

Minutes & Decisions

CABINET

Thursday, 17 June 2021

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



Decisions published on: 18 June 2021

Decisions come into effect from: 5pm, Friday 25 June 2021*

Cabinet Members Present:

Ian Edwards (Chairman)
Jonathan Bianco (Vice-Chairman)
Douglas Mills
Martin Goddard
Susan O'Brien
Jane Palmer
Eddie Lavery
John Riley

Other Members Present:

Duncan Flynn

1. APOLOGIES FOR ABSENCE

All Cabinet Members were present.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Cllr Eddie Lavery declared a non-pecuniary interest in Item 11 on the agenda (Academy Conversion – Field End Junior School) as Vice-Chairman of the Governing Body. He remained in the room during the discussion and decision on the item.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The decisions and minutes of the Cabinet meeting held on 27 May 2021 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. BUDGET OUTTURN 2020/21

RESOLVED:

That Cabinet:

- 1. Note the budget position as at March 2021 (outturn) as outlined in Table 1, including the in-year release of Development and Risk Contingency funds into Directorate Operating budgets as outlined in Table 5.**
- 2. Approve the transfer of £4,300k to Earmarked Reserves from the Council's underspend against normal activities to increase the Council's financial resilience and provide funding for future investment in services.**
- 3. Note the Treasury Management update as at March 2021 at Appendix E.**
- 4. Note those consultancy and agency assignments over £50k approved under delegated authority between the 22 April 2021 and June 2021 Cabinet meetings, detailed at Appendix F.**
- 5. Approve re-phasing of £30,216k 2020/21 General Fund capital expenditure and financing budgets as set out in Table 22 of the report.**
- 6. Approve re-phasing of £31,856k 2020/201 HRA capital expenditure and financing budgets into future years as set out in Table 20 of the report.**
- 7. Approve re-phasing forward of £4,370k 2022/23 HRA Works to Stock funding into 2021/22 to support delivery of works to stock in 2021/22**
- 8. Accept new High Needs Provision Capital Allocation (HNPCA) grant of £2,872k from the Department of Education, to deliver new places and improve existing provision for children and young people with special educational needs and disabilities, and pupils that require alternative provision.**
- 9. Note the 2021/22 School Conditions Allocation (SCA) capital grant award of £3,487k from the Department for Education to support school conditions improvement works.**
- 10. Accept HS2 funding of £111k to reimburse 50% of the costs of resurfacing works on Breakspear Road South.**
- 11. Approve a virement of £150k Rough Sleepers capital grant within Homeless Provision (General Fund) to the HRA Works to Stock capital programme, for conversion works at 2 Beechwood Avenue, Hayes.**
- 12. Approve the Fees and Charges proposals at the Battle of Britain Bunker as detailed in Appendix G.**
- 13. Accept revenue grant funding of £355k for 2021/22 from PHE for Drug Treatment, Crime and Harm Reduction.**
- 14. Approve the release of funding of £18k from the Heathrow/HS2 Contingency Earmarked Reserve to support the activities of the No Third Runway Coalition £18,145.88 (75% of their budget for 21/22)**
- 15. Approve a deed of variation to the leisure services contract with Greenwich Leisure Limited, originally approved by Cabinet in November 2019, to formalise the recovery of COVID-19 related financial assistance over the remaining contract term as outlined in Appendix H.**
- 16. Approve the acceptance of additional MHCLG funding allocation of £97,906 to support Returning Officers in delivering the May 2021 local elections in a COVID-19 secure way.**

