

## MUNICIPAL YEAR 2014/2015

**DECISION OF:**  
**Cabinet Member for**  
**Education, Children's**  
**Services and Protection**

**REPORT OF:**  
**Andrew Fraser**  
**Director of Education,**  
**Schools & Children's**  
**Services**

<b>Part: 1</b>	<b>KD: 3991</b>
<b>Subject: Agreement for Seameadows Children and Young Adult Services to be added to the existing 16+ Semi-Independent tender</b> <b>Wards: All</b>	
<b>Cabinet Member consulted: Cllr Ayfer Orhan</b>	

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### 1. EXECUTIVE SUMMARY

Due to a lack of semi-independent provisions in Enfield it was deemed necessary to add another semi-independent provider to our 16+ tender list.

Similar to the others in the 16+ Semi-independent list Seameadows Children and Young Adult Services will be used to spot purchase services. The anticipated annual expenditure on this service will be £250,000.

The Access to Resources Team, is requesting that Seameadows Children and Young People are added to the current 16+ Select List. The inclusion of another provider is required in order to meet rising demands of the number of 16+ Looked After Children requiring 24 hour semi-independent units.

### 2. RECOMMENDATIONS

To approve Seameadows Children and Young Adult Services and include them to the existing 16+ Semi-Independent Select List to provide Semi-Independent Accommodation with Support for Enfield Looked After Children and/or Adolescent & Leaving Care Service Clients aged 16+. The duration of this is until 31<sup>st</sup> March 2016, although the provider can be removed during this period if they either cannot fulfil the requirements; fail to meet the required service standards or they request to be removed.

### **3. BACKGROUND**

- 3.1 Access to Resources started to use Seameadows in an ad hoc basis when there was a need to go outside the tender, i.e. out of borough placements.
- 3.2 Seameadows expressed an interest in developing 24 hour 16+ semi-independent units in Enfield, and their Directors were asked to attend an Interview with the Head of Leaving Care, Manager - Leaving Care Team, Manager - Access to Resources and Senior Placements Officer
- 3.3 The tendering process was explained and said that they would need to go through the same process as all the other providers to meet equality standards.
- 3.4 Company account information supplied was forwarded to the Assistant Head of Finance, SCS and he did not raise any concerns with the company's finance in progressing to the next stage.
- 3.5 The second stage involved interviewing Seameadows with a set of questions used for the original tender for 2013-16. The interview panel consisted of Head of Leaving Care, Manager – Leaving Care Team, Manager - Access to Resources and Senior Placements Officer. The result of the interview was 38 out of 40.
- 3.6 The final stage of the process was to meet with the provider to discuss the costings submitted on their application, and whether these were deemed to represent value for money in relation to the services to be provided.

#### **4. SELECT LIST**

- 4.1 Adding Seameadows Children and Young Adult Services to our Select List will enable the Council to choose the best supplier to meet the needs of the child/young person, giving the Council flexibility and control over the placement. The Council will have sole discretion as to which supplier is chosen via a spot purchasing arrangement. A finance agreement, in conjunction with a purchase order, will form the contractual agreement with a clear specification of the requirement included. This requirement will be reviewed on a regular basis and any variation agreed with the supplier.
- 4.2 The Select List will be reviewed every three years. The performance of all suppliers will be monitored and assessed on a continuous basis. Those that do not perform to the required standards will be suspended from the Select List. Should it become necessary to replace or add suppliers to the List, the same data provided and scored as part of this assessment process will be used to ensure parity and a DAR will be produced for approval to add a supplier onto the list.

#### **5. ALTERNATIVE OPTIONS CONSIDERED/RISK ASSESSMENT**

- 5.1 There are no alternative options to tendering externally, as the Council is unable to provide such an extensive specialist service.
- 5.2 Providing Accommodation and Support is an obligation under the Children Leaving Care Act 2000 for those 16/17 year olds, leaving or preparing to leave, care and also for those 16 and 17 year olds who are 'looked after children' under s 20 or s 31 Children Act 1989; it is therefore not viable to have no service at all.
- 5.3 Corporate Procurement have been fully involved in the process and have agreed that the Select list model would be best suited to our requirements.

