

**Bracknell Forest Council  
Record of Decision**

<b>Work Programme Reference</b>	<b>I049769</b>
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1. **TITLE:** Casualty Insurance Procurement Plan

2. **SERVICE AREA:** Corporate Services

3. **PURPOSE OF DECISION**

That the Executive Member approves the Procurement Plan (which includes confidential information) for the procurement of Casualty Insurance Services

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive Member for Transformation & Finance

6. **DECISION:**

That the Executive Member approves the Procurement Plan (which includes confidential information) for the procurement of Casualty Insurance Services.

7. **REASON FOR DECISION**

It is the requirement of the Contract Standing Orders that the Executive member approves the Procurement Plan with a value in excess of £400,000. The current spend for casualty insurance and claims handling is in excess of this, and whether future savings can be made will be dependant on this outcome of this procurement exercise.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The evaluation team intends to ensure value for money by carrying out a full tendering process using an 'Open Procedure'.

The use of a two stage 'Restricted Procedure' was considered, however it was felt that due to limited interest in the market, this would slow down the procurement process and cause un-necessary administrative burden on the evaluation team and suppliers.

No suitable existing frameworks were identified.

9. **PRINCIPAL GROUPS CONSULTED:** Service Efficiency Group

10. **DOCUMENT CONSIDERED:** Report of the Director of Corporate Services

11. **DECLARED CONFLICTS OF INTEREST:** None

<b>Date Decision Made</b>	<b>Final Day of Call-in Period</b>
20 November 2014	27 November 2014