



HILLINGDON  
LONDON

## Minutes

### COUNCIL

9 May 2024

Meeting held at Council Chamber - Civic Centre, High Street, Uxbridge UB8 1UW

Councillor Shehryar Ahmad-Wallana (Mayor in the Chair - agenda items 1 to 3)  
Councillor Colleen Sullivan (Deputy Mayor - agenda items 1 to 3)

Councillor Coleen Sullivan (Mayor in the Chair - agenda items 4 to 11)  
Councillor Philip Corthorne (Deputy Mayor - agenda items 4 to 11)

	<p><b>MEMBERS PRESENT:</b></p> <p>Councillors: Naser Abby                      Scott Farley                      Kelly Martin Kaushik Banerjee                      Janet Gardner                      Stuart Mathers Labina Basit                      Elizabeth Garelick                      Douglas Mills Adam Bennett                      Narinder Garg                      Richard Mills Kishan Bhatt                      Tony Gill                      June Nelson Jonathan Bianco                      Martin Goddard                      Barry Nelson-West Wayne Bridges                      Ekta Gohil                      Susan O'Brien Tony Burles                      Becky Haggard OBE                      Jane Palmer Reeta Chamdal                      Henry Higgins                      Sital Punja Roy Chamdal                      Mohammed Islam                      John Riley Farhad Choubedar                      Rita Judge                      Raju Sansarpuri Philip Corthorne                      Kamal Preet Kaur                      Jagjit Singh Darran Davies                      Kuldeep Lakhmana                      Jan Sweeting Nick Denys                      Eddie Lavery                      Steve Tuckwell MP Jas Dhot                      Heena Makwana Ian Edwards                      Gursharan Mand</p>
	<p><b>OFFICERS PRESENT:</b> Tony Zaman, Andy Evans, Dan Kennedy, Julie Kelly, Sandra Taylor, Glen Egan, Lloyd White, Mark Braddock, Morgan Einon, Alice Pringault and Nikki O'Halloran</p>
1.	<p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>Apologies for absence had been received from Councillors Burrows, Curling, Lewis, Money and Smallwood.</p>
2.	<p><b>DECLARATIONS OF INTEREST</b> (<i>Agenda Item 2</i>)</p> <p>There were no declarations of interest in any matter before the Council.</p>
3.	<p><b>ELECTION OF MAYOR 2024 / 2025</b> (<i>Agenda Item 3</i>)</p> <p>The Mayor gave a summary of his year in office and noted that he had been able to help promote a healthier Hillingdon during his mayoralty and that he had engaged with all sectors of the community, made speeches in multiple languages and had met with the Prince of Kent and the Duke of Gloucester. He had welcomed the opportunity to raise the profile of his charities, Halo Children's Foundation and the Al-Falah Institute, as well as raising funds for them.</p>

