



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:

<b>Title of decision</b>	<b>THE PROVISION OF LABORATORY TESTING FOR THE IMPORTED FOOD OFFICE, LONDON BOROUGH OF HILLINGDON</b>
<b>Reference No.</b>	1322
<b>Date of decision</b>	Monday 17 February 2025
<b>Call-in expiry date</b>	Monday 24 February 2025
<b>Relevant Select Committee</b>	Residents' Services Select Committee
<b>Relevant Wards</b>	N/A

### Decision made

<b>Cabinet Members making the decision</b>	Councillor Ian Edwards, Leader of the Council Councillor Eddie Lavery, Cabinet Member for Community & Environment
<b>Decision</b>	<b>Approved</b>  <b>That the Leader of the Council, in conjunction with the Cabinet Member for Community &amp; Environment agreed to extend the contract for the London Borough of Hillingdon with Public Analyst Scientific Services for laboratory testing for a two-year period from 01 December 2024 to 30 November 2026 and at a value of £737,000.</b>
<b>Reason for decision</b>	<p>The London Borough of Hillingdon is responsible for overseeing imported food and feed controls at its Imported Food Office (a Border Control Post) located at London Heathrow Airport. Current legislation requires imports of certain food and feed products to be introduced into Great Britain only via approved inspection facilities. The Imported Food Office at London Heathrow Airport is an approved inspection facility for both imports of products of animal origin, and those not of animal origin.</p> <p>Public Analyst Scientific Services Limited is our current service provider. The services being sought are highly specialised with few other organisations able to deliver them. Performance over the current contract term has been good. Public Analyst Scientific Services Ltd holds several similar contracts, providing analysis of a wide range of food samples undertaken during the course of regulatory checks or as part of routine surveillance or regional and national sampling projects. They also conduct provision of analysis and reporting to tight</p>

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	<p>deadlines for detained samples as required by their clients. Furthermore, they provide advice and consultancy on sampling requirements, analysis and legislation relating to imported food</p> <p>Charges that are levied by the London Borough of Hillingdon for the provision of this work must reflect what is charged by the service provider. Therefore, a reduction in the applicable fees charged to importers is recommended where reductions have been achieved, as well as increases to fees where this is the case.</p>
<b>Alternative options considered and rejected</b>	The alternative option of ceasing to test imported food and feed consignments for the presence of contaminants is not considered viable. The consequence of this would be that the Council would fail to meet its statutory obligations as a Border Control Post (BCP) which would likely to result in Central Government intervention.
<b>Classification</b>	Part II – Members only and not for publication
<b>Link to associated report</b>	<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>
<b>Relevant Officer contact &amp; Directorate</b>	Samantha Doherty – 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 Monday 24 February 2025</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>	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>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><b><a href="#">Scrutiny Call-In - Power Apps</a></b> (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@hillington.gov.uk">democratic@hillington.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>