

Record of Officer Decision

Human Resources Information System Procurement

Decision Taker and Date Decision Taken:

Director of Corporate Services on 30 April 2024.

Summary of Matter or Issue Requiring Decision:

The Cabinet on 19 March 2024 approved the following decision:

That the Director of Corporate Services be given delegated authority to approve the contract for the Human Resources Information System identified through the procurement process to ensure a seamless transition for the payroll service.

Following the procurement process and evaluation of the bids the Director of Corporate Services has awarded the contract for the Human Resources Information System to the preferred bidder as set out above.

Decision Taken:

That the contract for the Human Resources Information System a 4-year contract commencing on 1 May 2024 be awarded to the preferred bidder as set out in Exempt Appendix 1.

Summary of Reason(s) for Decision Taken:

To give effect to the Cabinet's decision made on 19 March 2024. If the Council does not have a payroll supplier in place, the Council will not be able to pay Torbay Council employees, partners (arm length companies) and external customers, which will impact on service delivery and discharging some of our statutory functions.

Summary of Alternatives or Options considered and rejected and Background Papers:

None.

Details of any conflict of interest and dispensation granted to the Officer taking the decision or by any Member of the Council in delegating responsibility for any specific express delegation:

None.

Implementation:

This decision will be implemented immediately.

A copy of this decision and any supporting documentation considered by the Officer taking this decision may also be available for inspection by the public at the Council's offices or posted upon payment of any copying and postage charges. Any member of the public wishing to take up either of these options is asked to please ring (01803) 207087 or email governance.support@torbay.gov.uk

Signed: _____ Date: _____
(Director of Corporate Services)