

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 Delivering on the Council Strategy 2022-2026	<p>This report supports our ambition for residents / the Council of: An efficient, well-run, digital-enabled council working with partners to deliver services to improve the lives of all our residents</p> <p>This report supports our commitments to residents of: A Digital-Enabled, Modern, Well-Run Council</p>
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

Item 13 - Redevelopment and re-build of the Northwood Hills Library Site	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Jonathan Bianco Cabinet Member for Property, Highways & Transport	Northwood Hills Property, Highways and Transport Select Committee
Information	General recommendations
<p>The building where the Northwood Hills Library is situated, at Potter Street, Northwood, is nearing the end of its useful life. It has had several issues which potentially would be very costly to resolve as part of any refurbishment. It is a large site and close to local amenities and schools.</p> <p>Therefore, to make best use and secure best value of the Council's assets for residents, this report to Cabinet seeks to utilise the Council's property management company (Hillingdon First Limited) to re-develop the whole site and build a new replacement library along with high quality market housing, comprising 9 flats on the first and second floors, contributing to the Borough's housing targets.</p> <p>The proposed library will be on the ground floor and the re-build will see it 35% larger than the current library footprint. The new library will have level access throughout and be more welcoming and user friendly to residents, particularly those who are older and disabled. It will have a communal garden, reading spaces, improved ICT resources, an office, and lettable meeting rooms which can be used by other council services, voluntary and community groups.</p> <p>To progress this, Cabinet will consider the development proposal and the disposal of the site to Hillingdon First Limited. Cabinet will also consider buying back the library upon completion, so it remains in public ownership.</p>	<p>That the Cabinet:</p> <ol style="list-style-type: none"> 1. Considers the development proposals to rebuild the Northwood Hills Library site and the residential development. 2. Authorises the disposal of the site to Hillingdon First Ltd for the re-development of the site and considers whether the Council will buy back the new library.

Item 14 - Renewal of Microsoft Technologies & Licences	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Douglas Mills Cabinet Member for Corporate Services	Ward - N/A Finance and Corporate Services Select Committee
Information	General recommendations
<p>Cabinet will consider the renewal of the Council's Microsoft licences and associated technologies to ensure access to all Microsoft 365 cloud services are maintained for use by staff and to support and transform services to residents.</p> <p>The Council migrated email and document storage from the Google workspace to Microsoft 365 during the pandemic. This has helped drive further service efficiencies.</p> <p>This renewal also enables the Council to take advantage of new and emerging technologies, including automation and data insight platforms to facilitate further service improvements and efficiencies, contributing to the Council's modernisation.</p>	<p>That the Cabinet accept the tender for the provision of Microsoft Licences and associated technologies linked to Microsoft 365.</p>

Item 15 – Provision of Waste Weekends	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
<p>Cllr Eddie Lavery Cabinet Member for Residents' Services</p>	<p>All Wards / West Drayton Residents' Services Select Committee</p>
Information	General recommendations
<p>The Council has a contract with Powerday PLC to deliver the popular waste weekend service at Tavistock Road, West Drayton. The frequency of these weekends increased from monthly to weekly in January 2020.</p> <p>This service ensures residents living in the south of the Borough, in particular, to continue to have easy access to a local site for the disposal of bulky waste and recycling.</p> <p>The contractor provides a complete solution which includes the site hire, labour, plant, equipment, traffic management, waste disposal and environmental compliance and licensing.</p> <p>During the current contract, Powerday PLC has introduced a re-use area at the site which is popular with residents. More than £30k has been raised via donations from residents taking items away from the site and giving them a second home, thereby reducing waste. These donations have gratefully been received by the Harlington Hospice Charity.</p> <p>This report to Cabinet seeks consideration of an extension to the current contract to continue the service.</p>	<p>That the Cabinet agree to extend the current contract with for the provision of 'Waste Weekends' at Tavistock Road, West Drayton.</p>

Item 16 – The provision of Section 12 Doctor Assessments and Best Interest Assessments	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Jane Palmer Cabinet Member for Health and Social Care	Wards – N/A Health & Social Care Select Committee
Information	General recommendations
<p>The Council is required to provide Deprivation of Liberty Safeguard assessments under the Mental Capacity Act (2005). This includes adults who are staying in a care home or hospital, are under continuous supervision and control, are not free to leave and lack mental capacity to consent to their care, support, and accommodation arrangements.</p> <p>These assessments are completed by Section 12 Doctors and Best Interest Assessors (BIAs). Whilst the Council provides the majority of BIAs in-house, it is necessary to have a contract in place for the provision of some of these and also all Section 12 Doctor Assessments.</p> <p>Cabinet will consider the extension of the current contract for the provision of these statutory services. The extension is also required for service cover, due to delays in The Liberty Protection Safeguards (LPS) regulation implementation nationally.</p>	<p>That the Cabinet agrees to extend the current contract for the provision of Section 12 Doctor Assessments and Best Interest Assessor Assessments to the London Borough of Hillingdon.</p>

