

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: Single Tender Action for Homecare Spot Providers	
Staff Contact: Daisy Sanghera	Executive Member: Richard Roberts
Tel: 01438 843391	Portfolio: Adult Care & Health

1. **Decision**

To extend the current spot home care contracts until 31st March 2022 by way of a Single Tender action.

2. **Reasons for the decision**

This Single Tender Action is requested in order to extend the current service and ensure continuity of care for service users when the existing contracts ends and allow sufficient time to undertake new procurement for spot homecare provision to start 1 April 2022

3. **Alternative options considered and rejected ²**

The delay has been encountered as a result of the COVID-19 pandemic. The alternative option would have been for the Council to continue with the original timeline, that was in place pre pandemic. This would have included consulting and procuring from the market during Spring 2020 with contracts to go live in April 2021.

This has not been possible with the onset of the pandemic and national lockdown restrictions. Over the course of 2020 the pandemic has forced priorities to shift with the Council focussing on supporting care providers to maintain front line services. Therefore, continuing in this manner would have presented high level of risk to service provision, continuity of care and instability in the market. Which would have placed the Council at risk of not meeting its duties under section 5 of the Care Act.

It is therefore suggested that the best course of action to offer a fair and consistent approach to the market would be to consult and procure from the market over the course of 2021.

4. **Consultation**

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

Discussed with Cllr Roberts on 5 January 2021 who is supportive on this single tender action given the current circumstances.

(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: Interim Director, Adult Care Services

Date: 12 January 2021

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 Democratic Services - Room 213 County Hall. democratic.services@hertfordshire.gov.uk

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.