

## Minutes

### **CABINET**

**Thursday, 14 February 2019**

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



**Published on: 15 February 2019**

**Decisions come into effect from: 22 February 2019 \***

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

Ray Puddifoot MBE

David Simmonds CBE

Philip Corthorne

Jonathan Bianco

Douglas Mills

Keith Burrows

Richard Lewis

Susan O'Brien (Ex-Officio Member of the Cabinet)

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

Nick Denys

Henry Higgins

Wayne Bridges

John Riley

Simon Arnold

Peter Money

John Morse

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

All Members were present.

#### **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 24 January 2019 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 items marked Part 1 would be considered in public and the items marked Part 2 in private.

## **5. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 9**

### **RESOLVED:**

**That Cabinet:**

- 1. Note the budget position as at December 2018 (Month 9) as outlined in Table 1.**
- 2. Note the Treasury Management update as at December 2018 at Appendix E.**
- 3. Continue the delegated authority up until the next 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 24<sup>th</sup> January and 14<sup>th</sup> February Cabinet meetings, detailed at Appendix F.**
- 4. Approves re-phasing of 2018/19 capital expenditure and associated financing budgets totalling £39,032k (General Fund) and £16,836k (HRA) into later years of the capital programme.**
- 5. Accept awards of £44k additional grant funding from Transport for London for the Bridges Assessment and Strengthening Programme (£35k) and Borough Officer Training Programme (£9k).**
- 6. Accept £71k funding from the Department for Education towards support for care leavers at risk of rough sleeping to be managed within Social Care budgets in 2018/19 and 2019/20.**
- 7. Accept £210k funding from the Ministry of Housing, Communities and Local Government to support preparations for Brexit in 2018/19 and 2019/20, alongside additional funding to specifically support port authorities.**
- 8. Agree to the virement of £50k from unallocated capital contingency to fund works to the fountain at the Beck Theatre and approve the associated capital release.**
- 9. Ratify a special urgency decision taken by the Leader of the Council and the Cabinet Members for Finance, Property and Business Services and Community, Commerce and Regeneration on 14 February 2019 to:**
  - a) Accept the tender from Octaga Security Services Limited for the provision of security services at the Council's Civic Centre and other corporate properties for a 3 year period from 15 March 2019 to 14 March 2022 and at the value of £741,351 per annum.**
  - b) Furthermore, agree that this includes the provision to extend the contract for a further 1 + 1 year periods (5 years in total), subject to the approval of the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services.**
  - c) Agree to TUPE transfer the CCTV operatives from Kingdom Security Services back in-house as part of the Council's broader CCTV strategy.**

### **Reasons for decision**

Cabinet was informed of the latest Month 9 forecast revenue, capital and treasury position for the current year 2018/19 to ensure the Council achieved its budgetary

and service objectives. Additionally, Cabinet approved the re-phasing of capital budgets, accepted a grant from Transport for London for bridge strengthening works, funding from HM Government in respect of rough sleeping and Brexit and the allocation and release of funds for fountain works at the Beck Theatre in Hayes.

Cabinet received an addendum to ratify a special urgency decision taken on the same day, to award a new security contract for the Civic Centre and corporate properties.

#### **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.*

## **6. THE COUNCIL'S BUDGET - MEDIUM TERM FINANCIAL FORECAST 2019/20 - 2023/24**

### **RESOLVED:**

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

- 1. The General Fund and Housing Revenue Account budgets and Capital Programmes, along with proposed amendments to Fees & Charges as outlined in appendices 1 to 10, and having taken the consultation responses outlined in Appendix 16 conscientiously into account;**
- 2. The proposals for continuing the Council Tax Older People's Discount into 2019/20, having due regard to the completed Equalities and Human Rights Impact Assessment at Appendix 14;**
- 3. The Capital Strategy, Treasury Management Strategy Statement, Investment Strategy, and Minimum Revenue Provision Statement for 2019/20 to 2023/24 as detailed at Appendix 12;**
- 4. The proposed London Borough of Hillingdon Pay Policy Statement for 2019/20 set out at Appendix 13;**
- 5. That it resolves that Cabinet may utilise the general reserves or balances during 2019/20 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:**

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

## **Reasons for decision**

Following due consideration of the consultation and feedback from residents, Cabinet recommended its budget proposals to the Council meeting on 21 February 2019 for final consideration.

