

	<p>ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER 17th March 2017</p>
<p style="text-align: right;">Title</p>	<p>Authorise the award of framework for the provision of specialist 1:1 mentoring support services</p>
<p style="text-align: right;">Report of</p>	<p>Assistant Director of Social Care, Family Services</p>
<p style="text-align: right;">Wards</p>	<p>All</p>
<p style="text-align: right;">Status</p>	<p>Public</p>
<p style="text-align: right;">Enclosures</p>	<p>N/A</p>
<p style="text-align: right;">Officer Contact Details</p>	<p>Hannah Gordon, Strategy, Insight and Commissioning Manager – 020 8359 2082 Maria Kaphouris, Procurement Manager – 0208 359 5562</p>

Summary

There are times in a child or young person’s life when mentoring support may be needed for those facing significant emotional and behavioural challenges for a variety of reasons. These children and young people often have specific vulnerabilities and statutory services can struggle to engage with these children and young people.

This report seeks approval to award a framework agreement for the provision of specialist 1:1 mentoring support services for a period of an initial one year term with the option of a one year extension and then a further one year extension. The contract will be commencing from 1 April 2017 to the total value of up to £140,000 per annum, with a total extension value of up to £420,000. The contract value is based on anticipated volume and the framework does not guarantee volume to any given provider.

Decisions

To award a framework agreement for the provision of specialist 1:1 mentoring support services for a period of an initial one year term with the option to extend for a further two separate years, commencing from 1st April 2017 to the value of up to £140,000 per annum, with a total extension value of up to £420,000.

1. WHY THIS REPORT IS NEEDED

- 1.1 The London Borough of Barnet (LBB) currently delivers some 1:1 support internally in the family support service, youth service and social care. In addition LBB currently commissions 1:1 mentoring on a spot purchase basis from a small number of providers. This support has quite often met children's needs but the following has been identified, the need for:
- Varied and specialist support to meet the needs of the children and young people
 - Additional capacity to provide specialist mentoring
 - Sustained 1:1 work with children and young people over a longer time period
 - Formal commissioning arrangements to provide clearer mechanisms for monitoring and quality assurance
- 1.2 To effectively address these gaps and meet the needs of these children and young people, to ensure alignment with Barnet's resilience agenda to comply with the Council's Contract Procedure Rules and achieve value for money, LBB undertook an open procurement exercise for a framework of providers to deliver specialist 1:1 mentoring support to vulnerable children and young people.
- 1.3 The overarching outcomes for the service are to engage the child or young person in mentoring to address specific and assessed vulnerabilities, develop protective factors in children and young people to help mitigate adversity and nourish personal strength and enable children and young people to respond proactively to challenging situations.
- 1.4 Following the comprehensive tendering exercise, all submissions were evaluated and ranked according to their scores for quality and price. The Providers are scheduled to be issued their contracts on Monday 20th March 2017, following the voluntary standstill period to allow sufficient time to mobilise services to commence on 1st April 2017.

2. REASONS FOR DECISIONS

- 2.1 LBB currently commissions 1:1 mentoring on a spot purchase basis from a small number of providers. This support has quite often met children's needs but the following needs have been identified:
- Varied and specialist support to meet the needs of the children and young people
 - Additional capacity to provide specialist mentoring
 - Sustained 1:1 work with children and young people over a longer time period
 - Formal commissioning arrangements to provide clearer mechanisms for monitoring and quality assurance
- 2.2 A framework of providers was chosen to allow for the best fit between children and young people and providers - as needs are identified for individual children and young people, mentoring will be commissioned according to the provider who can best meet those needs.

- 2.3 A service specification was drafted to ensure alignment with Barnet's Family Friendly Barnet agenda. A full open tendering procedure was carried out in order to ensure that the Council's Contract Procedure Rules were being followed.

3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 3.1 The alternative options which were considered and rejected were as follows:
- Internal provision - statutory services and young people often struggle to engage with each other.
 - One contract - would not effectively meet the wide ranging needs of these children and young people.
 - Not providing these services – these services will be key to preventing care entries and have been designed according to, and will form a key part of, Barnet's Early Help offer.

