

Minutes

CABINET

Thursday, 25 July 2024

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



Published on: 26 July 2024

Decisions come into effect from: 5pm, 2 August 2024 *

Cabinet Members Present:

Ian Edwards (Chair)
Jonathan Bianco (Vice-Chair)
Martin Goddard
Douglas Mills
Jane Palmer
Eddie Lavery

Members also Present:

Peter Curling
Stuart Mathers
Jan Sweeting
Scott Farley

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Susan O'Brien.

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 minutes and decisions of the Cabinet meeting held on 27 June 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 items of business marked Part 1 would be considered in public and those marked Part 2 in private. The Leader of the Council advised that one additional item would be tabled under urgency provisions and considered in private relating to the Council's internet security contract.

5. REPORT FROM THE FORMER PROPERTY, HIGHWAYS & TRANSPORT SELECT COMMITTEE - ROAD SAFETY ACTIVITIES & INITIATIVES AROUND SCHOOLS

RESOLVED:

That Cabinet:

- 1) Welcomes the conclusions and findings from the former Property, Highways and Transport Committee's review into road safety initiatives and activities around schools, as set out in this report.**
- 2) Agrees that officers, in consultation with the Cabinet Member for Property, Highways and Transport, consider how to best take forward the following specific recommendations from the Committee set out below (a-g):**
 - a) Promote projects and events throughout the year through social media highlighting the Youth Travel Ambassador programmes and the Dragons' Den event.**
 - b) Explore ways on how communications can be better developed with schools that do not engage. This may include introducing working groups amongst schools, encouraging Ward Councillors to highlight the benefits of working with the Transport team and issuing advisories for schools to be shared with parents at the start of the academic year about safe drop-off and pick-ups.**
 - c) With the improvement in technology in CCTV cameras, the Committee recommends that Cabinet reviews the current cameras used outside schools and looks at improving the cameras as an ongoing programme of works to ensure pupils and the public remain safe outside schools where there are restricted parking areas and/or consider other enforcement options.**
 - d) Cabinet instructs officers to continue making relevant applications to Transport for London for funding to improve road safety across the Borough, ensuring that the roads across Hillingdon are safe for all users and that there is appropriate signage and road markings outside schools.**
 - e) Cabinet reviews the feasibility of parking enforcement officers attending the schools on a reasonable rotational basis.**
 - f) Cabinet instructs officers to investigate those schools that could benefit from 20mph speed limits, where appropriate, and to work with schools to identify safer crossing routes if appropriate.**
 - g) Cabinet requests officers to investigate, where feasible, raising pavements and installing bollards outside schools to improve safety.**

Cabinet Member recommendation

- 3) Notwithstanding recommendation 2(f) from the Committee's review, Cabinet confirms that the London Borough of Hillingdon, in considering whether to introduce a 20 mile per hour speed restriction, will, as Council policy, adopt the approach set out in statutory guidance issued by the Secretary of State for Transport pursuant to section 18 of the Traffic Management Act 2004. In exercising this, Cabinet and/or the responsible Cabinet Member will expect to be provided with evidence that introducing a lower speed limit will have a beneficial effect on community safety (for example, outside schools) and that the proposals are supported by residents.

Reasons for recommendations

Cabinet received a report from the former Property, Highways and Transport Select Committee which had undertaken a review into the Council's Road Safety Initiatives and activities around the Borough's schools.

The Cabinet Member for Property, Highways and Transport thanked the former Select Committee for their thorough work on the road safety review, highlighting key recommendations for operational improvements. The Leader of the Council recognised the importance of the issue and the need for legal changes to enhance enforcement, endorsing the proposed recommendations for adoption.

Alternative options considered / risk management

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

Relevant Select Committee	Corporate Resources & Infrastructure
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 2 August 2024.
Officer(s) to action	Anisha Teji / David Knowles / David Webb
Directorate	Central Services / Place
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. SOCIAL HOUSING ALLOCATION POLICY - CONSULTATION DRAFT

RESOLVED:

That the Cabinet:

- 1) Approves the Draft Hillingdon Council Social Housing Allocation Policy July 2024 included at Appendix A, for consultation.
- 2) Agrees to receive the findings of the consultation and any proposals for subsequent changes to the policy for consideration at the Cabinet meeting in November 2024.

