

Minutes & Decisions

CABINET

Thursday, 27 May 2021

**Meeting held at Committee Room 6 - Civic Centre,
High Street, Uxbridge**



Date Cabinet decisions published:

28 May 2021

Date decisions come into effect (unless called-in):

5pm, Monday 7 June 2021

Cabinet Members Present:

Ian Edwards (Chairman)
Jonathan Bianco (Vice-Chairman)
Douglas Mills
Martin Goddard
Susan O'Brien
Jane Palmer
Eddie Lavery
John Riley
Duncan Flynn (Ex-Officio Member of the Cabinet)

Members also Present:

Duncan Flynn
Richard Mills

1. APOLOGIES FOR ABSENCE

All Cabinet Members were present.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Councillor Eddie Lavery declared a non-pecuniary interest in Item 8 on the agenda (Academy conversion – Hermitage Primary School) as a Trustee of the Vanguard Learning Trust. He remained in the room during the discussion and vote on the matter.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The minutes and decisions of the Cabinet meeting held on 22 April 2021 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. REPORT FROM THE CORPORATE SERVICES, COMMERCE & COMMUNITIES POLICY OVERVIEW COMMITTEE ON THE VOLUNTARY SECTOR RESPONSE TO COVID-19

Chairman of the new Corporate, Finance and Property Select Committee, Councillor Richard Mills, presented the report of the previous Corporate Services, Communities and Commerce Policy Overview Committee into the voluntary sector's response to Covid-19, which was warmly welcomed by Cabinet.

RESOLVED:

That Cabinet welcomes the review by the Corporate Services, Commerce and Communities Policy Overview Committee and agrees the recommendations made by the Committee set out below. Furthermore, delegates their implementation to the Corporate Directors in consultation with the Cabinet Member for Corporate Services and Transformation:

- 1. That Cabinet acknowledges, appreciates and recognises the response that all organisations across the voluntary sector have provided to meet the needs of residents throughout the pandemic/lockdown periods;**
- 2. That Cabinet recognises the pro-active steps taken by the Hillingdon Community Hub/Council Officers to manage and co-ordinate resources across a number of voluntary sector partners, including Hillingdon4All to achieve a strong operating model;**
- 3. That Cabinet continues to review and provide voluntary sector grants to enable key voluntary sector partners to continue to deliver services required by Hillingdon residents. In addition, that Cabinet looks to provide practical, operational and logistical support and guidance to enable VS partners to increase resilience going forward; and**
- 4. That Cabinet agrees to deliver outbound communications, including through Hillingdon People, that provide information to all residents (including children and young people under the age of 16) so they can access information about key voluntary sector services, such as mental health/Hillingdon MIND. Furthermore, to support the dual purpose of such communications to assist in recruitment of volunteers across the Voluntary Sector.**

Reasons for the decision

The Cabinet Member for Corporate Services & Transformation endorsed the findings of the Committee which demonstrated the extent of the voluntary sector work carried

out to provide vital support to residents during the Covid-19 pandemic and how it's resilience could be strengthened. The Cabinet Member reflected on further measures around sharing best practice, reviewing the way grants are provided and promoting opportunities for residents to become more engaged in local voluntary sector activities.

The Leader of the Council noted the vital symbiotic relationship between the Council and the voluntary sector and praised their work during the recent pandemic.

Alternative options considered and rejected

The Cabinet could have decided to reject some, or all, of the Committee's recommendations or pursue alternative routes by which to progress the objectives of the review.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Monday 7 June 2021
Officer(s) to action	Liz Penny / Kevin Byrne
Directorate	Democratic Services / Health & Social Care
Classification	Public
	<i>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.</i>

6. FLOOD ACTION PLAN

RESOLVED:

That the Cabinet:

1. Approves Hillingdon's Flood Action Plan capturing work ahead of development and publication (including full public consultation) on the Council's Local Flood Risk Management Strategy (statutory requirement to be adopted by mid-2022).
2. Agrees to the implementation of the actions in the Flood Action Plan.

