

Report of Practice Development and Partnership Training Lead

Report to Chief Officer – Partnership Development & Business Support

Date: 26/07/2016

Subject: Waiver of Contract Procedure Rules to award a contract to BASIS for CSE (children at risk of sexual exploitation) training



Are specific electoral Wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, name(s) of Ward(s):		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. Children's Services Workforce Development wish to award a contract to BASIS for the delivery of high quality child sexual exploitation (CSE) training relating to girls and young women.
2. Children's Services Workforce Development wish to pay for this contract in advance of delivery to continue to benefit from a membership saving.
3. Children's Services hold a contract with Genesis, the sister company of BASIS, for the provision of direct early intervention and support services to help meet the needs of girls and young women at risk of or engaged in sexual exploitation. Contracting with BASIS for CSE training ensures the continuation of an overall package of CSE support in Leeds.
4. The report seeks permission to waive contract procedure rule 8 to award a contract to BASIS for the delivery of high quality CSE training. The contract will initially be for 7 months at a fixed value of £6,141. The contract will have two options to extend for periods of six months. The extensions will be on a call off basis: units of training will be called off according to need and budgetary decisions. The maximum call off value will be £4,125 per six month extension. Therefore the maximum possible contract value is £14,391

Recommendations

1. The Chief Officer – Partnership Development is recommended to waive contract procedure rule 8.1 and 8.2 to award a contract to BASIS for the provision of the CSE training for 7 months at a fixed cost of £6,141. The contract shall commence on the 1st September 2016 and expire on the 31st March 2017. The contract will have two options to extend for periods of six months. The extensions will be on a call off basis: units of training will be called off according to need and budgetary decisions. The maximum call off value will be £4,125 per six month extension. Therefore the maximum possible contract value is £14,391
2. The Chief Officer – Partnership Development is recommended to approve the payment in advance for this contract.

1 Purpose of this report

- 1.1. To seek approval for the award of a contract to BASIS for the delivery of high quality CSE training relating to girls and young women.
- 1.2. To seek approval to pay in advance for this contract.

2 Background information

- 2.1. There has been an ongoing need for specialist CSE training for several years. Children's Service workforce development team have traditionally spot purchased CSE training from BASIS in response to need on a service by service basis. A formal contract was established with BASIS in September 2014. The aim of the contract is to deliver a single coordinated CSE training offer; thus reducing costs and ensuring that need is met for all groups of front line professionals. The number of ongoing cases where CSE of girls is a factor has increased over the last few years and we need to ensure that practitioners are confident in providing appropriate support.
- 2.2. The aim of the training is to raise awareness and understanding of CSE and reduce risk through early identification, assessment and referral and provide appropriate support and intervention. This could contribute to the safe and appropriate reduction of the numbers of children looked after.
- 2.3. The training has to be delivered by an external provider as CSE is a specialist area of knowledge which requires very up to date knowledge of existing methods of exploitation. Internal capacity is not sufficient to meet the needs of the whole of Children's Workforce. Internal colleagues will be supporting learning relating to risk assessment and CSE strategy.
- 2.4. The current contract with BASIS is due to expire on 31st August 2016. A project team was established to look at the long term needs of CSE training in Leeds. Market testing was undertaken in January 2016 which showed there was a competitive market for this training.

3 Main issues

Reason for Contracts Procedure Rules Waiver

- 3.1. A contract is required with BASIS to deliver high quality CSE training to practitioners. The aim of the training is to raise awareness and understanding of CSE and reduce risk through early identification, assessment and referral and provide appropriate support and intervention.
- 3.2. Market testing for CSE training was undertake in January 2016. It showed there was a competitive market for delivery of this training.
- 3.3. The project team has recommended that future training should go through a competitive tender exercise. A delegated decision report to seek permission to procure has been approved.

- 3.4. The timeline for establishing a new contract, via competitive tender, shows an anticipated contract start date of 1st April 2017. We are therefore seeking to waive contract procedure rules to award an interim contract to BASIS whilst we undertake the tender process.
- 3.5. The waiver seeks to award a contract for 7 months until 31st March 2017. We are seeking permission for two further 6 months extension to allow for any delays in the tender process.

Consequences if the proposed action is not approved

- 3.6. If a contract is not awarded to BASIS the likely outcome is that we will spend more money through a lack of co-ordination and breach contract procedure rules through spot purchasing on an ongoing basis. If a contract is not awarded at all for this training the high priority training need will not be met and the needs of vulnerable girls and women will not be met.

Advertising

- 3.7. This contract opportunity has not been advertised. 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 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Consultation has taken place with BASIS to identify that they are able to deliver the service required.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1. The equality, diversity, cohesion and integration screening form is attached as Appendix 1. This form identifies that an impact assessment is not required in this case.

4.3 Council Policies and Best Council Plan

- 4.3.1. The project will contribute to the Children and Young People's Plan priorities to:
- Ensure that the most vulnerable are protected
 - Improve support where there are additional health needs
 - Promote sexual health

4.4 Resources and Value for Money

- 4.4.1 The initial contract value will be for seven months at a fixed value of £6,141. The contract will have two options to extend for periods of six months. The extensions will be on a call off basis: units of training will be called off according to need and budgetary decisions. The maximum call off value will be £4,125 per six month extension. Therefore the maximum possible contract value is £14,391.

4.1.2 The value represents a saving of 45% against the standard daily off contract rate.

4.4.3 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 decision is not subject to call-in.

4.5.2. The decision to waive contract procedure rule 8 is a significant operational decision in line with contract procedure rule 27.

4.5.3. In making their final decision, the Chief Officer – Partnership Development should be satisfied that the course of action chosen represents Best Value for the Council given that this contract opportunity has not been exposed to competition.

4.6 Risk Management

4.6.1. There is a risk that other providers are not in favour of the decision to award a contract without competition. As the contract value is under EU regulation value there is no legal requirement to subject the matter to competition.

5 Conclusions

5.1 A waiver of Contracts' Procedure Rule 8 in order to enter into a contract with BASIS will allow for the delivery high quality CSE training.

6 Recommendations

6.1 The Chief Officer – Partnership Development is recommended to waive contract procedure rule 8.1 and 8.2 to award a contract to BASIS for the provision of the CSE training for 7 months at a fixed cost of £6,141. The contract shall commence on the 1st September 2016 and expire on the 31st March 2017. The contract will have two options to extend for periods of six months. The extensions will be on a call off basis: units of training will be called off according to need and budgetary decisions. The maximum call off value will be £4,125 per six month period. Therefore the maximum possible contract value is £14,391.

6.2 The Chief Officer – Partnership Development is recommended to approve the payment in advance for this contract.

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.