- 17. Revoke its decision on 21 January 2016 that all revenue expenditure on ICT Equipment, Equipment and Furniture in the General Fund, HRA and PRA, together with revenue expenditure on areas, such as Planned Maintenance, within the HRA is subjected to the same democratic approval procedure as Capital Expenditure (capital release). Therefore, Cabinet notes that approval of such revenue expenditure approval will default back to Corporate Directors as per existing delegations.**
- 18. Ratify an Emergency Power decision taken by the Leader of the Council on 25 May 2021 to vary the contract for additional expenditure with the supplier Edenred (UK Group Limited) to enable the Council to deliver the Local Support Grant scheme and also any subsequent extension to the Scheme after June 2021.**
- 19. Approve the release of an estimated £75k of the remaining £236k Ward Budget Earmarked Reserve to top-up Ward Budgets to £10k. Furthermore, Cabinet agrees that the new ward budgets amounts will be for use this financial year 2021/22.**
- 20. Agrees to top-up the Mayor of Hillingdon's Charitable Trust during 2020/21 to a grand total of £105k, which will support the Centre for ADHD and Autism Support in Hillingdon.**

Reasons for decision

Cabinet was informed of the outturn revenue, capital and treasury position from the previous financial year 2020/21. Cabinet noted the net in-year underspend of £4,913k on normal activities, of which a large portion would contribute to the Council's healthy level of balances.

Cabinet noted the scale of the impact from the COVID-19 pandemic, where Government grants and substantial funding set aside by the Council had enabled it to effectively manage these exceptional costs.

The Cabinet Member for Finance informed Cabinet that discussions were taking place with the Department for Education to manage the Schools Budget deficit and to bring it back into balance over the next few years.

Cabinet made a number of financial related decisions including the re-phasing of Capital and Housing Revenue Account expenditure into later years, particularly to assist in its drive to improve the housing stock. Cabinet also ratified a recent emergency decision taken by the Leader of the Council.

Cabinet accepted a number of external grants including for the recent May elections, to support rough sleepers, school capital projects and drug treatment services. Cabinet also awarded a grant to the No Third Runway Coalition. A variation of the contract with the Council's leisure provided was approved to assist in its recovery during the pandemic.

An addendum was moved at Cabinet to top-up Ward Budgets to support organisations identified by Councillors in their wards, along with agreeing to donate funds to the Mayor's Charitable Trust.

Closing, the Cabinet Member for Finance and Leader of the Council paid thanks to the Finance Team at the Council for their work over the year. The Leader of the Council also thanked the Cabinet Member for his good leadership on the Council's finances since taking up the role in January 2021.

Alternative options considered and rejected

None.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action	Paul Whaymand
Directorate	Finance
Classification	Public
	<i>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.</i>

6. HILLINGDON LOCAL PLAN REVIEW AND REVISED LOCAL DEVELOPMENT SCHEME

RESOLVED:

That the Cabinet:

1. **Agrees to a partial review of the Local Plan for adoption by December 2023.**
2. **Endorses and recommends the revised Local Development Scheme for adoption by Full Council.**
3. **Agrees to drawdown up to £798k over a four-year period from the Local Plan Earmarked Reserve.**

Reasons for decision

The Cabinet Member for Environment, Housing and Regeneration informed Cabinet that the Government had set a deadline for the adoption of up-to-date Local Plans by December 2023 and how this would need to incorporate the latest regional and national planning guidance. The Cabinet Member set out how this target would be met by way of an updated Local Development Scheme showing the timetable for this, along with the necessary funding for the review. Cabinet recommended the Scheme to Council for approval.

Alternative options considered and rejected

Cabinet could have declined or delayed a review of the Local Plan, which could have resulted in the legal compliance of the Local Plan being challenged.

Relevant Select Committee	Environment, Housing & Regeneration
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021 - Note: Cabinet's decision (No.2) cannot be called-in as the Plan has been referred to full Council as the decision-maker on this.
Officer(s) to action Directorate	Julia Johnson Planning, Environment, Education & Community Services
Classification	Public <i>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.</i>

7. DRAFT REVISED STATEMENT OF COMMUNITY INVOLVEMENT

RESOLVED:

That the Cabinet:

1. Approve the draft revised Statement of Community Involvement 2021 for consultation, attached as Appendix 1.
2. Grant delegated authority to the Deputy Director for Planning and Regeneration to agree minor editorial changes or updates, in consultation with the Cabinet Member for Environment, Housing and Regeneration prior to publication.
3. Note that following consultation a further report will be brought to Cabinet to consider the adoption of the revised Statement of Community Involvement.

