



Haringey Council

Agenda item:

[No.]

Procurement Committee

On 4th September 2007

Report Title: **Building Schools for the Future (BSF): Education Advice framework**

Forward Plan reference number (if applicable): **Not applicable**

Report of: **Sharon Shoemith, Director, Children and Young People's Service**

Wards(s) affected: **All**

Report for: Procurement Committee

1. Purpose

1.1 Haringey is seeking to establish a framework agreement of between three and seven educational and transformation consultancy specialists to provide educational advice, guidance and support at various stages throughout the life of the BSF Programme. It is envisaged that the framework will include a range of Tenderers, with wide and diverse skills, capability and experience, and with familiarity of working in school and community settings similar to those of Haringey.

1.2 The procured services will cover three main areas: (more detail can be found in the *background* section):

- Managing and leading change through the BSF programme;
- Transformation of ICT within schools; and
- Specific strategy and integration areas

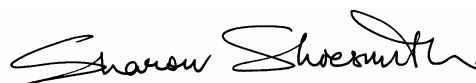
2. Introduction by Cabinet Member

2.1 Establishing a framework for educational advice and support will enable us to achieve the transformational change we have defined in *Bright Futures: Haringey's Strategy for Young People 11-19*. The advice and support will provide short term capacity to meet the immediate demands of the BSF programme and, in the medium term, to build an improved knowledge base in schools and the Local Authority to meet the challenges we will face in future years.

3. Recommendations

- 3.1 That Members approve the appointment of the providers listed in Appendix A (i) of this report to the *Building Schools for the Future: Education Advice* framework agreement.
- 3.2 That Members agree that where awards of specific contracts under the framework agreement in excess of £250,000 are sought, the award will be made by the Director of CYPS in conjunction with the Cabinet Member.

Report Authorised by:



Sharon Shoemith
Director, Children and Young People's Service

Contact Officer: **David Williamson, Head of Secondary Innovation, Children and Young People's Service**

4. Director of Finance Comments

- 4.1 The Acting Director of Finance has been consulted on this report and has no specific comments to make on the recommendations as the cost of the consultants appointed will be met from within the overall BSF funding allocation.

5. Head of Legal Services Comments

- 5.1 Regulation 19 of the Public Contracts Regulations 2006 allows contracting authorities to enter into framework agreements with economic operators.
- 5.2 Children and Young People's Directorate ("the Directorate") has followed a European tender exercise using the restricted procedure for the establishment of framework agreements for consultants to provide education advice to the BSF programme.
- 5.3 The Directorate wishes to establish framework agreements with three economic operators.
- 5.4 The Cabinet Procurement Committee has power under Contract Standing Order 11.03 to approve the award of the framework agreements
- 5.5 The Directorate also requests that where call-offs for specific projects are made under the framework agreements, any awards for contracts in excess of £250,000 are delegated to the Director of Children and Young People's Service in conjunction with the Cabinet Member.
- 5.6 The Cabinet Procurement Committee has power under Section 15 of the Local

Government Act 2000 to delegate any of its functions to officers.

5.7 The Head of Legal Services confirms that there are no legal reasons preventing Members from approving the recommendations contained in the report.

6. Head of Procurement Comments

6.1 The BSF Procurement Lead (Corporate procurement) has supported this procurement throughout, and can confirm that the procurement of the framework agreement has been undertaken in the correct and compliant manner.

6.2 The market has been tested adequately with a full tender process, and whilst the volume of responses received has been quite small, the consultants on the framework are of a high quality and standard of delivery.

6.3 In summary, the Head of Procurement fully supports the recommendations to members made at para. 3 of this report.

7. Local Government (Access to Information) Act 1985

7.1 *Bright Futures* Haringey's strategy for young people 11-19

7.2 BSF Strategic Business Case

7.3 BSF Outline Business Case

This report contains exempt and non-exempt information. Exempt information is contained in Appendix A and is not for publication. The exempt information is under the following category (identified in the amended Schedule 12A of the Local Government Act 1972:

(3) information relating to the financial or business affairs of any particular person (including the authority holding that information)

8. Strategic Implications

8.1 Haringey's *Building Schools for the Future* (BSF) programme brings significant investment in building and in ICT infrastructure over the next five years, to support the Government's educational reform agenda programme and transform the educational experience and outcomes of young people.

8.2 The Government's Department for Children, Schools and Families (DCSF) has indicated that it will spend over £45 billion for funding the programme nationally. Funding is allocated via Partnerships for Schools (PfS), who are closely involved at local level and provide strategic oversight to Haringey's programme.

