



DECISION RECORD

Officer Key Decisions are subject to the Council's Call-In Procedure ([Part 4 of the Council's Constitution](#))

Subject: Procurement of a Streets and Grounds System

Staff Contact: Jo Davidson

Email: jo.davidson@stevenage.gov.uk

Executive Member: Cllr Simon Speller

Portfolio: Environment and Performance

1. Decision

To award the contract for a Streets and Grounds Asset Management system for Stevenage Borough Council.

2. Reasons for the decision

The award of the contract is because there is only one system on the market with multiple reference networks, which enables accurate mapping and information sharing between systems and for reporting purposes.

3. Alternative options considered and rejected ¹

The G-Cloud 13 agreement was used to identify and filter potential solutions.

4. Consultation

(a) Comments of Executive Member ^{2 3}

Cllr Simon Speller is satisfied to award the contract and supports the improvements in performance and information management that will be achieved following implementation, as well as efficiencies in administration of the service.

(b) Comments of other consultees ⁴

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

Signed: SIGNATURE REDACTED.....

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Title: Assistant Director Stevenage Direct Services.....

Date: 25.10.24.....

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

¹ details of any alternative options considered and rejected by the officer at the time the decision was made

² 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

³ 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

⁴ 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.