

## Minutes & Decisions

### CABINET

Thursday, 21 March 2024

Meeting held at Committee Room 6 - Civic Centre,  
High Street, Uxbridge UB8 1UW



Decisions published on: 22 March 2023

Decisions come into effect from: 5pm 2 April 2024

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

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

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

Scott Farley  
June Nelson  
Stuart Mathers  
Pete Curling  
Sital Punja  
Keith Burrows  
Nick Denys

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

All Cabinet Members were present.

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

No interests were declared by Cabinet Members present.

#### **3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING**

The decisions and minutes of the Cabinet meeting held on 15 February 2024 were agreed as a correct record.

#### **4. TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS OF BUSINESS MARKED PART 2 IN PRIVATE**

It was confirmed that the reports, as marked public and private on the agenda, would be considered as such. An additional private urgent item was also tabled to Cabinet.

## **5. REPORT FROM THE HEALTH & SOCIAL CARE SELECT COMMITTEE: REVIEW OF THE CAMHS REFERRAL PATHWAY**

*The Chair of the Health and Social Care Select Committee, Councillor Denys, presented the Committee's report into the Child and Adolescent Mental Health Services (CAMHS) referral pathway, which was warmly received by the Cabinet. Councillor Denys remarked that the Committee's report addressed the growing issue of children's mental health in England, noting a substantial rise in mental disorders in recent years. The report emphasised the importance of early intervention, as half of all mental health problems become apparent before the age of 15. He explained how the report focused on three areas for improvement:*

- *Early Support: The report recommended a 'no wrong door' policy and better information sharing between practitioners to help families access support earlier.*
- *Communication: The report suggested improving communication about timelines and processes to help families manage expectations. It also recommended avoiding over-clinical language that can be confusing or distressing for families.*
- *Accountability: The report proposed creating a Parent and Young People's Board to hold the health service accountable, incorporating the voice of the child into all aspects of the service.*

*Councillor Denys hoped the recommendations would make a positive difference in addressing children's mental health issues.*

### **RESOLVED:**

**That Cabinet welcomes the review by the Health and Social Care Select Committee and acknowledges, appreciates and recognises the work that is already being undertaken across the Borough to improve services in Hillingdon to support children's mental health. Furthermore, Cabinet agrees the recommendations made by the Select Committee set out below to be referred to the relevant body:**

### **SELECT COMMITTEE RECOMMENDATIONS:**

- 1. That Cabinet ask the North West London Integrated Care Board (NWL ICB) to:**
  - a) provide a comprehensive action plan by 28 March 2024 detailing how and when the Thrive mapping strategy will be completed;**
  - b) complete and implement the Thrive mapping strategy by the end of January 2025;**
  - c) provide Hillingdon's Health and Social Care Select Committee with 6-monthly updates on the progress being made on implementing this action plan;**
  - d) initiate a "No Wrong Door" policy for parents / children and young people who seek support;**
  - e) ensure that all children and young people's services in Hillingdon are asked to adopt the Thrive philosophy/model to ensure there is "No Wrong Door" for children, young people and their families to access**

mental health and emotional wellbeing support, and that support is provided based on children and young people's needs and preferences; and

- f) consider how parents can be offered early support on how to navigate the system including the provision of information about where to get this support to schools and GPs (as they are often the first place parents go to).
2. That Cabinet ask that the Health and Wellbeing Board ensure that all commissioners of CYP mental health services are asked to include requirements in their service provider contracts that:
    - a) parents be given a realistic description of the assessment / treatment process, including estimated timelines and information on where they can direct their feedback if the expectations set are not met; and
    - b) all communications sent to parents be reviewed to make sure that the information and tone is sensitive to their situation, not overly medicalised and contains accurate information on other places they can look for support.
  3. That the Cabinet Member for Health and Social Care asks CAMHS to develop a service-user involvement strategy that provides opportunities for scrutiny and coproduction of services and includes the formation of a parents/Young People Board so that they can hold the organisation to account for the communications and service they provide.

