

SHEFFIELD CITY COUNCIL

OFFICER EXECUTIVE DECISION RECORD (Non Key)

The following decision was taken on 26 February 2021 by the Director of Education and Skills.

Date notified to all members: 26 February 2021

Officer Non-Key decisions are not subject to call-in.

1. **TITLE**

SEND Mediation and Disagreement Resolution Service

2. **DECISION TAKEN**

Agreed:

1. approval be given to the proposed services as set out in this report and to procure such services in line with this report; and

2. approval be given to the contract award following such procurement exercise, in consultation with the Director of Finance and Commercial Services and thereafter to take such other necessary steps not covered by existing delegations to achieve the outcomes and objectives of this report.

3. **Reasons For Decision**

The current contract for the SEND Mediation and Disagreement Resolution service is due to expire on 31st March 2021. In order to prevent a gap in service and meet the Local Authority's statutory duty to provide the provision a Request For Quotes exercise is required to identify a service provider for a new contract.

4. **Alternatives Considered And Rejected**

- A Framework agreement – Due to the short time frame in which a new contract is required, this option was discounted. However the new contract will be short term, so a Framework option could be considered in the future.

- Joint commissioning – The previous contract was a joint contract with Bradford MBC, but there have been no commercial or financial benefits in jointly commissioning this contract. No joint working or best practice has been shared, and as such a different approach has been adopted by each Council. For this short term contract, in order to achieve local service improvements, we propose a continuation of a sole Sheffield City Council contract.

- Extend existing contract – There are no express options to extend within the provisions of the contract and the Council anticipate being able to carry out the RFQ between the date of this decision and the termination date of the current contract. In the unlikely event of a delay in the procurement process, the existing

Supplier is prepared to offer a short extension which would necessitate a waiver at the point of decision.

5. Documents used in making decision:

- a) Report – February 2021
- b) EIA - ref 884

6.1 Any conflict of interest declared by any Executive Member who is consulted by the Officer when making the decision

None

6.2 Any dispensation granted by the Head of Paid Service

None

7. Respective Director Responsible for Implementation

Executive Director, People Services