

DECISION RECORD ¹

Subject: Re-procurement of existing Regional Framework Agreement for Translating and Interpreting Services and award of local contracts in Herts

Staff Contact: David Butcher, Head of Improvement
Tel: 01992 556733 (Internal: 26733)

Executive Member: David Williams
Portfolio: Resources, Property and the Economy

1. Decision

To use the re-procured Eastern Region Framework Agreement to meet Hertfordshire County Council's requirements for Translation & Interpreting services for our service users.

2. Reasons for the decision

- Continuation of existing arrangements, which have worked well – contractual framework is flexible and delivers good value for money
- Will enable a reliable, high-quality and cost-effective Translation & Interpreting services that meet statutory requirements

3. Alternative options considered and rejected ²

- Lead on our own re-procurement
- Use an alternative regional or national Framework Agreement

4. Consultation

(a) Comments of Executive Member ^{3 4}

(b) Comments of other consultees ⁵

N/A – no local significance as relates to Hertfordshire-wide services.

5. Following consultation with  and the concurrence of the Executive Member, I am proceeding with the proposed decision.

Signed: ... 

Title: ... Director of Resources

Date: ... 15/06/17

6. Copies of agreed document to:

- All consultees
- Chairman, and Vice-Chairmen of the Overview and Scrutiny Committee
- hard & electronic copy (for public inspection both at County Hall and on Hertsdirect) Michelle Diprose, Democratic Services - Room 213 County Hall.

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¹ for guidance see Chief Legal Officer's note "Taking Decisions"

² details of any alternative options considered and rejected by the officer at the time the decision was made

³ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Chief Legal Officer

⁴ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.