

Record of operational decision

Decision title:	Decision to extend the Sensory Impairment Service contract by two months	
Date of decision:	1 st October 2026	
Decision maker:	Corporate Director Community Wellbeing	
Authority for delegated decision:	Chief Executive's scheme of delegation: CW-08, Commissioning, quality assurance and contract management relating to all ages. The Corporate Director Community Wellbeing is authorised to take this decision under the council's Contract Procedure Rules.	
Ward:	Countywide	
Consultation:	Commercial Services and Legal Services have reviewed the proposed contract modification and raised no objection.	
Decision made:	To approve a two-month extension of the Sensory Impairment Service contract with Vision Links, from 1 February 2027 to 31 March 2027, on the existing terms and service requirements. The maximum value of the extension is £26,000, comprising £19,167 for service delivery and up to £6,833 for aids and equipment, with equipment expenditure incurred only where required.	
Reasons for decision:	• The extension will maintain continuity of the existing service while allowing sufficient time to mobilise the replacement contract. • The extension is limited to two months and does not change the scope, deliverables or performance requirements of the service. • Existing contractual pricing will continue, avoiding the cost and disruption of establishing a separate short-term arrangement.	
Equality Considerations	Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows: A public authority must, in the exercise of its functions, have due regard to the need to – eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act. advance equality of opportunity between people who share a relevant protected characteristic and persons who do not share it; foster good relations between persons who share a relevant protected characteristic and persons who do not share it The council is committed to equality and diversity using the Public Sector Equality Duty (Equality Act 2010) to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. The equality duty covers all of the groups with protected characteristics including age, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race, religion or belief and sexual orientation.	

	The service supports adults with visual impairment, hearing impairment and dual sensory loss. Continuing the existing arrangements for the limited extension period will avoid disruption for disabled residents and support continued access to specialist assessment, rehabilitation, communication support and aids and equipment. No adverse equality impacts have been identified.	
Highlight any associated risks/finance/legal/equality considerations:	Finance: The maximum extension value is £26,000 and funding is available from the existing approved service budget. Legal and procurement: The contract is governed by the Public Contracts Regulations 2015. Legal Services has advised that the modification is below the 10% threshold under regulation 72(5), is short in duration and does not alter the overall nature of the contract. The extension must be completed in accordance with the contract's variation and notice provisions. Risk: Allowing the contract to end on 31 January 2027 could create a gap in provision and insufficient mobilisation time. This is mitigated by the proposed extension and ongoing contract management.	
Details of any alternative options considered and rejected:	Allow the contract to expire on 31 January 2027: rejected because this would risk a gap in service and would not provide sufficient time to mobilise the replacement contract. Establish a separate short-term arrangement: rejected as disproportionate for a two-month period and likely to add cost, administration and transition risk.	
Details of any declarations of interest made:	None.	

Signed..... Date: