

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	4487
Author:	Matthew Woods
Department:	Finance and Resources
Contact:	Matthew Woods (Job Title: Business Development & Improvement Manager, Email: matthew.woods@nottinghamcity.gov.uk, Phone: 01158761209)
Subject:	HM Coroners Paediatric Mortuary Services and Transportation
Total Value:	£223,800 (Type: Revenue)
Decision Being Taken:	1) To approve entering into a 4 year contract with Guy's and St Thomas' NHS Foundation Trust for Paediatric Mortuary Services.2) To authorise going to tender for a 1.5-year contract (with an option to extend for an additional year) for transportation of non-paediatric bodies. 3) To delegate authority to the Head of Customer Services to award and sign the contracts as applicable on behalf of HM Coroner's Service.
Reasons for the Decision(s)	Delivering a service to the satisfaction of HM Senior Coroner is a statutory duty. Nottingham City Council are the lead authority providing a service for the whole county on behalf of Nottingham City Council and Nottinghamshire County Council, with the county paying half of the costs of running the service.As part of this statutory obligation, there is a requirement to provide mortuary and post mortem services for paediatric deaths, as well as transportation of the bodies. Contracts are required to deliver these provisions to ensure a good quality service and value for money provider is secured, and that cases are dealt with within agreed timeframes, with due sensitivity and care, Due to the specialist nature of the service required, Guy's and St Thomas' NHS Foundation Trust has been identified as the only supplier able to provide this service to the satisfaction of HM Senior Coroner. A 4-year contract will be awarded to unify contract length with the current contract for Mortuary Services for non Paediatric cases.The authority currently holds contracts with four local funeral directors for transportation of non-paediatric cases. A competitive tender is required between suppliers to include Paediatric cases. A 1.5 year contract will be awarded (plus optional additional year) to unify contract length with the current contract for transportation of bodies for non-paediatric cases.
Other Options Considered:	Not having contracts was rejected as the Authority has a statutory duty to provide the service and to ensure effective cost and service monitoring.

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 arising from decision to be taken.**

Equality: **EIA not required. Reasons: This decision does not represent proposals for a change to a policy, service or function.**

Social Value Considerations: **N/A**

Decision Type: **Portfolio Holder**

Subject to Call In: **Yes**

Call In Expiry date: **13/01/2022**

Advice Sought: **Legal, Finance, Procurement**

Legal Advice:

The proposals in this report seek a number of recommendations with respect to paediatric mortuary and associated services and the associated costs are split across 2 main contract provisions.

The Council has a contract for non-paediatric mortuary services but due to the specialist nature of paediatric mortuary services, these are deemed appropriate to fall outside of that contract. Guy's and St Thomas are able to offer these services and considered the only provider capable to meet the requirements to the satisfaction of the Coroner and so exemption from the Council's Contract Procedure Rules in accordance with Article 18.99 has been sought and approved.

The Council also holds a contract for transportation of bodies but due to this being of a more localised nature, does not currently cover the transportation of paediatric bodies to London as is proposed. Accordingly, a tender process will be undertaken to identify a provider for the provision of transportation services specifically for paediatric bodies to facilitate the paediatric mortuary service requirement.

The recommendations raise no legal issues and are supported.

Legal services have been working with the service area and procurement colleagues to consider requirements and will continue to do so, to ensure that appropriate contractual arrangements are put in place to reflect the proposed recommendations upon approval.

Advice provided by Dionne Claire Screatton (Solicitor) on 21/12/2021.

Finance Advice:

This decision seeks approval to spend up to £223,800 to enter into contracts for Paediatric Mortuary Services and associated transportation services as detailed in the decision by the author.

The cost included in this decision are 50% funded by Nottinghamshire County Council as Nottingham City is the lead authority in providing Coroner duties for the whole of the county. The remaining 50% of costs are funded by City via existing MTFP budget contained with the Coroners Service (within Finance and Resource). Because of this, this decision is deemed affordable and no financial pressure will occur as a result of approving this decision. The spend associated with this decision is deemed essential due to the statutory nature of the Coroners duties.

Exemption from Procurement Procedures is sought due to the specialist nature of the Paediatric Mortuary Service. A tender process for the transportation of paediatric bodies contract will be undertaken to ensure value for money is being achieved and that the market is tested.

The service should monitor all spend associated with these contracts and ensure invoices to Nottinghamshire County Council are raised in a timely manner, recovering all eligible costs.

Advice provided by Philip Gretton (Finance Analyst) on 20/12/2021.

Procurement Advice:

An exemption from Procurement Procedures (Article 18.55, invitation to tender) in accordance with Article 18.79 of the Contract Procedure Rules has been approved by the Chief Finance Officer. The decision is to award a contract to Guy's and St Thomas NHS Foundation Trust due to the specialist nature of these statutory services.

Advice provided by Paul Ritchie (Procurement Manager) on 16/12/2021.

Signatures

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

SIGNED and Dated: 06/01/2022

Clive Heaphy (Interim Corporate Director for Finance & Resources)

SIGNED and Dated: 06/01/2022