

DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution)

Subject: Support at Home Tender, Welwyn & Hatfield & Broxbourne: Award of Contract

Staff Contact: Kirsty Hough

Executive Member: Colette Wyatt-Lowe

Tel: 01438 843371 (comnet 53371)

Portfolio: Adult Care & Health

1. Decision

Award of contracts for Support at Home Lead Providers services in Broxbourne and Welwyn & Hatfield. Four contracts are to be awarded in line with the four Lot areas tendered:

Lot 1 – Hoddesdon & Broxbourne

Lot 2 – Cheshunt & Waltham Cross

Lot 3 – Welwyn Garden City & Villages

Lot 4 – Hatfield & Villages

2. Reasons for the decision

The contract was awarded to the most economically advantageous tenders based on quality and price following the scoring criteria published as part of the OJEU tender process.

3. Alternative options considered and rejected ²

A total of nine bids were received across the four Lot areas. Unsuccessful bidders were rejected during the tender process, based on the published tender scoring criteria.

4. Consultation

(a) Comments of Executive Member ^{3 4}

The Exec Member for Adult Care and Health has been consulted with, having shared the relevant Adult Care Services' management board report with her.

(b) Comments of other consultees ⁵

5. Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.

Signed:

Title: Assistant Director, Adult Care Commissioning Date: ...30th June 2017.....

6. Copies of agreed document to:

- All consultees

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- Chairman, and Vice-Chairmen of the Overview and Scrutiny Committee
- hard & electronic copy (for public inspection both at County Hall and on Hertsdirect) Democratic Services Manager - Room 213 County Hall.

¹ for guidance see Chief Legal Officer's note "Taking Decisions"

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

³ 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

⁴ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.