

Minutes

CABINET

Thursday, 30 May 2019

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



Published on: 31 May 2019

Decisions come into effect from: 5pm Friday 7 June 2019

Cabinet Members Present:

Ray Puddifoot MBE

Philip Corthorne

Jonathan Bianco

Douglas Mills

Keith Burrows

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

Members also Present:

Nick Denys

Becky Haggar

John Riley

Henry Higgins

Wayne Bridges

Richard Mills

Simon Arnold

Peter Money

Jan Sweeting

Kerri Prince

Pete Curling

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor David Simmonds CBE and Councillor Richard Lewis.

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 18 April 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 agreed to consider the items of business on the agenda as they had been set out in public and private.

5. REVIEW BY THE CORPORATE SERVICES, COMMERCE & COMMUNITIES POLICY OVERVIEW COMMITTEE: DIGITAL BROADCASTING OF POLICY OVERVIEW, SCRUTINY AND SELECT COMMITTEES

The Chairman of the Corporate Services, Commerce & Communities Policy Overview Committee, Councillor Richard Mills, presented the Committee's review to Cabinet, which was warmly endorsed.

RESOLVED:

That Cabinet welcome and accept the recommendations from the Committee's review as set out below and approve them for implementation for the 2019/20 Municipal Year:

- 1. That Cabinet notes the opportunity to raise the profile of the work the Policy Overview, Scrutiny and Select Committees, demonstrating the broader public engagement in Hillingdon's democratic process;**
- 2. That Cabinet approves the expansion of the current digital broadcasting service to all Policy Overview, Scrutiny and Select Committees, noting that this does not apply to any Panel established by a committee. Furthermore, that this commences, as soon as practicable after the start of the 2019/20 Municipal Year;**
- 3. That Cabinet notes the Committee's conclusion that the current camera configurations are deemed generally suitable for viewing and that Democratic Services will put in place suitable procedures regarding the attendance of witnesses;**
- 4. That Cabinet agrees that, going forward, such meetings are held in Committee Rooms 5&6 to negate the need for any additional infrastructure and to not incur any financial expense in broadcasting them.**

That the Cabinet also identify funds in due course to extend the broadcasting capabilities at the Civic Centre.

Reasons for decision

Cabinet received the report from the Committee following their review on the digital broadcasting of Policy Overview, Scrutiny & Select Committees on YouTube. The review was initiated following a motion to full Council and following investigations, the Committee recommended the broadcasting of such meetings going forward, which Cabinet agreed with. Cabinet's decision enables the Council to continue to lead the way in such digital engagement and further grow residents' interest in, and understanding of, the wider democratic process.

Supplementary to the Committee's review, the Cabinet Member for Finance, Property and Business Services proposed an extension of the number of rooms available for live broadcasting, to cater particularly for resident petition hearings, which Cabinet agreed to consider in due course.

Alternative options considered and rejected

The Cabinet could have decided to reject some or all of the Committee's recommendations.

Officer to action:

Mark Braddock, Chief Executive's Office (Broadcasting)
Luke Taylor, Chief Executive's Office (Committee monitoring)

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. REVIEW BY THE RESIDENTS, EDUCATION & ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE: PAYMENT MODERNISATION FOR KEY RESIDENT SERVICES

The Chairman of the Residents, Education and Environmental Services Policy Overview Committee, Councillor Wayne Bridges, presented the Committee's review to Cabinet, which was warmly endorsed.

