



HILLINGDON
LONDON

VIRTUAL

Council

To all Members of the Council

Date: THURSDAY, 25 FEBRUARY
2021

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](#)

View the agenda online at
www.hillingdon.gov.uk

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2021

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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

Agenda

- 1 Apologies for Absence
- 2 Minutes 1 - 12

To receive the minutes of the meeting held on 14 January 2021 (*attached*)
- 3 Roll Call & 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 13 - 24
- 5 Mayor's Announcements
 1. **To receive the Mayoral Announcements**
 2. **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 General Fund Revenue Budget, Housing Revenue Account and Capital Programme 2021/2022 25 - 32

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:

[The Council's Budget - Medium Term Financial Forecast 2021/22 - 2025/26](#)

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

Minutes

COUNCIL

14 January 2021

VIRTUAL



HILLINGDON
LONDON

Councillor Teji Barnes (Mayor)
Councillor Roy Chamdal (Deputy Mayor)

	<p>MEMBERS PRESENT: Councillors: Shehryar Ahmad-Wallana Duncan Flynn John Morse Lynne Allen Janet Gardner June Nelson Simon Arnold Martin Goddard Susan O'Brien Jonathan Bianco Raymond Graham John Oswell Mohinder Birah Becky Haggart Jane Palmer Wayne Bridges John Hensley Kerri Prince Nicola Brightman Henry Higgins Sir Ray Puddifoot MBE Keith Burrows Vanessa Hurhangee Devi Radia Alan Chapman Allan Kauffman John Riley Farhad Choubedar Kuldeep Lakhmana Paula Rodrigues Judith Cooper Eddie Lavery Raju Sansarpuri Philip Corthorne Richard Lewis Scott Seaman-Digby Peter Curling Heena Makwana David Simmonds CBE Nick Denys Michael Markham Jagjit Singh Alan Deville Stuart Mathers Brian Stead Jazz Dhillon Carol Melvin Colleen Sullivan Jas Dhot Ali Milani Jan Sweeting Janet Duncan Douglas Mills Steve Tuckwell Ian Edwards Richard Mills David Yarrow Tony Eginton Peter Money Scott Farley John Morgan</p>
	<p>OFFICERS PRESENT: Fran Beasley, Paul Whaymand, Tony Zaman, Dan Kennedy, Perry Scott, Mike Talbot, Raj Alagh, Lloyd White, Mark Braddock, Morgan Einon, Beth Rainey and Nikki O'Halloran</p>
36.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies for absence had been received from Councillor Lindsay Bliss.</p>
37.	<p>MINUTES (<i>Agenda Item 2</i>)</p> <p>Councillor Sweeting moved, and Councillor Duncan seconded, the following amendment to the minutes of the last meeting to be included at the bottom of page 5 of the agenda, item 6.1:</p> <p>“...so that parents living in the South of the Borough will no longer need to seek places at schools in the North of the Borough or at out Borough schools due to lack of places and choice as is currently the situation.”</p> <p>On being put to the vote, the amendment was agreed and it was:</p>

RESOLVED: That the amended minutes of the meeting held on 19 November 2020 be agreed as a correct record.

38. **ROLL CALL AND DECLARATIONS OF INTEREST** (*Agenda Item 3*)

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 Council. There were no declarations of interest.

39. **REPORT OF THE HEAD OF DEMOCRATIC SERVICES** (*Agenda Item 4*)

i) Temporary Suspension of Council Procedure Rules for the Virtual Council Meeting Only

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

RESOLVED: That, under Standing Order 26.1, the specific Standing Orders set out in the report be temporarily suspended for the purposes of holding this virtual Full Council meeting only, with immediate effect.

ii) Urgent Implementation of Decisions

The recent urgent decisions taken were noted.

iii) Statement from the Leader of the Council

Councillor Sir Ray Puddifoot advised that he would be resigning as Leader of the Council, effective from after the vote to elect a new Leader of the Council. In his twenty years as Leader of the Council, there had never been a challenge as great as COVID-19.

The Leader noted that Hillingdon was one of the best councils in the country which was thanks to an ambitious direction of travel. He paid tribute to and thanked those who had helped Hillingdon to become the success that it was today. The Council had some of the best staff in local government including Democratic Services, Green Spaces, Finance, housing, transport, ICT and Legal.

Councillor Sir Ray Puddifoot thanked his colleagues in the Conservative Group for their contribution. Whilst they all had individual skills, they were also able to work effectively as a team.

The opposition had also played its part in the success of the Council. The Leader had seen nine changes in the leadership of the opposition during his 20 years as Leader of the Council. He thanked Councillor Peter Curling for his understanding and common-sense approach which had helped see the Council through the pandemic over the last ten months.

