

**MINUTES OF A MEETING OF THE CABINET  
PROCUREMENT AND INSOURCING COMMITTEE**

**MONDAY, 2 FEBRUARY 2026**

**Councillors  
Present:**

**Councillor Robert Chapman in the  
Chair**

**Cllr Christopher Kennedy,  
Cllr Carole Williams and  
Cllr Sarah Young**

**Officers in  
Attendance:**

**Rotimi Ajilore - Assistant Director,  
Procurement & Energy Services  
Daisy Clarke - Project Manager  
Leila Gillespie - Procurement  
Category Lead for Corporate  
Services  
Jane Havemann - Head of  
Housing Delivery North  
Angela Jones - Senior  
Development Manager  
Rabiya Khatun - Governance  
Officer  
Olufemi Kolawole - Procurement  
Category Manager  
Timothy Lee - Procurement  
Category Lead for Health and  
Social Care  
Patrick Rodger - Senior Lawyer  
David Von Ackerman -  
Procurement Category Lead for  
Construction & Environment**

**Natalie Williams - Senior  
Governance Officer  
Stephanie Ugbomah -E-  
Procurement Systems Support  
Officer**

**Officers in  
Attendance  
Virtually:**

**Ashaki Bailey - Senior Category  
Manager  
Sarah Bromfield - Head of  
Children's Centres & Early Help  
Systems  
Yasmin Mulla - Head of Strategic  
Commissioning, Public Health  
Andrew Trathen - Consultant in  
Public Health  
Simon Young - Principal Public  
Health Specialist & Substance  
Misuse Partnership Lead  
Gemma Wetton - Contract Officer**

**1 Apologies for Absence**

1.1 There were no apologies for absence.

**2 Declarations of Interest**

2.1 There were no declarations of interest.

**3 Urgent Business**

3.1 There were no urgent items of business.

**4 Notice of Intention to Conduct Business in Private and Representations Received**

4.1 There were no representations received.

**5 Deputations/Petitions/Questions**

5.1 There were no deputations, petitions or questions to consider.

**6 To Consider the Unrestricted Minutes of the Hackney Procurement Board held on 13 January 2026**

**RESOLVED:**

**To note the minutes of the previous meeting of the Hackney Procurement Board held on 13 January 2026.**

**7 Unrestricted Minutes of the Cabinet Procurement and Insourcing Committee**

7.1 Members considered the previous unrestricted minutes of the Cabinet Procurement and Insourcing Committee held on 5 January 2026.

**RESOLVED:**

**That the unrestricted minutes of the meeting of the Cabinet Procurement and Insourcing Committee held on 5 January 2026 be agreed as a true and accurate record of proceedings.**

7.2 CPIC Actions Tracker

The following was noted:

- Ref 16 - CHE S388 DN731976 Lifts Capital Framework Agreement

Referring to the lifts briefing note circulated to Members and in particular the funding secured for 41 out of 600 lifts in the first tranche, Members requested further information on the specific locations and commencement dates for the lift repair/replacement works.

**Action:** Officers to provide an updated briefing note incorporating further information regarding the specific locations and commencement dates for the lift repair/replacement works.

## 8 **AHI S600 Substance Use Support framework - Contract Award**

8.1 Simon Young, Principal Public Health Specialist and Substance Misuse Partnership Lead introduced the report seeking to authority to award two frameworks: a single framework for Healthcare related Substance Use Services with seven providers at a cost of up to £11,155,000 and a separate open framework for Non-Healthcare related Substance Use Services with three providers at a cost of up to £4,905,000.

8.2 The established frameworks were intended to implement services aimed at mitigating the harms of drug and alcohol misuse across the communities of the City of London and the London Borough of Hackney. Where multiple providers were appointed, the final contracts would be awarded through a

competitive process and direct awards would be utilised when single providers were successful. These frameworks were in response to a three-year funding determination received from the Office for Health Improvement and Disparities, enabling the council to discontinue the use of the single tender approach previously necessitated by annual funding uncertainty. Both frameworks were evaluated on the criteria based on 85% quality and 15% value. Funding levels for the first year had been agreed upon with the delivery plans subject to final approval in March 2026.

