

Minutes

CABINET

Thursday, 21 April 2022

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



Published on: Friday 22 April 2022

Decisions come into effect on: from 5pm, 29 April 2022

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)
Philip Corthorne

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor John Riley.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Councillor Eddie Lavery declared a non-pecuniary interest as a Director of Uxbridge BID and remained in the room during the discussion and vote on the item.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The decisions and minutes of the Cabinet meeting held on 24 March 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. REPORT FROM THE FAMILIES, HEALTH & WELLBEING SELECT COMMITTEE: REVIEW INTO ASSISTED LIVING TECHNOLOGIES

The Chairman of the Families, Health & Wellbeing Select Committee, Councillor Philip Corthorne, presented to Cabinet the Committee's review, which was welcomed.

RESOLVED:

That the Cabinet welcomes the Committee's review into the Council's offer of Assisted Living Technologies, notes the recommendations in their attached report and agrees that their implementation be considered further, and taken forward as appropriate, by the Cabinet Member for Health and Social Care, in conjunction with officers.

Reasons for decision

Cabinet received the report of the Families, Health and Wellbeing Select Committee's review into exploring the Council's current offering of Assisted Living Technologies.

The Cabinet Member for Health & Social Care welcomed the report, which set out the importance that Assisted Living Technologies play in providing alarms, sensors and equipment as preventative tools to support residents, including those with dementia and disabilities, to live more independent lives. Furthermore, that this offer was developing further in the digital age with smart devices.

The Cabinet Member noted that as the review had several far-reaching recommendations, and in order to take the Committee's work forward, it was confirmed that officers would develop an action plan for the delivery of ALT into the future and that the Select Committee would be updated on progress.

Alternative options considered and rejected

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

Relevant Select Committee	Families, Health & Wellbeing
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 29 April 2022
Officer(s) to action	Anisha Teji (monitoring) Sandra Taylor (implementation)
Directorate	Central Services Social Care & Health
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. STANDARDS AND QUALITY OF EDUCATION IN HILLINGDON DURING 2020/21

RESOLVED:

That the Cabinet note the key findings set out in the report.

Reasons for decision

Cabinet was provided with an overview of the standards and quality of education across Hillingdon schools and settings for Hillingdon's children, young people and adults and noted the comments from the Select Committee.

The Cabinet Member for Families, Education and Wellbeing informed Cabinet that the report would usually focus on academic achievement for the preceding academic year, however, due to the changes of statutory school tests and examinations during the Covid-19 pandemic, there was limited new data available so the report provided the last published data with an updated context.

It was noted that the Borough's Early Years establishments remain all good or better as judged by Ofsted. For primary schools, it was noted that a priority was to make use of catch-up funding and targeted support. At secondary school level, the Cabinet Member explained changing in grading during the pandemic, which had led to results for GCSEs and A-Levels higher than the usual expectations and not comparable to previous years.

The Cabinet Member welcomed that Hillingdon was the top borough in West London for allocating school places for first choice preferences.

The Leader of the Council commented how high-quality schools were essential part of any successful Borough and welcomed the investment over many years in providing sufficient numbers of school places.

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)	N/A – not for call-in
Officer(s) to action	Dan Kennedy / Naveed Mohammed
Directorate	Central 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.

7. UXBRIDGE BUSINESS IMPROVEMENT DISTRICT

RESOLVED:

That the Cabinet

- 1. Notes and acknowledges the work of the BID in its first term, supports the proposal to extend the BID for a further five years from 1st October 2022 to 30th October 2022 and endorses the Uxbridge BID 2022-2027 BID Business Plan attached as Appendix 1;**
- 2. Agrees the Council's annual levy contribution to the BID for the period of 2022 – 2027 as set out in the report;**
- 3. Agrees to the Council administering the 2022 Bid Ballot under the independent auspices of Democratic Services;**
- 4. Authorise the Leader of the Council, on behalf of the London Borough of Hillingdon, to vote in the BID ballot in respect of each of the Council's eligible rateable hereditaments.**
- 5. Delegate authority to the Corporate Director of Place, in conjunction with the Leader of the Council and Cabinet Member for Environment, Housing and Regeneration, to make any further necessary decisions required and to agree the Baseline agreement and the Operating agreement, noting that these agreements are to be in place before Uxbridge BID commences its second five-year term.**

Reasons for decision

Cabinet endorsed and supported for the proposal for a second five-year term of the Uxbridge Business Improvement District, along with other necessary decisions to give effect to it, including operation of the independent ballot and the Council's vote.

