



HILLINGDON  
LONDON



# CABINET

## To all Members of the Cabinet:

**Date:** THURSDAY, 6 JANUARY  
2022

**Time:** 7.00 PM

**Venue:** COMMITTEE ROOM 6 -  
CIVIC CENTRE, HIGH  
STREET, UXBRIDGE

**Meeting  
Details:** Members of the Public and  
Media are welcome to attend  
this meeting and observe the  
public business discussed.

This meeting will also be  
broadcast live on the  
Council's YouTube Channel.

You can view the agenda  
at [www.hillingdon.gov.uk](http://www.hillingdon.gov.uk) or use a smart  
phone camera and scan the code below:



Ian Edwards, Leader of the Council  
(Chairman)

Jonathan Bianco, Deputy Leader of the  
Council & Cabinet Member for Property &  
Infrastructure (Vice-Chairman)

Douglas Mills, Cabinet Member for  
Corporate Services & Transformation

Martin Goddard, Cabinet Member for  
Finance

Susan O'Brien, Cabinet Member for  
Families, Education and Wellbeing

Jane Palmer, Cabinet Member for Health  
& Social Care

Eddie Lavery, Cabinet Member for  
Environment, Housing & Regeneration

John Riley, Cabinet Member for Public  
Safety and Transport

## Published:

Thursday, 23 December 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

# Useful information for residents and visitors

## *Watching & recording this meeting*

You can watch the public part of this meeting on the Council's YouTube channel, live or archived after the meeting. Residents and the media are also welcome to attend in person, and if they wish, report on the public part of the meeting. Any individual or organisation may record or film proceedings as long as it does not disrupt proceedings.

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

## *Travel and parking*

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# Notice

## **Notice of meeting and any private business**

The London Borough of Hillingdon is a modern, transparent Council and through effective Cabinet governance, it seeks to ensure the decisions it takes are done so in public as far as possible. Much of the business on the agenda for this Cabinet meeting will be open to residents, the wider public and media to attend. However, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. Such business is shown in Part 2 of the agenda and is considered in private. Further information on why this is the case can be sought from Democratic Services.

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to confirm that the Cabinet meeting to be held on:

*6 January 2022 at 7pm in Committee Room 6, Civic Centre, Uxbridge*

will be held partly in private and that 28 clear days public notice of this meeting has been given. The reason for this is because the private (Part 2) reports listed on the agenda for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government Act 1972 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. An online and a hard copy notice at the Civic Centre in Uxbridge indicates a number associated with each report with the reason why a particular decision will be taken in private under the categories set out below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating to the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

## **Notice of any urgent business**

To ensure greater transparency in decision-making, 28 clear days public notice of the decisions to be made both in public and private has been given for these agenda items. Any exceptions to this rule are the urgent business items on the agenda marked \*. For such items it was impracticable to give sufficient notice for a variety of business and service reasons. The Chairman of the Executive Scrutiny Committee has been notified in writing about such urgent business.

## **Notice of any representations received**

No representations from the public have been received regarding this meeting.

## **Date notice issued and of agenda publication**

23 December 2021  
London Borough of Hillingdon

# Agenda

- 1 Apologies for Absence
- 2 Declarations of Interest in matters before this meeting
- 3 To approve the minutes of the last Cabinet meeting 1 - 16
- 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

## **Cabinet Reports - Part 1 (Public)**

- 5 Addition of 2 New Entries onto the Local List of Buildings of Architectural and Historic Importance (Cllr Eddie Lavery) 17 - 26

## **Cabinet Reports - Part 2 (Private and Not for Publication)**

- |           |   |         |
|-----------|---|---------|
| <b>6</b>  | Electric Vehicle Charge Points and Infrastructure (Cllr John Riley)                           | 27 - 42 |
| <b>7</b>  | Provision of Supermarket Food Vouchers - Government Support Schemes (Cllr Susan O'Brien)      | 43 - 48 |
| <b>8</b>  | Contract for the Council's Parking Enforcement Service (Cllr John Riley)                      | 49 - 62 |
| <b>9</b>  | Acquisition of property in Chapel Lane, Uxbridge for Supported Housing (Cllr Jonathan Bianco) | 63 - 70 |
| <b>10</b> | Voluntary Sector Lease (Cllr Jonathan Bianco)   | 71 - 78 |
| <b>11</b> | Contract for the Provision of Print Services & Hillingdon People (Cllr Ian Edwards)           | -       |

### ***Circulated separately on Cabinet Agenda B***

*The reports in Part 2 of this agenda are not for publication because they involve the disclosure of information in accordance with Section 100(A) and Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended), in that they contain exempt information and that the public interest in withholding the information outweighs the public interest in disclosing it.*

- 12** Any other items the Chairman agrees are relevant or urgent

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## Minutes

### CABINET

Thursday, 16 December 2021

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



Published on: 17 December 2021

Decisions come into effect from: 5pm, 24 December 2021\*

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

Ian Edwards (Chairman)  
Jonathan Bianco (Vice-Chairman)  
Douglas Mills  
Martin Goddard  
Susan O'Brien  
Jane Palmer  
Eddie Lavery  
John Riley

#### **Members also Present:**

Duncan Flynn

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

All Cabinet Members were present.

