

Record of decision taken under delegated powers by a council officer



Title:	Translation and Interpreting Services Framework County Council
Divisions Affected:	Children, Families, Lifelong Learning
Key Decision:	No
Reason Key:	Under £1m
Decision taken under delegation by virtue of:	Approval of the project was given via the Annual Procurement Forward Plan in December 2020

Summary

Surrey County Council requires local Translation and Interpreting services in order to meet their commitment to delivering accessible services and help towards meeting some of the needs of the diverse communities within Surrey.

The Translation, Interpreting and Bi-Lingual Advocacy Services include:

- Face to face interpreting (including emergency provision)
- Telephone interpreting (including emergency provision)
- Video interpreting
- Translation
- Bi-lingual Advocacy
- BSL/English interpreting
- Lip Speaking
- Transcription from text to audio
- Transcription to Braille
- Transcription to large print
- Service Levels
- Pricing Structure
- Quality Control
- Business Continuity

Decision made

Decision made:

It was AGREED that:

1. Surrey County Council will make placements for Translation and Interpreting Services calling off from a framework led by East Sussex

County Council

2. All Placements made will be approved by the Lead Commissioner for Children's resources

Reasons for Decision:

- Allows Surrey to call off from a collaborative framework that SCC has been part of the project group to shape and tailor our requirements.
- Surrey can work in collaboration with the other Local Authority members to ensure that the best service is purchased
- This is a compliant route to market meeting the requirements of the Procurement and Contract Regulations 2015

Decision taken by:	Rachael Wardell, Executive Director for CFLLC
Decision taken on:	1 January 2022
To be implemented on:	1 January 2022

Alternative options considered

See Procurement Report

Summary of any financial implications

Surrey County Councils estimated spend through the Framework is £855,696.00 (based on the 4-year contract period).

Declarations of conflicts of interest

See Procurement Report

Consultation/Process Followed

See Procurement Report

Background Documents

Exempt:

Procurement Report

Yes