

## Minutes & Decisions

### CABINET

Thursday, 15 February 2024

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



Published on: 16 February 2024

Decisions come into effect from 5pm, 23 February 2024

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

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

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

John Riley  
Peter Curling  
Stuart Mathers  
Jan Sweeting  
Scott Farley  
June Nelson  
Barry Nelson-West  
Tony Burles

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

All Cabinet Members were present.

#### **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 11 January 2024 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, as marked public and private on the agenda, would be considered as such.

**5. REPORT FROM THE FINANCE & CORPORATE SERVICES SELECT COMMITTEE: REVIEW INTO PROCUREMENT - SECURING VALUE FOR OUR RESIDENTS**

*The Chairman of the Finance & Corporate Services Select Committee, Councillor John Riley, presented the Committee’s report into procurement – securing value for our residents, which was warmly received by the Cabinet.*

**RESOLVED:**

**That Cabinet welcomes the Select Committee’s report and its findings, which seek to enhance procurement processes and practices in Hillingdon. Furthermore, Cabinet agrees to delegate decisions on taking forward the implementation of the Committee’s specific recommendations to the Cabinet Member of Finance.**

**Reasons for the decision**

Cabinet outlined its support for the Committee’s review, offering practical and effective recommendations to support the Council’s approach to procurement and authorised the Cabinet Member to consider their future implementation. The Cabinet Member for Finance expressed gratitude to the Select Committee for their thorough work in regard to procurement, which had been carried out over the course of a year and had yielded several important recommendations. It was acknowledged that the procurement team bore a heavy burden of compliance, especially given recent legislative changes. The importance of striking a balance between compliance and value addition was underscored by the Cabinet Member, with a commitment to implementing the Select Committee’s recommendations to achieve this balance.

The Leader expressed his gratitude and welcomed the recommendations on the need to prioritise contracts based on risk and value, along with transparency in managing contracts and reducing rollover contracts.

**Alternative options considered and rejected**

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

<b>Relevant Select Committee</b>	Finance & Corporate Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	These decisions can called-in by 5pm, Friday 23 February 2024. However, the review and recommendations to Cabinet emanates from the same select committee and with their support.
<b>Officer(s) to action</b>	Mark Braddock / Matthew Kelly
<b>Directorate</b>	Central Services / Resources
<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. PROPOSED RELOCATION OF UXBRIDGE LIBRARY & LIBRARY STRATEGY UPDATE**

**RESOLVED:**

**That the Cabinet:**

- 1) Re-affirms the Council's commitment to joined-up public services designed around residents' needs and notes the progress made on the Library Service Strategy 2023-2027;**
- 2) Insofar as the proposal for the relocation of Uxbridge Library, agrees that it would, amongst other things as set out in the report:**
  - Deliver services equal to or better than at the existing site and provide other benefits through its co-location at the Civic Centre;**
  - Improve the health and safety for those with disabilities;**
  - Achieve a net saving in carbon emissions of 165 tonnes CO2e per annum;**
  - Generate an annual saving of approximately £412k;**
- 3) Having regard to the Equalities Impact Assessment and the benefits of a step free, one-floor library and taking into account the views expressed by library service users, agrees to the relocation of Uxbridge Library from UB8 1HD (High Street, Uxbridge) to UB8 1UW (Middlesex Suite & Civic Centre, Uxbridge) subject to satisfactory planning approval being granted and the closure of the existing site at a time to be determined by the Cabinet Member for Residents' Services.**

**Reasons for decision**

The Cabinet Member for Residents' Services presented a comprehensive report providing an update on the Library Strategy and on the proposal for relocating Uxbridge Library to the Middlesex Suite at the Civic Centre. The report required a minor correction regarding the location history of the library. The Cabinet Member noted that the proposed move had been extensively discussed, including through petitions, emails and a public engagement exercise.

