

NORTH YORKSHIRE COUNTY COUNCIL

DECISION RECORD

Re: Pensions Administration System

This record is produced in accordance with the Local Authorities (Executive Arrangements)(Meetings and Access to Information)(England) Regulations 2012

This form should be used to record:

- EXECUTIVE decisions (key or otherwise) taken by an individual Executive MEMBER; and
- EXECUTIVE decisions (key or otherwise) taken by an OFFICER (either alone or in consultation with an Executive Member)
- A non-Executive decision taken by an OFFICER which falls into one of the following descriptions:-
  - (i) under a specific express authorisation; or
  - (ii) under a general authorisation to officers to take such decisions and, the effect of the decision is to
    - grant a permission or licence;
    - affect the rights of an individual; or
    - award a contract or incur expenditure which, in either case, materially affects that relevant local government body's financial position.

(One form per decision)

The following decision has been taken: -

The Corporate Director of Strategic Resources has approved the procurement of a Pensions Administration System.  
The value of the contract is estimated to be £3,395,000  
The duration of the contract is estimated to be 10 years (including options to extend).

By whom:

Gary Fielding, Corporate Director Strategic Resources

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On:03/04/2020

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Was this an executive decision?

YES

If an executive decision, was it also a key decision?

YES

Reasons for decision: -

Altair is the system used by NYPF to administrate, amend and properly meet the needs of all members of the pension fund within the geographical areas of North Yorkshire and the City of York. The current provider is Aquilla Heywood who the Authority have been in contract with since 2015. The decision is to re-procure a compliant system for the next iteration of this contract.

The key decision process applies as this contract is over £500k.

### Details of any alternative options considered and rejected: -

Additional options have not been considered – this is an above OJEU level contract and requires procurement in line with the Public Contract Regulations 2015.

### Conflicts of Interest

Please record below details of any conflict of interest declared by a Member or Officer regarding the decision and any dispensation granted by the Standards Committee or Monitoring Officer in respect of that conflict.

Conflict	Dispensation?
No conflicts of interest have been identified.	

### Background Papers

Please attach to this decision notice, for publication, the background papers that disclose any facts or matters on which this decision, or an important part of the decision, was based and which were relied on to a material extent in making the decision, but this does not include published works or those which disclose exempt or confidential information (as defined in Rule 10).

Signed: Gary Fielding

Publication Date: 15 April 2020

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Corporate Director Strategic Resources

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Central Services

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***Note 1 regarding Executive decisions only:  
This decision will come into force, and may then be implemented, on the expiry of 5 clear working days after publication, unless any 6 members of the Council object to it and call it in by notice in writing (including e-mail) to The Assistant Chief Executive (Legal and Democratic Services).***

***Note 2: non-executive and non-key executive decisions by Officers are not subject to call in.***

**Contact for further information: ...** [Rebecca.Shenton@northyorks.gov.uk](mailto:Rebecca.Shenton@northyorks.gov.uk)

**Contact for copy of report considered ...** [Rebecca.Shenton@northyorks.gov.uk](mailto:Rebecca.Shenton@northyorks.gov.uk)

To: The Senior Legal and Democratic Technical Support Officer, Legal and Democratic Services - for onward circulation to:

All Members of the Council; All Management Board; All Management Board Secretaries; All Senior Managers; All Democratic Services Officers; All Corporate Development Officers; Senior Press Officer; Communications Officer