

Decisions & Minutes

CABINET

Thursday, 22 June 2023

**Meeting held at Committee Room 6 - Civic Centre,
High Street, Uxbridge UB8 1UW**



Published on: 23 June 2023

Decisions come into effect on: from 5pm, Friday 30 June 2023

Cabinet Members Present:

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

Members also Present:

Jan Sweeting
Peter Curling
Scott Farley
Sital Punja
Stuart Mathers
June Nelson

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Eddie Lavery.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

No interests were declared by Cabinet Members present.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The decisions and minutes of the Cabinet meeting held on 25 May 2023 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

It was confirmed that the reports on the agenda, as marked public and private, would be considered as shown.

5. BUDGET OUTTURN 2022/23

RESOLVED:

That the Cabinet:

- 1. Note the budget position and treasury management update as at March 2023 (Month 12) as outlined in Part A of this report.**
- 2. Approve the financial recommendations set out in Part B of this report below:**
 - a) Approves the rephasing of £26,300k 2022/23 General Fund Major Projects and £2,266k from the Programme of Works expenditure and associated financing budgets into future years.**
 - b) Approves the release of the £500k General Contingency budget into the Council's Earmarked Reserve balance.**
 - c) Approves the rephasing of £9,734k 2022/23 HRA capital expenditure and financing budgets into future years as set out in the report.**
 - d) Accepts £78k 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.**
 - e) Accepts a grant of £36,962 from North West London Integrated Care Board to fund local initiatives to address health inequalities faced by care leavers.**

Reasons for decision

Cabinet received the final budget results for the financial year to 31 March 2023.

The Cabinet Member for Finance noted the net in-year underspend on normal activities along with the addition of a further £1.6m into earmarked reserves, ensuring the Council could carry forward £20m of such reserves into the 2023/24 financial year. Along with general balances of £26.8m, it was welcomed that the Council had in effect £46.8m of reserves at its disposal at the start of the new financial year, with the objective of retaining and building such reserves as paramount.

The macro-economic position was outlined by the Cabinet Member, along with both continuing and legacy financial pressures, including Covid and inflation, which it was noted had caused a material impact on costs. The Cabinet Member highlighted the importance of the Council's savings programme, which for 2022/23 would be fully achieved.

Cabinet was updated on the outturn position of the Housing Revenue Account and Capital Budget. In respect of the Dedicated Schools Budget, it was welcomed that there was a reduction in the year of the deficit by £1.7m, although it was noted there were continuing pressures from inflation in the high needs block.

The Cabinet Member welcomed the positive cash flow situation and advised that aggregate borrowings had reduced during the year by £33m, along with composite interest rates which the Council borrows at, at a level below the Bank of England Base Interest Rate.

Cabinet made a number of other financial related decisions including the rephrasing of capital budgets into future years and accepting grants for the Imported Food Office at Heathrow and to address health inequalities faced by care leavers.

The Leader of the Council welcomed the good outturn position, and noted how the Council had been able to manage its business well during a period of high inflation and financial pressures. Along with the fact that the Council had been able to add substantially to its reserves, it was noted that this was something that set Hillingdon Council apart from other local authorities. The Leader welcomed the savings both achieved to-date and planned for the forthcoming year, but mindful of future pressures, explained that a further review would need to take place. The Leader thanked the Cabinet Member and Council Officers for their efforts in producing a sound budget outturn position.

Alternative options considered and rejected

None.

Relevant Select Committee	Finance & Corporate Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Decisions 2 a-e can be called-in by 5pm, Friday 30 June 2023.
Officer(s) to action	Andy Evans
Directorate	Finance
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. PUBLIC PREVIEW OF MATTERS TO BE CONSIDERED IN PRIVATE

RESOLVED:

That Cabinet note the reports to be considered later in private and Part 2 of the Cabinet agenda and comment on them as appropriate for public information purposes.

Reasons for decision

The Leader of the Council introduced the report which provided a public summary of the matters to be discussed in the private part of the Cabinet meeting later, increasing the Council's transparency.

Alternative options considered and rejected

These were set out in the public Cabinet report.

Relevant Select Committee	As set out in the report
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This matter is not for call-in, as noting only.
Officer(s) to action	Mark Braddock
Directorate	Central 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. CIVIC CENTRE TRANSFORMATION PROGRAMME 2023/24 - APPOINTMENT OF MAIN REFURBISHMENT CONTRACTOR

RESOLVED:

That the Cabinet:

- 1) **Accept the tender from Greyline Ltd for refurbishment works to Phases 1, 2 and 3 of the Civic Centre of the London Borough of Hillingdon at the value of £6,244,282.69.**
- 2) **Agrees to the Capital Release of £2,562k for the first two phases of works:**
 - a. **Phase 1 – 2 East (Pilot Quadrant office refurbishment) and 1 North (Staff Breakout and a reception area currently used by Housing)**
 - b. **Phase 2 – Corporate Reception and Middlesex Suite Refurbishment**
- 3) **Delegates any further decisions on the project, and to Phase 3 of the works (7 further Office Quadrants) to the Leader of the Council, Cabinet Member for Property, Highways and Transport and Cabinet Member for Finance, in consultation with the Corporate Director of Place.**

Reasons for decision

Cabinet agreed to accept a tender and approve capital release funds for the main refurbishment works at the Civic Centre, which would support the transformation, refurbishment and re-use of the Civic Centre as a workplace, the co-location of services to residents and to reduce the Council's carbon footprint.

