

APPENDIX 2

Executive Decision Report

Decision maker(s) at each authority	Adult Social Care: Commissioning and Contract Board Date of decision: 1 st December 2014	 hammersmith & fulham
	Adult Social Care: Commissioning and Contract Board Date of decision: 1 st December 2014	 THE ROYAL BOROUGH OF KENSINGTON AND CHELSEA
	Adult Social Care: Commissioning and Contract Board Date of decision: 1 st December 2014	 City of Westminster
Report title (decision subject)	STRATEGY FOR THE PROCUREMENT OF AN ELECTRONIC HOME CARE MANAGEMENT SYSTEM (HCMS)	
Reporting officer	Callum Wilson, ASC Procurement Officer Tel: 020 7 641 7125 E-mail: cwilson2@westminster.gov.uk	
Key decision:	NO (Gate 1 – Procurement Strategy)	
Access to information classification:	<i>Insert 'Confidential/exempt' or 'public'</i>	

1. EXECUTIVE SUMMARY

- 1.1. This report requests authority to proceed with the procurement of a Home Care Management System (HCMS) for the London Borough of Hammersmith & Fulham, the Royal Borough of Kensington and Chelsea and the City of Westminster in accordance with the strategy outlined below.

- 1.2. The principle of procuring a HCMS was signed off in January 2014 (Gate 0).
- 1.3. A HCMS will support the new Home Care services that are currently being let across the three Boroughs and will play a pivotal role in helping the new services achieve their main aims. As such, it will be beneficial for HCMS to be live by the time the new Home Care services are due to begin in July 2015.

2. RECOMMENDATIONS

- 2.1. Approval is being sought to:
 - 2.1.1. Run a mini-competition from the Eastern Shire Purchasing Organisation Framework Contract 394 - Electronic Homecare Monitoring and Scheduling Solutions (ESPO 394 hereafter).
 - 2.1.2. Select one provider to deliver services to all three Boroughs.
 - 2.1.3. Establish 3 call-off contracts under the ESPO 394 Framework Agreement for five years from 1st July 2015, with the option to extend for a further two years, with each Borough party to their own contract with successful provider.
 - 2.1.4. Enable H&F to be the lead procurement authority, as the host Borough for Adult Social Care.
 - 2.1.5. Evaluate tenders using a Price: Quality ratio of 60:40.

3. REASONS FOR DECISION

- 3.1. **Using ESPO 394**
- 3.2. Using the ESPO Framework 394 will reduce procurement costs and timescales as the Boroughs will not need to run a Pre Qualification Questionnaire or advertise the opportunity publically. This is because the framework has been established in full compliance with public procurement legislation. This will ensure the HCMS is fully functional by the time the new Home Care services are due to begin which will improve the standards of the new services.
- 3.3. The project team believe all viable providers are registered on the ESPO Framework 394 so utilising the Framework will not limit in any way the quality of the system the Boroughs are able to procure.
- 3.4. By running a mini-competition from ESPO 394, the Boroughs can provide suppliers with a detailed Specification. This will ensure the Boroughs receive a system that is tailored to their precise requirements and demonstrates value for money.
- 3.5. **Price: Quality split**

3.6. The rationale behind using a Price: Quality ratio of 60:40 to evaluate Tenders is based on the HCMS Specification. Further details can be found at paragraph 5.

3.7. **Contracting model**

3.8. The proposed contract length of 5 years with an option to extend for a further 2 years mirrors the contract length of the Home Care services. As HCMS is being procured to support these services, it will be advantageous for HCMS to be in place for the same amount of time.

3.9. The proposed contracting model of running one procurement exercise, selecting one provider to deliver services to all three Boroughs, and establishing three separate, but similar Call Off contracts from ESPO 394 with the HCMS provider is the best, legal option of enabling the Boroughs to utilise ESPO 394 and benefit from the combined purchasing power a multi Borough procurement affords.

4. **BACKGROUND**

4.1. The concept of procuring a HCMS was signed off in January 2014 and was also endorsed by the ASC Cabinet Members for all three Boroughs.

4.2. HCMS will support the new Home Care services. Home Care is the largest ASC shared service and generates significant public and political interest. HCMS will: improve the delivery of the care by facilitating the monitoring of outcomes and enabling greater personalisation; improve the management of the Home Care contracts; ensure payment is only provided for services delivered, thereby generating substantial savings; and ensure customers receive care (quantity and quality) they both desire and are entitled to.

