

Written statement of a key decision
Cabinet

Title	Pre-Paid Cards Tender
Decision maker	Cabinet Information about cabinet, including the names and contact details of the cabinet members, can be found here: http://councillors.herefordshire.gov.uk/mgCommitteeDetails.aspx?ID=251
Date of decision	18 January 2018
Report exemption class	Open
Reason for being a key decision	<p>This is a key decision because it is likely to result in the council incurring expenditure which is, or the making of savings which are, significant having regard to the council's budget for the service or function concerned. A threshold of £500,000 is regarded as significant.</p> <p>This is a key decision because it is likely to be significant having regard to: the strategic nature of the decision; and / or whether the outcome will have an impact, for better or worse, on the amenity of the community or quality of service provided by the authority to a significant number of people living or working in the locality (two or more wards) affected.</p>
A notice was served in accordance with Part 3 (Key decisions) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.	
General exception or special urgency (as defined in the constitution)	No
Purpose	To approve a tender process for pre-paid cards with a revised specification
Decision	<p>That:</p> <p>a) a financial pre-paid card service available to adults' and children's social care clients, and certain Clinical Commissioning Group clients if required, is awarded through an open procurement and a contract to be issued for a period of up to five years effective from 1 July 2018;</p> <p>b) the Director for Adults and Wellbeing is authorised, following consultation with the Director for Children's Wellbeing, to take all operational decisions necessary to</p>

	implement the above recommendation, including award of contract at a total cost of not more than £132k.
Reason for the decision	As set out in the report. Documents relating to this decision are available at http://councillors.herefordshire.gov.uk/mgIssueHistoryHome.aspx?IId=50023236
Options considered	<ol style="list-style-type: none"> 1. To extend the current contract with the existing provider. This is not recommended as when the current provider, PFS, was directly awarded a 12 month contract from 1 July 2017, this was subject to a full competitive tender being undertaken through an open procurement for the period thereafter. 2. To not offer the service. This is not recommended as it removes an element of choice about how adult direct payments are delivered, and the service provides good financial governance for the council. Without the service, adults with a direct payment would have to revert back to a more traditional manual process and this would be cumbersome for both customers and the council and would incur greater costs to the council. 3. For the council to issue a purchase card instead of the pre-paid card for social care customers. This is not recommended as the card would have Herefordshire Council's name on it and not the name of the customer. This is not in line with the personalisation agenda. It also presents an audit risk around disclosure agreements. It is a credit card which is inflexible as customers cannot pay into their account to top it up e.g. personal contributions.
Declarations of interest (see below)	
Call-in expiry date (decisions are not subject to call-in where special urgency provisions apply)	25 January 2018

Councillor:	Date 18 January 2018
Leader of the Council (Councillor AW Johnson)	

- a record of any conflict of interest declared by any executive member who is consulted by the member which relates to the decision;
- and
- in respect of any declared conflict of interest, a note of dispensation granted by the relevant local authority's head of paid service.