

## Minutes

### **CABINET**

**Thursday, 17 February 2022**

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



**Decisions published on: 18 February 2022**

**Decisions come into effect from 5pm, 25 February 2022 or as shown**

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

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

#### **Members also present:**

Duncan Flynn (Attendee of the Cabinet meeting as Chief Whip - non-voting)  
Kerri Prince

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

Apologies were received from Councillor John Riley.

#### **2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING**

The Cabinet Member for Environment, Housing & Regeneration, Councillor Eddie Lavery, declared a non-pecuniary interests as a member of the LHC Joint Committee, but 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 6 January 2022 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. REVIEW BY THE CORPORATE, FINANCE AND PROPERTY SELECT COMMITTEE: PERFORMANCE MONITORING AND REPORTING BY HILLINGDON COUNCIL**

*The Chairman of the Corporate, Finance and Property Select Committee, Councillor Richard Mills, presented his Committee's report into Performance Monitoring and Reporting, which was warmly endorsed by the Cabinet.*

**RESOLVED:**

**That the Cabinet welcomes the Committee's findings further to its review of Performance Monitoring and Reporting in Hillingdon, and the recommendations outlined below, noting that their implementation will be taken forward by officers and the Cabinet Member for Corporate Services and Transformation:**

**1) Performance Reporting**

**That the Business Performance Team and Service areas take into account the varying target audiences and organisational hierarchy for their performance reporting, thereby ensuring that performance outputs and information are presented in a relevant, user-friendly visual format for:**

- a. Cabinet – That service heads / directors, in conjunction with respective Cabinet Members i) be requested to review the current use of data within their areas during 2022 – either for reporting purposes or to identify performance issues; and ii) consider regular monthly or quarterly performance updates to Cabinet Members;**
- b. Select Committees – That from May 2022, subsequent to recommendation 1a. above, Select Committees also be presented with high-level quarterly performance updates regarding services within their remit / terms of reference, and that this be added to their multi-year work programmes;**
- c. Corporate Management Team (CMT) – That Cabinet Members have input into the metrics presented to CMT through the quarterly Balanced Scorecard performance reporting to ensure they are able to measure overall Council performance and drive strategic decisions. Weekly and monthly dashboards should continue for Operational Heads but should be visible and reviewed in conjunction with the Leader/relevant Cabinet Members.**

**2) Performance Culture**

**That awareness and understanding of the importance of data quality and of the services provided by the Business Performance Team be communicated comprehensively across Council departments during 2022, including the use of manager briefings, toolkits or other online internal information.**

### 3) Performance Innovation

**That Corporate Procurement explore appropriate external software / systems during 2022, in conjunction with the Business Performance Team, that could be implemented or integrated to deliver tangible and cost-effective benefits. Particular focus should be placed on looking to assist the move away from traditional manual data manipulation to greater data automation, along with the availability of live data to decision-makers.**

#### **Reasons for decision**

Cabinet welcomed the Committee's report which had undertaken a comprehensive review of performance reporting and monitoring arrangements at the Council, in particular those focussed on decision-makers. Cabinet agreed the recommendations of the Committee which sought to strengthen the application, culture and innovation of the use of data across the Council.

The Cabinet Member for Corporate Services & Transformation highlighted the worthy and timely nature of the report in respect of the Administration's objectives to make better use of data to improve resource allocation, deliver efficiency savings and even more effective services to residents.

The Leader of the Council outlined how this give assurances to residents that councillors take a strong interest in the performance of the Council.

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

The Cabinet could have decided to reject some, or all, of the Committee's recommendations or decided to pursue alternative routes by which to progress the objectives of the review.