RESOLVED:

That the Cabinet welcomes the Committee's report and approves the recommendations detailed below:

- 1. That Cabinet note the Committee's conclusion that there are a variety of ways in which residents can choose to pay for Council services, in person or online, noting that whilst further modernisation is required in certain areas, the Council is bringing forward plans to improve payment options and technology, as part of its digital and broader service transformation plans.**
- 2. In respect of residents' and non-residents paying for parking, which was a key focus of the review, the Committee welcomed the planned £1m investment within the 2019/20 budget for modernising payment machines and, based on its review's findings, recommends to Cabinet the roll-out in 2019 of new integrated cash and card parking payment terminals that are also compatible with the HillingdonFirst Resident Card.**
- 3. The Committee welcomes the investment within the 2019/20 budget in respect of ICT transformation, along with the development of a new digital roadmap and recommends that Cabinet:**
 - a. Endorse the planned website upgrades to provide residents with clearer and more intuitive ways to pay for Council services;**

- b. Agree the introduction of a new single sign-on account for residents to access a variety of Council services and make their payments online with ease;
- c. Agree that while digital online payments will be the preferred method for receiving future payments, that the Council continues to support residents who prefer to pay by cash;
- d. Takes into consideration the emerging payment technologies set out in its report, which residents in the future may wish to utilise.

Reasons for decision

Cabinet received the Committee's review into the payment modernisation of key resident services. The Committee's recommendations, which were approved by Cabinet, sought to improve the user experience and modernise both back-office systems and resident-facing payment technology. In particular, it was agreed to roll-out new cash and card parking terminals across the Borough, along with upgrades to the Council's website for online payments.

Alternative options considered and rejected

The Cabinet could have decided to reject some or all of the Committee's recommendations.

Officers to action:

Jim Marsh, Residents Services (Website)
Roy Clark, Residents Services (Parking)
Neil Fraser, Chief Executive's Office (Committee monitoring)

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. PROPOSED NEW SPORTS AND LEISURE FACILITY IN WEST DRAYTON

RESOLVED:

That the Cabinet:

1. Approves the development of a sport and leisure facility on Harmondsworth Road/Rowlheys Place, West Drayton.
2. Delegates all future decisions regarding the sport and leisure facility on Harmondsworth Road / Rowlheys Place, West Drayton to the Leader of the Council and the Cabinet Member for Finance Property and Business Services, in conjunction with the Deputy Chief Executive and Corporate Director of Residents Services.

Reasons for decision

Cabinet agreed to progress the new Sport and Leisure facility at a site in West Drayton. It was noted that the development would include an eight-lane 25 metre swimming pool, a leisure pool, a sports' hall with four marked courts, a climbing wall and soft play area for younger visitors. Cabinet also welcomed other planned facilities on-site, including a gymnasium, exercise studios, a health suite and cafe and an outdoor sports pitch on the roof of the building, along with consideration of a multi-function area for use by local groups.

Cabinet noted that there was now a need for an additional swimming pool in the Borough and that work would start soon to develop detailed design ahead of a submission of a planning application later in the year. Subject to planning consent and approval to appoint a works contractor, Cabinet anticipated that construction would commence by early 2020.

Alternative options considered and rejected

Cabinet could have decided not to progress with a new sport and leisure facility.

Officer to action:

Jenny Evans, Resident 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 AIR QUALITY ACTION PLAN 2019-2024

RESOLVED:

That Cabinet:

- 1. Considers the responses to the consultation received in Appendix 1; and**
- 2. Approves the Hillingdon Air Quality Action Plan 2019-2024 for adoption by the Council.**

Reasons for decision

Cabinet approved the Hillingdon Air Quality Action Plan for 2019-2024. It was noted that the Plan fulfilled the Council's statutory requirement to update its current Plan and put in place actions to improve air quality, in accordance with guidance from the Mayor of London. Cabinet considered the consultation responses, and the process undergone by the Council to review the Action Plan, which had incorporated recommendations from the Residents' & Environmental Services Policy Overview Committee's review on Air Quality in 2017/18. In particular, Cabinet noted the health impacts on residents on poor air quality and efforts to tackle idling cars, particularly outside schools.

Alternative options considered and rejected

None. If the Council were not to update its Action Plan, it would not be using the most accurate information to tackle poor air quality and could be directed to do so under the Environment Act.

Officer to action:

Val Beale, 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.

