

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B.....N/A.....

If not a Key Decision write n/a above

OFFICER DECISION RECORD ¹

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>)

Subject: Next Generation – Window Cleaning for properties currently within the Shared Managed Services contract

Type of Decision: Executive

Key Decision (Executive Functions only): No

Executive Member/Committee Chairman:

Bob Deering
Executive Member

Portfolio (Executive Functions only):

Resources & Performance

Officer Contact:

Sass Pledger
Director - Property

Tel:

01992 555970 (Internal: 25970)

April 2020

1. **Decision**

- 1.1 That the Director of Property has determined that Annex A to this Decision Record should not be disclosed to the public as it contains exempt information as defined by Section 100 of the Local Government Act 1972, Schedule 12A, the public interest in maintaining the exemption outweighing the public interest in disclosing that information.
- 1.2 Subject to 1.1 above, awards the provision of Window Cleaning for the sites currently within the Shared Managed Services (SMS) Contract to F&G Cleaners as set out in Annex A and approves the signing of the contract amendment.

2. **Reasons for the decision**

Window Cleaning at the majority of HCC operational sites is already delivered by F&G Cleaners and managed via HertsFullStop. Removing this service from the current Shared Managed Service contract and merging it with F&G Cleaners enables Property to have a consistent approach across the operational estate (non-schools). The contract was set up by HertsFullStop under HCCs procurement rules, with contractors being assessed against cost and quality.

This solution will also enable HCC to realise savings, as set out in Appendix A.

3. **Alternative options considered and rejected**

In-source the window cleaning service to the council and out-source via a new separate procurement.

4. **Consultation** (see *Summary of Requirements below*)

Was any Councillor consulted? Yes

If yes:

(a) Comments of Executive Member
agreed

Bob Deering

c11r

(b) Comments of other consultees

10-Jan-2022

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

(If a Councillor declares a conflict of interest DO NOT PROCEED without seeking advice from Democratic Services or Legal Services).

April 2020

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

Scott Crudgington

Signed:

Director of Resources

Title:

13-Jan-2022

Date:

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.ⁱⁱ

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	Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor
Local	Yes	Executive Functions: Consult Lead Executive Member and Local Councillor Non-Executive Functions: Consult Local Councillor
General or County-wide	No	Executive Functions: Consult relevant Lead Executive Member (s) Non-Executive Functions:

April 2020

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