



**INDIVIDUAL CABINET MEMBER AND OFFICER DELEGATED DECISIONS**

**FRIDAY, 23 MAY 2008**

Please find enclosed Decision Notices in connection with the following:

1. **Provision of Specialist Printing for Elections/Electoral Registration** (Pages 1 - 2)
2. **Acceptance of Tender for Security guarding services- White Lund Depot** (Page 3)

Please note that these are subject to call-in.

**Queries regarding these documents**

Please contact Sharon Marsh, Democratic Services, Telephone 01524 582096 or e-mail [smarsh@lancaster.gov.uk](mailto:smarsh@lancaster.gov.uk).

Gillian Noall,  
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# LANCASTER CITY COUNCIL

*Promoting City, Coast & Countryside*

## EXECUTIVE DECISIONS TAKEN BY CABINET PORTFOLIO HOLDER OR DELEGATED OFFICER NOTICE OF DECISION

*THIS SECTION TO BE COMPLETED BY THE PORTFOLIO HOLDER AND CONTACT OFFICER*

<b>TITLE OF DECISION:</b> PROVISION OF SPECIALIST PRINTING FOR ELECTIONS/ELECTORAL REGISTRATION	
<b>NAME OF DECISION TAKER:</b>	MARK CULLINAN
<b>POSITION AND RESPONSIBILITY HELD:</b>	CHIEF EXECUTIVE
<b>CONTACT OFFICER:</b>	ALISON BRAIDFORD
<b>TELEPHONE:</b>	01524 582058
<b>E-MAIL:</b>	abraidford@lancaster.gov.uk
<b>Details of Decision:</b> (1) That Print Image Network Limited be appointed as the provider of specialist printing for Elections/Electoral Registration.	
<b>Reasons for the decision (continue on separate sheet or append relevant papers as necessary):</b>  Having considered all the facts supplied, Print Image would be the preferred specialist print supplier for Election and Electoral Registration Printing on a rolling contract based on performance. Although the price for the annual canvass is the highest submitted, it is less than that paid to Electoral Reform Services (9335 canvass printing) in 2007/08. In addition, they were the only company to provide a quotation for the provision of postal packs and as stated previously their product is award winning and user friendly. From the evidence submitted the Council has a greater confidence that this Company can provide the level of quality and service that we expect.  It was recommended that Print Image Network Limited should, therefore, be appointed as the Council's provider of specialist printing for Elections and Electoral Registration.	
<b>IS THE DECISION URGENT Yes/NO PLEASE DELETE AS APPROPRIATE AND GIVE REASONS FOR URGENCY BELOW:</b> N/A	
<b>I CONFIRM THAT I HAVE BEEN CONSULTED ON THE ABOVE DECISION AND THAT IT IS URGENT AND REASONABLE IN ALL THE CIRCUMSTANCES. (IN ACCORDANCE WITH SECTION 17 OF THE OVERVIEW &amp; SCRUTINY PROCEDURE RULES)</b> <b>SIGNATURE OF THE OVERVIEW &amp; SCRUTINY CHAIRMAN:</b> N/A	
I confirm that I have taken account of the options proposed by officers, the various implications set out in the report and the comments of the Monitoring and Section 151 Officers and am authorising the decision as set out above.	
<b>SIGNATURE OF DECISION TAKER:</b>	MARK CULLINAN
<b>DATE:</b>	14.05.08

THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES			REF NO.	OD45
DATE DECISION TAKEN:	14.05.08	DATE RECEIVED BY DEMOCRATIC SERVICES:	14.05.08	
DATE DECISION PUBLISHED:	23.05.08	IMPLEMENTATION DATE ( publication day + 5 working days):	02.06.08	

*A copy of the report considered by the decision taker should be appended to this form and forwarded immediately to Democratic Services on completion.*

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## EXECUTIVE DECISIONS TAKEN BY CABINET PORTFOLIO HOLDER OR DELEGATED OFFICER NOTICE OF DECISION

*THIS SECTION TO BE COMPLETED BY THE PORTFOLIO HOLDER AND CONTACT OFFICER*

<b>TITLE OF DECISION:</b> PROVISION OF SECURITY GUARDING SERVICES, WHITE LUND DEPOT			
<b>NAME OF DECISION TAKER:</b>		MARK CULLINAN	
<b>POSITION AND RESPONSIBILITY HELD:</b>		CHIEF EXECUTIVE	
<b>CONTACT OFFICER:</b>		DAVID L. SMITH	
<b>TELEPHONE:</b>		01524 582403	
<b>E-MAIL:</b>		dlsmith@lancaster.gov.uk	
<b>Details of Decision:</b> (1) That Advance Security UK Limited be appointed as the Council's provider of security guarding services at White Lund Depot.			
<b>Reasons for the decision (continue on separate sheet or append relevant papers as necessary):</b>  A very thorough tender process has been carried out. Advance Security UK Limited offered Best Value in terms of quality, cost and previous experience. The contract is for 3 years and the tender is to provide manned guarding services, 24 hours a day all year round.  It was recommended that Advance Security UK Limited should, therefore, be appointed as the Council's provider of security guarding services at White Lund Depot.			
<b>IS THE DECISION URGENT <del>Yes</del>/NO PLEASE DELETE AS APPROPRIATE AND GIVE REASONS FOR URGENCY BELOW:</b> N/A			
<b>I CONFIRM THAT I HAVE BEEN CONSULTED ON THE ABOVE DECISION AND THAT IT IS URGENT AND REASONABLE IN ALL THE CIRCUMSTANCES. (IN ACCORDANCE WITH SECTION 17 OF THE OVERVIEW &amp; SCRUTINY PROCEDURE RULES)</b> <b>SIGNATURE OF THE OVERVIEW &amp; SCRUTINY CHAIRMAN:</b> N/A			
<b>I confirm that I have taken account of the options proposed by officers, the various implications set out in the report and the comments of the Monitoring and Section 151 Officers and am authorising the decision as set out above.</b>			
<b>SIGNATURE OF DECISION TAKER:</b>		MARK CULLINAN	
<b>DATE:</b>		19.05.08	
<i>THIS SECTION TO BE COMPLETED BY DEMOCRATIC SERVICES</i>			<b>REF NO.</b>
			OD46
<b>DATE DECISION TAKEN:</b>	19.05.08	<b>DATE RECEIVED BY DEMOCRATIC SERVICES:</b>	19.05.08
<b>DATE DECISION PUBLISHED:</b>	23.05.08	<b>IMPLEMENTATION DATE (publication day + 5 working days):</b>	02.06.08

*A copy of the report considered by the decision taker should be appended to this form and forwarded immediately to Democratic Services on completion.*