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

No interests were declared by Members present.

#### **3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING**

The decisions and minutes of the Cabinet meeting held on 11 November 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**

Items to be heard in both public and private were confirmed as set out on the agenda.

**5. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 7**

**RESOLVED:**

**That the Cabinet:**

- 1. Note the budget monitoring position and treasury management update as at October 2021 (Month 7) as outlined in Part A of this report.**
- 2. Approve the financial recommendations set out in Part B of this report set out below:**
  - a) Note those consultancy and agency assignments over £50k approved under delegated authority between the November 2021 and December 2021 Cabinet meetings, detailed at Appendix A.**
  - b) Approve the acceptance of £120k of grant funding from Thames Water Surface Water Management Programme to investigate and deliver Sustainable Drainage Systems within Ruislip.**
  - c) Approves re-phasing of £27,424k General Fund and £22,596k HRA capital expenditure and associated financing budgets into later years of the capital programme.**
  - d) Accept grant funding of £78k from the Food Standards Agency for the development of a new ICT consignment tracking system to improve current functionality and deal with new requirements for imports from the EU.**
  - e) Accept additional grant funding of £56k from the Environment Agency towards the Hillingdon East catchment flood management project.**
  - f) Accept Transport for London grant funding of £13k to cover cycle training between January and March 2022.**
  - g) 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;**
    - I. River House - £17,500**
    - II. NCP Bath Road- £17,500**
    - III. Millington Road - £32,000**
    - IV. St Andrews Park Land East of Mons - £17,500**
  - h) Approve the acceptance of £41k of grant funding from the Greater London Authority to minimise flood risk at Bessingby Park.**
  - i) Approve acceptance of £786k grant funding from the Department for Environment, Food, and Rural Affairs (Defra) for costs associated with the delivery of new post-Brexit port health authority functions at the Heathrow Imported Food Office.**
  - j) Agree that a 30 minute period of free parking for residents be implemented into the Kingsend South Long Stay car park in Wood Lane, Ruislip.**

## Reasons for decision

Cabinet was informed of the forecast revenue, capital and treasury position for the current year 2021/22 to ensure the Council achieved its budgetary and service objectives.

The Cabinet Member for Finance remarked that the overall financial position of the Council continued to be one of considerable financial strength and stability.

It was noted that the Council was making encouraging progress with discussions with the Department for Education, which should lead to a program of repayments to rectify the deficit in the Dedicated Schools Budget.

The Cabinet Member also drew to Cabinet attention to the rephrasing of major capital projects from the current financial year into later financial years in order to deliver priority infrastructure projects.

The Leader of the Council commented that the Council was still in an exceptionally strong position financially, but he also noted the uncertain times ahead and the prudent approach that would continue be taken. He thanked the Cabinet Member and the Finance Team for their efforts.

Other financial recommendations approved by the Cabinet included the acceptance of grants and free 30-minute car parking charges at the Kingsend South Long Stay car park in Wood Lane, Ruislip.

## Alternative options considered and rejected

None.

<b>Relevant Select Committee</b>	Corporate, Finance & Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet decisions no. 2 (b-j) may be called-in by 5pm, Friday 24 December 2021
<b>Officer(s) to action</b>	Paul Whaymand
<b>Directorate</b>	Finance
<b>Classification</b>	<b>Public</b>
	<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. THE COUNCIL'S BUDGET - MEDIUM TERM FINANCIAL FORECAST 2022/23 - 2026/27**

**RESOLVED:**

**That Cabinet:**

- 1. Approve the draft General Fund and Housing Revenue Account budgets and capital programme proposals for 2022/23 (as detailed in Appendices A and B) and beyond as the basis for consultation with Select Committees and other stakeholders.**
- 2. Approve the proposed amendments to fees and charges included in Appendix C, as the basis for consultation with Select Committees and other stakeholders.**
- 3. Request the comments of individual Select Committees on the draft budget proposals relating to their areas of responsibility, to be collated into a single report back to Cabinet from the Corporate, Finance and Property Select Committee.**
- 4. Note that Provisional Local Government Finance Settlement and Dedicated Schools Grant Recovery Plan Agreement are awaited from HM Government and the output from these will be factored into the final 2022/23 budget proposals to be considered by Cabinet in February 2022.**
- 5. Note that the HRA Regeneration Scheme costs will be refined once a partner is appointed.**
- 6. Authorise the Corporate Director of Finance, in consultation with the Cabinet Member for Finance, to respond on behalf of the Council to the consultation on the provisional Local Government Finance Settlement and to the Mayor of London's budget consultation.**