4.3. Consequently, HCMS will play a pivotal role in ensuring the new Home Care services achieve their main aims. Indeed, HCMS will be able to effectively and efficiently monitor over 50% of the Home Care KPIs, and enable each Borough to pay for only the Care that is actually delivered.

4.4. As such, it will be highly beneficial for the system to be in place by the time the new Home Care services begin in July 2015.

4.5. There is no existing, centralised e-monitoring or HCMS in place in H&F and WCC.

4.6. RBKC have had an HCMS system in place since 2009. ESPO 394 was used for the procurement and the provider is Panztel (UK) Limited. This system is less advanced than those currently on the market owing to technological developments over the last five years. Nevertheless, RBKC's system has saved an average of £250,000 per year from RBKC's Home Care budget. This figure does not include annual expenditure on the HCMS itself.

- 4.7. The contract for RBKC's system was initially due to expire in September 2014. It has been extended to March 2016 to ensure there is a system in place while the new HCMS is procured. The extension can be terminated with no less than 3 months written notice. A new system needs to be procured as there is no option to extend beyond 2016 and there have been much technological advancement since the contract was started in 2009 so their current system could be improved. As such, RBKC have decided to cancel their existing contract at the appropriate time so they can be included in this tender.

5. PROPOSAL AND ISSUES

5.1. Procurement strategy

- 5.1.1. Approval is sought to run a mini-competition from the Eastern Shire Purchasing Organisation Framework Contract 394 - Electronic Homecare Monitoring and Scheduling Solutions (ESPO 394 hereafter).
- 5.1.2. As all viable providers are registered on ESPO 394, using the Framework will not limit in any way the quality of the system the Boroughs are able to procure.
- 5.1.3. This strategy will also reduce procurement costs and timescales as the Boroughs will not need to run a Pre Qualification Questionnaire or advertise the opportunity publically. This is because the Framework has been established in full compliance with all EU and UK procurement legislation. Thus the Boroughs would be able to simply run a mini-competition as the compliance matters and vetting of suppliers has already been completed. A short procurement timescale is advantageous as it means the benefits HCMS affords to the new Home Care services will be realised earlier.
- 5.1.4. By running a mini-competition from ESPO 394 on capitalSourcing suppliers can be provided with a detailed Specification. This will ensure the Boroughs receive a system that is tailored to their precise requirements and demonstrates value for money.
- 5.1.5. In accordance with European procurement rules and the conditions of the Framework, the mini-competition will adhere to the principles of non-discrimination, equal treatment, transparency, mutual recognition and proportionality. As such, all suppliers on the Framework will be given the opportunity to submit a tender. The Boroughs will supply: a detailed Specification outlining the requirements of the service; a thorough Invitation to Tender pack which will explain how Tenderers should complete the Tender and how the Tender will be evaluated; and will invite all suppliers on the Framework to supply a Tender (made up of answers to the Technical and Commercial questions) on capitalSourcing.

5.2. Contract model

- 5.2.1. The proposed contract length of five years with an option to extend for a further two years mirrors the contract length of the Home Care services. As HCMS will improve the new Home Care services, it is beneficial for the system to be in place for the same amount of time as the Home Care services.
- 5.2.2. Normal contracting protocol for multi Borough procurements for ASC is to establish a single provider framework agreement, which H&F, as the host Borough for ASC, and the provider are party to, with each Borough being a party with the provider to their own call off agreement from the Framework. However, this option is not legally viable if the Boroughs decide to Call Off from ESPO Framework 394. This is because it is not legal to have a Framework from a Framework.
- 5.2.3. In order to minimise costs for both this procurement and future exercises, it was considered prudent to develop an alternative contracting method which would enable the Boroughs to make use of ESPO Frameworks when running multi Borough procurements.
- 5.2.4. The alternative contract model proposed is thus to: run one procurement exercise; select one provider to deliver to services to all three Boroughs; and establish three separate, but similar Call Off contracts from ESPO 394, one for each Borough.
- 5.2.5. The three contracts will have similar terms and conditions in them and will be managed by the Home Care Management Team so there is only one point of contact for the successful provider. There will also only be one set of monitoring requirements, one contract administration team etc. This will unify the contracts as far as possible without giving rise to rights and obligations between the Boroughs.
- 5.2.6. This contracting model will also allow the Boroughs to benefit from the combined purchasing power a multi Borough procurement affords as the Tenderers will be required to submit prices that reflect the economies of scale they will be achieve from providing services to three Boroughs affords. This will be made explicit in the ITT.
- 5.2.7. After consultation with Bi Borough Legal, it is believed that this model is the best, legal option available if the Boroughs decided to utilise ESPO 394 as it: complies with EU procurement law; maintains the sovereignty and financial independence of each Borough by having three separate contracts; and allows each Borough to benefit from the combined purchasing power a multi Borough procurement exercise affords. ESPO agree with this proposed approach.
- 5.2.8. Contract documentation will be drawn up by Bi-Borough Legal Services.

