

Decisions taken by the Procurement Board on Wednesday, 25 November 2020

Agenda Item No	Topic	Decision
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Part A – Items considered in public

A6	Request for Approval - Exception to Contractual Standing Orders - Safe Families	<p>SALFORD CITY COUNCIL - RECORD OF DECISION</p> <p>I, Councillor Hinds, Lead Member for Finance and Support Services and chairman of the Procurement Board, in exercise of the powers contained within the Council Constitution do hereby approve an exception to Contractual Standing Orders as permitted within the City Council Constitution and the award of the Contract for The Safe Families for Children Service as detailed in the table below:</p> <table border="1" data-bbox="689 821 1653 1417"> <thead> <tr> <th data-bbox="689 821 1131 885">Detail required</th> <th data-bbox="1131 821 1653 885">Answers</th> </tr> </thead> <tbody> <tr> <td data-bbox="689 885 1131 1002">Title/Description of Contracted Service/Supply/Project</td> <td data-bbox="1131 885 1653 1002">Safe Families for Children Service</td> </tr> <tr> <td data-bbox="689 1002 1131 1082">Name of Successful Contractor</td> <td data-bbox="1131 1002 1653 1082">Safe Families For Children</td> </tr> <tr> <td data-bbox="689 1082 1131 1200">Supplier Registration Number <i>(to be supplied by Corporate Procurement)</i></td> <td data-bbox="1131 1082 1653 1200">TBC</td> </tr> <tr> <td data-bbox="689 1200 1131 1321">Type of organisation <i>(to be supplied by Corporate Procurement)</i></td> <td data-bbox="1131 1200 1653 1321">Registered Charity</td> </tr> <tr> <td data-bbox="689 1321 1131 1417">Status of Organisation <i>(to be supplied by Corporate Procurement)</i></td> <td data-bbox="1131 1321 1653 1417">Non-SME</td> </tr> </tbody> </table>	Detail required	Answers	Title/Description of Contracted Service/Supply/Project	Safe Families for Children Service	Name of Successful Contractor	Safe Families For Children	Supplier Registration Number <i>(to be supplied by Corporate Procurement)</i>	TBC	Type of organisation <i>(to be supplied by Corporate Procurement)</i>	Registered Charity	Status of Organisation <i>(to be supplied by Corporate Procurement)</i>	Non-SME
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		<p><i>The reasons are</i></p> <p>The Safe Families for Children (SFFC) programme offers packages of support through a network of volunteers providing a community solution for families in crisis, or in need of support. The support includes: providing emotional and practical support; short stay hosting for children; donations of goods and services and now, more recently also taking the lead with some families in their Early Help Assessment and support.</p> <p>This volunteer support is supervised by SFFC who have qualified social work staff and agreed in conjunction with Early Help Locality Teams, to ensure that the support is embedded within, and complementary to, the team around the family approach.</p> <p>As discussed in the report SFFC is a specialist service that is delivering good value, offering vulnerable children and families in Salford the opportunity to engage with opportunities they may otherwise struggle to access and complements and extends the support offered through the local authority.</p> <p>The service has more recently provided added value by taking the lead on some Early Help Assessments. Whilst this significant additional provision is being embedded and tested and with Covid 19 still likely to add to the pressures on both families and wider Council provision it was concluded that it would be in the best interests of families and the Council to award a contract of 12 months from 01.04.21 to 31.03.22 with an optional extension to 31.03.23. During this period the Early Help Service will work with commissioning to continue to monitor the efficacy of the SFFC service and also explore future options including potentially joint commissioning with other GM authorities.</p>

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		<p><i>Options considered and rejected were</i></p> <p>The option of decommissioning the service at the end of the current contract on 31.03.21 was rejected due to the ongoing need for support for vulnerable families, especially as the uncertainty caused by Covid 19 continues.</p> <p>The option of going out to competition for delivery from 01.04.21 was rejected because of the proven, ongoing unique and complementary support the current provider was offering during current uncertain times but the option to go out to competition in 21/22 rather than take up the optional extension to 31.03.23 remains, depending on the situation with Covid 19 and market conditions at the time.</p> <p><i>Assessment of risk</i></p> <p>If the service isn't extended then there will be an increase on the demands on social work teams, with 67 families being engaged with by SFFC at the current time. Also, as discussed above, with the Covid 19 crisis currently entering a second wave it would be a risk in uncertain times to interrupt the relationships formed between SFFC, early help professionals in the Council and the families they serve.</p> <p><i>The source of funding is - Locality Team revenue budget (South Team).</i></p> <p>Legal advice - obtained from Tony Hatton, Principal Solicitor, tel. 219 6323</p>

