

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 - DEVICE REFRESH & LICENCES

Relevant Cabinet Portfolio(s)	Corporate Services
Relevant Ward(s)	N/A
Relevant Select Committee	Finance and Corporate Services

Information

This report to Cabinet requests agreement to award contracts to facilitate the upgrade of current end user computer hardware, transition to Windows 11 as a base operating system, enhance the Council's Microsoft License agreement and implement a strategy for a Microsoft toolset change & adoption as part of the Council's Learning & Development programme.

To support the Council's objectives and the delivery of services, the Council, its staff and Members should have the necessary technology, equipment and tools that are modern, flexible, and reliable. This report will consider the issuing of fit for purpose devices that support the working styles of staff. Also being considered is enhancing user licences that enable greater use of analytics and migrating the Council's telephony systems.

Furthermore, the Council will seek to donate up to 500 existing devices, if replaced, to support its Digital Inclusion Project and Customer Experience Programme, aimed at getting residents access to Technology and online services.

ITEM 14 - LIBRARY BOOK CONTRACT

Relevant Cabinet Portfolio(s)	Residents' Services
Relevant Ward(s)	N/A
Relevant Select Committee	Residents' Services

Information

Cabinet will consider a report on a new contract for the physical book stock for all Hillingdon libraries. This will ensure the Council has access to a specialist supplier that can offer stock selection services suitable for public libraries. Selections would continue to arrive shelf ready directly to library branches and would be provided throughout the year so that new titles would be available. It will also ensure adequate levels of stock are sent to each branch, with a range of titles, formats and subject matter that meets reader interest and demographic needs.

ITEM 15 - PURCHASE OF HEAVY MACHINERY FOR THE LONDON BOROUGH OF HILLINGDON WASTE AND RECYCLING SITES

Relevant Cabinet Portfolio(s)	Property, Highways and Transport
Relevant Ward(s)	N/A
Relevant Select Committee	Property, Highways and Transport

Information

During 2023, some of the Council's heavy machinery used at waste and recycling sites became unserviceable and these have been supplemented where required, with hired machinery on a temporary basis. To ensure resident taxpayer value for money, Cabinet will receive a report considering the purchase of new heavy machinery, which will ensure the smooth running of the waste and recycling sites, thus creating a better experience for the residents of Hillingdon who use them. It will also speed up operations at these sites for commercial waste customers reducing downtime for their vehicles.

ITEM 16 - HOMEFIRST COMMUNITY REHABILITATION SERVICE

Relevant Cabinet Portfolio(s)	Health and Social Care
Relevant Ward(s)	N/A
Relevant Select Committee	Health and Social Care

Information

This report seeks approval to accept a single tender for additional therapy provision from the Homefirst Community Rehabilitation Service to support hospital discharge. The Homefirst Community Rehab Service supports the timely discharge from hospital of mainly older people, i.e., those aged 65 and above, through access to therapy services such as physiotherapy and occupational therapy, which are part of a programme of rehabilitation. This follows a comprehensive nursing assessment that looks at the physical and mental health needs of the person. Should Cabinet approve the tender, it will ensure that up to 48 new residents per week can receive therapy support in their usual home during 2023/24 and this is critical to reducing length of stay in hospital.

ITEM 17 - MEAD HOUSE, HAYES

Relevant Cabinet Portfolio(s)	
Relevant Ward(s)	
Relevant Select Committee	

Information

Cabinet will consider a report regarding the sale of the freehold interest in Mead House, Mead House Lane Hayes UB4 8EW. Mead House is currently occupied under licence by Hillingdon GP Confederation.