The Cabinet Member outlined the reasons for the relocation, emphasising concerns related to disability access, health and safety and the efficient use of resources. It was highlighted that the current building was not considered fit for purpose due to safety issues and inefficiencies. Moving the library to the Civic Centre was expected to result in reduced operating costs and a lower carbon footprint. Despite the attachment to the existing building, the Cabinet Member clarified that the relocation was a practical move within the town centre boundary, and not a closure.

The Cabinet Member explained the inadequacies of the current library building, including access challenges, unused space, and low book circulation and explained that the proposed new library at the Civic Centre would offer improved facilities,

including study booths, meeting rooms and charging bars for electronic devices. The Cabinet Member also highlighted the presence of two other premier libraries in the Borough, reducing dependence on a single central library.

Additional benefits of the proposed move were listed in the report, along with an equalities impact assessment for consideration. It was noted that the relocation was contingent upon obtaining planning permission for a change of use. The Cabinet Member formally moved the recommendations in the report and the Leader of the Council then asked his Cabinet colleagues for their comments and questions.

Councillor Douglas Mills sought clarity, first asking about the extent of engagement with Uxbridge library users and then inquiring about the approach to ensuring continued operation and development of various groups if the library were relocated. The Cabinet Member responded, explaining that whilst no formal consultation was required, extensive engagement had taken place, including making plans available online, contacting regular users via email, and displaying posters in libraries borough-wide. It was reassured that there would be space for existing library user groups, including for the variability of demand among those groups.

The Leader of the Council then addressed points raised about perceived reductions in library service due to smaller floor space and inquired about the potential for library expansion in the Civic Centre. The Cabinet Member responded, noting the lower library usage post-pandemic and expressing confidence in the available extra space in the Middlesex Suite at the Civic Centre, should it be required in the future for any expansion.

From a property perspective, Councillor Bianco noted how the current Middlesex Suite was currently underused and provided little current value on the Council's operations, highlighting its outdated facilities and limited income generation from outside bookings.

Councillor Goddard was asked about the Council's financial plan and any dependency on realising capital from the present library site. The Cabinet Member clarified that the plans were fully financed independently of any potential capital receipt from selling the current library site.

The Leader of the Council then summarised the discussion, acknowledging resident concerns and highlighting several key points from the report, including the condition of the current library building, anticipated service benefits from co-locating services, reduction in carbon footprint, substantial revenue savings and potential for site expansion. He then asked Cabinet for their consideration of the recommendations in the report.

Giving due consideration to all the factors set out in the report, including the equality impact assessment, the Cabinet agreed to the report's recommendations and the relocation of the Uxbridge Library to the Civic Centre in Uxbridge.

## Alternative options considered and rejected

Alternative options, set out in the report considered by the Cabinet, were to stay at the current premises and tackle the legislative and environmental issues, but it was noted that significant capital investment would be needed. Other possibilities for the current site included leasing to partner organisations or selling it for capital receipt.

<b>Relevant Select Committee</b>	Residents' Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the select committee by 5pm, Friday 23 February 2024
<b>Officer(s) to action</b>	Darren Deeks
<b>Directorate</b>	Place
<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>

*The Cabinet meeting was temporarily adjourned by the Chair at 19.25pm and then reconvened shortly after.*

## 7. MONTHLY COUNCIL BUDGET MONITORING REPORT

### RESOLVED:

That the Cabinet:

- 1) Note the budget monitoring position and treasury management update as at December 2023 (Month 9), noting the actions proposed by officers as outlined in Part A of this report.
- 2) Approve the financial recommendations set out in Part B of this report.
  - a) Accepts a grants totalling £1,070k over three financial years (£12k in 23/24, £719k in 24/25 and indicative £339k 25/26) from the Department for Education to ensure that all parents of primary school children who need it, are able to access wraparound childcare in their local area from 8am-6pm.
  - b) Accepts a grant of £65k from the Department for Education to support the delivery of the expanded early years entitlements.
  - c) Accepts a grant of £45k from the North West London Integrated Care Board to procure an independent evaluation of the Community Champions Outreach pilot.
  - d) Approve the acceptance of a grant of £100k from Smarter Water Crane Valley Fund for the Spider Park River and Wetland Enhancements Project and a further £59k from HS2 for the Bridgewater Open Space / Spider Park River Enhancements Project.
  - e) Approve the acceptance of Department for Transport of £354k for 2023/24 and £354k for 2024/25 towards the resurfacing of the local highways network.

