

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	4068
Author:	Matthew Woods
Department:	COVID Response & Recovery
Contact:	Matthew Woods (Job Title: Business Development & Improvement Manager, Email: matthew.woods@nottinghamcity.gov.uk, Phone: 01158761209)
Subject:	HM Coroners Toxicology Contract
Total Value:	£400,000 (Type: Revenue)
Decision Being Taken:	<ol style="list-style-type: none">1) To approve a new contract for Toxicology Services for HM Coroner's Service with the University Hospitals Leicester NHS Trust, via ESPO Framework number 3057, from 1 February 2021 for up to four years.2) To delegate authority to the Head of Customer Services to sign the contract for the Toxicology Services on behalf of HM Coroner's Service.
Reasons for the Decision(s)	Existing budget and provision is in place for the required Toxicology Services for HM Coroner's Service, and a formal contract is required in order to control costs and the quality of service. This decision supports delivery of value for money through partnership working, efficient and effective systems and processes, and clear economics of scale. The contract is for two years, with the option to extend for two further periods of 12 months each, which is included in the value for this decision. The total value of the decision is £400,000, but £200,000 will be funded by Nottinghamshire County Council, as it is a joint contract. Nottingham City Council provides the Coroner's Service on both Councils' behalf.
Other Options Considered:	<ol style="list-style-type: none">1) To not have a written contract: not having a written contract was rejected, due to the need for effective cost monitoring and budget setting.
Background Papers:	None

Published Works:	Coroners and Justice Act 2009 (https://www.legislation.gov.uk/ukpga/2009/25/contents)
Affected Wards:	Citywide
Colleague / Councillor Interests:	None
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	None
Equality:	EIA not required. Reasons: This decision does not represent proposals for a change to a policy, service or function.
Social Value Considerations:	Not applicable
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	16/12/2020
Advice Sought:	Legal, Finance, Procurement
Legal Advice:	This decision seeks authority to award a contract from an ESPO framework for Toxicology Services. As such, the decision does not raise any significant legal issues, and the Legal Team has assisted the report author to review the contract. Advice provided by Andrew James (Team Leader Contracts and Commercial) on 03/12/2020.

Finance Advice:

This decision seeks approval to award a contract for Toxicology Services for HM Coroner via ESPO Framework number 3057 with University Hospitals Leicester NHS Trust. The contract will commence on 1 February 2021 for up to 4 years. The initial contract will be for 2 years, with options to extend for 2 further periods of 12 months each. The total value of the contract is £400,000 over the maximum 4-year period, which equates to a contract value of £100,000 per year. The financial impact to Nottingham City Council is £200,000 over the life of the contract (£50,000 per year), as this contract is funded 50/50 with Nottinghamshire County Council, as Nottingham City Council provides the Coroners' Service on their behalf.

Existing budget provision is in place within the Coroners' Service for this contract, so no financial pressure is expected as a result of this decision. The Service will need to ensure any recharges via invoices are made to Nottinghamshire County Council in an accurate and timely manner, to ensure that all eligible costs are recouped. The Service will also need to regularly monitor actual spend against available budget provision, to ensure that no financial pressures occur when delivering this contract. Any issues or anticipated overspends throughout the life of this contract will need mitigating action as a matter of urgency.

The Service should examine any alternative ways of delivering this service to achieve greatest value for money and should only undertake activity and enter into new contracts that are deemed business critical. Every attempt should be made to release funding via underspends to contribute to the wider financial position of the Council.

Advice provided by Philip Gretton (Finance Analyst) on 10/11/2020.

Procurement Advice:

This contract will be let following a competitive tendering exercise via ESPO framework number 3057, and the decision to be taken is supported from a Procurement perspective.

Advice provided by Paul Ritchie (Lead Procurement Officer) on 12/11/2020.

Signatures

Sally Longford (PH for Energy, Environment and Democratic Services)

SIGNED and Dated: 09/12/2020

Hugh White (Corporate Director for COVID Response and Recovery)

SIGNED and Dated: 04/12/2020