The Leader thanked the residents, residents' groups and charities that worked with the Council to help make Hillingdon a good place to live. He would be stepping down as Leader in the knowledge that Hillingdon had the administration, resources and staff to see the Council through the current pandemic and beyond.

iv) Appointment of The Leader of the Council.

Councillor Sir Ray Puddifoot moved, and Councillor O'Brien seconded, the recommendation as set out in the Order of Business. Following debate (Councillor Curling), it was:

RESOLVED: That Councillor Ian Edwards be appointed as Leader of the Council until the Annual Meeting immediately following the ordinary election of Councillors in May 2022.

v) Vote of Thanks

Councillor Edwards moved, and Councillor Bianco seconded, the vote of thanks to the outgoing Leader, Councillor Sir Ray Puddifoot. Following debate (Councillors Curling, Hensley and Simmonds), it was:

RESOLVED: That the vote of thanks to the outgoing Leader, Councillor Sir Ray Puddifoot, be approved.

vi) Statement from the Leader of the Council and Appointment of Cabinet

Although there had been a change to the leadership, the new Leader of the Council, Councillor Edwards, advised that there would be no changes to the services delivered to residents and that the Council would continue to put residents first. Issues such as the third runway at Heathrow and HS2 would continue to remain important but the Council would also look to introduce innovative uses of technology to speed up processes and reduce costs.

Currently, focus needed to remain on beating the pandemic. Residents had already showed their capacity to come together during these difficult times. It was noted that the voluntary sector had played a core role helping the Borough through this period. Further work was still needed to find new ways to help young people to meet their potential, to increase the amount of affordable housing available to residents in the Borough and to work even more closely with the police to ensure that Hillingdon remained amongst the most desirable places to live in London.

The following appointments made by the Leader of the Council were noted:

Position/Portfolio	Councillor
Deputy Leader and Property & Infrastructure	Councillor Jonathan Bianco
Finance	Councillor Martin Goddard
Environment, Housing & Regeneration	Councillor Eddie Lavery
Corporate Services & Transformation	Councillor Douglas Mills
Families, Education & Wellbeing	Councillor Susan O'Brien
Health & Social Care	Councillor Jane Palmer
Public Safety & Transport	Councillor John Riley

vii) Changes to Committee Memberships

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

RESOLVED: That the following changes to committee memberships for 2020/2021 as proposed by the Conservative Group, be approved:

- **Executive Scrutiny Committee – Councillors Burrows and Corthorne to replace Councillors Higgins and Riley.**
- **External Services Select Committee – Councillor Graham to replace Councillor Riley.**
- **Corporate Services, Commerce & Communities Policy Overview Committee – Councillor Choubedar to replace Councillor Goddard.**
- **Social Care, Housing and Public Health Policy Overview Committee – Councillor Corthorne to replace Councillor Edwards.**
- **North Planning Committee - Councillor Yarrow to replace Councillor Lavery.**
- **Major Applications Planning Committee – Councillor Chapman to replace Councillor Lavery.**
- **Major Applications Planning Sub-Committee – Councillor Higgins to replace Councillor Lavery.**
- **Appointments Committee – Councillors Edwards, O’Brien and Lavery to replace Councillors Burrows, Corthorne and Sir Ray Puddifoot as members of the Committee.**
- **Appointments Sub-Committee - Councillor Edwards to replace Councillor Sir Ray Puddifoot as a member of the Committee and substitute members to comprise the remaining members of the Cabinet.**
- **Registration and Appeals Committee – Councillor Arnold to replace Councillor Goddard as a member of the Committee.**
- **Audit Committee – Councillors Graham and R.Mills to replace Councillors Goddard and Lavery. Councillor Morgan to be a substitute.**
- **Licensing Committee - Councillors Graham and Hensley to replace Councillors Goddard and Lavery. Councillor Morgan to be a substitute.**
- **Investigating and Disciplinary Sub-Committee – Councillor Edwards to replace Councillor Sir Ray Puddifoot as a member of the Committee and substitute members to comprise the remaining members of the Cabinet.**
- **Health and Wellbeing Board –Councillors Edwards, Goddard, Lavery and Riley to replace Councillors Burrows, Corthorne, Lewis and Sir Ray Puddifoot as members of the Board. NB: The Chairman to remain the same but the Vice-Chairman to become the Cabinet Member for Families, Education & Wellbeing.**

viii) Committee Chairmanships:

The Head of Democratic Services asked the Members of each of the following Committees to agree the proposed changes to their Chairmanship / Vice-Chairmanship:

- **Executive Scrutiny Committee - Chairman - Councillor Burrows & Vice-Chairman - Councillor Bridges.**
- **External Services Select Committee - Chairman - Councillor Denys and Vice-Chairman – Councillor Radia.**
- **Social Care, Housing and Public Health Policy Overview Committee – Chairman – Councillor Corthorne.**
- **North Planning Committee – Chairman - Councillor Higgins and Vice-Chairman – Councillor Morgan.**
- **Major Applications Planning Committee – Chairman – Councillor Higgins.**
- **Major Applications Planning Sub-Committee – Vice- Chairman - Councillor**

Higgins.

