

OFFICER DECISION FORM

DECISION TO BE TAKEN BY: Jill Travers

KEY DECISION YES

DIRECTORATE: LAW AND CORPORATE SERVICES

WARDS AFFECTED: ALL

SUBJECT: Zellis Contract HR/Payroll system

1.0 DECISION:

- 1.1 The Director of Law and Corporate Services has decided to approve the award of a new contract to Zellis UK Ltd for HCM (Human Capital Management) & Payroll software and associated services for a 3 year term with an additional 1 year option by way of a direct award through a Call-Off Contract via the G-Cloud 13 Framework Agreement (RM1557.13) at a total cost over the 3 years of £1,003,500.

2.0 REASONS FOR THE DECISION

- 2.1 The annual pricing structure of the G-Cloud 13 Framework Agreement is cheaper than our current contract annual price. Zellis have agreed to allow the council to transfer to the G-Cloud 13 contract early which creates a financial saving of £100k per annum and allows the council to implement additional functionality sooner which in turn will provide further operational efficiency opportunities.

3.0 STATEMENT OF COMPLIANCE

- 3.1 The recommendations are made further to legal advice from the Deputy Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been completed. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

4.0 DECLARATION OF INTEREST

- 4.1 There is no interest to declare.

Signed:

Officer: Jill Travers

Title: Director of Law and Corporate Services

Date:

A list of background papers on this issue is held with:

Contact Officer: Andrea Williams

Date: 18/12/2023

Date of Publication:

Date of Expiry of Call-In Period: (only applicable to Key Decisions)