promotes unity. Will the Borough introduce Black History Month?

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## QUESTIONS FROM MEMBERS

### **7.1 QUESTION SUBMITTED BY COUNCILLOR DUNCAN TO THE LEADER OF THE COUNCIL - COUNCILLOR PUDDIFOOT:**

As the government has now confirmed that it will provide postcode information to councils will the Council add regular, local, updated information about the number of Covid 19 cases and deaths in the borough, by ward if possible, to the Council's website? This would give residents much needed, easily accessible, reliable evidence of what is happening in their area, reassure parents that it is safe to send their children to school, older residents that it is safe to shop and warn of any spikes that may occur?

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## MOTIONS

### 8.1 MOTION FROM COUNCILLOR CURLING

That this Council recognises that local history and heritage contributes significantly to the borough's 'Feel Proud' initiatives as well as the general promotion of Civic pride in our borough. Council also recognise that history needs to be kept in context, but give an honest account of events, even if it is a negative aspect of our history, and that a truthful, 'warts and all', account of history contributes much more towards our learning and our Civic pride, than re-writing history to either ignore the negative aspects or try to expunge them from existence.

In more recent times black people have contributed significantly to our nation and our borough. We all owe a great deal of gratitude to the Windrush Generation for the commitment to our society, all of which needs to be recognised and celebrated.

Council therefore calls on the Cabinet to re-introduce Black History Month, but not just in name and not just as a tokenistic gesture, but as part of our local history and heritage activities to celebrate the significant contribution that black history has made to the borough and how people like local resident William Wilberforce, campaigned for the abolition of slavery.

### 8.2 MOTION FROM COUNCILLOR MATHERS

That the Coronavirus pandemic has changed the way we view the value of key workers in our society. Those working in frontline services to ensure health and well-being have been applauded on many Thursday evenings during our lockdown across the country and continue to be admired by the public.

That this Council notes our thanks to the incredible effort that all key workers have played and continue to play in keeping our residents safe from Coronavirus, including our own councils staff and those staff who our part of our supply chain in delivering public services in Hillingdon.

That this Council recognises the important contribution that paid care workers provide in supporting our most vulnerable residents especially during the continuing pandemic.

That this Council believes in quality care and fair treatment for care workers and notes that 45 local authorities in the UK have shown they take quality social care provision seriously by signing up to UNISON's Ethical Care Charter. The objective behind the Charter is to establish a minimum baseline for the safety, quality and dignity of care by ensuring employment conditions which do not routinely short change clients and ensure the recruitment and retention of a more stable workforce through more sustainable pay, conditions and training levels. The Charter has been endorsed by both the Communities and Local Government Select Committee and the British Medical Association.

The Charter is broken down into three stages to ensure that standards can be achieved for all care provided and/or commissioned through councils in an effective and timely manner.

Stage 1:

- The time allocated to visits will match the needs of the clients. In general, 15-minute visits will not be used as they undermine the dignity of the clients
- Care workers will be paid for their travel time, their travel costs and other necessary expenses such as mobile phones
- Visits will be scheduled so that care workers are not forced to rush their time with clients or leave their clients early to get to the next one on time
- Those workers who are eligible must be paid statutory sick pay

Stage 2:

- Clients will be allocated the same care worker(s) wherever possible
- Zero hour contracts will not be used in place of permanent contracts
- Providers will have a clear and accountable procedure for following up staff concerns about their clients' wellbeing
- All care workers will be regularly trained to the necessary standard to provide a good service (at no cost to themselves and in work time)
- Care workers will be given the opportunity to regularly meet co-workers to share best practice and limit their isolation

Stage 3:

- All care workers will be paid at least the Living Wage Foundation Living Wage.
- If Council employed care workers paid above this rate are outsourced it should be on the basis that the provider is required, and is funded, to maintain these pay levels throughout the contract
- All care workers will be covered by an occupational sick pay scheme to ensure that staff do not feel pressurised to work when they are ill in order to protect the welfare of their vulnerable clients.

That this Council will therefore:

- i) Commit to adopting stage 1 of the above charter within 12 months and then adopt the full charter by 2023.
- ii) Convene a review group with representation from providers, local NHS and Trade Union representatives to work on a plan for adopting the full charter.