### **Reasons for decision**

Cabinet agreed the recommendations from the Committee's review for sending to the relevant bodies.

The Cabinet Member for Children, Families & Education thanked Councillor Denys and clarified that while the portfolio under discussion technically fell under Councillor Palmer's purview, it significantly overlapped with her own due to its focus on children and young people. The Cabinet Member stated how the report highlighted the alarming increase in the number referred to mental health services and was pleased that the Select Committee had bravely undertaken a review of the Referral Pathway, despite it not being directly within their domain. The Cabinet Member acknowledged that while the Council was not the provider of mental health services, it could still influence change through collaboration with partners. It was appreciated the Committee's recommendations included a 'no wrong door' policy to ensure children and families in Hillingdon could have better access to mental health services.

The Cabinet Member for Health and Social Care expressed her gratitude to the Committee for their diligent work on the report and acknowledged the report's excellence and bravery, emphasising the need for clear pathways to expedite mental health support for families and children. It was noted that the Committee voiced concern over the lengthy wait times of 12 to 18 weeks for people to receive help and that the report's recommendations should assist in providing a clearer understanding for residents of their expectations from the service. The Cabinet Member indicated,

as a member of the Health and Well-being Board and the local Integrated Care Board, she would ensure the implementation of these recommendations going forward.

The Leader of the Council thanked the Select Committee for their work, highlighting the value of the Council's select committees and their role as critical friends to partners and their collective effort in delivering public service outcomes.

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

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

<b>Relevant Select Committee</b>	Health and Social Care
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	These decisions can be called-in by 5pm, Tuesday 2 April 2024. However, the review and recommendations to Cabinet emanate from this select committee with their support.
<b>Officer(s) to action</b>	Nikki O'Halloran
<b>Directorate</b>	Democratic 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>

## **6. REPORT FROM THE PROPERTY, HIGHWAYS AND TRANSPORT SELECT COMMITTEE: ATTAINING BEST PRACTICE AND VALUE FOR THE COUNCIL'S HIGHWAYS RESURFACING ACTIVITIES**

*The Chair of the Property, Highways and Transport Select Committee, Councillor Burrows, presented the Committee's report into Attaining Best Practice and Value for the Council's Highways Resurfacing Activities, which was warmly received by the Cabinet. Councillor Burrows explained how the Committee's review was focussed on value, upholding best practice and quality in highways works. He set out how the Committee had engaged in evidence gathering sessions with senior Council officers, external partners, contractors, and the Cabinet Member, and that two themes had emerged around engagement and communication, and promoting green initiatives and cost-effectiveness, which had provided practical recommendations to Cabinet. The Chair expressed gratitude to those who contributed their time and expertise and acknowledged the shared commitment to invest in the Borough's highways and footways.*

### **RESOLVED:**

**That Cabinet:**

- 1) Welcomes the Select Committee's report and its insights and findings, which seek to support and enhance the delivery of Highways**

resurfacing and maintenance across the Borough, taking a broad assessment of existing procedures, new technologies, methods, materials and scheduling possibilities to obtain best value and service for residents.

- 2) Agrees to delegate decisions on taking forward the implementation of the Committee's specific recommendations to the Cabinet Member for Property, Highways and Transport, in conjunction with officers.

#### **SELECT COMMITTEE RECOMMENDATIONS:**

##### **Engagement and Communication**

- 1) To develop a standardised Highways Resurfacing response template for Members Enquiries, to include the reasoning behind the response, the scheduling of works and estimated timescales, or reasons why a timescale cannot be given.
- 2) To endorse the principle of feedback from residents and Ward Councillors contributing to the process by which the Council assesses the condition of footways and roadways and their priority for repair.
- 3) To ensure that information regarding planned major resurfacing works is transparent and available to the Ward Councillors and the public where possible.
- 4) To seek to enhance communication with relevant authorities that manage prominent highways in the Borough (National Highways and Transport for London) regarding any deterioration of their network impacting Hillingdon's residents.
- 5) That the Council's Highways, and Green Spaces Teams consult each other formally and frequently to ensure the issue of tree root protrusion on footways and roadways is mitigated effectively.

