

Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input checked="" type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director, Resources		
Contact person:	Jackie Murphy Applications Manager, Resources & Housing	Telephone number: 07891 273909	
Subject²:	Approval to award a new contract under Regulation 32(2)(b)(ii) of the Public Contracts Regulations 2015 - Use of the negotiated procedure without prior publication for the Support and Maintenance of SAP HR and Payroll system.		
Decision details³:	The Chief Digital & Information Officer, gave approval to award a new contract under Regulation 32(2)(b)(ii) of the Public Contracts Regulations 2015 - Use of the negotiated procedure without prior publication of a Contract Notice to SAP (UK) Ltd for the Support and Maintenance of the SAP HR and Payroll system, for the period 1st January 2023 to 31st December 2023 at a cost of £259,510.26 Refer to supporting report for details.		
	A brief statement of the reasons for the decision: Refer to supporting report for details.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision: Refer to supporting report for details.		
Affected wards:	n/a		
	Executive Member		

¹ Give title of Director with delegated responsibility for function to which decision relates.

² If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

³ Simply refer to supporting report where used as these matters have been set out in detail.

Details of consultation undertaken⁴:	Ward Councillors		
	Chief Digital and Information Officer		
	Chief Asset Management and Regeneration Officer		
	Others		
Implementation	Jackie Murphy , this is a continuation of existing services. The varied end date of the contract will start on the 01.01.2023 to 31.12.2023.		
List of Forthcoming Key Decisions⁵	Date Added to List:-		
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision		
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
Publication of report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible:		
	If published late relevant Executive member's approval Signature _____ Date _____		
Call In	Is the decision available ⁷ for call-in?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:		
Approval of Decision	Authorised decision maker ⁸ Chief Digital & Information Officer, Leonardo Tantari		
	Signature:		Date: 18/10/22


⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁷ See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

⁸ Give the post title and name of the officer with appropriate delegated authority to take the decision.

		
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