

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: Award of contract for community meals service

Staff Contact: Michael Longfellow

Executive Member: Richard Roberts

Tel: ~~510000~~ 01438 844303

Portfolio: Adult Health & Care

1. Decision

The contract will be awarded to Herts Independent Living Service.

2. Reasons for the decision

An open competitive tender process has been completed and the winning bidder was Herts Independent Living Service .

3. Alternative options considered and rejected ²

None

4. Consultation

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

HICS will have the security of a new contract to continue with their great work.

(b) Comments of other consultees

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

Signed: _____

Title:

Date: 4/12/19

6. Copies of agreed document to:

- All consultees
- Chairman, and Vice-Chairmen of the Overview and Scrutiny Committee
- Hard & electronic copy available for public inspection both at County Hall and on www.hertfordshire.gov.uk Democratic Services - Room 213 County Hall. democratic.services@hertfordshire.gov.uk

DECISION RECORD

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.