The Cabinet Member for Property, Highways and Transport noted that the Civic Centre was the Council's largest asset and the importance to ensure the occupation of floorspace was maximised going forward.

Alternative options considered and rejected

Cabinet could have decided to not proceed with the works, and thereby not realise any benefits of using various areas of the Civic Centre.

Relevant Select Committee	Property, Highways and Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	These decisions can be called-in by 5pm, Friday 30 June 2023
Officer(s) to action	Jenny Evans
Directorate	Place Directorate
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>

8. CIVIC CENTRE TRANSFORMATION PROGRAMME 2023/24 - MIDDLESEX SUITE ROOF REMEDIALS AND ASSOCIATED WORKS

RESOLVED:

That the Cabinet:

1. Accept the tender and approve the award of contract to Greyline Builders Limited for the replacement of the existing flat roof covering and associated sundry repair works to the Middlesex Suite Grade II listed building at a cost of £750,608 following a procurement exercise as set out in the Tender Appendix; and
2. Agree to the capital release request of £936k from the Civic Centre Transformation Programme 2023/24 capital budget for the External Fabric Remedials including the roof remedials and associated works, and asbestos removal at the Middlesex Suite, Civic Centre, Uxbridge.

Reasons for decision

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, for a contract and the necessary funding to progress essential roofing and remedial works to the Grade II Middlesex Suite at the Council's Civic Centre, so it can be used for future service requirements.

Alternative options considered and rejected

Cabinet could have decided not to proceed with the works, which would lead to disrepair and not realise any future benefits of using the Suite.

Relevant Select Committee	Property, Highways and Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	These decisions can be called-in by 5pm, Friday 30 June 2023
Officer(s) to action	Gary Penticost / Glen Martin
Directorate	Place Directorate
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>

9. CONTRACT FOR THE SERVICING, REPAIRS AND MAINTENANCE OF GAS FIRED HEATING INSTALLATIONS IN DOMESTIC PROPERTIES

RESOLVED:

That the Cabinet:

1. **Accept the tender from Village Heating Ltd for the provision of the Servicing, Repairs and Maintenance of Gas Fired Heating Installations in Domestic Properties to the London Borough of Hillingdon for a period of 3 years at an estimated value of £1,051k per annum.**
2. **Furthermore, agree that this includes the provision to extend the contract for a period of 2 years, delegating approval of this to the Leader of the Council and Cabinet Member for Property, Highways & Transport, in consultation with the Corporate Director for Place.**

Reasons for decision

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, for a contract for Gas Servicing Safety Checks and Maintenance of the Council's housing properties, following a competitive procurement process.

Alternative options considered / rejected

None, as by not awarding such a contract, the Council would be at risk of not meeting its statutory compliancy obligations in relation to Gas Safety.

Relevant Select Committee	Property, Highways and Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	These decisions can be called-in by 5pm, Friday 30 June 2023
Officer(s) to action	Gary Penticost / Michael Breen
Directorate	Place Directorate / Resources Directorate
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>

10. WARREN FARM, HAREFIELD

RESOLVED:

That the Cabinet:

1. Note that no objections were received following the Intention to Dispose of Open Space Notice which was advertised in the local paper for two consecutive weeks, though one comment was received as set out in the report.
2. Declares that Warren Farm Breakspear Road North Harefield UB9 6LZ is surplus to requirements - the Property is shown edged red at Appendix A.
3. Authorises the sale of the freehold interest in Warren Farm at the value and on the terms as detailed in the report.
4. Authorises the grant of a Farm Business Tenancy prior to disposal of the freehold interest as set out in the report.
5. Delegate authority to the Corporate Director of Place, in consultation with the Cabinet Member for Property, Highways & Transport, to make all future decisions regarding this disposal.

Reasons for decision

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, to dispose of the Council's freehold interest in a small farm. Cabinet made the necessary property decisions to support continued use of the site, in the Green Belt, for agricultural purposes.

Alternative options considered / rejected

Cabinet considered the alternative options as set out in the confidential report.

Relevant Select Committee	Property, Highways and Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	These decisions can be called-in by 5pm, Friday 30 June 2023
Officer(s) to action	James Raven / Julia Thompson
Directorate	Place Directorate
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. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT

No additional items were considered by the Cabinet.

The meeting closed at 7:16pm

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Implementation of decisions & scrutiny call-in

When can these decisions be implemented by officers?	<p>Officers can implement Cabinet's decisions in these minutes only from the expiry of the scrutiny call-in period, unless otherwise stated above, which is:</p> <p>5pm, Friday 30 June 2023</p> <p>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.</p>
Councillor scrutiny call-in of these decisions	<p>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.</p> <p>Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further</p>

	<p>advice can be sought from Democratic Services if required:</p> <p>Scrutiny Call-In - Power Apps (secure)</p>
Notice	<p>These decisions have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p> <p>This Cabinet meeting was also broadcast live on the Council's YouTube channel here for wider resident engagement.</p> <p>Please note that these minutes and decisions are the definitive record of proceedings by the Council of this meeting.</p> <p>If you would like further information about the decisions of the Cabinet, please contact the Council below:</p> <p>democratic@hillington.gov.uk Democratic Services: 01895 250636 Media enquiries: 01895 250403</p>