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		<p>Financial advice - obtained from Chris Mee, Strategic Finance Manager Ext 0434</p> <p>Procurement advice - obtained from Christopher Conway, Procurement Category Manager, tel. 0161 686 6248.</p> <p><i>HR advice – not applicable</i></p> <p>Climate change implications - obtained from Michael Hemingway, Principal Officer, Climate Change tel: 0161 793 3209</p> <p><i>Documents used</i></p> <p>The following documents have been used to assist the decision process –</p> <p>Report of the Strategic Director for People to Procurement Board on 8th November 2017 - Approval for an Exception to Contractual Standing Orders to award a contract for the Safe Families For Children Service</p> <p>Contact details - Rachel Shearn, Early Help Locality Manager, 0161 686 5257 / Steve Titley Commissioning Manager, 0161 793 2435</p>

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		<ul style="list-style-type: none"> • The Lead Member has been consulted and is supportive of the proposed contract. • The appropriate Scrutiny Committee to call-in the decision is the Children’s Scrutiny Committee <p>Signed: <u> BILL HINDS </u> Dated: 25th November 2020 Lead Member</p> <p align="center">-</p> <hr/> <p>* This decision was published on 25th November 2020. * This decision will come in force at 4.00 p.m. on 2nd December 2020 unless it is called-in in accordance with the Decision Making Process Rules.</p>
A7	Request for Approval - Minor Civils Framework - Lot 2 Award - Parrin Lane/Worsley Road Junction Improvements	<p>SALFORD CITY COUNCIL - RECORD OF DECISION</p> <p>I, Bill Hinds, as Lead Member for Finance and Support Services and chairman of the Procurement Board, in exercise of its powers contained within the Council constitution, do hereby:</p> <ol style="list-style-type: none"> 1. Approve the appointment of Eric Wright Civil Engineering Ltd at a cost of £236,808.27 to undertake the Parrin Lane/ Worsley Junction Improvement works. 2. Approve the creation of a purchase order to the value of £236,808.27 to Eric Wright Civil

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		<p>Engineering Ltd to enable payments to be made to the contractor.</p> <ol style="list-style-type: none"> 3. Approve the creation of a purchase order to the value of £1,635.74 to Virgin Media Limited to enable payments to carry out utility alteration works. 4. Approve the creation of a purchase order to the value of £54,490.80 to Transport for Greater Manchester (TfGM) for the supply and installation of new traffic signal equipment. 5. Approve professional fees to the value of £14,777.59 for the supervision and management of the works on site. 6. Approve the 10% risk allocation to the value of £30,771.24, 10% of the total works costs. <hr/> <p>The Reasons are:</p> <p>A £150,000 Section 106 contribution was secured from Lidl as a condition of supporting the Planning Application for their new store at the nearby former Brown Cow public house site. The signed section 106 agreement requires that the contribution is directed solely towards highway and footpath improvement works at the junction between Worsley Road and Parrin Lane.</p> <p>The proposed improvement works at the Parrin Lane/Worsley Lane Junction will significantly improve traffic movements and enhance the safety at the junction. The improved pedestrian facilities could encourage short journeys to be taken on foot as an alternative to the private car.</p> <p>Invitations to tender under the Lot 2 Minor Civils Framework were conducted by issuing a mini competition to the six contractors. All six submitted a tender and based on the scoring criteria Eric Wright Civil Engineering limited received the highest score and was the most economically advantageous tender based on the quality and pricing assessment.</p>