Reasons for decision

Cabinet agreed an updated Social Housing Allocation Policy for consultation. The Cabinet Member for Residents' Services presented the report detailing proposed changes to the policy which aimed to make it more transparent for the Council and residents. It was noted that the current policy resulted in many applicants being grouped in Bands A and B, often with unrealistic expectations of obtaining council housing soon. The proposed changes for consultation would be for smaller bands for a clearer allocation status.

The Leader of the Council expressed the importance of transparency and realism in providing information to those seeking social housing and looked forward to strengthening the policy based on residents' feedback during the consultation phase.

Alternative options considered and rejected

None, as Cabinet considered the policy needed to respond to changes in housing need and to enable the Council to fulfil its functions in an efficient and effective way.

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 2 August 2024.
Officer(s) to action	Debbie Weller
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. MONTHLY COUNCIL BUDGET MONITORING REPORT

RESOLVED:

That the Cabinet:

- 1. Note the budget monitoring position and treasury management update as at May 2024 (Month 2), 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 the report below:**
 - a) Approves rephasing of £39,287k 2023/24 General Fund Major Projects, £11,370k from the Programme of Works expenditure, and £10,701k from General Contingency and associated financing budgets into future years.**
 - b) Approves rephasing of £22,791k 2023/24 HRA capital expenditure and financing budgets into future years as set out in the report.**
 - c) Agree the request to continue existing operational arrangements with Frankham Group whilst new contracts are agreed and formal governance approved.**
 - d) Approve acceptance of £2,759k grant funding from the Department of Energy Security and Net Zero Wave 2.2 funding to contribute towards the cost of £17,696k to undertake decarbonisation works in the Council's Housing properties.**

Reasons for decision

The Cabinet Member for Finance presented a more concise and accessible budget monitoring report covering the latest financial forecast for the year. It was noted that at this early stage, forecasting was challenging due to uncrystallised trends in demand and expenditure. Despite this, potential cost increases from growing demand and inflation were highlighted.

The Cabinet Member noted the zero-based budgeting process was nearing completion, with benefits expected to be reflected in later budget reports. The General Fund revenue account was reported to be breaking even against budget, though areas like homelessness support, adult social care, and asylum provision remained potential pressure points. It was noted that general balances and earmarked reserves were projected to total £35 million by the end of the financial year, with an additional £8 million in unutilised capital receipts. The savings program was also outlined by the Cabinet Member, which totalled £21.5 million, with £6.8 million already delivered or nearly completed.

On the General Fund Capital Budget, it was proposed to rephase £39.3 million of unachieved capital expenditure from 2023/24 into the current year's budget. Progress was reported on the dedicated schools grant, with cost rationalisation measures reducing the forecast in-year deficit by £9.5 million, though it was noted that a £16.1 million deficit was still projected due to underfunding by central Government. It was noted that the Housing Revenue Account was within budget and

the Cabinet Member then moved a number of financial related recommendations related to the rephrasing of capital budgets, contracts and the acceptance of grants.

Alternative options considered and rejected

None.

Relevant Select Committee	Corporate Resources & Infrastructure
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Cabinet's decisions 2 (a-d) can be called in by a majority of the select committee by 5pm, Friday 2 August 2024
Officer(s) to action	Iain Watters
Directorate	Resources
Classification	Public <i>The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.</i>

8. 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.

The Leader highlighted the confidential report on the proposed disposal of Barra Hall in Hayes aimed to enhance the Borough's educational offerings, whilst preserving the building's heritage value.

Alternative options considered and rejected

These were set out in the public Cabinet report.

