



**Decision Ref. No.**  
*(Please enter)*  
**B019./17.....**

**DECISION RECORD <sup>1</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>)

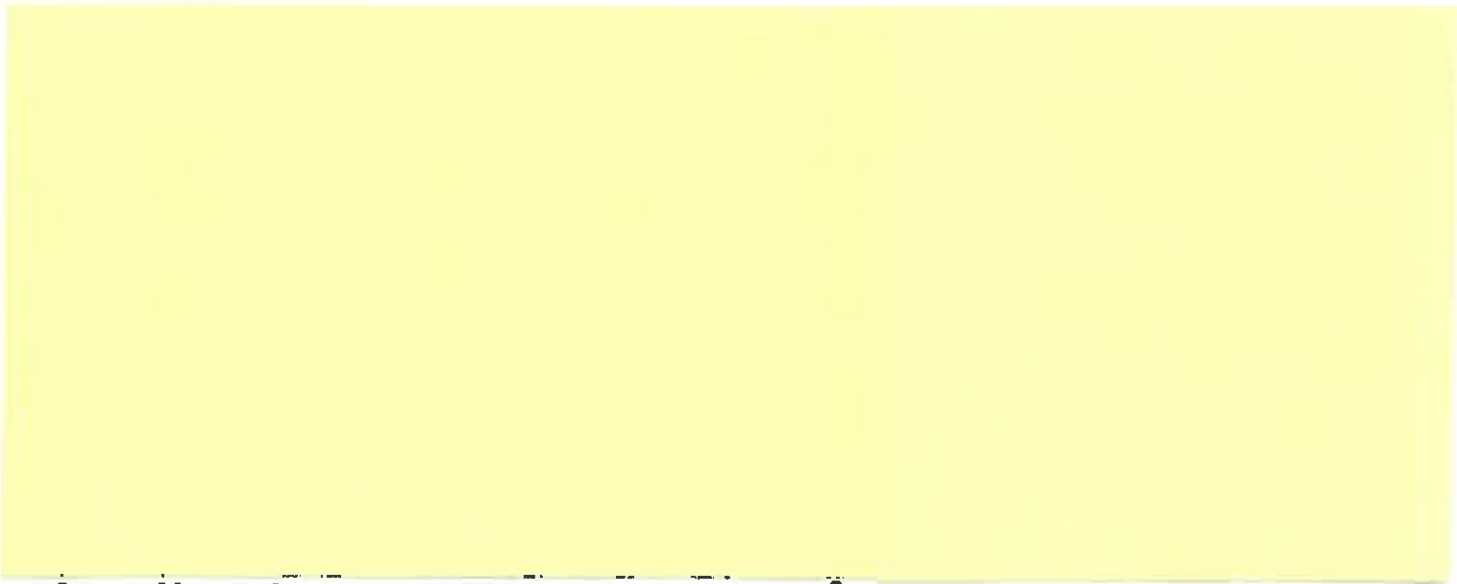
<b>Subject: To award a contract for the provision of an Assessor for the Warmer Homes Project</b>	
Staff Contact: Carol Young	Jim McManus
Tel: 01992 556127	Director Public Health.

**1. Decision**

To award the contract for this provision to

*the organisation set out in Annex A to this decision record.*

**2. Reasons for the decision**



**3. Alternative options considered and rejected <sup>2</sup>**

All bids received were strong, all five of the submissions made were assessed as suitable for detailed consideration.



**4. Consultation**

(a) Comments of Executive Member <sup>3 4</sup>

DECISION RECORD

(b) Comments of other consultees<sup>5</sup>

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

Signed:

Title: ...

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) Democratic Services Manager - Room 213 County Hall.

<sup>1</sup> for guidance see Chief Legal Officer's note "Taking Decisions"

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

<sup>3</sup> 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

<sup>4</sup> 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

<sup>5</sup> 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.