

**OFFICER DECISION MADE UNDER DELEGATED AUTHORITY  
TO APPROVE A PROCUREMENT AND/OR WAIVER OF CONTRACT RULES  
INC PROCUREMENT STRATEGY REPORT**

<b>VERSION CONTROL</b>			
<b>Version No</b>	<b>Made by</b>	<b>Date</b>	<b>Amendments</b>
1	Karen Wheeler	02/7/14	Original draft

<b>STATEMENT OF OFFICER DECISION UNDER DELEGATED AUTHORITY TO APPROVE A PROCUREMENT AND/OR WAIVER OF CONTRACT RULES</b>	
<b>TITLE OF REPORT/DECISION:</b>	Payment of London Government Association subscription
<b>WARDS INVOLVED:</b>	All
<b>DECISION MAKER:</b>	Jonathan Bunt, Chief Finance Officer
<b>DECISION(S) MADE:</b>	To approve the recommendations in this report
<b>IS THIS A KEY DECISION?</b>	No
<b>VALUE:</b>	£34,737.36
<b>AUTHORITY FOR DECISION:</b>	Cabinet delegated to S151 Officer
<b>REASON(S) FOR DECISION:</b>	Annual subscription – single supplier
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED:</b>	Pre-agreed Council membership
<b>ANY CONFLICT OF INTEREST DECLARATION BY ANY CABINET MEMBER CONSULTED? (</b>	None
<b>ANY DISPENSATION GRANTED BY CHIEF EXECUTIVE IN RESPECT OF ANY DECLARED CONFLICT OF INTEREST?</b>	N/A
<b>DATE OF DECISION:</b>	

<b>For completion by Democratic Services</b>	
Date decision published	
Date decision implementable	

This Decision Sheet to be submitted to Democratic Services by [ ]

**OFFICER DECISION UNDER DELEGATED AUTHORITY  
PROCUREMENT STRATEGY REPORT**

<b>Title:</b> Payment of London Government Association Subscription	
<b>Key Decision:</b>  No	<b>Wards Affected:</b>  All
<b>Decision Maker:</b> Jonathan Bunt, Chief Finance Officer	
<b>Responsible Officer:</b> Karen Wheeler, Head of Strategy	
<b>Recommendations:</b>  It is Recommended that approval be given:  1) For the Council to proceed with the procurement of a contract for one-year subscription to London Government Association in accordance with the strategy set out in this report.  2) To waive the requirement to advertise/tender/etc. in accordance with the Council's Contract Rules as no other provider of this subscription service is available.	
<b>Reason(s) for decision</b>  All London Boroughs pay annual subscription to London Government Association for a core membership and other supplementary services. London Government Association represents the interests of member councils to government in the development of policy and associated legislation.	
<b>1. Background</b>	
1.1 As set out above this is a single supplier subscription which all London Boroughs currently subscribe to. The Council has previously agreed to membership and following review in 2012/13 decided to continue annual membership for the foreseeable future.	
<b>2. Proposed Procurement Strategy</b>	
2.1	<b>Outline specification of the works, goods or services being procured.</b>  As above
2.2	<b>Estimated Contract Value, including the value of any uplift or extension period.</b>

	£34,737.36 annual subscription
<b>2.3</b>	<b>Duration of the contract, including any options for extension.</b>  12 months – 2014/15
<b>2.4</b>	<b>Is the contract subject to the (EU) Public Contracts Regulations 2006? If Yes and contract is for services, are they Part A or Part B Services.</b>  No
<b>2.5</b>	<b>Recommended procurement procedure and reasons for the recommendation.</b>  Single stage
<b>2.6</b>	<b>The contract delivery methodology to be adopted.</b>  N/A
<b>2.7</b>	<b>Outcomes, savings and efficiencies expected as a consequence of awarding the proposed contract.</b>  N/A
<b>2.8</b>	<b>Criteria against which the tenderers are to be selected and contract is to be awarded</b>  N/A
<b>2.9</b>	<b>TUPE, other staffing and trade union implications.</b>  N/A
<b>2.10</b>	<b>How will the procurement address and implement the Council's Social Value policies?</b>  N/A
<b>3.</b>	<b>Alternative options considered and rejected:</b>
3.1	N/A
<b>4.</b>	<b>Waiver</b>  As above
<b>5.</b>	<b>Equalities and other Customer Impact</b>  N/A

<b>6. Other implications</b> None <b>Risk and Risk Management</b> N/A <b>Property / Asset Issues</b> None		
<b>7. Consultation</b> None		
<b>Consultee</b>	<b>Name/Title</b>	<b>Date consulted</b>
Portfolio Holder	.	
Ward Councillor(s)		
Other Council Bodies		
Corporate Directors		
Other required Officer(s)		
Statutory/Proper Officer		
Others (Specify)		
<b>8. Corporate Procurement</b> (Implications completed by: (name and title of senior Procurement Officer))		
<b>9. Financial Implications</b> Implications completed by: Olufunke Johnson, Group Accountant <b>9.1</b> There is a budget available of £35,000 specifically earmarked to fund the Local Government Association's (LGA) costs.		
<b>10. Legal Implications</b> Implications completed by: (name and title of senior Legal Officer) <b>10.1</b> None		

**11. Documents considered by decision-maker in making decision**

None

**Officer decision**

Having reviewed and taken account of the matters stated and documents listed in this report and having consulted with the persons/bodies identified in this report, and being satisfied that the decision(s) is/are in the best interests of the Council, I hereby agree and approve the Recommendations set out in this report.

Signed



Officer Title

CHIEF EXECUTIVE

Date

2 July 2014

**List of appendices:**

None

**Background Papers Used in the Preparation of the Report:**

None

**Report Author:**

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