

MINUTES OF MEETING CABINET MEMBER SIGNING HELD ON THURSDAY, 7TH MAY, 2020, 11.45AM

PRESENT - Councillor Joseph Ejiofor

ALSO ATTENDING: Ayshe Simsek, Joe McBride

8. APOLOGIES FOR ABSENCE

There were no apologies for absence.

9. DECLARATIONS OF INTEREST

There were no declarations of interest.

10. PROCUREMENT OF CONTINGENCY PPE

It was noted that boroughs across London have been working closely together to respond to the current crisis. Through these existing relationships, it was prudent to take advantage of shared buying power to procure a significant volume of contingency PPE directly from suppliers to ensure frontline staff were protected in the short-to-medium term.

The Leader noted that the London Borough of Ealing (LBE) had established a framework for PPE supplies that can be accessed by all London Boroughs, including Haringey Council, through signing a Memorandum of Agreement (MoA). The Council's Contract Standing Orders (CSO) 7.01 b) made provision for the Council to procure goods, works or services via a framework.

The LBE framework required PPE orders to be processed via a sub-regional 'hub' borough. The hub borough in North Central London (NCL) would be the London Borough of Camden (LBC) for Haringey related orders. LBC would process payments on behalf of the Haringey, which the Council would reimburse back to LBC.

Keeping in mind the high demand globally for PPE, and the need to seek additional procurement methods, the Leader:

RESOLVED

1. To agree for the Council to enter into the pan-London MoA (a draft of which is attached as Appendix 1) with the London Borough of Ealing and other London Boroughs to access and procure contingency supplies of PPE through a supply framework.

2. To agree that delegated authority be granted to the Director of Adults and Health to implement the arrangement for the pan-London MoA including approving any further amendments and entering into and signing off the MoA and any other agreement between the Council and the participating London Boroughs.
3. To agree the allocation of £350,000 from the General Fund Emergency Response Contingency to cover the estimated costs of procuring contingency PPE for the period to end of June 2020.

Reasons for decision

The Council have a responsibility to ensure that staff who need PPE have access to the right equipment to enable them to do their jobs safely. It is imperative that the Council continue to prioritise those who are most in need of PPE supply, particularly our partners across the community care system and Council staff who require PPE to carry out their critical activities.

The Council existing supply lines, however strained, were supported by emergency deliveries of PPE from central government, and have thus far been sufficient to cope with the levels of demand. The emergency stock is limited and intended for use by all London Resilience Forum (LRF) partners including local authorities, social care and primary care providers. The list of organisations able to access the emergency continues to grow.

The following steps are set out for ordering of PPE based on the latest guidance the Council have received from government:

- Please continue to try and secure PPE supplies through your usual supply routes. We know stocks are being delivered through everyday orders and this should continue in the first instance.
- Make contact with other Borough or partner colleagues and support each other through mutual aid if this is possible
- Only order through the emergency supply route If you determine that your need is urgent (less than 3-days PPE supply remaining) and having exhausted all other options.
- If there is no emergency supply available then each of the five Sustainability and Transformation Partnerships (STP) across London have an escalation process for emergency supplies of PPE and have been distributing stock to local authorities and care providers over the past few weeks. There is a sub-regional local authority representative working in partnership with each STP; please make contact with them if you have not already done so.

The pan-London approach offers the Council an additional route to secure the vital PPE needed and for our social care providers.

The role of boroughs has changed during this crisis and the Council find themselves sourcing, distributing, and using its own stock of PPE to support care providers. It is essential to continue to source PPE as resourcefully as possible until the national supply of PPE is able to meet demand.

By ordering together with other London Boroughs, the Council stand to benefit from significant economies of scale by purchasing stock in bulk. This stock is intended to act as a contingency for local authorities and providers who cannot access stock through business as usual supply chains.

The need to progress this alternative route of pan-London PPE stock is clear and growing daily. The first order of stock is due for submission to the supplier on 29th April 2020 and is intended to provide sufficient resilience for a six-week period. The procurement route would remain open to boroughs for future orders should there be an ongoing shortfall and emergency need.

West London Alliance (WLA) has previously been successful in utilising this model on a sub-regional basis and have taken delivery of quality and cost-effective PPE from the supplier. The Council's intention now is to scale this existing model up to a regional level.

The MoA has been drafted by Haringey and its legal advisers and circulated to all London boroughs. It provides confidence to LBE, who will be acting as the commissioning organisation, that they bear no financial risk or liability for orders placed by other London boroughs. The agreement also confirms that all orders and payment will be coordinated on a sub-regional basis using existing partnerships with one borough, or 'hub', allocated as a PPE lead for that area.

