

Record of Decisions

Print Services Contract Approval

Decision Taker

Cabinet on 30 August 2022.

Decision

That the preferred supplier be awarded a contract for the delivery of the print services for a fixed five year term from 8 September 2022 until 8 September 2027, with the option to extend for a further two year period at the end of the fixed term, if required, as set out in Exempt Appendix 4.

Reason for the Decision

To ensure the lowest cost to the Council to continue service delivery whilst maintaining flexibility for service demand peaks. Other reasons include safeguarding our reputation as an organisation committed to tackling climate change and exploiting the accelerated digital working opportunities offered by the Covid-19 pandemic.

Implementation

The decision in respect of the Print Services Contract Approval will come into force immediately as the decision maker has decided that any delay likely to be caused by the call-in process would prejudice the Public' and Council's interest. The Overview and Scrutiny Co-ordinator was consulted on 10 August 2022.

Information

Print and Post is a fundamental element of Corporate Services. Through printed media, it enables the Council to stay in touch with residents about the services we deliver and supports revenue collection. By procuring a replacement external supplier with an IT system that will support the new model of outsourcing our reduced print requirements, enables the Council to continue service delivery whilst maintaining flexibility for service demand peaks.

At the meeting Councillor Carter proposed and Councillor Cowell seconded a motion that was agreed unanimously by the Cabinet, as set out above.

Alternative Options considered and rejected at the time of the decision

This proposal was the outcome of the Print Services options appraisal, other options were considered and discounted.

Is this a Key Decision?

No

Does the call-in procedure apply?

No

Declarations of interest (including details of any relevant dispensations issued by the Standards Committee)

None.

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2 September 2022

Signed: _____ Date: _____
Leader of Torbay Council on behalf of the Cabinet