

## Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B..... n/a.....

*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>)

<b>Subject:</b> <b>Works to 35a Brampton Road, St. Albans – alterations, refurbishment, and extension to the property</b>	
<b>Type of Decision: Executive</b>	<b>Key Decision (Executive Functions only):</b>  Yes
<b>Officer Contact:</b> Tarn Gascoyne  <b>Tel:</b> 07580 743626	<b>Executive Member</b> Cllr Tony Kingsbury  <b>Portfolio (Executive Functions only):</b>

- 1. Decision**  
Award the works contract at 35a Brampton Road, St.Albans – alterations, refurbishment and extension to the property to Parrott Construction Limited for £257,310.00
- 2. Reasons for the decision**  
Following two tender processes where ACS invited contractors to tender via the Property Works Framework for works at 35a Brampton Road a decision was made to approach alternative contractors known to the Council and the Council's consultants. Prices for the works were received and one of the contractors provided the most economically advantageous tender based on price and ability to deliver the programme within the required timescales.
- 3. Alternative options considered and rejected**  
Three prices were received for the works.

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

**Was any Councillor consulted?      Yes**

**If yes:**

(a) Comments of Executive Member  
Agreed

(b) Comments of other consultees

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

N/A

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

Chris Badger  
Executive Director, Adult Care Services  
18/04/2024

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>

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**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

		<p><b>Non-Executive Functions:</b></p> <p>Relevant Committee Chairman and, where appropriate, Local Councillor</p>
Local	No	<p><b>Executive Functions:</b></p> <p>Inform Lead Executive Member and Local Councillor</p> <p><b>Non-Executive Functions:</b></p> <p>Inform Local Councillor</p>
Local	Yes	<p><b>Executive Functions:</b></p> <p>Consult Lead Executive Member and Local Councillor</p> <p><b>Non-Executive Functions:</b></p> <p>Consult Local Councillor</p>
General or County-wide	No	<p><b>Executive Functions:</b></p> <p>Consult relevant Lead Executive Member (s)</p> <p><b>Non-Executive Functions:</b></p> <p>Consult relevant Committee Chairman</p>
General or County-wide	Yes	<p><b>Executive Functions:</b></p> <p>Consult relevant Lead Executive Member (s) and the Leader of the Council</p> <p><b>Non-Executive Functions:</b></p> <p>Consult relevant Committee Chairman/Leaders all Political Groups</p>