

# Decision Record – Procurement of Local HealthWatch Services

## Cabinet Portfolio Holder taking decision

Councillor David Wright, Portfolio Holder for Finance, Improvement and IT

### Date of Decision:

(NOT BEFORE – 24<sup>th</sup> September 2021)

25<sup>th</sup> September 2012

### Decision taken

That I, Portfolio Holder for Finance, Improvement and IT, approves and authorises the Strategic Director for Communities to enter into all relevant contracts for the provision of Local Healthwatch in Warwickshire on terms and conditions acceptable to the Strategic Director of Resources.

### Reasons for Decisions

The project leads with support from the County Council's Legal and Procurement teams have commenced work to design and prepare the procurement process, including all necessary documentation. The preparation work is well under way and will be completed in time for the tender process to commence on 26<sup>th</sup> September 2012.

Next steps have been presented in the table:

<b>ACTIONS</b>	<b>TIMESCALES</b>
Invitation to Tender documentation finalised	24 Sep 2012
Tender launched	26 Sep 2012
Expressions of interests received	Nov 2012
Evaluation process begins, including input from the Portfolio holder	Nov 2012
LHW Regulations published by DH	Nov - Dec 2012 (indicative timescales)
Budgets confirmed by DH	Nov – Dec 2012 (indicative timescales)

Evaluation process complete	Dec 2012
Provider identified/ contract awarded	Jan 2013
Handover from LINK and other preparatory actions commence	Jan 2013
Healthwatch Warwickshire operational	Apr 2013

### Conclusion

Work on the establishment of Local Healthwatch in Warwickshire is progressing well. The procurement plan and timetable have been prepared and approved by the County Procurement Manager.

In order to ensure that the procurement process can be completed successfully and to the proposed timetable, the Portfolio Holder is asked to consider and agree a delegation of power to award the Local Healthwatch contract to the Strategic Director for Communities.

### Background Information/ factors considered in arriving at these decisions - (set out below and in the officer report):

#### Background:

An approval to procure Local Healthwatch in Warwickshire has been given by the Portfolio Holder for Finance, Improvement and IT on 2<sup>nd</sup> August 2012. The Procurement Plan has been approved by the County Procurement Manager on 31<sup>st</sup> August 2012. The preparation of the procurement process and the Invitation to Tender documentation is well under way, and it is likely that the tender will be launched on 26<sup>th</sup> September 2012.

#### Financial Implications:

None stated.

Report Author: Monika Rozanski  
Head of Service: Mark Ryder  
Strategic Director: Monica Fogarty  
Portfolio Holder: Councillor Bob Stevens

## Checklist

**Urgent matter: yes/no\***

No

**Confidential or Exempt (state category of exempt information)**

No

**Is the decision contrary to the budget and policy framework?**

No

**List of Reports considered** [please attach or forward a copy]

Report from author.

**List of Background Papers** [please include directorate contact names and numbers for access to background papers]

Report for approval to procure Local Healthwatch service, 27<sup>th</sup> July 2012

**Any members and officers consulted or informed and any comments given.**

None listed.