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Record of operational decision

Decision title:	Decision to award a Contract for the Procurement and Legal Support for the delivery of the Care Home Partnership Framework
Date of decision:	16 th April 2026
Decision maker:	Jeanette Young, Service Director All Age Commissioning
Authority for delegated decision:	The authority for delegated decision is taken under CW-08: Commissioning, quality assurance and contract management relating to all ages Due to the Contract Value the decision is deferred to Service Director.
Ward:	Countywide
Consultation:	No external consultation required although the following internal teams were consulted: - <ul style="list-style-type: none"> • Procurement Team • Legal Team • All Age Commissioning Team
Decision made:	To award a 6-month contract for Procurement and Legal Support relating to the delivery of the Care Home Partnership Framework to Birketts LLP at a total cost of £57,420.00
Reasons for decision:	Due to the complexity of the Contract, the use of the new procurement Act and limited capacity of inhouse resources the authorisation for the procurement activity and subsequent contractual spend was agreed at control panel on Thursday 12 th March. Following the successful completion of a medium value tender process and confirmation of the evaluators' scores and completion of the due diligence checks, the tender evaluation panel recommended that Birkett's LLP is awarded a contract to deliver Procurement and Legal Support for the delivery of the Care Home Partnership Framework.
Equality Considerations	Under section 149 of the Equality Act 2010, the 'general duty' on public authorities is set out as follows: A public authority must, in the exercise of its functions, have due regard to

	<p>the need to:</p> <p>a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act</p> <p>b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it</p> <p>c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.</p> <p>The provision of this service will have no negative impact on any group with a protected characteristic.</p> <p>The subsequent Contract provision will be available to anyone with an assessed eligible residential or nursing care need. Therefore, it will positively help to advance equality of opportunity between different groups.</p>
Highlight any associated risks/finance/legal/equality considerations:	None
Details of any alternative options considered and rejected:	<p>The alternative options were as follows: -</p> <ul style="list-style-type: none"> • To work with the inhouse legal and procurement teams. However, this was rejected due to the limited resources currently available to meet the associated timescales of the project. • To work with an interim consultant. However, this option was only partially viable, and the project would still need additional specialist support as interims generally specialise in either procurement or legal, not both. This procurement requires integrated commercial + legal expertise, including contract drafting, evaluation strategy, and risk management.
Details of any declarations of interest made:	No declarations of interest have been made.