

# Record of decision taken under delegated powers by a council officer



Title:	Award of contract for “Pensions Administration Software”
Divisions Affected:	None
Key Decision:	No
Decision taken under delegation by virtue of:	Cabinet Meeting - 19 December 2023 at 2:00pm – minute 203/23 Annual Procurement Forward Plan FY2024/25

## Summary

The Surrey Pension Team (SPT) has a dynamic 3-year strategic plan with a clear vision and mission. This plan aims to place the fund in a robust financial position in the coming years while delivering a high-quality customer experience to its members. SPT is dedicated to executing its transformation plans, which will enhance organisational capability and resilience, positioning itself as a leader in the industry and adapting to anticipated changes in the pension sector.

The Pension Administration system is crucial for providing benefits and payroll to members in compliance with legislation. It also offers data services to employers and manages the reconciliation of contribution payments into bank accounts. This application will be central to implementing more digital and self-service options for customers, improving the user experience, and delivering a cost-effective service that will secure value for money.

The Pensions Administration Committee agreed to the award of this contract on Friday 13 December 2024.

## Decision made

### Decision made:

To award a contract for the provision of Pensions Administration Software to Heywood Pensions Technologies.

### Reasons for Decision:

Surrey County Council will ensure that continuity of the service provision is maintained.

The procurement route followed is compliant with the Public Contract Regulations 2015 and Procurement and Contract Standing Orders.

Decision taken by:	Andy Brown, Deputy CEX and Executive Director-Resources
Decision taken on:	20 December 2024
To be implemented on:	01 April 2026

**Alternative options considered**

See attached Procurement Report

**Summary of any financial implications**

Surrey County Councils overall estimated value will be circa £7,850,000 over 10 years.

**Declarations of conflicts of interest**

No conflicts of interest have been identified

**Consultation/Process Followed**

N/A

<b>Background Documents</b>	<b>Exempt:</b>
Procurement Report	Yes