

Record of operational decision

Decision title:	To award a contract for the provision of assessed daytime individual short breaks for disabled children.
Date of decision:	23 November 2023
Decision maker:	Corporate Director, Childrens and Young People
Authority for delegated decision:	<p>On 17 February 2023, Cabinet Member for Children and Families approved the commissioning of short breaks for disabled children and their parents/carers Decision - Commissioning of short breaks for disabled children and their parents/carers. - Herefordshire Council</p> <p>Authorising;</p> <p>a) approval of the commissioning intentions and plan (set out in paragraph 18 and appendix 1) for Herefordshire’s short breaks for disabled children programme for 2023 – 2028 be approved,</p> <p>b) the Corporate Director for Children and Young People be authorised to take all operational decisions, in accordance with the proposed 2023-28 programme.</p>
Ward:	Countywide
Consultation:	The service specification has been co-produced with Herefordshire’s Parent Carer Voice, who were also represented on the evaluation panel.
Decision made:	<p>To award The Endorphins Group a contract for two years plus up to a further 2 years, to deliver individual support hours, over the lifetime of the contract, at a maximum cost of £1,040,000.</p> <p>The contract will be from 1st December 2023 to 30 November 2025, with the option to extend up to 30 November 2027.</p>
Reasons for decision:	<p>The contract for assessed daytime individual short breaks will support the council to meet its statutory duty to meet the needs of disabled children and their families.</p> <p>The Endorphins Group has been identified as the preferred provider following a competitive tender process, which received three bids.</p> <p>The contract will meet the assessed needs of at least 15 children a year.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>The annual cost of £260,000 will be met from the annual short breaks budget of £1.54m.</p> <p>There is a risk that demand for this and other short break services increases. The contract allows for the council to call off additional hours, subject to provider having capacity to support such a request. Purchasing additional hours, whether through this contract or spot purchase arrangements, could place additional pressure across the short breaks budget. Commissioner will monitor the contract, to ensure this risk is managed.</p> <p>The Short Breaks Project Board consists of members from children’s Social Care, All Age Commissioning and Finance, who oversee the work being undertaken and ensure risks are mitigated.</p>
Details of any alternative options considered and rejected:	<ol style="list-style-type: none"> 1. Do nothing. This is not recommended as this would not secure sufficient service to meet need. 2. To develop a new framework. This is not recommended as providers have been reluctant to engage in a framework due to the administrative burden without the guarantee of services being purchased. There is currently not a strong enough local provider market to support a framework arrangement. 3. To deliver the service in-house. This is not recommended at the current time. Developing a new service requires time and resources to prepare for CQC registration. This option will be kept open for consideration should the

	provider market be unable to meet need.
Details of any declarations of interest made:	None

Signed:

Date: 23 November 2023