

## Minutes

### CABINET

Thursday, 24 October 2019

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



Published on: 25 October 2019

**Decisions come into effect from: 1 November 2019 \***

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

Ray Puddifoot MBE  
David Simmonds CBE  
Philip Corthorne  
Jonathan Bianco  
Douglas Mills  
Keith Burrows  
Richard Lewis

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

Henry Higgins  
John Riley  
Ian Edwards  
Simon Arnold  
Peter Money  
Lynne Allen  
Peter Curling

#### **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 decisions and minutes of the Cabinet meeting held on 26 September 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**

This was confirmed.

**5. LOCAL SAFEGUARDING CHILDREN BOARD: ANNUAL REPORT 2018-2019**

**RESOLVED:**

**That the Cabinet notes the content of the Annual Report and work of the Local Safeguarding Children Board during 2018/19.**

**Reasons for decision**

Cabinet noted the positive annual report and also considered the comments of the Policy Overview Committee who had considered the performance of the Board over the last year. Cabinet noted that this would be the last report from the Board due to the new safeguarding arrangements coming into place for children and, therefore, expressed its gratitude to Mr Stephen Ashley, Chairman of the Board, for successfully leading this important work over the last few years.

**Alternatives considered and rejected**

None.

**Officers to action:**

Stephen Ashely (Independent Chairman, LSCB)  
Tony Zaman, 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.*

**6. SAFEGUARDING ADULTS PARTNERSHIP BOARD: ANNUAL REPORT 2018-2019**

**RESOLVED:**

**That the Cabinet note the Annual Report and work of the Safeguarding Adults Partnership Board during 2018/19.**

**Reasons for decision**

Cabinet noted the annual report and expressed the Council's commitment to the safeguarding of adults and older people. Cabinet also considered the comments of the Social Care, Housing and Public Health Policy Overview Committee that had reviewed the Board's performance over the last year.

Cabinet noted that this would be the last report from the Board due to the new safeguarding arrangements coming into place and, therefore, expressed its gratitude to Mr Stephen Ashley, Chairman of the Board, for successfully leading this vital work over the last few years.

## **Alternatives considered and rejected**

None.

### **Officers to action:**

Stephen Ashely (Independent Chairman, LSCB)  
Kate Kelly-Talbot, Social Care  
Tony Zaman, 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.*

## **7. STATEMENT OF GAMBLING POLICY**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Considers the comments and proposed changes to the Policy arising from the statutory consultation as set out in this report and;**
- 2. Recommends the updated Statement of Gambling Policy to full Council for adoption.**

### **Reasons for decision**

Cabinet considered the responses from the statutory consultation on the revised Statement of Gambling Policy. Cabinet agreed the changes arising and recommended to full Council an updated Policy that would ensure a safe and regulated environment for service users of gambling establishments.

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

None. The Gambling Act 2005 required the Council to publish a statement of gambling principles, every 3 years and formed part of the Council's Policy Framework.

### **Officer to action:**

Stephanie Waterford, 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. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 5**

### **RESOLVED:**

**That Cabinet:**

- 1. Note the budget position as at August 2019 (Month 5) as outlined in Table 1.**
- 2. Note the Treasury Management update as at August 2019 at Appendix E.**
- 3. Continue the delegated authority up until the November 2019 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 26 September 2019 and 24 October 2019 Cabinet meetings, detailed at Appendix G.**
- 4. Approve the payment of a grant of £165k from the Special Provision Capital Fund to Hedgewood Primary School, in order to enable the school to increase accommodation for children with Social Emotional & Mental Health (SEMH) and children with Autism, with the associated capital release of £165k**
- 5. Make the following decisions:**
  - a) Approve the proposed uplift of commercial Temporary Street Trading Pitch Fees to £45.00 for the first day and £15.00 for each additional day, noting the waiver of such fees is available for resident, charity and community groups as per the Council's Street Trading Policy.**
  - b) Approve the proposed uplift of the commercial Shop Front Displays, Restaurant/Cafe Tables and Chairs Licence Fees to:**
    - i. £561.68 for 1 Metre;**
    - ii. £611.68 for 2 Metres;**
    - iii. £661.68 for 3 Metres.**
  - c) Notes that these fee changes are subject to a statutory consultation period and agree that:**
    - i. Should there be any adverse feedback, delegate authority to the Leader of the Council and Cabinet Member for Commerce, Community and Regeneration to consider this in determining any fee changes;**
    - ii. If no adverse feedback is received, that the above fees take effect on a date to be determined by the Deputy Chief Executive and Corporate Director of Residents Services.**

### **Reasons for decisions**

Cabinet was informed of the latest Month 5 forecast revenue, capital and treasury position for the current year 2019/20 to ensure the Council achieved its budgetary and service objectives. Cabinet welcomed the projected underspend in the General Fund to-date.