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		<p>Options considered and rejected were: Not to award the contract</p> <p>Assessment of Risk: Low</p> <p>The source of funding is:</p> <ul style="list-style-type: none"> • Section 106 contribution - £150,000 • Block 3 Transport Capital Programme - £200,000 • Total - £350,000 <p>Legal Advice obtained: Tony Hatton, Principal Solicitor, tel. 219 6323</p> <p>Financial Advice obtained: Alison Woods, Finance Officer, (Capital) Ext 1135</p> <p>Procurement Advice obtained: Heather Stanton, Category Manager ext. 6241</p> <p>HR Advice obtained: N/A</p> <p>Climate Change Advice obtained: Nicola Smithies / Mike Hemingway Ext.6070/3209</p> <p>The following documents have been used to assist the decision process: Report to Lead Member for Planning & Sustainable Development – 19th February 2019</p>

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		<p>Report to Lead Member for Planning & Sustainable Development – 23rd March 2020</p> <p>Contact Officers:</p> <p>Nicola Smithies, Principal Engineer, Salford City Council – Ext 6070 Nathan Williams, Engineering Technician, Salford City Council – Ext 4916</p> <ul style="list-style-type: none"> • This decision is not subject to consideration by another Lead Member • The appropriate Scrutiny Committee to call-in the decision is the Growth and Prosperity Panel <p>Signed: _____ Dated: 25th November 2020 Lead Member</p> <p>-</p> <hr/> <p>* This decision was published on 25th November 2020.</p> <p>* This decision will come in force at 4.00 p.m. on 2nd December 2020 unless it is called-in in accordance with the Decision Making Process Rules.</p>
A8	Request for Approval - Contract Award - Key Cities Policy and Media Support Services	<p>SALFORD CITY COUNCIL - RECORD OF DECISION</p> <p>I, Councillor Hinds, Lead Member for Finance and Support Services and chairman of the Procurement Board, in exercise of the powers contained within the Council Constitution do hereby approve the award of the Contract for Key Cities Policy and Media Support Services as detailed in the table below:</p>

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		<table border="1"> <tr> <td data-bbox="689 408 1128 1238" rowspan="8"> <p>Who will approve each Extension Period?</p> <p>Contact Officer (Name & number)</p> <p>Lead Service Group</p> <p>How the contract was procured? <i>(to be supplied by procurement)</i></p> <p>Framework Details (where applicable) <i>(procurement body, framework reference & title, start/ end date)</i></p> <p>Funding Source</p> <p>Ethical Contractor</p> </td> <td data-bbox="1128 408 1650 486">Strategic Director (extension < £150k)</td> <td data-bbox="1650 408 2074 486"></td> </tr> <tr> <td data-bbox="1128 486 1650 564">Jacquie Russell</td> <td data-bbox="1650 486 2074 564"></td> </tr> <tr> <td data-bbox="1128 564 1650 624">Service Reform & Development</td> <td data-bbox="1650 564 2074 624"></td> </tr> <tr> <td data-bbox="1128 624 1650 780">Open Tender</td> <td data-bbox="1650 624 2074 780"></td> </tr> <tr> <td data-bbox="1128 780 1650 970">N/A</td> <td data-bbox="1650 780 2074 970"></td> </tr> <tr> <td data-bbox="1128 970 1650 1059">External Funding Source (please identify below)</td> <td data-bbox="1650 970 2074 1059"></td> </tr> <tr> <td data-bbox="1128 1059 1650 1149">Mayor’s Employment Charter Committed to sign up to charter</td> <td data-bbox="1650 1059 2074 1149"> <input type="checkbox"/> <input type="checkbox"/> </td> </tr> <tr> <td data-bbox="1128 1149 1650 1238">Accredited Living Wage Employer</td> <td data-bbox="1650 1149 2074 1238">x</td> </tr> </table> <p>The Reasons are: Salford City Council is a member of Key Cities and serves as the network’s secretariat. As a result, the</p>	<p>Who will approve each Extension Period?</p> <p>Contact Officer (Name & number)</p> <p>Lead Service Group</p> <p>How the contract was procured? <i>(to be supplied by procurement)</i></p> <p>Framework Details (where applicable) <i>(procurement body, framework reference & title, start/ end date)</i></p> <p>Funding Source</p> <p>Ethical Contractor</p>	Strategic Director (extension < £150k)		Jacquie Russell		Service Reform & Development		Open Tender		N/A		External Funding Source (please identify below)		Mayor’s Employment Charter Committed to sign up to charter	<input type="checkbox"/> <input type="checkbox"/>	Accredited Living Wage Employer	x
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		<p>council acts as the lead authority for Key Cities business including the commissioning of services on its behalf.</p> <p>The network is supported by external media and policy support services to increase awareness and influence of Key Cities and its activity. The current contract for these services expires on 31 December 2020. The Key Cities Executive (Cabinet) has agreed to recommission these services to ensure capacity is in place to enable Key Cities to continue to function.</p> <p>Options considered and rejected were: Not to award</p> <p>Assessment of Risk</p> <p>The current policy and media support services contract expires on 31 December 2020. Therefore, if a new contract is not in place by 1 January 2021, there could be a reputational risk for Key Cities in terms of not being able to respond effectively to future media opportunities or national policy announcements. This will negatively impact on the work of the network.</p> <p>The source of funding is:</p> <p>The Key Cities budget which is provided by the annual contributions made to Salford City Council by members for the management of Key Cities. There is no financial draw on Salford City Council</p> <p>Legal Advice obtained- Tony Hatton, Principal Solicitor,</p> <p>When commissioning contracts for the procurement of goods, services or the execution of works, the Council must comply with the provisions of the Public Contracts Regulations 2015 as well as its own Contractual Standing Orders (CSO's), Financial Regulations and the duties of Best and Social Value. In</p>

