



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	AWARD OF CONTRACT FOR PRINTING AND POSTAGE FOR STRATEGIC AND OPERATIONAL FINANCE
Reference No.	2026/1743
Date of decision	Monday 27 July 2026
Call-in expiry date	Monday 03 August 2026
Relevant Select Committee	Audit, Finance & Performance Committee
Relevant Wards	All Wards

Decision made

Cabinet Members making the decision	Councillor Eddie Lavery – Cabinet Member for Finance
Decision	Agreed That the Cabinet Member for Finance accepted the direct award from DSI Billing Services Ltd for the provision of Printing and Postage Services to the London Borough of Hillingdon for a one-year period from 01 August 2026 to 31 July 2027 and at the estimated value of £243,000.
Reason for decision	The recommendation to award the contract to DSI Billing Services Ltd as the preferred option to the Council for the reasons set out in the report.
Alternative options considered and rejected	Do nothing: The Council would be left with no printing or postage services for Strategic and Operational Finance teams which would seriously put at risk the Financial Services to both the Council and residents. Tender Options: The Council could have pursued a competitive tender; however, this option was not considered. DSI has consistently delivered strong performance and met all required service standards at reduced costs. A one-year contract extension will ensure that the Revenues & Benefits service has a printing and postage provision which will allow for a review of the broader contract requirements for the Council in terms of printing and postage. Depending on the outcome of this strategic review existing printing and postage provisions may form part of a new Council wide contract.

Executive Decision Notice – 27 July 2026

Classification	Part II – Members Only and Not for Publication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	Sulma Ali – Strategic & Operational Finance
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?	Officers can implement Cabinet Member decision in this notice only from the expiry of the scrutiny call-in period which is: 5pm on Monday 03 August 2026 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.
Councillor scrutiny call-in of this decision	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. 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: Scrutiny Call-In - Power Apps (secure)

Further information	These decisions, where applicable, have been taken under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012. This is the formal notice by the Council of the above executive decision, including links to the reports where applicable. If you would like more information on this decision, please contact Democratic Services on 01895 250636 or email: democratic@hillington.gov.uk. 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. Democratic Services London Borough of Hillingdon Civic Centre High Street Uxbridge UB8 1UW
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