

CHESHIRE EAST COUNCIL

Minutes of a meeting of the **Cabinet Member for Strategic Communities**
held on Monday, 29th July, 2013 at Committee Suite 1 & 2, Westfields,
Middlewich Road, Sandbach CW11 1HZ

PRESENT

Councillor D Brown, Cabinet Member for Strategic Communities
Councillor L Smetham, Cabinet Support Member

Officers in Attendance

Michael Moore - Senior Communications Officer (Marketing)
Michael Sellors -Procurement Officer
Julie North - Senior Democratic Support Officer

9 APOLOGIES FOR ABSENCE

None.

10 DECLARATIONS OF INTEREST

There were no declarations of interest.

11 PUBLIC SPEAKING TIME/OPEN SESSION

There were no members of the public present.

12 CREATIVE DESIGN AND PRINT FRAMEWORK AGREEMENT

The Cabinet Member for Strategic Communities considered a report relating to the Council's Creative Design and Print Framework.

Since April 2010 Cheshire East Council has not had an in-house creative design and print service. This meant that when these services were required by the authority, they were procured externally by a number of different Council services within the authority. In September 2010, the Council had put in place a contract for creative design and print services with a single provider. This contract had expired on 15 April 2013. A new EU tender to provide Creative Design and Print Services to Cheshire East Council had advertised in July 2012.

An evaluation panel had undertaken a detailed and comprehensive evaluation of all tenders submitted and had identified four suppliers whose tenders met or exceeded the minimum acceptable standards, as specified in the Invitation to Tender. The report requested authorisation to appoint

suppliers to a new Creative Design and Print Framework Agreement. The Framework Agreement held a notional value of between £800k and £1.2m over the period of the contract. The contract period was two years, with the option to extend for one year and then one more year, a potential total of four years.

At the Cabinet Meeting of the 28 May 2013, it had been resolved that following an EU procurement process, the Portfolio Holder for Strategic Communities be given delegated authority to appoint the successful bidders to the Creative Design and Print Framework Agreement.

RESOLVED

That, following an EU compliant procurement process and the Cabinet decision giving the Portfolio Holder for Strategic Communities delegated authority to appoint the successful bidders to the Creative Design and Print Framework Agreement, the following suppliers be appointed to the Framework :-

C21 Creative Communications Ltd
Charles Mason and Associates Ltd
Smith Creative
Splinter Design Communications

and the Council enter into the necessary Framework Agreements with the above suppliers.

The meeting commenced at 10.30 am and concluded at 10.40 am

Councillor D Brown