

Minutes

Cabinet
Thursday, 19 April 2018
Meeting held at Committee Room 6 - Civic Centre,
High Street, Uxbridge



Published on: 20 April 2018
Decisions come into effect from: Friday 27 April 2018

Cabinet Members Present:

Ray Puddifoot MBE (Chairman)
David Simmonds CBE (Vice-Chairman)
Jonathan Bianco
Richard Lewis
Keith Burrows
Philip Corthorne
Susan O'Brien (Ex-Officio Member of the Cabinet)

Members also Present:

Wayne Bridges
Henry Higgins
Nick Denys
Richard Mills
Peter Money
John Morse

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor Douglas Mills.

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

With a minor amendment, the minutes and decisions of the Cabinet meeting held on 15 March 2018 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

Items to be considered in public and private were agreed as set out on the agenda.

5. HILLINGDON'S RESPONSE TO THE DRAFT NATIONAL PLANNING POLICY FRAMEWORK AND DEVELOPER CONTRIBUTIONS REFORMS

RESOLVED:

That the Cabinet:

- 1. Notes the content of the consultation documents and the proposed responses attached at Appendices A and B of this report.**
- 2. Grants delegated authority to the Deputy Chief Executive and Corporate Director of Residents Services to agree the final responses, in conjunction with the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling.**

Reasons for decision

Cabinet reviewed the updated National Planning Policy Framework (NPPF) published on 5th March 2018 for public consultation alongside revised Planning Practice Guidance and the Housing Delivery Test. It was noted that these documents brought together proposals that had previously been consulted on, particularly new Government housing proposals.

Cabinet agreed the Council's detailed response to represent and safeguard the Borough and its residents, whilst also thanking Council officers for preparing the comprehensive response.

Alternative options considered and rejected

Cabinet could have decided not to submit any response to the Government, and thereby not have its views taken into account in the final version of the NPPF.

Officer to action:

James Gleave: Residents Services

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. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 11

RESOLVED:

That Cabinet:

- 1. Note the forecast budget position as at February 2018 (Month 11).**
- 2. Note the Treasury Management update as at February 2018 at Appendix E.**

3. Continue the delegated authority up until the June 2018 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 15 March 2018 and 19 April 2018 Cabinet meetings, detailed at Appendix F.
4. Approve acceptance of gift funding in relation to a Planning Performance Agreement on the following major development in accordance with the provisions of Section 93 of the Local Government Act 2003:
 - a. 1, 10 and 12 Harefield Road Uxbridge, Watkin Jones Group (£23,500)
5. Approve funding of up to £115k from the Youth Provision capital budget as a contribution to 1st Northwood Scout Group for the new Scouting Centre.
6. Approve the extension of the exemption from Telecareline charges from residents aged over 80 to those aged over 75 with effect from 1 May 2018.
7. Extend the appointment CBRE consultants to advise the Council on the Southall Gas Works site up to the value of £200k revenue.
8. Ratify a special urgency decision taken by the Leader of the Council and Cabinet Member for Finance, Property and Business Services on 11 April 2018 to award a contract to Dennis Eagle Limited for the Full Maintenance and Repair of The London Borough of Hillingdon Fleet at Harlington Depot.

Reasons for decision

Cabinet was informed of the latest Month 11 forecast revenue, capital and treasury position for the current year 2017/18 to ensure the Council achieved its budgetary and service objectives.

Cabinet made a number of decisions, including a funding contribution towards the 1st Northwood Scout Group's new Scouting Centre, extending the exemption of charges to use the Telecareline service to those residents aged over 75 and ratified a new contract for the Council's fleet.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, 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.

7. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

That Cabinet:

- 1. Note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.**
- 2. Agrees that negotiations can be entered into with the relevant providers to explore the feasibility of expanding Special Educational Needs and Disability (SEND) provision in accordance with the requirements of the £3m capital funding allocation made available to the Council by the Department for Education.**

Reasons for decision

Cabinet received an updated on the Council's flagship school expansion programme and also the school condition programme improving the fabric of local schools. Cabinet also welcomed the latest primary school place results.