Relevant Select Committee	
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</i>

9. DISPOSAL OF BARRA HALL, WOOD END GREEN ROAD, HAYES

RESOLVED:

That the Cabinet:

- 1) Declares that Barra Hall, Barra Hall Park, Wood End Green Road, UB3 2SA is surplus to requirements; the Property is shown edged red on the plan at Appendix 1.**
- 2) Declare that the use of the site is for educational purposes only to protect this listed asset.**
- 3) Authorises the sale of the freehold interest of Barra Hall to bidder A on the terms and conditions as detailed in this report.**
- 4) Declares that if bidder A does not complete on the purchase of the Property within the time agreed, the Corporate Director of Place may proceed to dispose of the Property to bidder B.**
- 5) If bidder B does not complete within an agreed timescale, agree that the Corporate Director of Place may proceed to dispose of the Property on the open market, in consultation with the Cabinet Member for Property, Highways and Transport.**
- 6) Authorises the grant of a lease renewal from the Council to Scottish and Southern Electricity Networks of the substation on the site.**
- 7) Delegates all other necessary decisions regarding the disposal to the Corporate Director of Place, in consultation with the Cabinet Member for Property, Highways & Transport.**

Reasons for decision

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, relating to the disposal and sale of the Barra Hall site in Hayes, which was not required for any other Council service use, for educational purposes only and to protect it as a listed asset.

Alternative options considered and rejected

Other options were considered by Cabinet, as set out in the confidential report.

Relevant Select Committee	Corporate Resources & Infrastructure
Expiry date for any scrutiny call-in / date	Cabinet's decisions can be called in by a majority of the select committee by 5pm, Friday 2 August 2024.

decision can be implemented (if no call-in)	
Officer(s) to action	James Raven
Directorate	Place
Classification	<i>Private - 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. AWARD OF CONTRACTS: SHORT-TERM CARE HOME BEDS

RESOLVED:

That Cabinet accepts a single tender from Gold Care Homes (GCH) North London Limited for the provision to the London Borough of Hillingdon of a block contract of five short-term nursing care home beds at Drayton Village Care Centre for a period of three years from 3 June 2024 at a total cost of £1,014,000.

Reasons for decision

The Cabinet Member for Health & Social Care introduced a report, which Cabinet agreed, regarding a contract to secure five nursing beds at Drayton Village Care Centre to support the timely discharge from hospital of residents who require short-term support in a care home setting and have nursing needs.

Alternative options considered and rejected

Cabinet considered these, as set out in the confidential report.

Relevant Select Committee	Health & Social Care
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 2 August 2024.
Officer(s) to action	Gary Collier / Sally Offin
Directorate	Adult Services and Health / Resources
Classification	<i>Private - 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. YIEWSLEY HOUSING DEVELOPMENT AT OTTERFIELD & FALLING LANE - MAIN CONTRACTOR APPOINTMENT

RESOLVED:

That Cabinet:

- 1. Accept the tender from Bugler Developments Ltd. for Lot 2 (Otterfield Road site) following the procurement exercise as set out in the Tender Appendix A;**
- 2. Notes that it will consider Lot 1 (Falling Lane) at a future time.**
- 3. Agree to Philip Pank Partnership LLP to continue to act as Employers Agents for Lot 2;**
- 4. Agree to the capital release request of £20,156k for Lot 2; and**
- 5. Delegate authority to the Corporate Director of Place, in consultation with the Cabinet Member for Property, Highways & Transport, prior to contract award to undertake any necessary due diligence and also to make any further necessary decisions with regards to the project’s wider implementation thereafter.**

Reasons for decision

The Cabinet Member for Property, Highways and Transport updated Cabinet on the Yiewsley housing and community project. Cabinet agreed to the initial appointment of a contractor for Lot 2 for the redevelopment of the former Yiewsley Swimming Pool site at Otterfield Road. Cabinet also agreed to consider the tender for the redevelopment of Lot 1, the Falling Lane site, at a later date.

Alternative options considered and rejected

Alternative options considered by Cabinet were as set out in the confidential report.

Relevant Select Committee	Corporate Resources & Infrastructure
<p>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in) Officer(s) to action Directorate Classification</p>	<p>Cabinet’s decisions can be called in by a majority of the select committee by 5pm, Friday 2 August 2024.</p> <p>Karrie Whelan / Michael Naughton Place</p> <p><i>Private - 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</i></p>

12. FRAMEWORK AGREEMENT FOR MINOR WORKS

RESOLVED:

That the Cabinet:

- 1. Approves the multi-lot Framework Agreement as set out in this report and Tender Appendix, in relation to minor works for a period of 4 years, noting that here are no direct costs to the Council for the creation of the Framework.**
- 2. Delegates authority to relevant Cabinet Members for any Council Call-Offs made under this Framework where the value exceeds £750k, providing for more flexible decision-making.**

Reasons for decision

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, initiating a new framework agreement for minor works to the Council’s housing, schools and other public buildings, to enable more efficient and cost-effective contracts for such work. The Leader of the Council noted how this was one example of putting the recent Select Committee’s review recommendations on procurement into action.

