

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 9 - GLL Leisure Contract Variation Proposal	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Eddie Lavery Cabinet Member for Residents' Services	All Residents' Services Select Committee
Information	General recommendations
<p>This report recommends a contract extension and variation to the Greenwich Leisure Limited (GLL) Leisure Operating Contract which covers four sites; Hillingdon Sports & Leisure Complex, Botwell Green Sports & Leisure Centre, Highgrove Pool and Queensmead Sports Centre.</p> <p>The recommendations will enable the Council to maintain its relationship with the leisure operator to continue to improve and enhance the sports and leisure facilities and activities provided to residents. The proposal will also minimise the impact on the Council's future finances following financial support given to GLL during the Covid-19 pandemic.</p> <p>Delegated authority is proposed in respect any further contract variation decision in respect of managing the new Platinum Jubilee Leisure Centre in West Drayton, currently under construction.</p>	<p>That the Cabinet considers the extension of the Leisure Operating Contract and leases with Greenwich Leisure Limited.</p>

Item 10 - Semi-independent living provision in Hillingdon	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Susan O'Brien Cabinet Member for Children, Families & Education	All Children, Families & Education Select Committee
Information	General recommendations
<p>Cabinet will consider an extension of the semi-independent living contracts for young people in the Council's care and care experienced young people.</p> <p>These provide accommodation for young people between the ages of 16-24 and offer support to help them transition into adulthood, including assistance with financial management, mental health and wellbeing, education, future employment opportunities and development of social skills in preparation for independence.</p> <p>Such services have the potential to bring significant benefits to younger Hillingdon residents, particularly for those who are leaving residential or supported living placements. By providing comprehensive support services to care experienced young people, we can help to reduce the risk of homelessness and other adverse outcomes.</p> <p>This preventative approach not only benefits the individual young resident but also helps reduce the demand for emergency housing services and other support services.</p>	<p>That the Cabinet agree to extend contracts for semi-independent accommodation and support to looked after children and care experienced young people.</p>

Item 11 - Social Care Catering Services	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Jane Palmer Cabinet Member for Health & Social Care	All Health & Social Care Select Committee
Information	General recommendations
<p>This report seeks Cabinet approval to extend the Council's contract with Caterplus Services Ltd. for the provision of Social Care Catering Services.</p> <p>This service provides meals to Hillingdon residents living in four extra-care schemes, provides a catering staff for the Adult Resource Centre and provides meals for children and young people in three Hillingdon residential care homes and the three early years centres.</p> <p>The recommendations will ensure the continued provision of meals for those in receipt of them, that also meet the needs of the diverse community and ensure access to nutritious and healthy food that supports health and well-being.</p>	<p>That the Cabinet agree to an extension of the current contract for Social Care Catering Services.</p>

Item 12 – Family Group Conference Service	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Susan O'Brien Cabinet Member for Children, Families & Education	All Children, Families & Education Select Committee
Information	General recommendations
<p>This report seeks approval to award a contract for Family Group Conference Services following competitive tender.</p> <p>The service involves the coordination and delivery of Family Group Conferences to support families engaged with social services to find their own solutions to their problems in meeting the needs of children and themselves.</p> <p>A Family Group Conference is a family-led decision-making meeting and allows families to come together and to find their own way forward, having an important voice in plans that are made for and about their children.</p> <p>This service also lessens the need for future intensive, statutory support to children, by providing such preventative family support at an earlier stage.</p>	<p>That the Cabinet accept a tender for the provision of Family Group Conference Services to the London Borough of Hillingdon.</p>

Item 13 - Disabled Facilities Grant & Adaptation Works Contracts	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Jonathan Bianco Cabinet Member for Property, Highways & Transport	All Property, Highways and Transport Select Committee
Information	General recommendations
<p>This report recommends new contractual arrangements following a competitive tender exercise for the delivery of Aids & Adaptation services within Private Dwellings and Council's Housing Stock for residents with disabilities, including the vulnerable & older people. This service enables the Council to deliver its statutory responsibilities for those people eligible for such works, which can include:</p> <ul style="list-style-type: none"> • Level access showers • Over bath showers • Specialist toilets • Kitchens • Internal/external doors • Door widening • Minor internal works • Patio installation/levelling • Fencing <p>The proposed contract arrangements will assist with the faster delivery of such requirements, benefiting residents who will also be able to better maintain their independence at home, supporting their overall wellbeing.</p>	<p>That the Cabinet agrees contractual arrangements for Aids & Adaptation Works schemes within private dwellings and the Council's Housing Stock.</p>

