

**Officer Decision**  
**Taken under the Scheme of Delegation**

This decision has been taken in accordance with the county council's Scheme of Delegation to Officers, as set out in section 9 of the [Constitution](#).

<b>Decision taken on behalf of the:</b>	Director of Finance and Commerce
<b>Officer taking the decision:</b>	Paul Fairclough, Acting Head of Service - Procurement, 01772 538206, <a href="mailto:paul.fairclough@lancashire.gov.uk">paul.fairclough@lancashire.gov.uk</a>
<b>Service Area:</b>	Finance and Commerce

**Key Details**

<b>Interpretation and Translation Services - Contract Extension</b>	
<b>Decision Date:</b>	25/04/2024
<b>Part I or Part II:</b>	Part I
<b>Reason for Part II: (if applicable)</b>	
<b>Divisions Affected:</b>	(All Divisions);

**The Decision**

<b>Background</b>		
Concerning the decision to extend the existing agreement with DA Languages for one year as provided for in the original procurement.		
	<b>Yes</b>	<b>No</b>
<b>Is this a decision made under a specific delegation from Full Council, Cabinet or another committee?</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>If so, does this discharge the delegation in full?</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Did the delegation require you to consult with a Cabinet Member(s) or specific officer(s) prior to taking the decision?</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>If so, specify the names of the Cabinet Member(s)/officer(s) you have consulted with:</b>		
N/A		



<b>The Decision</b>
Paul Fairclough, Acting Head of Procurement, took the decision to extend the existing agreement with DA Languages for one year as provided for in the original procurement.
<b>Were any other options considered and, if so, what were they and why were they discounted?</b>
A potential option considered was to re-tender the service immediately. Given the requirement of resources and time needed to reassess the future requirements that would form the basis of a successor long-term contracting arrangement, triggering the 12-month extension presents the most viable option at this stage. During the extension period Procurement will be contacting the relevant service areas to discuss the upcoming tender activities for a new contract planned to commence in 2025.
<b>Background Papers</b>
None

**Declaration**

	Yes	N/A
In taking this decision, I confirm that I have taken into consideration and kept a record of all relevant advice from the following services:  [insert the services where you have received advice, for example legal, finance, people services, procurement, property, equality etc]	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Where appropriate, consultation with the relevant Cabinet Member(s) has been completed.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Where appropriate and where the decision impacts on a particular locality, the relevant councillor(s) for the electoral division(s) have been consulted.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Decision taken on behalf of the:</b>	Director of Finance and Commerce	
<b>Officer taking the decision:</b>	Paul Fairclough	

