

## Officer Decision Record – Executive Decision

**If Key Decision: Decision Ref. No.**

B048/24

***If not a Key Decision write n/a above***

### 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>)

**Subject:** Procurement of an IT Backup and recovery system: Proposed award of contract

**Type of Decision:** Executive

**Executive Member/Committee Chairman:** Bob Deering

**Portfolio (Executive Functions only):** Resources and Performance

**Officer Contact:** Anna Morrison

**Tel:** 01992 588331

#### 1. **Decision**

- 1.1 That the Director of Improvement and Technology 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 to procure a Backup and recovery system, to commence from June 2024 to 1 June 2027 (1 x 12-month extension available). To improve and harden the Council's ability to backup & restore the IT systems in the event of a loss of service either malicious or accidental.

**2. Reasons for the decision**

The ICT backup and recovery software will end. Backup and recovery is still needed; therefore, Hertfordshire County Council is procuring a new contract for the service from June 2024.

To this end it was decided to award a contract via G-Cloud 13.

**3. Alternative options considered and rejected**

Not having a Backup and Recovery service was not an option.

Various routes to market were considered but rejected. Gcloud 13 provided a viable route to market for ICT Backup and Recovery Services. Key search terms required for the contract were entered into G-Cloud 13 and service offers returned were assessed against our specification for suitability.

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

**Was any Councillor consulted?** No

**If yes:**

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

(b) Comments of other consultees

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

No

**6. I am proceeding with the proposed decision.**

Signed: Anna Morrison

Title: Director of Improvement & Technology

Date: 28 May 2024

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>

## Summary of Requirements to Inform/Consult Councillors

<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