

PUBLIC PREVIEW:

MATTERS TO BE CONSIDERED LATER IN PRIVATE

Cabinet Member(s)	As appropriate
Cabinet Portfolio(s)	As appropriate
Officer Contact(s)	Mark Braddock – Democratic Services
Papers with report	None

HEADLINES

Summary	<p>A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.</p> <p>This will enable Cabinet Members to openly discuss such matters generally in public, and via the Council's live broadcast of the meeting, without prejudicing their later consideration in private.</p>
Putting our Residents First	This report supports the following Council objectives of: <i>Our Natural Environment; Our Built Environment; Our Heritage and Civic Pride; Strong financial management</i>
Financial Cost	As set out in the report.
Relevant Select Committee	As set out in this report under each item – however, this item is not for scrutiny call-in as it is information only.
Ward(s)	As set out in the report

RECOMMENDATION

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 recommendation

Why are certain reports considered in private?

As a transparent, democratic organisation, the Council's Cabinet will consider matters in public on Part 1 of this Cabinet agenda. However, there will inevitably be some reports that will need to be considered in private. These would generally relate to contracts, property transactions or commercially sensitive information, for example, tender bids from commercial organisations,

which if made public, could prejudice the Council's ability secure value-for-money for resident taxpayers.

This information is also called 'exempt' information and is considered in Part 2 of any Cabinet agenda by applying the relevant section of the Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended), in that the report contains certain information and that the public interest in withholding that information outweighs the public interest in disclosing it.

How can the public find out more about the private reports?

To ensure maximum transparency when the Cabinet considers such private reports:

- 1) They are first given advance notice on the Cabinet's Forward Plan in summary form setting out the reason why they will be considered in private. The [Forward Plan](#) is a public document setting out all the expected decisions the Cabinet will make over the coming year, except those that are urgent, and is available on the Council's website to view;
- 2) This report provides a fuller public preview of the matters to be discussed in Part 2 of this Cabinet meeting and gives an opportunity for Cabinet Members to highlight issues of significance within and for public information purposes, without prejudicing their later fuller consideration in private. It also sets out the recommendations in general terms that are being proposed for a decision on.
- 3) Consideration of this report will also be broadcast live on the Council's YouTube channel: Hillingdon London, and available for viewing afterwards, for wider democratic engagement.
- 4) After these private reports are considered in Part 2 of this Cabinet meeting, Cabinet's full decisions on them will then be published on the Council's website the day after the Cabinet meeting, along with the decisions on the other matters already considered in public.

Alternative options considered

Cabinet could resolve to release any private report into the public domain in extraordinary or highly exceptional cases, where it considers the public interest in disclosing the information outweighs the public interest in withholding it. However, to ensure greater transparency on all private matters considered, this public preview item is advised as the most suitable way forward.

Legal comments

Such private matters are considered in accordance with Local Government Act 1972 (as amended) Access to Information provisions and also The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. This report enables such matters to be discussed in public as far as is possible under the relevant legislation.

SUPPORTING INFORMATION

<p>Item 11 - Framework for Home Care and Outreach Support Services</p>	
<p>Relevant Cabinet Member(s)</p>	<p>Relevant Ward Select Committee</p>
<p>Cllr Jane Palmer - Health & Social Care Cllr Susan O'Brien - Children, Families & Education</p>	<p>All Wards Health and Social Care / Children, Families & Education</p>
<p>Information</p>	<p>General recommendations</p>
<p>Adults social care services currently provide approximately 18,949 hours of community-based services to residents per week, including homecare and outreach support. Within Children's Services, packages of care are provided for approximately 250 young people across the Borough. Of these 150 children are provided with outreach and home-based services.</p> <p>This report sets out the process undertaken to establish a proposed new Framework for Home Care and Outreach Support Services for Adults and Children.</p> <p>The framework has been developed to work alongside and complement the existing two lead provider contracts that operate in the Borough, i.e. when the two providers are either unable to take the package of care or the resident makes a personal choice, the providers on the framework will be used to commission the service for the resident.</p> <p>To proposed framework will ensure that there are good choices of support for the resident, be it an adult or child in need of care. It also ensures that the Council has a portfolio of viable agencies who compliment the lead providers to ensure that there is flexibility to meet fluctuation in demand.</p> <p>The proposed framework is intended to replace the existing model of a Dynamic Purchasing System and it is recommended that this system continues for a temporary period until the proposed new framework is in place, for service continuity reasons.</p>	<p>That the Cabinet:</p> <ol style="list-style-type: none"> 1. Accept the tender from Domiciliary care providers for admission to the London Borough of Hillingdon framework of Home Care and Outreach Services for Adults and Children. 2. Agree to extend the existing Dynamic Purchasing System for a short term period.