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		<p>addition, the PCR require that contracting authorities treat candidates equally and in a non-discriminatory way and act in a transparent manner, failing which the award of a contract may be subject to legal challenge.</p> <p>The procurement procedure undertaken in this matter including publication on the Chest portal appears robust and compliant with the requirements of CSO's and PCR. The appointment of the provider for the Key Cities Policy and Media Support Services contract follows an open tender process which is outlined within the body of the report, with bidders being evaluated on the most economically advantageous tender, resulting in the proposed award of the contract to ING Media.</p> <p>Having undertaken the open tender exercise process set out in the report, the Council and other member authorities of the Key Cities network may take some comfort that value for money has been obtained and periodically tested, with open competition maintained.</p> <p>Financial Advice obtained: Leanne Wrigley</p> <p>To be funded by the Key Cities budget which is provided by the annual contributions made to Salford City Council by members for the management of Key Cities.</p> <p>Procurement Advice obtained: Emma Heyes The Corporate Procurement Team</p> <p>In accordance with Salford City Council's Contractual Standing Orders (CSOs), this contract opportunity was advertised in the Official Journal of the European Union, Contracts Finder and the Chest.</p> <p>The procurement and evaluation process were robust and compliant with all the requirements of CSOs and EU Procurement Regs.</p> <p>HR Advice obtained</p> <p>N/A</p>

