

## Minutes

### VIRTUAL CABINET

7pm, Thursday, 25 June 2020

Meeting broadcast live on the Council's YouTube channel, [Hillingdon London](#)



Decisions Published on: 26 June 2020

Decisions come into effect on: Friday 3 July 2020

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

Ray Puddifoot MBE (Chairman)  
Jonathan Bianco (Vice-Chairman)  
Philip Corthorne  
Douglas Mills  
Keith Burrows  
Richard Lewis  
Susan O'Brien  
Jane Palmer

#### **Other Members Present (in the virtual meeting):**

Duncan Flynn  
Henry Higgins  
John Riley  
Wayne Bridges  
Nick Denys  
Simon Arnold  
Pete Curling  
Peter Money  
Kerri Prince

#### **1. APOLOGIES FOR ABSENCE**

All Members were present for the virtual Cabinet meeting.

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

No interests were declared by Members present.

#### **3. TO APPROVE THE MINUTES OF THE LAST VIRTUAL CABINET MEETING ON 21 MAY 2020**

The decisions and minutes of the Virtual Cabinet meeting held on 21 May 2020 were agreed as a correct record.

**4. TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS OF BUSINESS MARKED PART 2 IN PRIVATE**

This was confirmed.

**5. COUNCIL BUDGET: 2019/20 REVENUE AND CAPITAL OUTTURN**

**RESOLVED:**

**That Cabinet:**

- 1. Note the budget position as at March 2020 (Outturn), including the in-year release of Development and Risk Contingency funds into Directorate Operating budgets as outlined in Table 5.**
- 2. To ratify a further COVID-19 related emergency decision taken by the Leader of the Council on 20 May 2020 to provide interim financial assistance for SEN Transportation Services Suppliers (during May-July 2020) at a cost of approx. £330k.**
- 3. Note the use of Capital Receipts to fund service transformation as set out in Appendix E.**
- 4. Note the Treasury Management update as at March 2020 (Outturn) at Appendix F.**
- 5. Continue the delegated authority up until the next Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between 23 April to 25 June Cabinet meetings, detailed at Appendix G.**
- 6. Ratify three decisions taken during May and June 2020, as set out in Appendix H on the following matters:**
  - a. 4 May 2020 - Award of Contracts: Care and Wellbeing Services for People with Learning Disabilities and / or Autism;**
  - b. 22 May 2020 - Award of Contract for Servicing, Repairs & Maintenance of Communal Housing & Corporate Gas Heating and Hot water Installations - Lot 2**
  - c. 1 June 2020 - Electrical Testing, Repairs and Upgrades contract – Borough Wide. Extension of Contract.**
- 7. Approves re-phasing of £26,047k 2019/20 General Fund capital expenditure and financing budgets as set out in Table 20 of the report.**
- 8. Approves re-phasing of £26,272k 2019/20 HRA capital expenditure and financing budgets into future years as set out in Table 19 of the report.**
- 9. Accepts the annual grant funding from The Mayor's Office for Policing and Crime (MOPAC) of £16,739 per annum as a contribution to the Appropriate Adult Service within Hillingdon.**
- 10. Approve the acceptance of Youth Music Grant funding totalling £19,175 over two years (£9,950 and £9,225 for years one and two respectively) from the Music Education Hub Development Fund, which, in addition to cash and in-kind match funding totalling £7,340, will support increased inclusion**

and engagement in music education for a more diverse group of young people.

11. Approve acceptance of gift funding in relation to a Planning Performance Agreement in accordance with the provisions of Section 93 of the Local Government Act 2003 for;
  - a. Stonefield Close, Ruislip - £12,000
  - b. GSK Stockley Park: £50,000
  - c. Harefield Road (Wickes/Halfords Site): £40,000
  - d. Douglas Webb House; £16,250
  - e. Frays Court, 71-73 Cowley Road: £10,000
12. Agree that the Council donates £28.5k to the Mayor of Hillingdon's Charitable Trust to support local good causes, with further donations to top up the overall income for the year to £100k.
13. Accepts West London Better Homes capital grant of £40k to provide accommodation for single homeless people.
14. Accepts 2020/21 Rough Sleeper Initiative grant funding of £2,187k from the Ministry for Housing, Communities and Local Government.

### **Reasons for decision**

Cabinet was informed of the outturn revenue, capital and treasury position from the previous financial year 2019/20. Cabinet noted the underspend of £2,691k on normal activities in the past financial year.

Cabinet noted that whilst the above outturn position was not materially affected by the COVID-19 pandemic, the improvement in the monitoring position had provided funds to be set aside to provide a dedicated reserve to manage costs associated with the pandemic not funded from other sources. The Leader of the Council outlined his confidence in the Council's finances going forward.

Cabinet made a number of finance related decisions including re-phasing of capital and Housing Revenue Account expenditure into later years and ratification of recent emergency or interim decisions taken by the Leader of the Council.

Cabinet accepted a number of external grants including for the Youth Music Fund, accommodation for single homeless people, rough sleepers, the Appropriate Adult Service and for Planning Performance agreements at key development sites in the Borough.

Cabinet also agreed to donate funds to the Mayor's Charitable Trust to support local good causes.

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

None.

### **Officer to action:**

Paul Whaymand, Finance Directorate

**Classification: Public**

*The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

**6. QUARTERLY PLANNING OBLIGATIONS MONITORING REPORT**

**RESOLVED:**

**That the Cabinet notes the updated financial information attached at Appendix 1.**

**Reasons for decision**

Cabinet noted the report which detailed the financial planning obligations received by developers and held by the Council. Cabinet considered what progress had, and was, being made to further invest in a wide range of local infrastructure and Council capital projects benefitting local communities.

