

# CAPITAL FUNDING FOR PRINTER RENEWAL BROUGHT FORWARD FROM 2020/21 TO 2019/20 FINANCIAL YEAR

## Report to support the Individual Cabinet Member Decision

Date:	<b>9th April 2019</b>
Report Author	<b>Tim Howes / Edwina Crawley / Paul Holebrook</b>
Portfolio Holder	<b>Councillor Ian Gregory, Cabinet Member for Financial Services and Estates</b>
Status	<b>For Decision</b>
Classification:	<b>Unrestricted</b>
Key Decision	<b>No</b>
Reasons for Key	<b>N/A</b>
Ward:	<b>N/A</b>

### **Executive Summary:**

The purpose of the report is to provide some background to the decision and inform the cabinet member decision.

### **Recommendation:**

To bring forward agreed capital funding from 2020/21 to 2019/20 to buy new printing equipment when current lease expires at the end of June 2019.

### **CORPORATE IMPLICATIONS**

<b>Financial and Value for Money</b>	Budget exists within the 20/21 Capital Programme and this decision will pull this into the 19/20 Programme.
<b>Legal</b>	The Council will need to provide a printing services whether internally or externally. This seems to be the most prudent solution to the current urgent issue.
<b>Corporate</b>	There is a medium risk that TDC are unable to provide a printing service to its members / staff and public losing income and causing an impact within our own organisation.  We could enter into a 3 year lease but this would not be financially beneficial, and after three years we would have to negotiate a new deal which would incorporate further costs.
<b>Equality Act 2010 &amp; Public</b>	Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to

<b>Sector Equality Duty</b>	<p>the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy &amp; maternity. Only aim (i) of the Duty applies to Marriage &amp; civil partnership.</p> <table border="1" style="width: 100%;"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td> </tr> <tr> <td>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td> <td style="text-align: center;">✓</td> </tr> <tr> <td>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</td> <td></td> </tr> <tr> <td>Foster good relations between people who share a protected characteristic and people who do not share it.</td> <td></td> </tr> </table> <p>We aim to provide a service to all and ensure we do not discriminate against anyone, the service we provide is for staff and public and we endeavour to follow all guidelines and legislation to make available our services to everyone.</p>	Please indicate which aim is relevant to the report.		Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	✓	Advance equality of opportunity between people who share a protected characteristic and people who do not share it		Foster good relations between people who share a protected characteristic and people who do not share it.	
Please indicate which aim is relevant to the report.									
Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,	✓								
Advance equality of opportunity between people who share a protected characteristic and people who do not share it									
Foster good relations between people who share a protected characteristic and people who do not share it.									

<b>CORPORATE PRIORITIES (tick those relevant) ✓</b>	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	

<b>CORPORATE VALUES (tick those relevant) ✓</b>	
Delivering value for money	✓
Supporting the Workforce	
Promoting open communications	

## 1.0 Introduction and Background

- 1.1 Capital bid for renewal of commercial printers was put back to 2020/21 financial year on the understanding that a 1 year extension could be obtained on current printer contract which would allow time to look at long term costs.

## 2.0 Current Situation

- 2.1 Expenditure in budget for 2020/21 needs to be brought forward to 2019/20 or this will impact on services provided and will not be cost effective as the alternative would be to have no print facilities for one year or revisit the original decision and to enter into a three year lease contract with supplier.

## 3.0 Options

- 3.1 **Option 1** - Bring forward capital funding. Capital funding has been agreed but placed in 20/21 budget and requires bringing forward to 19/20 budget to coincide with current end of lease agreement.

3.2 **Option 2** - To not have any printing facilities for 1 year.

Contact Officer:	Paul Holebrook, Facilities Manager, 01843 577291
Reporting to:	Edwina Crowley, Head of Asset Management

**Annex List**

None	N/A
------	-----

**Background Papers**

Title	Where to access copy
None	N/A

**Corporate Consultation**

<b>Finance</b>	Matthew Sanham, Financial Services Manager
<b>Legal</b>	Sophia Nartey, Interim Head of Legal Services