

Summary Delegated Powers Report

TITLE	Appointment of ITS Training Ltd for Fraud Consultancy Project.
DATE OF DECISION	25 February 2016
DECISION TAKER	Assurance Assistant Director
SUMMARY OF DECISION	<p>To appoint ITS Training Ltd. under a single tender action to undertake a full technical review of the Council's fraud policies suite and supporting working procedures to ensure they are fit for purpose and accurately reflect best practice.</p> <p>A single tender action is the awarding of a contract to a single party without undertaking a competitive tendering exercise. Single Tender Actions are permitted under the EU Procurement Directives in the following, exceptional circumstances:</p> <ul style="list-style-type: none"> - Technical Reasons – only one enterprise has the expertise to do the work. - Exclusive Rights – only one party can perform the contract due to intellectual/industrial property rights e.g. patents/trademarks or copyright. - Artistic Reasons – engaging an artist or performer. - Consultancy Services – follow up work to complete the assignment previously awarded on a competitive tendering exercise) <p>The Corporate Anti-Fraud Team (CAFT) have previously engaged ITS Training Ltd in the training and development needs of most of the CAFT staff and processes over the last few years. They have previously advised on counter fraud best practice guidance and developed and delivered bespoke in house development days. To engage them for this specific specialist bespoke project would build upon and follow up on that work already undertaken with them and in my opinion therefore be best placed to deliver the project in most efficient, effective and value for money way.</p> <p>Therefore this contract award is justified for a single tender action in accordance with the 'technical' and 'consultancy' services exceptions.</p> <p>This award has been agreed in accordance with section 9 of the Contract Procedure Rules which state:-</p>

	<p>SINGLE TENDER ACTION A single tender action or commitment is not allowed unless approved in advance by the Commercial and Customer Services Director</p> <p>As there is no incumbent in the post of Commercial and Customer Services Director, authorisation level rises to the next tier above, the council's Chief Operating Officer, who in has delegated responsibility for approval of single tender actions to the Partnership Relationship Manager, Commercial Team, who has given approval to this single tender action.</p> <p>Costs for the project are estimated at approx. £22,550 and will be met from the existing CAFT budget reserve.</p>
<p>AUDIT TRAIL OF DECISION – RETAINED AND WHERE?</p>	<p>CAFT Management shared drive</p>

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 Clair Green

Designation Assurance Assistant Director

Date 25 February 2016