<p>Item 17 - Former Brookfield Adult Education Centre, Park Road, Uxbridge</p>	
<p>Relevant Cabinet Member(s)</p>	<p>Relevant Ward Select Committee</p>
<p>Councillor Jonathan Bianco Cabinet Member for Property, Highways & Transport</p>	<p>Uxbridge Ward Property, Highways and Transport Select Committee</p>
<p>Information</p>	<p>General recommendations</p>
<p>In this report, Cabinet will consider whether to dispose of the former Brookfield Adult Education Centre, Park Road, Uxbridge subject to the existing lease in place.</p> <p>The Adult Education and Learning Service or 'Learn Hillingdon' is now operating successfully from new facilities at the Civic Centre.</p> <p>Any sale of the site will generate a capital receipt which will support the Council's funding strategy for the Dedicated Schools Grant (DSG) safety valve recovery plan and transformation programme.</p>	<p>That Cabinet considers the site surplus to requirements and agrees its sale.</p>

Item 18 – Parenting Support and Development Programme Contract	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Susan O'Brien Cabinet Member for Children, Families & Education	Ward – N/A Children, Families and Education Select Committee
Information	General recommendations
<p>Cabinet will consider the award of a contract for the parenting support and development service the Council provides.</p> <p>This contract will ensure that the Council can continue to support local families with courses which include parenting techniques that will enable them to deal with behaviour which is challenging in their children, from toddler to teenager. This is regarded as an early intervention service for families, which aims not only to help parents, but also to transform the confidence and well-being of their child.</p> <p>A competitive open tender process was run to ensure the Council's compliance with legislation and to ensure the recommended provider to Cabinet provides best value for public money.</p>	<p>That the Cabinet accept the tender for the provision of a parenting support and development programme to the London Borough of Hillingdon.</p>

Item 19 - Battle of Britain Bunker Phase 2 – Water Ingress Contract	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Jonathan Bianco Cabinet Member for Property, Highways & Transport	Hillingdon West Ward Property, Highways and Transport Select Committee
Information	General recommendations
<p>The Battle of Britain Bunker, a Grade 1 listed building, is located in St Andrews Park, Uxbridge and requires works to address water ingress issues.</p> <p>Cabinet will consider a report to appoint a contractor to undertake remedial works to prevent further water ingress alongside restoration works to the areas already affected. Cabinet will also consider releasing the necessary funds for this work. Works are being undertaken in consultation with Historic England.</p> <p>The Battle of Britain Bunker is an underground operations room at the former RAF Uxbridge and formerly used by No. 11 Group Fighter Command during the Second World War. Fighter aircraft operations were controlled from there throughout the War, but most notably during the Battle of Britain and on D-Day. Completing these works will ensure residents and visitors can continue to access this site of national historic importance.</p>	<p>That the Cabinet approves the tender for the works and the capital funding for them.</p>

Item 20 – Community Equipment Service Contract Award	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Jane Palmer – Cabinet Member for Health and Social Care	Ward – N/A Health and Social Care Select Committee
Information	General recommendations
<p>Cabinet will consider a report to appoint a contractor for the Community Equipment Service following a competitive tender exercise across London, managed by the Royal Borough of Kensington and Chelsea.</p> <p>This critical service supports the independence of Hillingdon residents living with disabilities through the provision of equipment to help with daily living activities which includes:</p> <ul style="list-style-type: none"> • <i>Equipment loans service (ELS):</i> This service supplies equipment ranging from raised toilet seats to electric profiling beds and hoists. With this service the equipment remains the property of the Council and is returned once the resident no longer requires it. It is then recycled (subject to infection control requirements) at no additional charge; • <i>Minor adaptations:</i> This provides adaptations to residents' homes, e.g., grab rails by a door or a toilet and/or bath; and • <i>Door entry systems:</i> These facilitate authorised access to the homes of residents where the resident is unable to directly open their front door because of a disability. <p>The scope of the contract will include the supply, delivery fitting/installation, adjustment, servicing/testing, collection, refurbishment, recycling and disposal of items of equipment.</p>	<p>That Cabinet accepts a tender for the provision of a Community Equipment Service to the London Borough of Hillingdon and agrees to continue its membership of the London Community Equipment Consortium, led by the Royal Borough of Kensington and Chelsea.</p>