<b>Relevant Select Committee</b>	Corporate, Finance and Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Naveed Mohammed (implementation) Liz Penny (monitoring)
<b>Directorate</b>	Corporate Services & Resources
<b>Classification</b>	<b>Public</b>
	<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. REVIEW BY THE ENVIRONMENT, HOUSING AND REGENERATION SELECT COMMITTEE: OUR ENGAGEMENT WITH TENANTS AND LEASEHOLDERS**

*The Chairman of the Environment, Housing & Regeneration Select Committee, Councillor Wayne Bridges, presented his Committee's report into Tenant and Leaseholder Engagement, which was warmly endorsed by the Cabinet.*

**RESOLVED:**

**That the Cabinet welcomes the Committee's findings from their review into improving engagement with tenants and leaseholders in Hillingdon, and the recommendations outlined below, noting that their implementation will be taken forward with officers and by the Cabinet Member for Environment, Housing & Regeneration:**

- 1. That Cabinet note the experiences and feedback from those tenants and leaseholders who attended the witness sessions and from those responding to surveys as set out in the report and, in light of the Draft Charter for Social Housing Residents, support the need to continuously improve the quality, timeliness, and breadth of the Council's engagement with tenants and leaseholders.**
- 2. That Cabinet agree that officers develop, for approval by the Cabinet Member, an Engagement Strategy and associated 3-year Delivery Plan, that in particular sets out:**
  - a. The engagement options to promote resident feedback and involvement at a pace and level which suits residents, and that which supports service improvement and the resolution of matters which are important to residents;**
  - b. The opportunities for residents to engage via the use of digital tools as well as 'in-person' contact, understanding that engagement should be non-exclusionary, and not be limited to only digital means but should instead provide a breadth of options to give a voice to all tenants and leaseholders. In-person contact could include the reformation of regular Senate or Assembly meetings, alongside special interest groups, or 'Community Engagement Days' held at estates or public spaces, alongside partners and other Council services (such as the Community Safety Team, Green Spaces and Anti-Social Behaviour & Environment Team), to ensure a coordinated approach to engagement, resolution of neighbourhood issues, and collation of resident feedback;**
  - c. A schedule of further consultation to be carried out, to obtain feedback from a large and diverse subset of the Borough's tenants and leaseholders, with a view to adding to or revising the strategy in line with this feedback.**

3. That Cabinet request that officers work with the Corporate Communications team to raise awareness of the engagement options available to tenants and leaseholders, including through the use of the Council's social media platforms, to maximise the opportunities for tenants and leaseholders to provide feedback.
  
4. That Cabinet agree that, in order to demonstrate a continued commitment to overview and scrutiny, the Environment, Housing & Regeneration Select Committee receive a yearly report for the duration of the service's 3-year plan for engagement, providing an update on the implementation of these recommendations, further actions, and continued direction of travel, supported by the latest data on tenant and leaseholder engagement and feedback.

### Reasons for decision

Cabinet endorsed the Committee's report which had resulted from an in-depth review into how the Council engages with tenants and leaseholders. Cabinet agreed the recommendations of the Committee which sought to promote more effective engagement and support to residents, whilst also to fulfil the requirements of the new Charter for Social Housing Residents.

The Cabinet Member for Environment, Housing & Regeneration welcomed the thorough report and noted the recommendations provided a clear way forward to improve the Council's processes and engagement with tenants and leaseholders. Thanks were given to the Committee.

The Leader of the Council welcomed that the Committee's work would help the Council to meet the challenge of these new responsibilities upon the Council.

### Alternative options considered and rejected

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

<b>Relevant Select Committee</b>	Environment, Housing & Regeneration
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Rod Smith (implementation) Neil Fraser (monitoring)
<b>Directorate</b>	Corporate Services & Resources
<b>Classification</b>	<b>Public</b>
	<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. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 9**