8.3 Following the introduction, Members of the Committee asked questions, which officers responded as follows:

- Concerning the lack of price consideration in the evaluation, it was stated that the price element was assigned less weight in the evaluation to encourage smaller community groups to submit bids for the service.
- Regarding the concerns about service provision for the communities covered by the seven unawarded lots, specifically Jewish and traveller communities, it was explained that the objectives of the marginalised communities within these lots were being integrated into the core service provider's strategy and the wider combating drugs partnership. Within both frameworks, there was an option to allow providers to apply to join the framework at the end of the second and third year.
- In relation to the seven unawarded lots over both frameworks, specifically services for vulnerable

groups such as the Jewish population, it was emphasised that the current core service provider would commence immediate outreach and collaborate with community wellbeing teams to promote engagement until a provider could be appointed.

- It was confirmed that the new specialist services would be complementary to the core provision and there was no risk of service duplication between the existing and the new provision, as clear processes had been established with all partner organisations to prevent unnecessary overlap. Providers would collaborate when necessary to achieve the optimal outcomes for individuals.
- It was emphasised that a vulnerable individual might initially present to a core service, which could then utilise the specialist service of a smaller organisation. This specialist service primarily focused on outreach and the removal of barriers to treatment. Furthermore, the specialist service was also required to collaborate with the core treatment provider to facilitate access and promote adherence to the core treatment components.

8.4 The Chair commended the notable progress achieved in advancing the service towards being more culturally responsive. The Chair requested a future update containing further detail on the proposed expansion of the in-house provision, specifically regarding the staffing numbers and roles as outlined in paragraph 5.13 of the report. The Officer agreed to circulate an update to members following the meeting, providing details of the in-sourcing work and its functions.

**Action:** The Officer would circulate an update regarding the planned expansion of the in-house provision for substance use service including details on its intended operational function.

**RESOLVED:**

1. To approve the establishment of a 9 lot framework for the Provision of Healthcare related Substance Use Services, and award a space on the framework to seven Providers, for Lots 1, 2, 4, 5, 6, 7, 8, 9 and 10, for a maximum period of four years (2+1+1 years), to start on 1st April 2026, at a cost of up to £11,155,000.
2. To approve the establishment of a 7 lot open framework for the Provision of Non-Healthcare related Substance Use Services, and award a space on the framework to three Providers, for Lots 1, 2, 4 and 6 for a maximum period of four years (2+1+1 years), to start on 1st April 2026, at a cost of up to £4,905,000.
3. To note that the lots for which no providers were appointed will be readvertised at a later stage.

**An anonymised list of the providers recommended for appointment to each of the contract lots is provided as Appendix 1.**

The decision, reasons for decision and alternatives options considered and rejected are contained within the published Decision Notice.

**9 CE S667 Early Years Catering Service Framework Contract Award Report**

9.1 Ashaki Bailey, Senior Category Manager, presented the report proposing the award of a single-supplier framework contract to Provider one for the provision of Early Years Catering Services across Hackney's Children Centres and Family Hubs. The new contract was intended to ensure the provision of healthy, nutritious and balanced meals for children under five attending Children Centres and meeting the Early Years Foundation Stage Nutrition Guidance (May 2025) and Government Buying Standards for Food and Catering. The service specifications had been revised to align with current legislation, updated allergen requirements, enhanced focus on cultural diversity of menus and incorporated best practices. Parents had been involved in the evaluation process through a food tasting demonstration, and question and answer session.

9.2 Fourteen expressions of interest were received, leading to three tender submissions and two being deemed compliant. Subsequently, one supplier withdrew from the tender stage, leaving a single satisfactory supplier tender. This supplier had committed to various sustainability measures

including the reduction of single-use plastic, signing the Council's Climate Action Plan, restricting food transport to a maximum of twice weekly, conducting food waste assessments, and implementing the ProVeg School Plate Award which required two meat-free days and reduced beef on menus.

