

Environmental Information Regulations 2004

Disclosure log entry

Reference

EIR 23-24154

Date response sent

25/08/23

Subject

Water Safety

Details of enquiry

Please could you provide me with the following information:-

1. Name and contact details of your:-
 - a. Responsible Person (Water)
 - b. Authorised Person(s) (Water)
2. Has the Trust appointed an Authorising Engineer (Water)?
3. If so, please state:-
 - a. Name, contact details and a copy of their proposal/quotation. tender bid which led to their appointment.
 - b. Contract expiry date.
 - c. Value of annual spend with the AEW i.e. including routine and ad-hoc tasks.
 - d. AEW's latest audit report.
 - e. Procurement contact details for contract tendering.
 - f. The name of any purchasing organisation or procurement portal which the Trust uses for this service.
 - g. The latest Water Safety Group minutes and associated action tracker.

Response sent

1. Name and contact details of your:-
 - a. Responsible Person (Water)
The Estates Improvement Lead
 - b. Authorised Person(s) (Water)
The Senior Estates Consultant
2. Has the Trust appointed an Authorising Engineer (Water)?
Yes
3. If so, please state:-
 - a. Name, contact details and a copy of their proposal/quotation. tender bid which led to their appointment.
Hydrop E.C.S. Tel: +44 121 354 2030
This was not subject to a tender bid.
Pricing and Works Specification is attached.

- b. Contract expiry date.
10th May 2024
- c. Value of annual spend with the AEW i.e. including routine and ad-hoc tasks.
This is a new contract, so an annual spend has not yet been incurred
- d. AEW's latest audit report.
The report has been produced, but is currently withheld by the supplier pending receipt of payment
- e. Procurement contact details for contract tendering.
procurement@tavi-port.nhs.uk
- f. The name of any purchasing organisation or procurement portal which the Trust uses for this service.
We deal with most framework purchasing organisations
- g. The latest Water Safety Group minutes and associated action tracker.
The Water Safety Group has not met whilst a Trustwide Strategic Review was underway and there was a lack of staff in the roles that would make this group quorate. This is now all concluded, the roles are filled, the Water Safety Group is in place, and will recommence under the new contract. (see above details).

The Tavistock and Portman NHS Foundation Trust



Fee Proposal to Undertake Development and Compilation of Trust Water Safety Plan Master Document

HYQ41381
5th June 2023

PRICING AND WORKS SPECIFICATION

1.0. PRICING SCHEDULE SUMMARY

2.0. DETAILED SCHEDULE SUMMARY

- 2.1 Aim and Rationale:
- 2.2 Methodology:
- 2.3 Legislation, Guidance and Standards Documents

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Proposed Schedule & Costs of Works for:
Legionella and Water Quality Management & Control Procedures


1.0 PRICING SCHEDULE SUMMARY

Client:	The Tavistock and Portman NHS Foundation Trust
Client Contact:	[REDACTED]
Date:	5 th June 2023
Reference:	HYQ41381

PROPOSED INCLUSIVE COST OF WORKS

To develop and compile the Trust's Water Safety Plan - Master Document in accordance with The Control of Legionella, hygiene, HTM 04-01 Safe Water in Healthcare Premises Parts A, B & C, The Health and Social Care Act 2008 COP of Practice on the prevention and control of infections and related guidance and BS8680:2020: Water Quality. Water Safety Plans.

Services	No. of On-Site days	No. of Off-Site days	Costs (£) (EXCLUSIVE OF V.A.T.)
1. Stage 1: In the first instance, a preliminary meeting with the Trust's Water Safety Group (WSG) will be arranged in order to agree the schedule for submission of the WSP for consideration and, ultimately, ratification. This step will allow all necessary work-streams to be established and time schedules to be agreed and commenced.			[REDACTED]
2. Stage 2: Site meetings with representatives from: a. Capital Planning and Estates Management; b. Infection Prevention and Control; c. Medical Microbiology; d. Central Sterilising Services; e. Housekeeping & Cleaning Services; f. Nursing; g. Clinical Trust Representatives; h. Transplant/Renal Dialysis; i. Hydrotherapy; j. Health and Safety; k. Medical Physics; l. Other departments as necessary, in order to obtain all relevant and associated policies and procedures pertaining to Water Quality Management which are not incorporated in the existing Legionella Policy and Procedural document.			[REDACTED]
3. Stage 3: Review existing Trust's documentation			[REDACTED]
4. Stage 4: Document compilation administration works and appropriate first draft presentation.	0	[REDACTED]	[REDACTED]
5. Stage 5: Time allowance for document finalisation following review of draft documentation by members of WSG.	0	[REDACTED]	[REDACTED]
TOTALS	0	[REDACTED]	£4250.00

Issued By:	[REDACTED]	
Position:	Authorising Engineer (Water)	
Date:	5 th June 2023	
Signature:	[REDACTED]	

GENERAL NOTES:

- All documents issued will be in 'locked .pdf' file format.
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We are Hydrop, an internationally recognised Independent Consultancy Practice specialising in **the management of Legionella, Pseudomonas and Water Quality.**

We operate independently from the water treatment/water hygiene industry and are widely respected and trusted both in the

UK and abroad as the 'go-to' company for specialist, expert and unbiased advice in our field. We have been accredited and endorsed by a number of prestigious industry bodies for our expertise, dedication, attentiveness and the quality of our work.

Our team consists of scientists from varying disciplines. As specialist consultants we take pride in our subject knowledge and hold great passion for providing **industry leading advice, skill, care and commitment.**