

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: Building Cleaning contract for North Herts Primary Schools <i>(Please use the same title as provided in the Forward Plan)</i>	
Staff Contact: Kean Booth	Executive Member: David Williams
Tel: 01707 292323	Portfolio: Resources, Property and the Economy

1. **Decision**

That the provision of a Building Cleaning Services Contract for the North Hertfordshire Package of Educational Establishments be awarded to the following supplier:

See Annex A

Has determined that Annex A of the Decision Record should not be disclosed to the public as it contains exempt information as defined by Section 100 of the Local Government Act 1972, Schedule 12A the public interest in maintaining the exemption outweighing the public interest in disclosing that information

2. **Reasons for the decision**

60% Price
40% Quality

3. **Alternative options considered and rejected ²**

Details are contained in the Tender document file reference: **HCC1911323 Held In Hertfordshire County Council's Archive Facility**

4. **Consultation**

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

No Comments

(b) **Comments of other consultees ⁵**

No Comments

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

Signed: ..

Title: **Head of Herts Full Stop**

Date: 30/5/2019.....

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.

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.