

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

n/a

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>)

Subject: Washroom Services for all HCC Sites – Award of Contract

Type of Decision: Executive

Key Decision (Executive Functions only): No

Executive Member/Committee Chairman:

Bob Deering

Executive Member

Portfolio (Executive Functions only):

Resources & Performance

Officer Contact:

Sass Pledger

Director – Property

Tel:

01992 555970 (Internal: 25970)

1. Decision

- 1.1 To Direct Award from the ESPO Framework (ref: 239_20) to Personnel Hygiene Solutions C/O PHS Group.

2. Reasons for the decision

April 2020

2.1 Following an assessment of Washroom Services suppliers on the ESPO Framework against the Council's requirements, the framework prices and cost of mobilisation, Property have assessed Personnel Hygiene Solutions C/O PHS Group as the best supplier and will use the Direct Award option from the framework.

3. **Alternative options considered and rejected**

3.1 Mini-Competition from the ESPO Framework

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

Was any Councillor consulted? Yes

If yes:

- (a) Comments of Executive Member *Rejean*
 Agreed c11r
06-Mar-2023
- (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.**

Scott Crudgington
 Signed:
 Title: Director of Resources
 Date: 08-Mar-2023

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