The Cabinet Member for Planning and Transportation informed Cabinet that despite a slow down during the pandemic, developers were now starting to get busy in the Borough pointing its strong economic position.

The Cabinet Member also updated Cabinet on the positive feedback received regarding the highly professional nature of Hillingdon's virtual planning committee meetings and passed on his thanks to those Councillors and officers involved.

**Alternative options considered and rejected**

To not report to Cabinet. However, Cabinet believed it was an example of good practice to monitor income and expenditure against specific planning agreements.

**Officer to action:**

Nicola Wyatt, Residents Services

**Classification: Public**

*The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

**7. DOUAY MARTYRS SCHOOL, ICKENHAM**

**RESOLVED:**

**That the Cabinet:**

- 1. Authorises entering into legal agreements to enable the Education and Skills Funding Agency (ESFA) to proceed with a project of refurbishment and improvement at the Douay Martyrs School site at Cardinal Hume Campus, Long Lane, Ickenham under the Priority**

**Schools Building Programme (PSBP)2. That the legal agreements will include a Deed of Surrender of the school classroom, an Agreement permitting the construction project within the Council's leased area and a licence granted by the Council for use of the new buildings by the school for a minimum period of 15 years on completion of the project.**

- 2. Delegates authority to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, for all subsequent decisions regarding any subsequent alterations to the agreements required to enable the refurbishment project to proceed.**

### **Reasons for decision**

Cabinet agreed to enter into legal agreements to enable the Education and Skills Funding Agency to proceed with a project of refurbishment and improvement at the Douay Martyrs School site at Cardinal Hume Campus, Long Lane, Ickenham under the Priority Schools Building Programme 2.

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

None.

### **Officer to action:**

Michael Paterson, Residents Services

### **Classification: Private**

*Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).*

## **8. ACCEPTANCE OF TENDER: SUPPLY, INSTALLATION AND MAINTENANCE OF PAY AND DISPLAY PARKING PAYMENT EQUIPMENT**

### **RESOLVED:**

#### **That the Cabinet:**

- 1. Revoke its previous decision on 26 September 2019 to award the contract to Metric Group Limited under the previous tender process.**
- 2. Approves the installation of new Pay & Display parking payment equipment across the borough which incorporates the HillingdonFirst**

**card system, in order that residents receive preferential parking charges, and accepts coins and payment cards.**

- 3. Accept the tender from Flowbird Smart City UK for the Provision of the Supply, Installation and Maintenance of Pay & Display parking payment equipment to the London Borough of Hillingdon for a five year period from July 2020 and at the value of £1,400,840.**
- 4. Furthermore, agree that this includes the provision to extend the contract for a further five year period (ten years in total), subject to the approval of the Leader of the Council and Cabinet Member for Planning & Transportation, in consultation with the Corporate Director of Resident Services.**
- 5. Approve the capital release request of £851,090 from the 2020/21 capital budget as set out in the report (Appendix A).**

### **Reasons for decision**

Cabinet made the necessary contractual decisions to progress the replacement and installation of 273 new Pay & Display parking payment equipment across the Borough. Cabinet welcomed that the new equipment would provide the ability for residents to continue to use their HillingdonFirst card but also pay through contactless, card, as well as cash, means.

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

None.

### **Officers to action:**

Roy Clark - Resident Services

Lisa Sharp - Finance

### **Classification: Private**

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**9. ACCEPTANCE OF TENDER: CARE AND WELLBEING SERVICE FOR PEOPLE WITH LEARNING DISABILITIES AND/OR AUTISM**

**RESOLVED:**

**That Cabinet:**

- 1. Accepts a single tender from Comfort Care Services (UK) Ltd for the provision of a care and wellbeing service for people with learning disabilities and/or autism in the supported living schemes described in the report to the London Borough of Hillingdon for the period 10th July 2020 to 31st August 2024 at a contract price of £9,613,834 (£2,317,734 per annum). This comprises £5,673,632 (£1,418,408 per annum) for the core service and approximately £3,597,304 for the flexi service (£899,326 per annum) based on assessed need.**
- 2. Agrees the provision to extend the contract for up to two further years, subject to the approval of the Leader of the Council and Cabinet Member for Social Services, Health and Wellbeing, in consultation with the Corporate Director of Social Care.**

**Reasons for decision**

Cabinet agreed to accept a single tender for the provision of a care and wellbeing service for people with learning disabilities and/or autism within a range of high quality supported living schemes developed by the independent sector. Cabinet's noted that this was an established provider and that their decision would provide for good continuity of service for users, to enable them to receive good care in a safe environment.

**Alternative options considered and rejected**

Cabinet could have undertaken a competitive tender or secured alternative accommodation, but these were discounted for the reasons set out in the report.

**Officer to action:**

Sandra Taylor - Social Care

**Classification: Private**

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**10. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT**

No additional items were considered by the Cabinet.

The meeting closed at 7.27pm.

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**\*Internal Use only - implementation of decisions**

**All decisions:** Meeting after Virtual Cabinet, the Virtual Executive Scrutiny Committee did not call-in any of the Cabinet's decisions. Therefore, these decisions can be implemented by officers upon the expiry of the scrutiny call-in period which is from:

**5pm, Friday 3 July 2020.**

Officers to action the decisions are indicated in the minutes.

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This virtual meeting was broadcast live on the Council's YouTube channel [here](#) under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Regulations) 2020.

Please note that these minutes and decisions are the definitive record of proceedings by the Council of this meeting.

If you would like further information about the decisions of the Cabinet, please contact the Council below:

[democratic@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk)

Democratic Services: 01895 250636

Media enquiries: 01895 250403

To find out more about how the Cabinet works to put residents first, visit [here](#).