

Record of operational decision

Decision title:	Award contract for practice-led workshops for Signs of Safety recording and Signs of Safety Knowledge bank Licences
Date of decision:	27 November 2020
Decision maker:	Director for Children and Families
Authority for delegated decision:	<p>Under the Chief Executive's Scheme of Delegation (updated April 2020), commissioning for children's services including schools, early years, colleges, adult learning, social care and vulnerable children may be undertaken by the Director for Children and Families (SA19, page 22).</p> <p>The contract value, will not exceed £100,000 and is in line with the corporate guidance.</p> <p>In accordance with the Corporate Procurement Rules (section 6, part 4.6.20), an exemption for a direct contract award will be sought prior to decision being implemented.</p>
Ward:	Countywide
Consultation:	None
Decision made:	To award a contract to Elia International Ltd, for the delivery of six practice led workshops with follow-up support and 130 knowledge-bank licences at a maximum cost of £14,000, for 10 months from January 2021.
Reasons for decision:	<p>In April 2019, the decision (https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?Id=5879) was made to adopt Signs of Safety as Herefordshire's children and families social care practice model.</p> <p>At the time of the decision, Signs of Safety® was the registered trademark owned by Resolutions Consultancy Pty. Ltd. (Resolutions) based in Australia. However, this has now transferred to Elia International Ltd (Elia).</p> <p>The contract will consist of two parts:</p> <ol style="list-style-type: none"> a) to provide Signs of Safety knowledge bank licenses, which is an online library of the best examples and learning resources for child protection workers and leaders. b) to deliver practice-led workshops and support for the implementation of Signs of Safety recording and reporting on Mosaic; the children's social care records management system. Through discussions with authorities within the region who have adopted Signs of Safety, it has been identified providing children's social care staff support in recording on the new forms in Mosaic, is a key element to successfully embedding the model. <p>As, the registered trademark holder for Signs of Safety, Elia is the only organisation that can provide the Council's workforce with the accredited workshops and knowledge bank access to support the successful implementation of the Signs of Safety practice model. An exemption against the council's contract procurement rules will be sought to enable a direct award of contract.</p>
Highlight any associated risks/finance/	Whilst there has been considerable investment in adopting the Signs of Safety as the council's children's social care practice model, there is a risk the model could be implemented poorly and not achieve its intended objectives. By contracting Elia to provide practice-led workshops to help embed the Signs of Safety model

<p>legal/ equality considerations:</p>	<p>within the Council's case recording system, will minimise the risk of social care staff not completing records robustly within Mosaic.</p> <p>To mitigate the risk of inappropriate use of the knowledge bank resources, all staff that are allocated a license will be required to agree to Elia license terms and conditions.</p> <p>The total cost of the contract will be at a maximum cost of £14,000 over 10 months; broken down as £1,560 for the knowledge bank licenses (to cover license costs for 6 months from April 2021 to September 2021) and £12,400 for practice-led workshops and support, to be delivered between January 2021 and April 2021.</p> <p>The contract will be funded from the academy training budget and re-allocation of the some funds within the Signs of Safety implementation consultancy contract.</p> <p>When the contract ceases, it is anticipated that an ongoing lower number of knowledge bank licenses will still be required which will be funded from operational service budgets.</p>
<p>Details of any alternative options considered and rejected:</p>	<p>Do nothing. This is not recommended as not providing support to align the new model with recording on Mosaic, could result in it being implemented poorly and not achieve its intended objectives.</p>
<p>Details of any declarations of interest made:</p>	<p>None</p>

Signed

Date: 27/11/2020

Chris Baird

Director for children and families