There is a clear need to take an evidence-based approach to the responsible procurement of PPE at this time of critical need. The Council are tracking daily PPE usage and to provide sufficient contingency of equipment, and reassurance to providers, that the Council have scaled this usage to a six-week level.

Current daily stock usage is listed below with numbers scaled up for future emergency provision over six weeks (42 days):

Service Type	Client Numbers	Estimated Number of PPE item per day per clients	Usage per day	10%	20%	35%
Residential care	503	8	4024	402.4	804.8	1408.4
Nursing home	188	8	1504	150.4	300.8	526.4
Extra care	122	3	366	36.6	73.2	128.1
Home care	1021	3	3063	306.3	612.6	1072.05
Supported living	485	1	485	48.5	97	169.75
DP	587	1	587	58.7	117.4	205.45

Total numbers	2906		10029	1002.9	2005.8	3510.15
42 days				42121.8	84243.6	147426.3
Surgical masks						147426.3
FFP3 masks						6000
Aprons						147426.3
Gloves						147426.3
Goggles						6000
Full gowns						691
Hand sanitiser (small)						6000
Waste sacks						6000

Funding of £350k will be sufficient to meet the immediate six-week contingency need for PPE and will allow the Council to draw down on any future pan-London orders should there be disruption to our existing supply routes.

The PPE is for is for high need organisations outside of the NHS supply chain who have the highest need clinically, including:

- Those who currently have close, unavoidable contact with confirmed or suspected Covid-19 cases, including highly vulnerable groups. For example, adult social care (including care homes and home care), hospices and local authority adult social care services for Covid-19 vulnerable groups.
- Other services that would have a high priority need for PPE include General Practitioners, children's homes, secure children's homes, children's social care services in local authorities, prison officers, police and funeral directors.

Boroughs across London will be required to support their social care providers in the current climate of unprecedented demand for PPE. By securing this pan-London contingency stock the Council are making a clear commitment to its social care staff and residents of commitment to ensuring the safest provision of care to all its providers during this period of uncertainty.

Alternative options considered

Not to take part in the pan-London procurement scheme. This was not considered, as our current supply lines are under increasing strain and a contingency baseline is needed to provide ongoing support to partners.

Continue with business as usual supply chains. With the global demand for PPE resulting in acute shortages of equipment it was considered prudent to take part in the pan-London scheme via LBE and their existing supply chain who have a more robust and cost-effective route to market.

11. NON KEY - ATTENDANCE AT MEETINGS OF AN AUTHORITY BY A MEMBER

The report sought approval to extend Councillor Hinchcliffe's required attendance at a council meeting for a period of 3 months until 8th of September 2020. Cllr Hinchcliffe had been unable to attend a meeting for ill health as a reason. He would automatically cease to be a Member, after the 9th June 2020, if this decision was not taken forward.

On 19th March 2020, in accordance with the Council's Constitution, Full Council approved the reason. However, although it was the long-established practice of most local authorities to treat this as a non-executive function, it now appeared that it was a decision for the executive. Therefore, a 'belts and braces' approach was considered necessary to avoid any difficulties on this issue and so the approval of the Leader was also being sought.

The Leader considered the report and:

RESOLVED

1. To note that Councillor Justin Hinchcliffe has been unable to attend Council meetings due to ill health, and the last meeting he attended was 10th December 2019.
2. To approve Councillor Hinchcliffe's continued ill health as a reason for not attending Council meetings, such that:
 - a. He will continue to be a Member of this Council until 8th September 2020 even if he does not attend a meeting of the authority (as defined in section 85(2) Local Government Act 1972) due to ill health; and
 - b. If he does not attend a meeting of the authority (as defined in section 85(2) Local Government Act 1972) by 8th September 2020, he will cease to be a member after that date.

Reasons for decision

To approve the above recommendations would allow Councillor Hinchcliffe the opportunity to recover from a period of ill health and retain his membership on the Council.

If the reason for Councillor Hinchcliffe's failure to attend meetings is not approved before the expiry of 6 months from his last attendance (i.e. by 9th June 2020), he will automatically cease to be a member of the Council, as a result of section 85(1) Local Government Act 1972.

The extension of 3 months is thought to be appropriate given Councillor Hinchcliffe's ill health.

Due to the COVID-19 pandemic, there are currently no scheduled meetings for Councillor Hinchcliffe to attend in person. However, there are arrangements being made for virtual meetings. If his condition improves, he may be able to attend a virtual

meeting where his attendance will be recorded and meet the attendance requirements.

Alternative options considered

The Leader could do nothing. However, Councillor Hinchcliffe continues to be unable to attend meetings and, if his extension is not approved, he will automatically cease to be a member of the Council after 6 months.

CHAIR:

Signed by Chair

Date