

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 12 – Highways Term Contract	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cabinet Member for Property, Highways & Transport	All Wards Property, Highways & Transport
Information	General recommendations
<p>Cabinet will consider the extension of the current term contract for the provision of highways services. The Council has a duty to ensure that the Borough's highway assets are maintained in a safe condition and are fit for purpose and the contract delivers the following types of works:</p> <ul style="list-style-type: none"> • Capital investment works, covering: <ul style="list-style-type: none"> ○ Council road safety, congestion alleviation and parking management capital schemes. ○ Capital schemes funded from Transport for London. ○ Externally funded on and off-highway works (such as drainage schemes). ○ Council off-highway works such as on housing sites, repairs, depot repair and many more. • Routine & reactive term service works including: <ul style="list-style-type: none"> ○ Cyclical gully cleansing and planned ditch clearing. ○ Reactive maintenance, including repairs of potholes, footway defects and street furniture. ○ Installation of new domestic and heavy vehicle crossovers. 	<p>To consider the relevant contract extension.</p>

Item 13 – Street Lighting Term Contract	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cabinet Member for Property, Highways & Transport	All Wards Property, Highways & Transport
Information	General recommendations
<p>Cabinet will consider the extension of the current Street Lighting Term Service Contract. The Council has a duty to ensure that highways electrical equipment is maintained in a safe condition and the contract delivers the following types of works:</p> <p>The contract delivers the following works:</p> <ul style="list-style-type: none"> • Capital investment works: <ul style="list-style-type: none"> ○ Column Replacement Programme ○ Structural testing of street lighting columns • Term service works including: <ul style="list-style-type: none"> ○ Routine maintenance, inspection, maintenance and testing of street lighting and traffic signs, bollard and traffic sign cleaning ○ Non-routine maintenance of street lighting and traffic signs to include emergency call outs and on-going fault repairs ○ Night scouting ○ 24-hour emergency call out facility ○ Management of fault reports, resident service requests and Member Enquiries. • Specific works such as: <ul style="list-style-type: none"> ○ Street lighting design for town centre improvement schemes ○ Column painting programme (to reduce year on year following the installation of non-painted galvanised steel columns). <p>The Council's approach to street lighting seeks to:</p> <ul style="list-style-type: none"> • Improve the night-time safety of road users and members of the community. • Reduce crime and the fear of crime during hours of darkness. • Reduce the Council's impact on climate change, aiming to deliver the benefits of good street lighting in a low carbon manner. 	<p>To consider the relevant contract extension.</p>

Item 14 – The Council’s Energy Procurement 2024-2028	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cabinet Member for Finance	N/A Finance & Corporate Services
Information	General recommendations
<p>Cabinet will consider using frameworks to procure the the Council’s electricity and gas supplies for a certain supply period</p> <p>Cabinet will also consider a contract to manage the energy supply issues that arise at any social housing empty properties that may arise each year to reduce energy costs.</p> <p>Energy is an essential element in the delivery of Council services to residents. The Council’s proposed approach will help mitigate the risk of higher energy prices and support the Council’s energy management and carbon reduction objectives.</p>	<p>To enter into a framework and agree the call-off for supplier contracts and procure a void property energy management company.</p>

Item 15 – Veterinary Services at the Imported Food Office	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cabinet Member for Residents' Services	N/A Residents' Services
Information	General recommendations
<p>Current legislation requires a sufficient number of suitably qualified Official Veterinarians to be present to undertake certain checks at UK Border Control Posts, in this case at the Imported Food Office at Heathrow Airport which is run by the Council.</p> <p>New imported product checks are currently scheduled to be introduced from April 2024, so for the Council to maintain its statutory obligations for the inspection and clearance of imported products of animal origin (POAO), it is necessary to have in place a contract for the provision of veterinary services.</p> <p>The Council continues to raise income from importers to fund the Imported Food Office function, including the provision of veterinary services, via inspection fees and charges.</p>	To accept a tender for the contract.

Item 16 – The supply and delivery of refuse and recycling bags	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cabinet Member for Residents’ Services	N/A Residents’ Services
Information	General recommendations
<p>Cabinet will consider a contract for the supply of the full range of recycling, garden waste and street cleansing bags.</p> <p>The Council provides free weekly collections to all households for general waste, dry mixed recycling, textiles, food waste and garden waste.</p> <p>Residents are provided with free, easy to use sacks for the recycling services, to encourage participation and maximise the Borough’s overall recycling rates. The continuation of these services is key to meeting challenging waste reduction and increased recycling targets in the future.</p> <p>Waste and recycling sacks are also utilised within the commercial waste, street cleansing, green spaces and repairs services.</p> <p>Given the wide scope of the recycling service to residents and to ensure that the continued quality of the bags is maintained to the standard expected, regular independent testing of the supplier’s products will continue, alongside active contract management.</p>	To consider the award of contract.

Item 17 – Disposal of Garage Sites and Garden Land	
Relevant Cabinet Member(s)	Relevant Ward Select Committee
Cabinet Member for Property Highways & Transport	Northwood Hills; Wood End & West Drayton Property, Highways and Transport
Information	General recommendations
<p>As part of an ongoing review of garage sites that are underutilised and have development potential, Cabinet will consider whether to declare two sites surplus to requirements and sell them for residential development.</p> <p>Two garage sites will be considered, which are the garages to the rear of 66-74 Farmlands, Eastcote and the rear of 15 Ash Grove, Hayes.</p> <p>Additionally, Cabinet will consider the disposal of a small parcel of landlocked land on Harmondsworth Road.</p> <p>These proposals seek to optimise use of the Council's assets for residents.</p>	To consider the relevant disposal / sale of the sites.