

EAST HERTS COUNCIL

OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS

2014

OFFICER DECISION WRITTEN RECORD

Reference:	OD/(to be added by Democratic Services)
Subject Matter:	Renewal of software maintenance contract with Capita
Date of Decision:	2.5.2023
Exempt/Confidential information (Yes/No):	N/A
If Exempt/Confidential – reason why:	
Name of Officer taking decision under delegated authority:	Head of Revenues & Benefits
Source of delegated authority (constitution/express delegation/etc):	10.6.1.2 (b) of the Constitution
Exercise of delegated authority approved by: <i>(if different from Officer taking decision)</i>	
Decision:	To renew the contract
Reason(s) for Decision:	To renew contract after expiry. Procurement process followed.

Reference:	OD/(to be added by Democratic Services)
Details of alternative options, if any considered and rejected:	N/A
Name of Officer who has confirmed with all Members involved in taking this decision whether they have pecuniary or non-pecuniary interest:	<i>Note: if a Member has a pecuniary interest they should not take part in making this decision. If a Member has a non-pecuniary interest, a judgement should be made as to whether they can contribute to making this decision; if in doubt, check with a Democratic Services Officer.</i>
Name(s) of any Member who has removed himself/herself from contributing to this decision because of a conflict of interest:	
Signature of Decision Maker (where decision is taken in consultation with a Member):	Add electronic signature
Signature of Member consulted by Decision Maker (where decision is taken in consultation with a Member):	Add electronic signature

SIGNATURES TO BE REDACTED