



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	PROVISION OF CORPORATE PERSONAL PROTECTIVE EQUIPMENT (PPE) CLOTHING AND WORKWEAR
Reference No.	1059
Date of decision	Tuesday 12 March 2024
Call-in expiry date	Tuesday 19 March 2024
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
Decision	Approved That the Leader of the Council and Cabinet Member: <ol style="list-style-type: none">1. Accepted the tender from CONTEGO SAFETY SOLUTIONS LIMITED for the provision of PERSONAL PROTECTIVE EQUIPMENT (PPE), CLOTHING AND CORPORATE WORKWEAR to the London Borough of Hillingdon for a THREE-YEAR period from 1 APRIL 2024 date to 31 MARCH 2027 and at the estimated value of £188,652.15.2. Furthermore, agreed that this includes the provision to extend the contract for a maximum of TWO YEARS, subject to the approval of the Leader of the Council and Cabinet Member for Corporate Services in consultation with the Corporate Director of Central Services.
Reason for decision	<p>The London Borough of Hillingdon has an on-going commitment for the provision of Personal Protective Equipment (PPE), clothing and corporate workwear across a number of wide-ranging roles, predominantly in frontline services spanning across all Directorates.</p> <p>The following service areas represent the largest users of PPE and corporate clothing:</p> <ul style="list-style-type: none">• Waste, Refuse & Street Cleansing Teams• Grounds Maintenance• Housing Repairs

	<ul style="list-style-type: none"> • Caretaking Services • Highways Reactive Maintenance <p>The continued provision of PPE, clothing and workwear ensures that the Council continues to provide employees with the appropriate PPE necessary to their role in accordance with Health & Safety, any applicable safety requirements and the Council's overall duty of care to its employees.</p> <p>It is important for the London Borough of Hillingdon to secure a supplier who can accommodate a range of PPE and corporate clothing, along with one-off bespoke items on occasion and deliver to various locations across the Borough.</p> <p>The following have been identified as the key business drivers for the tender:</p> <ul style="list-style-type: none"> • To maximise the opportunity for further flexibility and development via an interactive online system. • Better reporting suite to enable 'superusers' to track trends and manage demand. • To deliver efficiencies and cost savings wherever possible with stock ordering from one supplier. • To ensure that the Council's corporate branding guidelines are followed.
Alternative options considered and rejected	To continue with the current supplier outside of contract but this could incur significant price increases and a service not fit for purpose.
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	Vicky Mills – Business Support Service Manager – Central Services Michelle Kenyon – Assistant Category Manager – Procurement
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>5pm on Tuesday 19 March 2024</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 London Borough of Hillingdon Civic Centre High Street Uxbridge UB8 1UW</p>