### **RESOLVED:**

**That the Cabinet:**

- 1. Note the budget monitoring position and treasury management update as at December 2021 (Month 9) as outlined in Part A of this report.**
- 2. Approve the financial recommendations set out in Part B below:**
  - a) Ratify an Emergency Decision by the Leader of the Council taken on 4 January 2022 to grant a 6-month extension of the temporary licence to the NHS North West London Clinical Commissioning Group to use the Winston Churchill Hall in Ruislip as a COVID-19 Vaccination Centre.**
  - b) 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;**
    - I. St Andrew's TCE - £60,000**
    - II. Southall Gasworks - £26,000**
    - III. 14-18 Pield Heath Road - £17,500**
  - c) Approve acceptance of £20k grant funding from the Department for Levelling Up, Housing and Communities for set-up costs associated with the implementation of temporary pavement license provisions and the subsequent running costs not covered by fees.**
  - d) Approves virements of £190k and £268k from the general capital contingency budget to the Corporate Technology and Innovation and Environmental and Recreational Initiatives capital budgets respectively, for the replacement of public PCs for libraries and adult education centres (£190k) and flood mitigation measures at Elephant and Court Park (£268k).**
  - e) Accept a grant award of £52k from the England and Wales Cricket Board for the installation of cricket facilities at Grassy Meadow and Cowley recreation ground.**
  - f) Approve the increase of grant allocation to Shop Mobility from the Voluntary Sector Grants budget by £10k from £5k approved at Cabinet (Dec 2021 Item 7) to £15k for 2022/23.**
  - g) Approve the receipt of additional New Burdens Grant funding of £127,300 from the Department for Business, Energy & Industrial Strategy to the Revenues Service in respect of work completed on Restart and Additional Restrictions Grants.**

### **Reasons for decision**

Cabinet was informed of the forecast revenue, capital and treasury position for the current year 2021/22 to ensure the Council achieved its budgetary and service objectives.

The Cabinet Member for Finance noted that the overall financial position of the Council was one of strength and stability, despite exceptional pressures arising from

Covid-19. On the Dedicated Schools Grant, the Cabinet Member updated Cabinet on the discussions with the Department for Education.

Other financial recommendations approved by the Cabinet included the acceptance of grants, ratification of an emergency decision to extend the lease for the vaccination site at Winston Churchill Hall and budget virements.

The Leader of the Council thanked the Cabinet Member and the Council's Officer Team in managing the budget well this year.

### Alternative options considered and rejected

None.

<b>Relevant Select Committee</b>	Corporate, Finance and Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Decisions 2 b) to g) can be called in by 5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Paul Whaymand
<b>Directorate</b>	Finance
<b>Classification</b>	<b>Public</b>
	<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>
	<i>This item was also circulated less than 5 clear working days before the Cabinet meeting and it was considered by the Chairman to be urgent, and therefore, considered.</i>

## 8. THE COUNCIL'S BUDGET - MEDIUM TERM FINANCIAL FORECAST 2022/23 - 2026/27

### RESOLVED:

That Cabinet approves for recommendation to Council:

- 1) The General Fund and Housing Revenue Account budgets and capital programme proposals for 2022/23 (as detailed in Appendices A, B and C) and beyond, and having taken the consultation responses conscientiously into account outlined in Appendix F Budget Consultation Feedback;
- 2) The Capital Strategy, Treasury Management Strategy Statement, Investment Strategy, and Minimum Revenue Provision Statement for 2022/23 to 2026/27 as detailed at Appendix D;
- 3) The proposed London Borough of Hillingdon Pay Policy Statement for 2022/23 set out at Appendix E;

- 4) That it resolves that Cabinet may utilise the general reserves or balances during 2022/23 in support of functions designated to the Cabinet in line with Part 4 of the Constitution (as set out in Schedule G of the Constitution - Budget and Policy Framework Procedure Rules).
- 5) And in doing so, agree that this is subject to any technical changes required arising from the outcome of the Dedicated Schools Grant Safety Valve discussions with the Department for Education, which will be reported to Council.

**That Cabinet:**

- 6) Authorise the Corporate Director of Finance, in consultation with the Leader of the Council, the Cabinet Member for Finance and Cabinet Member for Families, Education & Wellbeing, to approve and sign any agreement with the Department for Education relating to the Dedicated Schools Grant Safety Valve bid.
- 7) Notes the Corporate Director of Finance's comments regarding his responsibilities under the Local Government Act 2003.

