

Decisions & Minutes

CABINET

Thursday, 7 November 2024 at 7pm
Meeting held at Committee Room 6 - Civic Centre,
High Street, Uxbridge UB8 1UW



Decisions published on: 8 November 2024

Decisions come into effect from: 5pm, 15 November 2024 or as stated

Cabinet Members Present:

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

Other Members Present:

Barry Nelson-West

1. APOLOGIES FOR ABSENCE

All Cabinet Members were present.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

No interests were declared by Members present.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The minutes and decisions of the Cabinet meeting held on 10 October 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 items of business marked Part 1 would be considered in public and those marked Part 2 in private.

On behalf of the Cabinet and for the record, the Leader of the Council expressed gratitude for Councillor Douglas Mills' exceptional 22 years of service as a Cabinet Member. The Leader acknowledged the significant contributions Councillor Mills had made to Hillingdon residents and the Council. Additionally, the Leader welcomed Councillor Steve Tuckwell to his first Cabinet meeting.

5. SOCIAL HOUSING ALLOCATION POLICY

RESOLVED:

That the Cabinet:

- 1) Consider the outcome of the consultation detailed in the Consultation Report at Appendix A.
- 2) Consider the findings of the Equality Impact Assessment at Appendix B.
- 3) Approve the revised Hillingdon Council Social Housing Allocation Policy at Appendix C.

Reasons for decision

Cabinet approved a revised Social Housing Allocation Policy, following consideration of the consultation responses and an Equality Impact Assessment.

The Cabinet Member for Planning, Housing & Growth presented a report on the social housing allocation policy. He expressed gratitude to Councillor Lavery for his significant contributions to the development of the policy which aimed to assess housing needs, advertise available social housing and allocate properties to households in need. The Cabinet Member noted that in July 2024, the Cabinet approved changes to the policy for public consultation, which ran for 11 weeks from August to October 2024. The consultation had included an online survey, paper copies, and engagement events with key stakeholders, resulting in positive feedback from 62 to 75% of respondents. The Cabinet Member explained that the feedback supported a clearer framework for prioritising applications, continued priority for long-term residents, and extended options to relieve overcrowding and support vulnerable groups. It was also noted that an equality impact assessment had found no concerns and supported the proposed changes.

Councillor Lavery, the Cabinet Member for Community & Environment also spoke and highlighted that the new policy would provide residents with a clearer understanding of their position in the housing queue, reducing misunderstandings and inquiries.

The Leader of the Council thanked the Cabinet Members involved for their efforts, noting that the policy would help manage business more efficiently and alleviate overcrowding.

Alternative options considered and rejected

None, as Cabinet considered the policy needed to respond to changes in housing need and to enable the Council to fulfil its functions in an efficient and effective way.

Relevant Select Committee	Residents' Services
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	This matter can be called in by the relevant select committee by 5pm, Friday 15 November 2024. If not called-in, Cabinet's decisions can then be implemented.

Officer(s) to action	Debbie Weller
Directorate	Homes & Communities
Classification	Public - <i>The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.</i>

6. MONTHLY COUNCIL BUDGET MONITORING REPORT

RESOLVED:

That the Cabinet:

1. Note the budget monitoring position and treasury management update as at September 2024 (Month 6), 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) Approve acceptance of £20k grant funding from the Greater London Authority (GLA) to support costs associated with implementing auto-enrolment of eligible families / pupils for the National Free School Meals grant.
 - b) Note the request to extend the CPA limit to finalise payments with Castlefield Recruitment Ltd and Ambient People, two recruitment suppliers.
 - c) Accept the Household Support Fund grant (£2,069,342) for the period 1st October 2024 to 31 March 2025 and approve the policy statement as set out in the Appendix B1.
 - d) Delegate authority to the Head of Legal Services, in consultation with the Cabinet Member for Finance & Transformation, to set and vary legal fees chargeable to external third parties in respect of legal work undertaken by or on behalf of the London Borough of Hillingdon. Fees set or varied pursuant to this delegation shall be reported to Cabinet as part of the regular budget reporting processes.

