

Report of: Deputy Director, Integrated Commissioning Adults and Health

Report to: Director of Adults and Health

Date: 21 March 2018

Subject: To seek authority to waive Contract Procedure Rule 15.2 (tender evaluation) in respect of the procurement of the Community Based Mental Health Service

Are specific electoral wards affected? If yes, 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. The purpose of this report is to seek a waiver of CPR 15.2 in order that the evaluation of tenders received in respect of the Community Based Mental Health Service be determined on a 100% quality basis to ensure that the highest quality and most appropriate provider is awarded the contract, and that full use is made of the available budget to meet increasing demand.
2. Authority to proceed with the procurement was given by the Director of Adults and Health on 20 December 2017.
3. The budget for the Service is £1.2m per annum for five years commencing on 1 April 2019.
4. The officer responsible for implementing the decision will be the Working Age Adults Commissioning Manager.

Recommendations

1. The Director of Adults and Health is recommended to approve:
 - The waiver of CPR 15.2 to enable the tenders for the Community Based Mental Health Service to be evaluated on a 100% quality basis.

1. Purpose of this report

- 1.1 The purpose of this report is to seek the authority to waive CPR 15.2 to allow the tender evaluation panel for the Community Based Mental Health Service (CBMHS) to base their decision on a 100% quality basis with no weighting for price.

2. Background information

- 2.1 Adults and Health currently has three contracts for the provision of CBMHS's across Leeds. These services have never been subject to a procurement exercise but came about through historical funding arrangements.
- 2.2 Authority to procure the single Community Based Mental Health Service contract was given by the Director of Health and Adults on 20 December 2017.

3. Main issues

- 3.1 The current three providers Leeds Mind, Community Links and Touchstone provide a variety of prevention and early intervention mental health services across Leeds.
- 3.2 They have not been subjected to a procurement exercise but have developed through past historical commissioning and funding arrangements.
- 3.3 Following on from the authority given by the Director of Adults and Health on 20 December 2017:
 - A large scale consultation has taken place with service users, carers and other stakeholders on the outcomes contained within the draft service specification. The consultation has also sought views as to the availability of the service particularly around opening times.
 - The services will be placed out to tender following a Bidder's Event being held in March 2018.
 - The contract will be awarded in September 2018 allowing for a six month mobilisation period.
 - The new contract will commence 1 April 2019.
 - The process is being overseen by a project team made up of representatives from the Leeds North Clinical Commissioning Group (NCCG), Leeds Involving People Together We Can Group (including two Service Users), two mental health social workers, procurement, commissioning and consultation staff. The project team has been led by the Working Age Adults Commissioning Manager.
- 3.4 Tenders for the contract will be evaluated by a panel consisting of representatives from commissioning, NCCG, and a mental health specialist.
- 3.5 Authority is now being sought to waive CPR 15.2 to allow the tender evaluation panel for the Community Based Mental Health Service to base their decision on a 100% quality basis with no weighting for price. This will ensure that the highest quality and most appropriate

provider is awarded the contract, and that full use is made of the available budget to meet increasing demand.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 A large scale consultation has taken place with service users, carers and other stakeholders on the outcomes contained within the draft service specification. The consultation has also sought views as to the availability of the service particularly around opening times.

4.1.2 A Bidders event is planned for March 2018 and the tender documents will be published in April 2018.

4.2 Equality and diversity / cohesion and integration

4.2.1 An Equality, Diversity, Cohesion and Integration Screening Tool has been completed (attached at Appendix 1). The screening showed that a full Equality and Diversity Impact Assessment was not required as equality and diversity issues have already been considered as part of the procurement process. The outcome of the screening will be taken into account when developing the specification for the new service.

4.3 Council policies and best council plan

4.3.1 The current services directly contribute to the delivery of key outcomes within the Best Council Plan, the Health and Well Being Plan and the Mental Health Strategy.

4.3.2 The current services make significant contributions to all of the City Priority Plans, this is achieved through supporting clients to make healthy lifestyle choices and to live safely.

4.4 Resources and value for money

4.4.1 Undertaking a procurement exercise will help achieve value for money through the receipt of competitive tenders. The tender submissions will be evaluated based on 100% quality to ensure that the service delivers to all the requirements set out in the tender documentation.

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

4.5.1 The authority to waive Contract Procedure Rule 15.2 will be a significant operational decision and will not be subject to call-in. There are no grounds for keeping the contents of this report confidential within the council's access to information rules.

4.5.2 The procurement will be overseen by PPPU to ensure compliance with legislation and the Council's Contract Procedure Rules.

4.6 Risk management

4.6.1 Adults and Health are working closely with PPPU to manage the risks associated with the procurement, and a risk register is being kept.

5 Conclusions

- 5.1 Authority to undertake a procurement exercise for the Community Based Mental Health Service has already been granted.
- 5.2 Evaluation of the tenders on a 100% quality basis will ensure that the highest quality and most appropriate provider is awarded the contract, and that full use is made of the available budget to meet increasing demand.
- 5.2 The funding envelope for the Service is £1.2m per annum for 5 years commencing in April 2019.

6. Recommendations

- 6.1 The Director of Adults and Health is recommended to approve:
 - The waiver of CPR 15.2 to enable the tenders for the Community Based Mental Health Service to be evaluated on a 100% quality basis.

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.