5.3. Timeline

Task	Completed by
<i>Gate 1 – sign off Procurement Strategy</i>	
CoCo	1 Dec 2014
CAB (briefing as new money)	4 Dec 2014
<i>ITT</i>	
Publish ITT mini competition	8 Dec 2014
Closing date for submission of Tenderers' questions	5 Jan 2015
Answers to Tenderers' questions circulated	9 Jan 2015
Closing date for receipt of Tenders	16 Jan 2015
<i>Gate 2 – Award</i>	
CoCo	End Feb 2015
ALT	End Feb 2015
CAB	Early March 2015
Award of Contracts, notification and standstill period.	March 2015
Contract Implementation	Apr, May, June 2015
New Contract Start date	With Home Care – July 2015

5.4. Tender Evaluation

- 5.4.1. The contract will be awarded on the basis of the most economically advantageous tender.
- 5.4.2. The proposed evolution model is a Price: Quality ratio of 60:40.
- 5.4.3. The rationale behind using this ratio is based on the Specification the Project Team have created. A large number of requirements (70%) in the Specification are essential to the workings of the System. This suggests weighting the

evaluation towards Price as the Tenders must meet these requirements for the Tender to even be considered. However, there is also a substantial focus on future proofing and encouraging innovation. Key questions have been identified regarding how the provider will help the Boroughs achieve key aims and KPIs of the Home Care services in the future (e.g. use of Smart Phone technology/ monitoring of Health Tasks). In addition, one of the main drivers of the procurement is that the system will generate substantial savings, so it is important a high quality system is procured - both now and in the future - to ensure these savings are realised. As such, a ratio of 60:40 is proposed.

5.4.4. A detailed breakdown of how the tender will be evaluated will be included in the ITT.

5.4.5. The evaluation will be carried out by a team of officers from the Procurement, Adult Social Care, and IT departments from the three Boroughs. The team will follow the evaluation protocol that is outlined in the ITT that will be issued to all suppliers registered on ESPO 394.

5.5. **Contract Award**

5.5.1. In H&F, subject to H&F Cabinet's approval to delegate of authority on February 2nd 2015, the contract will be awarded by the Leader of the Council and Cabinet Member for Health and Adult Social Care, in conjunction with the Executive Director for Adult Social Care and Health.

5.5.2. In WCC the contract will be awarded by the Contracts Approval Board.

5.5.3. In RBKC the contract will be awarded by the Cabinet Member for Health and Adult Social Care, in conjunction with the Executive Director for Adult Social Care and Health.

5.6. **Contract Monitoring and Management**

5.6.1. The Home Care Management Team (HCMT) will manage the contract on a day to day basis as they will be responsible for the general running of the system. The HCMT is already in place at RBKC as they manage RBKC's existing system but will be expanded once the new system is in place. Note, the expansion of the HCMT does not form part of this procurement.

5.6.2. The overall responsibility for the monitoring and management of the contract will fall to the ASC Contract and Procurement team.

5.6.3. For the first six months of the contract there will be monthly monitoring meetings to ensure data is being collected, managed, stored and costed accurately and effectively. From then on, monitoring will take the form of quarterly checks. The monitoring of down time will be a major KPI. HCMT will be able to provide data on this.

5.7. Risk Analysis

5.7.1. Procurement from ESPO:

5.7.2. ESPO 394 expires on 31st March 2015. This generates a degree of time pressure and means there is a risk that the Framework may expire before the Call Off Contracts can be awarded. However, this risk is mitigated as the Project Team had already planned to award the contract in March 2015 so there would be ample time for contract implementation to ensure HCMS is live by July 2015. The procurement timeline also allows for completion within this timescale with a degree of flexibility. In addition, ESPO have also stated that the deadline can be extended if extra time is needed to complete the procurement.

