



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	Reporting Accountant for Housing Benefit Assurance Process
Reference No.	2026/1752
Date of decision	Monday 10 August 2026
Call-in expiry date	Monday 17 August 2026
Relevant Select Committee	Audit, Finance & Performance (Scrutiny)
Relevant Wards	All Wards

Decision made

Cabinet Members making the decision	Councillor Eddie Lavery – Cabinet Member for Finance
Decision	Agreed That the Cabinet Member for Finance: 1. Accept the award of contract to Constellia Public Ltd for the Statement of Works with KPMG LLP following a mini competition, for the provision of Reporting Accountant Services for the statutory Housing Benefit Assurance Process (HBAP), covering the financial years 2024/25 to 2026/27, starting from 1 September 2026 and at an expected minimum cost of £118,662; 2. Delegate approval of any future variation or extension to the Corporate Director of Finance, in consultation with the Cabinet Member of Finance, strictly within approved budgets.
Reason for decision	Following the withdrawal of the Council's current Reporting Accountant (EY) from the HBAP audit market, the Council is required to appoint a suitably qualified Reporting Accountant to certify its annual Housing Benefit Subsidy claim by 30 November, in accordance with Department for Work and Pensions (DWP) requirements. A compliant and competitive procurement exercise has been undertaken with external support via procurement solutions provider Constellia. The recommended bidder represents the most economically advantageous tender, taking into account both quality and price.

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	Approval of this recommendation will ensure statutory compliance and enable the timely submission of the subsidy claim, thereby protecting the Council's funding position.
Alternative options considered and rejected	The alternative options were considered and rejected. Open market procurement would increase cost and timescales, extending the current contract is not possible, and doing nothing or ceasing activity would fail to meet the Council's statutory obligations and risk loss of DWP funding.
Classification	Part II – Members Only and Not for Publication
Link to associated report	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.
Relevant Officer contact & Directorate	Sulma Ali, Revenues & Benefits Improvements Manager Andrew Macleod, Chief Accountant
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?	Officers can implement Cabinet Member decision in this notice only from the expiry of the scrutiny call-in period which is: 5pm on Monday 17 August 2026 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.
Councillor scrutiny call-in of this decision	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. 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: Scrutiny Call-In - Power Apps (secure)

Further information	These decisions, where applicable, have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. This is the formal notice by the Council of the above executive decision, including links to the reports where applicable. If you would like more information on this decision, please contact Democratic Services on 01895 250636 or email: democratic@hillingdon.gov.uk. 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. Democratic Services London Borough of Hillingdon Civic Centre High Street Uxbridge UB8 1UW
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