9. DRONES & NEW NO-FLY ZONES AROUND AIRPORTS: DEVISING A MODERN DRONE & SMALL UNMANNED AIRCRAFT POLICY

RESOLVED:

That Cabinet:

- 1. Note the new flight restriction zones that came into effect on 13 March 2019 prohibiting any drone use around airports and most of the Borough, and agree with the importance for the Council to have a modern, robust drone policy and local laws to complement and supplement national regulations;**
- 2. Agree that the draft policy on Drones and Small Unmanned Aircraft as set out in Appendix 1 be subject to a 6 week period of key stakeholder consultation;**
- 3. Note the associated changes to modernise the Council's Public Space Protection Orders in relation to Drones as set out in Appendix 2 and authorise the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council, to undertake the necessary statutory consultation required before changes can lawfully be made to the existing Public Space Protection Orders and to then decide whether to give effect to the proposed changes, having conscientious regard to the consultation responses and also determining whether the statutory test required to make these changes is fully satisfied and;**
- 4. Subject to the outcome of the stakeholder consultation and statutory process above, delegate authority to the Leader of the Council, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, to formally approve the Council's Policy on Drones and Small Unmanned Aircraft and to make any further decisions required in respect of its implementation and review in light of future local and national legislative changes.**

Reasons for recommendation

Reviewing the map within the report, Cabinet noted that on 13 March 2019, the amendment to the Air Navigation Order had significantly expanded flight restriction

zones around local airports, including Heathrow, meaning that across most of the Borough it was illegal to fly any drone, of any mass, without explicit consent from the airport concerned.

Cabinet considered it important that local policies and laws should align with, and supplement those, at national level, particularly outside the expanded flight restriction zones to prohibit drone use, so that a 'total airspace' approach could be taken. Therefore, Cabinet agreed to consult on modernising the relevant Public Space Protection Order, alongside consultation on a new Hillingdon Drone and Small Unmanned Aircraft Policy.

Alternative options considered and rejected

Cabinet could have considered softer restrictions on recreational and commercial drones flying on Council land outside the flight restricted zones. However, Cabinet considered that the softer the restrictions in place, the higher the risk of a serious incident involving a drone given the proximity to congested areas and key airports.

Officers to action:

Mark Braddock, Chief Executive's Office
Paul Richards, 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. OLDER PEOPLE'S PLAN UPDATE

RESOLVED:

That Cabinet notes the successes to date and continued progress to deliver the Older People's Action Plan during 2018-19 to improve the quality of life, health and wellbeing of older people in Hillingdon.

Reasons for decision

Cabinet welcomed the work undertaken as part of the Older People's Action Plan during the year, aimed at improving the lives of older people in the Borough. The wide range of initiatives to support older people were mentioned by the Leader of the Council, which included free burglar alarms, the telecareline, dementia activities, tea dances, financial support and the brown badge parking scheme.

Alternative options considered and rejected

None.

Officer to action:

Kevin Byrne, 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.

11. CARERS STRATEGY 2018-21: REVIEW OF 2018-19 DELIVERY PLAN & APPROVAL OF 2019-20 DELIVERY PLAN

RESOLVED:

That the Cabinet:

- 1. Note the update on the Carers Strategy 2018-19 Delivery Plan including partner updates;**
- 2. Note the results of the Carers Survey 2018 and;**
- 3. Approve the new Carers Strategy 2019-20 Delivery Plan and instruct officers to provide an annual progress report to Cabinet.**

Reasons for decision

Cabinet received an update on the Carers Delivery Plan over the last year and also noted the results of the Hillingdon Carers Survey 2018 and a how the Council had sought to improve the assessment process. Welcoming the comments of the Social Care, Housing and Public Health Policy Overview Committee on the matter, Cabinet approved a fresh Delivery Plan for the ensuing year, which would reflect the joint working of the Council and its partners to support Carers and particularly double carers.

Alternative options considered and rejected

None.

Officer to action:

Kate Kelly-Talbot, Social Care

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.