**Reasons for decision**

Following consideration of the consultation, resident feedback and Select Committee comments, Cabinet recommended its budget proposals to the Council meeting on 24 February 2022 for final consideration.

The Cabinet Member for Finance noted the feedback on the budget and the favourable and supportive comments from residents. The Cabinet Member also outlined the adjustments that had been made from the version that had been out to public consultation.

The Cabinet Member detailed the strategic approach to preparing the balanced budget proposals, which would continue to maintain quality front-line service provision for residents with a minimal 1.9% increase in the headline rate of Council Tax. The Cabinet Member also welcomed the significant infrastructure investment proposed, including that on reducing the Council's carbon footprint, new homes and schools.

The Cabinet Member explained how the positive budget proposals would help shelter residents from the impacts of inflation and interest rate increases. Furthermore, the Leader of the Council welcomed the strong budget and how the Council had responded proactively to the cost-of-living pressures being experienced by residents.

**Alternative options considered and rejected**

The Cabinet could have chosen to vary the proposals in its budget before recommending it to Council.

<b>Relevant Select Committee</b>	All
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	N/A – under regulations this item cannot be call-in and Cabinet’s decisions take immediate effect in order to be recommended to full Council.
<b>Officer(s) to action</b>	Paul Whaymand
<b>Directorate</b>	Finance
<b>Classification</b>	<b>Public</b>
	<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>
	<i>This item was also circulated less than 5 clear working days before the Cabinet meeting and it was considered by the Chairman to be urgent, and therefore, considered.</i>

## 9. THE SCHOOLS BUDGET 2022/23

### RESOLVED:

#### That Cabinet:

1. **Agrees that the total Schools Budget for 2022/23 be set with an overall deficit of £4,887k when compared to the total of the Dedicated Schools Grant provided to the Council (as set out in paragraphs 80 to 81)**
2. **Approve the Primary and Secondary schools funding formula as agreed by schools and the Schools Forum, as set out in paragraphs 30 to 37.**
3. **Approve the Early Years Single Funding Formula, as set out in paragraphs 38 to 51.**
4. **Approve the base rate of funding for the Two-Year Old Free Entitlement Offer, as set out in paragraph 52.**
5. **Approve the Early Years Centrally Retained budget as agreed by the Schools Forum, as set out in paragraphs 53 to 56.**
6. **Approve the Central School Services budget as agreed by the Schools Forum, as set out in paragraphs 57 to 65.**
7. **Approve the High Needs budget as agreed by the Schools Forum, as set out in paragraphs 66 to 79.**
8. **Note that the Dedicated Schools Grant Budget will be reviewed in light of any outcome from the Safety Valve discussions with the Department for Education.**

#### Reasons for decision

Following consultation and based on the recommendations from the Schools Forum on the Schools Budget, Cabinet approved the funding arrangements for schools for 2022/23.

The Cabinet Member for Families, Education and Wellbeing detailed the funding proposals from the Schools Forum. The unsatisfactory nature of a deficit budget being set again was also noted, but the Cabinet Member made it clear that this

would not impact on the Council's General Fund budget or cause financial pressures for the Council. It was noted that such school budget deficits were a national issue that was now being addressed, including with Hillingdon Council through proactive discussions with the Department for Education.

The Cabinet Member for Finance explained how the schools deficit had arisen over the years due primarily to the increase in special educational need cases, but that the direction of travel was positive in terms of a notable reduction of the in-year deficit over the years ahead. The Leader of the Council explained how the Council would exert its influence to ensure a more sustainable approach to the schools budget going forward.

An addendum was moved to clarify the paragraphs relating to the recommendations.

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

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

<b>Relevant Select Committee</b>	Families, Education & Wellbeing
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Graham Young
<b>Directorate</b>	Finance
<b>Classification</b>	<b>Public</b>
	<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. 2021/22 BETTER CARE FUND SECTION 75 AGREEMENT

### RESOLVED:

That the Cabinet agrees to London Borough of Hillingdon entering into an agreement with North West London Clinical Commissioning Group under section 75 of the National Health Service Act, 2006 for the delivery of the Better Care Fund plan as described in the report for the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 at a value of £106,454,363.