Reasons for decision

Cabinet agreed to consult on a draft revised Statement of Community Involvement, which the Cabinet Member for Environment, Housing and Regeneration informed would also set out how the Council would engage with the local community on the Local Plan review.

Alternative options considered and rejected

Cabinet could have decided to rely on the existing Statement, but considered that this would not reflect recent and future changes to legislation and planning policy.

Relevant Select Committee	Environment, Housing & Regeneration
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action	Julia Johnson
Directorate	Planning, Environment, Education & Community Services
Classification	Public <i>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.</i>

8. CARERS STRATEGY 2018-21: UPDATE

RESOLVED:

That Cabinet:

1. Notes progress against the Carers Strategy delivery plan activity for 2020-21 and the work that the Council and its partners does to support those with caring responsibilities in the Borough.
2. Notes the comments of the Families, Health & Wellbeing Select Committee.
3. Approves the proposed priorities for 2021/22.

Reasons for decision

The Cabinet Member for Health and Social Care updated Cabinet on the progress made implementing the 2018-21 Carers Strategy. It was noted that there were over 25,000 carers in Hillingdon providing unpaid support, including many children. Cabinet was informed of the challenges that the pandemic has had upon carers, and welcomed the effort by the Council and partners to contact carers and ensure support, often virtual, to assist them and also help limit their isolation.

The Cabinet Member outlined the achievements over the year, including exceeding the target on carers assessments, and the appointment of an interpreter in the south of the Borough to support carers, which had also assisted with vaccination take-up. It was welcomed that 3359 carers had accessed vital services from the Hillingdon Carers' Partnership over the last year - a substantial increase compared to previous years. The comments of the Families, Health and Wellbeing Select Committee were also welcomed, particularly in relation to the progress in mental health provision.

The Cabinet Member for Families, Education and Wellbeing updated Cabinet on the wellbeing of young carers during the pandemic, particularly with many having spent more time at home during lockdown with less respite. The work of the Hillingdon Carers' Partnership to address this was welcomed, including support for education through the provision of laptops and 1500 short breaks covering sport and arts activities for younger carers.

The Leader of the Council noted the heroic role carers play in improving the quality of life of those close to them. He shared Cabinet's commitment to continue to provide the best support possible to carers.

Cabinet agreed the priorities for carers over the coming year which included restoring face-to-face services and delivery of a guide for carers.

Alternative options considered and rejected

None.

Relevant Select Committee	Families, Health & Wellbeing
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action	Kate Kelly-Talbot
Directorate	Social Care & Health
Classification	Public
	<i>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.</i>

9. COUNTER FRAUD STRATEGIC PLAN 2021-22

RESOLVED:

That the Cabinet approve the Counter Fraud Strategic Plan for 2021/22 as set out in Annexe 1.

Reasons for decision

The Cabinet Member for Finance outlined the importance to the Council's finances of tackling fraud and corruption to ensure monies were available for front-line services. The objectives of the Plan were noted, including the financial savings target for 2021/22 of £1.5m. Cabinet agreed the Plan.

Alternative options considered and rejected

None.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action	Alex Brown
Directorate	Finance
Classification	Public
	<i>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.</i>

10. QUARTERLY PLANNING OBLIGATIONS MONITORING REPORT

RESOLVED:

That Cabinet:

1. Notes the Council's current financial position regarding its S106 balances.
2. Notes that a review of S106 processes and procedures is being progressed, the outcome of which will be reported to a future Cabinet meeting.

Reasons for decision

The Cabinet Member introduced the more succinct planning obligations report, outlining the current position and allocations alongside the updated Cabinet portfolios. It was noted that a review was taking place of s106 procedures to ensure monies were being spent in accordance with the Council's strategic priorities.

Alternative options considered and rejected

None.

