

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B036 / 22

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: Provision of County wide Complex Needs Service - Award of contract

Type of Decision: Executive

Key Decision (Executive Functions only): Yes

Executive Member/Committee Chairman: Tony Kingsbury

Portfolio (Executive Functions only): Executive Member, Adult Care, Health & Wellbeing

Officer Contact: Helen Gledhill

Tel: 01438 843617

1. **Decision**

Award of a contract for the provision of County wide Complex Needs Service, to Turning Point (Services) Ltd, following a competitive tender process.

2. **Reasons for the decision**

A procurement process has been carried out to award a contract for the provision of County wide Complex Needs Service, based on the most economically and quality-based tender when evaluated against the following criteria:

Price 30%

Quality 70%

3. **Alternative options considered and rejected**

The Council issued an Invitation to Tender following a Contract Notice being placed in the OJEU in July 2022.

Thirteen tenders were received in response to this Invitation to Tender and each was evaluated against a pre-disclosed robust set of evaluation criteria.

The successful tenderer achieved the higher score when evaluated against the evaluation criteria

4. **Consultation** (*see Summary of Requirements below*)

Was any Councillor consulted? **Yes** (*delete as applicable*)

If yes:

(a) Comments of Executive Member/Committee Chairman (*delete as applicable*)

No additional comments from Exec Member Cllr Tony Kingsbury

(b) Comments of other consultees

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

(If a Councillor declares a conflict of interest DO NOT PROCEED without seeking advice from Democratic Services or Legal Services).

6. **Following consultation with the Executive Member Chairman, I am proceeding with the proposed decision.**

Signed: Chris Badger

Title: Executive Director, Adult Care Services

Date: 02.12.2022

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