	<p>The Mayor thanked his Mayoresses, Mrs Amtul Woud Wallana and Miss Tooba Wallana, for the support that they had given him over the last twelve months and he also thanked his father and late mother.</p> <p>The Mayor paid tribute to the Mayoral team, past and present, and all of the Council officers who had supported his charity fundraising events whilst also providing excellent services. The Mayor was grateful to his Ward Councillor colleagues, Councillors and the Leader for affording him the opportunity to hold the position over the last year.</p> <p>Nominations were invited for a Mayor to hold office for the 2024/25 municipal year. Councillor Sullivan was nominated by Councillor Bridges and seconded by Councillor O'Brien. There were no further nominations.</p> <p><b>RESOLVED: That Councillor Colleen Sullivan be elected as Mayor for the 2024/2025 municipal year.</b></p> <p><i>The Council adjourned for robing of the new Mayor at 7.51pm and reconvened at 8.04pm.</i></p>
4.	<p><b>ACCEPTANCE OF OFFICE BY THE NEW MAYOR</b> (<i>Agenda Item 4</i>)</p> <p>The newly elected Mayor signed the declaration of acceptance of office.</p>
5.	<p><b>APPOINTMENT OF THE DEPUTY MAYOR</b> (<i>Agenda Item 5</i>)</p> <p>The Mayor informed the Council that she had appointed Councillor Philip Corthorne as Deputy Mayor.</p> <p><b>RESOLVED: That the Deputy Mayor for the 2024/2025 municipal year be noted.</b></p>
6.	<p><b>NEW MAYOR'S ANNOUNCEMENTS</b> (<i>Agenda Item 6</i>)</p> <p>The new Mayor thanked Members for electing her to the position for the new municipal year. She advised that her Mayoress would be Ms Anne Robinson and that her nominated charities for the year would be Radio Hillingdon and RB&amp;H Arts Charity. The Mayor advised that she would not be appointing a single Chaplain but would instead be seeking support from various churches during her mayoralty.</p>
7.	<p><b>VOTE OF THANKS TO THE OUTGOING MAYOR</b> (<i>Agenda Item 7</i>)</p> <p>Councillor Edwards moved a vote of thanks to the retired Mayor, Councillor Shehryar Ahmad-Wallana, and his Mayoresses, Mrs Amtul Woud Wallana and Miss Tooba Khulat Wallana. He congratulated the outgoing Mayor on the support that he had provided and the money that he had raised for his two charities over the last year.</p> <p>The vote of thanks was seconded by Councillor Lakhmana. Councillors Bianco, Roy Chamdal, Denys, Gohil, Higgins and Lavery spoke in support of the vote of thanks to the outgoing Mayor, Councillor Ahmad-Wallana.</p> <p>The Mayor (Councillor Sullivan) presented a Past Mayor's badge to Councillor Ahmad-Wallana a Past Mayoress's badge to Mrs Amtul Woud Wallana and Ms Tooba Wallana.</p>

**RESOLVED: That the vote of thanks to the outgoing Mayor, Councillor Ahmad-Wallana, be agreed.**

8. **REPORT OF THE HEAD OF DEMOCRATIC SERVICES** (*Agenda Item 8*)

**8.1 APPOINTMENT OF CABINET**

The appointment by the Leader of the Council of Councillor Bianco as the Deputy Leader, and the following Members as Cabinet Members, for 2024/2025 was noted:

<b>Position/Portfolio</b>	<b>Councillor</b>
Deputy Leader, Property, Highways & Transport	Bianco
Finance	Goddard
Children, Families & Education	O'Brien
Health and Social Care	Palmer
Residents' Services	Lavery
Corporate Services	D.Mills

**8.2. RESULT OF THE BY-ELECTION AND POLITICAL BALANCE**

It was noted that Kelly Martin, the Conservative Party candidate, had been elected to represent Hillingdon East Ward at the by-election held on 2 May 2024.

**8.3 REVIEW OF COUNCIL CONSTITUTION**

Councillor Edwards moved, and Councillor Bianco seconded, the recommendations contained in the report.

Those speaking against the recommendations expressed concern that a reduction in the number of select committees would increase the workload of the remaining select committees and make effective scrutiny difficult to achieve. Whilst efforts to streamline were appreciated, the objective should be to increase productivity rather than reduce it.

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

- i) That the word 'frivolous' be removed as a reason for the Head of Democratic Services to reject questions and motions from Members and the public.
- ii) That, in relation to the section regarding Members' Enquiries and Services Requests in the Opposition Lead Protocol on Good Member and Officer Relations, the following wording be added as shown below in bold:

***“Should a Member wish for information that is not specific to their own Ward (e.g. is regarding matters affecting the whole Borough or is cross-cutting for a part of the Borough wider than a single Ward) then such a request must be made through the Group Leader with an explanation as to why such information is required.***

***Where a Member requests such factual information, that information will also be supplied to the relevant Cabinet Member, Chair and Opposition Lead of the appropriate Committee or relevant officers.”***

Those speaking in support of the amendment believed that these two small changes would strengthen the Constitution. The word 'frivolous' was thought to be too subjective and, if the administration had nothing to hide, they would have no objection to including the opposition lead in the protocol.

