

DECISION RECORD ¹

Subject: Contract for the provision of COVID marshals in school settings	
Staff Contact: Brian Gale	Executive Member: Cllr Morris Bright
Tel: 01438-843537	Portfolio: Public Health

1. **Decision**

To directly award a contract for the provision of COVID Marshals in school settings, for £572,672.

2. **Reasons for the decision**

HCC issued a contract to Kingdom Local Authority Support Ltd Contract for the provision of COVID marshals to provide a visible presence in local towns and community spaces across the county to support responses to the COVID-19 pandemic. The contract is underpinned by a separate collaboration agreement between six local authorities including HCC, clarifying the individual and collective responsibilities across all partners, and governance arrangements.

The existing contract term is 1 July 2021 to 31 January 2022 and has a one year extension with the Council's discretion. When it was let the original contract had a value of £2,038,200 but since then the supplier has been providing extra services that were previously unforeseen, including extending the community-based provision to East Herts District Council (£162,792), and extending the contract term for providing services in the community until 31st March 2022 (£481,400). The supplier has also been supporting the vaccination rollout in schools for a 11-week period the end of December 2021 (£272,701) and will be asked to extend this further to March 2022 (£299,971).

As a result of the changes the total price for the community service contract until end of March 2022 is £2,682,392. The additional support for schools, albeit provided earlier in the contracting period and (subject to approval for COMF funding by the Health Protection Board) to be extended to March 2022 has a value of £572, 672.

The original contract is being reviewed and revised, and will be split into two separate contracts, one for the provision of COVID marshals in community spaces, and the other to support the schools vaccination activity. Both contracts will run until the end of March 2022, and a new procurement process will enable new contracts for further work throughout 2022/23, subject to identified need and the availability of Government COVID funding beyond March 2022.

The community contract will effectively be the original contract modified to include the East Herts provision and the extension period, worth 2,682,392.

This decision is to award a new contract for the provision of support for schools, awarded directly under a Single Tender Action to Kingdom Local Authority Support Ltd, valued at £572,672.

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

None.

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4. Consultation

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

(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: Director of Public Health Date: 21st December 2021

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.

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.