

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 type="checkbox"/> £100,000 to £500,000 <input checked="" type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of Resources		
Contact person:	Mark Barrett	Telephone number: 0113 33 68969	
Subject²:	Approval to award a contract to KPMG LLP for the provision of Finance: Implementing Business Process and Technology Transformation Partner utilising the Crown Commercial Services (CCS) Framework RM6193 Software Design and Implementation Services		
Decision details³:	What decision has been taken? The Chief Officer - Financial Services approved the award of a contract to KPMG LLP for the Implementation of Business Process and Technology Transformation for Finance. Please see delegated decision report for further details.		
	A brief statement of the reasons for the decision The Council has undertaken a procurement exercise to appoint a supplier to Implement Business Process and Technology Transformation for Finance, as per decision notice D55918. Please see delegated decision report for further details.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision Please refer to supporting delegated decision report		
Affected wards:	None		
Details of consultation undertaken⁴:	Executive Member for Resources		
	Ward Councillors		
	None		

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.

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

	Chief Digital and Information Officer ⁵ For information only	
	Chief Asset Management and Regeneration Officer ⁶ N/A	
	Others Head of Procurement & Commercial Services (Resources)	
Implementation	Officer accountable, and proposed timescales for implementation Please refer to supporting delegated decision report	
List of Forthcoming Key Decisions⁷	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 report⁸	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 ⁹ 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 ¹⁰ Victoria Bradshaw, Chief Officer – Financial Services	
	Signature <i>V. F. Bradshaw</i>	Date: 31/03/2023

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ 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.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.