

## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

### \*PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted *[if applicable]*

#### SERVICE DIRECTORATE: CUSTOMERS

##### 1. DECISION TAKEN

- 1.1 To award Chiptech the contract to provide specific digital assistive technology equipment for complex needs (Lot 6)

##### 2. DECISION TAKER

- 2.1 Jo Dufficy, Service Director - Customers

##### 3. DATE DECISION TAKEN:

- 3.1 25 July 2020

##### 4. REASON FOR DECISION

- 4.1 Digital alarms are a core component of assistive technology and the service that Careline provides to support independent living.
- 4.2 Chiptech are a specialist supplier of assistive technology, particularly specialising in equipment for complex needs, A full procurement exercise was carried out via Intend and Chiptech were the successful supplier, demonstrating best value for money.
- 4.3 The decision notice is being completed retrospectively due to an increase in demand from HCC and therefore an expected increase in spend which would be above the £50,000 threshold for a decision notice. At the time of contract award the expected spend was below this threshold.

##### 5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 We do have a similar contract in place with another supplier Doro Care to also supply some digital alarm technology. Due to the critical nature of these alarms we need to ensure a constant supply is available and therefore this contract also provides business continuity in this respect.

##### 6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

- 6.1 A consultation process was carried out with other stakeholders and Hertfordshire County Council representatives were included in the evaluation stage of the procurement exercise.

- 6.2 Consultation has been carried out with the Leader and Deputy Executive Member for Housing and Environmental Health in the absence of the Executive Member for Housing and Environmental Health.

## **7. RELEVANT CONSIDERATIONS**

- 7.1 NHDC are working with Hertfordshire County Council to expand the Careline service provision to become the single supplier for HCC. This will involve a transfer of existing clients and a likely increase in numbers of new clients, all of which will require physical technology to be installed or replaced as part of the new arrangement. The contract with Chiptech allows for the expected increase in stock with the expanded service.

## **8. LEGAL IMPLICATIONS**

- 8.1 Under the terms of reference 14.6.4(a)(ii) of the Constitution, the Service Directors are delegated the following functions, powers and duties for their respective service areas to, amongst other things: entering into contract to carry out works and / or for the supply of goods and services within approved budget.
- 8.2 Under terms of reference 14.6.7 (b)(i) of the Constitution, the Service Director Customers has delegated authority for all care functions including the provision and management of Careline and community alarms.
- 8.3 Contracts must be let in accordance with the Contract Procurement Rules and paragraph 7.13 of the rules requires the publication of a Decision Notice for any contract with a value of above £50,000.

## **9. FINANCIAL IMPLICATIONS**

- 9.1 The expenditure is on behalf of Hertfordshire County Council who have delegated their authority to NHDC to provide assistive technology equipment to Hertfordshire residents. NHDC will draw down the funding through the existing Section 9EA agreement to purchase the equipment.
- 9.2 The contract value has been calculated at up to £500,000 across the term of the contract, including extension periods. This value takes into account the increase in client base as a result of the expanded service which is due to commence from 01 April 2021 and also allows for replenishment of stock when required.
- 9.3 The majority of costs associated with this will be underwritten by HCC through the Section 9EA agreement and any residual costs will be funded through the maintenance element of self-funded clients service charge.

## **10. RISK IMPLICATIONS**

- 10.1 Failure to procure a supplier of digital Assistive Technology equipment would put in jeopardy the supply of service to vulnerable residents within Hertfordshire, due to the change of telecommunications network from analogue to digital.

## **11. EQUALITIES IMPLICATIONS**

- 11.1 The service provides support to vulnerable elderly and disabled residents of Hertfordshire.
- 11.2 There are no other equalities implications.

## **12. SOCIAL VALUE IMPLICATIONS**

12.1 The Social Value Act and Go Local Policy do not apply to this decision

**13. HUMAN RESOURCE IMPLICATIONS**

13.1 None

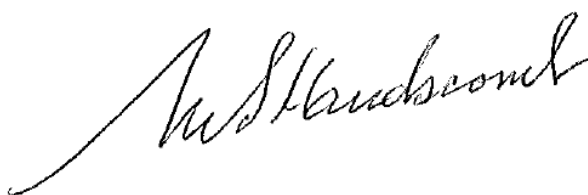
**14. BACKGROUND PAPERS**

14.1 None

**15. NOTIFICATION DATE**

07/02/2021

**Signature of Executive Member Consulted**

A handwritten signature in black ink, appearing to read 'M. Sturges', written in a cursive style.

**Date** 02/02/2021

**Signature of Decision Taker**

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, written in a cursive style.

**Please Note:** that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.

**Call-in does not apply to NON-EXECUTIVE DECISIONS**