Item 14 - Rough Sleeper Services Contracts	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Eddie Lavery Cabinet Member for Residents' Services	All Residents' Services Select Committee
Information	General recommendations
<p>Cabinet will consider a report regarding contractual arrangements for services to support Rough Sleepers, which includes a floating and outreach/inreach services.</p> <p>The Floating Service is for the provision of housing-related support to enable rough sleepers and those at risk of rough sleeping who have accepted an offer of accommodation to gain or regain the necessary skills to enable them to sustain their tenancy, live independently and participate in their community.</p> <p>The Outreach/Inreach Service aims to seek out, identify and engage rough sleepers as quickly as possible and encourage them into emergency accommodation in the first instance supporting them away from the harmful effects of rough sleeping. A subsequent Inreach Service is provided working alongside a day-time casework team to access help with a variety of support needs e.g., substance misuse or mental health needs.</p> <p>The Council is in receipt of Government funding for such support services and these recommendations will help address, support and prevent future rough sleeping in the Borough.</p>	<p>That the Cabinet agree contractual arrangements in respect of services for Rough Sleepers.</p>

Item 15 - Framework Agreement for Building & Construction Consultancy Services	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Councillor Jonathan Bianco Cabinet Member for Property, Highways & Transport	Ward – N/A Property, Highways and Transport Select Committee
Information	General recommendations
<p>The Council is required to spend money on building and construction related consultancy services as part of its significant range of housing and construction programmes. This can include, for example, Architectural and Building Design Services, Engineering, Surveying and Valuation services through the Energy and Fire Safety consultancy requirements.</p> <p>This work is currently awarded through multiple individual tender exercises, which can sometimes be problematic.</p> <p>This report to Cabinet seeks to establish a multi-lot Framework Agreement for such services in the future. If agreed, this will enable the Council to expedite contract awards, maintain commercial leverage, deliver cost savings, improve relationships with providers, reduce administration costs, whilst improving risk assurance and compliance on such building projects.</p> <p>There are no direct costs proposed in relation to the creation of the Framework.</p>	<p>That the Cabinet agrees the establishment of a multi-lot Framework Agreement for building and construction consultancy services.</p>

Item 16 - Translation and Interpretation Services Contract Award	
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>This proposed report seeks to award a corporate translation and interpretation services contract following competitive tender.</p> <p>The Council has a high demand for interpreters and needs to provide a high quality, consistent and professional translation, interpretation and alternative communication support service to help ensure its services are accessible to all residents in the Borough. For example, interpreters are often required at social care meetings, therefore residents require an accurate and sometimes independent understanding of what is being discussed.</p> <p>Such services can be provided face to face, or increasingly through video and telephone. Also, translation services for documents may be provided as part of this service, including supporting those who have hearing or sight impairments.</p> <p>The Council is also keen to ensure more modern use of translation and interpretation services technology going forward to ensure value for money.</p>	<p>That Cabinet accept a tender for the provision of corporate translation and interpretation services to the London Borough of Hillingdon.</p>

Item 17 - Extension of transportation arrangements for Children and social care clients	
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>Following approval in November 2022 to put in place a new transportation Dynamic Purchasing System (DPS) for home to school transport, Cabinet will consider extending the existing DPS arrangements for a further short period of time.</p> <p>The proposed short-term extension will minimise disruption to children who are in receipt of Home to school transport this academic year.</p> <p>It will also enable the Council to fully prepare for the new DPS being in operation from the new academic year in September 2023.</p>	<p>That the Cabinet agree to a short term extension of the current transportation contracts with providers for such services.</p>

Item 18 - Occupational Therapy Services Contracts	
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>Following a competitive tender exercise, Cabinet will consider contractual arrangements for Occupational Therapy Services for adults and children in Hillingdon to help fulfil the Council's obligations under the duties in relation to The Care Act 2014 and for major adaptations, assessment services.</p> <p>Occupational Therapy support residents with disabilities and other care and support needs, promotes their independence and well-being, along with assessments of daily living activities, prescribing equipment and commissioning minor adaptations to support living as independently as possible.</p>	That the Cabinet consider the contractual arrangements for Occupational Therapy Services.