

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:

Maintenance term contract for the provision of repairs, planned maintenance and minor works of buildings: Award of contract HCC Contract Reference: HCC2012044

Staff Contact: Michael Cunningham

Executive Member: Ralph Sangster

Tel: 01992 556658

Portfolio: Resources

1. **Decision**

- 1.1 That the Assistant Director for 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 contract Maintenance term contract for the provision of repairs, planned maintenance and minor works of buildings to the preferred supplier set out in Annex A and approves the signing of the contract.

2. **Reasons for the decision**

A full OJEU compliant procurement was undertaken for the re-procurement of an existing contract expiring 31st August 2020. The decision was reached after evaluation of case studies followed by price and quality evaluation.

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.**

DECISION RECORD

Signed:

Title:.....

Date:

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.