5.7.3. Two of the main suppliers (Panztel and CM2000) now share the same parent company. Advice has been sought from Legal and ESPO on this and it is felt it is acceptable to advance. The Competition & Markets Authority also published a paper on this stating they did not feel this would diminish competition. To be sure of this, and to mitigate further, an additional Undertaking will be sent to the two suppliers which will require them to sign a declaration that they will prepare their Tenders separately and without colluding. The signature will need to be witnessed by a solicitor.

5.7.4. Interaction with the Home Care contracts:

5.7.5. HCMS is being procured to help the Home Care contracts to achieve a number of their main aims. There is therefore a risk associated with the functionality of system. In order to mitigate this risk, the specifications for the HCMS and the Home Care contracts have been cross referenced by two separate project teams.

5.7.6. Owing to the benefits HCMS will provide, it will also be advantageous for HCMS to be fully functional by the time the Home Care contracts go live. To mitigate the risk of HCMS not being in place in time, it is proposed that the Boroughs Call Off from the ESPO Framework to speed up the process.

6. OPTIONS AND ANALYSIS

6.1. Alternative Procurement strategy

6.1.1. The alternative option to running a mini-competition from ESPO Framework 394 is to run a full tender exercise that complies with EU and UK Procurement legislation. This would mean advertising the opportunity publically, running a Pre Qualification Questionnaire and then going out to ITT. This would realistically mean the Call Off contracts could not be awarded until June at the earliest and that the HCMS system would not be live until September. This would delay the realisation of the benefits HCMS affords to the new Home Care services.

6.2. Alternative Contract models

6.2.1. A number of contract models have been considered for this procurement:

6.2.2. Normal contracting protocol for multi Borough procurements for ASC. To clarify normal contracting protocol is to establish a single provider framework agreement, which H&F, as the host Borough for ASC, and the provider are party to, with each Borough being a party with the provider to their own call off agreement from the Framework. This contracting model allows the Boroughs to benefit financially from the economies of scale achieved by the provider whilst not giving rise to any contractual rights or obligations between the Boroughs. This option cannot be followed if ESPO Framework 394 is used – or any other ESPO Framework for that matter - as it is not lawful to create a Framework from a Framework. Bi Borough Legal Services agree with this assessment.

6.2.3. A traditional two way contract between the provider and one Borough. In this model the provider would provide services to all three Boroughs, but only one Borough would be party to the contract. Inter Authority Arrangements would then be established between the Boroughs to reconcile the funding. This would put all of the financial liability onto one Borough for a potential period of seven years.

6.2.4. A four party contract which the provider and the three Boroughs are all party too. This would enable the three Boroughs to benefit from its combined purchasing power whilst also sharing the risks and financial liability. However, as the Boroughs would be party to the same Call Off there would be a significant potential for financial and legal rights and obligations to develop between the Boroughs.

7. CONSULTATION

7.1. The concept of procuring a HCMS was signed off in January 2014.

7.2. The Home Care Project Group presented the initial proposals for the new multi Borough Home Care service and e-monitoring system (HCMS) to Cabinet Members from the three Boroughs and received their approval to proceed. In addition staff consultation events have taken place across the Boroughs, and engagement events with other stakeholders, such as Health colleagues, providers and service users have also taken place.

7.3. The Home Care Programme Board, the Technology Workstream Project Team and other Workstream Leads have contributed to the development of the project and undertaken reviews throughout the development process.

7.4. Other key departments from across the three Boroughs have also been consulted to review the Specification, including CMO, Information Management and Hammersmith & Fulham Bridge Partnership. They have reviewed the system

to ensure it will be fit for purpose and Information Management Services have conducted a risk analysis of the proposed service.

- 7.5. Adult Social Care are leading on the procurement and the wider project as directed by the Home Care Implementation Programme Board. Procurement and IT Strategy will be available to assist the client department with any IT design and Information Management requirements.
- 7.6. ESPO and Bi Borough Legal have also been consulted regarding the contracting model as the normal contracting protocol used for multi Borough ASC procurements cannot be followed if ESPO 394 is used. Both felt that the proposed option represented the best option available.
- 7.7. The suppliers registered on ESPO 394 have also been consulted to check if they were agreeable to having three separate contracts but offering a price based on the combined purchasing power of the three Boroughs. All of the suppliers who responded (5 out of 9) said they were. The 5 suppliers who responded include all of the providers the Project Team feel will be able to deliver the desired system.

8. EQUALITY IMPLICATIONS

- 8.1. There are no key or relevant equalities issues resulting from the proposed procurement strategy as the HCMS is not a front line service, but a piece of technical software which will support the Home Care services.

