



Officer Decision Record – Key Decision

Key decisions taken by an officer are subject to the 5-day call in period from circulation to Members, and therefore the decision will be released for implementation following the call-in period and no call in being received

1. Cabinet date and copy resolution this key decision relates to

Cabinet approved the following recommendations on the 21st August 2024

1. Authorises the Director of Public Health in consultation with the Portfolio Holder for Health, Wellbeing and Adult Social Care to undertake a commissioning and procurement exercise for the delivery of Local Healthwatch and Independent Complaints Advocacy Service in North East Lincolnshire.

2. Delegates responsibility to the Executive Director of Public Health in consultation with the Deputy Leader and Portfolio Holder for Finance, Resources and Assets to deal with all matters leading to and including the award of the contract(s) for the Health Watch and Independent Advocacy

3. Authorises the Assistant Director Law, Governance and Assets (Monitoring Officer) to complete and execute all legal documentation in connection with the award.

2. Subject and details of the matter (to include reasons for the decision)

Notification that a procurement has been undertaken, and to seek approval to award contracts for the Provision of Local Healthwatch and Independent Advocacy Service. The procurement was lotted as follows:

Lot 1 -Provision of a Local Healthwatch Service

The contract value for this Lot 1 is £325,000 for a maximum length of 30 months.

The contract was initially tendered with a duration of 60 months, but the Authority intend to award a contract with a revised total duration of 30 months. The contract duration has been shortened due to the decision announced by the Government on 27th June 2025, as part of the 10-year health strategy, to abolish Healthwatch England and Local Healthwatch services by the end of 2026.

Lot 2 - Provision of an Independent Complaints Advocacy (ICA) Service

The contract value for Lot 2 is £275,00 for a maximum length of 60 months

The whole life value of the contract is £600,000

The evaluation was conducted by a multi-disciplinary panel and followed the process outlined in the procurement tender documentation. Following conclusion of the evaluation process:

MNH Meeting New Horizons has been identified as the most advantageous tenderer for Lot 1. Approval is sought to award the contract for Lot 1 to this provider.

Voiceability Advocacy has been identified the most advantageous tenderer for Lot 2. Approval is sought to award the contract for Lot 2 to this provider.

3. Decision being taken

That the Executive Director of Public Health, in consultation with the Deputy Leader and Portfolio Holder for Finance, Resources and Assets approves the award of the contract as follows:

Lot 1 - Provision of a Local Healthwatch Service – for a maximum of 30 months – MNH Meeting New Horizons.

Lot 2 - Provision of an Independent Complaints Advocacy (ICA) Service – for a maximum of 60 months – Voiceability Advocacy.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency. Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

No

5. Anticipated outcome(s)/benefits

The contract for the delivery of the Healthwatch and Independent Complaints Advocacy Services is awarded via an open competition to Meeting New Horizons and to Voiceability Advocacy Ltd for maximum of 60 months.

6. Details of any alternative options considered and rejected by the officer when making the decision (this should be similar to original cabinet decision)

Do nothing - This option was not recommended as the services and the requirement to procure a new contract are statutory duties on the Authority.

7. Background documents considered (web links to be included and copies of documents provided for publishing)**8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons**

No

9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No conflicts of interest have been declared.

10. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision is consistent with the will and expectation of Cabinet. The procurement exercise has been conducted so as to comply with the Council's policy and legal obligations and been supported by relevant officers.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

Contracts for the Provision of Local Healthwatch and Independent Advocacy Service are funded from external grant. The open competition undertaken for both contracts supports delivery of value for money principles.

12. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications arising from the contents of this report.

13. Risk Assessment (in accordance with the Report Writing Guide)

It is a statutory duty to implement a local Healthwatch and Independent Complaints Advocacy Service in NEL. Therefore, failure to comply would lead the council to legal challenges.

The services cannot be delivered by the council “in-house” as the regulations state they need to be delivered via an independent party.

14. Has the Cabinet Tracker been updated with details of this decision?**15. Decision Maker(s):**

Name: Diane Lee

Title: Executive Director of Public Health

Signed: REDACTED

Dated:01/09/25

16. Consultation carried out with Portfolio Holder(s):

Name: Councillor S Harness

Title: Portfolio Holder for Finance, Resources and Assets

Signed: REDACTED

Dated:01/09/25

17. If the decision is urgent then consultation should be carried out with the relevant Scrutiny Chair/Mayor/Deputy Mayor

Name:

Title:

Signed:

Dated:

Key Decisions are defined in the Constitution as:

A decision (whether taken collectively or individually by members) which is likely:

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards.

A decision will be considered financially significant if:

- (i) in the case of revenue expenditure, it results in the incurring of expenditure or making savings of £350,000 or greater;
- (ii) in the case of capital expenditure, the capital expenditure/savings are in excess of £350,000 or 20% of the total project cost, whichever is the greater

In determining whether a decision is significant in terms of its effect on an area comprising two or more wards, consideration shall be given to:

- (i) the number of residents/service users that will be affected in the wards concerned;
- (ii) the likely views of those affected (i.e. is the decision likely to result in substantial public interest)
- (iii) whether the decision may incur a significant social, economic or environmental risk.