## **6. REASONS FOR RECOMMENDATIONS**

- 6.1 Enfield's vision for Looked After Children is that they are 'fully supported to be healthy, stay safe, enjoy themselves with friends, have fun and achieve success, and make decisions about their lives.
- 6.2 The *Sufficiency Statutory guidance on securing sufficient accommodation for looked after children* states "Section 22G of the 1989 Act requires local authorities to take strategic action in respect of those children they look after and for whom it would be consistent with their welfare for them to be provided with accommodation within their local authority area. In those circumstances, section 22G requires local authorities, so far as is reasonably practicable, to ensure that there is sufficient accommodation for those children that meets their needs and is within their local authority area."<sup>1</sup>
- 6.2 The introduction of a Select List will enable us to consolidate the work already undertaken through the previous framework agreement, to ensure that there is an equality of standards and practice across the sector, while allowing us the flexibility to procure from new or specialised providers during the term of the Select List.

## **7. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES AND OTHER DEPARTMENTS**

### **a. Financial Implications**

The usage of any services provided by Seameadows will be determined by client need and the availability of appropriate accommodation. As these will be spot purchases there is no long term contractual commitment. The costs of placements will be charged to the Adolescent & Leaving care budgets, which are monitored on monthly basis. These are currently reporting a significant overspend and management are seeking new providers who can provide more cost effective placements to reduce this pressure.

### **b. Legal Implications**

The Council has a duty to provide accommodation for looked after children pursuant to section 22G of the Children Act 1989. The Council may enter into contracts to provide for this accommodation in accordance with the Local Government (Contracts) Act 1997. The recommendation in this report is in accordance with these powers.

The setting up of the Select List is in accordance with the Council's Constitution, in particular Contract Procedure Rules. These are a Part B service and therefore the full regime of the

Public Contracts Regulations 2006 do not apply. However, the Council is bound by the general EU principles, therefore it is important that the selection process and award process are proportionate, ensure quality, are transparent and non-discriminatory to all.

Legal agreements will need to be in a form approved by the Assistant Director for Legal Services.

**c. Property Implications**

No specific property implications arise from this tender exercise.

**8. KEY RISKS**

The current Framework Agreement will expire on 31<sup>st</sup> March 2016. If Seameadows are not approved and implemented, then there will be a lack of approved providers to commission ongoing services from.

**9. IMPACT ON COUNCIL PRIORITIES**

**a. Fairness for All**

Commissioned services will be for Looked After Children aged 16-17. Within this group, all young people will have a Care Plan which will be reviewed at the same Placement Panel. Services will be commissioned on a needs led basis for each individual, to ensure that each young person has access to appropriate resources.

**b. Growth and Sustainability**

Where possible, young people who will receive these services will be placed within Enfield. The support they will be given will enable them to contribute to the local community and workforce. By being placed locally, they will also be supporting local businesses through shopping, entertainment and other activities.

**c. Strong Communities**

It is hoped that Young People will be represented during the tender process, giving them a say in the providers selected. Outside of the tender process, a consultation is being undertaken with Young People and the Adolescent & Leaving Care Team regarding the use of support hours. This will give them a say in how these support hours are commissioned and what they are used for. As Young People Looked After by the Local Authority, the Young People for whom the services are being commissioned would not have any personal budget.

## **10.EQUALITIES IMPACT IMPLICATIONS**

An Equality Impact Assessment was carried out prior to the tender exercise being undertaken.

## **11.PERFORMANCE MANAGEMENT IMPLICATIONS**

Tendering of this service will assist in the attaining of a number of indicators such as:

- Stability of placements of Looked After Children: number of moves
- Stability of placements of Looked After Children: length of placement
- The percentage of 16 to 18 year olds who are not in education, employment or training (NEET)
- The percentage of 16 to 18 year olds whose status in education, employment or training (EET) is not known
- Care leavers in suitable accommodation
- Care leavers in education, employment or training

Published in the Enfield Children and Young People Plan 2011-2015.

