

Record of officer decision

Decision title:	Contract for Foster carers handbook
Date of decision:	25 June 2018
Decision maker:	Director for Children's Well-being
Authority for delegated decision:	The chief executive's scheme of delegation line 24 allows the director for children's wellbeing to take operational decisions with regards to the commissioning for children's service functions and operational delivery. In addition the authority is given to the director for children's wellbeing within the financial procedure rules that is sufficient for the decision to be taken by them.
Ward:	Countywide
Consultation:	N/a
Decision made:	Award a 3 year contract to Tri.X to provide a web based foster carers handbook at a total cost of £7,700 (Year 1 £4,500, Years 2 & 3 £1,600).
Reasons for decision:	<ul style="list-style-type: none"> • The foster carers handbook was last comprehensively reviewed in 2012 and requires updating • Some recent changes in issues affecting young people have not been covered in the current handbook which potentially leaves foster carers and the service vulnerable to criticism e.g. vaping, developments in social media • Managers do not have sufficient time to update and maintain the handbook • Tri.x have produced a very user friendly foster carers handbook which can be adapted for Herefordshire and will be routinely updated by Tri.x to ensure it remains current • Tri.x are already contracted to provide children's social care's policies and so relevant links between the foster carers handbook and service policies could be made easily
Highlight any associated risks/finance/legal/equality considerations:	Finance are aware of this proposal and budget for the costs has been included in the 2018/19 budget.
Details of any alternative options considered and rejected:	Managers update handbook – this has been tried but managers lack capacity due to other priorities and so handbook is becoming increasingly outdated.

Details of any declarations of interest made:	N/a

Signed..... Date: 25/06/2018