

## Officer Decision Record – Executive Decision

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

**B094/24**

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

### OFFICER DECISION RECORD <sup>i</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:** Proposed Contract Award for the Provision of Residential Children's Homes for Children and Young People with Learning Disabilities and/or Autism – Lot 1 – Woodland View

**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 Residential Children's Homes for Children and Young People with Learning

Disabilities and/or Autism – Lot 1 – Woodland View 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 Residential Children's Homes for Children and Young People with Learning Disabilities and/or Autism – Lot 1 – Woodland View 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.

Four 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  
Fiona Thomson – 'Please accept this email as agreement to the award of contract as outlined in the document and as per HCC procurement rules.'
- (b) Comments of other consultees  
Anthony Rowlands – 'I am happy for you to proceed on the basis outlined but I would appreciate a conversation early in the New Year about the management of the home. I would also be interested to know if there are connexions with the neighbouring Oaklands College which has a major commitment to SEND?'

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

N/A

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

**Miranda Gittos**

Signed: .....

Date: 6 Jan 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.<sup>ii</sup>

**Summary of Requirements to Inform/Consult Councillors**

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