9.3 Following the introduction, Members of the Committee asked questions, which officers responded as follows:

- In response to a query regarding the application of the term 'framework' for a single-supplier arrangement, it was clarified that the term was employed to provide flexibility for the initial eight Children's Centres to utilise the contract individually, and to allow for the potential inclusion of other Children's Centres at a later date.
- With regard to the ability of Children's Centres to reduce the volume of goods purchased from the supplier, it was stated that some flexibility had already been incorporated such as the option to request supplementary services including breakfast, or to potentially develop their own specifications. The menus were subject to an engagement process involving parents and reviewed by nutritionists to ensure the meals were nutritionally balanced for young children aged between six months and five years.
- In response to concerns raised about securing value for money with a sole supplier, it was explained that an independent catering consultant had been engaged to review the

pricing structure and confirm the obtaining of value for money. The contract included a commitment to maintain the price for the three year duration despite high food inflation and excluding London Living Wage increases.

- It was confirmed that the framework was exclusively for Children's Centers, which represented a niche market and does not permit the participation of primary schools.
- It was clarified that a separate future procurement exercise would be undertaken for primary school catering services, using the experience gained from the current framework.
- With respect to the long-term strategy for in-sourcing this service, it was stated that the position on in-sourcing this contract would be formally reviewed at the conclusion of year two.

9.4 The Chair welcomed the initiatives concerning the expansion of the green procurement element and the work related to the School Plate Awards.

**RESOLVED:**

**To approve the award to Provider 1 of a single supplier framework contract for the provision of Early Years Catering services commencing on 1st June 2026 with an initial term of 3 years and the option to extend by a further 1 year at the Council's discretion. The maximum value of the contract over four years will be £2,792,522 (excluding permitted uplifts over the lifetime of the contract).**

The decision, reasons for decision and alternatives options considered and rejected are contained within the published Decision Notice.

**10 HCE S670 Procurement of Design and Build Construction Contracts For Five Council Housing Development Projects, Comprising Tranche 2 of Hackney's New Homes Programme (NHP)**

10.1 Angela Jones, Senior Development Manager presented the report seeking approval for the procurement delivery plans for the second tranche of projects in the New Homes Programme (NHP). This approval would authorise officers to commence procurement of five Council Housing Development Projects, sustaining the programme's momentum of delivery against the Council's social housing objectives and also improvements to the public realm. The programme was committed to delivering 1,000 new Council homes for social rent, with 972 currently in the delivery pipeline. The first tranche of schemes were in procurement, with initial tenders anticipated this month and construction scheduled to commence this spring. The proposed five schemes would deliver 109 new homes comprising 101 designated for social rent and eight homes for outright sale. The new homes for social rent at each of the five sites were outlined including Weyman Court, a mixed-tenure development with 64% of new homes for social rent, Cherbury Court with 32 new homes, Selwyn and Wellday with 22 new homes, Parkside with 19 new homes, and Blandford Court with 13 new three-bedroom townhouses. The estimated total cost for the five schemes was £52 million, which would be funded by the Council and the New Homes Programme and the project was projected to be financially self-sustaining.

10.2 The construction tenders would be evaluated based on a weighting of 60% for quality with a minimum of 15% allocated to social value, and 40% for cost. To secure best value for money, a fixed-price approach strategy had been recommended and the principal construction contracts would be procured separately for each site utilising a competitive flexible procedure to select a maximum of five suitable bidders. Furthermore, the report requested approval to delegate authority to the Group Director for Housing, Climate, and Economy to enter into the main building and enabling works contracts.

10.3 Following the introduction, Members of the Committee asked questions, which officers responded as follows:

- With regard to the concern expressed about resident engagement on the Parkside scheme, in particular the play space design being child-friendly and the Council possibly losing its flexibility to mandate additional resident engagement subsequent to the contract award, it was clarified that the Parkside designs would be finalised with planning approval in place prior to the initiation of the tender. The contractor would thus be committing to the Council's pre-approved plans, and the Council intended to employ an employer's agent to manage the contract and ensure performance was in accordance with the agreed terms.
- It was confirmed that during the tender process it would be incorporated into the evaluation for contractors to demonstrate their approach and attitude towards residents' engagement.

