

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B035 /25

If not a Key Decision write n/a above

OFFICER DECISION RECORD ⁱ

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:

HCC2516592 – The Provision of Contract Arrangements for Agency Staff.

Type of Decision: Executive

Key Decision (Executive Functions only): Yes

Executive Member/Committee Chairman:

Tony Kingsbury

Portfolio (Executive Functions only):

Adult Care, Health & Wellbeing.

Officer Contact: Tracy Gurney (Ops Director Adult Disability & Mental Health Services)

Tel: (01992) 556684

1. Decision

- To enter, into a contract for the provision of hard to recruit social care agency staff from April 2025, to supplement the corporate agency contract. The contract will have an expiry date of the 31 March 2027.
- 1.1 That the Ops Director Adult Disability & Mental Health Services has determined that Annex A to this Decision Record should not be

disclosed to the public as it contains exempt information as defined by Section 100 of the Local Government Act 1972, Schedule 12A, the public interest in maintaining the exemption outweighing the public interest in disclosing that information.

- 1.2 Subject to 1.1 above, awards the proposed contract arrangements for agency staff as set out in Annex A and approves the signing of the contract.

2. Reasons for the decision

Based on the relevant legal and SPG guidance, the decision was made to procure through the Health Trust Europe TWSIII framework. This NHSE&I approved framework, which covers the provision of non-clinical agency staff was deemed the best available option.

The supplier specified in Annex A will provide the Council with social care professionals who are appropriately skilled and qualified to meet statutory and regulatory requirements, as well as the demands of Hertfordshire County Council.

Ensuring a reliable source of social care agency staff, particularly in hard-to-recruit areas, will enhance consistency for both service users and permanent staff.

3. Alternative options considered and rejected

Whilst other procurement methods were considered, this approach has enabled the Council to streamline the procurement process by using pre-established terms, conditions, and prices, thereby helping to manage and mitigate any associated risks.

By aligning the duration of this contract with the corporate agency supply contract, the services provided by this supplier will be incorporated into the specifications for any new contract post March 2027.

4. Consultation (see Summary of Requirements below)

Was any Councillor consulted? No

If yes:

(a) Comments of Executive Member/Committee Chairman
None

(b) Comments of other consultees
None

5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

N/A

6. **I am proceeding with the proposed decision.**

Signed: Tracy Gurney.

Title: Ops Director Adult Disability & Mental Health Services

Date: 19/03/2025

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.ⁱⁱ

Summary of Requirements to Inform/Consult Councillors

Significance of Proposed Action	Controversial	Relevant Councillor(s) to be Consulted
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor
Local	Yes	Executive Functions: Consult Lead Executive Member and Local Councillor Non-Executive Functions: Consult Local Councillor
General or County-wide	No	Executive Functions: Consult relevant Lead Executive Member (s)

		Non-Executive Functions: Consult relevant Committee Chairman
General or County-wide	Yes	Executive Functions: Consult relevant Lead Executive Member (s) and the Leader of the Council Non-Executive Functions: Consult relevant Committee Chairman/Leaders all Political Groups