



Decision Ref. No.

B082/17

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:

Joint evaluation process of bids for Adult Care Services and Childrens Services Advocacy services : Award of Contract LOTS 1 – 4 (LOT 5 awarded)

Staff Contact: Frances Heathcote

Executive Member: Colette Wyatt-Lowe

Tel: Mobile 07580 744336 | Comnet 26343

Portfolio: Adult Care and Health

1. Decision

Contract award (LOT 1, 2, 3 and 4) of the Adults Independent Advocacy Service. Four providers have been identified.

2. Reasons for the decision

A full procurement process has been completed.

3. Alternative options considered and rejected ²

4. Consultation

(a) Comments of Executive Member ^{3 4}

(b) Comments of other consultees ⁵

5. Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.

Signed:

Title:

Date: 9/4/18

6. Copies of

- All consultees
- Chairman, and Vice-Chairmen of the Overview and Scrutiny Committee
- hard & electronic copy (for public inspection both at County Hall and on Hertsdirect) Democratic Services Manager - Room 213 County Hall.

¹ for guidance see Chief Legal Officer's note "Taking Decisions"

DECISION RECORD

- ² details of any alternative options considered and rejected by the officer at the time the decision was made
- ³ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest **DO NOT PROCEED** without seeking advice from the Chief Legal Officer
- ⁴ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted
- ⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.