Relevant Select Committee	Environment, Housing & Regeneration
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This item cannot be called-in as there is no decision and Cabinet noted the report only.
Officer(s) to action	Nicola Wyatt / Julia Johnson
Directorate	Planning, Environment, Education & Community 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. ACADEMY CONVERSION - FIELD END JUNIOR SCHOOL

RESOLVED:

That the Cabinet approves the grant of a 125-year lease of Field End Junior School on the main terms outlined in this report as part of the process of conversion of the school to an academy.

Reasons for decision

The Cabinet Member for Property & Infrastructure introduced the report and Cabinet agreed the grant of a 125-year lease to the School to enable it to convert to Academy Status.

Alternative options considered and rejected

None.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action	Michele Wilcox
Directorate	Infrastructure, Transport & Building Services
Classification	Public
	<i>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.</i>

12. HAYES ESTATE REGENERATION - PUBLIC REPORT & APPENDICES

RESOLVED:

That the Cabinet:

- 1. Notes the results of the resident ballots for Avondale Drive and Hayes Town Centre Estates.**
- 2. Approves the proposal to move to the next stage of the redevelopment of the Avondale Drive and Hayes Town Centre Estates**

- 3. Approves the proposal to procure a suitably qualified developer partner for the delivery of the project including the high-level selection criteria**
- 4. Approves the proposal to progress planning applications on both sites ahead of developer selection**
- 5. Approves the proposals to buy back leasehold property by negotiation in preparation for redevelopment, with the relevant compensation package, using the agreed criteria for prioritisation**
- 6. Approves the possession strategy to take all necessary steps to facilitate the decant of secure Council tenants and assured registered provider tenants on a phased basis and suspend the right to buy**
- 7. Takes into account the Equalities and Human Rights Impact Assessment at Appendix 6 in making its decision.**
- 8. Grants delegated authority to the Leader of the Council and Cabinet Members for Property & Infrastructure, Environment, Housing & Regeneration and Finance, in consultation with the Corporate Director of Infrastructure, Transport & Building Services, to make any further decisions necessary to implement the above actions and progress the project.**

Reasons for decision

Cabinet agreed to move forward with the next stage of the redevelopment of Hayes Town Centre Estate and Avondale Drive Estate following the recent resident ballot results.

The Cabinet Member for Property & Infrastructure informed Cabinet that the ballot had secured an extremely high level of engagement and support for both sites to be re-developed. The Cabinet Member commented that this project would provide a template to look at other areas of improving the Council's housing stock in the future.

The Cabinet Member for Environment, Housing and Regeneration set out the Council's approach for these two sites to deliver high quality housing schemes, meet the needs of residents and help reduce overcrowding.

It was noted that this project would take a number of years to complete and would be delivered in phases, to enable residents to be re-housed whilst the sites were being re-developed. The next key step would be the planning application process.

The Leader of the Council highlighted the successful engagement of residents in the process of re-developing the sites and re-iterated the Council's commitment to provide decent homes.

Alternative options considered and rejected

Cabinet could have decided not to go ahead with re-development, despite the resident ballot in favour but considered this would not address the significant additional improvement works required.

Relevant Select Committee	Environment, Housing & Regeneration
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action	Perry Scott
Directorate	Infrastructure, Building Services and Transport
Classification	Public <i>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. This excludes Appendix 1 which is confidential.</i>

13. HAYES ESTATE REGENERATION - CONFIDENTIAL FINANCIAL APPENDIX 1

RESOLVED:

That Cabinet note Appendix 1 (Financial information) as part of the preceding public report (Item 12) on this agenda:

Reasons for decision

Cabinet noted the detailed financial business case for consideration of the redevelopment of the Hayes Town Centre and Avondale estates.

