



Decision Ref. No.

B078/18

DECISION RECORD ¹

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: Re-commissioning of a Supported Living Service in Welwyn Hatfield – Award of contract

Staff Contact: Iain MacBeath
Contact details: Comnet - 26363

Executive Member: Colette Wyatt-Lowe
Portfolio: Adult Care and Health

1. Decision

To award the contract for a Supported Living/Community Support Service following a full competitive procurement process. The contract term is 2 years, plus an optional 1 year extension.

2. Reasons for the decision

A full competitive procurement process has been completed. This was as a result of the previous provider handing back the service.

Following an evaluation of the four tender bids received, we have identified a winning bidder. Their combined cost and quality score was a number of points higher than the other bidders, particularly in relation to quality.

The evaluation panel consisted of operational staff, commissioners, housing partners and service users, which offered a balanced perspective of service demands and technical ability.

3. Alternative options considered and rejected ²

Due to the decision by the current provider, we needed to identify a new provider to take over this service.

We did consider whether we would be able to Directly Award the work to an identified provider. However, when we tested the market, a number of providers expressed an interest in the opportunity. We therefore launched a full, competitive procurement process that complied with procurement law and enabled the market to compete to offer the best service.

4. Consultation

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

The Executive Member has been consulted and supports the decision to award the contract, provided that officers continue to apply our robust contract management processes to ensure they mobilise and delivery the contract effectively.

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(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: **Direct of Adult Care Services**

Date: **26 October 2018**

6. **Copies of agreed document to:**

- **All consultees**
- **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.**

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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.