Reasons for decision

The Cabinet Member for Finance & Transformation introduced the monthly Council budget monitoring report, addressing the financial position as of the end of September 2024. It was noted that the report highlighted a projected in-year overspend of £30.5 million, which was an improvement from the previous month. Identified savings measures could reduce the overspend to £6.9 million, resulting in closing reserves of £28.2 million. Key overspend areas highlighted by the Cabinet Member included adult social care, looked-after children, and homelessness.

The Cabinet Member advised that the Zero-Based Budgeting project had identified total savings of £47.6 million, with significant savings expected in future years and emphasised that these savings would not impact key frontline services. General fund capital expenditure was projected to be £106.7 million, with delays causing an £18.7 million underspend. The dedicated schools grant had seen operational

improvements, reducing costs by £8.3 million, though a deficit remained. Furthermore, the housing revenue account faced a £0.6 million pressure due to delayed housing stock arrivals but remained on track overall. The Cabinet Member sought Cabinet’s approval of an updated Household Support Fund Scheme and highlighted how this would support residents eligible for pension credit but not receiving it due to application complexities.

The Leader of the Council acknowledged the financial challenges and praised the efforts to manage costs without affecting frontline services.

Alternative options considered and rejected

None.

Relevant Select Committee		Corporate Resources & Infrastructure
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Cabinet’s decision in 2 (a, c & d) only can be called in by the relevant select committee by 5pm, Friday 15 November 2024. If not called-in, Cabinet’s decisions can then be implemented.	
Officer(s) to action	Richard Ennis / Andy Goodwin	
Directorate	Finance	
Classification	Public - <i>The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.</i>	

7. 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 introduced the report which provided a public summary of the matters to be discussed in the private part of the Cabinet meeting later, increasing the Council’s transparency.

Alternative options considered and rejected

These were set out in the public Cabinet report.

Relevant Select Committee	
Expiry date for any scrutiny call-in / date decision can be	This matter is not for call-in, as noting only.

implemented (if no call-in)	
Officer(s) to action	Mark Braddock
Directorate	Corporate Services
Classification	Public - <i>The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.</i>

8. YIEWSLEY HOUSING - FALLING LANE DEVELOPMENT

RESOLVED:

That Cabinet:

- 1) Accept an offer of grant from the GLA relating to both the Otterfield Road and Falling Lane development sites at an aggregate total of £22,625k.
- 2) Accept the tender from Bugler Developments Ltd to construct the new residential units following the procurement exercise as set out in Appendix A;
- 3) Agree Philip Pank Partnership LLP continue to act as Employers Agents at a cost of £201k
- 4) Agree to the capital release request of £22,533k to complete the project; and
- 5) Delegate authority to the Corporate Director of Place, in consultation with the Cabinet Member for Corporate Services & Property, to undertake any necessary due diligence relating to the completion of the contract award and thereafter to manage and monitor the delivery of the project through to its completion

Reasons for decision

Following on from the Cabinet's decision in July 2024 to proceed with Lot 2 (Otterfield Road site), Cabinet agreed to progress Lot 1 (Falling Lane site), to provide new housing and community facilities, enhancing the Yiewsley area. The Cabinet Member for Corporate Services & Property noted the additional level of grant funding provided towards the project.

Alternative options considered and rejected

Alternative options considered by Cabinet were set out in the confidential report.

Relevant Select Committee	Corporate Resources & Infrastructure
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Cabinet's decisions on this matter can be called in by a majority of the select committee by 5pm, Friday 15 November 2024. If not called-in, Cabinet's decisions can then be implemented.
Officer(s) to action	Michael Naughton
Directorate	Place Directorate

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).*

9. TEMPORARY AGENCY STAFF CONTRACT**RESOLVED:**

That the Cabinet accept the direct award extension contract proposal from Pertemps Recruitment Partnership Limited via the MSTAR 3 framework for a 2-year period with the option of a 15-month break clause as set out in the report.