##### **Promoting Green Initiatives and Cost Efficiencies**

- 6) That where possible, adopt and promote less energy intensive resurfacing techniques such as the recycling of materials and expanding trials using Warm Mixed Asphalt.
- 7) Endorse the use of new resurfacing technologies and techniques including the new machine purchased for the delivery of reactive highways maintenance work.
- 8) Support cost effective methods of repaving footways such as the move to tarmac where appropriate, rather than replacing all footways 'like for like'.

## 9) Encourage the early ordering of works and volume of works discounts offered by the Council's Resurfacing Contractor.

### Reasons for decision

Cabinet endorsed the report of the Committee which sought to support the Council's highways resurfacing and maintenance across the Borough. The Cabinet Member for Property, Highways and Transport expressed his gratitude to the Committee for their diligent work and depth of review. He announced that the Council would be spending more on the maintenance and upkeep of the road network this year, acknowledging the vast area covered and to be maintained. The Cabinet Member noted the cyclical nature of the work, with winter and early spring negatively impacting the roads, and the rest of the year spent catching up. He emphasised the importance of getting good value and keeping a close eye on expenditure and welcomed the Committee's report, particularly regarding the works and decisions around pavements, which were more expensive to fix than roadways. The Cabinet Member explained how he had found the report helpful and valued the Committee's recommendations.

The Leader of the Council thanked the Committee and acknowledged their role in representing residents. He mentioned that Hillingdon took pride in its roads and pavements and viewed the report as a catalyst for continuous improvement and deriving value from the Council's expenditure on this.

### Alternative options considered and rejected

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

<b>Relevant Select Committee</b>	Property, Highways and Transport
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	These decisions can be called-in by 5pm, Tuesday 2 April 2024. However, the review and recommendations to Cabinet emanate from this select committee with their support.
<b>Officer(s) to action</b>	Poonam Pathak
<b>Directorate</b>	Place
<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. LOCAL PLAN - REGULATION 18 CONSULTATION / LOCAL DEVELOPMENT SCHEME**

### **RESOLVED:**

**That the Cabinet:**

- 1. Authorise Regulation 18 consultation for the Hillingdon Local Plan using the draft document (Appendix 1) as the basis for the consultation and consulting on the Integrated Impacts Assessment Scoping Report (Appendix 2);**
- 2. Delegates authority to the Director of Planning, Regeneration and Environment, in consultation with the Cabinet Member for Residents' Services, to make any necessary editorial amendments and minor changes to the appendices prior to consultation;**
- 3. Notes that completed documents forming part of the evidence base will be published alongside the two appendices;**
- 4. Endorse and recommend the revised draft Local Development Scheme (Appendix 3) for adoption by Full Council;**
- 5. Delegates authority to the Director of Planning, Regeneration and Environment, in consultation with the Cabinet Member for Residents' Services, to make any necessary editorial amendments and minor changes to the Local Development Scheme prior to agreement by Full Council; and**
- 6. Authorise post consultation Local Plan work, including preparing a consultation report outlining responses to the Regulation 18 consultation and a subsequent Regulation 19 consultation with draft Local Plan policies, that will be brought back to Cabinet for approval.**

### **Reasons for decision**

Cabinet agreed to progress the review of the Council's Local Plan and planning policies, authorising consultation under the required regulations.

The Cabinet Member for Residents' Services reported that this would start with a public consultation on the local plan in accordance with Regulation 18 of the Town and Country Planning Act. He explained the importance of having an up-to-date Local Plan, noting that the Council's current plan was adopted in two parts in 2012 and 2020, and was due for a five-year review. The Cabinet Member announced that this process would ultimately bring about a new consolidated Local Plan.