Cabinet noted that the budget proposals for 2019/20 include a thirteenth successive Council Tax freeze for over 65s and a fourth year of avoiding implementation of the Social Care Precept, to be delivered whilst maintaining frontline services through use of General Balances and a 2.4% increase in Council Tax for other residents, which had been limited to 90% of the average 2018/19 increases for households in the neighbouring boroughs and equated to £0.51 pence per week for a Band D household.

Cabinet welcomed the planned investment in local infrastructure over the next few years, which would include a new swimming pool in the Yiewsley / West Drayton area and a major programme of investment in the Borough's highways.

Cabinet noted the comments from the Policy Overview Committees and after discussion, recommended to Council a strong, balanced budget, 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 on 21 February 2019.

## **Officers 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.*

## **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.*

## **7. SCHOOLS BUDGET 2019/20**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Agree to apply the disapplication approval notified by the Education and Skills Funding Agency on 7 February 2019, to transfer £3,499k from the Schools Block to enable an in year balanced Dedicated Schools Grant (DSG) Budget for 2019/20 to be set (as set out in paragraphs 1 to 4 of the addendum).**
- 2. Approve the Primary and Secondary schools funding formula as agreed by schools and the Schools Forum, as set out in paragraphs 26 to 30.**
- 3. Approve the Early Years Single Funding Formula, as set out in paragraphs 31 to 40.**
- 4. Approve the base rate of funding for the Two Year Old Free Entitlement Offer, as set out in paragraph 41.**
- 5. Approve the Early Years Centrally Retained budget as agreed by the Schools Forum, as set out in paragraphs 43 to 46.**
- 6. Approve the Central School Services budget as agreed by the Schools Forum, as set out in paragraphs 47 to 51.**
- 7. Approve the High Needs budget as agreed by the Schools Forum, as set out in paragraphs 52 to 64.**
- 8. Request that the Chairman of the Executive Scrutiny Committee considers waiving the scrutiny call-in period on the amended recommendation 1 and recommendations 2-7 so they come into immediate effect in order allow for sufficient time to submit school budget figures to the Education and Skills Funding Agency.**
- 9. In the event any new information is received requiring further changes to the Schools Budget following Cabinet's decision, delegate authority to the Leader of the Council and Cabinet Members for Finance, Property and Business Services and Education and Children's Services, in consultation with the Corporate Director of Finance, to agree any amendments to the Schools Budget for 2019/20 under urgency provisions.**

#### **Reasons for decision**

Cabinet reviewed the consultations with School Headteachers, Governors and Early Years providers on the distribution of the funding arrangements for schools for 2019/20.

In an addendum to the meeting, Cabinet noted that the Council's disapplication request to the Department for Education had been approved on 7 February 2019 giving ministerial authority for the transfer of funding within the Dedicated Schools Budget to help mitigate the substantial £3,499k deficit in the High Needs section. Cabinet gave all due consideration to the feedback from the Schools Forum at its meeting on 12 February 2019 following the development, however, it also noted that individual schools budgets would still increase by £964k next year and that this

would be on top of the additional funds that schools would receive from the Teachers Pay Award Grant.

Cabinet noted the importance of the Schools Forum in managing the total education budget and also the responsibility of individual schools themselves in setting their own balanced budgets.

Given the need to responsibly tackle the deficit and taking into account the resultant position of individual schools budgets, Cabinet agreed to fully apply the disapplication request, thereby enabling the setting a balanced Schools Budget.

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

Cabinet could have ignored the Secretary of State's decision and agreed to set a £3,499k deficit Schools Budget for 2019/20 or partially applied the disapplication approval.

### **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.*

### **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.*

## **8. REGIONAL ADOPTION AGENCY PROPOSAL**

### **RESOLVED:**

**That Cabinet:**

- 1. Agree in principle for the Council to join the Ambitious for Adoption Regional Adoption Agency;**
- 2. Delegate authority to the Corporate Director of Social Care, in consultation with the Leader of the Council and Cabinet Member for Education & Children's Services, to make all necessary decisions to further progress this proposal and formally sign-up to Ambitious for Adoption on behalf of the Council.**

### **Reasons for decision**

Cabinet noted that HM Government had announced in March 2016 changes to the delivery of adoption services by proposing that all local authority adoption services

be delivered on a regional basis by 2020. After research into the best approach for Hillingdon, Cabinet agreed to sign-up to a regional adoption agency called *Ambitious for Adoption*.