4. POST DECISION IMPLEMENTATION

- 4.1 Following this decision to award these contracts, legal contracts will be issued by HB Public Law and the service will be mobilised ready for delivery on 1 April 2017.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The Council's Corporate Plan 2015-20 states that the council, working with local, regional and national partners, will strive to ensure that Barnet is a place:
- of opportunity, where people can further their quality of life
 - where people are helped to help themselves, recognising that prevention is better than cure
 - where responsibility is shared, fairly
 - where services are delivered efficiently to get value for money for the taxpayer
- 5.1.2 The award of the contracts set out in this report contributes to the Corporate Plan priority 'To create better life chances for children and young people across the borough'.
- 5.1.3 The CELS Commissioning Plan 2015-2020 sets out proposals to address challenges, reshape services, and to deliver savings for services within the Committee area over the next five years. These include:
- Alternative ways to deliver services, in partnership with other organisations and residents
 - Narrowing the gap and targeting support to those that need it
 - Greater personalisation, choice and control over services
 - Focus of efficiency, effectiveness and impact
- 5.1.4 The multi-agency Children and Young People Plan 2016-2020 outlines Barnet's vision to become the most 'Family Friendly' borough by 2020. This means that children, young people and their families are safe, healthy, resilient, knowledgeable, responsible, informed and listened to.

5.1.5 Across the council and partners, a resilience-based model has been introduced to achieve the Family Friendly vision. This resilience-based model builds on existing practice, and has been embedded across Family Services. It applies to all internal and externally commissioned services for children, young people and families. In Family Services, the Signs of Safety framework sits within the resilience-based model and is enhanced by a range of tools.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

Procurement, Finance & Value for Money

5.2.1 As outline above, Family Group Conferences contract to be awarded.

5.2.2 An open procurement process was undertaken and tender submissions were recorded on the e-portal, www.barnetsourcing.co.uk. Providers tendered for the service, which were evaluated and scored during the evaluation stage.

5.2.3 The evaluation process involved five stages:

Stage 1 – Submission on time and acceptance of terms and conditions

Bidders were advised that the tender must be submitted through the online e-procurement portal Curtis Fitch by no later than 12:00 noon 16th December 2016. Any submissions received after this date would be rejected and not considered further. Bidders also had to confirm acceptance of the terms and conditions of the contract according to the Declaration by tenderer. Stage 1 of the evaluation process concentrated on the compliance with the conditions of tendering, including all the required documents had been correctly completed and delivered. Response that passed stage 1 were then subject to stage 2

Stage 2 – Compliance evaluation

Potential Bidders who submitted a Selection Questionnaire were subject to evaluation. At Selection Questionnaire stage potential suppliers were required to initially self-declare their status. At contract award stage the successful providers will be required to submit all relevant documentation requested within the tender. The selection questionnaire is a declaration by the supplier of their eligibility to deliver the service they have tendered for, and we may ask for evidence in accordance to the selection questionnaire and council specific requirements. Any Method Statements that did not meet the Stage 2 minimum requirements and compliance were not considered further. Bidders that passed Stage 2 were then subject to Stage 3.

Stage 3 – Method statement evaluation

This stage involved the procurement evaluation panel evaluating the bidder's responses to Method Statement Questions and price evaluation. Tender evaluation was based on a combination of quality and price. For this tender, the ratio was 50% quality and 50% price and the evaluations for each are undertaken separately. Quality was broken down by sub criteria and measured through responses to method statement questions. The total score

for quality and price were combined to give a total evaluation score.

Bidder failed this stage if they:

- Scored 0 out of the available 5 for any of the method statement questions
- Achieved less than 50% out of the overall total score for the method statement questions, presentation and interview.

Method Statements that passed Stage 3 will then be subject to Stage 4 - the Price evaluation stage.

Stage 4 - The Price Evaluation

The Price Evaluation Stage will involve the Tender Evaluation Panel evaluating Bidders' Pricing Schedule. Price consisted of 50% of the evaluation weightings. The evaluation method ensured that the lowest price achieved the maximum available marks, with other Bidders scores calculated proportionately. The lowest price achieved the maximum available score (50%) with the other Bidders prices scoring points inversely proportionate to the lowest. A cost of service (the Price) was established using the total of the three price points provided submitted in the ITT Pricing Schedule. Any Tenders that fail Stage 4 will not be considered further. Tenders that pass Stage 4 will then be subject to Stage 5.

Stage 5 – Ranking and appointment to the framework

Bidders Method Statement Questions and Price score will be added together to give a total weighted score and presented in an evaluation matrix. All providers that passed will be appointed to the framework.

For this project there were a total of 9 submissions.

Tender evaluation is based on a combination of Quality and Price. For this tender, the ratio is 50% Quality and 50% Price and the evaluations for each are undertaken separately. Quality is broken down by sub criteria and measured through responses to method statement questions. The total scores for quality and price are eventually combined in order to give a total evaluation score.

Evaluation identified 5 providers to be awarded onto the Framework for specialist 1:1 mentoring.