The Leader of the Council urged the public and businesses to participate in the consultation, emphasising it as an opportunity to shape the future of their Borough.

## Alternative options considered and rejected

Cabinet could have decided not to update the Local Plan, but noted the risks of not doing so, which included outdated local planning policies, lack of mechanisms to create new policies, and the potential for inappropriate development. Cabinet also noted that the Council would be at a higher risk of losing planning appeals.

<b>Relevant Select Committee</b>	Residents' Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	These decisions can be called-in by 5pm, Tuesday 2 April 2024.
<b>Officer(s) to action</b>	Gavin Polkinghorn
<b>Directorate</b>	Central 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>

## 8. HOUSING FORWARD INVESTMENT PROGRAMME 2024/25 AND 2023/24 REVIEW

### RESOLVED:

That the Cabinet:

- 1) Note the delivery of the 2023/24 HRA Works to Stock Programme set out in the report which has provided essential upgrades to the Council's housing stock, along with higher energy efficiency standards, whilst improving the quality of life of tenants.
- 2) Agree the HRA Works to Stock Programme for the 2024/25 financial year, as set out in the report.
- 3) Delegate to the Director of Operational Assets, the authority to:
  - a) Utilise existing internal or external framework agreements or develop new LBH framework agreements for Cabinet approval, to enable the effective delivery of appropriate works, tenders and contracts.
  - b) Approve project specific works completed using an approved LBH Framework or Term contract.
  - c) Release capital funds for the specific works, as set out in the programme and strictly within approved budgets;
  - d) Agree minor variations to specific projects within the programme, subject to agreement from the Cabinet Member for Property, Highways and Transport;
  - e) Make any other operational decisions required to implement the works agreed by the Cabinet.



- 4) Agree that relevant portfolio Cabinet Members receive quarterly summary updates, on progress delivering the programme providing capital releases and also capital spend to-date for monitoring purposes. Furthermore, any contracts entered into by the Director, via framework agreement, exceeding £500k be reported to Cabinet for information as part of the budget monitoring report.
- 5) Agree, that any variations to the overall programme or approved programme budget be reported to Cabinet for approval in the first instance.

### Reasons for decision

Cabinet agreed the programme of works to the housing stock for 2024/25 and provided delegated authority to officers for the efficient delivery of the works.

The Cabinet Member for Residents' Services discussed the substantial expenditure associated with the capital programme and the Green Homes Initiative. He highlighted the decarbonisation work done over the last year, which had included cavity wall installations and window replacements for 158 properties, contributing to energy efficiency and reduced energy bills. The Cabinet Member also mentioned the replacement of 566 kitchens and 575 bathrooms, window replacements, roofing works and fire safety improvements. For the 24/25 financial year programme, the Cabinet Member outlined plans for more roofing works, window replacements, bathroom renovations and boiler replacements. He also mentioned the submission of further applications to the social housing decarbonisation fund.

The Leader of the Council expressed satisfaction with the prioritisation of works and was pleased that the expenditure profile reflected this. He also welcomed the simplification of the administration of works to expedite delivery.

### Alternative options considered and rejected

Cabinet could have decided to amend the specific works programme as set out in the report.