Reasons for decision

Cabinet gave approval to extend the contract for the provision of agency workers. The Cabinet Member for Corporate Services & Property advised such staff would supplement, and at short notice, the Council's directly employed workforce in front line services such as social care and refuse and recycling.

Alternative options considered and rejected

Alternative options were considered by Cabinet, as set out in the confidential report.

Relevant Select Committee	Corporate Resources & Infrastructure
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Cabinet's decisions on this matter can be called in by a majority of the select committee by 5pm, Friday 15 November 2024. If not called-in, Cabinet's decisions can then be implemented.
Officer(s) to action	Stephen Ball
Directorate	Corporate Services
Classification	Private - <i>Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).</i>

10. CONTRACT FOR THE PROVISION OF REFUSE AND RECYCLING BAGS

RESOLVED:

That the Cabinet:

- 1) Accept the tender from Cromwell Polythene Limited for the Supply and Delivery of Refuse and Recycling Sacks on behalf of the London Borough of Hillingdon for a three-year period from 1 April 2025 to 31 March 2028 and at the estimated value of £1,488k.**
- 2) Furthermore, agree that this includes the provision to extend the contract for a two-year period, (five years in total), delegating approval of any extension to the Corporate Director of Place, in consultation with the Cabinet Member for Community & Environment (at a total estimated contract value of £2,480k over the full five years).**
- 3) Agree the short-term extension (four months) with the current supplier, JPK Trade Supplies Ltd, from 1 December 2024 to 31 March 2025 to support the mobilisation of the new contract.**

Reasons for decision

Cabinet made the necessary contractual decisions to provide refuse and recycling sacks for its waste collection services. The Cabinet Member for Community & Environment welcomed the contract.

Alternative options considered and rejected

Alternative options for the site were considered by Cabinet, as set out in the confidential report.

Relevant Select Committee	Residents' Services
<p>Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)</p> <p>Officer(s) to action</p> <p>Directorate</p> <p>Classification</p>	<p>Cabinet's decisions on this matter can be called in by a majority of the select committee by 5pm, Friday 15 November 2024. If not called-in, Cabinet's decisions can then be implemented.</p> <p>Anna Humphries / Nicola Herbert</p> <p>Place Directorate</p> <p>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</i></p>

11. MULTI LOT FRAMEWORK AGREEMENT - KITCHEN AND BATHROOM REPLACEMENT PROGRAMME

RESOLVED:

That the Cabinet accept the following tenders and approve the award of contract for the Planned Kitchen and Bathroom Renewals Framework as follows:

- 1) Lot 1 (North) - PFL ELECTRICAL LTD for the provision of KITCHEN AND BATHROOM REPLACEMENT PROGRAMME – AREA NORTH to the London Borough of Hillingdon for a 3+2 YEAR period at the potential estimated value of £6,800,000;
- 2) Lot 2 (Central) - BCS (ELECTRICAL AND BUILDING SERVICES) LTD for the provision of KITCHEN AND BATHROOM REPLACEMENT PROGRAMME – AREA CENTRAL to the London Borough of Hillingdon for a 3+2 YEAR period at the potential estimated value of £14,748,000;
- 3) Lot 3 (South) - PFL ELECTRICAL LTD for the provision of KITCHEN AND BATHROOM REPLACEMENT PROGRAMME – AREA SOUTH to the London Borough of Hillingdon for a 3+2 YEAR period at the potential estimated value of £27,237,000;
- 4) Lot 4 - PILON LIMITED for the provision of KITCHEN AND BATHROOM REPLACEMENT PROGRAMME – BACK UP (reserve to all areas) to the London Borough of Hillingdon for a 3+2 YEAR period at the potential estimated value of £250,000.

Reasons for decision

Cabinet agreed a number of contracts for specialist contractors to undertake the planned installation and renewal of kitchens, bathrooms and toilets as part of a programme to update the Council’s housing stock over a 5-year period. The Cabinet Member for Corporate Services & Property welcomed the flexibility in the contractual arrangements.

Alternative options considered and rejected

Alternative options for the site were considered by Cabinet, as set out in the confidential report.