- f) Approve the acceptance of the Department of Education grant of £511k Childcare Expansion Capital Grant for the provision of new childcare places.
- g) Approve a budget virement from the general fund capital risk and contingency budget for £38k to the Bowls Club Refurbishment Programme for the Court Park Bowls Clubhouse Structural and Associated works.
- h) Approve acceptance of £1,918k grant funding from Transport for London to deliver their Local Implementation Plans (LIP) in 2024/25.
- i) Approve acceptance of £13,908 grant funding from HS2/Department of Transport to support the Battle of Britain Bunker's 2023/24 programme to repair the Spitfire wing and repaint replica aircraft.

### Reasons for decision

The Cabinet Member for Finance presented the Council's projections for the current financial year, noting some additional cost pressures identified due to increased demand in areas such as homelessness, looked-after children, and adult social care, but that these additional costs were expected to be absorbed within earmarked reserves, projected to be £10.5 million by the year end.

It was noted there was a surplus in the collection fund, with the majority of the benefit to be recognised in the new financial year. In addition to earmarked reserves, there were unallocated general balances amounting to £26.8 million, resulting in a projected total of £37 million in reserves by the end of the 2023-2024 financial year. The Cabinet Member explained that the existing savings program for the year remained on target and unchanged, with a target of £22.8 million.

Regarding capital expenditure, the general fund indicated an underspend of £28.7 million, with anticipated expenditure of £100.6 million. The majority of this underspend was proposed to be carried over into the next year. Overall, the financial position was deemed robust and sound by the Cabinet Member, positioning the Council well for 2024-2025. The Cabinet Member updated Cabinet on the Dedicated Schools Grant and the Housing Revenue Accounts.

The Cabinet Member also highlighted a number of financially oriented recommendations to Cabinet, primarily on the acceptance of grants for approval.

### Alternative options considered and rejected

None.

<b>Relevant Select Committee</b>	Finance and Corporate Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions 2 (a-i) can be called in by a majority of the select committee by 5pm, Friday 23 February 2024
<b>Officer(s) to action</b>	Andy Evans
<b>Directorate</b>	Resources
<b>Classification</b>	<b>Public</b>

**8. THE COUNCIL'S BUDGET - MEDIUM TERM FINANCIAL FORECAST 2024/25 - 2028/29**

**RESOLVED:**

**That Cabinet approves for recommendation to Council:**

- 1) The General Fund and Housing Revenue Account budgets and Capital Programme proposals for 2024/25 (as detailed in Appendices A, B and C) and beyond, and having taken the consultation responses conscientiously into account outlined in Appendix F Budget Consultation Feedback.**
- 2) The Capital Strategy, Treasury Management Strategy Statement, Investment Strategy, and Minimum Revenue Provision Statement for 2023/24 to 2028/29 as detailed at Appendix D.**
- 3) The proposed London Borough of Hillingdon Pay Policy Statement for 2024/25 set out at Appendix E.**
- 4) That it resolves that Cabinet may utilise the general reserves or balances during 2024/25 in support of functions designated to the Cabinet in line with Part 4 of the Constitution (as set out in Schedule G of the Constitution - Budget and Policy Framework Procedure Rules).**
- 5) 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.**

**That Cabinet:**

- 6) Notes the Corporate Director of Finance's comments regarding his responsibilities under the Local Government Act 2003.**

**Reasons for decision**

The Cabinet Member for Finance introduced the Cabinet's budget proposals and the medium-term financial forecast, which had undergone some changes from the consultation budget approved in December 2023. For the financial year 2024-2025, the final local government settlement had resulted in a net improvement of £974,000, while the counter-fraud team had identified an additional £750,000 in retained business rates income. Despite increased demand for services like homelessness support, looked-after children, and adult social care, the budget proposed remained balanced due to improved commissioning of savings.

