



## 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:

<b>Title of decision</b>	<b>CAPITAL RELEASE REPORT (March 2023)</b> <b>DEPARTMENT: Resident Services</b> <b>SERVICE AREA / PROGRAMME: Libraries Room Booking Website Creation Project</b>
<b>Reference No.</b>	1093
<b>Date of decision</b>	Tuesday 9 April 2024
<b>Call-in expiry date</b>	Tuesday 16 April 2024
<b>Relevant Select Committee</b>	Residents' Services Select Committee
<b>Relevant Wards</b>	NA

### Decision made

<b>Cabinet Members making the decision</b>	Councillor Martin Goddard – Cabinet Member for Finance Councillor Eddie Lavery – Cabinet Member for Residents' Services
<b>Decision</b>	<b>Approved</b>  That the Cabinet Member for Finance and the Cabinet Member for Residents' Services agree to the capital release request of £10,200 fully funded by Arts Council England LibraryOn Grant Programme for the creation of a bespoke room booking website for bookable spaces in libraries.
<b>Reason for decision</b>	The funds to be used in the implementation of this project will come exclusively from the funding awarded from the LibraryOn grant programme. The creation of a bespoke online platform to promote bookable spaces in libraries will extend digital presence and engagement with existing and prospective customers. This in turn is expected to result in an increase in booking enquiries and income, a reduction in transactional work for staff managing the booking process and an improved experience for customers.
<b>Alternative options considered and rejected</b>	The alternative would be to not proceed with the project at this time, return the grant funds and maintain the existing in-house process for the management of library bookable spaces or consider the implementation of a similar system at later with either service's funds or from grant funding if available. This would delay an improvement in enhancing digital access to services and the customer experience.
<b>Classification</b>	Part I – Public
<b>Link to associated report</b>	<a href="#">Here</a>

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<b>Relevant Officer contact &amp; Directorate</b>	Carlos Montecino – Place 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 16 April 2024</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> <p>If you would like more information on this decision, please contact Democratic Services on 01895 250636 or email: <a href="mailto:democratic@hillingdon.gov.uk">democratic@hillingdon.gov.uk</a>.</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;"><b>Democratic Services London Borough of Hillingdon Civic Centre High Street Uxbridge UB8 1UW</b></p>