



HARTLEPOOL BOROUGH COUNCIL

CHIEF EXECUTIVE'S DECISION RECORD

Form 1 - Request for spending approval (including decisions which will reduce income) of UP TO £10,000 for a single issue, or £30,000 over three months (For approval in excess of the above amounts use Form 2)

Date of Decision: 18/6/20

Officer Making Decision: Chief Executive, in consultation with the Leader of the Council, Chair of the relevant Committee and Chief Solicitor and Monitoring Officer.

Subject / Description & Reason for Decision: This decision was taken due to the cancellation/ postponement of meetings and in accordance with the National guidance/legislation in relation to Covid 19.

Type of Decision: The decision is essential to the Authority's response to the Covid 19 pandemic.

Nature of Delegation Being Exercised: Constitution Reference – CE15 – urgent decisions normally reserved to a Committee.

Any Declared Register of Interest No

<p>Description of funding request/reduction in income request</p>	<p>Supplier Relief for JR Holland Food Services in line with Procurement Policy Note 02/20:</p> <p>JR Holland is the single Supplier Lot 3 (Fruit, Vegetables, Bread & Eggs) on the NEPO contract framework. Their core customer base is to public sector and they are a key supplier for Hartlepool on School Meals.</p> <p>The impact of sudden and extended school closures as a result of COVID-19 has seen a big reduction in sales as demand has fallen. Without supplier relief</p>
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	JR Holland would need to furlough all staff and cease trading until there are enough orders to justify business operations recommencing. This would have a significant negative impact on school meals provision in Hartlepool particularly as more pupils return in mid-June. It would likely require the Council to source food provisions from alternative suppliers off contract, and almost certainly at higher prices.
Value (this should be total cost)	£12,251 [based on £1,225.12 per week for 10 weeks]
Period Covered	23 rd March 2020 to 31 st May 2020
Approach adopted by other Tees Valley Council	<p>The matter is being dealt with by NEPO on behalf of member authorities who have each received a similar request to consider supplier relief. Initial due-diligence of JR Holland's submission has been undertaken by Stockton Borough Council on NEPO's behalf.</p> <p>NEPO will provide a collective response to the supplier for its member authorities. Eleven of the twelve NE authorities have agreed to support this proposal. The Authority which has not agreed has low spend with the company and state it has not significantly reduced during the Covid-19 period.</p>

Signatures for retained copy only

Chief Executive - Gill Alexander



Decision made in consultation with:

Leader of the Council - Cllr Shane Moore



Chair of [Policy Committee] –



Chief Solicitor and Monitoring Officer – Hayley Martin



Director of Finance and Policy – Chris Little