<b>Relevant Select Committee</b>	Property, Highways and Transport
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	These decisions can called-in by 5pm, Tuesday 2 April 2024.
<b>Officer(s) to action</b>	Gary Penticost
<b>Directorate</b>	Place
<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>

## **9. MONTHLY COUNCIL BUDGET MONITORING REPORT: MONTH 10**

### **RESOLVED:**

#### **That the Cabinet:**

- 1) Note the budget monitoring position and treasury management update as at January 2024 (Month 10), noting the actions proposed by officers as outlined in Part A of this report.**
- 2) Approve the financial recommendations set out in Part B of this report.**
  - a) Accepts a grant of £145k from the North West London Integrated Care Board to fund initiatives to support children and young people waiting for an autism assessment and diagnosis.**
  - b) Accepts a grant of £200k from the North West London Integrated Care Board to fund the Serious Youth Violence Pilot.**
  - c) Accepts a grant of £50k from the North West London Foundation Trust to fund early intervention and prevention projects to support young people with eating disorders.**
  - d) Accepts a grant of £281k from the Department of Health and Social Care to fund investment in enhancing local authority commissioned stop smoking services and support.**
  - e) Approve the proposal to introduce a Green Car Employee Leasing scheme (Electric and Ultra Low Emissions Vehicles) with effect from 1 May 2024. Furthermore, authorises a direct contract award with Tuskerdirect Ltd under a continuous contract arrangement and delegates authority to the Head of Human Resources to undertake the detailed implementation of the scheme.**
  - f) Accepts a grant of £1,440k from the Department for Education (DfE) for costs associated with implementing the Staying Close programme.**

#### **Reasons for decision**

The Cabinet Member for Finance presented the Council's projections for the current financial year and noted the small underspend in the General Fund. He highlighted recent encouraging economic data, including a reduction in the consumer price index and stable interest rates. The Cabinet Member acknowledged additional cost pressures due to resident demand and inflation, particularly in areas like homelessness, children's care, and adult social care.

Despite these pressures, the Cabinet Member reported these would be offset against earmarked reserves, leaving a balance of £10.4 million at year-end. The Cabinet Member welcomed a surplus of £3.8 million on the Collection Fund and unallocated General Balances of just under £27 million, leading to projected year-end reserves of £37 million.

The Cabinet Member confirmed that the savings position was unchanged and that it would achieve its target of £22.8 million. The Cabinet Member reported an

underspend of £33.3 million in the General Fund Capital Programme, which would likely be rephased into the next financial year. He concluded that the overall financial position of the Council was robust and sound, putting it in a strong position for the new financial year.

The Cabinet Member also highlighted a number of financially oriented recommendations to Cabinet primarily on the acceptance of grants for approval and drew attention to the proposal for a new Green Car employee leasing scheme. The Leader of the Council welcomed the new car leasing scheme.

### Alternative options considered and rejected

None.

<b>Relevant Select Committee</b>	Finance and Corporate Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions 2 (a-f) can be called in by a majority of the select committee by 5pm, Tuesday 2 April 2024
<b>Officer(s) to action</b>	Andy Evans
<b>Directorate</b>	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>

## 10. PUBLIC PREVIEW OF MATTERS TO BE CONSIDERED 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 highlighted an urgent confidential report to be considered later in the private part of the meeting concerning leasing seven three-bedroom family homes to assist families currently in unsuitable temporary accommodation. He emphasised the significant benefits this would bring to these households and future ones.

### Alternative options considered and rejected

These were set out in the public Cabinet report.

<b>Relevant Select Committee</b>	
<b>Expiry date for any scrutiny call-in / date</b>	This matter is not for call-in, as noting only.

<b>decision can be implemented (if no call-in)</b>	
<b>Officer(s) to action</b>	Mark Braddock
<b>Directorate</b>	Central 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>

**11. OCCUPATIONAL HEALTH SERVICES, EMPLOYEE ASSISTANCE PROGRAMME AND DRUG & ALCOHOL TESTING CONTRACT**

**RESOLVED:**

**That the Cabinet:**

- 1. Accept the direct award from Medigold Health Consultancy Ltd t/a Medigold Health for the provision of Occupational Health Services (OHS), Employee Assistance Programme (EAP) and drug and alcohol testing to the London Borough of Hillingdon for a five-year period from 1 July 2024 to 30 June 2029 and at the estimated value of £547,380.**
- 2. Furthermore, agree that this includes the provision to extend the contract for a two-year period, subject to the approval of the Leader of the Council and Cabinet Member for Corporate Services, in consultation with the Corporate Director of Central Services.**
- 3. Delegate authority to the Leader of the Council and Cabinet Member for Corporate Services, in conjunction with the Corporate Director of Central Services, to agree any future variation in the new contract for other HR related services and further contract consolidation, as set out in the report.**