**Reasons for decision**

Cabinet put forward its budget proposals for public consultation. This included the Council's Medium-Term Financial Forecast, the draft General Fund revenue budget for 2022/23 along with projections for future years, the Housing Revenue Account proposed budget, updated fees and charges proposals and the draft capital programme for 2022/23 and beyond.

Cabinet noted that the budget proposals for 2022/23, in order to continue to deliver the services residents expect would require a 2.8% increase in the headline rate of Council Tax, comprising a core Council Tax increase of 1.8% alongside a 1% increase relating to the Adult Social Care Precept.

The Cabinet Member informed Cabinet that the draft budget proposals were for public consultation and would also go via the Select Committees for input, before a final version is submitted in February 2022 for decision.

The Cabinet Member emphasised that the budget proposals were more strategic in nature spanning 5 years, thereby assisting the Council in its financial forecasting. It was noted that for the ensuing financial year, the proposals put forward a balanced

budget, achieved through a combination of efficiency savings and a manageable increase in the Council Tax, equating to 67 pence per week for a Band D property.

Cabinet was informed that the budget proposals would not seek to utilise balances, strengthening their position going forward. The Cabinet Member noted the expected demand led pressures and those from COVID-19 that would still impact on the budgetary situation in the future, pointing out though, that the use of earmarked reserves would support this.

In respect of the proposed capital programme, the Cabinet Member noted, in particular, the proposals for the new Yiewsley and West Drayton Leisure Centre, the significant investment in reducing the Council's carbon footprint and the housing regeneration projects in Hayes. It was welcomed that only partial borrowing would be required for such infrastructure projects, ensuring they were affordable for taxpayers.

The Cabinet Member for Environment, Housing & Regeneration commented on funding set aside to assist the Council in meeting its climate change targets, along with the continued commitment to the Hayes Regeneration Project and investment in the Council's housing stock. The Cabinet Member stated that the Council would remain committed to the weekly waste service and continue to roll-out food waste collection across the Borough. The continued investment in the Council's green spaces was welcomed, in particular plans to expand the number of wildflower areas across the Borough.

The Cabinet Member for Corporate Service & Transformation welcomed the budget proposals that would enable the Council to continue to deliver the services that residents expect in a quality and timely fashion and across the whole Borough. The Cabinet Member set out the more strategic approach to the Council's savings programmes, of which plans included a focus on restructuring senior management rather than front-line staff, along with savings arising from the reduction in the number of Elected Members and a leaner administration.

The Cabinet Member for Public Safety & Transport outlined the synergies in the budget in respect of the Council's green aspirations and how the budget would also respond to new challenges ahead. Continued investment in the Borough's roads and transportation network were welcomed, along with support for greener travel. The Cabinet Member also noted the commitment to public safety through investment in the Council's CCTV network.

The Cabinet Member for Property & Infrastructure welcomed the positive and sound budget proposals and commented that they would be refined following consultation, but also through clarification from central Government over funding. Concerns were also expressed over the Mayor of London's spending plans and proposed precept. In respect of the capital projects planned by the Council, the significant investment in the regeneration of housing in Hayes was welcomed, along with the new facility planned for the Hillingdon Outdoor Activity Centre and the benefits the Council would reap from Hillingdon First Limited in respect of new homes. Cabinet was also informed that construction work would start after Christmas on the new Yiewsley and West Drayton Leisure Centre.

The Cabinet Member for Families, Education and Wellbeing expressed how the budget would help address future demand around education, family support and children’s services through the Council’s Stronger Families Programme and in particular, the new family hub and roll out to children’s centres. On local schools, the Cabinet Member noted the comprehensive programme to improve the school infrastructure and choice offer, through additional places and also new specialist provision. The Cabinet Member also outlined the broad range of community services and activities for residents that would continue to be well supported by the Council, including those relating to sport and leisure, the Tashan Daniel Bursary Award, libraries, the Battle of Britain Bunker and many activities for older residents.

The Cabinet Member for Health and Social Care welcomed the strong budget proposals and commented that social care had seen increases in demand resulting from the pandemic. The Cabinet Member outlined the new and innovative ways to support residents in need, including semi-independent living and work with the NHS to enhance mental health services. The Cabinet Member noted how services would continue to be proactive and work smarter to save money in the longer-term and importantly help reduce demand through stronger preventative approaches.

