

Minutes

CABINET

Thursday, 13 February 2020

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



Published on: 14 February 2020

Decisions come into effect from: Friday 21 February 2020 *

Cabinet Members Present:

Ray Puddifoot MBE (Chairman)
Jonathan Bianco (Vice-Chairman)
Philip Corthorne
Douglas Mills
Keith Burrows
Richard Lewis
Susan O'Brien
Jane Palmer
Duncan Flynn (Ex-Officio Member of the Cabinet)

Members also Present:

Nick Denys
Simon Arnold
Henry Higgins
John Riley
Wayne Bridges
Richard Mills
Peter Money
Stuart Mathers
Peter Curling

1. APOLOGIES FOR ABSENCE

All Cabinet 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 decisions and minutes of the Cabinet meeting held on 23 January 2020 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 2019 (Month 9) as outlined in Table 1.**
- 2. Note the Treasury Management update as at December 2019 at Appendix E.**
- 3. Continue the delegated authority up until the March 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 23 January 2019 and 13 February 2019 Cabinet meetings, detailed at Appendix F.**
- 4. Approve acceptance of gift funding in relation to a Planning Performance Agreement in accordance with the provisions of Section 93 of the Local Government Act 2003 for;**
 - a. Land at Bulls Bridge Estate - £40k.**
 - b. Land at Guru Nanak School, Springfield Road, Hayes - £32k.**
 - c. Marriott Hotel, Heathrow - £23k.**
 - d. Land South of Ballinger Way & East of Broadmead Road, Northolt - £32k.**
 - e. 1 Vinyl Square - £15k.**
 - f. 42 & 44 Mahlon Avenue - £10k.**

Reasons for decision

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2019/20 to ensure the Council achieved its budgetary and service objectives. Additionally, Cabinet reviewed recent consultancy and agency assignments and accepted gift funding in respect of planned key developments in the Borough in order to fund dedicated staff to support pre-application and application work.

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 2020/21-2024/25

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 2020/21, 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 2020/21 to 2024/25 as detailed at Appendix 12 for implementation with effect from 1 March 2020;**
- 4) The proposed London Borough of Hillingdon Pay Policy Statement for 2020/21 set out at Appendix 13;**
- 5) That it resolves that Cabinet may utilise the general reserves or balances during 2020/21 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 consideration of the consultation, feedback from residents and Policy Overview Committee comments, Cabinet recommended its budget proposals to the Council meeting on 20 February 2020 for final consideration.

Cabinet noted that its budget proposals for 2020/21 included a 3.8% increase in the headline rate of Council Tax which comprised a core Council Tax increase of 1.8% based on 90% of the 2% anticipated increase across London, alongside a 2% increase relating to an Adult Social Care Precept to fund ongoing pressures within Adult Social Care.

Cabinet welcomed that the budget proposals included protection for the over 65's through a continuation of the Older Person's Council Tax Discount for the fourteenth successive year.

Cabinet welcomed the additional investment in front-line services, including more Anti-Social Behaviour and Environment Team Officers to tackle local issues.

Also supported by Cabinet, was the substantial capital programme, providing both small and major infrastructure improvements over the next few years, including schools, the proposal to purchase Uxbridge Police station, a new leisure centre in the West Drayton and funding to upgrade highways.

However, Cabinet was concerned about proposals from the Mayor of London to reduce the number of Police Officers locally, as part of the matched funding tasking teams focussed on residents' community safety priorities.

Having considered its proposals, Cabinet 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 20 February 2020.

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.

7. THE SCHOOLS BUDGET 2020/21

RESOLVED:

That Cabinet:

- 1. Agrees that the total Schools Budget for 2020/21 be set with an overall deficit of £7,175k when compared to the total of the Dedicated Schools Grant provided to the Council (as set out in paragraphs 63 to 65), following the rejection of the Council's disapplication request by the DfE.**
- 2. Approve the Primary and Secondary schools funding formula as agreed by schools and the Schools Forum, as set out in paragraphs 27 to 31.**
- 3. Approve the Early Years Single Funding Formula, as set out in paragraphs 32 to 41.**
- 4. Approve the base rate of funding for the Two Year Old Free Entitlement Offer, as set out in paragraph 42.**

5. Approve the Early Years Centrally Retained budget as agreed by the Schools Forum, as set out in paragraphs 43 to 47.
6. Approve the Central School Services budget as agreed by the Schools Forum, as set out in paragraphs 48 to 53.
7. Approve the High Needs budget as agreed by the Schools Forum, as set out in paragraphs 54 to 62.

Reasons for decision

Cabinet noted the responsibility of the Schools Forum in managing the education budget and approved their recommendations following their consultation with School Headteachers, Governors and Early Years providers on the distribution of the funding arrangements for schools for 2020/21.

Cabinet noted that the Council's disapplication request to the Department for Education had not been approved which would have enabled a balanced budget within the Dedicated Schools Budget to deal with the growing deficit largely caused by the increase in spending for high needs.

Cabinet noted that such deficits within local Dedicated Schools Budgets was a national issue that would, at some point soon, need to be addressed by the Government.

Alternative options considered and rejected

Cabinet could have decided to recommend that the Schools Forum reconsider the proposed funding for schools.

