

**OFFICER DELEGATION SCHEME
RECORD OF OPERATIONAL DECISION**



TO BE UPLOADED TO THE E-MEETINGS MANAGER

Date: 8 th April 2021	LR185 / PUR442
Type of Operational Decision:	
Executive Decision <input style="width: 150px; height: 25px;" type="checkbox"/>	x
Council Decision <input style="width: 150px; height: 25px;" type="checkbox"/>	
Status: For Publication	
Title/Subject matter: Contract for the Provision of Counselling & Psychotherapy Services for School employees - 1 June 2021 to 31 May 2022 with options to extend for two further 12 month periods	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	Yes
(ii) not in conflict with Council Policy	Yes
(iii) not raising new issues of Policy	Yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	

Details of Operational Decision Taken [with reasons]:

On the 1st June 2017 Bury Council entered into a contract with The Relationship Hub (North West) Limited (then known as Relate GM North) for the provision of Council & Psychotherapy Services for the provision of counselling and psychotherapy services in order to assist its employees in making a speedier recovery from various health conditions. The contract period ran for two years with an option to extend for a further twelve months.

In 2019 the Council were invited to be part of a procurement process for the setting up of a framework for Employee Assistance Programme (EAP) across Councils in Greater Manchester. The process was led by Oldham Council. Following an evaluation of the bids received for this process The Council decided to participate in the framework and in April 2020 set up a call off contract with People Asset Management Ltd for a period of two years with options to extend for two further twelve month periods.

However the new arrangement was only applicable to Council Employees and their wholly owned subsidiaries and there was still a requirement to provide arrangements for Schools under the Council's SLA for Occupational Health Services.

Following consultation with the Council's Head of Strategic Procurement the decision was taken, partly due to the Covid situation, to extend the existing arrangement with The Relationship Hub (North West) Limited for a further twelve months until 31st May 2021. This arrangement would be under the same terms and conditions as the existing three year arrangement.


As this extension is now due to expire an options appraisal process has been undertaken in relation to the future provision of the service. The requirement for this service is subject to developing situation in the relationship between schools and the Council. The conclusion is that whilst it is unlikely that this service will be required in the long term, there will still be a need for a minimum period of a further twelve months and possibly for a further twelve months beyond. Therefore it is recommended that this service continues in its current form until 31st May 2022 with options to extend for two further twelve month periods until 31st May 2024.

Due to the specialist nature of the services involved and the limited local market for the provision of these services it has been determined that a procurement process would be neither present an opportunity to enhance the value of the provision of be an effective use of resources and as a result not be appropriate in this situation.

Following further consultation with the Council's Head of Strategic Procurement and members of her team it has been identified that the remaining provision for Schools represents a variation to the original contract requirement awarded in 2017 and as such in accordance with the Council's Contract Procedure Rule 15 requires the operational approval, through this form, of the appropriate Chief Officer of the Council.

As stated above the new contractual arrangement will be on a 12 month rolling basis which allows the Council to review the level demand for the service at the end of each year and extend into the following year if required.

Following this process it is therefore recommended that The Relationship Hub (North West) Limited is chosen as the supplier offering best value to the Council.

Decision taken by:	Signature:	Date:
Deputy Chief Executive		09.04.21

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Executive Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**