The Leader of the Council thanked his Cabinet colleagues, remarking that the budget proposals were about low taxation, sound financial management, high quality services, strong reserves and efficiencies so that residents’ money goes much further. The Leader invited residents’ feedback on the budget.

**Alternative options considered and rejected**

The Cabinet could have chosen to vary other proposals in its budget before consultation. However, to comply with the Budget and Policy Framework, the Cabinet was required to publish a draft budget for consultation at the meeting.

<b>Relevant Select Committee</b>	All
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	N/A - scrutiny call-in not applicable for the Cabinet’s budget proposals which are ultimately a determination for the full Council. Select Committees will be able to comment on the budget proposals during January and February 2022.
<b>Officer(s) to action</b>	Paul Whaymand
<b>Directorate</b>	Finance
<b>Classification</b>	<b>Public</b>
	<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. GRANTS TO HILLINGDON'S LOCAL VOLUNTARY ORGANISATIONS 2022/23**

**RESOLVED:**

**That the Cabinet agrees:**

- 1. The overall allocation of grants to Voluntary Sector groups (including Dining Centres) of up to £2,076,805 for the provision of core grant funding for the 2022/23 financial year with specific awards as set out in the schedule - Appendix A.**
- 2. Grants totalling £18,000 to organisations to enable the provision of transport.**
- 3. The Council's contribution of £228,887 to the London Councils' Grants scheme for 2022/23 (subject to London Councils' Leader's Committee meeting on 7<sup>th</sup> December 2021).**

**Reasons for decision**

After considering the merits of the individual grant applications received from the voluntary sector, Cabinet agreed grant funding for a variety of local groups for the ensuing financial year, which sought to maximise the benefits from the Council's investment. Cabinet also agreed the provision of specific dining centre grants and transport grants to benefit priority groups of residents.

The Cabinet Member for Corporate Services & Transformation noted that in excess of £2.3 million was proposed for the ensuing financial year to support various voluntary organisations locally and through the London Council's grant scheme, representing the most generous offer across London. The Cabinet Member noted that such external funding was at a crossroads at the current time, as many voluntary organisations had changed the way they operated during the pandemic. Going forward, however, it was outlined how the Council's focus would continue to be on supporting organisations to be operationally successful and that funding would align with those organisations that provide added-value services to residents.

The Leader of the Council remarked on the Council's continued support to the local voluntary sector and the flexibility that as circumstances change for such organisations, the Council's support will also adjust.

**Alternative options considered and rejected**

Cabinet could have made changes to the proposed level of grants.

<b>Relevant Select Committee</b>	Corporate, Finance & Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 24 December 2021
<b>Officer(s) to action</b>	Kevin Byrne

**Directorate  
Classification**

Social Care & Health  
**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.*

**8. CONTRACT FOR THE PROVISION OF VETERINARY SERVICES AT THE IMPORTED FOOD OFFICE, HEATHROW AIRPORT**

**RESOLVED:**

**That the Cabinet accept a single tender action for Senlac Associates for the provision of Veterinary Services at the Imported Food Office on behalf of the London Borough of Hillingdon for a two-year period from 1 April 2022 to 31 March 2024 at the estimated value of £1,727,851.**

**Reasons for decision**

Cabinet agreed to a direct award of a specialist contract for veterinary services at the Imported Food Office, London Heathrow Airport, for a period of two years. Cabinet noted that, as a Border Control Post, the Council had a statutory duty to undertake certain statutory checks on imported products of animal origin that arrive through the airport each year in transit across the whole Country.

**Alternative options considered and rejected**

None.

<b>Relevant Select Committee</b>	Public Safety & Transport
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 24 December 2021
<b>Officer(s) to action</b>	Samantha Doherty
<b>Directorate</b>	Imported Food Office
<b>Classification</b>	<b>Private</b>  <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>

**9. DISPOSAL OF 3 GARAGE SITES IN THE BOROUGH**

**RESOLVED:**

**That the Cabinet:**

- 1. Declares the following three sites surplus to requirements;**
  - a) Garage court - Lavender Road West, Uxbridge UB8 3PZ**
  - b) Garage court - Cornfield Close, Uxbridge UB8 2PU**
  - c) Garage court - Ash Grove, Harefield UB8 1JR**
  
- 2. Authorises the sale of the three sites on the open market with planning consent for a residential scheme. The method of sale to be by auction, subject to prevailing market conditions. The sales are to be leasehold with an option to sell the freehold for £1 on the satisfactory completion of the development and;**
  
- 3. Delegates authority to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services, in consultation with the Corporate Director for Infrastructure Transport & Building Services for all subsequent decisions regarding the sale of the sites.**

**Reasons for decision**

Cabinet agreed to the disposal of three garage sites in the Borough which had been either vacant or underutilised and to sell the sites to deliver best value to the taxpayer.