Those speaking against the amendment noted that the dictionary had been clear about the definition of 'frivolous' and whether or not a question or motion could be deemed frivolous would be determined by the Borough Solicitor and the Head of Democratic Services. Members were reminded that the Whips had recently been tasked with reviewing the protocol and had agreed the current procedure.

The amendment was put to the vote and lost.

The original motion was put to the vote and it was:

**RESOLVED: That the Head of Democratic Services be authorised to make the following amendments to the Constitution:**

i) **Part 2, Chapter 4, SO11: Questions submitted by Members:**

**11.4 Questions that may not be accepted**

The Head of Democratic Services may amend or reject a question submitted on notice if it:

- is defamatory, frivolous or offensive;
- does not contain sufficient detail or information to allow for an informed and detailed answer to be given or, if local authority resources are referred to, does not provide sufficient detail to allow them to be accurately quantified;
- is substantially the same, similar in nature or concerning the same subject matter as a question which has been put at a meeting of the Council in the past six months; or
- requires the disclosure of confidential or exempt information as defined in the Access to Information Rules.

**Part 2, Chapter 4, SO12: Motions on Notice:**

**12.3 Motions that may not be accepted**

The Head of Democratic Services may amend or reject a Motion submitted on notice if it:

- is defamatory, frivolous or offensive;
- if approved would require unlawful action to be taken or action which would be impossible to implement;
- requires the disclosure of confidential or exempt information as defined in the Access to Information Rules.

ii) **Part 3, Chapter 22: Members' Enquiries & Service Requests**

A Member is free to submit a Member's Enquiry or service request to approach any Council Department, via the Members' Enquiry portal only, to provide such information, explanation and advice about the Department's functions as may reasonably be required in order to assist with discharging his/her role.

**A Members' Enquiry is defined as:**

**'a clear question has been asked that requires investigation by Council Officers, or the supply of information from a Council department'. A Members Enquiry may include requests for general policy and performance information, and/or the investigation of ongoing or persistent issues including persistent fly tipping.**

**A Members' Service Request is defined as:**

**'a request for a one-off action to be taken, that requires action by an officer and not investigative activities or supply of information'. Examples of a Service Request include collection of fly tipping, removal of graffiti, street lighting issues, tree problem etc. Service Requests are location-specific.**

**All enquiries and requests must be reasonable and will be met subject to any overriding legal considerations (determined by the Monitoring Officer). If the recipient of any request considers the cost of providing the information requested or the nature of the request to be unreasonable, they will raise the matter with the relevant Corporate / Executive Director who will discuss the issue with the relevant Group Leader or, in the absence of a Group Leader, with the Member concerned.**

**A Member may raise a valid Service Request for any area within the Borough.**

**Should a Member wish to raise a Member's Enquiry, or be asked to raise one by a member of the public, concerning a matter in another Member's Ward, there is an expectation that they will refer the matter to the appropriate Ward Member(s) or / and, where appropriate, seek the agreement of the member of public to refer the matter to the appropriate Ward Member(s), unless a valid reason why this would not be appropriate is provided by the relevant Group Leader.**

**Should a Member wish for information that is not specific to their own Ward (e.g. is regarding matters affecting the whole Borough or is cross-cutting for a part of the Borough wider than a single Ward) then such a request must be made through the Group Leader with an explanation as to why such information is required.**

**Where a Member requests such factual information, that information will also be supplied to the relevant Cabinet Member, Chair of the appropriate Committee or relevant officers.**

**To assist Members in submitting Service Requests, Members' Enquiries or requests for factual information, the Council operates a portal, and all such requests must be made via this route.**

**iii) Part 2, Chapter 4, SO14: 14.3 Seconder's Speech**

**"When seconding a motion or amendment, a Member may reserve**

their speech until later in the debate. The Member may also, at the moment of seconding a motion or amendment and reserving their right to speak later, request of the Mayor that they be called to speak at the conclusion of the debate, albeit prior to those Members exercising a Right of Reply as set out in SO14.9. Such a request shall be granted by the Mayor.”

