

BOLSOVER DISTRICT COUNCIL

**RECORD OF DECISION TAKEN BY THE
HEAD OF FINANCE AND RESOURCES AND SECTION 151 OFFICER**

28th September 2020

Insurance Policies Renewal

Authority for decision	Decision	Reasons	Alternative options considered and rejected	Conflicts of interest and any dispensation
<p>Delegation Scheme - General Powers – 4.10.9 (20) To carry out any duties or responsibilities as contained within the Financial Regulations.</p> <p>4.7.7 (1) The Chief Financial Officer shall effect all insurance cover including insurance reserves and provisions and negotiate all claims in consultation with other officers where necessary.</p>	<p>To approval the annual renewal of the insurance policies within the 3 year Long Term Arrangement (with 2 year optional extension) which was awarded in October 2019 to Zurich Municipal, with the exception of the engineering contract, which was awarded to British Engineering Services.</p>	<p>To secure best value for the Council, whilst ensuring adequate insurance cover.</p>	<p>The Council followed European (OJEU) procurement rules to fully test the insurance market in 2019/20. The chosen contracts were the most financially attractive for the Council. These insurance renewal premiums have not increased above those estimated within the Long Term Arrangement, therefore we do not have the opportunity to leave the current insurers without incurring a penalty.</p>	<p>None.</p>

Please complete the following where relevant:

Key Decision?	Confidential/ Exempt (if yes, please state paragraph)?	Do General Exception or Special Urgency Rules apply to this decision?	Consultation has taken place with the Section 151 & Monitoring Officer?	The Leader, Deputy Leader or relevant Portfolio Member have been consulted?
Yes	No	No However Call-In has been waived	Yes	Yes

Urgent Decision and Waiting Call In

Call in has been waived on this decision as it is urgent. The insurance policies must be renewed by 30th September 2020 and due to matters outside of the Council's control, the provider has not been able to supply the premium figure in line with the procedures for Key Decisions, including call in.

The Chair of Customer Service and Transformation Scrutiny Committee has agreed that the decision is reasonable in all the circumstances and to it being treated as a matter of urgency.

Authorising Signature: Theresa Fletcher

Job title: **HEAD OF FINANCE AND RESOURCES AND SECTION 151 OFFICER**

Unique Reference Number:

Date decision may be implemented following call in (if necessary):

Circulation to:

Head of Paid Service
Monitoring Officer
Section 151 Officer
Scrutiny Officer
Internal Audit