



## 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	AWARD OF TWO YEAR CONTRACT FOR INSIGHT SOLUTION
Reference No.	674
Date of decision	Tuesday 24 January 2023
Call-in expiry date	Tuesday 31 January 2023
Relevant Select Committee	Finance and Corporate Services Select Committee
Relevant Wards	All

### Decision made

Cabinet Members making the decision	Councillor Ian Edwards – Leader of the Council Councillor Douglas Mills – Cabinet Member for Corporate Services
	<b>Approved</b>  <b>That the Leader of the Council and the Cabinet Member for Corporate Services accepted the single tender from Symology Limited for the provision of Insight solution to the London Borough of Hillingdon for a two-year period, effective from 1 February 2023 to 31 January 2025 and at a cost of £177,173.</b>
Reason for decision	<p>Insight provides an integrated solution for the management of the Council's Highways and Assets to ensure that the required service levels are achieved and maintained. The main duties as a local authority are contained within the Highways Act 1980, with Section 41 of the Act imposing a duty to maintain highways maintainable at the public expense. In addition to the specific duties and powers contained in the legislation, the code stresses that the authority has a general duty of care to the community to maintain highways to a condition fit for purpose.</p> <p>The Insight solution provides the following advantages:</p> <ul style="list-style-type: none"><li>• it is designed to support best practice within the Highways and Green Spaces service areas.</li><li>• it is designed to be user friendly for both the Highway Inspectors and Tree Inspectors.</li><li>• it is designed to be accessible to contractors to record their work on the system.</li><li>• it is easily adaptable to future changes in the Council's business processes.</li><li>• it facilitates the development of modern business practices, supporting mobile working devices to collect and receive data as part of the end-to-end workflow. The workflow provides</li></ul>

	efficient business processes including inspections, licences, asset management, enforcement and fault reporting.
<b>Alternative options considered and rejected</b>	<p>Do nothing: this option is not recommended as it would leave the Council with no support for highways and asset management, following the expiry of the current contract.</p> <p>Issue a tender for a replacement: Symology Limited is the sole supplier able to provide this service, therefore there would be no benefit to tendering these requirements on the open market.</p>
<b>Classification</b>	Part 2 – Members' Only and Not for Publication
<b>Link to associated report</b>	<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>
<b>Relevant Officer contact &amp; Directorate</b>	Helen Vincent – Central Services Directorate
<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 Tuesday 31 January 2023</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>

If you would like more information on this decision, please contact Democratic Services on 01895 250636 or email: [democratic@hillington.gov.uk](mailto:democratic@hillington.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.

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