9. LEGAL IMPLICATIONS

- 9.1. The proposed mini-competition should be carried out in compliance with Regulation 19 of the Public Contracts Regulations 2006 (as amended).
- 9.2. It is noted that the Framework Agreement ESPO 394 is due to expire in March 2015. Call-Offs therefore should not take place in order to circumvent the Regulations and the length of the call-off contract should be appropriate to the purchase in question.
- 9.3. Legal Services will be available to assist the client department throughout the procurement process.
- 9.4. Implications completed by: Kar-Yee Chan, Solicitor (Contracts), Bi-borough Legal Services, 020 8753 2772.

10. FINANCIAL AND RESOURCES IMPLICATIONS

10.1. Expenditure

- 10.1.1. Each Borough has budgeted for the following expenditure:

Borough	Development/ Implementation (Year1)	Annual Charge
H&F	£50,000	£100,000
WCC	£50,000	£100,000
RBKC	£50,000	£100,000

10.1.2. These estimates were identified by the Project Team to ensure each Borough has the capital to cover the required expenditure.

10.1.3. The Development cost could be lower than £50,000 per Borough owing to technological developments that both Home Care providers and potential providers of the HCMS have invested in. However, the exact figure cannot be confirmed as until the ITT is completed, the technical details of the systems that are currently live in the market place and therefore the level of development required, will be unknown

10.1.4. The estimated annual expenditure has been calculated by extrapolating data and costs from the current RBKC system. This figure could also be lower owing to the technological developments that have occurred since the RBKC contract was awarded. However, the exact figure will not be known until after the ITT has been completed.

10.2. Savings

10.2.1. The existing system in RBKC has saved on average £250,000 per year since its introduction in 2009. It is estimated that this level of saving will continue if not increase as the new HCMS has all the functionality of the existing system as well as a number of new features.

10.2.2. Through financial modelling carried out for the Home Care Services procurement, it is estimated that the introduction of HCMS will save H&F and WCC 4.5% of their entire Home Care budgets.

Borough	Home Care budget 2014/15	Savings (based on 4.5% estimated figure)
H&F	£6,471,600	£291,200
WCC	£12,816,900	£576,800

10.2.3. This estimate is evidenced by the success the ASC IT Support Team have had while manually reconciling commissioned hours against delivered hours for WCC. Since 1/4/2014 to 1/12/2014, the team have managed to recoup £105,910.

10.2.4. The savings the new HCMS will generate will therefore outweigh the required expenditure.

10.3. How each Borough will cover the required expenditure

10.3.1. H&F will fund its share of the estimated capital costs (Development etc - £50,000) from the Community Capacity grant. The maximum annual running costs of £100,000 pa will be funded by transferring £100,000 from the Care Packages budget. The overall annual expenditure is expected to be less and will be recouped through more accurate payments being paid to providers as outlined at 10.2.2.

	2015/16 (July to Mar)		2016/17		2017/18		Full year effect of proposals ie ongoing effect £
	Confirmed budget £	Costs of proposal £	Confirmed budget £	Costs of proposal £	Confirmed budget £	Costs of proposal £	
<i>Revenue Implications</i>							
Current Budgets							
Council Revenue budget	75,000		100,000		100,000		100,000
Council Capital budget	50,000						
SUB TOTAL REVENUE / CAPITAL BUDGET	125,000		100,000		100,000		100,000
Start-up Costs (Capital)		50,000					
Lifetime Costs		75,000		100,000		100,000	100,000
Close-down Costs							
TOTAL REVENUE/CAPITAL COST	125,000	125,000	100,000	100,000	100,000	100,000	100,000
SAVINGS		0		0		0	0

10.3.2. The RBKC Capital Programme includes provision of £150,000 for a new e-monitoring system. The annual costs of the current system are approximately £100,000, but costs are expected to be less for the new system.

	2015/16 (July to Mar)		2016/17		2017/18		Full year effect of proposals ie ongoing effect
<i>Revenue Implications</i>	Confirmed budget £	Costs of proposal £	Confirmed budget £	Costs of proposal £	Confirmed budget £	Costs of proposal £	£
Current Budgets							
Council Revenue budget	75,000		100,000		100,000		100,000
Council Capital budget	150,000						
SUB TOTAL REVENUE / CAPITAL BUDGET	225,000		100,000		100,000		100,000
Start-up Costs (Capital)		50,000					
Lifetime Costs		75,000		100,000		100,000	100,000
Close-down Costs							
TOTAL REVENUE/CAPITAL COST	225,000	125,000	100,000	100,000	100,000	100,000	100,000
SAVINGS		0		0		0	0

10.3.3. WCC will fund its share of the estimated capital costs (Development etc - £50,000) from the Community Capacity grant. The maximum annual running costs of £100,000 pa will be funded from underspend within ASC budgets. The overall annual expenditure is expected to be less and will be recouped through more accurate payments being paid to providers as outlined at 10.2.2.