**Reasons for decision**

The Cabinet Member for Corporate Services introduced a report, which Cabinet agreed, to consolidate contracts and accept a tender for the provision of an occupational health and employee assistance programme for early intervention to support employees to stay within the workplace, along with the provision of ad hoc drug/alcohol testing to mitigate risks.

**Alternative options considered and rejected**

Alternative options were set out in the confidential report.

<b>Relevant Select Committee</b>	Finance & Corporate Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Tuesday 2 April 2024
<b>Officer(s) to action</b>	Suzie Horn
<b>Directorate</b>	Central Services

**Classification**

**Private** - Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it 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. FUEL CONTRACTS FOR THE COUNCIL'S FLEET

### RESOLVED:

#### That the Cabinet:

1. **Accept the single tender from Certas Energy UK Limited for the supply and delivery of Gas/Oil (red diesel) to the London Borough of Hillingdon for a two-year period from 1 April 2024 to 31 March 2026 and at the value of £89,250.**
2. **Accept the single tender from New Era Fuels Limited for the supply and delivery of ULSD to the London Borough of Hillingdon for a two-year period from 1 April 2024 to 31 March 2026 and at a value of £2,229,600.**
3. **Approve the single tender from Charles Stuart Autos Limited for petrol requirements for a two-year period from 1 April 2024 to 31 March 2026 and at a value of £20,000.**

#### Reasons for decision

The Cabinet Member for Finance introduced a report, which Cabinet agreed, to accept tenders for different fuels to power the Council's fleet of vehicles following a procurement exercise, noting the flexibility within this in light of the planned replacement of the fleet which would include additional electric vehicles.

#### Alternative options considered and rejected

These were set out in the confidential report.

<b>Relevant Select Committee</b>	Finance & Corporate Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Tuesday 2 April 2024
<b>Officer(s) to action</b>	Steve Gunter, Michelle Kenyon
<b>Directorate</b>	Resources
<b>Classification</b>	<b>Private</b> - 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).*

### 13. SOCIAL CARE AND EDUCATION SYSTEMS SOLUTION

#### RESOLVED:

**Cabinet accept the direct award to System C (via the YPO Framework) for the provision of the Social Care and Education systems solution to the London Borough of Hillingdon for a 5+2+2+1-year period from 1 May 2024 to 30 April 2034 and at the value of £6,394,615.**

#### Reasons for decision

The Cabinet Member for Corporate Services introduced a report, which Cabinet agreed, to accept a tender which would consolidate and modernise the Council’s social care case management system and also implement a single corporate education system solution, moving away from the use of spreadsheets and improving the way both the Council, partners and parents can access information.

#### Alternative options considered and rejected

These were set out in the confidential report.

<b>Relevant Select Committee</b>	Finance & Corporate Services
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet’s decisions can be called in by a majority of the Select Committee by 5pm, Tuesday 2 April 2024
<b>Officer(s) to action</b>	Helen Vincent
<b>Directorate</b>	Digital & Intelligence
<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. PLANNED WORKS ROOFING PROGRAM - MELBOURNE HOUSE, YEADING**

**RESOLVED:**

**That the Cabinet:**

- 1) Accept the tender from ETEC Contract Services Limited for the provision of Scaffolding, Roof, Ventilation, External and Internal Redecorations within Melbourne House at a cost of £1,017,583.70; and**
- 2) Agree to the capital release request of £1,220k from the Planned Roof Renewal Workstream within the Housing Revenue Account Works to Stock Programme 2023/24 capital budget for the Planned Roof Renewals.**

**Reasons for decision**

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, to accept a tender for essential roofing improvement works at Melbourne House in Yeading, a tower block within the Council's housing stock, noting importance of maintaining flat roofs.

