

EAST HERTS COUNCIL

OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS

2014

OFFICER DECISION WRITTEN RECORD

Reference:	OD/(to be added by Democratic Services)
Subject Matter:	Award of contract for IT Support services to BEAM
Date of Decision:	10 th April 2026
Exempt/Confidential information (Yes/No):	No
If Exempt/Confidential – reason why:	
Name of Officer taking decision under delegated authority:	Benjamin Wood, Director for Regeneration, Customer and Commercial
Source of delegated authority (constitution/express delegation/etc):	Under delegated powers granted to officers in the Council's Constitution, section 10.6.1.2: "Powers in relation to contracts and property" Powers in relation to: (a) contracts and property agreements to negotiate; (b) put out to tender, bid, submit Tenders, vary, terminate, dispute, extend and renew
Exercise of delegated authority approved by: <i>(if different from Officer taking decision)</i>	N/A

Reference:	OD/(to be added by Democratic Services)
Decision:	To award a contract to ITBuilder for IT Support Services to BEAM, for a three year period at a total cost of £50,104.32
Reason(s) for Decision:	The award follows a tender exercise over February and March in which ITBuilder scored the highest during evaluation.

Reference:	OD/(to be added by Democratic Services)
Details of alternative options, if any considered and rejected:	The only other option considered was to seek support from The Council's IT service, however this was not feasible as the out of hours offer is highly limited. BEAM operates all weekends and late nights meaning external support is required.
Name of Officer who has confirmed with all Members involved in taking this decision whether they have pecuniary or non-pecuniary interest:	N/A
Name(s) of any Member who has removed himself/herself from contributing to this decision because of a conflict of interest:	N/A
Signature of Decision Maker (where decision is taken in consultation with a Member):	N/A
Signature of Member consulted by Decision Maker (where decision is taken in consultation with a Member):	N/A

SIGNATURES TO BE REDACTED