- **Appointments Committee** – Chairman – Councillor Edwards.
- **Licensing Committee** –Chairman - Councillor Arnold and Vice-Chairman – Councillor Chapman.

ix) Appointment of Council Champion

This item had been included as a late item with the approval of the Mayor. In accordance with Article 4 of the Constitution, Council was asked to consider the appointment of a Member as a Council Champion under the generic Terms of Reference approved by full Council on 29 June 2006, (revised February 2009) with additional guidance approved by the Leader of the Council to reflect specific responsibilities associated with the portfolio as shown.

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

RESOLVED: That Councillor Sir Ray Puddifoot be appointed as Council Champion for the Armed Forces.

40. **MAYOR'S ANNOUNCEMENTS** (*Agenda Item 5*)

The Mayor thanked the outgoing Leader of the Council, Councillor Sir Ray Puddifoot, for his long and successful time at the helm of the Council and hoped that he would enjoy his new freedom. She congratulated Councillor Edwards on his election as the new Leader of the Council and noted that he would have big boots to fill.

It was noted that the clap for heroes had restarted in January 2021. The Mayor thanked the many services, volunteers, charities and individuals that worked hard to make residents' lives better. She thanked the Fassnidge Memorial Trust, Yiewsley and West Drayton Foodbank, Bell Farm Christian Centre, Addiya Maya Chakra Temple and all of the foodbanks that had supplied food to hungry residents.

The Mayor also thanked Hillingdon Samaritans, Age UK, Hillingdon 4 All and the Centre for ADHD and Autism Support for their continuous communication with all age groups that had been suffering emotionally or feeling isolated. She thanked Halo and Bereavement Care for taking the time to make calls and listen to those who had lost a loved one during the pandemic, to the pandemic. She thanked the Council's waste team, social care team, dementia team and children's care service team. She noted the hard work of charities, societies and care home staff around the Borough which deserved recognition. Individuals such as "the neighbour" and "the friend" who had checked on others who might have been struggling should also be recognised and she commended the committed teaching staff and parents around the Borough as well as NHS staff.

The Mayor acknowledged that she had not included the many individuals and groups of people who should be commended but noted that they were all recognised in this message. She gave a heartfelt thank you to all of these heroes who were very much appreciated.

Statement from the Leader of the Council

The resurgence of the pandemic had required the Council to adapt but it continued to provide services to residents other than those services required to be closed under the lockdown restrictions. Investment in mobile technology had enabled those staff

who did not need to go to the Civic Centre to be able to work remotely and all meetings were now being held virtually.

Since November 2020, there had been no significant change in the Council's financial position with a net in-year underspend of £3.3m up to November 2020. Unallocated reserves were project to be £31.2m at the end of the year. In addition, there were earmarked reserves of £9.1m that had been set aside to manage unfunded COVID-related expenditure. This was estimated to be sufficient to prevent any calls on general reserves.

The increasing seriousness of the spread of the new variant of the COVID virus had been national news for some weeks; the rise in hospitalisations and deaths was of great concern and the situation locally was no different. The infection rate, which was a seven-day moving average per 100,000 residents, had been 799 yesterday which was double the rate at the last Council meeting. The positivity rate, which was the percentage of residents tested that were found to have COVID, had risen from 9.8% to 22.3% over the same period. This was thought to be an important measure as the higher the positivity rate, the more prevalent the infection amongst the community. The rate had been above 20% since the turn of the year and it was too early to see any emerging trend that this might be lowering locally.

It was sombre to note that, since Council last met, a further 81 Hillingdon residents had died having had a Coronavirus diagnosis within the previous 28 days. This took the total number of such deaths to 417. Health services had been under enormous pressure with full occupancy of all intensive care and acute respiratory beds in Hillingdon Hospital. To help reduce the pressure on nurses and doctors, it would be important that everyone follow Government guidelines and obey the regulations. A great deal of residents and businesses had fully complied, but the Council needed to be tough with those that had not. To this end, the Leader had requested that the Council work even more closely with the police to identify and tackle residents and businesses that were putting lives at risk by ignoring the rules. Officers would now immediately issue fixed penalty notices for the most flagrant breaches and, in all other cases, after a single warning had been given and ignored.

The temporary mortuary at Breakspear Crematorium, which was run by Westminster City Council, had been re-established and would become operational the following week. On a more positive note, the Council had been providing and staffing testing centres at the Civic Centre and Beck Theatre for use by asymptomatic staff and residents. Council staff that were required to attend work were being encouraged to be tested every 3-5 days.

