



Executive Director for Community Services

Contract Award Report for Services to Support the Whole Systems Approach to Obesity in Lewisham

Date: 19 October 2021

Key decision: Yes

Class: Part 1

Ward(s) affected: All

Contributors: Laura Harper, PH Commissioning Manager, Gwenda Scott, PH Obesity Lead

Outline and recommendations

This report makes recommendations to the Executive Director of Community Services to authorise the award of two contracts for services to support Lewisham's Whole System Approach to Obesity. Officers have undertaken a procurement process in line with that which was set out in the Business Care and Procurement Strategy Report dated 23 June 2021.

It is recommended that the Executive Director approve the award of the following contracts:

- Food Network Coordination and Support contract to Rushey Green Timebank for an initial 3-year period (plus optional 2-year extension) at a total cost of £132,999.94 for three years (approximately £43,956 per annum).
- Healthy Walks and Physical Activity Community Support contract to Enable LC for an initial 3-year period (plus optional 2-year extension) at a total cost of £144,812 for three years (approximately £48,500 per annum).

Timeline of engagement and decision-making

11th June 2020: Mayor and Cabinet agreement to extend all Obesity contracts to March 2022 to allow for the service review and procurement exercise to take place.

February - June 2021: Engagement process including: consultation survey with local professionals, current service users and wider public; workshops with Lewisham Obesity Alliance and Lewisham Health Watch; insight work with BAME groups conducted by local organisations. Outline recommendations for future commissioning approved by PH SMT.

July- October 2021: Community organisation engaged to support with development of detailed specifications for services, and to evaluate Tenders alongside officers.

1. Summary

- 1.1. This report seeks approval from Executive Director to award two contracts for services which to support Lewisham's Whole System Approach to Obesity.
- 1.2. Officers have undertake a procurement process in line with that which was set out in the Business Care and Procurement Strategy Report dated 23 June 2021. Details of the procurement process and outcomes of evaluation are set out at Sections 4 and 5 of this report.

2. Recommendations

- 2.1. It is recommended that the Executive Director approve the award of the following contracts:
 - Food Network Coordination and Support contract to Rushey Green Timebank for an initial 3-year period (plus optional 2-year extension) at a total cost of £132,999.94 for three years (approximately £43,956 per annum).
 - Healthy Walks and Physical Activity Community Support contract to Enable LC for an initial 3-year period (plus optional 2-year extension) at a total cost of £144,812 for three years (approximately £48,500 per annum).

3. Policy Context

- 3.1. The recommendations within this report relate directly to the Council's Corporate Strategy 2018-2022 priority: Delivering and defending: health, social care and support – Ensuring everyone receives the health, mental health, social care and support services they need. This priority includes the commitment to making healthy lifestyles a way of life across all of our communities

4. Food Network Coordination and Support Service

- 4.1. On 23 June 2021, The Executive Director of Community Services signed a report giving approval for officers to launch an open procurement process for the Food Network Coordination and Support Service.
- 4.2. The Tender was launched on Friday 3rd September 2021 via the London Tender's Portal, following a market warming even on 31st August 2021.
- 4.3. The Council received bids from 3 providers, namely Rushey Green Timebank, Greenwich Cooperative Development Agency (GCDA) and Trapfruits. Trapfruits was excluded as they did not submit a tender within the financial envelope advised within the Invitation to Tender.
- 4.4. The Council evaluated Tender Submissions on the basis of the most economically advantageous tender, assessed on the following weighted:

(a) Financial	50%
(b) Mobilisation and Service Delivery	10%
(c) Staffing	5%
(d) Outcomes and monitoring	5%

Is this report easy to understand?

Please give us feedback so we can improve.

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

(e)	Risks and Challenges	5%
(f)	Communication	10%
(g)	Equality, Diversity & Inclusion	10%
(h)	Social value	5%

4.5. A summary of the evaluation of the GCDA and Rushey Green Timebank Bids are provided in Section 4 of the accompanying Part 2 report.

4.6. It is recommended that the Executive Director for Community Services agrees that Lewisham should award the Contract for the Food Network Coordination and Support Service to Rushey Green Timebank as this is the most economically advantageous bid based on the scoring methodology set out above.

5. Healthy Walks

5.1. On 23 June 2021, The Executive Director of Community Services signed a report giving approval for officers to launch an open procurement process for the Healthy Walks and Community Physical Activity Service.

5.2. The Tender was launched on Friday 3rd September 2021 via the London Tender's Portal, following a market warming even on 31st August 2021. Clarifications were received via the portal prior to the 27th September 2021 and were responded to.

5.3. The panel for the evaluation was comprised of Council Officers from Commissioning and Public Health, and a representative from Mabadiliko CIC.

5.4. The deadline for submissions was the 4th October 2021 at Midday. 5 bids were submitted. 4 bids were excluded due to being incomplete and were not therefore evaluated.

5.5. The panel evaluated Tender Submissions on the basis of the most economically advantageous tender, assessed on the following weighted:

(i)	Financial	50%
(j)	Mobilisation and Service Delivery	35%
(k)	Equality, Diversity & Inclusion	10%
(l)	Social value	5%

5.6. A summary of the evaluation of the Enable LC Bid can be found in section 5 of the accompanying Part 2 report.

5.7. It is recommended that the Executive Director for Community Services agrees that Lewisham should award the Contract for the Healthy Walks and Community Physical Activity Service to Enable LC as this was the only bid received for this service, but that this bid meets the required quality threshold and is within the financial envelope set out in the Invitation to Tender.