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	Refuse Collection Software System	<p>I Councillor Hinds, Lead Member for Finance and Support Services and chairman of the Procurement Board, in exercise of the powers contained within the Council Constitution do hereby approve the award of the Contract for Regulatory Services and Refuse Collection Software Systems as outlined in the table below.</p> <table border="1"> <thead> <tr> <th data-bbox="689 611 1131 675">Detail required</th> <th colspan="2" data-bbox="1131 611 1650 675">Answers</th> </tr> </thead> <tbody> <tr> <td data-bbox="689 675 1131 790">Title/Description of Contracted Service/Supply/Project</td> <td colspan="2" data-bbox="1131 675 1650 790">Community Protection / Refuse Collection Software</td> </tr> <tr> <td data-bbox="689 790 1131 869">Name of Successful Contractor</td> <td colspan="2" data-bbox="1131 790 1650 869">Civica</td> </tr> <tr> <td data-bbox="689 869 1131 989">Supplier Registration Number <i>(to be supplied by Corporate Procurement)</i></td> <td colspan="2" data-bbox="1131 869 1650 989">01628868</td> </tr> <tr> <td data-bbox="689 989 1131 1109">Type of organisation <i>(to be supplied by Corporate Procurement)</i></td> <td colspan="2" data-bbox="1131 989 1650 1109">Public Limited Company</td> </tr> <tr> <td data-bbox="689 1109 1131 1228">Status of Organisation <i>(to be supplied by Corporate Procurement)</i></td> <td colspan="2" data-bbox="1131 1109 1650 1228">Non-SME</td> </tr> <tr> <td data-bbox="689 1228 1131 1284">Contract Value</td> <td data-bbox="1131 1228 1650 1284">£502,866</td> <td data-bbox="1650 1228 2085 1284">Full Project</td> </tr> <tr> <td data-bbox="689 1284 1131 1340">Contract Duration</td> <td colspan="2" data-bbox="1131 1284 1650 1340">48 months</td> </tr> <tr> <td data-bbox="689 1340 1131 1390">Contract Start Date</td> <td colspan="2" data-bbox="1131 1340 1650 1390">01/04/2021</td> </tr> </tbody> </table>	Detail required	Answers		Title/Description of Contracted Service/Supply/Project	Community Protection / Refuse Collection Software		Name of Successful Contractor	Civica		Supplier Registration Number <i>(to be supplied by Corporate Procurement)</i>	01628868		Type of organisation <i>(to be supplied by Corporate Procurement)</i>	Public Limited Company		Status of Organisation <i>(to be supplied by Corporate Procurement)</i>	Non-SME		Contract Value	£502,866	Full Project	Contract Duration	48 months		Contract Start Date	01/04/2021	
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		<hr/> <p>The reasons for awarding this contract are:</p> <p>Re-contracting with Civica under the DAS framework via a direct award for Civica CX (replacement for Civica App) and Powersuite, includes Salford retaining the current Regulatory Services software system (Civica App) and transitioning to Civica’s new system (Civica CX) during the early years of the contract. This option includes consultancy support from Civica - project management and training support for staff and the our Digital, Data and technology (DDaT) team to adopt and support the new system. The new system will enable the services using it to work more effectively. Implementing new solutions and systems within the system will be easier, enabling services to support our changing needs/requirements.</p> <p>Civica’s new Regulatory Services platform (Civica CX) is hosted, allowing upgrades and enhancements to be managed seamlessly by Civica, reducing system downtime and demand on DDaT (Digital Data and Technology) to maintain the system infrastructure.</p> <p>The product allows staff to be digitally agile. The system is web based and can be accessed from any device with an internet connection.</p> <p>The product offers improved processing efficiency and reduced administration via process automation (where appropriate) and increases operationally active time, increasing the productivity of teams without the need for increasing team costs / staffing at a time when demands on the services are rising.</p> <p>Civica CX offers an improved citizen experience – meets the demand of the modern citizen and interacts with them in self-serve ways they find attractive and easy (e.g. online, email and SMS). For example, the system incorporates a citizen portal and booking functionality which allows full end to end processes to be managed within a single system. This reduces the need for integration with other services and is citizen focused by default.</p> <p>The Civica CX software enables automatic assignment, prioritisation and escalation of work to ensure key</p>

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		<p>performance indicators can be adhered to, enabling services to be truly citizen focused.</p> <p>Options considered and rejected were:</p> <p>Re-contract for the current systems (Civica App and Powersuite).</p> <p>While this was a viable option, this was dismissed on the grounds that retaining the current Regulatory Services software system (Civica App) would not realise the benefits of adopting a modern and forward-thinking software platform (Civica CX). Modernising both our services and the existing system to suit our evolving citizen and operational needs would require us to continually develop services outside of the system to integrate to it, which would take longer to deliver and require greater involvement from our Digital, Data and technology (DDaT) team. Our ability to react to changing needs/challenges/regulations would be diminished over time.</p> <p>Assessment of Risk</p> <p>Should the Council not award a new contract now, there is a risk that costs could increase as renewal of the contract in March would not benefit from discounted pricing.</p> <p>The current system (Civica App), does not have an end of life date yet, but enhancements to the product are limited to satisfying Statutory Obligations only. A lack of development / new features in the system may limit the ability of Regulatory Services to respond to the changing needs of the citizen and may result in recued operational efficiency over time.</p> <p>The source of funding is Capital and Revenue</p>

