

TO: EXECUTIVE
18TH DECEMBER 2018

**INTEGRATED SEXUAL AND REPRODUCTIVE HEALTH SERVICE TENDER
EXECUTIVE DIRECTOR OF PEOPLE**

1 PURPOSE OF REPORT

- 1.1 To seek approval to award a contract for the Integrated Sexual and Reproductive Health Service in Bracknell Forest.

2 RECOMMENDATION

- 2.1 **AGREE that a contract for the Integrated Sexual and Reproductive Health Service and the Specialist Outreach Nursing Service, commencing on 1ST July 2019, is awarded to tenderer B.**
- 2.2 **AGREE to extend the Specialist Outreach Nursing Service for Bracknell Forest until 30th June 2019 (for three months) to enable alignment of the two services.**

3 REASONS FOR RECOMMENDATION

- 3.1 The commissioning of sexual health services is a mandated public health responsibility for local authorities. These services contribute significantly to the overall health and wellbeing of the local population.
- 3.2 A sexual health outreach nursing service offers greater control to those most at risk of becoming pregnant and having a child taken into care or other adverse outcomes. Bracknell Forest is the only authority to be commissioning this service in East Berkshire. The decision was made that Bracknell Forest would also award a contract for the provision of a specialist outreach nursing service from the successful tenderer for the main sexual health service contract. This was to ensure an integrated clinical pathway between both services.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Not commission a sexual health service. This option would be in breach of the statutory regulations on public health as well as lead to the Council incurring significant "out of area" costs for sexual health treatment.

SUPPORTING INFORMATION

- 4.2 A market event was held on 28th June 2018. The event was an opportunity to generate interest within the market place, and an opportunity for organisations to comment on the draft specification. 30+ people attended from a range of organisations.
- 4.3 The procurement was subject to the "Light Touch Regime" (LTR) and the opportunity was advertised in OJEU and on the South East Business Portal (SEBP) and Contracts Finder on 21st June 2018. Organisations were able to download the Invitation to Tender documents (ITT) direct from the SEBP.

Unrestricted

- 4.4 The procurement was undertaken in accordance with those detailed in the procurement plan which was approved by the Director and Executive Member for the department. The tenders were evaluated in accordance with the Evaluation Spreadsheet, which was issued to potential bidders as part of the Invitation to Tender documents.
- 4.5 The ITT included a set of Entry Level Questions. Potential bidders self evaluated whether they met the Council's minimum criteria for being able to provide the service before completing and submitting their bids.
- 4.6 Interested organisations were able to ask for clarifications, with twelve detailed questions being clarified. The last date for downloading ITT documentation was the 26th July 2018.
- 4.7 The deadline for tenders was Monday 2nd August 2018. Six organisations expressed an interest and two tenders were received.
- 4.8 Tenders were assessed by the Tender Evaluation Team, details of which are set out in the Confidential Annexe to this report. Evaluation criteria had been approved as part of the Procurement Plan, with a price/quality weighting of 60:40.
- 4.9 Bidders were assessed on several areas of quality including their staff structure and training, service delivery and accessibility, information and clinical governance, experience of delivering sexual health services, service availability, stakeholder engagement and their ability to use data and feedback for ongoing improvement.
- 4.10 The winning bidder scored higher overall, showing particular strengths in relation to clinical governance, staff training and qualifications, clinical pathways and the sensitivities associated with sexual health. They also scored well in relation to their willingness to develop digital solutions to help manage demand (e.g. online testing, online appointment booking etc.), while understanding sensitivities and vulnerabilities and the need for residents to get the right level of care for their need.
- 4.11 Credit checks and references have been completed and have been found to be satisfactory.
- 4.12 The tenders were scored by the agreed and circulated criteria by a representative from each of the three Local Authorities and chaired by The Consultant in Public Health for the shared team. Following this scoring, these scores were shared with the bidders, and from that areas of concern were highlighted so that at the presentations these concerns could be further discussed.
- 4.13 Both tenderers were invited to give presentations to Stakeholders (including young people representatives) and Council representatives on the 29th August 2018. Each presentation lasted around 20 minutes and was followed by 40 minutes of questions.
- 4.14 Following all presentations, the Tender Evaluation Team re-scored the questions, changing scores where appropriate and finalised the tender evaluation.

5 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 5.1 *“The relevant legal issues are addressed within the report. Paragraph 4.1 of the report makes it clear that the Council have a statutory duty to provide this service. Therefore there is no alternative. The issue is then confined to the best value for the best provider, which the report and the process seeks to identify.”*

Borough Treasurer

- 5.2 *“The financial implications are included in the confidential annex. This is a joint contract across Berkshire East, and Bracknell Forest’s contribution to this will be met from ringfenced Public Health grant.”*

Equalities Impact Assessment

- 5.3 An Equalities Impact Screening was completed at the outset of the procurement. This identified that a full assessment was undertaken and approved.

Strategic Risk Management Issues

- 5.4 Detailed risk management, monitoring and contingency criteria were included in the ITT and taken into consideration during the evaluation of the bid. Performance and progress can be measured against the criteria.

6 CONSULTATION

Principal Groups Consulted

- 6.1 The official scorers was drawn from each of the Public Health teams of each Authority and chaired by The Consultant in Public Health for the shared team. The Tender Evaluation Team was complimented by The Business Manager of the shared team who ran the administration process, with the aid of Procurement, Finance and Legal colleagues. There was a stakeholder consultation process, where views of stakeholders were heard and shared with scorers for consideration. These stakeholders included Local Authority colleagues, voluntary and community organisations, CCGs (The NHS General Practitioners Clinical Commissioning Groups who also commission sexual health services) and, importantly service users, including young people.

Method of Consultation

- 6.2 The draft specification was circulated for comment to all members of the Tender Evaluation Team and the Head of Adults & Joint Commissioning.
- 6.3 All members of the Tender Evaluation Team received copies of the specification and reviewed all tender papers. The Team met to discuss and agree evaluation and agree scoring of the tenders.
- 6.4 Meetings, emails and telephone calls with stakeholders (including local young people) being invited to the presentation where their views were noted.

Representations Received

6.5 None

6.6 Contact for further information

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