

Report of: Jonathan Sharp – Projects Officer, Adults & Health Commissioning

Report to: Director of Resources & Housing

Date: 21 February 2018

Subject: Approval to waive CPR’s 8.1 and 8.2 and enter into a 12 month (+ 2 x 6 month) contract with Elisian Ltd for the provision of the MiCase hosted case management system.

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/>	<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. The Council currently commissions a number of services that provide specialist support through the Integrated Offender Management Service (IOM). This is aimed at reducing occurrences of reoffending and tackling the risks of reoffending.
2. A review of these arrangements is currently underway. However, the current timeline for the implementation of a new contract is not until October 2019.
3. Part of this IOM review will include a decision on the continued use of MiCase (a hosted, web-based case management system), which is provided and supported by Elisian Ltd. Currently, MiCase is used by the Council, commissioned providers and external partners (e.g. West Yorkshire Police) to support the current IOM delivery arrangements.
4. Until the outcome of the ongoing review is known, there is still a requirement to continue using MiCase to support the current IOM delivery arrangements.

Recommendations

1. The Director of Resources & Housing is recommended to approve the waiver of CPR's 8.1 and 8.2 and allow a 12 month (+ 2 x 6 month) contract to be awarded to Elisian Ltd for the provision of MiCase for the period 1 April 2018 to 31 March 2019. It is also requested that a 2 x 6 month extension be added to the contract to account for any slippage with the current review and implementation of a new contract. The contract value is £10,260 per annum. This represents a 5% discount on the previous financial year. In addition, if the contract extensions are required, Elisian is also offering discounts on both the 2 x 6 month extensions: a 7.5% discount for the first 6 month extension (£4,995) and a 10% discount for the second 6 month extension (£4,860).

1. Purpose of this report

- 1.1 The purpose of this report is to seek approval to waive CPR's 8.1 and 8.2 to allow a 12 month (+ 2 x 6 month) contract to be awarded to Elisian Ltd for the provision of MiCase to provide continuity of service to IOM arrangements.

2. Background information

- 2.1 The current 12 month extension (contract reference DN241711) is due to expire on 31 March 2018.
- 2.2 Elisian Ltd has submitted a quotation for £10,260 for the hosting, maintenance and licensing of MiCase for the period 1 April 2018 to 31 March 2019. The option to extend for an additional 2 x 6-months would potentially cost an additional £4,995 for the first 6 month extension and £4,860 for the second 6 month extension. The full potential costs are:
 - £10,260 for 12 months (01/04/18 to 31/03/19)
 - £15,255 for 18 months (01/04/18 to 30/09/19)
 - £20,115 for 24 months (01/04/18 to 31/03/20)

3. Main issues

- 3.1 The IOM services provided by CGL (Change Grow Live) and DISC (Developing Initiatives Supporting Communities) are currently under review. Appropriate contract arrangements are in place to provide these services until the outcome of the review is known.
- 3.2 CGL and DISC use MiCase as an integral part of services provided under IOM arrangements.
- 3.3 MiCase is also used by other local and relevant agencies, including West Yorkshire Police.
- 3.4 Until the current and ongoing IOM review is complete, there is a requirement to continue to use MiCase to support IOM arrangements.
- 3.5 A separate decision will be taken regarding future requirements once the outcome of the review is known.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 Consultation has taken place with the current users, the contract manager Sarah Loughman (Adults & Health, Commissioning & Contracts Officer) and Alan Simmons (Resources & Housing, Applications Manager).

4.2 Equality and diversity / cohesion and integration

4.2.1 There are no additional issues relating to equality and diversity as a result of awarding a new contract extension to Elisian Ltd for the provision of MiCase for the period 1 April 2018 to 31 March 2019.

4.3 Council policies and best council plan

4.3.1 The IOM services contribute directly to a number of strategies and plans aimed at reducing crime levels and the impact of crime by working with individuals to address their offending behaviour.

4.3.2 These services also contribute towards the priorities set out in the Best Council Plan 2017-18 (e.g. by reducing serious acquisitive crime).

4.4 Resources and value for money

4.4.1 MiCase is currently used by the Council and a number of service partners within the IOM hub. No further resources are required.

4.4.2 The supplier (Elisian Ltd, previously Casmaco Ltd) has held its prices at 2013 levels. The quotation of £10,260 per annum for the hosting, maintenance and licensing of MiCase represents a 5% discount on the previous financial year and therefore presents good value for money.

4.5 Legal implications, access to information, and call-in

4.5.1 The decision taken will be a significant operational decision and is therefore not subject to call in. There are no grounds for keeping the contents of this report confidential under the Access to Information rules.

4.6 Risk management

4.6.1 MiCase is an integral part of the services provided to support IOM. If a new contract is not awarded to Elisian Ltd for the period 1 April 2018 to 31 March 2019, there would be a significant impact to the continuity and effective delivery of services to support IOM.

4.6.2 Any day-to-day operational risks associated with the use of MiCase (or services provided by MiCase) will be addressed as part of the contract management process.

5. Conclusions

5.1 To ensure continuity of existing services within IOM arrangements, the option to

award a new 12 month (+ 2 x 6 month) contract to Elisian Ltd for MiCase should be approved.

6. Recommendations

- 6.1 The Director of Resources & Housing is recommended to approve the waiver of CPR's 8.1 and 8.2 to allow a 12 month (+ 2 x 6 month) contract to be awarded to Elisian Ltd for the provision of the MiCase hosted case management system for the period 1 April 2018 to 31 March 2019. The contract value is £10,260 per annum for the entire 12 month contract (with a potential additional cost of £4,995 + £4,860 for the 2 x 6 month extensions, respectively).

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.