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		<p>Legal Advice obtained When commissioning contracts for the procurement of goods, services or the execution of works, the Council must comply with the requirements of the Public Contracts Regulations 2015 (PCR) and its own Contractual Standing Orders (CSO's), failing which a contract may be subject to legal challenge from an aggrieved provider. CSO's stipulate that where a suitable framework agreement exists, this must be used unless there is an auditable reason not to. The proposed award of the contract follows a direct award (call off) under the Crown Commercial Services Framework Agreement (CCS).</p> <p>The CCS Data and Applications Solutions Framework is fully OJEU compliant and has been procured for named authorities, including Salford City Council and other public sector organisations to use. Each Framework is an overarching agreement through which those named organisations can select a service from a range of providers by undertaking an exercise to call off the services (eg. direct award as here or mini competition) and enter into an individual contract/agreement with that provider, according to the terms of the Framework Agreement. A contract will then be formed between the Council and the chosen provider/s.</p> <p>The Council will need to have followed the procedure set out in the Framework Agreement to ensure the direct award process to Civica for the Community Protection and Refuse Collection Software is compliant.</p> <p>Financial Advice obtained In terms of revenue budget implications, the ongoing costs are currently picked up centrally as part of the ICT software budget. As identified in the main body of the report, the new contract does represent a small increase in annual costs of approximately £6k which will need to be managed within the existing ICT budget.</p>

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		<p>Procurement Advice obtained</p> <p>The Crown Commercial Services DAS framework allows for direct award. Any direct call offs under this framework are subject to a number of conditions, whereas the requirement must be intrinsically linked to a system already within the citizens organisation, the products they are looking to award must be present on the Government eMarketplace, and Framework Schedule 6 Order Form must be signed by both supplier and customer.</p> <p>Since Civica APP is a system the Council is already using, direct award is compliant with the framework rules and also the Council's own Contractual Standing Orders.</p> <p>HR Advice obtained Not applicable</p> <p>Climate Change Implications obtained</p> <p>The second phase of implementing the Refuse Collection software system (Powersuite) will reduce printing job lists on paper, using in vehicle devices to manage requests/reports of service failures. In addition to reduced printing and paper use, jobs can be pushed out to vehicles in real-time. This will help reduce the amount of fuel used as vehicles can action more jobs as part of an existing journey, rather than extra journeys being required. Powersuite also allows the service to optimise and amend bin rounds, which supports fuel savings, and this would be important were the vehicles to become electric in the future.</p> <p>The new Civica Cx product allows staff to be digitally agile, reducing the need to return to the workplace/home to update the system. Staff can update the system in new ways including digital forms, while working in the community, reducing the need for work to be recorded on paper and input into the system later. In addition, the system will allow better organisation of workload, allowing staff to reduce travel time by organising their workload by locality.</p>