**Alternative options considered and rejected**

The development of these sites by the Council has been considered and rejected as uneconomic.

<b>Relevant Select Committee</b>	Corporate, Finance & Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 24 December 2021
<b>Officer(s) to action</b>	Julie Markwell
<b>Directorate</b>	Infrastructure, Transport & Building Services
<b>Classification</b>	<b>Private</b>
	<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</i>

**10. TEMPORARY ACCOMMODATION FOR HOMELESS HOUSEHOLDS****RESOLVED:**

**That the Cabinet agree to the 3-year lease extension at 163 High Street, Yiewsley, West Drayton UB7 7QH from 1 January 2022 to 31 December 2024.**

**Reasons for recommendation**

Cabinet gave its approval for a 3-year extension of the lease at 163 High Street, Yiewsley, UB7 7QH for the continued provision of temporary housing accommodation for homeless households.

**Alternative options considered / risk management**

The alternative was to decant the property, which would have required alternative accommodation for those currently housed.

<b>Relevant Select Committee</b>	Environment, Housing & Regeneration
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 24 December 2021
<b>Officer(s) to action</b>	Ben Sargent
<b>Directorate</b>	Planning, Environment, Education & Community Services
<b>Classification</b>	<b>Private</b>  <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. ADVERTISING & MARKETING INCOME**

### **RESOLVED:**

**That the Cabinet:**

- 1) Approve the proposal from JC Decaux to install street furniture in various locations across the Borough as part of a 7-year contract. This is subject to all necessary approvals (including relevant Cabinet Member consultation on proposed sites and formal planning approval). Upon full implementation at all proposed sites, the initiatives have the capacity to generate an annual income of £180k by 2024.**
- 2) Approve the proposal from Clear Channel Communications to replace the existing paper advertising with a similar sized digital advertising board in Ruislip Gardens as part of a 7-year contract. Subject to all necessary approvals the site has the capacity to generate an income of £7k per annum.**
- 3) Approve the extension of existing arrangements with Bay Media for advertising rights on Hillingdon's lamppost columns for a 3-year period in return for an income generation of approximately £4k per annum.**
- 4) Approve the extension of the existing arrangements with Marketing Force for advertising rights on Hillingdon's roundabouts for a 5-year period in return for an income generation of approximately £10k per annum.**
- 5) Delegate approval to Corporate Director Infrastructure, Transport and Building Services, with the sign-off of with Cabinet Member for Finance and Cabinet Member for Environment, Housing and Regeneration, the addition of further sites into the Marketing Force contract to increase revenue generation.**
- 6) Note that all income targets are subject to the placement of suitable media space to allow the generation of revenue. If Members chose not to sign-off specific sites or planning / Highway approval is refused, income targets will be adjusted accordingly to reflect the number of installations.**

### **Reasons for decision**

Cabinet agreed to proposals following a review of income generation opportunities through media and advertising, which would, subject to the necessary approvals, enable the Council to maximise revenue, roll-out new digital advertising space alongside updated street furniture and improved digital connectivity in local high streets. The Cabinet Member for Finance noted this as a good example of the Council's commercial approach to its assets.

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

None.

<b>Relevant Select Committee</b>	Corporate, Finance & Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 24 December 2021
<b>Officer(s) to action</b>	Matthew Kelly
<b>Directorate</b>	Finance
<b>Classification</b>	<b>Private</b>
	<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>

**12. GRANT OF A LEASE FOR ELECTRICAL SUBSTATION AT MINET JUNIOR SCHOOL**

**RESOLVED:**

**That the Cabinet authorises the grant of a 99-year lease for the substation site at Minet Junior School, Avondale Drive, Hayes negotiated by officers as detailed in this report and instructs Legal Services to complete the appropriate lease documentation.**

**Reasons for decision**

To progress the planned re-building programme at the Minet Junior School site in Hayes, Cabinet agreed a lease for an electrical substation site.

**Alternatives considered and rejected**

**None.**

<b>Relevant Select Committee</b>	Corporate, Finance & Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 24 December 2021
<b>Officer(s) to action</b>	Michele Wilcox
<b>Directorate</b>	Infrastructure, Transport & Building Services
<b>Classification</b>	<b>Private</b>
	<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</i>

*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).*

**13. VOLUNTARY SECTOR LEASE**

**RESOLVED:**

**That Cabinet agrees the rent set out in the report, which has been the subject of negotiation with the voluntary sector organisation detailed in this report and instructs officers to complete the legal documentation.**

**Reasons for decision**

Cabinet made a decision regarding a rent review for Skylark Community Association, using The Grange Community Centre, Pine Place, Hayes. 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.

