

Report of Senior HR Officer Organisational Development

Report to Director of Adult Social Services

Date: 3rd September 2015

Subject: Waiver of Contract Procedure Rules (CPR) 8.1 and 8.2 using the authority set out in CPR 1.3 to award contracts with organisations for the delivery of training services by Leeds Beckett University and commissioned by Adult Social Care from September 2015.

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. Organisational Development (OD) for Adult Social Care wish to continue to commission an established training provider for the continuing delivery of a programme of training and development.
2. The provider contributes to the workforce development programme for mandatory Continuing Professional Development of Social Workers (CPD) and delivers high quality, good value training.
3. This report seeks permission to waive CPRs 8.1 and 8.2 using the authority set out in CPR 1.3 to award contracts to the provider to continue to provide training.
4. The contracts will be call off contracts for 3 years. Training will be called off according to need so the contract value will vary. The cost will be in the range of £2,400 pa to £4,800 per annum which reflects the volume and quality of the training (Appendix 1).
5. In agreeing this waiver, Adult Social Care and Children's Services will benefit in the following ways:

- To continue with the current provider base will ensure the bespoke CPD programme, developed in partnership, and will maintain the high standard required for social worker training and social work progression.
6. Contract monitoring arrangements indicate that this provider meets their performance objectives and resultant impact assessment evaluation
 7. Training and Development Manager in Children's Services has been consulted and is happy to agree with the recommendations.

Recommendations

8. The Director of Adult Social Services is recommended to approve the waiver of CPRs 8.1 and 8.2 using the authority set out in CPR 1.3 and award a contract to Leeds Beckett University for the provision of CPD training (as set out in Appendix 1), in the sum of £14,400.
9. The contract shall commence at the beginning of the academic year on 21 September 2015 and expire on the 16 September 2018, with an option to review after 18 months. The Senior HR Officer Organisational Development, Adult Social Care shall be responsible for implementation.

1 Purpose of this report

- 1.1 To seek approval to award a contract to Leeds Beckett University (as set out in the Appendix 1) for the delivery of high quality CPD training.

The report seeks a waiver to CPRs 8.1 and 8.2 using the authority set out in CPR 1.3 in respect of the CPD specialist training courses in Adult Social Care. The contract is valued at £14,400 over a 3 year period and will be subject to supplier agreement with a specification, pricing schedule and terms and conditions.

2 Background information

- 2.1 The present programme arose from the need for Skills for Care (SfC) to test different models of delivery with CPD for social work. Leeds Adult Social Care successfully applied to be one of eight demonstrator sites with SfC in October 2012. It provided an opportunity to work collaboratively with SfC to develop and test core principles and guidance for developing pathways for adult social workers. This had a focus on addressing the social work needs identified in the White Paper – "Caring for our future: reforming care and support".
- 2.2 Adults Social Care OD and Children's Workforce Development (WFD) Team reviewed the proposed expenditure on external training for 2014/15.
- 2.3 The current budget position has led to an annual detailed analysis on a case by case basis of whether the service purchased continues to be required and represents good value. This identifies where services currently commissioned externally are required in the longer term.

- 2.4 The review noted in 2.3 concluded that there is a need for robust contract arrangements to be put in place to ensure quality delivery and value for money for the training listed in Appendix 1.

3 Main issues

- 3.1 The need for CPD training for Social workers is ongoing. OD for Adult Social Care commission this training from Leeds Beckett University in response to staff development requirements (Appendix 1). OD for Adult Social Care takes the lead as the training is shared with the Children's Services WFD for their staff who have the same requirements
- 3.2 The course was developed as an innovative and creative way for social workers to demonstrate and reflect upon their interpersonal skills. It involves service users for their feedback on the social work practice they have witnessed.
- 3.3 The Interpersonal Skills course is one of three courses which form part of the mandatory development programme for social workers for salary progression. They are required to complete the training before they can apply for a senior social worker grade.
- 3.4 Waiving the CPRs will further the collaboration with the service provider with whom OD and Children's WFD have worked collaboratively to develop a comprehensive understanding of Leeds social work CPD requirements, best training approaches and retain the mutual expertise developed. It will ensure continuity of understanding of Leeds Social Care services, key processes and policy developments. This is of considerable value to ongoing service delivery.
- 3.5 In allowing the current providers of services to deliver services from September 2015, LCC will benefit in the following ways:
- Continuation of the current provider base will capitalize the expertise that has been developed and will ensure continuity in service delivery.
 - Contract monitoring arrangements indicate that the current provider is meeting their performance objectives.
 - The present provider offers the best market price and quality and would continue to offer the best value for money option
 - The provider will be asked to agree a delivery plan and specification, including price schedule, which will ensure both value for money in service delivery as compared in the market place and that appropriate performance measures remain in place to evaluate delivery.
- 3.6 Consequences if the proposed action is not approved
- An increase in the cost of the training which represents good value for money
 - Generalist trainers have limited knowledge and understanding of local networks and resources, in contrast to the present provider

- A resultant loss of expertise of established trainers who have considerable experience of working with adults' and children's social workers and the services.
- Reduction in the impact and quality outcomes which is currently achieved through the development a pool of confident service users integral to the training and the use of the communication Suite for assessment skills video recordings and observations of social workers which are used for supervision.