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		<p>to Contractual Standing Orders as permitted within the City Council Constitution and the award of the Contract as detailed in the table below:</p> <table border="1"> <thead> <tr> <th data-bbox="689 512 1131 571">Detail required</th> <th colspan="2" data-bbox="1131 512 1650 571">Answers</th> </tr> </thead> <tbody> <tr> <td data-bbox="689 571 1131 687">Title/Description of Contracted Service/Supply/Project</td> <td colspan="2" data-bbox="1131 571 1650 687">Data Migration and Implementation Services and End User Training</td> </tr> <tr> <td data-bbox="689 687 1131 767">Name of Successful Contractor</td> <td colspan="2" data-bbox="1131 687 1650 767">ICT Revolutions</td> </tr> <tr> <td data-bbox="689 767 1131 884">Supplier Registration Number <i>(to be supplied by Corporate Procurement)</i></td> <td colspan="2" data-bbox="1131 767 1650 884"></td> </tr> <tr> <td data-bbox="689 884 1131 1007">Type of organisation <i>(to be supplied by Corporate Procurement)</i></td> <td colspan="2" data-bbox="1131 884 1650 1007">Private Limited Company</td> </tr> <tr> <td data-bbox="689 1007 1131 1123">Status of Organisation <i>(to be supplied by Corporate Procurement)</i></td> <td colspan="2" data-bbox="1131 1007 1650 1123">SME</td> </tr> <tr> <td data-bbox="689 1123 1131 1182">Contract Value</td> <td data-bbox="1131 1123 1650 1182">£800,000</td> <td data-bbox="1650 1123 2085 1182">Full Project</td> </tr> <tr> <td data-bbox="689 1182 1131 1230">Contract Duration</td> <td colspan="2" data-bbox="1131 1182 1650 1230">11 months</td> </tr> <tr> <td data-bbox="689 1230 1131 1278">Contract Start Date</td> <td colspan="2" data-bbox="1131 1230 1650 1278">01/11/2020</td> </tr> <tr> <td data-bbox="689 1278 1131 1326">Contract End Date</td> <td colspan="2" data-bbox="1131 1278 1650 1326">30/09/2021</td> </tr> <tr> <td data-bbox="689 1326 1131 1393">Optional Extension Period 1</td> <td colspan="2" data-bbox="1131 1326 1650 1393"></td> </tr> </tbody> </table>	Detail required	Answers		Title/Description of Contracted Service/Supply/Project	Data Migration and Implementation Services and End User Training		Name of Successful Contractor	ICT Revolutions		Supplier Registration Number <i>(to be supplied by Corporate Procurement)</i>			Type of organisation <i>(to be supplied by Corporate Procurement)</i>	Private Limited Company		Status of Organisation <i>(to be supplied by Corporate Procurement)</i>	SME		Contract Value	£800,000	Full Project	Contract Duration	11 months		Contract Start Date	01/11/2020		Contract End Date	30/09/2021		Optional Extension Period 1		
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Salford City Council – Decisions taken by the Procurement Board on Wednesday, 25 November 2020

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		<table border="1"> <tr> <td data-bbox="689 408 1128 884" rowspan="5"> <p style="text-align: center;">Funding Source</p> <p style="text-align: center;">Ethical Contractor</p> </td> <td data-bbox="1128 408 2016 448">security of SCC and Salford residents</td> <td data-bbox="2016 408 2074 448"></td> </tr> <tr> <td data-bbox="1128 448 2016 699">Procurements made through, or on behalf of, any consortium, local authority, statutory or similar body, provided that tenders or quotations are invited and contracts placed in accordance with national or EU legislation.</td> <td data-bbox="2016 448 2074 699" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="1128 699 1653 746">Capital Programme</td> <td data-bbox="1653 699 2074 746"></td> </tr> <tr> <td data-bbox="1128 746 1653 794">Mayor’s Employment Charter</td> <td data-bbox="1653 746 2074 794" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="1128 794 1653 834">Committed to sign up to the Charter</td> <td data-bbox="1653 794 2074 834" style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="1128 834 1653 884">Accredited Living Wage Employer</td> <td data-bbox="1653 834 2074 884" style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>The reasons are:</p> <ul style="list-style-type: none"> • Following the delays due to Covid-19, we have identified that there are significant risks in losing the expert knowledge and support from ICT Revolutions, and to maintain the current project timeline we require their knowledge and capacity • Failure to keep ICT Revolutions as our implementation partners would be high risk, both in terms of cost (increased development and testing time), quality (loss of their expert knowledge) and time (failure to meet the ambitious deadline of August 2021) • All the planned project contingency was used in extending the current Carefirst licence with OLM due to the Covid-19 delay 	<p style="text-align: center;">Funding Source</p> <p style="text-align: center;">Ethical Contractor</p>	security of SCC and Salford residents		Procurements made through, or on behalf of, any consortium, local authority, statutory or similar body, provided that tenders or quotations are invited and contracts placed in accordance with national or EU legislation.	<input type="checkbox"/>	Capital Programme		Mayor’s Employment Charter	<input type="checkbox"/>	Committed to sign up to the Charter	<input type="checkbox"/>	Accredited Living Wage Employer	<input type="checkbox"/>
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		<p><i>Options considered and rejected were not extending the support from ICT Revolutions, which would leave the project at significant risk as detailed above.</i></p> <p><i>Assessment of risk:</i></p> <p>As established elsewhere, a significant risk lies with the council if we choose not to replace Carefirst. Having identified and approved Liquidlogic as the best available solution for our needs, our focus is now towards the best and most effective way of implementing it.</p> <p>Conversations with colleagues at other authorities have highlighted common pitfalls regarding the implementation of a new social care system and the need for specialist expertise to manage the implementation.</p> <p>The types of data that need to be migrated are some of the most sensitive we hold as a city council. These include and are not exhaustive to:</p> <ul style="list-style-type: none"> • Looked after children, children in need, safeguarding data • Adult safeguarding data, care package information, domiciliary care <p>It is imperative that this data is migrated in a safe and strategic manner. ICT Revolutions have the experience of doing this across the UK with a tried and proven methodology.</p> <p>Extending the services of ICT Revolutions will allow SCC implementation resources to focus on system configuration and process change, and achieve a “go-live” with all aspects of Liquidlogic at once. This will help to establish ownership for system users and will avoid the prospect of any group of system</p>