Alternative options considered and rejected

None.

Officer to action:

Bobby Finch, Residents Services

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. HILLINGDON FIRST LIMITED - APPROVAL OF PROPERTY COMPANY BUSINESS PLAN, SHAREHOLDER COMMITTEE AND ASSOCIATED COMPANY DOCUMENTATION

RESOLVED:

That the Cabinet:

- 1. Approve the Hillingdon First Limited business plan attached as Appendix 1;**
- 2. Approve the following draft company documentation to formalise the relationship between the Council and the Property Company (having regard to the need to ensure that the Council's interests are safeguarded);**

- a. **Articles of Association (Appendix 2);**
 - b. **Shareholder Agreement (Appendix 3)**
 - c. **Heads of Terms for the Loan Facility Agreement (Appendix 4);**
3. **Approve the establishment of a Shareholder Committee to represent the Council's shareholder interest, and appoint the Leader of the Council (Chairman) and Cabinet Member for Finance, Property and Business Services (Vice-Chairman) as the two members of the Shareholder Committee.**

Reasons for decision

On 16 November 2017, Cabinet approved the establishment of a commercial property and trading company that would contribute to delivering quality housing to meet the needs of Hillingdon residents by providing a commercial delivery mechanism for developing new homes.

To finalise the establishment of the company, Cabinet agreed the necessary governance arrangements, shareholder appointments and business plan for Hillingdon First Limited.

Alternative options considered and rejected

In deciding to set up the company in 2017, Cabinet had considered a range of other housing delivery options.

Officers to action:

Julie Markwell, Residents Services/Andy Evans, Finance

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.

9. EXTENSION OF CONTRACT TO ROYAL BANK OF SCOTLAND FOR THE USE OF PURCHASING CARDS

RESOLVED:

That the Cabinet agree to a 1 year extension of the contract with the Royal Bank of Scotland (RBS) to provide the Council with Purchasing cards. The extension period will commence from 1st August 2018 to 31st July 2019.

Reasons for decision

Cabinet agreed an extension of its contract with the Royal Bank of Scotland in order to continue to use Purchasing Cards as a facility to allow staff to purchase low value items in order to support day-to-day service delivery for residents and in conducting official Council business.

Alternative options considered and rejected

Cabinet could have decided to transfer to another supplier.

Officer to action:

Melissa Sage, Finance

Classification: Private

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10. CONTRACT EXTENSION FOR THE SERVICING, GAS SAFETY CHECKS AND MAINTENANCE OF THE COUNCIL'S DOMESTIC AND DISTRICT HEATING SYSTEMS

RESOLVED:

The Cabinet approves the extension of contract with Quality Heating Services Ltd. to deliver the works for Servicing, Gas Safety Checks and Maintenance of the Council's Domestic (individual units), and District Heating Systems for one (1) year from June 2018.

Reasons for decision

Under Gas Safety Regulations, the Council has a duty to maintain the gas installations in its tenanted properties in a safe condition and to carry out a safety checks of such installations at intervals not exceeding 12 months. Cabinet agreed a

contract extension to ensure such measures are implemented across all 10,000 individual properties and also 25 estates, where heating is provided through a gas district heating system.

Alternative options considered and rejected

Cabinet could have considered re-tendering the contract.

Officer to action:

Gary Penticost, Residents Services

Classification: Private

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

No additional items were considered by the Cabinet.

The meeting closed at 7.21pm.

Internal Use only - implementation of decisions

All decisions: Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions. Therefore, these decisions can be implemented by officers upon the expiry of the scrutiny call-in period below:

from 5pm, Friday 27 April 2018.

Officers to action the decisions are indicated in the minutes.

The public part of this meeting was broadcast on the Council's YouTube channel [here](#). 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@hillingsdon.gov.uk

Democratic Services: 01895 250636

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To find out more about how the Cabinet works to put residents first, visit [here](#).