It was noted that additional capital expenditure of £30 million was allocated to the General Fund for further investment in special educational needs provision, highways, digital technology and adult residential care provision. Additionally, £108

million was included in the Housing Revenue Account for additional housing provision.

The Cabinet Member highlighted the key provisions of the proposed budget, which included a 2.99% increase in Council Tax, along with a 2% charge for the social care precept, resulting in a total increase of 4.99% before the London Mayoral precept, which amounted to an 8.6% increase. Fees and Charges within the Borough were proposed to be increase by the prevailing rate of inflation only. The budget also ensured the retention of all frontline services with provisions for demand growth and inflation.

The Cabinet Member outlined the proposed savings programme aimed at reducing costs by £33.4 million across the medium-term financial forecast, and the General Fund capital expenditure programme which proposed an investment of £248 million in infrastructure over the next five years, along with an allocation of £7.5 million to enhance reserves.

On housing rents, it was noted that this would increase by the consumer pricing index plus 1%, as permitted, with a capital expenditure programme of £550 million planned in the Council’s housing stock over the next five years.

The Leader of the Council expressed his gratitude to officers for their efforts in compiling the budget proposals, acknowledging the challenges posed and their unseen and tireless work, which he asked the Chief Executive to pass on.

Following consideration of the public consultation and select committee comments, Cabinet, therefore, resolved to recommend its budget proposals to the Council meeting on 22 February 2024 for final consideration.

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

The Cabinet could have chosen to vary the proposals in its budget before recommending it to Council.

<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 – this matter is not for call-in, as it stands referred to Full Council to consider on 22 February 2024.
<b>Officer(s) to action</b>	Andy Evans
<b>Directorate</b>	Resources
<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>
	<i>This item was also circulated less than 5 clear working days before the Cabinet meeting and it was considered by the Chairman to be urgent, and therefore, considered.</i>



## **9. THE SCHOOLS BUDGET 2024/25**

### **RESOLVED:**

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

- 1) Approve the Dedicated Schools Grant Income budgets for 2024/25.**
- 2) Approve the Primary and Secondary schools block funding formula for 2024/25.**
- 3) Note the Early Years Funding Formula allocation, for which a consultation with Early Years providers was launched on 22nd January 2024.**
- 4) Note that the indicative budget for the High Needs block is set out in the Council's DSG Management Plan submission to the DfE and that the final 2024/25 income and expenditure budgets for the High Needs block will be dependent on the decisions taken by the DfE in relation to this DSG Management Plan submission.**
- 5) Should any further Council approval regarding the Schools Budget 2024/25 be required, agree to delegate authority to the Cabinet Member for Finance and Cabinet Member for Children, Families & Education, in consultation with the Corporate Director of Finance, to determine under urgency provisions.**

#### **Reasons for decision**

The Cabinet Member for Children, Families & Education presented the schools budget for 2024-2025, seeking Cabinet approval after consultation with relevant stakeholders and the Schools Forum. Proposed funding for the Dedicated Schools Grant overall was to increase by 5.1% driven by pupil numbers, but there remained a funding gap for pupils applying for or starting on the road to an EHCP.

The Cabinet Member outlined the Council's historic efforts to address funding challenges and the increasing demand for special education needs placements. Looking back, it was noted that despite initial resistance from the Schools Forum, the transfer of funds from the main schools budget block to the high needs block, pushed by the Council, had aided in balancing educational funding provisions going forward.

The Cabinet Member outlined the Government's plans for extended free childcare offers for working parents for early years, with new entitlements for two-year-olds rolling out from April 2024. It was noted that the Council was required to set a local formula for these offers and that the proposed rates were shared with schools and were out for consultation with early years providers.

The Leader of the Council acknowledged the challenging backdrop of falling school pupil numbers and inadequate funding for special education needs. Despite this, the Leader expressed satisfaction with the Council's response to these challenges.

### Alternative options considered and rejected

Cabinet could have decided to recommend that the Schools Forum reconsider the proposed funding for schools.