8.3 Haringey's BSF Programme is just under £200m, including £28m dedicated to ICT transformation. This funding will support key national policy developments (KS3 reform, 14-19 reform, workforce reform, inclusion, extended schools) to drive educational transformation, as defined by Haringey's Children & Young People's strategy for young people 11-19, *Bright Futures*.

8.4 We are currently using additional advisers to add the capacity needed to support the programme, but if continued at the current levels we will exceed the OJEU

limits. Consequently we need to comply with EU regulations and develop a framework of suppliers.

- 8.5 The framework for educational advisers will provide the added capacity needed to ensure that the key principles defined in the Council's strategy is translated into the design of school buildings and ICT infrastructure.
- 8.6 Additionally, because a framework agreement route has been chosen in favour of individual contract appointments, the Council retains the versatility to scope the contracts to match the changing needs of the programme, reducing costs where work can be done within the existing or future resource.

9. Financial Implications

- 9.1 The budget for the framework of educational advisers is within the overall BSF budget, which in turn has been agreed by the BSF Programme Board, Partnerships for Schools and Department for Children, Schools and Families. There is no additional financial implication for the Council's budgets.
- 9.2 The framework will have a contract value of around £350k per year for three years to fund the wide range of work required to ensure the BSF programme meets its objectives.

10. Legal Implications

- 10.1 These are contained in paragraph 5 of the report.

11. Equalities Implications

- 11.1 Providers on the framework have been required to show that they will deal with inclusion issues as a core element of their work and to show examples of what they have done in similar Authorities elsewhere.
- 11.2 All suppliers have been evaluated in line with the Council's Equalities Policy.

12. Consultation

- 12.1 The BSF programme has engaged extensively with a wide range of stakeholders to date.
- 12.2 The establishment of the framework agreement will provide the capacity to enable continued and wider high-quality consultation through the stages of design development, construction and ICT implementation, to listen to and respond to the voices of young people, their parents and the local community.
- 12.3 The framework proposals have been discussed at the Schools Transformation Board, which represents all secondary and special schools and various sub-groups of that Board.

13. Business Case & Benefits

- 13.1 The costs of appointing permanent staff in place of this temporary capacity is well above the planned future CYPS budget and would not provide the versatility needed in the short timescales available across the wide range of support needed and policy development areas to be addressed.
- 13.2 The implementation of BSF will put significant demands on schools and on Council services, particularly CYPS. The framework will provide much needed capacity and skills to drive forward and deliver the transformational outcomes of BSF.
- 13.3 By putting in place a framework agreement for the delivery of Educational Advisor consultants, the Council hopes to build capacity, skills and strength in this programme-critical area. The BSF programme team has planned a transition from this intensive period into 'business as usual', where change programmes will be managed within the existing resources of schools and the Council.
- 13.4 The framework will provide a best-value solution by establishing a high-quality, temporary capacity to schools and the Council during the most challenging period of the programme. It will allow better value for money than commissioning separate external consultants, and leverage day-rate discounts for commissioned work. The framework will enable a versatile resource that can be scoped in response to the confidence and capacity of schools and Council services, to meet the demands of the BSF transformation agenda.

14. Details of Framework and services to be procured

- 14.1 A mini-competition will be undertaken to select consultants to undertake work on a project by project basis. A responsive framework selection process is needed to accommodate the impromptu and often immediate nature of BSF Transformation activities whilst recognising the value of projects to be procured. Taking this into consideration, It is unlikely that the projects will be of such a value (individually) that they will need to be referred back to Procurement Committee, but can rather be signed off by a Director. However, if it is the case that they do exceed the value (i.e. over £250k) then the recommendation is asking that the CYPS Director and Cabinet Member sign this off.
- 14.2 Each call-off from the framework will be awarded based on the specification of the work and the consultant's ability to provide the quality of resource; their proposed management of the work; and other commercial considerations not covered in the framework bid but in accordance with the same award criteria. The successful consultant(s) for this piece of work will then agree a contract sum and enter into a contract for that project or for an agreed length of time.

14.3 The Services Required

14.4 Managing and leading change within schools:

- 14.4.1 This role will require a small number of advisers with either headteacher experience or senior LA officer experience to support schools in translating the vision they have set out in their outline business case into achievable design options that make optimum use of the BSF budget.
- 14.4.2 The role will provide the key educational contact between the BSF programme team and the schools to facilitate transformation, manage stakeholders, increase communication and feedback channels and reduce the strain on school management.