Cabinet welcomed the role of the BID, which since 2017, had helped enhanced the town centre of Uxbridge, delivering environmental improvements such as floral displays, making the Town welcoming and safe with security ambassadors and recent efforts to increase footfall following the pandemic.

The Cabinet Member for Environment, Housing & Regeneration noted that the BID was financed by a levy on businesses and had an overall aim of making Uxbridge a better place to live, work and socialise and outlined the themes for the next 5 years.

The Leader of the Council welcomed the work of the BID and on behalf of the Council wished it success.

The Cabinet Member for Corporate Services and Transformation outlined the importance of local businesses in fully embracing the benefits of the BID in order to make Uxbridge a thriving town centre and economic powerhouse.

Alternative options considered and rejected

Cabinet could have decided not to support the recommendations for a further five-year BID term.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 29 April 2022
Officer(s) to action	Nigel Cramb
Directorate	Place
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. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

That Cabinet:

- 1. Note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.**
- 2. Agree to delegate all future decisions required to facilitate the projects linked to the Dedicated Schools Grant (DSG) deficit recovery safety valve agreement and the associated bid for additional Special Educational Needs capital grant to the Leader of the Council, Cabinet Member for Property & Infrastructure and other relevant Cabinet Members, in consultation with the Corporate Director of Place.**
- 3. Approve the opening of a specialist Special Education Needs and Disability (SEND) Designated Unit for pupils with a diagnosis of Autistic Spectrum Disorder (ASD), to be located within the rebuilt Harlington School to open in September 2023, following a formal consultation which ended 11th March 2022.**

Reasons for decision

Cabinet received a comprehensive update on the primary and secondary school expansions, the school condition works programme and other school capital works.

The Cabinet Member for Property & Infrastructure acknowledged the significant work over many years to ensure every child in the Borough would have a school place, which had resulted in the Council building new schools, expanding existing schools and other new facilities across the Borough.

The Cabinet Member for Families, Education & Wellbeing explained how some spaces in school were being re-purposed to meet changes in demand. The Cabinet Member noted the breadth of construction projects, and capital investment, outlined in the report to provide additional special educational needs places in the Borough.

An addendum to the report was tabled, to give formal effect to the proposal detailed in the report to open a specialist SEND unit within the rebuilt Harlington School, as required under Department for Education statutory guidance.

Relevant Select Committee	Families, Health & Wellbeing
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 29 April 2022
Officer(s) to action	Bobby Finch Nav Minhas
Directorate	Place Central 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>

9. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 11

RESOLVED:

That the Cabinet:

1. Note the budget monitoring position and treasury management update as at February 2022 (Month 11) as outlined in Part A of this report.
2. Approve the financial recommendations set out in Part B of this report below:
 - a) Accept a grant award of £77k from Network Rail for public realm works around the new Hayes & Harlington Crossrail Station.
 - b) Note the virements of £2,060k from HRA Major Project under spends (£751k) and unallocated Acquisitions and Internal Developments funding (£1,309k) to the Maple and Poplar redevelopment project.

- c) **Accept a grant of £36k from the Rewild London Fund for the Spider Park Wildlife Corridor project.**
- d) **Accept a grant of £213k from Transport for London in respect of the TFL Healthy Streets programme.**
- e) **Accept a grant award of £20k from Transport for London for cycle training.**
- f) **Accept a grant award of £71k from the Department for Levelling Up, Housing and Communities (DLUHC) to support increased local audit fees.**
- g) **Considers and approves the Council's proposed Energy Rebate – Discretionary Scheme detailed below in Appendix B1.**
- h) **Approve the proposed revisions to the Imported Food Service (IFO) fee structure as set out in Appendix B2.**

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 updated Cabinet on the improvement in the General Fund budget and that balances were continued to be projected at £26.6m at year end. The Cabinet Member noted the exceptional pressures relating to COVID-19 which would be covered by central Government funding and earmarked reserves. The Cabinet Member welcomed the progress of the Council's savings programme.