<b>Relevant Select Committee</b>	Children, Families & Education
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, 23 February 2024
<b>Officer(s) to action</b>	Andy Evans
<b>Directorate</b>	Resources
<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>

## 10. CHANGES TO SCHOOL ADMISSIONS ARRANGEMENTS - WHITEHALL INFANT & JUNIOR SCHOOLS

### RESOLVED:

#### That Cabinet:

1. Note the outcome of the consultation findings, consider and give full regard to the outcome when making a decision on the proposal.
2. Consider the comments made by the Children, Families & Education Select Committee at their meeting on 9 January 2024 which considered the outcome of the consultation and endorsed the proposals.
3. Agree to implement the proposal to reduce the Published Admission Number for Whitehall Infant School and Whitehall Junior School from 120 to 90 September 2025, which will also reduce the distance priority radius from 1250m to 1000m in line with the Council's admissions arrangements and note that in accordance with the School Admissions Code, Admissions Authorities must determine their admissions criteria by 28 February 2024.

### Reasons for decision

The Cabinet Member for Children, Families & Education introduced a report, which Cabinet agreed, on admission arrangement changes at Whitehall Infants and Junior Schools, which had undergone consultation following last year's proposal to the

Cabinet and sought to reduce the pupil admission numbers from 120 pupils per year group to 90.

The extensive consultation had been conducted in a fully inclusive manner and subject to Cabinet approval, it was noted that they were set to take effect from September 2025, requiring a considerable lead-in time.

The Leader of the Council again spoke of the backdrop of falling school rolls, particularly in London, due to declining birth rates. He welcomed the admissions adjustments as it aligned school place provision more closely with demand and mitigated the financial impact of falling rolls on the affected schools.

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

Cabinet could have decided not to amend the Published Admissions Number, but considered this would not meeting the Council's duties insofar as education and could lead to the school suffering financial pressures.

<b>Relevant Select Committee</b>	Children, Families & Education
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called-in by a majority of the Select Committee by 5pm, Friday 23 February 2024
<b>Officer(s) to action</b>	Jenny Chalmers / Hayley Thomas / Abi Preston
<b>Directorate</b>	Children's Services
<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>

## **11. HILLINGDON COMMUNITY INFRASTRUCTURE LEVY CHARGING SCHEDULE REVIEW**

### **RESOLVED:**

**That the Cabinet:**

- 1) Approve the Hillingdon Draft Charging Schedule (DCS) for public consultation in accordance with regulation 16 of the CIL Regulations and Section 212 of the Planning Act 2008.**
- 2) Delegates authority to the Director of Planning, Regeneration and Environment, in consultation with the Cabinet Member for Residents' Services, to make any essential minor modifications to the DCS prior to undertaking the public consultation.**

- 3) **Note that any representations arising from the consultation will be reported back to the Cabinet, as well as any proposed changes to the DCS, prior to it being submitted for examination.**

### **Reasons for decision**

The Cabinet Member for Residents' Services introduced a report on proposed changes to the Council's Community Infrastructure Levy rates (CIL), to go out for consultation, including a forthcoming examination in public. The Cabinet Member highlighted its significance as a contributor to Council resources for borough-wide infrastructure provision. Despite specific Section 106 requirements for particular sites, CIL allowed for broader infrastructure projects.

The Cabinet Member pointed out that the current CIL rates revealed anomalies compared to when the rates were initially set, so adjustments were proposed to address these discrepancies, including provisions for charging data centres and film studios and updating charges for other development projects.

The Leader of the Council acknowledged the housing shortage in the Borough, and how the CIL aimed to provide additional funding for infrastructure to facilitate further housing and commercial development.

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

Cabinet could have decided to continue to charge the current rates, but considered this would not align with the goal of optimising CIL funding in line with available evidence.

