 <b>Brent</b>	<p><b>Procurement Gateway Two</b></p> <p><b>6<sup>th</sup> February 2017</b></p> <p><b>Report from the Strategic Director of Community and Wellbeing</b></p>
<p><b>Report Title: AUTHORITY TO AWARD CONTRACT HEALTH VISITING AND SCHOOL NURSING 0-19 SERVICE</b></p>	

**AWARD REPORT**

**Project Details**

Name of Procurement	Health Visiting and School Nursing 0-19 Service	
New Procurement or Renewal	Renewal Procurement – Integrated Service	
Procurement Sponsor	Name	Melanie Smith
	Job Title	Director of Public Health
	Team	Public Health
	Directorate	CWB
Project Manager Name and Ext. Number	Dr Melanie Smith 6227	
Name of recommended supplier	Central London Community Healthcare NHS Trust	
Annual value of proposed contract	Year 1 £5,941,618.69	
	Year 2 £5,386,995.80	
	Year 3 £5,333,125.84	
	<b>Extension Periods</b>	
	Year 1 £5,279,794.58	
	Year 2 £5,226,996.63	
Aggregate value of proposed contract (including any extension options)	£27,168,531.54	
Proposed contract term (including any extension options)	2 years and 11 months from 1 <sup>st</sup> May 2017 to 31 <sup>st</sup> March 2020 with an option to extend for a further 2 years up to 31 <sup>st</sup> March 2022	
Saving forecast to be achieved in this procurement in Gateway 1?	10% Saving	
Actual Procurement Saving Achieved?	10% off the original budget and a further 5% Saving Achieved	
Contract segmentation	Major	
<b>Governance:</b>		
Has an EQIA been completed?	Yes	
Name of procurement officer [on behalf of the Head of Procurement] clearing the report:	Lisa Taylor 7 <sup>th</sup> February 2017	

Cleared by Head of Service	Name: Date Cleared:
Cleared by the department's Head of Finance	Minesh Patel 9 <sup>th</sup> February 2017
Cleared by Legal	Wendy Wingad 9 <sup>th</sup> February 2017
Cleared by Department Procurement Board	Date of Meeting where Cleared:

## SECTION 1 – SUMMARY OF CONTRACT

### Overview of requirement

The Health Visiting and FNP service contract is currently provided by London North West Healthcare Trust at an annual value of £5,126,000 and the contract finishes on 31<sup>st</sup> March 2017. The School Nursing service contract is provided by CLCH, which also finishes on 31<sup>st</sup> March 2017 at annual value of £1.5m. The resource for the commissioning of these services is part of the Public Health Grant.

To improve continuity across the services and age ranges, the Council decided to combine health visiting and school nursing service so that professionals will be able to continue to work with the same children for a longer period of time rather than passing them to another service as they get older. This will improve the continuity for children and young people and their families.

By commissioning these services together professionals will no longer be bound by the traditional age ranges of services, and both children and families can benefit by receiving support from the same professional for longer. The overarching aim is to create an integrated children and young people's (CYP) public health system to improve health outcomes in Brent borough, for those aged 0-19 years and their families. The integrated public health system will have universal service provision at its core, including some targeted public health interventions such as

- **Health visiting and School Nursing** for 0-19 year olds and their families – incorporating delivery of the Department of Health's Healthy Child Programme 0-19 years.
- **Intensive, evidence-based support** for young or vulnerable pregnant women using the Maternal Early Childhood Sustained Home-visiting (MECSH) programme or an agreed equivalent/alternative.
- **Weight management Programme** for children, young people and their families
- **Breast feeding support** for women in Brent – including volunteer breastfeeding peer support

It will also be expected to realise efficiencies through economies of scale and overhead and management costs.

Prior to going to tender for a 0-19 service, Public Health held a half day event inviting key stakeholders to establish what was their vision for health visiting and school nursing services. They also attended all the GP locality meetings in Brent and the Senior Leadership meeting at NHS Brent to ensure they were fully aware of what was happening.