4 Corporate Considerations

The contract value is below the current EU threshold, so there is no requirement for the contract to be tendered in accordance with the Public Contracts Regulations but there is a requirement to comply with the Council's Contract Procedure Rules.

4.1 Consultation and Engagement

- 4.1.1 Initial consultation has taken place with the training providers to identify that they are able to deliver the service required.
- 4.1.2 Soft market testing has taken place with other potential service providers and the present arrangement remains the best and preferred option.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 The equality, diversity, cohesion and integration screening form is attached as Appendix 2. This form identifies that an impact assessment is not required in this case.

4.3 Council policies and City Priorities

- 4.3.1 The project will contribute to the Council Plan Better Live priorities to:
- Ensure that the most vulnerable are protected.
 - Promote Community Development and the Assessment of Risk and Safeguarding.
 - Enable a greater proportion of people to be helped to recover from illness or manage a long-term condition.

4.4 Resources and value for money

- 4.4.1 At a cost of £60.00 per person per day the present training represents excellent value for money and has been customised to the requirements of Leeds Adult Social Care and Children's Services
- 4.4.2 The training provider provide a specialist venue, a Communications Suite and valued support to social worker participants and the pool of service users and actors enlisted for videoed scenarios

4.4.3 The contract will be call off contracts for 3 years. Training will be called off according to need

4.4.4 The finance for this work is contained in the workforce development budget.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This is a significant operational decision which is not subject to call-in. There are no grounds for keeping the contents of this report confidential under the Access to Information Rules.

4.5.2 We are advised by legal services that awarding a contract direct to the training providers may leave the Council open to a potential claim from other providers, to whom this contract could be of interest that it has not been wholly transparent as the opportunity is not being advertised. In terms of transparency, it should be noted that it is a requirement of recent case law to consider whether contracts of this value should be subject to a degree of European wide advertising. It is up to the Council to decide what degree of advertising is appropriate. In particular, consideration should be given to the subject-matter of the contract, its estimated value, the specifics of the sector concerned (size and structure of the market, commercial practices, etc.) and the geographical location of the place of performance.

4.5.3 However, Procurement are of the view that due to the nature of the services being delivered, the relatively low value of these contracts and the requirement to be physically located in Leeds, the scope and nature of the services is such that it would not be of interest to contractors in other EU member states.

4.5.4 Although there is no overriding legal obstacle preventing the waiver of CPR 8.1 and 8.2, the content of the report should be noted. In making their final decision, the Chief Officer Resources and Strategy should be satisfied that the approved course of action represents best value for the council.

4.6 Risk Management

4.6.1 If the current arrangements expire and no provision is in place for the present service to continue it would impact on the progress made with future development of CPD for social work in Leeds Adult Social Care and Children's services.

4.6.2 The consequences of not continuing with the training supplier and at the quality provided would impact upon the progression arrangements for social workers and potentially delay the process.

4.6.3 The training is essential to promote effective work with customers with a range of needs. There have been a number of negative, high profile cases in the media regarding safeguarding people and poor risk assessment skills of new social workers. The present training programme is key to ensuring that people receive skilled interventions and to maximise the opportunities to be maintained safely in and by their local community networks.

5 Conclusions

- 5.1 A waiver of CPRs 8.1 and 8.2 using the authority set out in CPR 1.3 in order to enter into a contracts with suppliers listed in Appendix 1 will maintain delivery of high quality and consistent training and ensure that training costs are economic and value for money.

6 Recommendations

- 6.1 The Director of Adult Social Services is recommended to approve the waiver of CPRs 8.1 and 8.2 using the authority set out in CPR 1.3 and award a contract to Leeds Beckett University for the provision of CPD training (as set out in Appendix 1), in the sum of £14,400.
- 6.2 The contract shall commence at the beginning of the academic year 21 September 2015 and expire on the 16 September 2018 with an option to review after 18 months. The Senior HR Officer Organisational Development, Adult Social Care shall be responsible for implementation

7 Background documents¹

- 7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.