<b>Relevant Select Committee</b>	Corporate, Finance & Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 24 December 2021
<b>Officer(s) to action</b>	Michele Wilcox
<b>Directorate</b>	Infrastructure, Transport & Building Services
<b>Classification</b>	<b>Private</b>
	<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 7.41pm

**\*Internal Use only**

**Implementation of decisions & scrutiny call-in**

**When can these decisions be implemented by officers?**

The date and time that officers can formally implement Cabinet's decisions is set out above under each item, and this is usually from the expiry of the scrutiny call-in period which is:

**5pm, Friday 24 December 2021**

However, this is subject to the decision not being called in by Councillors on the relevant Select Committee. Upon receipt of a valid call-in request, Democratic Services will immediately advise the relevant officer(s) and the Cabinet decision must then be put on hold.

**Councillor scrutiny call-in of these decisions**

Councillors on the relevant Select Committee shown in these minutes for the relevant decision made may request to call-in that decision. The call-in request must be before the expiry of the scrutiny call-in period above.

Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further advice can be sought from Democratic Services if required:

[Scrutiny Call-In - Power Apps](#) (secure)

**Notice**

These decisions have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

This Cabinet meeting was also broadcast live on the Council's YouTube channel [here](#) for wider resident engagement.

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@hillington.gov.uk](mailto:democratic@hillington.gov.uk)

Democratic Services: 01895 250636

Media enquiries: 01895 250403



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## ADDITION OF 2 NEW ENTRIES TO THE COUNCIL’S LIST OF BUILDINGS OF ARCHITECTURAL OR HISTORIC IMPORTANCE

<b>Cabinet Member(s)</b>	Councillor Eddie Lavery
<b>Cabinet Portfolio(s)</b>	Cabinet Member for Environment, Housing & Regeneration
<b>Officer Contact(s)</b>	Mark Butler & James Rodger – Planning, Environment, Education & Community Services
<b>Papers with report</b>	Appendix 1: 2 proposed list entries for the Council’s Local List of Buildings of Architectural or Historic Importance.

### HEADLINES

<b>Summary</b>	To seek approval from Cabinet to go to public consultation on the addition of 2 new entries (Nos. 305-315 and 317-327 Long Lane and The Paddington Packet Boat Public House) to the Council’s Local List of Buildings of Architectural or Historic Importance.
<b>Putting our Residents First</b>	This report supports the following Council objectives of: <i>Our Built Environment; Our Heritage and Civic Pride.</i>
<b>Financial Cost</b>	The cost of the public consultation is estimated at £500 and will be managed within existing Planning and Regeneration revenue budgets.
<b>Relevant Select Committee</b>	Environment, Housing & Regeneration
<b>Relevant Ward(s)</b>	Uxbridge North and Brunel Wards

### RECOMMENDATIONS

That the Cabinet:

- 1) Approves for consultation, the 2 new entries to the Local List of Buildings of Architectural or Historic Importance as attached in Appendix 1.
- 2) Authorises officers to undertake public consultation, for 6 weeks, with all the owners/occupiers of the buildings.

## Reasons for recommendation

- 1) The Local List of Buildings of Architectural or Historic Importance recognises buildings that are considered to be of local architectural and historic importance that contribute significantly to the unique character and sense of local distinctiveness of the Borough. The proposed 2 entries to be added to the list have been assessed against the Council's Eligibility Criteria and scoring for Locally Listed Buildings (2009) and merit inclusion on the list.
- 2) The period of 6 weeks for public consultation is in line with Hillingdon's Statement of Community Involvement.

## Alternative options considered / risk management

- 1) Not to agree to the 2 entries being added to the Local List of Buildings of Architectural or Historic Importance leaving buildings worthy of local designation unrecognised and vulnerable to insensitive development, and the concerns of Members and residents unaddressed.
- 2) Not to comply with the Statement of Community Involvement.

## Democratic compliance / previous authority

Cabinet authority is required to approve planning policies / briefs for particular sites.

## Select Committee comments

None at this stage.

## SUPPORTING INFORMATION

### Proposal to add 2 new entries to the Council's Local List of Buildings of Architectural or Historic Importance.

Throughout the Borough, there are buildings and structures that contribute to the quality of the built environment and reinforce local distinctiveness and a sense of place. Whilst not statutorily listed, these buildings are of good quality design or are historically significant. They are important local features in their own right and make a significant contribution to the character and appearance of their locality.