- iv) That the deletion of the former Finance and Corporate Services Select Committee and the Property, Highways and Transport Select Committee be noted and the creation of the new Corporate Resources and Infrastructure Select Committee be agreed with the following Terms of Reference:

To undertake the overview and scrutiny role in relation to the following Cabinet Member portfolio(s) and service areas:

<b>Cabinet Member Portfolios</b>	<ul style="list-style-type: none"> <li>• Leader of the Council</li> <li>• Cabinet Member for Corporate Services</li> <li>• Cabinet Member for Finance</li> <li>• Property, Highways &amp; Transport</li> </ul>
<b>Relevant service areas</b>	<ol style="list-style-type: none"> <li>1) Democratic Services</li> <li>2) Finance</li> <li>3) Procurement &amp; Commissioning</li> <li>4) Counter Fraud &amp; Business Assurance</li> <li>5) Digital &amp; Information (Customer Access, Business Intelligence, Digital, Technology, Information Governance)</li> <li>6) Strategic Partnerships</li> <li>7) Consultation &amp; engagement</li> <li>8) Corporate Communications</li> <li>9) Legal Services</li> <li>10) Human Resources</li> <li>11) Business Administration (incl. Mortuary)</li> <li>12) Transformation (BID)</li> <li>13) Operational Assets (Repairs &amp; Engineering, Planned Works, Disabled Facilities, Building safety &amp; FM)</li> <li>14) Property Services</li> <li>15) Capital Programme (inc. Major Projects)</li> <li>16) Transportation</li> <li>17) Highways</li> <li>18) Health &amp; Safety / Emergency Response</li> </ol>

**Cross cutting topics**

This Committee will also act as lead select committee on the monitoring and review of the following cross-cutting topics:

- Resident Experience
- Civic Centre, Property and built assets

This Committee will scrutinise and review the work of utility companies whose actions affect residents of the Borough.

9.	<p><b>COMMITTEE ALLOCATIONS AND MEMBERSHIP 2024 / 2025</b> (<i>Agenda Item 9</i>)</p> <p>Councillor R Mills moved, and Councillor Davies seconded, the motion as set out on the Order of Business and it was:</p> <p><b>RESOLVED: That the appointment of Committees, Sub-Committees and their memberships, as set out in Minute Annex A, be approved.</b></p>
10.	<p><b>SELECT COMMITTEES ANNUAL REPORT</b> (<i>Agenda Item 10</i>)</p> <p>The Council received a report detailing the work covered by the Select Committees in 2023/24. It was moved by Councillor Bridges, seconded by Councillor Makwana, and:</p> <p><b>RESOLVED: That the report be noted.</b></p>
11.	<p><b>STATEMENT BY THE LEADER OF THE COUNCIL</b> (<i>Agenda Item 11</i>)</p> <p>The Leader of the Council advised that inflationary pressures had continued but that the recent by-election had shown that residents still had confidence in the Hillingdon Conservatives to deliver on their promise of sound financial management and putting residents first. Of the 46 commitments that had been made by the administration, 42 had already been achieved (or were on track to be achieved) and services and facilities in Hillingdon continued to be better than those provided in neighbouring boroughs. Work continued to find a new site for HOAC, a feasibility study was being undertaken in relation to a solar farm and it was regretted that the Mayor of London would not fund the expansion of the Santander cycle scheme.</p> <p>The Leader was proud that the Council had stood up for residents in relation to the expansion of the Mayor of London’s Ultra Low Emission Scheme into outer London. Although the Council had lost the Judicial Review that it had led, the authority had spoken up about the punitive and unfair impact that the scheme would have on residents. It was hoped that the Mayor of London would not introduce the pay per mile initiative that had recently been mooted.</p> <p>Officers of the Council had contributed to many successes over the last year. The Youth Justice Service had been awarded Quality Lead status with a Child First Commendation by the Association of Youth Offending Team Managers, Children’s Services had been rated as ‘Outstanding’ in an Ofsted inspection and the Counter Fraud Team had won two awards at the Public Finance Awards. In addition, officers had secured numerous grants for various projects and Hillingdon had performed best in London with regard to the number of children being offered their first choice of primary school.</p> <p>It was recognised that local authorities were still under significant financial pressure and that, as a result, some had recently declared bankruptcy. Although Hillingdon was committed to sound financial management, no consideration had been given to cutting services. The way services were provided and the buildings used was being optimised, releasing unused estate.</p> <p>The modernisation of the Civic Centre would reduce the Council’s carbon footprint whilst also providing a more pleasant environment for staff. This project had also enabled the Council’s use of office space to be rationalised with spare space being rented out to partners (including the NHS), providing the Council with an income as well as enabling closer partnership working.</p>