Cabinet made a number of other financial related decisions, including funding to Hedgewood Primary School for children with Autism. Through an addendum tabled at the meeting, Cabinet agreed to consult on uplifting commercial street trading fees.

**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.*

**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 received an update on the Council's major school expansion programme and also the school condition programme, improving the fabric of local schools. Cabinet welcomed the additional investment and capacity in provision for children with special educational needs and disabilities.

**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.*

**10. QUARTERLY PLANNING OBLIGATIONS MONITORING REPORT**

**RESOLVED:**

**That the Cabinet notes the updated financial information.**

## **Reasons for decision**

Cabinet noted the report which detailed the financial planning obligations received by developers and held by the Council. Cabinet considered what progress had, and was, being made to further invest in a wide range of local infrastructure and Council capital projects benefitting local communities.

## **Alternative options considered and rejected**

To not report to Cabinet. However, Cabinet believed it was an example of good practice to monitor income and expenditure against specific planning agreements.

## **Officer to action:**

Nicola Wyatt, 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. ENVIRONMENTAL ENFORCEMENT SERVICE CONTRACT**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Accept the tender from APCOA Parking (UK) Ltd for the provision of an Environmental Enforcement Service to the London Borough of Hillingdon for a three year period from October 2019 to October 2022 and at the value of £1,009,535.39.**
- 2. Furthermore, agree this includes the provision to extend the contract for a further three years at one year periods (six years in total), subject to the approval of the Leader of the Council and Cabinet Members for Community, Commerce and Regeneration and Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Resident Services.**

## **Reasons for decision**

Following a competitive procurement process, Cabinet accepted the most economically advantageous tender for the provision of an Environmental Enforcement Service that would patrol the Borough, issue fines and enforce against anti-social behaviour such as littering, breaches of Public Space Protection Orders and regulatory infringements.

## **Alternative options considered and rejected**

Cabinet could have decided to terminate the scheme, or bring the service in-house.

**Officer to action:**

Nathan Welch, 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.*

**12. ACCESS TO FRAMEWORKS FOR THE PROVISION OF APPRENTICESHIP TRAINING**

**RESOLVED:**

**That the Cabinet approves the award of 4-year contracts to access frameworks managed by the Crown Commercial Service (CCS), the Eastern Shires Procurement Organisation (ESPO) and the Yorkshire Procurement Organisation (YPO) for the supply of approved apprenticeship training providers.**

**Reasons for decision**

The Cabinet welcomed the Council's extremely successful apprenticeship scheme and agreed to progress with a procurement framework to ensure access to a good range of providers to meet the demand for apprentice training and assessment. The Cabinet Member for Central Services, Culture and Heritage informed Members that the Council's commitment to apprenticeships was fully embedded in the culture of the organisation and its transformation plans going forward.

**Alternative options considered and rejected**

Cabinet could have decided to enter into direct agreements with individual training providers which would not be an efficient approach.

**Officer to action:**

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

**13. PROPERTY TRANSACTION: THE SCHOOL HOUSE, 103 JUDGE HEATH LANE, HAYES**

**RESOLVED:**

**That Cabinet:**

- 1. Declare the property surplus to requirements ;**
- 2. Authorise the disposal of the freehold of the property using a local estate agent and;**
- 3. Delegates authority to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services, all subsequent decisions regarding the sale of the site.**

**Reasons for decision**

The Cabinet agreed to dispose of the unused site, noting this was not required by the adjacent School and in order to optimise the use of the Council's property assets.

**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.*

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

No additional items were considered by the Cabinet.

The meeting closed at 7.18pm.

---

**\*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.

The decision on Item 7 – Statement of Gambling Policy takes immediate effect and is referred to full Council.

All remaining decisions of the Cabinet can, therefore, be implemented by officers upon the expiry of the scrutiny call-in period which is:

**from 5pm, Friday 1 November 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](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](#).