### Reasons for decision

Cabinet agreed the Section 75 finance agreement which set out the additional funding for activity undertaken over the last year between the Council and the local NHS to improve the integration of health and social care services.

The Cabinet Member for Health and Social Care informed Cabinet why the report was a year late before them, which was due to the late publication of relevant national guidance documents.

The important of the integration of health and social care was outlined, and the strong partnership between the Council and health agencies, such as over the Covid-19 vaccination programme, was welcomed. This would continue to be monitored by the Health and Wellbeing Board.

The Leader of the Council noted that the Council was agreeing this matter a year late, but that it was outside of the Council's control.

### Alternative options considered and rejected

Cabinet could have not approved the financial agreement, but this would have meant that the Council would not receive the additional care funding.

<b>Relevant Select Committee</b>	Families, Health & Wellbeing
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Gary Collier
<b>Directorate</b>	Social Care & Health
<b>Classification</b>	<b>Public</b>
	<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>

## **11. CHANGES TO THE ADMISSIONS CRITERIA FOR COMMUNITY SCHOOLS**

### **RESOLVED:**

#### **That Cabinet:**

- 1. Note the outcome of the consultation about proposed changes to the school admissions criteria.**
- 2. Consider and give full regard to the outcome of the consultation findings and when making a decision on the proposals to amend the school admissions criteria.**
- 3. Consider the comments made by the Families, Health and Wellbeing Select Committee at their meeting on 5 January 2022 which considered the outcome of the consultation and endorsed the proposals.**
- 4. Agree to implement the amended admission arrangements for all Hillingdon Community schools from September 2023. In accordance with the School Admissions Code, Admissions Authorities must determine their admissions criteria by 28 February 2022.**
- 5. Agree the proposal to amend the point of measurement for school applications for Whitehall Infant & Nursery School.**
- 6. Agree the proposal to amend the point of measurement for school applications for Yeading Infant & Junior School.**
- 7. Agree that no further material changes are required to the admissions criteria for community schools.**
- 8. Agree the proposal to reduce the Published Admission Number for Harefield Infant School from 90 to 60.**
- 9. Agree the proposal to reduce the Published Admission Number for Harefield Junior School from 90 to 60.**
- 10. Agree the proposal to reduce the Published Admission Number for Harlyn Primary School from 90 to 60.**
- 11. Agree the proposal to reduce the Published Admission Number for Field End Infant School from 120 to 90.**
- 12. Agree that the Council supports the proposals submitted following formal consultation from non-community schools to reduce their Planned Admissions Numbers by 30 as their consultations did not raise serious issues or objections:**
  - Hillside Infant School from 90 to 60;**
  - Brookside Primary School from 90 to 60;**
  - Charville Academy from 90 to 60;**
  - Wood End Park Academy from 150 to 120;**
  - Field End Junior School from 120 to 90;**
  - Oak Wood Secondary School from 270 to 240.**

#### **Reasons for decision**

The Cabinet noted the Council's statutory responsibility to secure sufficient early years and school places for children resident in Hillingdon. It considered the outcome of the recent consultation on school admissions arrangements and agreed

changes to those for local community schools to safeguard future access to school places.

The Cabinet Member for Families, Education & Wellbeing detailed the outcome of the consultation, the proposals and also the comments from the Families, Health and Welling Select Committee.

The Cabinet Member noted the importance of regularly reviewing school places, to adequately plan ahead and assist schools with their budget planning, helping to them to avoid setting deficit budgets.

### Alternative options considered and rejected

Alternative options were considered as set out in the report.

