

Summary Delegated Powers Report

TITLE	Award of Print & Post Contract for 2015 Electoral Registration Canvass
DATE OF DECISION	6 July 2015
DECISION TAKER	Director of Assurance
SUMMARY OF DECISION	<p>Following a tender procurement exercise that was run under the London Boroughs of Barnet and Harrow's Electoral Services Print and Postage Framework Agreement (2013-2017), the contract for the supply of all externally required Printing and Postage Services for the delivery of the 2015 Electoral Registration Canvass has been awarded to Electoral Reform Services Ltd.</p> <p>Under LBB's Contract Procedure Rules (June 2014), the Assurance Director is authorised to award a contract up to the value of £172,514. The total value of services to be supplied under this contract award is valued at approx. £90,000.</p> <p>Full funding for this contract is available from the London Borough of Barnet's Electoral Registration budget, as supplemented by Individual Electoral Registration (IER) grant funding received from Cabinet Office to cover the full additional costs of implementing IER between 2013-2016.</p>
AUDIT TRAIL OF DECISION – RETAINED AND WHERE?	The London Borough of Barnet's Procurement Team (part of CSG) holds a full audit of the establishment of the Electoral Services Print and Postage Framework Agreement (701193) in 2013 and for the mini-tender exercise that was conducted in order to award this contract.

DECISION TAKER'S STATEMENT

I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.

I authorise the above decision

Signed Davina Fiore

Designation Assurance Director

Date 6th July 2015