Public health in Brent organised a health visiting event called "Opportunities for children 0-5 years" inviting Brent stakeholders so they could be fully informed of the different models that are available. The evaluation of the event showed the audience liked the MESCH model, which is now part of the service specification.

### Procurement Clearance

The Integrated Service Health and Visiting and School Nursing 0-19 Service was tendered using the Competitive Procedure with Negotiations. It is the opinion of the Head of Commercial and Procurement that the selected provider (s) has demonstrated through their tender submission (s) the ability to deliver the service(s) tendered. The Head of Commercial and Procurement is also assured that the process of selection was open, fair and transparent, therefore fully supports the recommendations made in this report.

### Legal Clearance

## SECTION 2 – EVALUATION REPORT

### Evaluation Team

Name	Organisation
Marie McLoughlin	Brent Council
Andy Brown	Brent Council
Sue Gates	Brent Council
Janine Nell	Brent Council
Sandy Youngson	Brent Council
Uche Aziaya	Brent Council
Sarah Hawken	Brent Council
Service Users	

### Introduction

#### Stage 1 – Pre-Qualification Questionnaire (PQQ)

The OJEU Notice and tender opportunity was published on due-north on the 1<sup>st</sup> September 2016 and the closing date for pre-qualification questionnaire submissions was the 16<sup>th</sup> September 2016 at 12 noon.

- 7 organisations expressed an interest
- 3 Pre-qualification questionnaires were received.

There was a series of pass/fail questions and 7 questions asked that were more specific to the organisations experience and skills, these questions were weighted out of 100% and scored by evaluators from Brent Council.

All the organisations that submitted a pre-qualification questionnaire were successful at stage 1 and were invited to Participate in Negotiations

All 3 suppliers with the highest PQQ score were invited to tender, this was in line with the PQQ instructions. Only 3 pre-qualification questionnaires were received and all 3 were taken through to stage 2.

#### Stage 2 – Invitation to Participate in Negotiations (ITPN)

**Quality** - Had a weighting of 40% and 11 method statement questions were asked covering 4 main areas, Service Model, Service Delivery & Key Outcomes, Pathway Co-ordination and Effective Management. Each question was evaluated. Some evaluators only evaluated specific questions that were linked to their area of expertise and others evaluated all questions.

**Social Value** – Had a weighting of 10%, bidders were given 3 documents and a tool kit to complete which was then evaluated.

**Commercial/Price** – Had a weighting of 50% with the following sub-criteria Total Contract Value 30%, Non-staff/Staff Costs 10% and Efficiency Savings 10%. This was evaluated by Finance Business Partner and commissioners.

All individual scores were collated and the evaluation panel re-grouped to moderate all scores at all stages of the procurement process.

The final score was a combined MEAT score of the quality, social value and commercial/price and the contract will be awarded

The Invitation to Participate in Negotiations was issued on the due-north e-tendering portal on the 14<sup>th</sup> October 2016 and the closing date for submissions was the 14<sup>th</sup> November 2016.

## Procurement Gateway 2: Business Case & Procurement Options

In accordance with the Council's Contract Procedure Rules the authorised officer can award the contract if satisfied that Central London Community Healthcare NHS Trust ("CLCH") have submitted the most economically advantageous tender.