**Alternative options considered and rejected**

None.

<b>Relevant Select Committee</b>	Property, Highways and Transport
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Tuesday 2 April 2024
<b>Officer(s) to action</b>	Merrick Knight
<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>

## 15. CONTRACT FOR ENVIRONMENTAL SPECIALIST CLEANING SERVICES

### RESOLVED:

That the Cabinet:

1. Accept the tender from Charman Environmental Services Limited for the Collection & Disposal of Clinical/Offensive Waste, Dead Animals, Dog Fouling Bins, Public Toilet Cleaning Provision and Street Scene Property Clearances on behalf of the London Borough of Hillingdon for a two-year period from April 2024 to April 2026 and at the value of £886k.
2. Furthermore, agree that this includes the provision to extend the contract for two-year period, delegating approval of any extension to the Leader of the Council and Cabinet Member for Residents' Services, in consultation with Officers.

### Reasons for decision

The Cabinet Member for Residents' Services introduced a report, which Cabinet agreed, to accept the tender for the provision of a range of specialist cleansing services.

### Alternative options considered and rejected

These were set out in the confidential report.

Relevant Select Committee	Residents' Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Tuesday 2 April 2024
Officer(s) to action	Anna Humphries / Allison Mayo
Directorate	Place / Resources
Classification	<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. PLANNED WINDOW RENEWALS AT BARR LODGE AND BOND CLOSE, YIEWSLEY**

**RESOLVED:**

**That the Cabinet:**

- 1. Accept the tender and approve the award of contract for the supply and installation of A+ Rated Double-Glazed windows at Barr Lodge & Bond Close as part of the Planned Window Renewals Programme to Mysons Limited for a period of 12-15 weeks at the value of £522,354.01.**
- 2. Agree to the release request of £600k inclusive of contingencies and fees from the Window Renewals work-stream within the Housing Revenue Account Works to Stock programme 2023/24 budget for the supply and installation of A+ Rated Double Glazed windows.**

**Reasons for decision**

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, to accept a tender for window replacements to the Sheltered Housing Scheme known as Barr Lodge, off Bond Close Yiewsley and the adjoining properties in Bond Close, in Yiewsley.

**Alternative options considered / risk management**

None.

<b>Relevant Select Committee</b>	Property, Highways and Transport
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Tuesday 2 April 2024
<b>Officer(s) to action</b>	Merrick Knight
<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>

## 17. CORPORATE FENCING AND RELATED SERVICES CONTRACT

### RESOLVED:

That the Cabinet

- 1) Accept the tender from Indigolodge Ltd trading as Drayton Fencing for the provision of, the supply, delivery, installation, maintenance and repair of fencing, gating and ad hoc services to the London Borough of Hillingdon for a period of 4 years from the April 2024 to March 2028 and at the estimated value of £665,561.12
- 2) Furthermore, agrees that this includes the provision to extend the contract for a one year period, subject to the approval of the Leader of the Council and Cabinet Member for Residents' Services.

### Reasons for decision

The Cabinet Member for Residents' Services introduced a report, which Cabinet agreed, to accept a tender from a local company to provide a variety of fencing and fencing related services across the Borough.

### Alternative options considered and rejected

None.

