

EXECUTIVE DECISION SHEET – PH/064/07

Name of decision maker:	Councillor Andrew Fairburn
Portfolio:	Resources
Date of Portfolio Holder Decision:	

Title of Decision:	DEBT RECOVERY TENDER – APPOINTMENT OF CONTRACTORS
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Part I

Decision made and reasons:

Decision
 That following a competitive tender operated in accordance with EU procurement rules, the following companies be appointed as contractors for the provision of debt recovery services pursuant to a framework agreement:

1. Bristow & Sutor
2. Rossendales Ltd
3. Newlyn Plc

Reasons
 The bailiff and debt recovery services have recently been tendered in accordance with the EC procurement rules. The tender is in respect of a three year framework agreement that may be extended by up to one additional year in order to recover Council Tax, Business Rates, Commercial Rent and other sundry income. The tender process has been managed by Dacorum Borough Council and included Three Rivers District Council and Watford Borough Council in the OJEU notice. The effect of this means that the other Councils may benefit from our tender without needing to go to the market as well. Each Council will operate under a separate contract specific to each Council, although they will be in similar terms.

Reports considered:
 OJEU notice
 Pre-qualification questionnaire and invitation to tender

Implications:

Financial: The Council must retain debt recovery contractors in order to collect monies in pursuance of its statutory duty to enforce the collection of Council Tax, Business Rate and other debts

Legal: The EU procurement rules have been followed in order to ensure compliance with Financial Regulations and Standing Orders

Value for Money: The timely collection of debt maximises the funds available for service provision

Risk: Not applicable

Officers/Councillors/Ward Councillors/Stakeholders Consulted:
 Philip Binns, Senior Manager – Corporate Procurement
 Mark Brookes, Solicitor
 Officers of Watford Borough Council and Three Rivers District Council

Monitoring Officer: No comments

Section 151 Officer: No comments

Procurement Standing Orders – Clause D7
 In accordance with clause D7 – 7.1, the Interim Director of Finance & Resources / Section 151 Officer has permitted the successful tenderers to be provided with early notification of the proposed decision given the likely financial and operational benefit that will flow from the procurement exercise. The tenderers will be advised that any actions taken will be subject to the approval of this decision and are at their own risk.

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Options Considered and reasons for rejection:

Not applicable

Portfolio Holders Signature:

Date:

Details of any interests declared and any dispensations given by the Standards Committee:

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Date Decision Record Sheet received from portfolio holder: 10/12/07

Date Decision Published: 11/12/07 Decision No: PH/064/07

Date of Expiry of Call-In Period: 18 December 2007

Date any Call-In received or decision implemented: