

## Minutes

### Cabinet

Thursday, 16 February 2017

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



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Come into effect on: From 24 February 2017 except budget items \*

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

Ray Puddifoot MBE (Chairman)  
David Simmonds CBE (Vice-Chairman)  
Douglas Mills  
Jonathan Bianco  
Richard Lewis  
Keith Burrows  
Philip Corthorne

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

Susan O'Brien  
Michael Markham  
Nick Denys  
Henry Higgins  
Neil Fyfe  
John Riley  
Beulah East  
John Oswell  
Edward Lavery  
Duncan Flynn  
Mo Khursheed  
Jazz Dhillon  
Jan Sweeting

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

All Members were present.

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

Councillor David Simmonds declared a non-pecuniary interest in Item 6, the Council's Budget 2017/18, as a parent in receipt of Early Years Centre services and the proposed increase in fees set out in the budget recommended to Council. He stayed in the room during the discussion and vote on the item.

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

The decisions and minutes of the Cabinet meeting held on 26 January 2017 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**

This was confirmed.

**5. MONTHLY COUNCIL BUDGET - MONITORING REPORT - MONTH 9**

**RESOLVED:**

**That Cabinet:**

- 1. Note the forecast budget position as at December 2016 (Month 9).**
- 2. Note the Treasury Management update as at December 2016 at Appendix E.**
- 3. Continue the delegated authority up until the March 2017 Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between the 26th January 2017 and 16th February 2017 Cabinet meetings, detailed at Appendix F.**
- 4. Agrees the Corporate Director of Finance, in conjunction with the Leader of the Council, reviews and makes any necessary decisions to simplify and re-model the Council's budget cost codes centres in the coming financial year; to also integrate this with the Council's incoming budget management system to further aid monitoring and forecasting by users**

**Reasons for decision**

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2016/17 to ensure the Council achieved its budgetary and service objectives. Cabinet reviewed consultancy and agency assignments and delegated authority to provide for a simplification exercise of the Council's budget cost codes.

**Alternative options considered and rejected**

None.

**Officer to action:**

Paul Whaymand, Finance Directorate

**Classification: Public**

*The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

**6. THE COUNCIL'S BUDGET - MEDIUM TERM FINANCIAL FORECAST 2017/18 - 2021/22**

**RESOLVED:**

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

- 1) The General Fund and Housing Revenue Account budgets and Capital Programmes outlined in appendices 1 to 7;**
- 2) Proposed amendments to Fees & Charges included at Appendix 8;**
- 3) The Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Statement for 2017/18 to 2021/22 as detailed in Appendix 10;**
- 4) The proposed London Borough of Hillingdon Pay Policy Statement for 2017/18 set out at Appendix 11;**
- 5) The proposed Housing Rents Policy set out at Appendix 12;**
- 6) That the Council formally opt in to the national scheme for appointing local authority auditors, as detailed in Appendix 13;**
- 7) That it resolves that Cabinet may utilise the general reserves or balances during 2017/18 in respect of those functions which have been reserved to the Cabinet in Article 7 of the Constitution (as set out in Schedule G of the Constitution - Budget and Policy Framework Procedure Rules).**

**That Cabinet notes:**

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

**Reasons for decision**

Following consultation and much valued feedback from residents, Cabinet put forward its set of budget proposals to the Council meeting on 23 February 2017 for final consideration.

Cabinet welcomed that the budget proposals had been developed to support a ninth successive Council Tax Freeze for all residents and an eleventh year for over 65s whilst avoiding implementation of the Social Care precept and maintaining frontline services. Members noted this as a significant achievement in light of continuing cuts to funding for local government alongside a growing demand for local services.

Cabinet acknowledged the transformation efforts in place to achieve this without a reduction in service provision. It was noted that the budget also provided for strong balances and reserves.

Cabinet noted the proposed capital programme of around £276m over the next 5 years, which included investment in sufficient school places, funding to deliver a new theatre, museum and bunker visitor centre in Uxbridge, alongside continued investment in the existing local infrastructure, including highways, street lighting and camera enforcement of cars to keep areas outside schools safe for children.

Cabinet noted the comments from the Policy Overview Committees and after discussion, recommended to Council a strong, balanced budget in difficult financial circumstances, which had been carefully developed to put residents first.

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

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

#### **Officers to action:**

Paul Whaymand, Finance

#### **Classification: Public**

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## **7. SCHOOLS BUDGET 2016/17**

#### **RESOLVED:**

#### **That Cabinet:**

- 1. Agrees that the total Schools Budget for 2017/18 will be equal to the total of the Dedicated Schools Grant (as set out in paragraphs 89 and 90) provided to the Council.**
- 2. Approve the Early Years Single Funding Formula, as set out in paragraphs 11 and 12.**
- 3. Approve the base rate of funding for the Two Year Old Free Entitlement Offer, as set out in paragraphs 13 and 14.**
- 4. Approve the Primary and Secondary schools funding formula as agreed by schools and the Schools Forum, as set out in paragraphs 15 to 29.**
- 5. Approve the High Needs budget as agreed by schools and the Schools Forum, as set out in paragraphs 77 to 88.**

#### **Reasons for decision**

Following a recommendation from the Schools Forum, Cabinet agreed the distribution and confirmation of the funding arrangements for schools for 2017/18, including the final individual school budget shares, which are distributed to schools.