<b>Relevant Select Committee</b>	Residents' Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called-in by a majority of the Select Committee by 5pm, Friday 23 February 2024
<b>Officer(s) to action</b>	Alan Tebbutt / Tom Campbell
<b>Directorate</b>	Central Services
<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>

## **12. 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 highlighted a confidential report to be considered later in the private part of the meeting concerning device refresh and licenses. Whilst the report focused on updating computer systems, hardware, and software, the Leader highlighted how the Council would also seek to donate up to 500 existing devices to residents within the Borough to improve access to online resources and address digital exclusion.

## Alternative options considered and rejected

These were set out in the public Cabinet report.

Relevant Select Committee	
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	This matter is not for call-in, as noting only.
<b>Officer(s) to action</b>	Mark Braddock
<b>Directorate</b>	Central Services
<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>

## 13. DEVICE REFRESH & LICENCES

### RESOLVED:

That the Cabinet:

1. Approve the upgrade of End User Computer Hardware Devices (Device Refresh), including update of Windows 10 to Windows 11, enhanced Microsoft Licences, and implementation of change & adoption discovery work.
2. Accept the Single Tender from Crayon Limited via the Council's strategic partner Cisilion Ltd for the provision of Microsoft Licenses and associated technologies linked to Microsoft M365 services via the SBS Workplace Solutions Framework to the London Borough of Hillingdon at the cost of £2,962,738.00 for a 3-year period from March 2024 – March 2027.
3. Accept the Single Tender from CHG Meridian UK Ltd via the Council's strategic partner Cisilion Ltd for the leasing of end user computer devices refresh for a period of 3 years, at the value of £1,949,207 via the SBS Workplace Solutions Framework to London Borough of Hillingdon for a 3-year period from April 2024 - April 2027.

4. Agree to the Capital Release request of £2,182k from the 2023/24-2024/25 ICT Corporate Technology & Innovation Programme Capital Budget to fund the device refresh lease one-off payment as set out in the report.
5. Delegate authority to the Chief Digital & Information Officer, in consultation with the Cabinet Member for Corporate Services, to make any further necessary operational decisions regarding the project's implementation.

### Reasons for recommendation

Cabinet agreed the necessary tenders and financing to leverage new and emerging technologies to support effective delivery of services, including issuing modern devices for staff, enhancing Microsoft Enterprise user licenses, and upskilling staff in the Microsoft Toolset through an embedded Change & Adoption strategy.

### Alternative options considered and rejected

Alternative options were considered, as set out in the confidential report

<b>Relevant Select Committee</b>	Finance & Corporate Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Friday 23 February 2024
<b>Officer(s) to action</b>	Matthew Wallbridge / Dale Gordon
<b>Directorate</b>	Digital and Intelligence
<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. LIBRARY BOOK CONTRACT

### RESOLVED:

That the Cabinet:

- 1) Agree to access a new contract with Askews & Holts Library Services via the West Sussex County Councils' Framework for the provision of Library Books and Audio & Visual Materials (adults and children's fiction & non-fiction materials) to all 16 libraries and the mobile library within the London Borough of Hillingdon for a four-year period from 01 April 2024 to 31 March 2028 and at a cost of circa £620,000.
- 2) Note that the new contract would not impose a minimum spend and, therefore, will always remain within the budget approved for the purchase of books.

### Reasons for decision

Cabinet agreed to enter into a new contract that would ensure delivery of quality reading materials to residents in the Borough's libraries, that meet their requirements.

### Alternative options considered and rejected

Alternative options were considered, as set out in the confidential report

Relevant Select Committee	Residents' Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Friday 23 February 2024
Officer(s) to action	Darren Deeks
Directorate	Place
Classification	<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>

**15. PURCHASE OF HEAVY PLANT AND MACHINERY FOR THE COUNCIL'S FLEET**

**RESOLVED:**

**That Cabinet:**

- 1. Agrees to the purchase of four (4) heavy machines alongside a 5-year maintenance package to be used at the London Borough of Hillingdon's waste and recycling sites as replacements for the present ones.**
- 2. Accepts the tender from T H White Limited to supply one (1) 360 Material Handler and three (3) Loading Shovels at a purchase cost of £1,050,000. The maintenance costs per year including tyres and additional costs associated with heavy usage is £129,513. These machines will be operated over a period of 5 (five) years.**
- 3. Approves the capital release of £1,050,000 to purchase the machines.**
- 4. Agrees to continue to use John Hanlon & Co Ltd for maintenance and hire of heavy machinery whilst the contract and orders are fulfilled by the new supplier for approximately 6 months from placing the purchase order at a value of up to £22,500 per month. This would include £11,000 per month hire charges and maintenance costs.**

**Reasons for decision**

Cabinet agreed to the purchase of new heavy equipment going forward which would support key services such as those at the Civic Amenity Site in Harefield.

