

## Officer Decision Record – Executive Decision

**If Key Decision: Decision Ref. No.**

**N/A**

*If not a Key Decision write n/a above*

### OFFICER DECISION RECORD <sup>i</sup>

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

<b>Subject:</b> SMS Contract Extension Proposal	
<b>Type of Decision: Non-Executive</b>	<b>Key Decision (Executive Functions only):</b> n/a
Officer Contact: Anna Morrison Tel: 01992 588397	Executive Member Ralph Sangster (Resources and Performance)

#### 1. **Decision**

To extend the current Serco SMS contract by 2 years to March 2023 in accordance with the cabinet decision to agree where required the letting of contracts to continue service provision within the Council's budget approval process'. The 2<sup>nd</sup> extension year will include the ability to terminate services, with appropriate notice, to enable a phased procurement plan.

#### 2. **Reasons for the decision**

A pause was required in the current Next Generation programme timetable a result of the Coronavirus pandemic. The pandemic could not have been foreseen and resulted in officers having to cease preparatory work for the re-procurement and insourcing of services. This contract extension is considered to be the best solution to deal with the impact of the pandemic and any potential second wave on the overall Programme.

3. **Alternative options considered and rejected**

Continuation with procurement and in-sourcing activity has been rejected for the reasons outlined above.

4. **Consultation**

**Was any Councillor consulted?      Yes**

*Ralph Sangster and Bob Deering*

**If yes:**

(a) Comments of Executive Member

No comments provided

(b) Comments of other consultees

N/A

5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

*None*

6. **Following consultation with the Executive Member I am proceeding with the proposed decision.**

Signed:  .....

Title: Director of Resources

Date: *02/06/2020* .....

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.<sup>ii</sup>

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### Summary of Requirements to Inform/Consult Councillors

Significance of Proposed Action	Controversial	Relevant Councillor(s) to be Consulted
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	<b>Executive Functions:</b> Consult relevant Lead Executive Member and, where appropriate, Local Councillor  <b>Non-Executive Functions:</b> Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	<b>Executive Functions:</b> Inform Lead Executive Member and Local Councillor  <b>Non-Executive Functions:</b> Inform Local Councillor
Local	Yes	<b>Executive Functions:</b> Consult Lead Executive Member and Local Councillor  <b>Non-Executive Functions:</b> Consult Local Councillor
General or County-wide	No	<b>Executive Functions:</b> Consult relevant Lead Executive Member (s)  <b>Non-Executive Functions:</b> Consult relevant Committee

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		Chairman
General or County-wide	Yes	<b>Executive Functions:</b> Consult relevant Lead Executive Member (s) and the Leader of the Council <b>Non-Executive Functions:</b> Consult relevant Committee Chairman/Leaders all Political Groups