41. **STATEMENT OF LICENSING POLICY** (*Agenda Item 6*)

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

RESOLVED: That the Statement of Licensing Policy be adopted with effect from 14 January 2021 to 14 January 2026

42. **COUNCIL TAX BASE AND BUSINESS RATES FORECAST 2021/2022** (*Agenda Item 7*)

Councillor Goddard moved, and Councillor Edwards 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 2021/22 shall be 102,071.
- c) authority be delegated to the Corporate Director of Finance to submit the 2021/22 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 approved.

43. **MEMBERS' QUESTIONS** (*Agenda Item 8*)

8.1 QUESTION SUBMITTED BY COUNCILLOR SWEETING TO THE CABINET MEMBER FOR FINANCE - COUNCILLOR GODDARD:

"Please could the Cabinet Member provide an audit of capital funds spent on footway repairs in Hillingdon for financial years 2018/19, 2019/20 and the current financial year, 2020/21 including the tranche of monies as reported in the Capital Release report of November 2020 broken down into wards currently served by:

1. *Conservative Councillors*
2. *Labour Councillors."*

Councillor Goddard advised that carrying out an audit of the capital funds spent for each of the specified financial years and broken down as requested would be both time consuming and costly. Given the amount of detail that would need to be provided, he proposed that an extract from the financial records be provided to Councillor Sweeting via email.

By way of a supplementary question, Councillor Sweeting asked why there was such a significant difference between the amount of money spent by the Council in the last three years on pavement repairs in the wards served by Conservative Councillors compared to wards served by Labour Councillors, as highlighted in the capital release report on 5 November 2020. The report had showed that only 4 out of 42 footpaths earmarked for repair had been in Labour wards, resulting in some 91% (over £4.7million) of the capital monies being spent in Conservative wards compared to 9% (less than £400k) allocated to Labour wards. This followed the same pattern of the preceding two years when 90% and 88% of funds were spent in Conservative wards compared to just 10% and 12% respectively spent in Labour wards. Councillor Sweeting questioned whether residents in Conservative wards happened to crack their pavements more easily than residents in Labour wards, or whether there was some more obvious reason as Labour Councillors reported pavement dilapidation regularly and thoroughly but often to no avail. She requested a written response to her supplementary question as well as her initial question.

Councillor Goddard stated that he did not want to second guess the answers that might be provided in his response to the initial question. However, he believed that the work had been carried out as the result of direct requests from Ward Councillors and residents and was not aware of a track record of Labour Members requests being refused. It was likely that Conservative Members had been more proactive than

Labour Members.

[WRITTEN RESPONSE: *I have provided an analysis of footways expenditure allocated by Ward for the last two full financial years (in Minute Annex A to these minutes) and as reflected in the capital release decision taken in November 2020 in respect of the current financial year.*

As it is clearly a related subject and that it would be an inconsistency to consider one without the other, I have also included an analysis of expenditure across the three years on carriageways, similarly allocated by ward.

I offer you the following observations about this:

1. An argument is frequently made by the opposition that this administration invests far greater funds North of the A40 (which are all Conservative wards) as opposed to South of the A40 (where all the Labour wards are situated). However, if you take a look at the total expenditure across the three financial years, £6,066,966 has been spent on footways North of the A40, whilst £8,425,038 has been spent in the South.

Similarly, on carriageways, £4,348,244 has been spent in the North in the three years, whilst £9,602,698 has been invested in the South.

In summary, out of total expenditure in the three years of £28.4 million in the Borough on footways and carriageways together, over £18 million has been spent in the South.

2. There are 525 Street Champions registered in the Borough. 358 are situated in Conservative wards, whilst only 167 are in Labour wards. Over the three-year period, 141 defects have been reported and all rectified. There is no record of any of these rectification requests being refused by the Leader of the Council. Furthermore, a review of Members' Enquiries has also not revealed any evidence of refusals of requests for rectification work.

This supports the provisional response that I gave you at Council, when I said that the ward by ward expenditure analysis is far more a function of greater pro activity on the part of local residents and their elected representatives, than it is about political bias, as you attempted to suggest.]

8.2 QUESTION SUBMITTED BY COUNCILLOR DUNCAN TO THE CABINET MEMBER FOR ENVIRONMENT, HOUSING & PLANNING – COUNCILLOR LAVERY:

“The Community Infrastructure Levy (CIL) has been collected for some years now. Despite repeated requests by individual councillors and Planning and REESPOC Committees for this information to be released on a ward basis, the same as for Section 106 reporting, this has not happened. The information is available by ward. Could the Cabinet Member please arrange for its release, by ward, to all councillors by the end of this month?”

Councillor Lavery advised that Section 106 and Section 278 legal agreements related to the planning need that arose from developments and covered a range of matters including highway improvement schemes, affordable housing and improvements to parks. The money would be spent in or close to the ward where the development occurred.

Community Infrastructure Levy (CIL) was a general levy paid by developers based on the size of the development towards improvements to community infrastructure. These contributions were used by the Council to make capital improvements to facilities but, given the nature of these facilities, they might not be in the ward where the development occurred.

