

OFFICER DELEGATION SCHEME RECORD OF OPERATIONAL DECISION



TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date:	16 th October 2018	Ref No:	1655
Type of Operational Decision:			
Executive Decision	<input checked="checked" type="checkbox"/>	Council Decision	<input type="checkbox"/>
Status: For Publication			
Title/Subject matter: Contract for the Provision of a Food Hygiene Inspection Service 01 November 2018 to 31 st March 2019			
Budget/Strategy/Policy/Compliance – Is the decision:			
(i)	within an Approved Budget		Yes
(ii)	not in conflict with Council Policy		Yes
(iii)	not raising new issues of Policy		Yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]			
Details of Operational Decision Taken [with reasons]: An Invitation to quote opportunity was issued on The Chest on Wednesday 27 th June 2018 in accordance with the Council's Contract Procedure Rule 4.1. The closing date for receipt of bids was set at 12.00 noon on Thursday 19 th July 2018; with two submissions being received by the required deadline. Following an evaluation of the bids it is recommended that: Buckingham Futures, Alpha House, 646c Kingsbury Road, London NW 9 9HN is nominated as the provider who offers best overall value to the Council. See attached note for details			
Decision taken by:		Signature:	Date:
Interim Executive Director – Resources and Regulation		See OVR	

11/11

Jul

19/10/18

Interim Executive Director - Communities & Wellbeing	<i>[Signature]</i>	30/10/18
Head of Workforce - Communities & Wellbeing		
Members Consulted [see note 1 below]		
Cabinet Member/Chair	<i>[Signature]</i>	9/11/2018
Lead Member	NA	
Opposition Spokesperson	<i>[Signature]</i>	5/12/18
Notes 1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted. 2. This form must not be used for urgent decisions.		