Relevant Select Committee	Environment, Housing & Regeneration
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This item cannot be called-in as there is no decision and Cabinet noted the report only in relation to the decisions made on the previous public report.
Officer(s) to action	
Directorate	
Classification	Private <i>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).</i>

14. ICT INFRASTRUCTURE AS A SERVICE (IAAS) MICROSOFT AZURE CONSUMPTION CHARGES

RESOLVED:

That the Cabinet:

- 1. Approve continued use of Microsoft Azure Infrastructure as a Service (IaaS) for critical line-of-business applications servers for a period of three years.**
- 2. Approve Agilisys Limited as the Cloud Solution Provider (CSP) for a one-year period from 1 July 2021.**
- 3. Delegate authority to the Leader of the Council and Cabinet Member for Corporate Services & Transformation, in consultation with the Corporate Director of Infrastructure, Transport & Building Services, to seek an alternative Cloud Solution Provider (CSP) for years 2 and 3 as appropriate.**

Reasons for decision

The Cabinet Member for Corporate Services and Transformation set out the Council's strategy of updating its technology infrastructure base and Cabinet agreed to the continued use of Microsoft for the cloud hosting of its essential systems.

Alternative options considered and rejected

None.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action Directorate	Michael Clarke / Jo Allen Infrastructure, Transport & Building Services / Finance
Classification	Private <i>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).</i>

15. CONTRACT FOR THE SUPPLY AND DELIVERY OF REFUSE AND RECYCLING SACKS

RESOLVED:

That the Cabinet:

1. **Accept the tender from Imperial Polythene Products Limited for the Supply and Delivery of Refuse and Recycling Sacks on behalf of the London Borough of Hillingdon for a two-year period from September 2021 to September 2023 and at the value of £970k.**
2. **Furthermore, agree that this includes the provision to extend the contract for a two-year period, followed by a further one-year period (five years in total), delegating approval of any extension to the Leader of the Council and Cabinet Member for Environment, Housing and Regeneration, in consultation with the Corporate Director of Infrastructure, Transport & Building Services and at a total contract value of £2,468k over the full five years.**

Reasons for decision

The Cabinet Member for Environment, Housing and Regeneration outlined the procurement process for the continued provision of sacks for the Council’s weekly waste collections. Cabinet accepted the most economically advantageous tender.

Alternative options considered and rejected

None.

Relevant Select Committee	Environment, Housing & Regeneration
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action	Nicola Herbert
Directorate	Infrastructure, Transport & Building Services
Classification	Private <i>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).</i>

16. DISPOSAL OF LAND AT JUDGE HEATH LANE, HAYES

RESOLVED:

That the Cabinet:

- 1) Declare the site surplus to requirements and;**
- 2) Approve the disposal of the site at the value set out in the report.**

Reasons for decision

Cabinet agreed to dispose of and sell two garages on the site that were void and in a poor condition, yet not large enough to have any development potential.

Alternative options considered and rejected

Alternative options were set out in the report.

Relevant Select Committee	Corporate, Finance and Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 25 June 2021
Officer(s) to action	Julie Markwell
Directorate	Infrastructure, Transport & Building Services
Classification	Private <i>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).</i>

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

No additional items were considered by the Cabinet.

The meeting closed at 7.38pm

Internal Use only* Implementation of decisions & scrutiny call-in

<p>When can these decisions be implemented by officers?</p>	<p>Officers can implement Cabinet's decisions in these minutes only from the expiry of the scrutiny call-in period which is:</p> <p>5pm, Friday 25 June 2021</p> <p>However, this is subject to the decision not being called in by Councillors on the relevant Select Committee. Upon receipt of a valid call-in request, Democratic Services will immediately advise the relevant officer(s) and the Cabinet decision must then be put on hold.</p>
<p>Councillor Scrutiny Call-in of these decisions</p>	<p>Councillors on the relevant Select Committee shown in these minutes for the relevant decision made can request to call-in that decision. The call-in request must be before the expiry of the scrutiny call-in period above.</p> <p>Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further advice can be sought from Democratic Services if required:</p> <p>Scrutiny Call-In - Power Apps (secure)</p>
<p>Notice</p>	<p>These decisions have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p> <p>This Cabinet meeting was also broadcast live on the Council's YouTube channel here for wider resident engagement.</p> <p>Please note that these minutes and decisions are the definitive record of proceedings by the Council of this meeting.</p> <p>If you would like further information about the decisions of the Cabinet, please contact the Council below:</p> <p>democratic@hillingdon.gov.uk Democratic Services: 01895 250636 Media enquiries: 01895 250403</p>