The Council had met its statutory requirement to publish an annual CIL Statement on its website for each of the last five financial years. These statements set out details of the types of community infrastructure that had been funded across the Borough using Hillingdon CIL receipts on projects identified within the capital finance and Chrysalis programmes.

The annual CIL report for 2019/20, which would include a comprehensive breakdown of the collection of CIL funding for the year, had already been scheduled for presentation to the Residents, Education and Environmental Services Policy Overview Committee (REESPOC) in February 2021.

By way of a supplementary question, Councillor Duncan advised that she understood the basis of CIL and that money spent in one ward could be spent on infrastructure elsewhere. Councillor Duncan did not want aggregate figures or total numbers and asked that the information provided to REESPOC be broken down by ward (as she had been advised that this was possible) and made available to all Councillors at the same time.

Councillor Lavery stated that he had already answered the question and given his reply.

8.3 QUESTION SUBMITTED BY COUNCILLOR MORSE TO THE LEADER OF THE COUNCIL – COUNCILLOR EDWARDS:

“The Sub National Population Projections (SNPP) dated 2019 confirms that the borough had approximately 42,000 people who are in the current highest vaccination priorities of 1 to 5.

“Is the Council able to confirm the number of vaccination sites and transport arrangements needed to minimise the time for this process to be completed and be able to provide weekly reports on the number of people vaccinated?”

Councillor Edwards advised that the vaccination rollout was a health led programme but that the Council had been working in partnership with health colleagues to find suitable sites for the vaccination centres. The vaccination programme was under central NHS command and control, was expanding daily and had been broadly organised into two streams:

1. mass vaccination centres had been set up across the country organised centrally with no local involvement. The open units had not been ideally located for Hillingdon residents with the closest centres being in Stevenage, Epsom and the Docklands. Of the ten being set up in North West London, three would be in Hillingdon providing a high degree of accessibility for residents (Winston Churchill Hall in Ruislip, Compass Centre near Heathrow and a site to be confirmed in the Hayes area). The first two would be operational by 1 February 2021 and residents were asked not to attend these centres unless called to do so by the NHS. It was anticipated that, when up to speed, these three centres would have a maximum capacity of 10,000 vaccinations per day.

- community sites were being coordinated by North West London Health and Care Partnership, covering Hillingdon, Brent, Harrow, Hounslow, Ealing, Hammersmith & Fulham, Kensington & Chelsea and Westminster, but were being managed locally by Primary Care Networks. There were currently two community sites in Hillingdon based at Ruislip Young People's Centre which opened on 16 December 2020, and the Navnat Centre in Hayes which opened on 14 January 2021. These two sites had a capacity of 1,375 vaccinations per day. Roving vaccination teams had been operating from these community sites to reach care home residents and, in due course, would visit house-bound residents.

In addition, Hillingdon Hospital had been providing a vaccination service for health and social care staff from across the NHS, Council, private providers and charities. The Council's social care programme started on 13 January 2021 with the intention of vaccinating all 6,000 front line staff (including those from private provision) by 14 February 2021.

Some community pharmacies would also be incorporated into the community stream and the first pharmacy to open for vaccinations would be in Stockley Park. The priority order for vaccinations had been determined nationally and the first tranche from the priority list would be vaccinated by 14 February 2021. This tranche of 41,255 individuals consisted of residents in care homes for older adults, front line health and care staff, residents over 80, residents over 75 and residents over 70. Community health colleagues had advised that 10 of the Borough's 36 care homes had been completed and 23% of the over 80s had been vaccinated.

The infrastructure and staff had been coming on stream to markedly increase the rate of vaccination and steps were being taken to expand capacity even further. Health colleagues had been confident that, subject to a reliable supply of the vaccine, Hillingdon would meet the 14 February 2021 target.

The Council would be advised of subsequent vaccination targets and delivery cohorts and would monitor performance against those targets. Officers would be monitoring the situation closely but did not yet have any details around the reporting regime or how frequently updates would be provided by the NHS or to what detail. The Leader had been given assurance that the performance of the local community sites would be reported to the Council on at least a weekly basis.

An emerging issue was the potential number of people not accepting the vaccine when offered. Although there were very few people who had not turned up to their appointment locally, there had been anecdotal reports of up to 30% of some groups not making a booking. The Council had been working with the NHS and other partners to promote the take up of the vaccine and to myth-bust some of the misinformation that had been circulated.

Being vaccinated would be the best way to protect yourself, friends, family and others within your community and all Members were asked to use their influence to spread this message amongst their communities.

By way of a supplementary question, Councillor Morse advised that the Daily Telegraph had announced a leaked Government policy of discharging people to care homes without being tested. Care home providers had been deeply concerned about the proposal. Councillor Morse asked if the Leader of the Council could refer these policy changes to the Director of Public Health and report back to the Council on any potentially dangerous consequences.