The Cabinet Member informed Cabinet that there would be a reduction by year end of £15m from the deficit in the Dedicated Schools Budget as a result of the safety valve agreement. It was noted that the agreement would not require the Council to invest further money to manage the deficit, and that through a progressive plan of reductions, the deficit would be eliminated by 2025.

A number of financial recommendations were moved by the Cabinet Member, including the acceptance of a number of external grants, along with approval of the Council's Energy Rebate Discretionary Scheme Policy and new fees for the Imported Food Office at Heathrow Airport.

The Leader of the Council commented on the Council's strong financial position.

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 29 April 2022
Officer(s) to action	Paul Whaymand
Directorate	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.

10. PUBLIC PREVIEW: MATTERS TO BE CONSIDERED LATER IN PRIVATE**RESOLVED:**

That Cabinet note the reports to be considered later in private and Part 2 of the Cabinet agenda and comment on them as appropriate for public information purposes.

Reasons for decision

The Leader of the Council introduced a new standing report which sought to provide maximum transparency to residents on the private matters that were to be considered later in Part 2 of the Cabinet meeting and agenda. Cabinet Members spoke generally about the items as set out below.

The Cabinet Member for Health and Social Care welcomed the report later on the agenda regarding the establishment of a pilot project for a crisis house for adults with mental health needs. It was noted that this would be one component of Hillingdon's adult mental health crisis pathway which would allow a person with mental health needs to manage their crisis in a non-clinical, homely setting, in the least restrictive environment possible. The Leader of the Council expressed the importance of supporting residents at the different stages of need throughout their life.

The Cabinet Member for Property & Infrastructure highlighted the contractual reports later on the agenda for electrical testing and Disabled Facilities Grant works. It was noted that the Council has over 10,000 properties, mostly housing for residents and how these contracts, in their different ways, seek to ensure residents can live safely and securely in their home.

The Leader of the Council noted the later report on highways and transportation services and how the Council procures to ensure value for money for residents.

Alternative options considered and rejected

These were set out in the public Cabinet report.

Relevant Select Committee	Various
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	N/A – not for call-in

Officer(s) to action	Mark Braddock
Directorate	Central 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>

11. ELECTRICAL TESTING, REPAIRS AND UPGRADE CONTRACTS

RESOLVED:

That the Cabinet:

1. **Accept the tender from PFL Electrical Ltd for the provision of the Lot 1 – Area 1 – Electrical Repairs and Upgrades Contract to the London Borough of Hillingdon for a period of 3 years with options for a further 2 years at an estimated value of £759k per annum, with a total estimated value over the 5 years of £3,797k;**
2. **Accept the tender from RGE Services Ltd. for the provision of the Lot 2 – Area 2 – Electrical Repairs and Upgrades Contract to the London Borough of Hillingdon for a period of 3 years with options for a further 2 years at an estimated value of £619k per annum, with a total estimated value over the 5 years of £3,095k; and**
3. **Agree to delegate authority in respect of such contract extensions to the Leader of the Council and Cabinet Member for Property & Infrastructure, in consultation with the Corporate Director of Place.**

Reasons for decision

Cabinet made decisions in respect of tenders for 2 contractors to undertake Electrical Testing, Repairs and Upgrades across the Council's various housing and corporate properties and community facilities.

Alternative options considered and rejected

None as a statutory requirement and the Council does not possess the necessary in-house resource to deliver this.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 29 April 2022
Officer(s) to action	Gary Penticost
Directorate	Place

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).