### **Background Papers**

No background papers

## MUNICIPAL YEAR 2014-15 REPORT NO.

### MEETING TITLE AND DATE:

Delegated Action Report

### REPORT OF:

Director of Finance, Resources &  
Customer Services

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**Agenda - Part: 1**

**Item: KD 3689**

**Subject: Managed Print Service contract**

**Wards: All**

**Cabinet Member consulted: N/A**

### 1. EXECUTIVE SUMMARY

- 1.1 This report seeks to contract for a Managed Print Service contract.
- 1.2 Due to the need to transform the Print Service it is recommended that the Council sign up for a Managed Print Service.
- 1.3 By moving to a Managed Print Service, the Council's annual fees also significantly reduce.

### 2. RECOMMENDATIONS

- 2.1 To complete a direct award on the CCS (Crown Commercial Service) RM1599 Framework for a Managed Print Service.
- 2.2 Use the terms of the CCS framework and sign up for a 4+1+1 year contract.

### **3. BACKGROUND**

- 3.1 The Council currently have a MFD (Multifunctional devices) agreement in place. This was procured using the OGC (Office of Government Commerce) framework (now CCS in 2007) after a competitive procurement. The contract was for a period of 5 years and since then the Council has rolled on the agreement.

The Council lease approximately 250 MFDs also making use of the supplier's proprietary print management software.

- 3.2 The Council undertook a competitive procurement in 2013 to replace the existing MFD fleet. This was undertaken on the CCS Framework (reference: RM 1599) of which there are 4 suppliers, and was won by the existing supplier.

The Council subsequently obtained a new proposal from the existing supplier in line with accurate usage data, and intend on signing up to a 4+1+1 year contract.

### **4. ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 To continue rolling the existing agreement on annually, but the Council would not be able to transform services and would be at risk of not having a signed underpinning contract.
- 4.2 Run another competitive procurement, but this will delay roll out of improved service to the Council.

### **5. REASONS FOR RECOMMENDATIONS**

- Significant cost saving which assists with the Council's budgetary aims
- Stronger underpinning contract providing greater assurance to Council
- Allows transformation of ICT service

### **6. COMMENTS OF THE DIRECTOR OF FINANCE, RESOURCES AND CUSTOMER SERVICES & OTHER DEPARTMENTS**

#### **6.1 Financial Implications**

See part 2 report

#### **6.2 Legal Implications**

- 6.2.1 Section 111 of the Local Government Act 1972 gives a local authority power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of their functions. The provision of this service and supply will provide support functions for the Council which is incidental to the functions of the Council's departments.



6.2.2 The Councils Constitution, in particular Contract Procedure Rules, permits the use of EU compliant frameworks to procure matters such as these. The call off needs to be in full compliance with the framework terms, in particular the requirements for a direct award and ensure value for money in accordance with the Local Government Act 1999.

6.2.3 The contract will need to be in a form as set out under the framework, which is in a form approved by the Assistant Director of Legal Services.

## **7. KEY RISKS**

See Part 2 report

## **8. IMPACT ON COUNCIL PRIORITIES**

8.1 Fairness for All

N/A

8.2 Growth and Sustainability

N/A

8.3 Strong Communities

N/A

## **9. EQUALITY IMPACT IMPLICATIONS**

An Equal Opportunities Policy has been obtained from the supplier and addresses the Council's requirements

## **10. PERFORMANCE MANAGEMENT IMPLICATIONS**

The supplier will continue to provide reporting information where requested. The overall supplier performance will continue to be managed within Corporate IT's Supplier Relationship Management team.

## **11. HEALTH AND SAFETY IMPLICATIONS**

N/A

## **12. PUBLIC HEALTH IMPLICATIONS**

N/A

