

Notice of KEY Executive Decision

Subject Heading:	Contract extension of the targeted information, advice and guidance service for young people
Cabinet Member:	Cllr Robert Benham Lead Member for Children and Learning
SLT Lead:	Tim Aldridge, Director of Children's Services
Report Author and contact details:	Daren Mulley, Senior Commissioning Manager, Joint Commissioning Unit, Mercury House, 6th Floor, Romford. T: 433982 E: daren.mulley@havering.gov.uk
Policy context:	This service is commissioned by London Borough of Havering (LBH) to fulfil the Council's statutory obligations as outlined in the Education and Skills Act 2008, Education & Skills Act 2011 and the Children's and Families Act 2014.
Financial summary:	A cost of £670k over the contract period of 12 months (1 st September 2018 – 31 st August 2019) funded from both the Public Health Grant (£30k) and Children' Directorate Budget (£640k)
Reason decision is Key	Expenditure or saving (including anticipated income) of £500,000 or more
Date notice given of intended decision:	Thursday 15 th February 2018

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Relevant OSC:	Childrens OSC
Is it an urgent decision?	No
Is this decision exempt from being called-in?	No

The subject matter of this report deals with the following Council Objectives

Communities making Havering
Places making Havering
Opportunities making Havering
Connections making Havering

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Part A – Report seeking decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

The current three year contract for the targeted information, advice and guidance service is due to come to an end on 31st August 2018. As funding has been secured from the Public Health Grant and Children' Directorate Budget and the proposal has been approved by the Council's Checkpoint Panel (see appendix 2), the author of this paper recommends that the current contract is extended for 12 months, from 1st September 2018 to 31st August 2019.

AUTHORITY UNDER WHICH DECISION IS MADE

Corporate Management Team power under Part 3 paragraph 3.3 Contract Powers (b) To award all contracts with a total contract value of between £156,000 and £5,000,000.

STATEMENT OF THE REASONS FOR THE DECISION

In 2015, the Council awarded a three year contract to Prospects for the supply of a targeted information, advice and guidance (IAG) service. The service has a specific remit to work with all Havering residents aged 16-18 and up to 25 with a special education need , in order to support those students who are identified as high risk of becoming NEET (Not in Employment, Education or Training). This includes working with young people leaving care, teenage mothers and young offenders who require additional and more intensive support to access education and training opportunities.

Based in central Romford, Prospects works closely with schools, colleges and training providers both locally and in the sub-region to agree the best methods of targeted support in order to encourage, enable and assist students to participate in education, employment or training. Prospects is also providing universal IAG service to the majority of the schools in the borough, as part of a commissioned service directly procured by schools to meet schools' statutory duties. As a result, Prospects delivers both services which provides a unique, joined up and highly effective service offer.

Currently, the working relationship between Council and Prospects is very positive and overall service performance is at a satisfactory level. Progress in areas of the service where improvements have been identified will be monitored through regular contract meetings with the Provider. As a result, the author of the report, in consultation and agreement with colleagues in Children's Services and Checkpoint (see appendix 2), this paper recommends awarding a contract extension for one year.

Doing so, will ensure that the Council has sufficient time to conduct a wider review of children services funding in 2018 and go out to tender for the service in 2019. Awarding an interim contract will also ensure that LBH continues to fulfil its statutory obligations as outlined in the Education and Skills Act 2008, Education & Skills Act

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2011 and the Children's and Families Act 2014.

OTHER OPTIONS CONSIDERED AND REJECTED

- 1) Re-Tendering: This has been rejected at this time whilst the Council undertakes a wider review of children's services funding which is likely to have an impact on commissioning a new service. This review is likely to be completed in 2018 which will ensure that the Council has sufficient time to re-tender the service in 2019.
- 2) Contract termination: This has been rejected as this requires the provider to suspend referrals into the service and work towards a planned timetable for closure, creating significant disruption for the service and the Council's ability to meet its statutory obligations.

PRE-DECISION CONSULTATION

The Joint Commissioning Unit has consulted with colleagues in Children's Social Care who fully support the contract extension and with the Checkpoint Panel where the proposal to extend was presented the Panel on 9th April 2018.

NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER

Name: Daren Mulley

Designation: Joint Commissioning Unit

Signature:



Date: 19th April 2018

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Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

This report deals with the extension an existing contract for services. The value of the extension is over the threshold of Public Contracts Regulations 2015.

Officers have submitted a Prior Information Notice to the market setting out their intention to undertake a compliant procurement procedure. Due to the complexities around engagement of stakeholders and various routes to funding including grant arrangements officers have been unable to take the opportunity to the market at this time. Further delay is caused by officers having to undertake a detailed review of the specification to ensure that the new opportunity is a better fit to meet the needs of residents. It is in the best interests of the Council to extend the arrangement while the necessary processes and appropriate governance is arranged.

Officers are mindful that the new procurement activity will require a key decision and compliance with the Contract Standing Orders and Procedure Rules including compliance with general obligations of transparency, equal treatment, non discrimination and proportionality that derive directly from the Treaty on the Functioning of the European Union. A contract notice will need to be placed in OJEU in compliance with the Regulations and an award notice will also need to be placed in OJEU.

FINANCIAL IMPLICATIONS AND RISKS

The interim contract will continue to be predominantly funded from existing budgets held within the Children' Directorate of £0.640m and £0.030m from the Public Health Grant on an annualised basis as illustrated below

	2018/19
Number of Months	12
	£m
Contract Value / Forecast Spend	0.670
Funded by:	
- Children's Services Budget	0.640
- Public Health	0.030
	0.670

Being a fixed price contract, there is a minor risk to the Authority of requests from the provider for uplifts in the future to cover inflationary pressures, which will be managed as part of the annual budget setting process.

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**HUMAN RESOURCES IMPLICATIONS AND RISKS
(AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)**

The recommendations made in this report do not give rise to any identifiable HR risks or implications that would affect either the Council or its workforce.

EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS

An EIA (Equalities Impact Analysis) report was completed in 2015 and reviewed by the Corporate Diversity Officer in February 2018. The EIA highlighted that the service does and will continue to have a positive impact on a number of protected characteristics including age, disability, pregnancy and socio-economic disadvantage. The recommendation to extend the contract do not therefore give rise to any identifiable Equalities and Social Inclusion risks that would affect the Council, Provider, Service Users or the wider community.

BACKGROUND PAPERS

Not applicable

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Part C – Record of decision

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Proposal NOT agreed because

Delete as applicable

Details of decision maker

Signed: 

Name: Tim Aldridge, Director of Children's Services

Cabinet Portfolio held:

CMT Member title:

Head of Service title:

Other manager title:

Date: 01/05/18

Lodging this notice

The signed decision notice must be delivered to the proper officer, Debra Marlow, Principal Committee Officer in Democratic Services, in the Town Hall.

For use by Committee Administration

This notice was lodged with me on 01/05/2018

Signed 