14.5 Transformation through ICT:

- 14.5.1 This role will be for an individual with extensive experience of ICT change management within an schools' setting. The advisor will provide guidance for schools and the LA on establishing training and development programmes for staff to ensure that the £26m investment in ICT leads to transformational change in practice.

14.6 Other strategy and integration areas:

- 14.6.1 Providing educational direction for the £27m investment in the new school in Haringey Heartlands leading up to the establishment of a governing body and senior leadership team in 2009.
- 14.6.2 Providing advice and guidance in a number of areas of inclusion, including the establishment of an inclusive learning campus at Woodside High, a re-developed resource base at Northumberland Park, facilities for young people with Autistic Spectrum Disorder at three school sites and facilities for young people with visual impairment at two school sites.
- 14.6.3 Providing educational direction for the re-organised Pupil Referral Unit and specialist facilities in schools that will help to reduce the levels of exclusion from secondary schools.
- 14.6.4 Providing educational direction to establish a coherent sports strategy across the Council, co-ordinating with Haringey sports and leisure services, to promote healthier lifestyles.

15. Procurement process

- 15.1 The Education Advisors procurement followed the standard Council OJEU procurement process, designed to obtain Best Value in its contracting arrangements. Fifteen companies were invited to submit PQQs with the intention of procuring in the region of six consultancies to the framework.
- 15.2 For PQQ evaluation, Haringey firstly assessed whether an applicant passed the minimum standard requirements set out in this PQQ and then quantitatively assessed and scored a number of areas. The assessment criteria used was as follows:

<i>B: Capability</i>	50%
<i>C: Quality</i>	10%
<i>D: Environmental/Sustainability</i>	5%
<i>E: Financial Status</i>	25%
<i>F: Diversity</i>	5%
<i>G: Health & Safety</i>	5%

- 15.3 Five PQQs were received. All responses passed the evaluation criteria and were invited to tender.
- 15.4 The ITT evaluation response period was around 40 days and responses were received on 1st August. The evaluation consisted of the following elements:
- 15.5 **Price (30% score weighting):** The lowest priced tender will be deemed to score 100% of the weighted score. Thereafter, all other tenders will be scored as percentage variances of the lowest priced tender.
- 15.6 **Quality: Method Statement (40% score weighting):** The method statement response to the scenario question (Appendix A) will be evaluated by a panel comprising of Haringey BSF staff with knowledge and experience in this area. The scores will be based on the following criteria:
- A. Appreciation and understanding of the challenges outlined in the scenario
 - B. Proposed, detailed approach to tackling these challenges;
 - C. Experience / examples of how the methodologies outlined in criterion B have worked
 - D. CVs for relevant personnel proposed to undertake work for this programme
 - E. An innovative approach to solving some of the issues outlined.
- 15.7 **Quality: Interview (30% score weighting):** The interview gives a panel of stakeholders the opportunity to meet the tenderers, and discover more about the 'personality' of the organisation. This has been particularly useful in similar tender situations, especially when stakeholder engagement plays such a vital part of the contract. Some of the interview questions may be provided ahead of the interview session, but the majority will not. However, it is important to ensure the correct attendance at the interview, with those consultants who will be actively involved in the BSF programme, rather than, say, a bid team who might not, or marketing staff.
- 15.8 A Tenderer must achieve a minimum evaluation score of 50% in order to be considered for the framework.

- 15.9 Five tender responses were received. However, after the tenders were opened, one was deemed to be non-compliant, due to the omission of the pricing schedule. Four tenderers were therefore invited to interview
- 15.10 Resulting from the procurement process, the framework will seek the approval for the three proposed consultants identified in Appendix A of this report.

16. Conclusion

- 16.1 The Council has a commitment to ensure sufficient skills, experience, capacity and capability to deliver the transformational change required of the BSF programme.
- 16.2 The Council does not currently have in-house capacity or capability to meet this challenge and, due to the value of work to be outsourced, a full OJEU process was undertaken to procure consultants for a framework agreement.
- 16.3 The framework will comprise of three suppliers, and will last for four years, or the length of BSF programme (whichever is shorter).

17. Use of Appendices / Tables / Photographs

- 17.1 Appendix A (i) – Evaluation Data (exempt information)
- 17.2 Appendix A (ii) – Dailey Rates (exempt information)