



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	CONTRACT EXTENSION FOR THE COUNCIL'S MAIN PRINT SERVICE
Reference No.	1062
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	N/A

Decision made

Cabinet Members making the decision	Councillor Ian Edwards – Leader of the Council
Decision	Approved That the Leader of the Council agreed to extend the current contract with GPEX a division of Mayfield Press (Oxford) LTD for the provision of Print Services to the London Borough of Hillingdon for a two-year period from 1 March 2024 to 28 February 2026 and at the estimated cost of £288,676 for the period.
Reason for decision	<p>Cabinet originally accepted a tender from GPEX for the provision of its main printing services for a 2-year period from 1 March 2022 to 28 February 2024 at an expected value of £351,974 based on average annual expenditure.</p> <p>It also agreed the provision to extend the contract for a 2-year period (4 years in total) - taking the total cost to £703,948 for a 4-year contract term.</p> <p>The initial 2-year period has now ended, and the extension is being sought for an additional 2 years.</p>
Alternative options considered and rejected	If the extension is not agreed, this would result in a more informal relationship with printers, raising concerns of cost certainty, capacity, quality, reliability of service, and recent commitments in reducing overall printing costs could be impaired.
Classification	Part II – Members Only and Not for Publication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	Emma Gilbertson, Central Services
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><u>Scrutiny Call-In - Power Apps</u> (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</p>

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