



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	CAPITAL RELEASE REPORT (November 2022) DEPARTMENT: Central Services SERVICE AREA / PROGRAMME: Corporate Technology and Innovation Programme RELEASE NO: 1 – Procurement of Stopfords' Registrar Management System
Reference No.	651
Date of decision	Wednesday 04 January 2023
Call-in expiry date	Wednesday 11 January 2023
Relevant Select Committee	Finance and Corporate Services Select Committee
Relevant Wards	All

Decision made

Cabinet Members making the decision	Councillor Douglas Mills - Cabinet Member for Corporate Services Councillor Martin Goddard – Cabinet Member for Finance
	Approved That the Cabinet Member for Finance and the Cabinet Member for Corporate Services: 1) agreed to award a contract of £75,870 to Stopford Ltd via a single tender action on a three-year contract for the Registrars Management System; and 2) agreed to the capital release request of £35,940 from the 2022/23 Corporate Technology & Innovation programme budget for the Registrars Management System.
Reason for decision	The current Registrars Case Management System has reached a natural end of life hence will be replaced by a Case Management System from Stopford Ltd - a robust, web-based solution that is specifically designed for Registrars processes.
Alternative options considered and rejected	The option to do nothing was not recommended as the current system has reached its end of life and is no longer updated sufficiently to reflect changes in legislation or to modernise its look. The Register Office is governed by statutory legislation and therefore requires access to a system that can adapt to changing requirements.
Classification	Part 2 – Members' Only and Not for Publication

Link to associated report	<i>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.</i>
Relevant Officer contact & Directorate	Harjeet Sohal – Central Services Directorate
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>Wednesday 11 January 2023</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>Scrutiny Call-In - Power Apps (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</p>