12. DISPOSAL OF SITES TO HILLINGDON FIRST LIMITED

RESOLVED:

That Cabinet:

1. **Declare the land adjacent to 442 Victoria Road surplus to requirements.**
2. **Authorise the freehold sale of land adjacent to 442 Victoria Road, and the former garage site adjacent to 1 St Helen Close, to Hillingdon First Limited at the value as set out in the report.**
3. **Authorise the sale of both sites on the open market, if for any reason Hillingdon First Ltd decide not to proceed with the purchase.**

Reasons for decision

Cabinet noted that Hillingdon First Ltd was a profit trading company, wholly owned by the London Borough of Hillingdon to develop local housing on a commercial basis. Cabinet agreed to sell two unused sites to Hillingdon First Ltd, following an independent valuation.

Alternative options considered and rejected

Cabinet could have considered entering into a Joint Venture with a private developer or sold its land and sites to private developers, but these were discounted on the basis of timing and not offering the same level of financial return to the Council that was possible through a wholly owned company.

Officer to action:

Julie Markwell - Residents Services

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.

13. CONTRACT FOR THE COLLECTION AND TREATMENT OF CO-MINGLED DRY RECYCLING

RESOLVED:

That Cabinet agree to extend the current contract with Biffa Waste Services Ltd for the collection and treatment of co-mingled dry recyclables to the London Borough of Hillingdon for a one year period from 11 June 2019 to 10 June 2020 and at the cost of £991,000 for the period.

Reasons for decision

Due to satisfactory performance, Cabinet agreed to extend the existing contract with Biffa Waste Services Ltd who undertake the recycling of a wide range of materials, once the Council collects it from residents.

Alternative options considered and rejected

Cabinet could have tendered for a new supplier, but this was discounted pending the outcome of consultations recently held by the Government on the collection of dry recycling.

Officers to action:

Nicola Herbert, Residents Services
Allison Mayo, Finance

Classification: Private

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14. EXTENSION OF CONTRACT - REPLACEMENT OF OBSOLETE GAS HEATING SYSTEMS AND SYSTEM UPGRADES IN RESIDENTIAL DWELLINGS IN THE HOUSING STOCK

RESOLVED:

That Cabinet approves the extension of the contract with British Gas Social Housing Ltd, trading as PH Jones, to deliver works for new gas installations and boiler replacements for a further, final year until 30th November 2020.

Reasons for decision

Cabinet noted the Council's duty to maintain the gas installations in its tenanted properties in a safe condition. Due to satisfactory performance, Cabinet agreed to the final year's extension of the current contract that undertakes the replacement of obsolete gas heating systems and system upgrade in residential dwellings.

Alternative options considered and rejected

Cabinet could have tendered the contract with a view to having new arrangements in place for the 1st December.

Officer to action:

Gary Penticost , Residents Services

Classification: Private

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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.

15. VOLUNTARY SECTOR LEASES

RESOLVED:

That Cabinet agrees the rent set out in the report, which is subject to negotiation with the voluntary sector organisations detailed in the report and instructs the Deputy Chief Executive and Corporate Director of Residents Services to then commission the Borough Solicitor to complete the appropriate legal documentation.

Reasons for decision

Cabinet agreed the rent review for the Eastcote Bowling Club at Cavendish Recreation Ground and authorised a new lease to the Northwood Football Club at Northwood Recreation Ground. Cabinet's decision enabled the organisations concerned to benefit from heavily discounted rent as part of the Council's Voluntary Sector Leasing Policy and wider commitment to a vibrant local voluntary sector.

Alternative options considered and rejected

None.

Officer to action:

Mike Paterson, Residents Services

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.

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

No additional items were considered by the Cabinet.

The meeting closed at 7.36pm.

***Internal Use only - implementation of decisions**

When the Cabinet's decisions come into effect

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

from 5pm, Friday 7 June 2019

Officers to action the decisions are indicated in the minutes.

The minutes are the official notice for any subsequent internal process approvals required by officers to action the Cabinet's decisions.

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

Democratic Services: 01895 250636

Media enquiries: 01895 250403

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