|  |  |
| --- | --- |
| Agenda item: | 16 |
| Attachment: | A |

# HRA Board Cover sheet

# 18 November 2020

|  |  |
| --- | --- |
| Title of paper: | Commercial approvals – Delegated approval requested |
| Submitted by: | Karen Williams |
| Summary of paper: | The HRA submitted the Full Business Case (FBC) for the research systems programme on 4 November to Department of Health & Social Care (DHSC) following Board (delegated to Audit & Risk Committee) and Strategic Leadership Team (SLT) approval. This was based on our preferred supplier A following a comprehensive procurement process. It is likely that, if we receive DHSC Investment Committee approval in December, we will want to move quickly to sign contracts to enable onboarding in time for February 2021 in line with our programme roadmap. This may mean that contracts will need to be signed before the next Board meeting in January.  Our scheme of financial delegation require all contracts greater than £250k to be signed off by the Board. The FBC includes a detailed commercial case which recommends supplier A and has been approved by the Board. On this basis we are asking for the Board to give HRA Chair delegated authority to sign the contract if required. The contract will be based on crown commercial recommended template adapted following appropriate legal advice to ensure HRA is protected in terms of agile delivery (as requested by DHSC Investment Committee).  The proposed contract amounts are well within the parameters set by the Operational Business Case (OBC) and have been rigorously tested as part of the commercial process. Confirmation of these amounts to the Board at this stage in the process is not possible to protect the integrity of the procurement process. Following approval by DHSC Investment Committee we will be able to confirm the contract amounts and services to be delivered. |
| Reason for submission: | For approval |
| Further information: | See summary commercial case below |
| Dissemination: | Published with Board papers |
| Time required: | 5 mins |