

## 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:** Establish a Framework Agreement for Supported Living services for adults with disabilities

**Staff Contact:** Ruth Harrington  
**Contact details:** Comnet - 55843

**Executive Member:** Richard Roberts  
**Portfolio:** Adult Care and Health

### 1. **Decision**

Award of Framework Agreement for Supported Living Services for adults with disabilities.

### 2. **Reasons for the decision**

A full competitive procurement process has been carried out to award a Framework Agreement for the provision of a contractor framework for Supported Living services, based on the most economically advantageous tender when evaluated against the following criteria:

Price – Maximum prices set

Quality – 100% (tenderers were required to achieve a quality score of 56% or above in order to be awarded a place on the Framework)

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

A total of 108 applications were received during the tender process. A robust evaluation process has been carried out – involving operational staff, commissioners and service users, which offered a balanced perspective of service demands and technical ability. It is the Council's intention to award a place on the Framework to 64 organisations.

Setting up a Framework was considered as the best way to meet the Council's procurement obligations and improve the Supported Living market and the quality and availability of Supported Living services for adults with disabilities in Hertfordshire.

### 4. **Consultation**

(a) Comments of Executive Member <sup>3 4</sup>

Executive Member endorses the decision as it will help to ensure that Supported Living services are available for people who need them; and improve the local market for delivering these services.

(b) Comments of other consultees <sup>5</sup>

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No comments

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

Signed:

Title: Director of Adult Care Services    Date: 27 June 2019

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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<sup>1</sup> for guidance see Chief Legal Officer's note "Taking Decisions"

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

<sup>3</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>4</sup> 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

<sup>5</sup> 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.