- It was confirmed that a minimum weighting of 15% for social value would be applied to this procurement and that solar panels and air source heat pumps would be installed across the five schemes complying with high sustainability standards including a Passive House and AECB Carbonlite Standard certification as well as delivering on the Council's renewable energy commitments.
- With regard to apprenticeships opportunities being welcomed, it was emphasised that the supplier had a strong track record on delivering apprenticeships and local employment based on their work on previous tranches.
- Concerning the delegation of authority to the Group Director for the contract award, it was clarified that the delegated authority being sought was deemed essential due to the continued volatility, inflation pressures, and uncertainty within the construction market. This delegation would enable the team to act quickly to secure contractors under contract, while crucially maintaining the fixed price achieved during the procurement process.
- The officer undertook to provide the Members with updates regarding the contracts awarded under delegated authority and confirmed their commitment to work with the Procurement Lead and Assistant Director of Procurement and Energy Service to establish a mutually agreed process for tracking and reporting of contracts taken under delegated authority.

10.4 In response to concerns about the use of delegate authority and reporting outcomes, Members agreed for the Procurement team to establish a tracking mechanism to monitor the use of delegated authority for procurement contracts and for the Committee to receive updates on contracts awarded under delegated authority. The Assistant Director, Procurement and Energy Services confirmed that the team would undertake establishing a tracking mechanism and for the Committee to receive updates in relation to delegated contracts.

**Action:**

1. Officers to provide an update on the enabling works contracts undertaken under delegated authority.
2. The Assistant Director, Procurement and Energy Services and the Procurement Team to establish a tracking mechanism for use of delegated authority and reporting back to the Committee and this to be added to the actions tracker for regular monitoring.

**RESOLVED:**

**1. To approve the procurement strategy for construction works for the housing development projects comprising Tranche 2 of Hackney's New Homes Programme:**

- a. **Wayman Court (NHP4.1) in Hackney Central ward**

**Procurement of a contractor for the Design and Build delivery of the development at Wayman Court in Hackney Central ward.**

The procurement shall be an open market (Procurement Act 2023 compliant) Competitive Flexible Procedure utilising a Conditions of Participation (CoP) process followed by an Invitation to Tender. A maximum of five bidders will be shortlisted through the CoP process.

b. Cherbury Court (NHP4.3) in Hoxton West ward

Procurement of a contractor for the Design and Build delivery of the development at Cherbury Court in Hoxton West ward.

The procurement shall be an open market (Procurement Act 2023 compliant) Competitive Flexible Procedure utilising a Conditions of Participation (CoP) process followed by an Invitation to Tender. A maximum of five bidders will be shortlisted through the CoP process.

c. Selman & Wellday (NHP7) in Hackney Wick ward

Procurement of a contractor for the Design and Build delivery of the construction project at Selman & Wellday in Hackney Wick ward.

The procurement shall be an open market (Procurement Act 2023 compliant) Competitive Flexible Procedure utilising a Conditions of Participation (CoP) process followed by an Invitation to Tender. A maximum of five bidders will be shortlisted through the CoP process.

d. **Parkside (NHP8) in Victoria ward**

**Procurement of a contractor for the Design and Build delivery of the development at Parkside in Victoria Ward.**

**The procurement shall be an open market (Procurement Act 2023 compliant) Competitive Flexible Procedure utilising a Conditions of Participation (CoP) process followed by an Invitation to Tender. A maximum of five bidders will be shortlisted through the CoP process.**

e. **Blandford Court (NHP9) in De Beauvoir ward**

**Procurement of a contractor for the Design and Build delivery of the development at Blandford Court in De Beauvoir ward.**

**The procurement shall be an open market (Procurement Act 2023 compliant) Competitive Flexible Procedure utilising a Conditions of Participation (CoP) process followed by an Invitation to Tender. A maximum of five bidders will be shortlisted through the CoP process.**

2. **To delegate authority to the Group Director - Housing, Climate and Economy, in consultation with the Group Director - Finance and Resources and the Director of Legal, Democratic and Electoral Services, to enter into main building contracts and if appropriate any preceding or parallel demolition or enabling works contracts with the preferred contractor partner for each development.**

The decision, reasons for decision and alternatives options considered and rejected are contained within the published Decision Notice.

## 11 **HCE S685 Planned Internal Work Contracts - Combined Business case & Contract Award**

11.1 Members noted the following amendments to the report:

- Paragraphs 10.6, 17.4 and 17.5 to amend the word 'PPC2000' to PPC2000 or JCT
- Paragraph 9.1, first bullet point, to delete the word 'National' and replace it with 'London Living Wage'.

