

## Record of operational decision

<b>Decision title:</b>	Signs of Safety IT Solution User Licence Agreement
<b>Date of decision:</b>	14/09/2022
<b>Decision maker:</b>	Corporate Director Children & Young People
<b>Authority for delegated decision:</b>	<p>Under the Chief Executive's Scheme of Delegation (updated June 2021), 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).</p> <p>4.6.9 of the Contract Procedure Rules describes that assistant directors, directors or the chief executive (as defined by the requisite pay grade) may authorise commencement of a procurement activity, or commencement of a contract variation activity for total aggregate contract value up to £500,000.</p>
<b>Ward:</b>	Countywide
<b>Consultation:</b>	<p>A consultation was undertaken in 2019 with a recommendation to adopt Signs of Safety as the preferred children's social care practice model. As a result of adopting the Signs of Safety model, there was a need to embed additional tools in the children's social care records management system (Mosaic).</p> <p>The Access Group (formally known as Servelec HSC) as lead development partner for Signs of Safety in the UK, developed a suite of recording and reporting documents for use within Mosaic that provided a recording system whilst still ensuring all legislative and statutory requirements were met.</p> <p>A variation to the Council's current contract with The Access Group (formally known as Servelec HSC) was sought to include a Signs of Safety IT software licence agreement for two years which ends in January 2023.</p>
<b>Decision made:</b>	To purchase a twelve month Signs of Safety IT software licence agreement directly with Elia from 2 <sup>nd</sup> September 2022 until 1 <sup>st</sup> September 2023 at a cost of £10,000.
<b>Reasons for decision:</b>	<p>Due to the severance in partnership arrangements between The Access Group and Elia (the owner of Signs of Safety), The Access Group will no longer be offering a licensed suite of Signs of Safety forms within Mosaic and therefore a new licence needs to be purchased directly from Elia. As Elia is the owner of Signs of Safety IT Solution there is no alternative than to purchase a new licence directly from Elia whilst the Signs of Safety IT solution is used within Mosaic.</p> <p>This licensing arrangement is a short term arrangement to facilitate the move away from the Signs of Safety IT solution and transfer to The Access Group best practice forms and workflow within the social care records management system (Mosaic).</p>
<b>Highlight any associated risks/finance/legal/</b>	If the Herefordshire Council wishes to extend the licence period beyond the date of 1 <sup>st</sup> September 2023, the licence fee will be £15,000 per year.

equality considerations:	
Details of any alternative options considered and rejected:	N/A
Details of any declarations of interest made:	N/A

Signed..... Date: 14/09/22

**Please ensure that signatures are redacted before publishing.**