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		<p>users being left behind. Since many of the social work processes are intrinsically linked to finance, bringing the finance module and the provider portal live at the same time will avoid the need for dual working, and will be operationally easier to organise.</p> <p><i>The source of funding is capital budget</i></p> <p><i>Legal advice obtained - in Part 2</i></p> <p><i>Financial advice obtained</i></p> <p>The additional spend identified in this report is not available within the 2020/21 People capital programme. In order to finance the spend, an additional bid would need to be made for unsupported borrowing from the 2021/22 programme. The bids for 2021/22 would need to be considered by Members, with formal approval at Full Council in February 2021.</p> <p>Alternatively, for the money to be available before April 2021, unused borrowing for schemes in other services may be vired. This would be for schemes which have re-profiled spend from 2020/21 to 2021/22. This would still require a bid by People to be accepted as part of the 21/22 programme to then vire budget back in 21/22 to the re-profiled scheme.</p> <p><i>Procurement advice obtained</i></p> <p>The original award to ICT revolutions was made through a direct award from the Crown Commercial</p>

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		<p>Services Data and Application Solutions Framework Ref RM3821 Lot 3c (25/01/19 to 24/01/21). This was approved by Procurement Board on 4th December 2019.</p> <p>The Council can satisfy the criteria laid down in the framework for direct award on the basis that it is intrinsically linked to a system that the Council is currently implementing, and that there are also technical and value for money reasons to justify the selection of ICT Revolutions through Lot 3c Community Health and Social Care, due to their previous experience in other implementation projects migrating Carefirst to Liquidlogic, and their knowledge and expertise in these particular systems.</p> <p>There is a clause that allows for variation to the contract through mutual agreement, and extension to the term and value of the contract can be made by invoking that clause.</p> <p>Upon approval, the CCS Call-Off Order Form will need to be amended and resigned to incorporate the extension.</p> <p><i>HR advice obtained</i></p> <p>There are no staffing implications with regards to the extension of the contract, but the addition of end user training as part of the contract extension will address the issue of staff being adequately trained in order to get the maximum benefit from the system as well as being confident and comfortable end users.</p> <p><i>Climate change implications obtained</i></p> <p>The project is being run completely remotely due to current Covid-19 restrictions, and as such has seen little carbon expenditure due to the lack of travel needed for consultants and partners to be on-site. Reduced requirement for printing due to the enhanced capabilities of the new system will further reduce the carbon expenditure.</p> <p><i>Documents used</i></p>

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		<p>The relevant documents contain exempt or confidential information and are not available for public inspection.</p> <p>Contact details</p> <p>Contact Officer: Becky Bibby</p> <ul style="list-style-type: none"> • The Lead Member has been consulted and is supportive of the proposed contract. • The appropriate Scrutiny Committee to call-in the decision is the Children’s Scrutiny Panel <p>Signed: _____ Dated: 25th November 2020 Lead Member</p> <p>-</p> <hr/> <p>* This decision was published on 25th November 2020.</p> <p>* This decision will come in force at 4.00 p.m. on 2nd December 2020 unless it is called-in in accordance with the Decision Making Process Rules.</p>
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A2		