



# WELWYN HATFIELD

## EXECUTIVE MEMBER DECISION NOTICE

### LOCAL GOVERNMENT ACT 2000 SECTION 9E

1 **EXECUTIVE MEMBER**

CLLR NICK PACE

2 **TITLE OF REPORT**

PROCUREMENT OF MAINS ISOLATOR SWITCHES

3 **DECISION TAKEN**

TO COMMENCE A PROCUREMENT PROCESS TO ENABLE A FOUR YEAR CONTRACT TO BE LET FOR MAINS ISOLATOR SWITCHES (IN THE COUNCILS HOUSING STOCK).

4 **IF URGENT, REASONS FOR URGENCY**

N/A

5 **DETAILS OF EXECUTIVE MEMBER**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date this decision was taken \_\_\_\_\_

Date of circulation/publication of this decision \_\_ 7 January 2021 \_\_

Supported by Chairman of the General Procurement Board

Name *CLLR D. J. BELL* \_\_\_\_\_

Signature \_\_\_\_\_



*05/01/2021*

## **6 EXPLANATION/BACKGROUND:**

- 6.1 The current contract for the installation of Mains Isolator Switches in the Council Housing Stock expires at the end of June 2021. A new contract is required to be put in place to ensure service continuity.

As the value of the contract is less than £1 million and considered a routine matter, it does not need to be considered by the General Procurement Board

### 6.2 Legal Implications:

The Procurement will be undertaken in accordance with the councils Contract Procedure Rules and the Public Contracts Regulations 2015

### 6.3 Financial Implications:

The value of the contract is approximately £80,000 per annum

### 6.4 Risk Implications:

None at this stage

- 6.5 Other Implications (including communications, security and terrorism, human resources, procurement, climate change, human rights, health and wellbeing, equality and diversity)

None at this stage

### 6.6 Alternative options considered and reasons for their rejection (if any):

None at this stage

## **7 BACKGROUND PAPERS USED TO INFORM THE DECISION**

- 7.1 Not applicable

## **8 DETAILS OF ANY MEMBERS OR OFFICERS WHO HAVE DECLARED AN INTEREST IN THIS MATTER AND NATURE OF ANY SUCH INTEREST AND ANY DISPENSATIONS GRANTED**

- 8.1 None

## **9 ADDITIONAL CONFIDENTIAL OR EXEMPT INFORMATION CONSIDERED**

- 9.1 No

Contact Officer: Andrew Harper, Procurement Manager  
[a.harper@welhat.gov.uk](mailto:a.harper@welhat.gov.uk) / 01707 357371

**From:** [Nick Pace](#)  
**To:** [Andrew Harper](#)  
**Subject:** Re: Mains Isolator Switch Procurement  
**Date:** 04 January 2021 14:57:14

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Hi Andrew,

Happy new year.

I don't have a printer so I've previously supplied an electronic signature and. i'm happy to proceed

Regards

Nick

Cllr. Nick Pace  
Executive Member, Housing and Community  
Hollybush Ward  
Welwyn Hatfield Borough Council  
(07909) 524438

Sent from my iPad

On 4 Jan 2021, at 08:06, Andrew Harper <A.Harper@welhat.gov.uk> wrote:

**\*\* WARNING: This email originated outside the WHBC Network. Please be extra vigilant when opening attachments or clicking links \*\***

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**Classification:** Restricted

Good Morning Nick,

Can you please provide me with an update on the authorisation of this Decision Notice?

Regards

Andrew Harper  
Procurement Manager  
Welwyn Hatfield Borough Council  
Tel: 01707 357371  
Mobile: 07771 903964  
Email: [a.harper@welhat.gov.uk](mailto:a.harper@welhat.gov.uk)

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[Welwyn Hatfield Borough Council](#)

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**From:** Andrew Harper

**Sent:** 11 December 2020 09:46

**To:** Nick Pace <Nick.Pace@welhat.gov.uk>

**Cc:** Duncan Bell <duncan.bell@welhat.gov.uk>  
**Subject:** RE: Mains Isolator Switch Procurement

**Classification:** Restricted

Hello Nick,  
Many thanks for your response.  
Can you please authorise the attached and then send onto Duncan for countersignature?

Regards  
Andrew Harper  
Procurement Manager  
Welwyn Hatfield Borough Council  
Tel: 01707 357371  
Mobile: 07771 903964  
Email: [a.harper@welhat.gov.uk](mailto:a.harper@welhat.gov.uk)  
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[@WelHatCouncil](#)  
[Welwyn Hatfield Borough Council](#)

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**From:** Nick Pace  
**Sent:** 10 December 2020 11:25  
**To:** Andrew Harper <[A.Harper@welhat.gov.uk](mailto:A.Harper@welhat.gov.uk)>  
**Subject:** Re: Mains Isolator Switch Procurement  
Hi Andrew,  
Yes, no problem at all  
Nick

Cllr. Nick Pace  
Executive Member, Housing and Community  
Hollybush Ward  
Welwyn Hatfield Borough Council  
(07909) 524438  
Sent from my iPad

On 10 Dec 2020, at 09:12, Andrew Harper  
<[A.Harper@welhat.gov.uk](mailto:A.Harper@welhat.gov.uk)> wrote:

<Executive Member Decision Notice - commencement of contract.docx>