The Leader of the Council advised that Hillingdon had been held up as a model of how to support discharge from hospital with an effective step down scheme for patients who were well enough to leave hospital who had tested positive for COVID-19. These patients were not returned to care homes nor to homes where there was a person shielding. Separate arrangements had been made for their safe supported accommodation within the Borough. This model had been extended across West London.

44. **MOTIONS** (*Agenda Item 9*)

8.1 MOTION FROM COUNCILLOR LAKHMANA

Councillor Lakhmana moved, and Councillor Dhot seconded, the following motion:

“Fireworks are used by people throughout the year to mark / celebrate different events. While they can bring much enjoyment to some people, they can cause significant problems and fear for other people and animals. They can be a source of fear and distress for many animals (including pet animals, farm livestock and wildlife). Animals affected not only suffer psychological distress but can also cause themselves injuries – sometimes very serious ones – as they attempt to run away or hide from the noise. The unpredictable and high intensity noises that many fireworks make can cause fear.

“Therefore, this Council resolves:

- To ask officers to explore how all public firework displays within the local authority boundaries could be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people
- To actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks.
- To write to the UK Government urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private displays.
- To encourage local suppliers of fireworks to stock ‘quieter’ fireworks for public displays.

“This motion is also supported by organisations such as the RSPCA.”

Following debate (Councillors Allen, Prince and Riley), the motion was put to the vote.

The motion was lost.

MEMBER QUESTION 8.1

The meeting, which commenced at 7.30 pm, closed at 9.05 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) **TEMPORARY SUSPENSION OF COUNCIL PROCEDURE RULES FOR THE CURRENT VIRTUAL COUNCIL MEETING ONLY**

RECOMMENDATION: That, under Council Procedure Rule 26.1, Council agrees to temporarily suspend the specific Council Procedure Rules set out in this report for the purposes of holding this virtual Council meeting only.

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 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 Council Procedure Rule 26.1, if at least half of the whole number of members of the Council are present, they can vote to suspend Council Procedure Rules with the exception of Rules 19.6 and 20.2 which are detailed later. Article 15 of the Constitution also requires that where parts of the Council Procedure Rules 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 the Council Procedure Rules. However, there is no ability to immediately amend them because under Council Procedure Rule 26.2, if a motion is proposed and seconded to amend the Rules it will stand adjourned without discussion to the next ordinary meeting of the Council (which would be in November). Hence, the route proposed to effect these changes is temporary suspension.

Proposals

6. In light of the above, the suspension of the following Council Procedure Rules is, therefore, proposed:

- i) **Recorded Votes (Council Procedure Rule 19.4)** – it is proposed to suspend this Rule 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) Council Procedure Rule 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 Council Procedure Rule 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.

- ii) **Rules of Debate on Motions (Council Procedure Rule 14.5 a-c and Council Procedure Rule 14.9 c)** - It is proposed to suspend these extracts of the two Council Procedure Rules 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) Two other speakers from either Group – pre notified by the Whips (the order of speaking to be determined by the Whips Committee)
- 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) Two other speakers from either Group - pre-notified by the Whips (the order of speaking to be determined by the Whips Committee)

- ix) Right of reply (mover of original motion)
- x) Right of reply (mover of amendment)
- 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.

- iii) **General (Council Procedure Rules 22.1 and 24.1)** – Council Procedure Rule 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. Council Procedure Rule 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.

Financial Implications

None.

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 25 February 2021 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, Council Procedure Rule 26.1 allows 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 25 February.

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.

- Since those noted at the 14 January 2021 Council meeting, the following decisions have been made using urgency procedures:

Date of Decision	Decision Type / Nature of Decision	Decision-Maker
07/01/2021	Housing Revenue Accounts Works to Stock Programme 2020/21 – Green Homes Grant Funding: Window Renewals Phase 1.	Leader of the Council and Cabinet Member for Finance, Property & Business Services
08/01/2021	<p>Housing Revenue Accounts Works to Stock Programme 2020/21 – Green Homes Grant Funding Cavity Wall & Loft Installation – Lot 4 (Lot 1, Lot 2 and Lot 3 combined).</p> <p>The Green Homes Grant Funding awarded to the Council for the above two decisions is aimed at improving energy efficiency for low-income households within the Housing Revenue Account.</p>	Leader of the Council and Cabinet Member for Finance, Property & Business Services

Background Papers: Decision Notices

iii) MEMBERS' ALLOWANCES 2021/22

- 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.
- Having given due regard to the latest report, no change is proposed to the nature of the Allowances Scheme for 2021/2022.

RECOMMENDATION: That the current Members' Allowances Scheme be revoked as of 31 March 2021 and the new Scheme for 2021/22 be approved, as shown in Appendix B, for implementation from 1 April 2021.

