



## 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:

<b>Title of decision</b>	<b>CONTRACT AWARD: ADMIRAL NURSE SERVICE</b>
<b>Reference No.</b>	1462
<b>Date of decision</b>	Friday 11 July 2025
<b>Call-in expiry date</b>	Friday 18 July 2025
<b>Relevant Select Committee</b>	Health & Social Care Select Committee
<b>Relevant Wards</b>	N/A

### Decision made

<b>Cabinet Members making the decision</b>	Councillor Ian Edwards – Leader of the Council Councillor Jane Palmer – Cabinet Member for Health & Social Care
<b>Decision</b>	<b>Approved</b>  That the Leader of the Council and Cabinet Member approved the direct award to the Central and Northwest London NHS Foundation Trust (CNWL) for the provision of admiral nurse services to the London Borough of Hillingdon for a five-year period from 01 April 2025 until 31 March 2030 and at a total cost of £302,939 for the period.
<b>Reason for decision</b>	Admiral Nurses are specialist dementia nurses who support carers of people living with dementia as well as the cared for person. The funding from the Council will come from the Public Health Grant (PHG) would contribute approximately 48% of the total cost of 1.8FTE dementia nursing posts over the lifetime of the contract. CNWL, who employ the nurses, would be funding the other 52%. The proposed longer-term contract would ensure service stability and best value.
<b>Alternative options considered and rejected</b>	To run a competitive open tender: This is not recommended as there would be little opportunity for an alternative provider to deliver the service at a lower cost.  To discontinue the service: This is not recommended due to the service being able to prevent or delay admission of people living with dementia into a care home as well as reducing the scale and consequent cost of a homecare package.  To reduce the length of the contract: A contract period of less than five years could be considered. This is not recommended as the circumstances justifying the recommendation are unlikely to change in the foreseeable future.

Executive Decision Notice – 11 July 2025

<b>Classification</b>	Part II – Members Only and Not for Publication
<b>Link to associated report</b>	<i>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.</i>
<b>Relevant Officer contact &amp; Directorate</b>	Gavin Fernandez, Adult Social Care and Health
<b>Any interest declared by the Cabinet Member(s) / dispensation granted</b>	N/A

### **Implementation of decision & scrutiny call-in**

<b>[Internal Use only]</b>	
<b>When can this decision be implemented by officers?</b>	<p>Officers can implement Cabinet Member decision in this notice only from the expiry of the scrutiny call-in period which is:</p> <p><b>5pm on Friday 18 July 2025</b></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>
<b>Councillor scrutiny call-in of this decision</b>	<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><a href="#">Scrutiny Call-In - Power Apps</a> (secure)</p>

<b>Further information</b>	<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: <a href="mailto:democratic@hillingdon.gov.uk">democratic@hillingdon.gov.uk</a>.</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;"><b>Democratic Services London Borough of Hillingdon Civic Centre High Street Uxbridge UB8 1UW</b></p>
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