



**If Key Decision: Decision Ref. No.**

*(Please enter)*

**B..... /.....**

*If not a Key Decision write n/a above*

## EXECUTIVE 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: THE PROVISION OF RETURN HOME INTERVIEWS AND INTENSIVE SUPPORT FOR CHILDREN AND YOUNG PEOPLE MISSING FROM HOME OR CARE HCC1608668**

*(If an Key Decision please use the same title as provided in the Forward Plan)*

Officer Contact: Lynn Knowles

Executive Member:

Tel: 01442454402

Portfolio:

### 1. **Decision**

To extend the contract with the current provider Missing People under a Single Tender Action (STA) rather than re-tender the service. For the service to be amended to cover the Top Ten most vulnerable children and young people in Hertfordshire each quarter, providing all Return Home Interviews for missing episodes along with at least two 1:1 intensive support sessions per week exploring the reasons why they are going missing.

The Police Crime Commissioner will no longer partner in funding the service, but will provide alternative funding for victims of crime

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

The procurement decision for an STA was made due to the unique nature of the service and research has shown that there are no comparable services offered nationally.

When originally tendering there were no other bidders for the contract so the potential for challenge is none.

Missing People have worked to co-produce a service to meet Hertfordshire's needs

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

i) - To run a full tender, this was not pursued due to time and cost to the council as previously there had been no other interest in the contract.

ii) - To partner with neighbouring local authorities to co-produce a service locally, this was not pursued because only one other local authority had similar service, but this contract had several years yet to run. There was no appetite to co-produce a collaborative service.

iii) – To end the service, this is not possible as it is a statutory service to all children and young people that have a missing episode within Hertfordshire. The area social work teams, TYS, Assessment and CLA undertake routine Return Home Interviews with the Children's Missing Co-Ordinator providing support and guidance. This has improved since the contract start, but senior managers agreed that the additional service of 1:1 support sessions was invaluable for children and young people in need in Hertfordshire.

**DECISION RECORD**

**4. Consultation<sup>3</sup>  
Was any Member consulted? No**

**If yes:**

(a) Comments of Executive Member

(b) Comments of other consultees

**5. Any conflict of Interest declared by a member who has been consulted in relation to the decision<sup>4</sup>  
N/A**

**6. I am proceeding with the proposed decision. (delete words in square brackets if no requirement to consult the Executive Member)**

Signed: ...  .....

Title: .....Head of Commissioning CLA and  
Safeguarding..... Date:  
8.07.19.....

**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.<sup>5</sup>

<sup>1</sup> for guidance see Chief Legal Officer's note "Taking Decisions" and Annex 3 to the Constitution

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

<sup>3</sup> Before an Officer takes any decision under delegated powers s/he must consider whether to involve Members. The table below sets out when members should be informed or consulted

Significance of Proposed Action	Controversial	Relevant Member(s) to be Consulted
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	Consult relevant Lead Executive Member and where appropriate, Local Councillor
Local	No	Inform Lead Executive Member and Local Member