INFORMATION

- Regulation 10 of the Local Authorities (Members' Allowances) (England) Regulations 2003 requires re-adoption of the scheme by 31 March 2021.
- 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>.

FINANCIAL IMPLICATIONS

5. Provision has been made in the 2021/22 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.

LEGAL IMPLICATIONS

6. In accordance with the 2003 Regulations, the current scheme needs to be revoked as of 31 March 2021 and a new scheme made before 31 March 2021. 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

iv) PROGRAMME OF MEETINGS 2021/22

RECOMMENDATION: That the timetable of meetings for 2021/22 as set out in Appendix B, 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.

Members should note that during the year some meeting dates / times may change, or additional meetings may be called for the effective conduct of the council's business.

Background Papers: None

MEMBERS' ALLOWANCES SCHEME 2021/22**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 2021/22 an allowance of **£11,798.36** 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	23,725.26
2. Deputy Mayor	9,252.71
3. Leader of the Council	58,700.29
4. Deputy Leader of the Council	49,447.58
5. Chief Whip of Largest Party	23,725.26
6. Cabinet Member	41,351.55
7. Chairman of Scrutiny and Policy Overview Committee	23,725.26
8. Chairman of Planning Committee	23,725.26
9. Chairman of Licensing Committee	10,030.32
10. Vice Chairman of Licensing Committee	6,686.93
11. Chairman of Standards Committee	3,343.46
12. Standards Committee Independent Person	1,674.73
13. Chairman of Audit Committee*	3,180.83
14. Champion	6101.08
15. Council representative on Adoption and Permanency Panel	13,373.87
16. Cabinet Assistant	9,252.71
17. Leader of 2 nd Party	23,725.26
18. Deputy Leader of 2 nd Party	6101.08
19. Chief Whip of 2 nd Party	6101.08
20. 2 nd Party Lead on Scrutiny and Policy Overview Committee	6101.08
21. Party Lead on Planning Committee	6101.08

* 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 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 Ministry for Housing, 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 £3,180.83 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 £1,674.73 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 £445.80 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.

APPENDIX B

PROGRAMME OF MEETINGS 2021/22

2021

2022

MEETING (and start time)	May	June	July	Aug'	Sept'	Oct'	Nov'	Dec'	Jan'	Feb'	Mar'	April	May
Council (7.30pm)	13 (AGM)		15		9		18		13	24			12 (AGM)
Whips Meeting (5pm)			13		7		16		11	22			
Cabinet (7pm)	20	17	8		2	14	11	16	6	17	24	21	19
Petition Hearings with the Cabinet Member for Public Safety and Transport (7pm)	5	2	14	11	1	20	3	8	5	9	9	13	11
Petition Hearings with the Cabinet Member for Environment, Housing and Regeneration (7pm)		9			30		10		4		23		
Petition Hearings with other Cabinet Members (dates & times tbc)													
Central & South Planning Committee (7pm)	13	22	13	4	1	1	2	7	11	15	10	6	10
North Planning Committee (7pm)	19	24	21	18	16	14	16	15	19	23	29	26	18
Major Applications Committee (6pm)	19	24	21	18	16	14	16	15	19	23	29	26	18
Major Applications Sub-Committee (HS2) (dates & times tbc)													
Pensions Committee (5pm)		10			28			1			23		
Audit Committee (5.10pm)			29		29					1		28	
Health & Wellbeing Board (2.30pm)		15			14		30				8		
Licensing Committee (10am)			7			5			26			5	
Licensing Sub-Committee (10am) (dates tbc)													
Executive Scrutiny Committee (7.15 pm or at the rising of Cabinet)	6	17	8		2	21	11	16	6	17	24	21	5
Social Care, Housing and Public Health Policy Overview Committee (7pm)		1	28		8	26	30		4	2	31	19	
Corporate Parenting Panel (5.30pm)	27		1		7		24		25		3		25
Residents, Education & Environmental Services Policy Overview Committee (7pm)		8	22		14	13	25		20	16	16	14	
Corporate Services, Commerce & Communities Policy Overview Committee (7.30pm)		3	6		7	12	24		12	2	2	20	

PROGRAMME OF MEETINGS 2021/22**2021****2022**

MEETING (and start time)	May	June	July	Aug'	Sept'	Oct'	Nov'	Dec'	Jan'	Feb'	Mar'	April	May
External Services Select Committee (6.30pm)		16	20		15	7	23		27	22	22	27	
Standards Committee (7pm)		30			1			7			1		
Registration & Appeals Cttee (dates/times tbc)													
Hillingdon SACRE (5.30pm)		17					4				29		

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GENERAL FUND REVENUE BUDGET, HOUSING REVENUE ACCOUNT AND CAPITAL PROGRAMME 2021/22