	2015/16 (July to Mar)		2016/17		2017/18		Full year effect of proposals ie ongoing effect
<i>Revenue Implications</i>	Confirmed budget £	Costs of proposal £	Confirmed budget £	Costs of proposal £	Confirmed budget £	Costs of proposal £	£
Current Budgets							
Council Revenue budget	75,000		100,000		100,000		100,000
Council Capital budget	50,000						
SUB TOTAL REVENUE / CAPITAL BUDGET	125,000		100,000		100,000		100,000
Start-up Costs (Capital)		50,000					
Lifetime Costs		75,000		100,000		100,000	100,000
Close-down Costs							
TOTAL REVENUE/CAPITAL COST	125,000	125,000	100,000	100,000	100,000	100,000	100,000
SAVINGS		0		0		0	0

- 10.4. Implications for H&F have been verified by: David Hore, Finance Manager for LBHF ASC, 0208 753 4498.
- 10.5. Implications for RBKC have been verified by: Steve Mellor, Finance Manager, 0207 361 2370.
- 10.6. Implications for WCC have been verified by: John Agboola, Lead Business Partner, 020 7641 1925.
- 10.7. **Comments of the LBHF Director of Finance and Corporate Governance**
- 10.7.1. H&F will fund its share of the HCMS capital costs estimated to be £50,000 from the Community Capacity capital grant, as detailed in section 10.3.1 of the report.
- 10.7.2. The annual running costs estimated to be a maximum of £100,000 pa will be funded through a budget transfer from the care packages budgets. It is estimated that this will be recouped through more accurate payments being made to providers as detailed in section 10.2.2 of the report.
- 10.7.3. Any additional savings generated by the introduction of the HCMS against the care packages budgets will contribute to the 2015/16 Home Care MTFS efficiency saving of £118,000 as detailed in the MTFS.
- 10.7.4. Comments completed by David Hore, Finance Manager for LBHF ASC, 0208 753 4498

11. PROCUREMENT IMPLICATIONS

- 11.1. This is a Part A Service as it is an IT system so the procurement therefore must adhere to the full rigours of European procurement rules. However, ESPO 394 has been established in full compliance with all EU and UK procurement legislation so, if the procurement strategy is agreed, running a mini-competition from ESPO Framework 394 will comply with all necessary procurement laws. Nevertheless, there is still a requirement that this tender adheres to the principles of non-discrimination, equal treatment, transparency, mutual recognition and proportionality. As such the mini-competition must be conducted in line with the above principles.
- 11.2. The mini-competition must also be conducted in line with the rules and legislation outlined in the ESPO Framework 394 Agreement. As such all suppliers registered on the Framework must be invited to submit a Tender.
- 11.3. The mini-competition must be held on capitalEsourcing.
- 11.4. The proposed procurement strategy adheres to the three Boroughs' Contract Standing Orders, Contract Regulations and Procurement Codes.

- 11.5. ESPO 394 expires on 31st March 2015. However, the project team had planned to award in March 2015 in order to provide ample time for HCMS to be live by July 2015. The timeline currently also allows for the award of contract to occur in early March. In addition, ESPO have stated that the deadline can be extended if extra time is needed to complete the Procurement. It is advised that the Procurement timeline is monitored closely.
- 11.6. The Competition & Markets Authority have concluded that Panztel and CM2000 sharing the same parent company does not diminish competition or break UK or EU procurement law. The ASC Procurement team that is shared across the three Boroughs will also require the two suppliers to sign an Undertaking declaring that they will prepare their Tenders separately and without colluding. The signature will need to be witnessed by a solicitor.
- 11.7. Implications completed by Callum Wilson, ASC Procurement Officer for LBHF, RBKC and WCC, 0207 641 7125.

LOCAL GOVERNMENT ACT 2000
LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	Procurement and Implementation of a Home Care E-monitoring System and creation of a Home Care Management Team – January 2014.	Callum Wilson – 0207 641 7125	ASC Procurement