

## 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: Single Tender Action to extend existing Support at Home – Lead Provider contracts**

Staff Contact: Daisy Sanghera

Executive Member: Richard Roberts

Tel: 01438 843391

Portfolio: Adult Care & Health

### 1. **Decision**

Single Tender Action to extend the following existing Support at Home Lead Provider contracts:

Contract Ref	Delivery Area
HCC1709655	Broxbourne 1
HCC1709656	Broxbourne 2
HCC1709657	Welwyn & Hatfield 1
HCC1709658	Welwyn & Hatfield 2
HCC1407475	Stevenage
HCC1407477	East Herts 1
HCC1407466	Dacorum Rural
HCC1407467	East & North Herts Rural
HCC1407469	Dacorum 1 & Hertsmere
HCC1407470	St Albans, Three Rivers & Watford

The Single Tender Action permits extension up to 30 June 2021 should this be required.

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

The contracts are being extended with existing providers to ensure continuity of service for service users during the COVID-19 pandemic. The safety of both service users and staff working for provider organisations must be prioritised. If existing contracts were to terminate, service users would be placed at immediate risk through lack of delivery of services.

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

An OJEU tender process was commenced, however this has now been disrupted by the global COVID-19 pandemic. Council Officers have proceeded to evaluate bids and these have been moderated, however as a result of the current pressures on the market and uncertainty, the Council is not in a position to proceed to award and mobilisation at this time.

4. **Consultation**

- (a) Comments of Executive Member <sup>3 4</sup>  
***Discussed at Exec Member Briefing on 8 June 2020 at 11.30pm – Cllr Roberts supportive of this single tender action given the circumstances.***
- (b) Comments of other consultees <sup>5</sup>

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: **8 June 2020**

6. Copies of agreed document to:

- All consultees
- Chairman, and Vice-Chairmen of the Overview and Scrutiny Committee
- Hard & electronic copy available for public inspection both at County Hall and on [www.hertfordshire.gov.uk](http://www.hertfordshire.gov.uk) Democratic Services - Room 213 County Hall. [democratic.services@hertfordshire.gov.uk](mailto:democratic.services@hertfordshire.gov.uk)

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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.