



DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution [Part4 E Overview and Scrutiny Procedure Rules](#))

Subject: Minor works term contract – Contract for term contractor for engineering works

Staff Contact: Russell Sparrow
Tel: 01438 242431

Executive Member: Simon Speller
Portfolio: Environment and Performance

1. **Decision**

That the contract shall be awarded to the winning contractor to carry out associated engineering works for Stevenage Borough Council.

That Annex A to this decision 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**

So, works can commence as soon as possible.

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

N/A

4. **Consultation**

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

No issues raised by executive member.

(b) Comments of other consultees ⁵

N/A

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

Signed: REDACTED

Title: Strategic Director and Deputy CEO..... Date: ...13/06/2023.....

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6. PLEASE RETURN COMPLETED/SIGNED FORM TO CONSTITUTIONAL SERVICES FOR PUBLICATION

¹ for guidance see Borough Solicitor'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 Borough Solicitor

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.