<b>Relevant Select Committee</b>	Families, Education & Wellbeing
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Dan Kennedy
<b>Directorate</b>	Planning, Environment, Education & Community Services
<b>Classification</b>	<b>Public</b>
	<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. LHC - CONSIDERATION OF WITHDRAWAL FROM THE JOINT COMMITTEE

### RESOLVED:

#### That Cabinet:

1. Notes that at a meeting on 7 December 2012, the LHC was formally established as a Joint Committee, pursuant to the Local Government Act 1972, with the London Borough of Hillingdon as a Constituent Member.
2. Further notes that Councillor Edward Lavery [Executive] and Councillor Philip Corthorne [non-Executive] are appointed as the London Borough of Hillingdon's Members on the LHC Joint Committee with effect from 21 January 2021.
3. Agrees that the London Borough of Hillingdon should withdraw as a Constituent Member of the LHC Joint Committee and as Lead Authority and that it notifies LHC in writing of this accordingly by 25 February 2022.
4. Further agrees that Councillors Edward Lavery and Philip Corthorne cease to be Members of the LHC Joint Committee upon the Council's withdrawal.

5. **Confirms that in the event that LHC decides to become a corporate legal entity at a future date, the London Borough of Hillingdon does not participate in it in any form.**

#### **Reasons for decision**

The Cabinet Member for Environment, Housing & Regeneration explained the history and background to the LHC and the Council's membership of the Joint Committee governing the organisation, which included Hillingdon undertaking the role as lead authority. It was noted that there was no benefit for the Council to continue being a member of the Joint Committee or in any new corporate entity going forward that may arise. Therefore, Cabinet agreed to the Council's formal withdrawal from the Joint Committee and to notify the LHC accordingly.

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

Cabinet could have decided to continue to be a member of the LHC Joint Committee, but this would have also been dependent on at least one other local authority also remaining as a member.

<b>Relevant Select Committee</b>	Environment, Housing & Regeneration
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Raj Alagh
<b>Directorate</b>	Corporate Services & Resources
<b>Classification</b>	<b>Public</b>
	<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>

### **13. CONTRACT FOR THE SERVICE, MAINTENANCE AND REPAIR OF FIRE ALARM & FIRE FIGHTING SYSTEMS**

#### **RESOLVED:**

**That the Cabinet:**

- 1) **Accept the tender received from Re-Gen (M&E Services) Ltd. for the provision of Servicing, Maintenance and Repair of Fire Alarm and Fire Fighting Systems to the London Borough of Hillingdon for a 3 + 2 Year period at the value of £784,056.**
- 2) **Furthermore, agree that any decision to extend the contract is delegated to the Cabinet Member for Finance and Cabinet Member for Property and Infrastructure Services, in consultation with the Corporate Director of Place.**

## Reasons for decision

Cabinet agreed a new contract for the maintenance, repair & servicing of fire detection equipment and systems to ensure the safety and security of the residents and users of Hillingdon facilities.

## Alternative options considered and rejected

None, as it is was a statutory requirement to comply with fire safety legislation.

<b>Relevant Select Committee</b>	Corporate, Finance and Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Gary Penticost
<b>Directorate</b>	Place
<b>Classification</b>	<b>Private</b> <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. SOCIAL CARE CATERING SERVICES

### RESOLVED:

That Cabinet:

1. Agree to exercise the 1-year extension within the current contract with the provider Caterplus Services Ltd for the provision of Social Care Catering Services to the London Borough of Hillingdon. The one-year period is from 23 March 2022 to 22 March 2023 at the cost of up to £1,052,997.
2. Note that the above cost includes an inflationary rise of 5.1% in year 4 to cover the forecasted inflation of the National Minimum Wage increasing in Financial Year 2022/23 and food and operating costs inflation.
3. Note that the contract value calculated is based on the maximum anticipated spend, assuming increased occupancy and across all services and higher take-up of meals; however, charges are based on a fixed charge and a variable element based on the number of meals provided.

## Reasons for decision

Cabinet agreed to a one-year extension to the existing contract with the provider Caterplus Services Ltd for the provision of catering Services at the Council's four Extra-care schemes, Adult Resource Centre and for children and young people in three Hillingdon residential care homes and the three early years centres.

