

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B116 /23

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: Proposed Contract Award for the Provision of Emergency Residential Placements for One (1) Child/Young Person aged 7-18 With Highly Challenging Behaviour And Complex Needs - Hertford Hub

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

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 Proposed Contract Award for the Provision of Emergency Residential Placements for One (1) Child/Young Person aged 7-18 With Highly Challenging Behaviour And Complex Needs - Hertford Hub 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 for the Proposed Contract Award for The Provision of Emergency Residential Placements for One (1) Child/Young Person aged 7-18 With Highly Challenging Behaviour And Complex Needs - Hertford Hub and was 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.

Seven 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 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

Has no objections to this proposal

(b) Comments of other consultees

Local Member has been consulted and is supportive

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: 15 November 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: 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