Officers to action:

Peter Malewicz / Graham Young - 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. PROCUREMENT OF LIBRARY BOOKS AND AUDIOVISUAL SUPPLY FOR THE BOROUGH'S LIBRARIES

RESOLVED:

That the Cabinet:

1. Agrees to award the contract to the Central Buying Consortium (CBC) for the Provision of Library Books and Audio Visual Equipment to the London Borough of Hillingdon for a Two Year period at the value of £600,734 (annual cost £300,367)

- 2. Furthermore, this includes the provision to extend the contract for a further two year period (4 years in total), subject to the approval of the Leader of the Council and Cabinet Member for Central Service, Culture and Heritage, in consultation with the Deputy Chief Executive and Corporate Director of Residents Services.**

Reasons for decision

Cabinet agreed to sign up to the Central Buying Consortium for a value-for money contract to supply 'shelf ready' books and audiovisual materials for all libraries to the benefit of residents.

Alternative options considered and rejected

Cabinet could have decided to purchase through ad hoc arrangements or through online retailers, but noted that this would not have provided an efficient or cost effective way to procure such a range of products.

Officers to action:

Paul Richards – Residents Services
James Patterson – 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 in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).

9. POSTAL SERVICES PROCUREMENT

RESOLVED:

That the Cabinet:

- 1. Agrees for the London Borough of Hillingdon to enter into a pan-London agreement utilising the Crown Commercial Services Postal Goods and Services Framework Agreement (RM6017) led by the London boroughs of Enfield and Camden for the provision of postal services and;**
- 2. Delegates authority 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, to authorise the recommended tender on behalf of the Council, following the outcome of the procurement process.**

Reasons for decision

Cabinet agreed to enter into a procurement partnership to undertake a pan-London procurement exercise and recommend a supplier to provide value-for-money postal services for individual councils.

Alternative options considered and rejected

Cabinet could have continued with its current contractual arrangements and not have sought to explore a consortium approach that would potentially bring savings.

Officer to action:

Tracey Taylor, Residents Services

Classification: Private

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10. PASSENGER TRANSPORT MANAGED SERVICE

RESOLVED:

That the Cabinet:

- 1. Accept the tender from Edge Public Solutions for the provision of Managed Passenger Transport Service to the London Borough of Hillingdon for a three year period from 1 April 2020 to 31 March 2023 and at the value of £525,000;**
- 2. Furthermore, agree that this includes the provision to extend the contract for a two year period (1+1), subject to the approval of the Leader of the Council and Cabinet Members for Education, Children and Youth Services & Community, Commerce and Regeneration, in consultation with the Corporate Director of Social Care.**

Reasons for decision

Cabinet agreed to operate the passenger transport function as a managed service which would enable the Council to have a structure in place providing the required expertise and oversight to ensure eligible residents received a high quality effective and efficient service.

Alternative options considered and rejected

Cabinet could have decided to continue operating the service in-house, but considered it was not a viable option to meet the service requirements of residents.

Officer to action:

Sandra Taylor, Social Care

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 consultations or negotiations, or contemplated consultations or negotiations, in connection with labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority and that the public interest in withholding the information outweighed the public interest in disclosing it in accordance with Section 100(A) and paragraph 4 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).

11. CONTRACT EXTENSION FOR PROVISION OF MANAGED SERVICE SUPPLY OF AGENCY WORKERS

RESOLVED:

That the Cabinet:

- 1. Agree a one-year extension to the current contract with Guidant Global for the continued provision of a Managed Service to supply agency workers.**
- 2. Agree a contract variation to remove the category of Qualified Social Workers from the Guidant Global contract.**

Reasons for decision

Cabinet agreed to the extension of the current managed service agency contract to maintain access to a wide supply chain of temporary workers whilst officers undertook an extensive review of alternative supply models and approaches to reduce reliance on the demand for agency workers.

Cabinet also agreed a contract variation with the provider, in recognition of a different contract awarded during 2019 for the provision of Qualified Social Workers.

Alternative options considered and rejected

Cabinet could have decided not to use a managed service to provide agency staff, but agreed that this would result in a high administrative burden across services who would instead have to deal directly with employment agencies.

Officers to action:

Mike Talbot – Chief Executive’s Office

Classification: Private

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12. VOLUNTARY SECTOR LEASE

RESOLVED:

That Cabinet delegate to 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, a decision on the rent and lease terms for the voluntary sector organisation detailed in the report.

Reasons for decision

Cabinet reviewed a report on a voluntary sector lease and considered further information was required on the matter. Cabinet, therefore, decided to delegate its decision in respect of the organisation concerned, to enable such clarification to be sought expediently.

Alternative options considered and rejected

None.

Officer to action:

Michele Wilcox / Mike Paterson; Residents Services

Classification: Private

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

No additional items were considered by the Cabinet.

The meeting closed at 7.22pm.

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

Decisions that take immediate effect: Cabinet's decisions on Item 6 related to the Cabinet's budget proposals and these decisions took immediate effect in order to be recommended to Council on 20 February 2020 to set a balanced budget.

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 21 February 2020.

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@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](#).