

Summary Delegated Powers Report

<p>TITLE</p>	<p>Authorisation to award a contract to Welfare Call (LAC) Ltd for the Collection and Analysis of Children Looked After</p>
<p>DATE OF DECISION</p>	<p>5/11/15</p>
<p>DECISION TAKER</p>	<p>Education and Skills Director</p>
<p>SUMMARY OF DECISION</p>	<p>This report seeks authorisation to award a contract to Welfare call (LAC) Ltd. The initial contract period is for 2 years with the option to extend for a further 1 year. The contract value will be in the sum of £24,960 per annum. This contract can be terminated with 3 months written notice on either side.</p> <p>Summary</p> <p>The collection of attendance data for Children Looked After is a legal requirement for Central Government (C24/OC2 returns)</p> <p>The collection and analysis of this data does not require specialist knowledge but is extremely time consuming, so outsourcing is the only viable option for Barnet Virtual School.</p> <p>Barnet Virtual School require an efficient service to report on a daily basis the attendance of all CLA both in and out of borough, both morning and afternoon and record these, along with any exclusions, so Barnet knows the whereabouts of their CLA cohort during school hours and be quickly alerted to any safeguarding issues.</p> <p>Contract and procedure rules. This decision was taken in accordance with the council’s contract procedure rules.</p> <p>Two organisations registered an interest but only one submitted the necessary information. They went through the full evaluation process which resulted in Welfare Call (LAC) Ltd being awarded the contract.</p> <p>Equality and Diversity Issues The procurement process was followed in accordance with the Corporate Procurement Code of Practice, ensuring that successful bidders abide by the London Borough of Barnet’s Equalities Policy and keep abreast of equality and diversity issues.</p>

	<p>FINANCE The initial contract value for a period of 2 years with the option to extend for a further 1 year at a total cost of £24,960.00 per annum. <i>This contract can be terminated with 3 months notice on either side.</i></p>
<p>AUDIT TRAIL OF DECISION – RETAINED AND WHERE?</p>	<p>The audit trail of the decision will be retained within the procurement E Portal. This will be saved and retained.</p>

DECISION TAKER’S STATEMENT

I have the required powers to make the decision documented in this report. I am responsible for the report’s content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.

I authorise the above decision

Signed _____

Designation Education and Skills Director

Date 19/11/2015