

London Borough of Hammersmith and Fulham Record of Officer Decision

The Decision was subject to call-in which expired on 1 March 2021

- ❖ Draft Decision List published on: 24 February 2021
- ❖ Confirmed Decision List published on: 1 March 2021

1. **TITLE: Approval of the Procurement Strategy for the Information, Advice and Support Service and the Mediation and Dispute Resolution Service for SEND and direct awards for 6 months**
2. **DECISION MADE BY:** Director Children's Services
3. **DECISION:**
 - 1) To approve the procurement strategy for the SEND Information, Advice and Support Services (SENDIASS) contract. The contract will be let for a period of 3 years with an option to extend for a further 2 years, commencing 1st September 2021. The contract value for 3 years is estimated at £210,000, if extensions are applied, the total value of the contract will be £350,000.
 - 2) To approve the procurement of Mediation and Dispute Resolution services for a period of 3 years commencing 1st September 2021, with an option to extend for a further 2 years. The contract value for 3 years for this service is estimated at £45,000, if extensions are applied, the total value of the contract will be £75,000.
 - 3) To approve the direct award for the provision of SEND Information, Advice and Support Service (SENDIASS) to Insights for an interim period of five months, commencing on 1st April 2021 and ending on 31st August 2021 for the sum of £26,354. A waiver for the Contracts Standing Order has been granted.
 - 4) To approve the direct award for the provision of SEND Mediation and Dispute Resolution Services to Kids London, for an interim period of five months, commencing on 1st April 2021 and ending on 31st August 2021, for the total sum of £6,206.
4. **REASON FOR DECISION:**
 - 1) Provision of the SENDIASS service is statutory as set out in the Children & Families Act 2014. The SEND Information, Advice and Support Service (SENDIASS) contract was awarded to Insights on 01/04/2020 and is due to expire on 31/03/2021. As outlined in the strategy, an open procurement for this service will allow the Council to stipulate the requirements for the new service as co-produced with residents and young people, while achieving value for money via a competitive tender process within an established pool of providers.

2) Additionally, a direct award to the current provider for the SEND Information, Advice and Support Service (SENDIASS) for a period of 5 months will enable the Council to maintain statutory provision while procurement of the service is ongoing. The original timetable for procuring this service was delayed due to the Covid-19 pandemic and the availability of key stakeholders to commence the procurement process.

5. **ALTERNATIVE OPTIONS CONSIDERED:**

1. **Open Tender Procurement - recommended**

The service is commissioned by the local authority from a third-party provider. IASS staff are employed by the outsourced provider.

2. **Commission another borough's service to deliver**

The service is delivered by another borough. Staff could be employed by that service provider.

3. **Deliver an in-house service**

The service is provided by H&F Council, with staff employed directly by the Council (except for any volunteers).

4. **Add the service to an existing provider's portfolio (e.g. Family Support or HF Mencap)**

This is similar to procurement model. Staff are employed by the service provider.

6. **CONFLICTS OF INTEREST DECLARED AND DISPENSATIONS GRANTED:**

None

Date of Decision
23 February 2021