The two terraces of **mock Tudor gabled shops along Long Lane** (Nos. 305-315 and 317-327) have been brought to the attention of Council officers. The Council has received a formal approach requesting their consideration for inclusion on the Council's Local List of Buildings of Architectural or Historic Importance. Although the shopfronts have been altered at street level the mock Tudor first floor and gable ends remain largely intact along with many brick pilaster shopfront surrounds to nos. 317-327. There are two identical terraces of 6 shops with residential above dating from the late 1920s/early 1930s. The shops are in the mock Tudor style reflective of the Metroland suburban expansion of this time and have historic value in this respect. The

primary frontage comprises largely unaltered gables of Tudor style black timbering with white painted infill panels. In the opinion of Council officers', the terraces give a pleasing gabled rhythm to this part of Long Lane, with traditional even pitched roofs with a tiled finish. From a wider townscape perspective, the group of two terraced shops are prominently located on the approaches to Hillingdon Circus and contribute positively to the local character of the area. As such they are considered to warrant inclusion on the Council's Local List of Buildings of Architectural or Historic Importance.

The **Paddington Packet Boat Public House** is considered a non-designated heritage asset and has been subject to pre-application discussions and planning applications in the recent past for redevelopment. Council officers had previously considered the building as having architectural and historic interest that may warrant inclusion on the Statutory List of Buildings or Architectural Historic Interest as compiled by Historic England. The Council assessed the building with the aid of an external consultant (BEAMs) who agreed with Council officers that the building does have architectural and historic interest that warranted an application to Historic England for its consideration for Listed status. The Council served a 6 month Building Preservation Notice on the building whilst it was being considered for listing by Historic England. On the 26<sup>th</sup> November 2019 the Council received notification from Historic England that the application had been unsuccessful and that the Secretary of State for Digital, Culture, Media and Sport had decided not to add the Paddington Packet Boat House to the Statutory List on the recommendations of Historic England.

Despite the Public House not meeting the criteria for Statutory Listing, it is still considered to be of local architectural and historic importance. This view is reinforced within Historic England's Advice Report which was prepared for the Department for Culture, Media, and Sport where it acknowledges that:

*'The Paddington Packet Boat Public House is acknowledged as a historic building which makes a positive contribution to this part of Cowley and is a visible reminder of the C19 packet boat trade. The name of the pub clearly references the packet boat service that operated from 1801 to 1830 on the nearby canal, providing a passenger service on horse-drawn barges from Paddington Basin to Uxbridge.'*

The building is currently derelict and has had its roof tiles largely removed, however, this does not diminish the justification for local listing.

Buildings on the Local List are not subject to any additional planning controls over demolition or alteration. There are also no changes to the owner's Permitted Development Rights under the Town and Country Planning (General Permitted Development) Order 2015. However, Council policies do support the retention and enhancement of buildings which contribute to the Borough's local distinctiveness.

Hillingdon's Local Plan Part 2 includes policies for the protection of Locally Listed Buildings. The specific policy of most relevance is DMHB3:

**DMHB3:**

*A) There is a general presumption in favour of the retention of buildings, structures and features included in the Local List. The Council will take into account the effect of a proposal on the building's significance and the scale of any harm of loss when considering*

*planning applications, including those for major alterations and extensions. Proposals will be permitted where they retain the significance, appearance, character or setting of a Locally Listed Building.*

*B) Applications should include a Heritage Statement that demonstrates a clear understanding of the importance of the structure and the impact of the proposals on the significance of the Locally Listed Building.*

*C) Replacement will only be considered if it can be demonstrated that the community benefits of such a proposal significantly outweigh those of retaining the Locally Listed Building.*

Officers are seeking approval to consult on the draft entries for inclusion on the list. It is the intention to report the results of the consultation back to Cabinet.

The consultation will be undertaken online informing local residents about the proposed 2 entries and providing details of where hard copies can be found and inviting them to make comments on their inclusion. Copies will also be made available at Oak Farm Library and Yiewsley Library respectively, the Planning & Community Services Reception and also on the Council's website. An advertisement will also be placed in the Uxbridge Leader. After a period of six weeks, the responses will be collated and a further report submitted to Cabinet describing the outcome. The 2 draft entries are attached under Appendix 1.

### **Financial Implications**

The cost of the public consultation is estimated at £500 and will be managed within existing Planning and Regeneration revenue budgets. The consultation process will be undertaken by existing staff within the Planning Specialist Team.

## **RESIDENT BENEFIT & CONSULTATION**

### **The benefit or impact upon Hillingdon residents, service users and communities?**

The proposed character appraisal and local list additions will help protect the Borough's heritage from harmful development proposals.

