


**South Yorkshire Mayoral Combined Authority
 Officer Scheme of Delegation
 Record of Officer Decision Form**

(Regulation 7 of The Openness of Local Government Bodies Regulations 2014)

Please send this completed form to: SYMCAmeetings@southyorkshire-ca.gov.uk

1	Subject of decision/report title:	Award two-year contract with a one-year extension option if required for an HR and Application Tracking System (Cintra HR and PinPoint ATS) through Insight Direct (UK) Ltd via the Health Trust Europe direct award framework.
2	Decision Date:	16/06/2023
3	Background/reason for decision/purpose of report:	The requirement to replace an out-of-date system and digitise and automate existing manually intensive HR processes.
4	Options considered:	The options considered were do nothing which would mean that SYMCA's People Services Department would continue with an out-of-date system and intensive HR Processes which would hinder progress and the efficiency of the department.
5	Decision:	Via direct award to Insight using the HealthTrust Europe's (HTE's) ICT Solutions 2019 Framework which SYPTE are signed up to use and have used it previously.
6	Background documents:	HR Platform Approval Report
7	Type of decision Key/Non-Key:	Non-Key
8	Officer making decision: (Director or Statutory Officer)	Gareth Sutton
9	Contact details (telephone number or email):	Gareth.Sutton@southyorkshire-ca.gov.uk

10	Does the decision maker have a conflict of interest?	No
11	Consultations (where appropriate):	No consultations were required.
12	Any Legal, Financial, or Equality Implications considered:	None
13	Have Finance Team confirmed budget availability	Yes
14	Signature (Stat Officer or Director) and Date:	

For Democratic Services Team use only:	
Date received by Governance Team:	28/06/2023
Processed by:	Ellen Hinsley
Dem Services Ref No:	2023-36