

# Executive Decision Report

---

# Education System Replacement – Capital

Decision to be taken by: City Mayor

Decision to be taken on: 28 March 2023

Lead director: Martin Samuels

---



**City Mayor**

## Useful information

- Ward(s) affected: All
- Report author: Sue Welford / June Morley
- Author contact details: sue.welford@leicester.gov.uk
- Report version number: V2.1

### 1. Summary

Further to a legally required tender process (due to the current Education IT System contract, with Capita, nearing its end date of April 2024), this is a formal request to access the £2.2m that was requested as part of the 2021 Capital bidding process to enable delivery of the new Education ICT system.

(Capital Bid Scheme Name: *Education System [currently Capita ONE] Re-tender*).

### 2. Recommendations

To release £2.2million capital from the agreed policy provision “Education System Retender” for the procurement and implementation of the Education Information Management System.

### 3. Supporting information including options considered:

The Education IT system is required to hold the pupil database for the city with all known children living in the city and their education provision. It is used to support our statutory and other functions in relation to Education including Admissions, Education Welfare, Special Educational Needs, Virtual School, Governors, Transport, Exclusions, Pupil and School on demographics and results as well as Early Years. The database hold over 300,000 active pupil and carer records from Early years through to age 25 and holds all aspects of education history. An effective IT system is therefore essential to the proper delivery of the full range of education services for which the council is responsible.

The current Education IT System is provided by Capita. The current contract with Capita started in 2014, following an open procurement for a system with a seven-year contract with the ability to extend for a further year up to three times totalling a maximum of ten years. The contract was extended each year and the total term of 10 years ends on 31/3/2024. Although the Capita system operates to a satisfactory standard and as such the service would be content to continue with that system, the end of the available extra year extensions to the contract means that national procurement legislation requires that the council re-tender the work. There would have been potential to extend the current supplier (Capita) provided no other supplier was interested in tendering for the contract. Pre-market engagement was therefore undertaken in 2020. This indicated that there were several suppliers who would want to tender for the contract. This left no legal option but to undertake a full tender process and a Capital bid was made in 2021, for £2.2m, to enable the procurement and implementation of a new Education IT system. The pre-market submission indicated that this funding would only be required in the event that Capita was unsuccessful and a different supplier chosen.

The pre-market engagement exercise demonstrated that most suppliers did not include Youth Justice requirements within core Education systems. Youth Justice is currently

provided as an additional module provided by Capita provide and is not an integral part of the core education system.

At the same time, the Connexions IT System for monitoring education, employment and training for 16+, supplied by Cognissoft, required re-tendering. There was potential for education system suppliers to deliver a single system covering the needs of Connexions and Education, which would offer system consolidation in line with corporate objectives. This resulted in 3 Lots being tendered for at once.

Lot 1 – Education System (currently Capita)

Lot 2 – Connexions System (currently Cognissoft)

Lot 3 – Youth Justice System (currently Capita)

Following the pre-market engagement activity, and with SCE Leadership approval in October 2020, a SCE project team worked in conjunction with IT, Procurement and Legal services to prepare the appropriate tender specifications. This team then undertook the full tender evaluation process, which recently concluded as follows:

Lot 1 – New Supplier: LiquidLogic’s Early Years & Education System (EYES)

Lot 2 – Incumbent Supplier: Cognissoft

Lot 3 – New Supplier: NEC Software Solutions

The cost of the EYES Liquidlogic system, to the council over the whole lifetime of the contract was lower than remaining with the current incumbent. The tender process took longer than expected due to several difficulties including withdrawal of bidders at short notice, challenges to the terms and conditions and readvertisement of the tender. This has significantly impacted the implementation timescale and we now need to progress at pace to implement the new system. Go live needs to occur during August to effectively manage the statutory admissions rounds. In order to ensure that we are not mid-migration during a statutory return we need to extend the incumbent supplier’s contract. This extension is being managed and negotiated through IT Procurement.

We are therefore requesting permission to draw on the Capital requested in the 2021 Capital Bid to enable effective delivery on the new contracts and the implementation of the IT systems. This process will continue to be overseen by the SCE Core Systems Governance Group and delivered by the Social Care & Education System Development Team and representatives of relevant services, reporting to the Education System Steering Group.

#### **4. Details of Scrutiny**

This has not been discussed at Scrutiny.

## **5. Financial, legal and other implications**

### 5.1 Financial implications

This report is asking approval to add £2.2.m to the capital programme for the new education IT system to be funded from an existing policy provision of the same amount set aside for this specific scheme in 2021.

*Martin Judson, Head of Finance*

### 5.2 Legal implications

This report is a request for the release of capital funding following a procurement process. Save for Legal providing ongoing support with the contract documentation and the extension as noted in section 3 if required there are no direct legal implications.

Ongoing legal assistance should be sought as and when required.

*Alex Powers, Solicitor (Commercial) 37 2489*

### 5.3 Climate Change and Carbon Reduction implications

There are no significant climate emergency implications directly associated with this report.

*Aidan Davis, Sustainability Officer, Ext 37 2284*

### 5.4 Equalities Implications

Under the Equality Act 2010, public authorities have statutory duties, including the Public Sector Equality Duty (PSED), which means that, in carrying out their functions decision makers have to pay due regard to the need to eliminate unlawful discrimination, harassment and victimisation, to advance equality of opportunity between people who share a protected characteristic and those who don't and to foster good relations between people who share a protected characteristic and those who don't.

Protected Characteristics under the Equality Act 2010 are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation. When buying goods and services public authorities and private contractors need to make sure that the goods and services meet the needs of different users.

As there was a potential for the incumbent supplier to win the tender, there would have been no change to service.

Since the tender was won by a new supplier, an Equality Impact Assessment is now in progress. As this relates to a system change, there are no adverse equality impacts anticipated, but this will be confirmed on completion of the EIA

*Equalities Officer, Surinder Singh ext. 37 4148*

5.5 Other Implications (You will need to have considered other implications in preparing this report. Please indicate which ones apply?)

--

**6. Background information and other papers:**

None

**7. Summary of appendices:**

None

**8. Is this a private report (If so, please indicated the reasons and state why it is not in the public interest to be dealt with publicly)?**

No

**9. Is this a “key decision”?**

Yes

**10. If a key decision please explain reason**

Capital Expenditure in excess of £1m.