Alternative options considered and rejected.

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

Relevant Select Committee	Corporate Resources & Infrastructure
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 2 August 2024.
Officer(s) to action	Paul Soward
Directorate	Resources
Classification	Private - 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).

13. DISPOSAL OF DISUSED CAR PARK ADJACENT TO WILLOWTREE MARINA, YEADING

RESOLVED:

That the Cabinet:

- 1) Declares that the disused car park adjacent to Willow Tree Marina, West Quay Drive, Yeading, UB4 9TA is surplus to requirements (the Property is shown edged red on the plan in Appendix 1).**
- 2) Note that no objections were received to the Open Space Notice relating to land at the disused car park adjacent to Willow Tree Marina, West Quay Drive, Yeading, and agrees to dispose of the land under Section 123 (2a) of The Local Government Act 1972.**
- 3) Authorises the sale of the freehold interest in the disused car park to Willow Tree Marina at the value and terms as detailed in the report.**
- 4) Delegates all future decisions regarding this disposal to the Corporate Director of Place, in consultation with the Cabinet Member for Property, Highways & Transport.**

Reasons for decision

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, regarding the disposal of the land to the west of Willow Tree Marina, historically used as a public car park, and currently disused.

Alternative options considered and rejected

Cabinet noted there were limited options for this site, as set out in the confidential report.

Relevant Select Committee	Corporate Resources & Infrastructure
<p>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</p> <p>Officer(s) to action</p> <p>Directorate</p> <p>Classification</p>	<p>Cabinet’s decisions can be called in by a majority of the select committee by 5pm, Friday 2 August 2024.</p> <p>James Raven / Julia Thompson</p> <p>Place</p> <p><i>Private - 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></p>

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

One additional report was considered by the Cabinet, in private, under urgency provisions.

15. PROVISION AND SUPPORT OF INTERNET SECURITY / PROXY SERVICE

RESOLVED:

That the Cabinet:

- 1) **Accept the single tender from Cisco via their partner Cisilion Ltd via the SBS Digital Workplace Solutions Framework for the provision of Cisco Enterprise Agreement (EA) Licences to the London Borough of Hillingdon for a 5 Year period from 26th July 2024 to 25th July 2029 and at the value of £681,839,00.**
- 2) **Request the Chair of the Corporate Resources & Infrastructure Select Committee waive the scrutiny call-in period on this matter for the reasons set out in the report.**

Reasons for recommendation

The Cabinet Member for Corporate Services introduced an urgent report, which Cabinet agreed authorising an immediate contract to provide support and maintenance for the Council’s Internet Security, Wireless and Network Infrastructure.

Alternative options considered and rejected

The alternative options considered by Cabinet were set out in the confidential report.

Relevant Select Committee	Corporate Resources & Infrastructure
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Not for call-in. The Chair of the Corporate Resources & Infrastructure Select Committee agreed to waive the scrutiny call-in period. This decision, therefore, comes into immediate effect.
Officer(s) to action	Michael Clarke / Jo Allen
Directorate	Digital & Intelligence / Resources
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</i>

Act 1972 (as amended).

Urgency provisions – *The Leader of the Council agreed the report relating to this decision as an urgent item. The Chair of the Corporate Resources & Infrastructure Select Committee also agreed the matter was urgent and could not reasonably be deferred in order for it to be considered at Cabinet. This decision was, therefore, taken under special urgency provisions in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.*

Other than the urgent matter set out in these minutes, no further additional items were considered by the Cabinet.

The meeting closed at 19.17pm

Internal Use only*	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 in the minutes above, which is:</p> <p>5pm, Friday 2 August 2024</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 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</p>

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

Democratic Services: 01895 250636

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