Relevant Select Committee	Corporate Resources & Infrastructure
Expiry date for any scrutiny call-in / date decision can be	Cabinet’s decisions on this matter can be called in by a majority of the select committee by 5pm, Friday 15 November 2024. If not called-in, Cabinet’s decisions

implemented (if no call-in)	can then be implemented.
Officer(s) to action	Merrick Knight / Gary Penticost
Directorate	Place Directorate
Classification	Private - <i>Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended).</i>

12. PROVISION OF WASTE WEEKENDS FOR DISPOSAL OF BULKY HOUSEHOLD WASTE

RESOLVED:

That Cabinet accepts the direct award contract to Powerday PLC for the provision of Waste Weekends in the London Borough of Hillingdon. The contract is for a three-year period from 4 January 2025 to 3 January 2028 and at the estimated value of £3,741k.

Reasons for decision

Cabinet agreed a contract for the provision of the Waste Weekend services at Tavistock Road, Yiewsley. The Cabinet Member for Community & Environment welcomed the new contract arrangements.

Alternative options considered and rejected

Alternative options for the site were considered by Cabinet, as 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 on this matter can be called in by a majority of the select committee by 5pm, Friday 15 November 2024. If not called-in, Cabinet's decisions can then be implemented.
Officer(s) to action	Anna Humphries / Nicola Herbert
Directorate	Place Directorate
Classification	Private - <i>Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and contained information relating to the financial or business affairs of any particular person (including the Authority holding that</i>

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. DEMOLITION AND REBUILD OF FIRE DAMAGED PROPERTY AT VERNON DRIVE, HAREFIELD

RESOLVED:

That the Cabinet:

- 1. Agree to the project to demolish a fire-damaged residential property Vernon Drive, Harefield and rebuild both properties creating two new properties for housing use as set out in the report.**
- 2. Accept the tender from AMCASS Construction Engineering Group Limited to demolish, prepare site and construct the new houses at a total cost of £1,262,096 following a procurement exercise as set out in the Tender Appendix.**
- 3. Approve the capital release of £1,553,339 to be funded from the unallocated housing acquisitions and development budget within the Council's approved HRA capital programme budget and concurrently, instruct the Corporate Director of Place to explore external grant funding opportunities for the project to potentially offset the budget.**
- 4. Delegate authority to the Corporate Director of Place, in consultation with the Cabinet Member for Corporate Services & Property, to make any further necessary decisions regarding the project's implementation.**

Reasons for decision

Cabinet agreed to the demolition and rebuild of a house site in Harefield that had been subject to a fire, for the provision of 2 new 5 bedroom homes, which had received planning permission. The Cabinet Member for Corporate Services & Property welcomed the exploration of grant funding towards the project.

Alternative options considered and rejected

Alternative options for the site were considered by Cabinet, as set out in the confidential report.

Relevant Select Committee	Corporate Services & Infrastructure
Expiry date for any scrutiny call-in / date decision can be implemented (if no call-in)	Cabinet's decisions on this matter can be called in by a majority of the select committee by 5pm, Friday 15 November 2024. If not called-in, Cabinet's decisions can then be implemented.

Officer(s) to action
Directorate
Classification

Liam Bentley / Gary Penticost
 Place Directorate
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).*

14. ANY OTHER ITEMS THE CHAIR AGREES ARE RELEVANT OR URGENT

No further items were considered by Cabinet.

The meeting closed at 7:21pm

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, unless otherwise stated in the minutes above, which is:</p> <p>5pm, Friday 15 November 2024</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: Scrutiny Call-In - Power Apps (secure)</p>
Notice	<p>These decisions have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p> <p>This Cabinet meeting was also broadcast live on the Council's YouTube channel here for wider resident engagement.</p>

Please note that these minutes and decisions are the definitive record of proceedings by the Council of this meeting.

If you would like further information about the decisions of the Cabinet, please contact the Council below:

democratic@hillingdon.gov.uk

Democratic Services: 01895 250636

Media enquiries: 01895 250403