



Decision Ref. No.

B030/18

DECISION RECORD ¹

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: Tender awards for provision of various education coach service contracts starting September 2018

Staff Contact: Matthew Lale

Executive Member: Derrick Ashley

Tel: 01992 588633

Portfolio: Growth, Infrastructure, Planning and the Economy

1. Decision

Award of various education coach service contracts throughout Hertfordshire

2. Reasons for the decision

To ensure statutory compliance with HCC's Home to School Transport Policy.

3. Alternative options considered and rejected ²

Alternative tender options evaluated and rejected on grounds of value for money

4. Consultation

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

Executive member informed and agreed with no additional comments

(b) Comments of other consultees ⁵

None

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

Signed:

Title: Assistant Director – Transport, Waste and Environmental Management

Date: 28 June 2018

6. Copies of agreed document to:

- All consultees
- Chairman, and Vice-Chairmen of the Overview and Scrutiny Committee

DECISION RECORD

- **hard & electronic copy (for public inspection both at County Hall and on Hertsdirect) Democratic Services Manager - Room 213 County Hall.**

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.