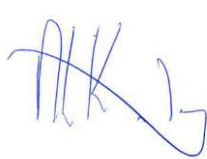


DECISIONS DELEGATED TO OFFICERS


Decision title:	Award of Contract for Rateable Value Finder, National Non Domestic Rates Appeals Forecasting and Council Tax Finder
Decision date:	8 th April 2022
Source of delegation:	This decision was delegated to officers under Part 4.4 of the Council's Constitution: all executive functions except those in Part 4.5, 4.6 and 4.7 are delegated to the officers in the senior management structure.
What decision was made?	The decision is to approve the award of a contract to Inform CPI Ltd to provide the above services.
Purpose:	<p>The decision looks to continue the delivery of a service that searches for rateable hereditaments that are currently not included in our records, or where there is the potential for the Rateable Value entered in the Valuation list to be incorrect. It also provides assistance in finding properties that should be banded for Council Tax purposes or where there is the potential for an existing banding to be incorrect.</p> <p>This allows the Council to collect money owed.</p>
Reasons:	The decision was made to support the recommendation to award a contract as detailed above following a compliant open tender process. 3 bids were received in total and the winning supplier was the result of a full and detailed evaluation process.
Decision made by:	<p>Nigel Kennedy, Head of Financial Services</p> <p>Decision taken in consultation with the Head of Law and Governance.</p>
Other options considered:	The option to not award a contract would mean these services could not be delivered. This would impact on the Council's ability to collect money owed.

Documents considered:	None
Key or Not Key:	Not Key
Wards significantly affected:	None
Declared conflict of interest:	None
This form was completed by: Name & title: Date:	Matt Stevenson, Contracts and Procurement Specialist 10 th May 2022

Approval checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
Decision maker	Nigel Kennedy, Head of Financial Services 	8 th April 2022

Consultee checklist

<i>Approver</i>	<i>Name and job title</i>	<i>Date</i>
Head of Law and Governance	Susan Sale, Head of Law and Governance 	8 th April 2022