

**Report of Service Manager of Adel Beck Secure Childrens Home**

**Report to the Director of Children’s Services**

**Date: 03 February 2017**

**Subject: Waiver of Contracts Procedure Rule (CPR) 8.1 and 8.2 to award a contract to award Capita Managed ICT Solutions for the ongoing support agreement of the Adel Beck ICT system**



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. This Waiver Report requests approval to award a 24 month contract to Capita Managed ICT Solutions for the ongoing support of the Non-LCC ICT infrastructure, this includes the bedroom media panel (comprising of a PC, softphone, X-box, IPTV, and microphone) in 24 bedrooms, internet access, Wi-Fi, young people’s ICT network and servers, Server cloud Backups, related software (MS Office), Smart boards and software, Digital Signage software and TV screens, electronic visitors signing system, 10 iPads, 3 Apple Macs, internet filtering system, 24 standard laptops, and 10 rugged laptops. at Adel Beck Secure Childrens Home.
2. This contract is required to ensure continuity of provision, whilst the existing support agreements and extended warranties are in place.
3. There is a risk of challenge by not going out to competition but this risk is mitigated by the contract only being for 12 months and the actual cost of the maintenance contract being £11,987.78 (1 April 2017 to 31 March 2018).

**Recommendations**

4. The Director of Children’s Services recommended to approve the waiver of CPR No 8.1 and 8.2 – Intermediate Value Procurements, and award a contract to Capita Managed ICT Solutions in the sum of £11,987.78. The contract shall commence on the 1 April 2017 and expire on the 31.3.2018

## **1 Purpose of this report**

- 1.1 To seek the waiver of CPR 8.1 and 8.2 for the ongoing Managed ICT solution for the Non LCC ICT infrastructure at Adel Beck Secure Childrens Home which includes the Education network, Wi-Fi, Smart technology and associated hardware including standard desktops, laptops, iPads and Apple Macs, and the Bedroom Media Panel to enable use of a PC, softphone, x-box and IPTV in young peopled bedrooms and to support the delivery of the education curriculum.

## **2 Background information**

- 2.1 Adel Beck is the former Eastmoor Secure Unit and was the subject of a complete new build in 2014. This project was funded by the DFE.
- 2.2 The LCC Project Team (PPPU) was responsible for the installation of the ICT Infrastructure. This was initially requested from LCC ICT Services, however they were unable to meet the requirements, therefore, a contract was secured via a competitive tendering process.
- 2.3 As the provider, they are responsible for providing the warranties on the equipment installed including an extended warranties purchased on behalf of the home as part of the tender.
- 2.4 The warranties end in February 2018.

## **3 Main issues**

### **Reason for Contracts Procedure Rules Waiver**

- 3.1 To maintain the integrity of the warranties, the council has to use the contractor who installed the equipment. And to support staff within the home in managing and administering the ICT equipment installed in the home.
- 3.2 The value of the contract is £11,987.78 and as such would normally be the subject of a competitive tendering process. We have negotiated on the price and this is the agreed value.

### **Consequences if the proposed action is not approved**

- 3.4 If we were to not continue with our Capita Managed ICT contract we would have great difficulty in managing the ICT infrastructure within the home. We will in the next 12 months look at a tendering process for 2018/ 2019.
- 3.5 LCC ICT services are not able to provide the expertise required for the management of this bespoke system.

### **Advertising**

- 3.5 The opportunity has not been the subject of any advertising, however the initial contract was sent out to tender and included on-going support for 1 year following installation.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.2 Consultation has taken place with Staff and Young People in the home. The feedback has been positive about the previous year's contract. Staff and young people are concerned at the speed of repair to their bedroom media panels and education have raised concerns regarding the impact upon the delivery of education.

## **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 No equality and diversity issues.

## **4.3 Council Policies and Best Council Plan**

4.3.1 In terms of spending money wisely and ensuring the ongoing of the provision of ICT to young people (Child Friendly Leeds), the service feels that it would be unwise at this point to go back to tender for support. Initially it was felt that due to some warranties still being in place via the initial purchaser – Capita, that it would be more efficient and effective to work with them for 3 years and to then re-tender the provision for 2018. Having had brief discussions with other providers, it is felt that the value for money we are receiving with this agreement is good and going with an alternative provider at this point would cost significantly more.

## **4.4 Resources and Value for Money**

4.4.1 here has been a significant investment in the ICT infrastructure here at Adel Beck, costs in the region of £500,000+. There would be significant increased costs by attempting to hand over this bespoke system, custom built by Capita. It is not financially viable to invest any further in the infrastructure and increase our expenditure costs, particularly within the first 3 to 4 years of operation in our new building.

## **4.5 Legal Implications, Access to Information and Call In**

4.5.1 The value of the contract detailed within this report are below the level for key decisions as prescribed within the council's constitution and therefore this decision is not subject to call-in.

4.5.2 Giving the work to this provider without competition could 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. In terms of transparency it should be noted that Contracts Procedure Rules suggests that contracts of this value should be subject to a degree of advertising. It is up to the Council to decide what degree of advertising is appropriate. In giving the work to this provider without competition there is a potential risk of challenge from other providers who have not been given the chance to tender for this opportunity.

4.5.3 Whilst there is no legal obstacle preventing the waiver of CPR 8.1 and 8.2, the above comments should be noted when making the final decision, the Deputy Director of Children's Services should be satisfied that the course of action chosen represents Best Value for the Council.

## **4.6 Risk Management**

4.6.1 The risks of not going ahead are outlined in 3.4. There is a risk that we would be unable to comply fully with the children's homes regulations in allowing young people access to communications with their families, social worker, advocates etc. We would be unable to deliver a diverse array of curriculum subject due to the lack of appropriate ICT services being available to young people in the home.

## **5 Conclusions**

- 5.1 It is concluded that this waiver should be approved for the year 2017 – 18, with a view to retender for the provision in Mid 2017 for the year 2018 – 19.

## **6 Recommendations**

- 6.1 The Director of Children’s Services recommended to approve the waiver of CPR No 8.1 and 8.2 – Intermediate Value Procurements, and award a contract to Capita Managed ICT Solutions in the sum of £11,987.78. The contract shall commence on the 1 April 2017 and expire on the 31.3.2018

## **7 Background documents<sup>1</sup>**

- 7.1 None

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<sup>1</sup> 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.