

**Officer Decision Record – Executive Decision****If Key Decision: Decision Ref. No.****B052/20****OFFICER DECISION RECORD <sup>i</sup>**

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>)

<b>Subject:</b> HCC1507837 -Measured Term Contract - Mechanical and Electrical – to provide interim arrangements for the provision of this service Dec 20 – March 21.	
<b>Type of Decision: Executive</b>	<b>Key Decision (Executive Functions only):</b>  Yes
Officer Contact: Michael Cunningham	Executive Member Ralph Sangster  Portfolio Resources

**1. Decision**

To appoint Oakray Limited to continue to provide planned and reactive maintenance for mechanical and electrical services on the Council's non-schools premises.

**2. Reasons for the decision**

Due to Covid-19 the availability of the Property FM team has been limited and the re-procurement of the contract has been delayed. It was agreed that Oakray should continue to provide this service until March 2021 which allows more time for a competitive OJEU procurement to be undertaken.

**3. Alternative options considered and rejected**

Re-procurement was not an option due to time available and the availability of the FM team.

**April 2020**

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

**Was any Councillor consulted?      Yes**

**If yes:**

(a)    Comments of Executive Member

        No comment

(b)    Comments of other consultees

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).*

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

Signed:  6A804206E8FA454...

Title: ..... Assistant Director - Property ..... Date: ..... 27-Aug-2020 .....

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.<sup>ii</sup>

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**Summary of Requirements to Inform/Consult Councillors**

**April 2020**

<b>Significance of Proposed Action</b>	<b>Controversial</b>	<b>Relevant Councillor(s) to be Consulted</b>
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	<b>Executive Functions:</b> Consult relevant Lead Executive Member and, where appropriate, Local Councillor  <b>Non-Executive Functions:</b> Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	<b>Executive Functions:</b> Inform Lead Executive Member and Local Councillor  <b>Non-Executive Functions:</b> Inform Local Councillor
Local	Yes	<b>Executive Functions:</b> Consult Lead Executive Member and Local Councillor  <b>Non-Executive Functions:</b> Consult Local Councillor
General or County-wide	No	<b>Executive Functions:</b> Consult relevant Lead Executive Member (s)  <b>Non-Executive Functions:</b> Consult relevant Committee Chairman
General or County-wide	Yes	<b>Executive Functions:</b> Consult relevant Lead Executive Member (s) and the Leader of the Council  <b>Non-Executive Functions:</b> Consult relevant Committee Chairman/Leaders all Political Groups
<b>April 2020</b>		

**April 2020**