



Decision Ref. No.
 (Please enter)
B022/19

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: To agree the commissioning plan for the Community Meals Service <i>(Please use the same title as provided in the Forward Plan)</i>	
Staff Contact: Ted Maddex	Executive Member: Richard Roberts
Tel: 01438 843574	Portfolio: Adult Care and Health

1. Decision

2. That the community meals service will be tendered for a new service to commence on 1.4.19

2. Reasons for the decision

This was considered to be a reasonable timescale to allow for coproduction.

3. Alternative options considered and rejected ²

That the community meals service be tendered for a new service to commence 1.10.19.

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:

plc Date: 2.5.2019

DECISION RECORD

6. Copies of agreed document to:

- 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"

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.