## Alternative options considered and rejected

Cabinet considered other options, including re-tendering or a two year extension, but noted a review of the service would be undertaken and a one year extension would be the best value approach.

<b>Relevant Select Committee</b>	Families, Health & Wellbeing
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Claire Fry
<b>Directorate</b>	Social Care & Health
<b>Classification</b>	<b>Private</b> <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. LIFT REFURBISHMENT AND UPGRADE AT FAIRLIE HOUSE AND THE GOULDINGS, UXBRIDGE

### RESOLVED:

#### That the Cabinet:

- 1) Accept the tender and approve the award of contract for Lift Refurbishment of 4x No. Lifts at Fairlie House & The Gouldings, Uxbridge part of Council's general needs housing stock to Professional Lift Services Ltd at a cost of £626,134; and
- 2) Agree to the capital release requests of £751k from the Lift Refurbishment Workstream within the Housing Revenue Account Works to Stock Programme 2021/22 capital budget for Lift Refurbishment of 4No. Lifts at Fairlie House & The Gouldings, Uxbridge.

## Reasons for decision

Cabinet agreed to a tender to refurbish the lifts within Fairlie House and The Gouldings Tower Blocks in Uxbridge Town Centre.

### Alternative options considered and rejected

None.

<b>Relevant Select Committee</b>	Corporate, Finance and Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Gary Penticost
<b>Directorate</b>	Place
<b>Classification</b>	<b>Private</b> <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. ENVIRONMENTAL CLEANING SERVICES CONTRACT

### RESOLVED:

That the Cabinet:

1. **Accept the tender from Charman Environmental Services Limited for the provision of Environmental Cleaning Services to the London Borough of Hillingdon for a one-year period from March 2022 to March 2023 at the value of £301,000.**
2. **Furthermore, agree that this includes the provision to extend the contract for a one-year period (total cost of £602k), noting that any approval of any extension would require Cabinet Member approval, in consultation with the Corporate Director of Place.**

### Reason for decision

Cabinet agreed to a tender for the provision of specialised environmental cleaning services, which included dog bins, clinical waste, public toilets, dead animals, asbestos and other waste materials.

### Alternatives considered and rejected

None.

<b>Relevant Select Committee</b>	Environment, Housing & Regeneration
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Nicola Herbert & Sachin Shah / Kirandeep Roopraye
<b>Directorate</b>	Place / Finance
<b>Classification</b>	<b>Private</b> <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. DOMESTIC ABUSE SERVICES & CONTRACT EXTENSIONS

### RESOLVED:

That Cabinet:

1. Approve that the Domestic Abuse Floating Advocacy and Support Service, currently provided by Hestia Housing, is brought in-house along with its budget from approximately 1 May 2022 (depending on the mobilisation timeframe). Staff will be up skilled to work closely with the Independent Domestic Violence Advocates.
2. Agree as part of the transition to an in-house model, to temporarily extend the current contract with Hestia Housing and Support for 2 months, to allow for service mobilisation and for Hestia to consult with staff regarding TUPE. It is understood that there are 2 employees of Hestia working on the LBH contract who would be eligible to transfer to the employment of the Council under the protection of TUPE. The two-month period would be from 1st March 2022 to 30 April 2022 at a cost of £23,733.
3. Approve a 2-year extension of the current contract with Refuge for the provision of a Crisis Refuge Service to the London Borough of Hillingdon, noting that the two-year period is from 4 March 2022 to 3 March 2024 at a total cost of £163,362 (£81,681 pa).
4. Approve a 2-year extension of the current contract with The Richmond Fellowship for the provision of Therapeutic and Counselling Support for Children and Young People who have been exposed to the harmful effects of domestic abuse and are in greater need of additional support, noting that the two-year period is from 10 June 2022 to 9 June 2024 at a total cost of £92,438 (£46,219 pa).

