



Hertfordshire

**If Key Decision: Decision Ref. No.**

*(Please enter)*

**B..... /.....n/a.....**

*If not a Key Decision write n/a above*

## EXECUTIVE DECISION RECORD <sup>1</sup>

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

**Subject:**

**Contract for Midpoint housing scheme**

Officer Contact: Mark Harvey

Executive Member: Richard Roberts

Tel: ~~01992 844353~~ 01992 844353

Portfolio: Adult Care and Health

### 1. Decision

To award a contract for services at Midpoint mental health rehabilitation housing scheme at Higgins Walk, Stevenage. The award will commence December 1<sup>st</sup> 2019 for a period of 12 months, ending November 30<sup>th</sup> 2020.

### 2. Reasons for the decision

A new model of service is currently being piloted at Midpoint, and the evaluation of this will inform the specification of the longer term contract for services, which will be tendered in 2020. This will result in a better informed specification being developed that meets the needs of Hertfordshire residents more effectively.

### 3. Alternative options considered and rejected <sup>2</sup>

- i) Tender the contract through a procurement process now: This was rejected because the pilot project has not been completed, so decisions about the long term service specification can not be made on the basis of evidence at this time. There is also insufficient time to conduct a full procurement exercise before November 30<sup>th</sup> 2019
- ii) Allow the current contract to expire and not issue a new contract until later in 2020: This was rejected because it would not give the Council security of quality service provision during the period of no contract being in place.

### 4. Consultation<sup>3</sup>

**Was any Member consulted? Yes**

**If yes:**

(a) Comments of Executive Member

(b) Comments of other consultees

DECISION RECORD

5. **Any conflict of interest declared by a member who has been consulted in relation to the decision<sup>4</sup>**
6. **[Following consultation with the Executive Member,] I am proceeding with the proposed decision. (delete words in square brackets if no requirement to consult the Executive Member)**

Signed: \_\_\_\_\_

Title: Operations Director .....

Date: 23/9/15 .....

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.<sup>5</sup>

<sup>1</sup> for guidance see Chief Legal Officer's note "Taking Decisions" and Annex 3 to the Constitution

<sup>2</sup> details of any alternative options considered and rejected by the officer at the time the decision was made

<sup>3</sup> Before an Officer takes any decision under delegated powers s/he must consider whether to involve Members. The table below sets out when members should be informed or consulted

Significance of Proposed Action	Controversial	Relevant Member(s) to be Consulted
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	Consult relevant Lead Executive Member and where appropriate, Local Councillor
Local	No	Inform Lead Executive Member and Local Member
Local	Yes	Consult Lead Executive Member and Local Councillor
General or County-wide	No	Consult relevant Lead Executive Member(s)
General or County-wide	Yes	Consult relevant Lead Executive Member (s) and Leader of the Council

<sup>4</sup> record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Chief Legal Officer

<sup>5</sup> The following Officer Decision Records and supporting documents need to be sent to the Democratic Services:

- Key Decisions
- Decisions made by officers pursuant to delegations from Cabinet
- All decisions which affect third parties or involve services to people other than the County Council (but not individual social care/education decisions)
- Any other decisions except decisions of a trivial or insignificant nature or which are part of general administration and cannot be regarded as closely related to a particular executive function