

CABINET

7pm, 27 June 2024

Committee Room 6

Civic Centre, Uxbridge, UB8 1UW



Advisory about this meeting & Public Notices

About this Cabinet meeting

This is a meeting of Hillingdon Council's [Cabinet](#), the body responsible for making all the key decisions in the Borough, putting residents first. It is chaired by the Leader of the Council, Councillor Ian Edwards. Cabinet meets on a monthly basis.

Watching the Cabinet Meeting online

This meeting will be broadcast live on the Council's YouTube channel: Hillingdon London:
<https://www.youtube.com/user/HillingdonLondon>

Attending the Cabinet Meeting – Committee Room 6

Members of the public and press are welcome to attend this meeting. To ensure our buildings and public meetings are safe and accessible to everyone attending, we will carry out security measures when needed. This may include searching people and their belongings before allowing entry. If you refuse to be searched, you will not be able to attend the meeting. We may also confiscate items which could pose a danger to other people. In order to ensure your personal safety you will also be required to produce satisfactory proof of identity & sign in on arrival. If you refuse to comply with this requirement you will not be able to attend the meeting.

You will kindly be asked to leave when the Cabinet reaches the private items listed. If you attend Cabinet, you will not be able to directly speak, present to or lobby Councillors during the actual meeting, however, you are welcome to observe and listen to the proceedings quietly. If you are a resident and there is a particular local matter that you wish to raise with a Cabinet Member, then we recommend you to take part in our well established [Petitions Scheme](#) in which thousands of residents each year participate in. Contact Democratic Services for more information on 01895 250636 or email us at petitions@hillingdon.gov.uk

What's on the agenda?

At the start of the virtual meeting, the Chairman will undertake some initial housekeeping matters and then go through a list of agenda items (reports) to make official decisions on them as set out in the table below. The meeting will first start with public items and then move to any private items (called Part 2), where the Public live feed will be cut. This is because these items often involve, for example, commercially sensitive information like competitive tender bids from private companies. The items and reports on this agenda are:

Agenda Item		Private reason
1	Apologies for Absence	Public
2	Declarations of Interest in matters before this meeting	Public
3	To approve the public decisions and minutes of the last Cabinet meeting	Public
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	Public
Cabinet Reports - Part 1 (Public)		
5	Select Committee Review: The Council's consultation arrangements	Public
6	Local Flood Risk Management Strategy	Public
7	Update to the Corporate Complaints Policy	Public
8	Youth Justice Service Strategy 2024-2029	Public
9	Budget Outturn 2023/24	Public
10	Public Preview of matters to be considered in private	Public
Cabinet Reports - Part 2 (private)		
11	Beck Theatre, Hayes - contract extension	Private (3)
12	Enterprise Architecture Infrastructure & Hosting of key business applications	Private (3)
13	Contracts for vehicle hire and damage repairs arrangements in support of the Fleet operation	Private (3)

**if applicable, this denotes urgent business item (see notice below)*

After the Cabinet meeting / the decisions made

The decisions of the Cabinet will be published on the Council's website the next day, usually the Friday after the meeting. This will also include decisions on those matters discussed in private, so the Council is as open as possible and the public can see every decision made. If you have any queries about a particular decision, use the contact on the Council's website for further information. You can view [Cabinet's decisions here](#) - just select the appropriate meeting.

Public Notices (5 days)

This is the formal (legal) bit of this advisory notice. The Council is required by law to give advance public notices of the decisions to be made by the Cabinet, the date the Cabinet meets and whether the decisions will be taken in public or private and the reasons why. This assists with making decision-making more transparent and accountable for local residents and taxpayers. Up to 5 months in advance (and a minimum of 28 days in advance), a notice of upcoming decisions and Cabinet meetings will be given on the [Forward Plan](#) - this is a key document available for viewing online or at the Civic Centre. A second notice is then given about 1 week before a particular Cabinet meeting when the agenda is published (a 5 day notice). Further notices may be given if urgent decisions are tabled at the meeting at short notice.

Notice of meeting and any private business

The London Borough of Hillingdon is a modern, transparent Council and through effective Cabinet governance, it seeks to ensure the decisions it takes are done so in public as far as possible. Much of the business on the agenda for this Cabinet meeting will be open to residents, the wider public and media to attend. However, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. Such business is shown in Part 2 of the agenda and is considered in private. Further information on why this is the case can be sought from Democratic Services. This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to confirm that the Cabinet meeting to be held on:

27 June 2024 at 7pm in Committee Room 6 at the London Borough of Hillingdon

will be held partly in private and that 28 clear days public notice of this meeting has been given. The reason for this is because the private (Part 2) reports listed on the agenda for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. An online and a hard copy notice at the Civic Centre in Uxbridge indicates a number associated with each report with the reason why a particular decision will be taken in private under the categories set out below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating to the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Notice of any urgent business

To ensure greater transparency in decision-making, 28 clear days public notice of the decisions to be made both in public and private has been given for these agenda items. Any exceptions to this rule are the urgent business item on the agenda marked *. For such items it was impracticable to give sufficient notice for a variety of business and service reasons. The Chairman of the relevant Select Committee has been notified in writing about such urgent business.

Notice of any representations received regarding private reports

For transparency reasons, there is a legal provision for public representations to be made to further query why a particular report is marked private (or Part 2) on the Cabinet agenda based on the reasons set out above - and for the Cabinet to respond to such representations. To provide maximum transparency, the Cabinet seeks to publish as much information in public as possible, and where matters are to be considered in private, it provides a public preview of such business on the agenda and makes any private decisions made public after the meeting. Democratic Services can confirm that no representations from the public have been received regarding this meeting at this time of notice relating to any private reports on the agenda.

Date notice issued and of agenda publication

19 June 2024