	<p>Work had continued in relation to the Council’s digital transformation agenda with the shift to the provision of online services. Further work was needed including the need to reduce the number of email addresses and telephone numbers that were publicly available. This move would focus residents’ communication to specific routes and prevent failure to respond.</p> <p>In February 2024, the Financial Resilience in Local Authorities report was published and suggested that government elected at the next general election would need to review local authorities’ delivery of social care services. A fundamental review had been undertaken in Hillingdon over the last few months to pursue savings, align services and reduce duplication. £15.7m of savings had already been identified for 2024/2025 and further work was needed to help the Council become smaller whilst working smarter. The Leader thanked Council officers, the Corporate Management Team and the Chief Executive for leading the changes. He also thanked all Councillors for improving the lives of their residents.</p>
	<p><b>MINUTE ANNEX A - COMMITTEE ALLOCATIONS</b></p>
	<p>The meeting, which commenced at 7.30 pm, closed at 9.05 pm.</p>

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 [democratic@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk). Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.



## **ORDINARY COMMITTEES 2024/25**

### **CHILDREN, FAMILIES AND EDUCATION SELECT COMMITTEE: 7 (4-3)**

CONSERVATIVE	LABOUR
Makwana (Chair)	Sweeting (Lead)
Haggar (Vice-Chair)	Gill
Bhatt	Judge
Smallwood	

Other Co-opted voting Members (for education related items only):

Parent Governor (2-5)	Vacant
Church of England Diocesan Representative	Vacant
Roman Catholic Diocesan representative	Anthony Little

### **CORPORATE RESOURCES AND INFRASTRUCTURE SELECT COMMITTEE: 7 (4-3)**

CONSERVATIVE	LABOUR
Riley (Chair)	Mathers (Lead)
Bennett (Vice-Chair)	Garelick
Banerjee	Garg
Choubedar	

### **HEALTH AND SOCIAL CARE SELECT COMMITTEE: 7 (4-3)**

CONSERVATIVE	LABOUR
Denys (Chair)	Punja (Lead)
Chamdal (Reeta) (Vice-Chair)	Burles
Corthorne	Nelson
Martin	

### **RESIDENTS' SERVICES SELECT COMMITTEE: 7 (4-3)**

CONSERVATIVE	LABOUR
Bridges (Chair)	Farley (Lead)
Smallwood (Vice-Chair)	Gardner
Davies	Kaur
Gohil	

*SUBSTITUTES FOR SELECT COMMITTEES ARE ALL COUNCILLORS EXCEPT THOSE IN THE CABINET*

**HILLINGDON PLANNING COMMITTEE: 7 (4-3)**

CONSERVATIVE	LABOUR
Higgins (Chair)	Mand
Bennett (Vice-Chair)	Garelick
Burrows	Singh
Chamdal (Roy)	
<b>Substitutes:</b> All Members that have received appropriate planning training to be substitutes for the Planning Committee, except Cabinet members who are not to be substitutes for the Committee.	