12. HIGHWAYS & TRANSPORTATION PROFESSIONAL SERVICES CONTRACTS**RESOLVED:****That Cabinet:**

- 1) Approves the direct award to Project Centre Limited of a contract for Highways & Transportation Professional Services under the Ealing Framework Lot 3 General Engineering for a period of 3 years and 5 months at the estimated cost of £909k;**
- 2) Furthermore, agrees to direct award WSP UK Ltd a contract for Highways & Transportation Professional Services under the Ealing Framework Lot 1 Bridge Management and Lot 3 General Engineering as a backup contractor for a period of 3 years and 5 months at the estimated cost of £212k;**

Reasons for decision

Cabinet gave its approval to the direct award of contracts under a procurement framework for the provision of Highways and Transportation Professional Services, which included design work for town centre and public realm schemes, highways, parking, transport, planning services and traffic management projects.

Alternative options considered and rejected

Cabinet could have decided for the Council to conduct its own tender process but considered that this would have been unlikely to achieve any greater value for money.

Relevant Select Committee	Public Safety & Transport
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 29 April 2022
Officer(s) to action	Poonam Pathak Kirandeep Roopraye

Directorate	Place
Classification	Finance
	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>

13. CONTRACT EXTENSIONS - DISABLED FACILITIES GRANT AND ADAPTATIONS WORKS

RESOLVED:

That the Cabinet:

- 1. Approves a 1-year contract extension to Greyline Builders Ltd. a contract to participate in the Wet Rooms & Associated Aids and Adaptations Works schemes within private dwellings and the Council's Housing stock at the estimated cost of £900k;**
- 2. Approves a 1-year extension to Arc Group London Ltd a contract to participate in the Wet Rooms & Associated Aids and Adaptations Works schemes within private dwellings and the Council's Housing stock at the estimated cost of £900k and;**
- 3. Approves the 1-year extension direct award to Procare Ltd. a contract to participate in the Wet Rooms & Associated Aids and Adaptations Works schemes and provide the sanitary ware and specialist aids and adaptations materials to the above two works contractors for an estimated contract value of £414k but at no direct cost to the Council.**

Reasons for decision

Cabinet awarded three contracts in respect of tenants & owner occupiers that qualify, to carry out the adaptations of their properties to assist them to maintain their independence within their homes.

Alternative options considered and rejected

Cabinet could have considered tendering small packages of works in phases, but considered this would not provide the necessary level of service or responsiveness to residents.

Relevant Select Committee	Corporate, Finance & Property
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 29 April 2022
Officer(s) to action	Gary Penticost / Sarah-Jane Bartlett / Merrick Knight & Michael Breen
Directorate	Place 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>

14. AWARD OF CONTRACT: MENTAL HEALTH CRISIS HOUSE

RESOLVED:

That the Cabinet:

1. **Accepts a single tender from Comfort Care Services (UK) Ltd for the provision of a Mental Health Crisis House Service to the London Borough of Hillingdon for the period 4th April 2022 to the 2nd April 2023 at a cost of £625,000.**
2. **Furthermore, agrees that this includes the provision to extend the contract for up to a further 12 months, delegating approval of any extension to the Leader of the Council and Cabinet Member for Health and Social Care, in consultation with the Corporate Director of Social Care and Health.**

Reasons for decision

Cabinet accepted a single tender to deliver a crisis house for adults with mental health needs, noting that the pilot scheme would provide intensive, short-term support for people in a community setting in order to aid their recovery and help reduce the likelihood of future crises.

Alternative options considered and rejected

Cabinet could have decided to competitively tender the service, but considered this not the most appropriate route to procure at this particular time.

Relevant Select Committee	Families, Health and Wellbeing
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	5pm, Friday 29 April 2022
Officer(s) to action	Kate Kelly-Talbot
Directorate	Social Care and Health
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. 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

When can these decisions be implemented by officers?	<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 29 April 2022</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>
Councillor scrutiny call-in of these decisions	<p>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.</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><u>Scrutiny Call-In - Power Apps</u> (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 <u>here</u> 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><u>democratic@hillingdon.gov.uk</u> Democratic Services: 01895 250636 Media enquiries: 01895 250403</p>