

SHEFFIELD CITY COUNCIL

INDIVIDUAL CABINET MEMBER DECISION RECORD

The following decision was taken on 24 July 2018 by the Cabinet Member for Finance.

Date notified to all members:

The end of the call-in period is 4:00 pm on 31 July 2018

Unless called-in, the decision can be implemented from

1. **TITLE**

Re-Procurement of the Council's Occupational Health Provision

2. **DECISION TAKEN**

That the Individual Cabinet Member for Finance:-

(i) approves the re procurement of a provider to deliver a comprehensive Occupational Health Service and Employee Assistance programme for up to 4 years, through a compliant mini competition process under the CCS Framework, as set out in the report; and

(ii) delegates authority to award the contract for the provision of Occupational Health Services and Employee Assistance Programme to the Director of Finance and Commercial Services, in consultation with the Director of Human Resources and Customer Services and the Director of Legal and Governance.

3. **Reasons For Decision**

Overall the option to access and existing framework was considered to represent the best option for the Council with the least risk attached, ensuring value for money and the ability to access a wide range of medical specialism's ensuring a high level of clinical governance.

A Framework approach is a straight forward process resulting in a mini competition between providers already meeting a good standard benchmark.

4. **Alternatives Considered And Rejected**

A number of delivery models have been considered as part of this exercise and include;

1. Set up an in-house Occupational Health Service

Benefits	Challenges
Control over the service being delivered	Recruitment of medical profes: accommodation, equipment ar the service)

Embedded team is more able to make better clinical decisions based on SCC organisational requirements	Independent clinical governance required
Higher level of occupational health input into the Health and Wellbeing strategy	Highly competitive market for qualified occupational health professionals
	Additional cost of £150,000 staffing costs
	Limited opportunity to flex resource or be in times of peak demand
	Breadth of types of employees means we access to different occupational health specialisms which could result in additional resource requirements
	Requirement to purchase an EAP service
	Continuous professional development to compliance with clinical governance

2. Go out to tender independently for Occupational Health services.

Benefits	Challenges
Mature competitive market could result in a high standard of provision of these services	Length of procurement process has impact on resources in Procurement Supply Chain and HR at a time of challenges.
Direct management control of the subsequent contract	Size of SCC contract may not attract economically advantageous offer from market
Ability to influence continuous improvement and development of the service delivered throughout the contract	
Access to a wider medical specialism ensuring flexibility based on demand and resilience at periods of peak demand	
Clinical governance is covered by the service provider	

3. Go out to joint procurement with other public sector bodies

Benefits	Challenges
Aggregated spend is likely to be attractive to	Obtaining consensus on the requirements

the market to realise competitive proposals	the timescales available
Provides an opportunity to share best practice amongst the collaborating organisations	Ability to ensure SCC's requirements are not diluted as a result of the collaboration
Opportunity to charge a contract management fee for running the process	Decision making could be delayed as a consensus would be needed

5. **Any Interest Declared or Dispensation Granted**

None

6. **Respective Director Responsible for Implementation**

Executive Director, Resources

7. **Relevant Scrutiny Committee If Decision Called In**

Overview and Scrutiny Management Committee