The project timetable provides for a 10 day Standstill period where the authority/the Council sends a regulation notice providing the merits and deficiencies to all bidders (successful and unsuccessful) of the outcome of the tendering process

### Financial Clearance

- 1.1. The budget allocated in preparation of the tender for Heath Visiting and School Nursing 0-19 within the Public Health Grant equated to £6.6m pa.
- 1.2. Total savings are estimated to be in the region of £3.3m over the term of the contract (3 years).
- 1.3. Social Value benefits – 6 new apprenticeships, between 2 and 4 work-placements per year, 4 and a half day visits and school talks
- 1.4. Within their submission they covered the following areas in terms of ensuring offering local sub-contracting opportunities advertising jobs with the council, using volunteers, developing apprentices, offering training, providing work placements via college/university, working with local community organisations

### Staffing issues including TUPE

- 1.5. TUPE does apply and will have to be managed carefully throughout the transition and mobilisation period. The transfer of staff is between contractor and contractor

### Any risks/issues to be managed.

Commissioners will need to work closely with the new provider to ensure a seamless transition and mobilisation, and ensure that the contractor manages this in-line with their submission.

### Recommendations

The award of contract to Central London Community Healthcare NHS Trust to commence on the 1<sup>st</sup> May 2017 for a period of 2 years and 11 months with an option to extend for a further 2 years. The total value of the contract including any options to extend is £27,168,537.54

- 1.6. An indicative timeframe is set out below:

Indicative Timeframe	Indicative Date (or range)
Approval of recommendation as per the Contract Procedure Rules	9 <sup>th</sup> February 2017
Notification of intention to award	14 <sup>th</sup> February 2017
Mandatory Standstill	24 <sup>th</sup> February 2017
Contract finalisation and sealing	27 <sup>th</sup> February 2017
Mobilisation meeting	28 <sup>th</sup> February 2017
Contract start date	1 <sup>st</sup> May 2017

**Procurement Gateway 2: Business Case & Procurement Options**

All 3 organisations that were invited to stage 2 responded, 3 responses were received and an initial tender evaluation was carried out.

**Results of the Initial Tender Evaluation**

	Provider A	Provider B	Provider C
Quality/Technical	23.40%	24.40%	18.40%
Price/Commercial	6.00%	8.00%	6.00%
Social Value	36.29%	35.61%	34.00%
MEAT Calculation	65.69%	68.01%	58.40%

**Stage 3 – Negotiations Phase**

All 3 organisations were invited to participate in negotiations; this covered all aspects of their bid, the quality aspects, pricing model and social value elements

**Stage 4 – Submission of Final Tenders**

All 3 organisations were invited to Submit a Final Tender (ISFT)

The ISFT was issued on the 6<sup>th</sup> January 2017 and the closing date for final tender submissions was the 13<sup>th</sup> January 2017

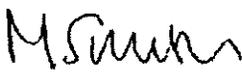
	Provider A	Provider B	Provider C
Quality/Technical Score	31.80%	31.60%	23.80%
Social Value	8.00%	8.00%	8.00%
Commercial/Price	46.00%	41.37%	31.66%
<b>Total MEAT</b>	<b>85.80%</b>	<b>80.97%</b>	<b>63.46%</b>

**Recommendations**

**It is recommended that the contract for the Health Visiting and School Nursing 0-19 Years' Service is awarded to Central London Community Healthcare NHS Trust. The new contract will commence on 1<sup>st</sup> May 2017 and will be for a term of 2 years and 11 months with the option to extend for a further 2 years.**

**I have seen this report and approve it for onward submission to the Procurement Board:**

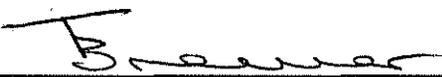
**I approve the above recommendations within this report**

Signature 

Date 13/2/16

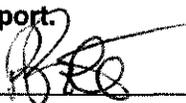
Dr Melanie Smith  
Director of Public Health

**Procurement Gateway 2: Business Case & Procurement Options**

Signature   
Terry Brewer  
Director of Commercial and Procurement

Date 14/2/17

**The signatories below are approved under delegated authority to approve the recommendations within this report.**

Signature   
Phil Porter  
Strategic Director of Community and Wellbeing & Chair of Commissioning and Procurement Board

Date 20/2/17

Signature   
Councillor Hirani  
Cabinet Member for Community and Wellbeing

Date 16/02/2017