Council Tax Resolution 2021/22 – Cabinet Proposals

Summary

1. The purpose of this report is to enable the Council to calculate and approve the Council Tax Requirement for 2021/22, in accordance with the Local Government Finance Act 1992 as amended by the Localism Act 2011.
2. Cabinet on 18 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 2021/22. 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:

[The Council's Budget - Medium Term Financial Forecast 2021/22 - 2025/26](#)

Background Documents: None

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COUNCIL MEETING

25 FEBRUARY 2021

ITEM 6

BUDGET RECOMMENDATIONS FROM CABINET

GENERAL FUND REVENUE BUDGET, HOUSING REVENUE ACCOUNT AND CAPITAL PROGRAMME 2021/22

Council Tax Resolution 2021/22 – Cabinet Proposals

Summary

1. The purpose of this report is to enable the Council to calculate and approve the Council Tax Requirement for 2021/22, 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 5%) 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. 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=3914#AI39090>**
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 £1,239.72, which represents a 4.8% uplift on the Council's element of Council Tax at the 2020/21 level.
4. Greater London Authority (GLA) budget proposals add £363.66 to the amount payable by Hillingdon's Council Taxpayers, which represents a 9.5% increase in the GLA portion of Council Tax compared to 2020/21.
5. Based on the Cabinet's proposals, and the GLA precept, the total Band D Council Tax for 2021/22 will be £1,603.38.

CABINET RECOMMENDS: That:

- 1 **The General Fund revenue budget proposals made by Cabinet be approved, resulting in a Council Tax requirement for 2021/22 of £126,539,460;**
- 2 **Council note that at its meeting on 14 January 2021 the Council calculated the amount of 102,071 as its Council Tax Base for the year 2021/22. 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 £1,239.72 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 £1,603.38 for the borough;

4 The following amounts have been calculated by the Council for the year 2021/22, in accordance with Sections 32 to 36 of the Local Government Finance Act 1992 (the Act):

a) £472,322,600 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) £344,320,600 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) £126,539,460 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) £1,239.72 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
826.47	964.22	1,101.97	1,239.72
Band E	Band F	Band G	Band H
1,515.20	1,790.71	2,066.19	2,479.44

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 2021/22 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
242.44	282.85	323.25	363.66
Band E	Band F	Band G	Band H
444.47	525.29	606.10	727.32

- 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 2021/22 for each category of dwelling below:

Total Council Tax 2021/22			
Band A	Band B	Band C	Band D
1,068.91	1,247.07	1,425.22	1,603.38
Band E	Band F	Band G	Band H
1,959.67	2,316.00	2,672.29	3,206.76

- 7 The Council Tax Discount for Older People be retained for 2021/22 with a 1.67% discount on the Hillingdon's element of the Council Tax for those joining the scheme on or after 1 April 2020, 3.82% for those who joined the scheme before or on 31 March 2019 and 8.21% for those who joined before or on 31 March 2018;
- 8 The proposed amendments to Fees and Charges set out in Appendix 8 of the background report to Cabinet be approved;
- 9 The Capital Programme for 2021/22 to 2025/26 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 Treasury Management Strategy Statement, Annual Investment Strategy, Capital Strategy and Minimum Revenue Provision Statement for 2021/22 to 2025/26 as set out in Appendix 12 of the background report to Cabinet be approved;
- 12 The London Borough of Hillingdon Pay Policy Statement for 2021/22 as set out in Appendix 13 of the background report to Cabinet be approved;
- 13 Council note the Corporate Director of Finance's comments regarding his responsibilities under the Local Government Act 2003;
- 14 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 2021/22 to 2025/26 in respect of those functions which have been reserved to the Cabinet in Article 7 of the Constitution;

- 15 Council confirm that the Council's relevant basic amount of Council Tax for 2021/22 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

6. 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.
7. The GLA precept this year is set to increase by £15 per annum to support ongoing free travel on TfL for services for young people and those aged over 60. Additionally, a further £15 is being added that will go directly to the Metropolitan Police. The GLA have therefore increased their precept by 9.5% to cover rising costs associated with these areas alongside cost pressures within the London Fire Brigade, this takes the GLA precept to £363.66 for a Band D property.

Council Tax Referendums

8. 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.
9. The Secretary of State has determined the principles for the year 2021/22 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 2021/22 is 5% or greater than its relevant basic amount of Council Tax for 2020/21. This 5% threshold for excessive increases includes the 3% additional flexibility available to local authorities with responsibility for providing adult social care.

10. 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 4.8% increase in the Council Tax level between 2020/21 and 2021/22 and is therefore not excessive.

Financial Implications

11. This is a financial report and the comments of Corporate Finance are contained throughout.

Legal Implications

12. 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 5% or greater than its relevant amount of Council Tax for 2020/21.
13. The Cabinet's proposals for the 2021/22 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.
14. 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 2021/22 - 2025/26 - Cabinet's Budget proposals approved on 18 February 2021