## Reasons for recommendations

Cabinet agreed to enact a two-year extension to the existing contracts for the provision of refuge support services and the provision of therapeutic and counselling support for children and young people. Cabinet also gave approval to bring part of the service in-house, to deliver the service effectively. Cabinet noted the importance of these critical services which support victims and those affected by domestic abuse.

## Alternative options considered and rejected

Cabinet had considered other options, including re-tendering of all services, but discounted this.

<b>Relevant Select Committee</b>	Families, Health & Wellbeing
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Jacqui Robertson
<b>Directorate</b>	Community Safety
<b>Classification</b>	<b>Private</b> <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>

## 18. LEASEHOLDERS BUILDINGS INSURANCE - CONTRACT EXTENSION

### RESOLVED:

**That the Cabinet agree to extend the current contract with Avid Insurance Services Limited for the Buildings Insurance for Council leasehold residential properties for a period of two years from 1 April 2022 to 31 March 2024 and at the cost of £1.552m for the period, subject to inflation on re-building costs.**

### Reasons for decision

Cabinet agreed to extend the existing contract with Avid Insurance Services Limited to provide Council leaseholders with buildings insurance cover.

### Alternative options considered and rejected

Cabinet could have re-tendered the contract but considered this would not provide best value at the current time.

<b>Relevant Select Committee</b>	Environment, Housing & Regeneration
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Rod Smith
<b>Directorate</b>	Planning, Environment, Education & Community Services
<b>Classification</b>	<b>Private</b> <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>

## 19. CRANFORD PARK PROJECT: RESTORATION CONTRACT

### RESOLVED:

#### That the Cabinet:

1. **Agrees to progress project delivery, subject to a successful application for additional finance from the National Lottery Heritage Fund;**
2. **Notes the tenders received which shall be considered further subject to recommendation 1 above and value engineering, and any appointment of contractor shall be by way of a future decision by Cabinet Members;**
3. **Agrees to underwrite the project contingency sum of £210,000, to enable its expenditure on the budget deficit;**
4. **Delegates all necessary future decisions relating to this project to the Leader of the Council, Cabinet Member for Property and Infrastructure, Cabinet Member for Finance and Cabinet Member for Housing Environment and Regeneration, in consultation with the Corporate Director of Place.**

#### Reasons for decision

Cabinet authorisation was given to progress this major restoration project which would benefit residents in the South of the Borough. This was subject to additional external funding and to underwrite the original project contingency and note the tenders received, which would be subject of a further decision.

#### Alternative options considered and rejected

Cabinet could have decided to not proceed with the Cranford Park project, which would have been to the detriment of the listed buildings and environment concerned.

<b>Relevant Select Committee</b>	Corporate, Finance and Property
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	5pm, Friday 25 February 2022
<b>Officer(s) to action</b>	Michael Naughton Charmian Baker
<b>Directorate Classification</b>	Place <b>Private</b> <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>  <i>This item was also circulated less than 5 clear working days before the Cabinet meeting and it was considered by the Chairman to be urgent, and therefore, considered.</i>

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

No additional items were considered by the Cabinet.

The meeting closed at 7.42pm

Internal Use only*	Implementation of decisions & scrutiny call-in
<b>When can these decisions be implemented by officers?</b>	Officers can implement Cabinet's decisions in these minutes only from the expiry of the scrutiny call-in period which is:  <b>5pm, Friday 25 February 2022</b>  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.
<b>Councillor scrutiny call-in of these decisions</b>	Councillors on the relevant Select Committee shown in these minutes for the relevant decision made may request to call-in that decision. The call-in request must be before the expiry of the scrutiny call-in period above.  Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further

	<p>advice can be sought from Democratic Services if required:</p> <p><a href="#">Scrutiny Call-In - Power Apps</a> (secure)</p>
<b>Notice</b>	<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 <a href="#">here</a> 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><a href="mailto:democratic@hillingdon.gov.uk">democratic@hillingdon.gov.uk</a> Democratic Services: 01895 250636 Media enquiries: 01895 250403</p>