

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B180/23

If not a Key Decision write n/a above

OFFICER 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: Contract for the Provision of Residential Placements for four (4) / five (5) Children and Young People aged 7 -18 with highly challenging behaviour and complex needs

Type of Decision: Executive

Key Decision (Executive Functions only): Yes

Executive Member/Committee Chairman: Fiona Thomson

Portfolio (Executive Functions only): Children, Young People & Families

Officer Contact: Veronica Bennett

Tel: 07580742865

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1. **Decision**

1.1 That the Director of Specialist Services & Commissioning 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 Contract for The Provision of Residential Placements for four (4) / five (5) Children and Young People Aged 7-18 with highly challenging behaviour and complex needs to the preferred provider set out in Annex A and approves the signing of the contract.

2. **Reasons for the decision**

A procurement process has been carried out to award a Contract for The Provision of Residential Placements for four (4) / five (5) Children and Young People Aged 7-18 with highly challenging behaviour and complex needs based on the most economically advantageous tender when evaluated against the following criteria:

Price **40%**

Quality **60%**

3. **Alternative options considered and rejected**

The Council issued an Invitation to Tender following a Contract Notice being placed.

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

The successful tender was the most economically advantageous tender based on the published evaluation criteria.

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

Was any Councillor consulted? **Yes**

If yes:

(a) Comments of Executive Member/Committee Chairman

Supports the award of contract.

(b) Comments of other consultees

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Support given.

5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**
6. **Following consultation with the Executive Member I am proceeding with the proposed decision.**

Signed: Miranda Gittos

Title: Director of Specialist Services & Commissioning

Date: 28 March 2024

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: |

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|------------------------|-----|--|
| | | 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 |