

## **PUBLIC PREVIEW:**

### ***MATTERS TO BE CONSIDERED LATER IN PRIVATE***

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

## **HEADLINES**

<b>Summary</b>	<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>
<b>Putting our Residents First</b>  <b>Delivering on the Council Strategy 2022-2026</b>	<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>
<b>Financial Cost</b>	As set out in the report.
<b>Relevant Select Committee</b>	As set out in this report under each item – however, this item is not for scrutiny call-in as it is information only.
<b>Ward(s)</b>	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

<b>ITEM 10 - COMMERCIAL GAS CONTRACT TENDER</b>	
Relevant Cabinet Member	Cllr Bianco – Corporate Services & Property
Relevant Ward(s)	N/A
Relevant Select Committee	Corporate Resources & Infrastructure
<b>Information</b>	
<p>This report requests approval to award a contract for the servicing, safety checks, repairs and maintenance of commercial gas-fired heating installations in the Council’s communal housing plant rooms and corporate buildings. The recommended supplier proposed follows a competitive tender process undertaken.</p> <p>Planned servicing and safety checks of commercial gas boilers and associated plant in communal housing and corporate properties are undertaken in line with Gas Safety (Installation and Use) Regulations and other relevant legislation. This includes:</p> <ul style="list-style-type: none"> <li>• Preventative maintenance (including planned maintenance regimes) to keep heating and hot water systems in safe, serviceable working order.</li> <li>• Responsive repairs and remedial works when breakdowns occur, to restore heating and hot water promptly.</li> <li>• Maintenance support for associated equipment, including central heating and hot water system installations and Heat Interface Units (HIUs) where present.</li> <li>• Performance management against agreed service standards and key performance indicators (KPIs) to support high-quality delivery for residents and building users.</li> </ul> <p>The contract supports statutory compliance and helps ensure residents and users of the Council’s corporate and communal buildings have safe, reliable heating and hot water, with a Gas Safe registered contractor delivering and being monitored against clear service standards.</p>	

## ITEM 11 - HIGHWAYS TERM SERVICES CONTRACT

Report to follow.

ITEM 12 - CONTRACT FOR FURNITURE WITHIN SHORT-TERM LET PROPERTIES	
Relevant Cabinet Member	Councillor Bianco - Corporate Services & Property
Relevant Ward(s)	All
Relevant Select Committee	Corporate Resources & Infrastructure
Information	
<p>Following a competitive tender process, this report recommends a single, boroughwide arrangement for supplying and installing furniture and essential white goods in short-term let (short-life) council properties used to support households at risk of homelessness. It sets out the procurement approach taken to identify a dedicated provider and seeks approval to award a contract with an option to extend (subject to performance) so that properties can be made ready for occupation quickly, consistently and safely. Benefits include:</p> <ul style="list-style-type: none"> <li>• Faster move-ins for households in need: quicker, more reliable furnishing helps reduce delays in bringing temporary accommodation into use and the costs of that.</li> <li>• Consistent standards and quality: a single provider helps standardise what is supplied and installed, supporting safer, ready-to-occupy homes.</li> <li>• Better value for money: consolidating purchasing and delivery is intended to reduce costs compared with using multiple contractors and ad-hoc arrangements.</li> <li>• More resilient services: removing this demand from existing voids arrangements helps protect capacity for core repairs and turnaround work.</li> <li>• Clearer accountability and control: one contract provides clearer performance management, pricing transparency and better oversight of delivery across the borough.</li> </ul>	