Cabinet welcomed that this partnership would ensure a coherent approach to improving the timeliness and quality of adoptions for children, whilst maintaining staff located in Hillingdon and local connections with the broader assessment processes and social care process.

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

Cabinet could have joined another regional agency, *Adopt London West*, but considered that they had not provided a sufficient level of detail or confidence in order to be considered by the Council.

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

Tony Zaman / Ana Popovici

#### **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.*

## **9. STANDARDS AND QUALITY OF EDUCATION IN HILLINGDON DURING 2017/18**

### **RESOLVED:**

**That the Cabinet:**

- 1. Note the key findings set out in the report and;**
- 2. Note the comments from the Residents, Education and Environmental Services Policy Overview Committee.**

### **Reasons for decision**

Cabinet received a detailed paper on the local academic results and attainment by pupils in the Borough during the last school year, highlighting good progress overall and that 91% of schools were now judged good or better. Cabinet also noted particular areas of concern where schools, with the Council, needed to work harder to improve performance.

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

None.

### **Officer to action:**

Dan Kennedy, 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.*

**10. CONTRACT EXTENSION: VOID PROPERTY REPAIR SERVICE**

**RESOLVED:**

**That Cabinet approves the extension of the contract with Axis Europe Plc for the provision of Void Properties Repair Service to the London Borough of Hillingdon for a one year period from 3rd April 2019 to 2nd April 2020.**

**Reasons for decision**

Cabinet agreed the extension of an existing contract that repaired and re-serviced council housing properties that become vacant in order to maximise the number of available homes available for tenants.

**Alternative options considered and rejected**

Cabinet could have considered bringing the service in-house or sought competitive tenders, but discounted these due to the satisfactory performance of the existing contractor.

**Officers to action:**

Gary Penticost / Michael Breen

**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. PURCHASE OF PASSENGER SERVICE VEHICLES**

**RESOLVED:**

**That the Cabinet:**

- 1. Approves the purchase of 2 x 8 seater (plus driver) passenger service vehicles (buses) at a cost of £90,447.98 from Treka Bus Ltd.**
- 2. Approves the purchase of 20 x 16 seater (plus driver) passenger service vehicles (buses) at a cost of £1,487,299.20 from Treka Bus Ltd.**

**3. Approves the purchase of 4 x 30 seater (plus driver) passenger service vehicles (buses) at a cost of £381,380.00 from Nu-Track Ltd.**

**Reasons for decision**

To ensure value for money for taxpayers, Cabinet agreed the outright purchase of a number of passenger service vehicles, noting that existing vehicles were either at the end of their serviceable life or were hired, which was more expensive. Cabinet noted that these vehicles were used to transport residents, such as pupils who attend Special Education Needs schools and adults with mobility issues.

**Alternative options considered and rejected**

Cabinet could have decide to use hired vehicles, however, it considered this to be a more expensive option than purchasing new vehicles.

**Officers to action:**

Bobby Finch

**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 7:29pm.

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**Internal Use only - implementation of decisions**

**Decisions that take immediate effect:** Cabinet's decisions relating to Item 6 related to the Cabinet's budget proposals and these decisions took immediate effect in order to be recommended to Council on 21 February 2019 to set a balanced budget. The Chairman of the Executive Scrutiny Committee also waived the call-in period after Cabinet on Item 8, the Schools Budget, and this decision also took immediate effect.

**All other decisions:** Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the remaining Cabinet's decisions. Therefore, these decisions can

be implemented by officers upon the expiry of the scrutiny call-in period which is from:

**5pm, Friday 22 February 2019.**

Officers to action the decisions are indicated in the minutes.

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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@hillingdon.gov.uk](mailto:democratic@hillingdon.gov.uk)

Democratic Services: 01895 250636

Media enquiries: 01895 250403

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