Reasons for decision

Cabinet agreed a Flood Action Plan setting out the practical measures being taken locally to reduce the risk of flood. The Cabinet Member for Environment, Housing & Regeneration set out the context of the Plan and the range of partners the Council works proactively with to progress local flood mitigation measures. The Cabinet Member noted several sites where the Council itself was actively co-ordinating works. The Leader of the Council welcomed the report and the timely nature of it, whilst indicating that the Plan should gain residents' confidence that the Council is doing all it can to mitigate flooding.

Alternative options considered and rejected

Cabinet did not consider any other option as it considered taking action on flooding paramount.

Relevant Select Committee	Environment, Housing & Regeneration
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Monday 7 June 2021
Officer(s) to action	Victoria Boorman / James Latham
Directorate	Planning, Environment, Education & Community Services
Classification	Public <i>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.</i>

7. LICENSING SCHEME FOR OUTDOOR FITNESS INSTRUCTORS AND TENNIS COACHES IN PARKS AND OPEN SPACES

RESOLVED:

That the Cabinet:

1. Agree the licensing scheme for outdoor fitness operators including tennis coaches using Hillingdon's parks and open spaces on a commercial basis, including the terms and conditions and code of conduct as set out in the report;
2. Agree the fees set out for the licensing scheme in this report;
3. Note the outcome of the statutory consultation on the Public Space Protection Order (PSPO) that proposed outdoor fitness operators and tennis coaches using Hillingdon's parks and open spaces on a commercial basis produce a licence issued by Hillingdon Council; and
4. Subject to the licensing scheme being approved by Cabinet, authorise the Corporate Director of Planning, Environment, Education and Community Services to make the requisite Public Space Protection Order change set out, so both come into effect simultaneously.

Reasons for decision

Following due consultation, Cabinet agreed a new licensing scheme for the increasing number of outdoor fitness instructors and tennis coaches using Hillingdon's parks and open spaces on a commercial basis along with associated fees. Cabinet also authorised officers to initiate the necessary enforcement measures.

Alternative options considered and rejected

Cabinet could have left existing controls in place, but considered this would not be robust enough to manage operators and protect the environment.

Relevant Select Committee	Environment, Housing & Regeneration
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Monday 7 June 2021
Officer(s) to action	Priscilla Simpson
Directorate	Planning, Environment, Education & Community Services
Classification	Public <i>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.</i>

8. ACADEMY CONVERSION - HERMITAGE PRIMARY SCHOOL

RESOLVED:

That Cabinet approves the grant of a 125-year lease of Hermitage Primary School on the main terms outlined in this report as part of the process of conversion of the school to an academy.

Reasons for decision

Cabinet agreed the grant of a 125-year lease to the School to enable it to convert to Academy Status.

Alternative options considered and rejected

None.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Monday 7 June 2021
Officer(s) to action	Michele Wilcox
Directorate	Infrastructure, Transport & Building Services
Classification	Public <i>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.</i>

9. APPROPRIATION OF LAND AT HILLINGDON COURT PARK

RESOLVED:

That the Cabinet:

- 1. Authorises officers to give public notice of the Council’s intention to appropriate the land from public open space to planning purposes pursuant to section 122 of the Local Government Act 1972 as amended by the Local Government Planning and Land Act 1980 section 118 schedule 23.**
- 2. Delegates authority to the Leader of the Council and Cabinet Member for Property and Infrastructure, in consultation with the Corporate Director of Infrastructure, Transport & Building Services, to consider any objections to the proposed appropriation; decide whether the land should be appropriated for planning purposes and to make all necessary decisions to give effect to the above recommendation and any other decisions which are required in relation to the land.**

Reasons for decision

Cabinet agreed to give notice of the Council’s intention to appropriate a small site with a derelict sports pavilion for planning purposes to enable the development of a single property.

Alternative options considered and rejected

None.