Item 12 - Children's Advocacy and Independent Visitor Service	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cllr Susan O'Brien - Children, Families & Education	All Wards Children, Families & Education
Information	General recommendations
<p>This report seeks approval to award a contract for the provision of advocacy services and an Independent Visitor Scheme in order that the Council can meet its statutory obligations when supporting children and young people.</p> <p>Good quality advocacy services help transform vulnerable children's lives, enabling them to have an independent voice, break down communication barriers, and promote better outcomes.</p> <p>The Independent Visitor Service provides a reliable, consistent, constant and independent friend to a looked after child. Independent visitors are appointed to children and young people looked after by the Council, who would benefit from having an independent adult in their lives.</p> <p>The proposed contract will ensure that the Council has in place an effective support service for looked after children and care leavers and continues to meet its statutory obligations.</p> <p>A competitive open tender was run to ensure the Council's compliance with legislation and to ensure best use of public money.</p>	<p>That the Cabinet accept the proposed tender for the provision of Advocacy Services and an Independent Visitor Scheme to the London Borough of Hillingdon.</p>

Item 13 - Provision of a Tree Maintenance Service	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cllr Eddie Lavery - Residents' Services	All Wards Residents' Services
Information	General recommendations
<p>The Council's tree maintenance service includes tree surveying, limb/branch removal, pruning, removal of suckers and epicormic shoots, crown lifting, thinning and reduction, re-pollarding, removal of deadwood, felling, stump removal, reinstatement of soft areas, root pruning, and climbing inspection.</p> <p>Contractors that were invited to tender for this service were required to be approved by the Arboricultural Association to demonstrate industry best practice.</p> <p>The tender offering best value to the Council is being recommended.</p> <p>The proposed contract will also support a greener and more sustainable environment for residents and support the Council's Strategic Climate Action Plan.</p>	<p>That the Cabinet accept the tender for the provision of Tree Maintenance Services to the London Borough of Hillingdon.</p>

Item 14 - Bed-based intermediate care service contracts	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cllr Jane Palmer - Health & Social Care	All Wards Health & Social Care
Information	General recommendations
<p>The Council, working with its partners and the NHS, provide a range of short-term services to enable residents to return home more quickly after a hospital stay or avoid going into hospital unnecessarily.</p> <p>This helps to prevent the escalation of needs that is associated with increased lengths of stay in hospital, including the risk of hospital acquired infections. By enabling people who do not require treatment in Hillingdon to be discharged, it will also release hospital beds for other people who are acutely unwell.</p> <p>Bed-based intermediate services, in particular, support residents to undertake activities of daily living in a safe environment pending assessment and determination of their ongoing care needs and return to their usual place of residence or an onward destination that will address their assessed needs.</p> <p>The report to Cabinet seeks to award different contracts to home providers following a competitive tender process to provide such services based on 4 different lots:</p> <ol style="list-style-type: none"> 1. Nursing (non-weight bearing and general nursing) 2. Nursing dementia 3. Residential dementia 4. Residential 	<p>That Cabinet accept tenders for the 4 different lots for the provision of bed-based intermediate care services to the London Borough of Hillingdon.</p>

<p>Item 15 - The Council's Workflow and Document Management System</p>	
<p>Relevant Cabinet Member(s)</p>	<p>Relevant Ward Select Committee</p>
<p>Cllr Douglas Mills - Corporate Services</p>	<p>N/A Finance & Corporate Services</p>
<p>Information</p>	<p>General recommendations</p>
<p>This report seeks approval to award a contract to the incumbent provider for the provision of continued support and maintenance of their Workflow and Document Management System, including its migration and upgrade to the supplier's cloud infrastructure.</p> <p>This system enables custom workflow processes and the storing of documents across many of the Council's key business service areas, including Corporate Finance, Corporate Fraud, Democratic Services, Housing, Human Resources, Revenues & Benefits and Social Care.</p> <p>The system integrates with many of the Council's other third-party business systems, enabling both resident-facing and back-end processes to work effectively, more efficiently and in an automated way.</p> <p>The proposed new contract includes a major upgrade to the supplier's fully hosted browser-based solution ensuring that the system is more resilient and faster.</p> <p>The procurement process was undertaken via the Government eMarketplace on a Crown Commercial Services Framework.</p>	<p>That the Cabinet agree a direct award for the provision of a Workflow and Document Management System to the London Borough of Hillingdon.</p>

Item 16 - Water Quality Services Contract	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Jonathan Bianco Cabinet Member for Property, Highways and Transport	All Wards Property, Highways & Transport
Information	General recommendations
<p>The Council has a legal duty to adopt appropriate measures to minimise the risk of Legionella Bacteria in the water systems of all those properties for which it has a responsibility.</p> <p>The proposed new Water Quality Services Contract will ensure compliance with health and safety legislation and ensure the Council continues to deliver safe and healthy water to residents, businesses, schools, corporate properties and other service users within the Borough.</p> <p>Following a competitive tender exercise, a contractor has been recommended to Cabinet for approval.</p>	<p>That the Cabinet accept a tender for the provision of the Water Quality Services to the London Borough of Hillingdon.</p>