### **Consultation carried out or required**

The consultation on both the character appraisal and additions to the local list will be undertaken online. Copies will also be made available at Oak Farm Library and Yiewsley Library respectively, the Resident Services Planning Reception Area on 3 North at the Civic Centre and also on the Council's website. An advertisement will also be placed in the Uxbridge Leader.

## CORPORATE CONSIDERATIONS

### Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications contained within, noting the £500 consultation cost will come from existing Planning and Regeneration revenue budgets.

### Legal

The Borough Solicitor confirms that legal implications are contained within the body of the report.

### Infrastructure / Asset Management

Neither building/s has any LBH property interest.

## BACKGROUND PAPERS

[Hillingdon's Local Plan Part 2.](#)

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<b>Building Name/No:</b>	<b>Nos. 305-315 and 317-327 Long Lane</b>	<b>Serial No:</b>	
<b>Address:</b>	Nos. 305-315 and 317-327 Long Lane UB10 9JY		
<b>Ward:</b>	Uxbridge North	<b>Use:</b>	Shops / Residential

**Photograph**



**Statement of significance/ Reasons for designation**

Authenticity Shopfronts altered at street level but mock Tudor first floor and gable ends remain largely intact along with many brick pilaster shopfront surrounds to nos. 317-327.

Architectural! Two identical terraces of 6 shops with residential above of late 1920s early 1930s date. The shops are in the mock Tudor style reflective of the Metroland suburban expansion. Primary frontage comprises largely unaltered gables of Tudor style black timbering with white painted infill panels. The terraces have a pleasing gabled rhythm to Long Lane with traditional even pitched roofs with a tiled finish. The shopfronts have been altered extensively, however, the terrace comprising nos. 317-327 still retain many of their brick quoined pilasters with clay tile console brackets.

Townscape: Attractive group of two terraced shops that are prominently located on the approaches to Hillingdon Circus contributing positively to the local character of the area.

Historic

Communal value as a parade of well used shops at the heart of Hillingdon Circus.

**Photograph date: August 2021**

**Location Map**



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**Authenticity (I b): 2; Architectural (II d): 1; Townscape (III f); 1; Historic (IV h); 1  
Total = 5  
Include in the Local List.**

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<b>Building Name/No:</b>	<b>Paddington Packet Boat Public House</b>	<b>Serial No:</b>	
<b>Address:</b>	<b>High Road, Cowley, Uxbridge, UB8 2HT</b>		
<b>Ward:</b>	Brunel	<b>Use:</b>	Former public house

**Photograph**

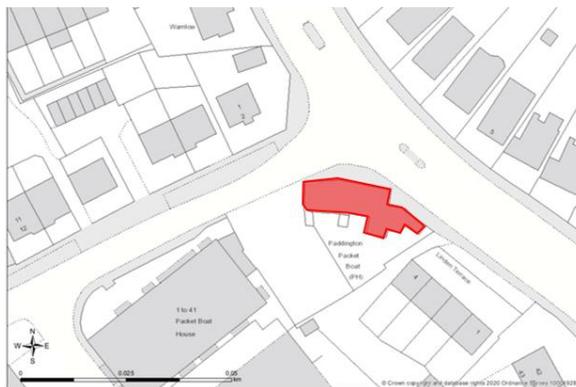


**Statement of significance/ Reasons for designation**

Authenticity Much altered but some original features retained, such as barge boards in gables and small paned first floor windows  
Architectural! Former public house with origins ca.1800 when Cowley Peachey was a small village. First licensed in 1804 to serve the passengers of the Paddington Packet Boat. Two storeys with gabled cross wings under slate pitched roofs, late 19<sup>th</sup> century additional gabled extension on west end. Much altered, formerly brick elevations now rendered, ground floor bay windows later remodelling.  
Townscape: Landmark corner building set at an angle to junction. Particularly noticeable when approaching from the north on Cowley Road. Contributes to local character and street scene.  
Historic  
Historically interesting public house first licensed in 1804 to service the Paddington Packet Boat passenger service which docked at the nearby Grand Union Canal and ran between 1801 and the 1830s. Remained of communal value as a public house until recent closure. Has socio-economic development significance and strong community value and is connected to the Borough's industrial history.

**Photograph date: July 2017**

**Location Map**



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**Authenticity (I c): 1; Architectural (II d): 1; Townscape (III g); 1; Historic (IV h, i); 2+1  
Total = 6  
Include in the Local List.**

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of the Local Government Act 1972 (as amended).

# Agenda Item 7

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of the Local Government Act 1972 (as amended).

# Agenda Item 8

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# Agenda Item 9

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