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

CONSERVATIVE	LABOUR
Chamdal (Reeta) (Chair)	Mathers
Banerjee (Vice-Chair)	Burles
Riley	
Substitutes	Substitutes
Corthorne	Islam
Higgins	

**APPOINTMENTS COMMITTEE: 3 (2-1)**

CONSERVATIVE	LABOUR
Edwards (Chair)	Curling
Bianco (Vice-Chair)	
Substitutes	Substitutes
All remaining Cabinet members - to be appointed dependent upon which Cabinet portfolio the post(s) being interviewed falls	Farley
	Mathers
	Punja
	Sweeting

**REGISTRATION & APPEALS COMMITTEE: 5 (3-2)**

CONSERVATIVE	LABOUR
Burrows (Chair)	Sweeting
Tuckwell (Vice-Chair)	Money
Makwana	
Substitutes	Substitutes
All non-Cabinet members	All Labour Members

*CABINET MEMBERS MAY BE MEMBERS OF THE TWO SUB-COMMITTEES SHOWN BELOW, BUT NO CABINET MEMBERS SHOULD SIT AS MEMBERS OF THE MAIN REGISTRATION AND APPEALS COMMITTEE*

**APPEALS SUB-COMMITTEE (SENIOR OFFICER): 3 (2-1)**

CONSERVATIVE	LABOUR
Membership to be appointed by Group Leaders as required.	

**GRIEVANCE SUB-COMMITTEE (SENIOR OFFICER): 3 (2-1)**

CONSERVATIVE	LABOUR
Membership to be appointed by Group Leaders as required.	

OTHER COMMITTEES / PANELS (Outside the overall calculation but allocated on the basis of the overall political balance.)

**STANDARDS COMMITTEE: 5 (3-2)**

CONSERVATIVE	LABOUR
Bridges (Chair)	Nelson
Denys (Vice-Chair)	Gill
Bhatt	
Substitutes	Substitutes
Davies	Mathers

Non-voting Independent Person:

Graeme Armour (until July 2026)
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**AUDIT COMMITTEE: 5 (3-2)**

Independent Co-Opted Member (non-voting):

John Chesshire (Chair)
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CONSERVATIVE	LABOUR
Denys (Proposed Vice-Chair)	Burles
Corthorne	Nelson
Higgins	
Substitutes	Substitutes
Bhatt	Farley
Lewis	

*NB: NO MEMBER OF CABINET MAY SIT ON AUDIT COMMITTEE.*

**LICENSING COMMITTEE: 10 (6-4)**

CONSERVATIVE	LABOUR
Haggar (Chair)	Farley
Davies (Vice-Chair)	Gardner
Ahmad-Wallana	Lakhmana
Chamdal (Reeta)	Nelson-West
Martin	
Smallwood	

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

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

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

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

*(as amended at full Council July 2022):*

The membership of the Board shall comprise:

- 1) Cabinet Member for Health and Social Care (Co-Chair)
- 2) Hillingdon Health and Care Partners Managing Director (Co-Chair)
- 3) Cabinet Member for Children, Families & Education (Vice-Chair)
- 4) LBH Chief Executive
- 5) LBH Executive Director Adult Services and Health
- 6) LBH Executive Director Children and Young People's Services
- 7) LBH Director, Public Health
- 8) NWL ICS - Hillingdon Board representative
- 9) NWL ICS - nominated lead
- 10) Central and North West London NHS Foundation Trust - nominated lead
- 11) The Hillingdon Hospitals NHS Foundation Trust Chief Executive
- 12) Healthwatch Hillingdon - nominated lead
- 13) Royal Brompton and Harefield NHS Foundation Trust - nominated lead
- 14) Hillingdon GP Confederation - nominated lead

Co-Chair

The Board shall be co-chaired by the Cabinet Member for Health and Social Care and the Managing Director of Hillingdon Health and Care Partners. The Vice Chair of the Board shall be the Cabinet Member for Children, Families & Education. Only one Co-Chair may chair a meeting, and this will be determined at the start of each meeting. Should both Co-Chairs be unavailable to chair, the meeting will be chaired by the Vice Chair.