**Alternative options considered and rejected**

Alternative options were considered, as set out in the confidential report

<b>Relevant Select Committee</b>	Property, Highways and Transport
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Friday 23 February 2024
<b>Officer(s) to action</b>	Stephen Gunter / Michelle Kenyon
<b>Directorate</b>	Resources
<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>



**16. CONTRACT FOR HOMEFIRST COMMUNITY REHAB SERVICE**

**RESOLVED:**

**That the Cabinet:**

- 1. Retrospectively accepts a single tender from the Central and North West London (CNWL) NHS Foundation Trust for the provision of additional capacity from the Homefirst Community Rehabilitation Service to the London Borough of Hillingdon for the period 3rd April 2023 to the 31st March 2024 at a cost of £591,598 (£11,377 per week) and;**
- 2. Furthermore, agrees that this includes the provision to extend the contract for up to a further 12 months, delegating approval of any extension to the Leader of the Council and Cabinet Member for Health and Social Care, in consultation with the Corporate Director of Adult Social Care and Health.**

**Reasons for recommendation**

Cabinet made the necessary contractual decisions to facilitate the timely discharge from hospitals of residents, noting that funding for this was provided by the NHS.

**Alternative options considered and rejected**

Alternative options were considered, as set out in the confidential report

<b>Relevant Select Committee</b>	Health and Social Care
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet’s decisions can be called in by a majority of the Select Committee by 5pm, Friday 23 February 2024
<b>Officer(s) to action</b>	Gary Collier
<b>Directorate</b>	Adult Social Care & Health
<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>

17. MEAD HOUSE, HAYES END

RESOLVED:

That the Cabinet:

1. Declares that Mead House, Mead House Lane Hayes UB4 8EW is surplus to requirements, the Property is shown edged red on Plan A.
2. Authorises the sale of the freehold interest in Mead House to Bidder A at the value and terms set out in the report.
3. Declares that if Bidder A does not exchange on the Property within the time agreed, Officers may proceed to dispose of the Property to Bidder B at the value set out in the report.
4. Authorises the appropriation of the Property from Housing Revenue Account to the General Fund.
5. Delegates all future decisions regarding this disposal to Officers, in conjunction with Cabinet Member for Property, Highways & Transport.

Reasons for decision

Cabinet approval was given to the sale of the freehold interest in Mead House in Hayes End.

Alternative options considered and rejected

Alternative options were considered, as set out in the confidential report

<b>Relevant Select Committee</b>	Property, Highways and Transport
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Friday 23 February 2024
<b>Officer(s) to action</b>	James Raven / Julia Thompson
<b>Directorate</b>	Place
<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>

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

No additional items were considered by the Cabinet.

The meeting closed at 8.01pm

<b>Internal Use only</b>	<b>Implementation of decisions &amp; scrutiny call-in</b>
<b>When can these decisions be implemented by officers?</b>	<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><b>5pm, Friday 23 February 2024</b></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>
<b>Councillor scrutiny call-in of these decisions</b>	<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 advice can be sought from Democratic Services if required:</p> <p><a href="#">Scrutiny Call-In - Power Apps</a> (secure)</p>
<b>Notice</b>	<p>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 <a href="#">here</a> 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. If you would like further information about the decisions of the Cabinet, please contact the Council below:</p> <p><a href="mailto:democratic@hillington.gov.uk">democratic@hillington.gov.uk</a> Democratic Services: 01895 250636 Media enquiries: 01895 250403</p>