6. Financial implications

6.1. The two contracts are expected to commence on the 1st April 2022 for a period of three years, with an option to extend for an additional 1 + 1 years.

6.2. This report recommends that a contract is entered into for the Food Network Coordination Service with Rushey Green Timebank at a total cost for three years of

Is this report easy to understand?

Please give us feedback so we can improve.

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

£133k, with possible extension at an additional cost of £44k per annum.

- 6.3. This report also recommends that a contract is entered into for the Healthy Walks and Physical Activity Support service with Enable LC at a total cost of £145k for three years, with a possible extension at an additional cost of £49k per annum.
- 6.4. These services are proposed to be funded from Ring-fenced Public Health Grant.

7. Legal implications

- 7.1. The Council's Constitution contains requirements about how to procure and manage contracts. These are in the Contract Procedure Rules (Constitution Part IV). Some of the requirements in those Rules are based on the Public Contracts Regulations 2015 as amended by the Public Procurement (Amendment) (EU Exit) Regulations ("the Regulations") with which the Council must comply. Given the value of the contract the Regulations apply.
- 7.2. The report proposes the establishment of two contracts for a period of three years with an option to extend for up to a further 2 years. The potential value of both contracts including the extension is below £500,000, which means that these are Category B contracts for the purposes of the Council's Contract Procedure Rules and contracts which are to be awarded by the Executive Director.
- 7.3. The contracts have been externally and openly advertised as required by the Regulations and the Council's Constitution. If the proposal to award the contracts is approved, award notices must be published in the prescribed form.
- 7.4. The report explains the evaluation approach and process applied to the bid and the reasons for recommending the successful bid for approval.
- 7.5. This decision is a Key Decision under Article 16.2 (c) (xxiii) of the Constitution as the contracts have a value of more than £200,000. It is therefore required to be contained in the current Key Decision Plan.
- 7.6. In taking this decision, the Council's public sector equality duty must be taken into account. It covers the following protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. In summary, the Council must, in the exercise of its functions, have due regard to the need to: eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act; advance equality of opportunity between people who share a protected characteristic and those who do not; and foster good relations between people who share a protected characteristic and those who do not.
- 7.7. It is not an absolute requirement to eliminate unlawful discrimination, harassment, victimisation or other prohibited conduct, or to promote equality of opportunity or foster good relations between persons who share a protected characteristic and those who do not. It is a duty to have due regard to the need to achieve the goals listed above. The weight to be attached to the duty will be dependent on the nature of the decision and the circumstances in which it is made. This is a matter for Mayor and Cabinet, bearing in mind the issues of relevance and proportionality. Mayor and Cabinet must understand the impact or likely impact of the decision on those with protected characteristics who are potentially affected by the decision. The extent of the duty will necessarily vary from case to case and due regard is such regard as is appropriate in all the circumstances.
- 7.8. The Equality and Human Rights Commission (EHRC) has issued Technical Guidance on the Public Sector Equality Duty and statutory guidance. The Council must have regard to the statutory code in so far as it relates to the duty. The Technical Guidance

Is this report easy to understand?

Please give us feedback so we can improve.

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions. The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value. The statutory code and the technical guidance can be found on the EHRC website.

Equalities implications

- 7.9. Equalities Analysis was carried out through the analysis of current services and taking on board views through the consultation and engagement the new services will have a neutral or positive impact across all protected characteristics.

8. Crime and disorder implications

- 8.1. There are no specific Crime and Disorder Implications pertaining to this report.

9. Health and wellbeing implications

- 9.1. The overarching aim of this provision is to increase awareness of health and wellbeing and to provide services which support local businesses, community organisations and individuals to improve the health and wellbeing of Lewisham Residents. Because of this the service should have direct positive implications for the health and wellbeing of local residents, and will be measured on its success in this area.

10. Social Value implications

- 10.1. As part of the tender process, providers were required to demonstrate their commitment to social value in delivering this service. A method statement on social value was required, and accounted for 5% of the overall evaluation, as part of the quality score.
- 10.2. Officers will monitor the Social Value proposals by establishing clear KPIs to reflect the social value commitments made in the bid and reviewing these at regular intervals as part of contract monitoring.

11. Contract Management Monitoring

- 11.1. Contract Classification is determined by a combination of the level of risk and criticality and its financial value. The classification for each of these contracts is Tier 2, requiring a minimum of quarterly contract management meetings with the provider and quarterly dashboard reporting.

12. Report author(s) and contact

- 12.1. Report author – Laura Harper, Public Health Commissioning Manager,
Laura.harper@lewisham.gov.uk
- 12.2. Financial implications – Abdul Kayoum, Group Finance Manager, Community Services,
Abdul.kayoum@lewisham.gov.uk
- 12.3. Legal implications – Mia Agnew, Senior Lawyer, Legal Services.
Mia.agnew@lewisham.gov.uk

Is this report easy to understand?

Please give us feedback so we can improve.

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>

13. Approval

13.1. I approve the recommendation in this report

Signed

A handwritten signature in black ink, appearing to read 'T. Brown', is written over a light grey rectangular background.

Date

21 October 2021

Executive Director for Community Services

Is this report easy to understand?

Please give us feedback so we can improve.

Go to <https://lewisham.gov.uk/contact-us/send-us-feedback-on-our-reports>