



HILLINGDON  
LONDON

## 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	Corporate Technology & Innovation Programme 2024/25 – HR Improvements Programme – CR 1
Reference No.	1102
Date of decision	Wednesday 24 April
Call-in expiry date	<b>N/A – This decision comes into immediate effect</b>
Relevant Select Committee	Finance and Corporate Services Select Committee
Relevant Wards	N/A

### Decision made

Cabinet Members making the decision	The Cabinet Member for Corporate Services and the Cabinet Member for Finance
Decision	<b>APPROVED</b>  That the Cabinet Member for Finance and Cabinet Member for Corporate Services:  1) Agreed to vary the current contract with Zellis UK Limited for the provision of HR and Payroll Systems to the London Borough of Hillingdon to include ePloy Applicant Tracking System to the Council for a period of 32 months from April 2024 until 30 November 2026 and at the value of £254,113.  2) Agreed to the capital release request of £99,426 from the Corporate Technology & Innovation Programme 2024/25 budget for the funding of the HR Improvements Project (Appendix A).  3) Agreed to utilise a post via the LBH Corporate Contract (Matrix) to resource an HR SME specialist for project managing the implementation for the ePloy ATS for up to 6 months to provide internal support and skills for the project at an estimated cost of £29,426.
Reason for decision	Cabinet Members agreed to a variation to the Council's HR and Payroll system, to include the implementation of a new Job Applicant Tracking System. The decision, along with the release of initial capital funds for the system implementation and roll-out,

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	will enable the consolidation of contracts and improvements in key HR processes for applicants and also internally for officers. The decision is part of the Council's wider digital transformation programme.
<b>Alternative options considered and rejected</b>	Alternative options were set out in the confidential report.
<b>Classification</b>	Part II – Members Only and Not for Publication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 / Digital & Intelligence
<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><b>This decision was deemed urgent under the Call-in Procedure rules in the Council's Constitution:</b></p> <p><b>The reasons for urgency was to ensure the necessary contractual arrangements can be in place by end of April to avoid increased costs to the Council associated with the product being purchased after this date.</b></p> <p>Agreement that the request was reasonable and could be treated as a matter of urgency was granted by the Chair of the Finance and Corporate Services Select Committee on 24 April 2024.</p> <p><b>THIS DECISION THEREFORE COMES INTO IMMEDIATE EFFECT.</b></p>

<p><b>Further information</b></p>	<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>
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