11.2 Daisy Clarke, Project Manager presented the report seeking approval to provide a Stage 1 contract leading to what would be a future Stage 2 contract to deliver the capital works for the kitchens and bathrooms element of the Council led £500m Housing Capital Works programme and ensure the delivery of these capital works in the Council's housing stock. The Stage 1 contract would cover domestic kitchen and bathroom renewals within the current and next financial year and also incorporate works to rectify possible hazards in residents homes, including damp and mould and any necessary internal fire safety works. The Stage 1 contract would ensure that the Council could continue to deliver the capital improvement work over the next two years while the procurement and leaseholder consultation for the Planned Internal and External Works Framework Agreement were delivered.

11.3 Due to a reduction in the budget for this financial year, the scope of this contract had been reduced from internal and external works to internal works only. There were currently 285 properties covering the High and Low Risk Hackney programmes for 2025/26 and the total estimated value of both proposed contracts would be a total of £5m. The direct awards proposed to Wates Property Services Limited would be at the value of £3m and Chigwell London PLC would be at the value of £2m for one year with the option to extend by one further year at the Council's absolute discretion.

11.4 Following the introduction, Members of the Committee asked questions which officers responded as follows:

- It was stated that the scope had been significantly reduced from the original £180m previously approved due to changes in circumstances.
- It was confirmed that the enhanced contract management would include 100% post-inspections and the role of the Clerk of Works would also be strengthened.
- It was emphasised that the specifications had been updated to address concerns relating to quality.
- With regard to engagement concerns, it was explained that Resident Liaison Officers had been appointed to improve customer engagement and experience.

- With regard to the National Living Wage London, it was clarified that this was an error and it should read ‘confirm payment of London Living Wage to all staff.’

**RESOLVED:**

- 1. To approve the business case and direct award of a contract via Fusion21 Framework ‘Building Improvement Works’ for Kitchen’s and Bathroom’s Works to Wates Property Services Limited at a value of £3,000,000 for 1 year with the option to extend by one further year at the Council’s absolute discretion.**
- 2. To approve the business case and direct award of a contract via Fusion21 Framework ‘Building Improvement Works’ for Kitchen’s and Bathroom’s Works to Chigwell London PLC at a value of £2,000,000 for 1 year with the option to extend by one further year at the Council’s absolute discretion**
- 3. Also to be noted that an annual report on the performance of these two contracts, as well as the tracking of the social value commitments, will be presented to Hackney Procurement Board annually.**

The decision, reasons for decision and alternatives options considered and rejected are contained within the published Decision Notice.

**12 Exclusion of the Public and Press**

**RESOLVED:**

**THAT the press and public be excluded from the proceedings of the Cabinet Procurement Committee during consideration of Exempt items 13- 17 on the agenda on the grounds that it is likely, in the view of the nature of the business to be transacted, that were members of the public to be present, there would be disclosure of exempt information as defined in paragraph 3 of Schedule 12A to the Local Government Act 1972 as amended.**

**13 AHI S600 Substance Use Support framework - Contract Award (Exempt) - Attached**

13.1 The exempt appendices relating to item 8 were noted during the discussion of the report.

**14 CE S667 Early Years Catering Service Framework Contract Award Report (Exempt Appendices)**

14.1 The exempt appendices relating to item 9 were noted during the discussion of the report.

**15 HCE S670 Procurement of Design and Build Construction Contracts For Five Council Housing Development Projects, Comprising Tranche 2 of Hackney's New Homes Programme (NHP) (Exempt Appendices)**

15.1 The exempt appendices relating to item 10 were noted during the discussion of the report.

**16 Exempt Minutes of the Previous Meeting of the Cabinet Procurement and Insourcing Committee**

16.1 Members considered the previous restricted minutes of the Cabinet Procurement and Insourcing Committee held on 5 January 2026.

**RESOLVED:**

**That the restricted minutes of the meeting of the Cabinet Procurement and Insourcing Committee held on 5 January 2026 be agreed as a true and accurate record of proceedings.**

**17 Urgent Exempt Business**

17.1 There were no urgent items of restricted business.

**Duration of the meeting: 14.00-15.15 hours**