

**0-19 Early Help Locality Children’s Model including Children Centre Services in South and Central
Chronology for the commissioning process.**

Date	Activity
27 th October 2016	Cabinet approval to commence a period of statutory consultation, to run concurrently with budget consultation activities, to seek views on plans to review the arrangements for Children’s Centres to align and integrate services as part of the development of a Children’s Services 0-19 ‘Early Help Partnership’ locality model
27 th October 2016 – 23 rd December 2016	Period of statutory consultation on the proposals.
8 th February 2017	Cabinet approve <ul style="list-style-type: none"> - The development and the delivery of a Children’s Services 0-19 locality model - The undertaking of a competitive procurement process to determine the most suitable provider for the delivery of 0-19 Early Help Services in Central and South locality.
28 th April 2017	‘Market warming’ event advertised through intend and shared with members of the Early Help Steering group. Purpose to inform providers of the Authority’s intention to tender, to consult providers on draft specification and to generate market interest. This event was attended by 5 different organisations.
9 th May 2017	Consultation with service users on the development of the service specification– Palfrey ‘PEEP’ group parents
10 th May 2017	Consultation with service users on the development of the service specification – Palfrey Play and Stay parents
11 th May 2017	Consultation with service users on the development of the service specification– baby clinic Palfrey and Birchills Play and Stay group parents.
16 th May 2017	Consultation with service users on the development of the service specification – Birchills Well Baby Clinic
8 th June 2017	Draft service specification discussed at the Early Help Steering group and partners agreed to be part of the scoring panel.
May 2017	In addition to the focus groups with service users throughout May, detailed above, questionnaires and pre paid return envelopes were left at Sure Start Palfrey and Sure Start Birchills.
28 th June 2017 – 11 th August 2017	Open procurement process commenced 28 th

	<p>June with a submission deadline of 11th August. The evaluation criteria and weighting were provided along with the detailed service specification as part of the tender process. Potential bidders can request clarification. 59 clarification questions were received and responded to.</p>
11 th August 2017	<p>Deadline for submission of tender 11th August tenders were opened by Assistant Director Early Help and Senior Procurement officer– 3 bids were received.</p>
5 th September – 7 th September	<p>4 evaluation panel members comprising officers from Public Health, West Midlands Police, Commissioning and Children’s Services Early Help assessed the bids individually.</p>
8 th September 2017	<p>1st moderation panel meeting. All 4 evaluation panel members, advised by Senior Procurement Officer, moderate the submissions and identify points of clarification</p>
8 th September 2017 – 13 th September 2017	<p>Clarification questions sent to bidders with a request to submit their responses to points of clarification raised by 5.00pm on the 13th September 2017.</p>
14 th September 2017	<p>2nd moderation panel meeting to consider clarification information received and agree final scoring and subsequent recommendation to Cabinet. Panel unanimously determine CGL is the highest scoring bidder and agree subsequent recommendation to cabinet to be the award of contract to CGL as the highest scoring provider.</p>
25 th October 2017	<p>Recommendations considered at Cabinet and decision made to award contract</p>