Relevant Select Committee	Residents' Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Tuesday 2 April 2024
Officer(s) to action	Jamie Bell
Directorate	Place
Classification	<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. MINOR PROPERTY TRANSACTIONS: VOLUNTARY SECTOR LEASE FOR TWO LOCAL SCOUT GROUPS**

**RESOLVED:**

**That Cabinet agrees the surrender and grant of a new lease set out in the table below, which has been the subject of negotiation with the voluntary sector organisation detailed in this report and instructs legal to complete the legal documentation.**

**Reasons for decision**

The Cabinet Member for Property, Highways and Transport introduced a report, which Cabinet agreed, regarding new leases for the 2<sup>nd</sup> & 9<sup>th</sup> Scouts, Ruislip for use of a new Scout Hut being built by the Council. Cabinet's decision enabled the organisations concerned to benefit from heavily discounted rent as part of the Council's Voluntary Sector Leasing Policy and wider commitment to a vibrant local voluntary sector.

**Alternative options considered and rejected**

None.

<b>Relevant Select Committee</b>	Property, Highways and Transport
<b>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</b>	Cabinet's decisions can be called in by a majority of the Select Committee by 5pm, Tuesday 2 April 2024
<b>Officer(s) to action</b>	Tekla Byfield
<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>

**19. TEMPORARY ACCOMMODATION LEASES - LONGFORD**

**RESOLVED:**

**That the Cabinet:**

- 1) **Agrees to enter into seven leases for up to 10-years with the Arora Group Limited for the use of seven self-contained homes for temporary accommodation in Longford, for homeless households:**
  - **Lease 1 – (20 Heathrow Close UB7 0ER, 3-bed)**
  - **Lease 2 – (546 Bath Road UB7 0EE, 3-bed)**
  - **Lease 3 – (546A Bath Road UB7 0EE, 3-bed)**
  - **Lease 4 – (562 Bath Road UB7 0EF, 3-bed)**
  - **Lease 5 – (603 Bath Road UB7 0EG, 3-bed)**
  - **Lease 6 – (607 Bath Road UB7 0EG, 3-bed)**
  - **Lease 7 – (611 Bath Road UB7 0EG, 3-bed)**
  
- 2) **Notes that the Council will be responsible for the housing management, repairs and remedial works for wear and tear and full insurance of the property and site. Within the leases, the Council will be liable for the costs of exceptional damages and the full rental costs for the period that any unit is void.**
  
- 3) **Notes that the proposal to enter into leases for the seven self-contained 3-bedroom homes of temporary accommodation with the Arora Group Limited will be subject to an annual increase calculated at CPI per annum, for the 10-year period. The annual rent for each property has been negotiated to be at net lower cost to the General Fund when compared to current spot-purchased nightly charged temporary accommodation.**
  
- 4) **Request that the Chair of the Residents’ Services Select Committee waives the scrutiny call-in period on these recommendations due to the urgency reasons set out in the report.**

**Reasons for decision**

The Leader of the Council introduced an urgent report, which Cabinet agreed, to enter into leases for seven self-contained homes in Longford, near Heathrow, for homeless households representing an opportunity to secure essential accommodation and also deliver value for money.

**Alternative options considered and rejected**

Alternative options were set out in the confidential report.

<b>Relevant Select Committee</b>	Residents’ Services
<b>Expiry date for any</b>	These decisions cannot be called in and take

**scrutiny call-in / date  
decision can be  
implemented (if no call-in)  
Officer(s) to action  
Directorate  
Classification**

immediate effect following the approval to waive the scrutiny call-in period by the Chair of the Residents' Services Select Committee.

James Raven

Place

**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).

**Urgency provisions** - as set out on the agenda for this meeting, this decision was taken under urgency provisions in accordance with the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

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

No additional items were considered by the Cabinet.

The meeting closed at 19:42pm

**Internal Use only\***

**Implementation of decisions & scrutiny call-in**

**When can these decisions be implemented by officers?**

Officers can implement Cabinet's decisions in these minutes only from the expiry of the scrutiny call-in period, unless otherwise stated in the minutes above, which is:

**5pm, Tuesday 2 April 2024**

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.

**Councillor scrutiny call-in of these decisions**

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>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><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@hillington.gov.uk">democratic@hillington.gov.uk</a> Democratic Services: 01895 250636 Media enquiries: 01895 250403</p>