Relevant Select Committee Corporate, Finance & Property

Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Monday 7 June 2021
Officer(s) to action	Michael Paterson
Directorate	Infrastructure, Transport & Building 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.

10. EXTENSION TO THE CURRENT PARKING ENFORCEMENT CONTRACT

RESOLVED:

That the Cabinet approves the extension of the existing Parking Enforcement Contract with APCOA Parking (UK) Limited from 4 August 2021 to 3 April 2022.

Reasons for decision

Cabinet agreed to extend the current contract with APCOA for parking enforcement.

Alternative options considered and rejected

Cabinet could have decided not to extend the existing contract and re-tender or bring the service in-house.

Relevant Select Committee	Public Safety & Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Monday 7 June 2021
Officer(s) to action	Roy Clark
Directorate	Infrastructure, Transport & Building Services
Classification	Private <i>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).</i>

11. ELECTRICAL TESTING, REPAIRS AND UPGRADES CONTRACT

RESOLVED:

That the Cabinet agree to extend the current contract with PFL Electrical Services Ltd for the provision of Electrical testing, Repairs and Upgrades – Borough wide to the London Borough of Hillingdon for a one-year period from 26 June 2021 to 25 June 2022 at an estimated value of £735k.

Reasons for decision

Cabinet extended a contract to enable the statutory testing of electrical power circuits within its housing dwellings and communal areas for a further 12 months.

Alternative options considered and rejected

Cabinet could have decided to re-tender or build-up the same service in-house, but discounted these as they did not represent value for money at this time.

Relevant Select Committee Corporate, Finance & Property

Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)

5pm, Monday 7 June 2021

Officer(s) to action

Gary Penticost / John Philips

Directorate

Infrastructure, Transport & Building Services

Classification

Private

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12. PROCUREMENT OF CORPORATE FLEET VEHICLES

RESOLVED:

That the Cabinet accept the tender for one off purchase and contract award of thirty-eight (38) assorted corporate fleet vehicles at the cost of £693,427 to the suppliers as outlined in the report.

Reasons for decision

Cabinet agreed to purchase new vehicles for front-line service areas. It was noted that this was more cost effective than hiring from external suppliers.

Alternative options considered and rejected

None.

Relevant Select Committee Public Safety & Transport

Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)

5pm, Monday 7 June 2021

Officer(s) to action

Stephen Gunter

Directorate

Finance

Classification

Private

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13. VOLUNTARY SECTOR LEASE

RESOLVED:

That Cabinet agrees the rent set out in the table below, which has been the subject of negotiation with the voluntary sector organisation detailed in this report and instructs the Head of Property and Estates to complete the rent review memorandum.

Reasons for decision

Cabinet made a decision regarding a rent review for the Hillingdon Community Centre, Royal Lane, Hillingdon which was also sub-let for a nursery and parking for Hillingdon Hospital. Cabinet's decision enabled the organisation concerned to benefit from heavily discounted rent as part of the Council's Voluntary Sector Leasing Policy and wider commitment to a vibrant local voluntary sector.

Alternative options considered and rejected

None.

Relevant Select Committee Corporate, Finance & Property

Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Monday 7 June 2021
Officer(s) to action	Michele Wilcox
Directorate	Infrastructure, Transport & Building Services
Classification	Private
	<i>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).</i>

14. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT

No additional items were considered by the Cabinet.

The meeting closed at 7.21pm

Internal Use only - implementation of decisions

Officers can implement Cabinet's decisions upon the expiry of the scrutiny call-in period which is 5pm, Monday 7 June 2021. This is subject to the decision(s) not being called in by a majority of Councillors on the relevant Select Committee as shown in the minutes. Democratic Services will advise officers of any valid call-in received.

The minutes are the official notice for any subsequent internal process approvals required by officers to action the Cabinet's decisions.

This meeting was broadcast live on the Council's YouTube channel [here](#). 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

Democratic Services: 01895 250636

Media enquiries: 01895 250403

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