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

Cabinet could have made decisions contrary to the School Forum's advice.

**Officer to action:**

Peter Malewicz  
Finance

**Classification: Public**

*The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.*

**8. ENFORCEMENT OF DROPPED KERBS WITH WHITE BAR MARKINGS**

**RESOLVED:**

**That Cabinet:**

- 1. Authorises the parking enforcement service to take enforcement action in relation to parking on dropped kerbs which solely serve residential properties marked with a white bar marking, in accordance with The Traffic Signs Regulations and General Directions 2016 and Section 86 of the Traffic Management Act 2004;**
- 2. Delegates to the Deputy Chief Executive Corporate Director Residents Services, in consultation with the Leader of the Council and the Cabinet Member for Planning, Transportation and Recycling, the authority to take all necessary steps, including making changes to current practice and procedures, to facilitate enforcement action.**

**Reasons for decision**

Cabinet agreed more robust enforcement measures to respond to concerns raised by a number of residents who wished to see action taken against vehicles parked across dropped kerbs, in particular where these are marked by a white bar marking in front of their driveway. All Members present welcomed the move.

**Alternative options considered and rejected**

Cabinet could have decided not to take enforcement action and not respond to concerns raised by residents.

**Officer to action:**

David Knowles, Transport & Projects Manager

**Classification: Public**

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## **Special Urgency Provisions**

*This report had been circulated less than 5 working days before the Cabinet meeting and was agreed by the Chairman to be considered as urgent.*

### **9. SCHOOL CAPITAL PROGRAMME UPDATE**

#### **RESOLVED:**

**That Cabinet note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.**

#### **Reasons for decision**

Cabinet noted the progress report on the Council's substantial school building programme.

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

None.

#### **Officer to action:**

Bobby Finch, Residents Services

#### **Classification: Public**

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### **10. LIBRARY ACQUISITIONS CONTRACTS**

#### **RESOLVED:**

#### **That Cabinet:**

- 1. Approves the following contract awards, under the ESPO Framework 376F:-**
  - a) Supply of Adult Fiction & Non-Fiction to Askews and Holts Library Services Ltd;**
  - b) Supply of Children's Fiction & Non-Fiction and Teenage and Young Adult Fiction to Peters Bookselling Service;**
  - c) Supply of Large Print to WF Howes;**
  - d) Supply of Foreign language stock to Books Asia;**
  - e) Supply of Music CD, DVD and Blu-ray films and Computer & Console Games to TransUK.**

2. **Agrees all of the above contracts commence on 1 April 2017 for a period of 3 years, with the option to extend for a further period of up to 2 years.**

#### **Reasons for decision**

Following a procurement exercise to ensure value for money, Cabinet agreed a new supply chain for library stock from recognised suppliers on a national framework to ensure that residents are supplied with quality and popular books and other materials that meet their leisure and learning needs. Cabinet moved a small amendment to the length of the contract proposed in the original report, following procurement advice.

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

Cabinet could have continued with the current interim arrangements of single provider. This, however, would not have provided value for money or flexibility in supplies in the longer-term.

#### **Officer to action:**

Paul Richards

#### **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 (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended).*

## **11. PROCUREMENT OF PUBLIC HEALTH CONTRACTS**

#### **RESOLVED:**

**That Cabinet agrees to award a seven year contract (four years plus option to extend for a further three years) for the provision of open access, integrated clinical and non-clinical sexual and reproductive health services (including HIV prevention and support services) to London and North West Healthcare NHS Trust, as the lead provider for the integrated service.**

#### **Reasons for decision**

Following a procurement exercise, Cabinet agreed the most economically advantageous tender to deliver improvements in sexual and reproductive health services to residents, as part of the Council's public health remit. It was noted that this would result in an improved experience for users and better access to services.

## **Alternative options considered and rejected**

None, as it was not possible to extend existing service provision.

### **Officers to action:**

Dr Steve Hajioff / Sharon Daye – Public Health  
Joyce Jones – Finance

### **Classification: Private**

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

No additional items were considered by the Cabinet.

The meeting closed at 7.26pm.

### **\* IMPLEMENTATION OF CABINET'S DECISIONS**

**Decisions that take immediate effect:** Cabinet's decisions relating to Items 8 & 9 (MTFF and Schools Budget) are integral to the Council's budget proposals and will be recommended to Council on 23 February 2017 in order to set a balanced budget. These decisions take immediate effect.

**All other decisions:** Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions. These can therefore be implemented from 5pm, Friday 24<sup>th</sup> February 2017 upon the expiry of the scrutiny call-in period, unless notified otherwise.

The officers to implement the decisions are indicated in the minutes.