

# OFFICER DECISION NOTICE



**Reading**  
Borough Council  
Working better with you

This notice is to be used for the following types of officer decisions. (Select one option).

**A.** Decisions taken by officers under a specific express delegation from Council or a Committee.

**B.** Decisions taken by officers under a general delegation from Council or a Committee, which relates to (i) a permission or a licence, or (ii) the rights of an individual, or (iii) a contract or expenditure over £100,000.

<b>1. Title of decision:</b>	Award for Lot 1, First Point of Contact with Reading Adult Social Care
<b>2. Date of the decision:</b>	17 April 2024
<b>3. The decision maker:</b>	Chris Greenway, Assistant Director Commissioning, Transformation & Performance

#### 4. Decision details:

A contract for Lot 1 service provision of an improved and more joined up support offer for the Council's Adult Social Care (ASC) 'Front Door' (the first point of contact for People approaching ASC).

It is the decision of the Assistant Director of Adult Social Care using their delegated authority, to award the contract for Lot 1 to British Red Cross. This is in accordance with the Council's Contract Procedure Rule 18.3.

The contract is for a period of 5 years (an initial 3-year contract with the option to extend by a period of up to 2 years in any form of increments but not exceeding 2 years in total).

#### 5. Reasons for the decision:

The service will strengthen the Council's ASC support through signposting and connecting people to their local community, helping to navigate support options from both statutory services and the voluntary community sector, following up with people to review the support provided, to see if the person's desired outcomes are met and if something different is needed.

One provider bid in the procurement and their bid was evaluated on both quality (70%) and price (30%). A selection questionnaire was completed, and quality questions were asked and answered by the provider. The answers to the quality questions were evaluated by a team of 7 officers.

#### 6. Alternative options considered (if any) and rejected:

**Do Nothing:** The option not to procure this service has been discounted as there is a need for the Council to meet increasing ASC demand which would otherwise lead to potential unmet needs, and potential deterioration.

#### 7. List of open Background Papers:

N/A

**8. List of confidential or exempt Background Papers:**

N/A

**9. Any other matters taken into consideration:**

<input type="checkbox"/> Legitimate expectation of consultation	<input checked="" type="checkbox"/> Procedural requirements
<input type="checkbox"/> Public Health implications	<input type="checkbox"/> Environmental or Climate Change
<input type="checkbox"/> Health and Safety	<input type="checkbox"/> Risk Management implications
<input type="checkbox"/> Transparency of Information (FOI etc)	<input type="checkbox"/> Privacy Impact Assessments
<input type="checkbox"/> Human Rights Act Duties	<input type="checkbox"/> Equality Impact Assessment
<input type="checkbox"/> Corporate Parenting	<input type="checkbox"/> Community Safety
<input type="checkbox"/> Regulatory duties	<input type="checkbox"/> EU withdrawal
<input type="checkbox"/> Armed Forces Covenant	<input type="checkbox"/> Other

**Details of the matters taken into account:**

Procedural requirements – ensured that this process is compliant in line with the Public Contracts Regulation 2015 and our internal Contract Procedure Rules.

**10. Legal considerations**

It will be necessary to enter into contract with British Red Cross. The contract is for a period of 5 years (an initial 3-year contract with the option to extend by a period of up to 2 years in any form of increments but not exceeding 2 years in total).

**11. Financial considerations**

The contract value is funded by grants from the Better Care Fund, governed by the Integrated Care Board.

**12. Internal consultations**

Legal Services, Finance and Procurement.

Sections 13- 18: To be completed only for Decision A (express delegation from a Committee)

**13. The name of the Committee:****14. Date of the meeting:**

Click or tap to enter a date.

**15. Minute number:****16. The delegation given by the Committee:****17. The name of any member of the committee who declared a conflict of interest in relation to the decision:**

<b>18. Any councillor or officer required to be consulted prior to the exercise of this delegation and details of their response.</b>	
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