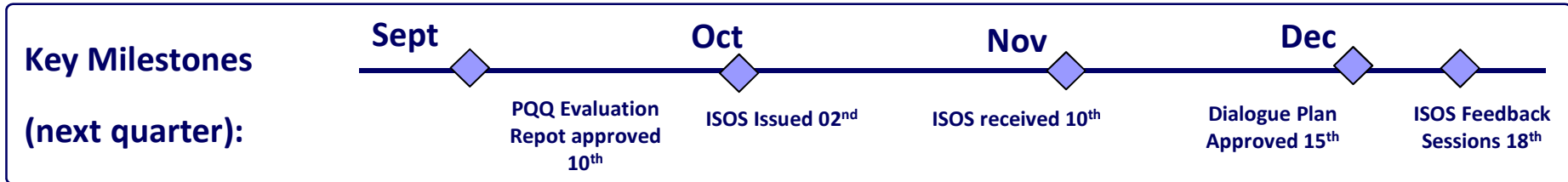


CY&P Emotional Wellbeing and Mental Health Redesign Project



Highlights – The Invitation to submit Outline Solution (ISOS) has now been issued to the bidders and is due to come back on the 10th November.

PQQ feedback sessions were held with each bidder on the 23rd October to give PQQ feedback and allow initial questions and dialogue on their Outline Solutions.

Clarifications have been received by the bidders and the Project Team are in the process of producing responses. The deadline for final Clarifications has now passed (24th Oct) and the final responses will be issued on the 30th Oct.

Deliverable	Progress	Due	RAG
Collaboration Agreement	Collaboration Agreement Part 2 has been produced and agreed by the Project Board and all Commissioning Organisations. The agreement will be signed by all Commissioners by the 3 rd October.	29 th Sep	Complete
Contract	The C&YP EWMH Service draft Contract has been produced and issued with the ISOS to the bidders.	26 th Sept	Draft Complete
ISOS Documentation (Including Property, TUPE, IS/IG, Technical Questions & Case Studies)	The ISOS Documentation has been produced, signed off by the Project Board and Issued to the bidders on the 2 nd October.	2 nd Oct	Complete
Communication Strategy	Comms strategy was approved at the project board on the 6 th Aug and a detail Comms and Engagement Plan has been produced and circulated to the Project Board for comments.	10 th Oct	Complete

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Risk	Impact	Mitigation
<p>Organisational Risk - One or more of the bidders pulling out during the procurement process.</p>	<p>This would make the process uncompetitive and change how we proceed with the procurement process. Also depend on how many pull out.</p>	<p>The Procurement process needs to be as seamless as possible, clear project plan and timescales, incl dialogue sessions. Make sure the process is as easy and cost effective for the bidders as possible. Close down dialogue as soon as possible.</p> <p>Clear Communications and being open and transparent as possible.</p>
<p>Procurement Risk – The quality of the new service is not affordable within the set financial envelope</p>	<p>The new service does not deliver the required change/improvement and meet the activity levels required.</p>	<p>The cost and activity model has been built on factual information and good informed assumption. This will be tested during dialogue with the bidders and improved where needed.</p> <p>We will also need to manage expectations of Clinician and Stakeholders, making sure we are clear on what is negotiable in the new service and what is not. Clear communications and feedback to the stakeholders and bidders.</p>
<p>Procurement Risk - Unsuccessful bidders legally challenge the procurement process.</p>	<p>Delay in awarding contract.</p>	<p>Work closely with commercial and legal to ensure procurement process is carried out correctly.</p> <p>Communications process produced and a log will be keep to document all communications with current and potential providers.</p> <p>The evaluation criteria will be published with the PQQ and Tender and the bidder with the highest score will be awarded the contract.</p> <p>If People are part of the bidding process and the current contract management then they must be clear that the procurement process and bids cannot be discussed in contract management meetings.</p>

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Issues	Impact	Mitigation
Resource Turnover is causing delays in deliverables and tasks	A high level of resource turn over in the project is resulting in delays in key deliverables and duplication of work as discussions and engagement has to be completed for a second time with new project team members.	Project Group governance will be tightened up and a clear communication strategy and plan will be produced. It is accepted that if new members join the team they will need engagement and to be brought up to speed on the project to avoid issue further down the line.
CSU Closed in September	Current team members from the CSU are uncertain about their futures and therefore can not commit to future events and work production	SML/VM & CM to look into who are the at risk members and put a plan in place going forward.