



HILLINGDON
LONDON

OFFICIAL EXECUTIVE DECISION NOTICE PUBLISHED BY DEMOCRATIC SERVICES

Notice is hereby given that the following decision(s) have been made today by Cabinet Members at the London Borough of Hillingdon:

Title of decision	AWARD OF CONTRACT TO CONSTELLIA PUBLIC LTD
Reference No.	1420
Date of decision	Wednesday 21 May 2025
Call-in expiry date	Thursday 29 May 2025
Relevant Select Committee	Health & Social Care Select Committee
Relevant Wards	N/A

Decision made

Cabinet Members making the decision	Councillor Ian Edwards, Leader of the Council Councillor Jane Palmer, Cabinet Member for Health & Social Care
Decision	Approved The Leader of the Council, in consultation with the Cabinet Member for Health & Social Care: <ol style="list-style-type: none">1. Accepted the award of contract to Constellia Public Ltd for the Statement of Works with Sarah Jane Baker Limited on a direct award basis, for the provision of Project Management Services to the London Borough of Hillingdon, starting 2nd June 2025 and completing on 14th November 2025 and at a maximum cost of £53,350; and2. Delegated approval of any future variation or extension to the Corporate Director of Adult Social Care and Health, strictly within approved budgets.
Reason for decision	The consultancy contract will benefit residents by ensuring the successful completion of key projects that will improve services and facilities to residents in the Borough. <ol style="list-style-type: none">1. Constellia are the Council's preferred partner for professional services where there is a need for additional interim specialist resource to support project related activity. This route to appoint is used where other HR off payroll routes to award are not deemed

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	<p>viable or suitable by the commissioning manager. The requirements of the consultant are defined in a Statement of Works and payment is made against successful completion of that statement of works.</p> <p>2. The provision of the consultancy contract is necessary to ensure the successful continuation and completion of the transformation and improvements in ASC. This post is required in ASC to ensure the delivery of cost savings that are sustainable and long term and not one off. The project manager will be responsible for leading the delivery of the following projects for ASC.</p> <ul style="list-style-type: none"> • Digitisation of the ASC Single Point of Access • Tech Enabled Care Strategy • Implementation of the Commissioning model & structure for ASC • Occupational Therapy Review • High-Cost Contracts Review <p>3. Sarah Jane Baker Limited has demonstrated expertise in these areas and has provided valuable consultancy services to the Council. The work plan for the next 6 months will be:</p> <ul style="list-style-type: none"> • Implement the charging policy following Cabinet approval in January 2025 to maximise income and reduce outstanding debt. • Develop a strategy and approach for transferring all low-cost packages of care to direct payments to reduce Council commissioning and reduce cost. • Input into the debt strategy for ASC, developing skills within the financial assessment team for chasing and collecting debt from adult social care users. Be the ASC lead for the debt strategy. • Continue project management of the Implementation of the Single Point of Access (SPA) • Lead on process and structure changes identified as part of the SPA project. • Lead on the Tech Enabled Care strategy for the Council and rollout of more innovative TEC in Adult Social Care to ensure there is an efficient and effective offer • Provide strategic and operational oversight to inform the ASC commissioning model. • Lead and oversee the accelerated reform fund
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	<p>projects which aim to provide enhanced support to unpaid carers.</p> <ul style="list-style-type: none"> • Lead on the high-cost contracts review, including recommending a different approach to contracting with a view to ensuring that future frameworks and contracts are fit for purpose, and the council is achieving maximum value for money from its ASC&H contracts. • Review of the OT process and maximising the use of OTs • Review of the Public Health staffing structure • Embed the new long term third sector contracts into the ASC operational model with a particular focus on coproduction and resident outcomes.
Alternative options considered and rejected	<ol style="list-style-type: none"> 1. Not awarding the contract and seeking a new consultancy provider. However, this would result in delays and potential additional costs. 2. Appointing through another route – e.g. Matrix <p>Key risks associated with the recommendation include potential delays in project completion and increased costs. These risks will be mitigated through close monitoring and management of the consultancy services.</p>
Classification	Part II - Members' Only and Not for Publication
Link to associated report	<p>That this report be declared as exempt from publication as it involves the disclosure of information in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended), in that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) and that the public interest in withholding the information outweighs the public interest in disclosing it.</p>
Relevant Officer contact & Directorate	Jan Major, Assistant Director, Direct Care and Business Delivery Adult Social Care and Health
Any interest declared by the Cabinet Member(s) / dispensation granted	N/A

Implementation of decision & scrutiny call-in

[Internal Use only]	
When can this decision be implemented by officers?	<p>Officers can implement Cabinet Member decision in this notice only from the expiry of the scrutiny call-in period which is:</p> <p>5pm on Thursday 29 May 2025</p> <p>However, this is subject to the decision not being called in by Councillors on the relevant Select Committee. Upon receipt of a valid call-in request, Democratic Services will immediately advise the relevant officer(s) and the decision must then be put on hold.</p>
Councillor scrutiny call-in of this decision	<p>Councillors on the relevant Select Committee shown in this notice may request to call-in this decision. The request must be before the expiry of the scrutiny call-in period above.</p> <p>Councillors should use the Scrutiny Call-in App (link below) on their devices to initiate any call-in request. Further advice can be sought from Democratic Services if required:</p> <p><u>Scrutiny Call-In - Power Apps</u> (secure)</p>
Further information	<p>These decisions, where applicable, have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.</p> <p>This is the formal notice by the Council of the above executive decision, including links to the reports where applicable.</p> <p>If you would like more information on this decision, please contact Democratic Services on 01895 250636 or email: democratic@hillingdon.gov.uk.</p> <p>Circulation of this decision notice is to a variety of people including Members of the Council, Corporate Directors, Officers, Group Secretariats and the Public. Copies are also placed on the Council's website.</p> <p style="text-align: right;">Democratic Services London Borough of Hillingdon Civic Centre High Street Uxbridge UB8 1UW</p>