

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B048/21

If not a Key Decision write n/a above

OFFICER DECISION RECORD ⁱ

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>)

B048-21 -Award of contract for the provision of COVID Marshals	
Type of Decision: Executive/Non-Executive <i>(Please delete as applicable)</i>	Key Decision (Executive Functions only): Yes
Officer Contact: Director of Community Protection and Chief Fire Officer – Darryl Keen Tel: 01992 507500	Executive Member/Committee Chairman: Morris Bright (MBE) Portfolio (Executive Functions only):

1. **Decision**

To award a contract for the provision of Covid Marshalls as per the award information in Annex A

2. **Reasons for the decision**

After the original contacts & STA's of the current COVID Marshal contract, a full procurement was undertaken to ensure transparency and accountability for the use of public funds. The requirement for COVID marshals post June

April 2020

2021 is essential to mitigate any potential resurgence of COVID-19 in Hertfordshire and reinforce the current or subsequent new guidance issued from Government and Health Protection Board.

Following an open accelerated procedure, we are now in position to award the contract as per Annex A

3. **Alternative options considered and rejected**

None

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

Was any Councillor consulted? **Yes** (delete as applicable)

If yes:

(a) Comments of Executive Member/Committee Chairman (delete as applicable)

Cllr Bright has confirmed by email in 10th June that he is content and supports the decision made.



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(b) Comments of other consultees

5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

None

(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/Committee Chairman,] I am proceeding with the proposed decision.** (delete words in square brackets if no requirement to consult the Executive Member/Committee Chairman)

Signed:

Title: ...Director of Community Protection and Chief Fire Officer...

Date: 10th June 2021

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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.ⁱⁱ

Summary of Requirements to Inform/Consult Councillors

Significance of Proposed Action	Controversial	Relevant Councillor(s) to be Consulted
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor
Local	Yes	Executive Functions: Consult Lead Executive Member and Local Councillor Non-Executive Functions: Consult Local Councillor
General or County-wide	No	Executive Functions: Consult relevant Lead Executive Member (s)

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		<p>Non-Executive Functions:</p> <p>Consult relevant Committee Chairman</p>
General or County-wide	Yes	<p>Executive Functions:</p> <p>Consult relevant Lead Executive Member (s) and the Leader of the Council</p> <p>Non-Executive Functions:</p> <p>Consult relevant Committee Chairman/Leaders all Political Groups</p>