

Evaluation Panel

Overview

In total, approximately 50 evaluators were involved in the evaluation of bids and undertook formal training in order to do so. Each member of the evaluation panel was also required to sign conflict of interest and confidentiality form prior to the evaluation of bids. The procurement team gave the need for confidentiality a high profile throughout the evaluation process.

As part of the evaluator training and evaluator guidance supplied, equity of treatment between bidders was noted as a key principle to be abided by. The ITN stages of the procurement focused on the bidders' intentions for future service provision rather than current service provision. Exactly what evaluators could, and could not, take account of in terms of their assessments was made clear at all stages.

Each member of the evaluation panel carried out an independent evaluation of their specific part of the final submissions according to the scoring criteria sent out to Bidders. These scores were then collated and reviewed within moderation meetings with panel members.

The meetings enabled the panel to challenge and review the scores awarded by each evaluator to ensure that scoring had been consistent and key points in each evaluation area had been accounted for. Each evaluator was asked to provide a documented rationale or comment for their original score for each area or of evaluation. The aim of the meetings was to reach a consensus score for each evaluated question.

Roles

The evaluation panel, chaired by a senior member of the NHS South, Central & West Commissioning Support Procurement Team, consisted of subject matter experts from the CCG, the Council, GPs, and, Community Champions (experts through experience, service users and carers). The wide range and experience of evaluators helped to ensure a robust and thorough evaluation process. In addition to the group of Community Champions that were involved in the evaluation, the following key roles contributed to the evaluation process;

Finance

Chief Accountant
Finance & Resources Manager
Finance Manager
Group Accountant - Adult Social Care
Strategic Finance Business Partner

Information Governance and IT

Chief Information Officer
Corporate Governance & Planning Officer
Data Analyst
Head of IT Services
Information Governance Managers
Liquid Logic Programme Manager
Research & Intelligence Manager

Commissioning

Child Health Commissioning Project Manager
Children's Continuing Care Nurse Manager
Commissioning & Contracts Officer
Commissioning and Development Manager, Children and Young People, Public Health
Commissioning Managers
Contracts & Commissioning Officers
Contract Managers
Contracts, Quality Performance & Assurance Lead
Deputy Head of Adult Safeguarding and Quality Assurance
Designated Nurse Safeguarding Children & Integrated Quality
Director of Nursing and Quality
Head of Safeguarding and Quality Assurance
Performance Manager
Provider Performance Lead
Principle Social Worker
Public Health Speciality Registrar
Quality Assurance and Patient Safety Nurse
Senior Commissioning Managers
Senior Manager for Quality & Patient Safety
Supporting People & Communities Manager
Supporting People Manager
Transformation and Strategic Planning Manager
Urgent Care Network Programme Lead
Adult Safeguarding Nurse
Assistant Director, Health Improvement Public Health Department

Other

Communications Manager

GP's

Head of Communications

Human Resources Leads

Project Management Office Lead