Quality Assessment:

Quality	Abianda	Family Action	Homestart Barnet	Project 507	Sova
Total Quality = 50%	36.00%	34.00%	30.00%	38.00%	29.00%

Price Assessment:

Price	Abianda	Family Action	Homestart Barnet	Project 507	Sova
Total Price = 50%	3.95%	41.58%	37.62%	9.14%	50.00%

Overall Assessment (Price and Quality):

Ranking		
Provider	Score	Ranking
Sova	79.00%	1st
Family Action	75.58%	2nd
Homestart	67.62%	3rd
Project 507	47.14%	4th
Abianda	39.95%	5th

5.2.4 These five service providers will be appointed to the framework agreement on Monday 20th March 2017, following the voluntary standstill period. The framework is for 1 year with an option to extend for 1 + 1 year subject to performance and budget.

5.2.5 The total value for the year of up to £140,000. A total of up to £420,000 over the contract term. The contract value is based on anticipated volume and the framework does not guarantee volume to any given provider. The provision will be paid for using existing social care budgets.

5.2.6 The procurement process was competitive and open to ensure value for money. The management of this contract will encourage discussion about sustainability of service beyond the contract period.

Staffing, IT, Property

5.2.7 TUPE **does not apply** to these contracts and there are no staffing implications for the Council.

5.2.8 There are no IT and property implications for the Council. The IT and property implications for the provider organisations are covered in the specifications, ITT document and tender submissions.

5.3 Legal and Constitutional References

5.3.1 The procurement process has been conducted in accordance with Part 4 of the Public Contracts regulations 2015 and the Council's Contract Procedure Rules.

5.3.2 Under Part 4 of the PCR 2015 Contracting Authorities are to comply with the following provisions :

5.3.2.1 advertise all contracts valued at £25,000 (net of VAT) and above, on the UK Contracts Finder website unless the contracting authorities'

Contract Procedure Rules specify otherwise. (This obligation only applies to contracts which have already been advertised on the contracting authorities' website).

- 5.3.2.2 Refrain from the use of pre qualification questionnaires for contracts which fall below £164,176.00.
 - 5.3.2.3 ensure that Contract award notices are published on the Contracts Finder website
 - 5.3.2.4 incorporate contract terms ensuring the payment of undisputed invoices within 30 days and the timely verification of invoices
 - 5.3.2.5 ensure that all related sub contracts mirror the same payment terms that are set out in the main contract
- 5.3.3 Under the Council's Constitution, Contract Procedure Rules (Appendix 1 – Table A), procurements over £164,176 in value (above the OJEU threshold) can be authorised either by the relevant Theme Committee or through the Procurement Forward Plan. If the tender is within budget, it may be accepted by the relevant, Council Officer in consultation with the Chairman of the relevant Theme Committee or the Policy and Resources Committee.

Authorisation for this procurement was granted in the Procurement Forward Plan 2016-17.

- 5.3.4 Article 22 of the Constitution (Contract Procedure Rules), paragraph 12.1, requires every contract to be in a form approved by the Monitoring officer (in consultation with HB Public law). HB Public law will be instructed to draft the contracts with the successful providers.
- 5.3.5 All call off contracts are to be awarded in accordance with the terms and conditions laid down in the framework agreement.

5.4 Risk Management

- 5.4.1 The tender pack set out that each potential provider will be required to keep service user records, and ensure appropriate information sharing, confidentiality; data protection, data collection and analysis are in place. Policies and protocols should be in place to ensure that the system is robust and to encourage adherence to it. The tender process assessed providers' existing safeguarding and health and safety policies, supervision arrangements, financial viability and processes; these were found to be satisfactory and appropriate in the case of all providers contained within this report. These aspects will be explored further in the mobilisation and service delivery plans.
- 5.4.2 If the Council does not proceed with awarding the contracts, it will have a negative impact on service delivery to children and young people. This framework is the most viable long term option and would risk provision of a fragmented service model. To mitigate these risks, it is recommended that the contract is awarded to the organisation identified in this report.
- 5.4.3 To ensure monies are being spent effectively these contracts will be

performance managed throughout the term of the contract using a robust monitoring system. This system is in place for current contracts.

5.5 Equalities and Diversity

- 5.5.1 The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies **to have due regard** to the need to:
- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
 - advance equality of opportunity between people from different groups
 - foster good relations between people from different groups

The broad purpose of this duty is to integrate considerations of equality into day business and keep them under review in decision making, the design of policies and the delivery of services

5.6 Consultation and Engagement

- 5.6.1 A market engagement event was held with potential providers ahead of the publication of the tender.

6. BACKGROUND PAPERS

- 6.1 None

7. DECISION TAKER'S STATEMENT

- 7.1 *I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.*

8. OFFICER'S DECISION

I authorise the following action

- 8.1

Signed Jo Pymont

Date 17 March 2017
