



DECISION OF THE DIRECTOR OF PEOPLE AND COMMUNITIES

DECISION NO. P&C 88

SUBJECT: SACRE Consultancy Contract Award Decision.

Background

The Council has an ongoing requirement for specialist advice on Standing Advisory Council on Religious Education (SACRE) matters.

Previously this advice has been provided by David Francis. David has informed the Council of his intention not to renew the contract from April 2016 and therefore a new Provider is required.

As a result a Request for Quote process has been conducted (in conjunction with the Strategic Procurement department) and a new Provider has been identified.

Decision

To approve a three year contract with two, one year, extension options (3+1+1) for the provision of SACRE Consultancy to be awarded to Jan Lever Consultancy.

Reasons

Due to the value of this Contract a Request for Quote Process has been used (in line with Contract Standing Orders).

The RFQ documents were issued to four potential Providers:

Hampshire Educational Consultancy.
Jan Level Education Consultancy and Training Ltd.
RE Today Services.
Kathy Staples (Bristol Diocese).

The Price/Quality split was: 70% Price/30% Quality. The lower emphasis on quality was for the following reasons:

All the Providers approached had either been recommended by the previous Provider, or had been used by other LA's for similar work, thus ensuring that all would have a good level of experience.

The RFQ documents requested details of prior/existing Contracts with other LA's and references. The award is subject to satisfactory references.

The specification is very prescriptive and ensures minimum qualifications (Qualified Teacher Status).

After evaluation the results were as follows.

Provider.	Ranking.
Jan Level Education Consultancy and Training Ltd.	1st
Hampshire Educational Consultancy.	2nd
RE Today Services.	Did not respond.
Kathy Staples (Bristol Diocese).	Did not respond.

Please see the following Appendices for full details of the Evaluation results:

Appendix 1: Quality and Price Breakdown.

Appendix 2: Quality Questions and Score Breakdown.

Other Alternatives Considered

At this stage alternatives are limited. Bringing the service in house would be impractical and would not be cost effective due to the level of training and expertise required.

Financial Implications

It is estimated that this contract will be for 20 days of Consultancy p/a at £500 per day resulting in a total value of £10,000 p/a.

Implications for Future Years

In the region of £10,000 per year however these services will be bought on an "as required" basis so this figure could fluctuate in either direction. All spend will be subject to internal approvals.

Signed.....Sheila Smith.....

Dated.....20.4.16.....