

Report of	Meeting	Date
Director of Communities Introduced by the Executive Member (Early Intervention)	Executive Member Decision	5 <sup>th</sup> May 2021

## Commissioning Procurement 2021-2023

### Purpose of report

- To seek approval to award the 2021-2023 commissioning contracts following the commissioning procurement processes

### Recommendation(s)

- To award the contracts based on the outcome of the procurement process and as detailed in the report below.

### Executive summary of report

- At Executive Cabinet on 25<sup>th</sup> March 2021, a paper outlining the proposed procurement process to allocate the 2021 / 2022 commissioning to the voluntary sector was presented and approved.
- The paper detailed the impacts of CoVid and detailed how the commissioned grants would continue to support the needs of the community with a focus on the impacts of CoVid.
- The detail and timeline of the procurement process was also detailed within the report.
- The procurement process has been conducted and the proposed allocation of grants are listed in Table 1.
- As bids were not received for two services, approval is sought to award two bids via the Council's contract waiver extension process.

<b>Confidential report</b> Please bold as appropriate	Yes	No
--	-----	----

<b>Key Decision?</b> Please bold as appropriate	Yes	No
--	-----	----

<b>Reason</b> Please bold as appropriate	1, a change in service provision that impacts upon the service revenue budget by £100,000 or more	<b>2, a contract worth £100,000 or more</b>
	3, a new or unprogrammed capital scheme of £100,000 or more	4, Significant impact in environmental, social or physical terms in two or more wards

### Reasons for recommendation(s)

#### (If the recommendations are accepted)

- To award the grants in line with the procurement process.

### Alternative options considered and rejected

- To not award the grants as proposed would not comply with the procurement process agreed

and would prevent funding being allocated to the voluntary sector to continue to support communities.

## Corporate priorities

10. This report relates to the following Strategic Objectives:

Involving residents in improving their local area and equality of access for all		A strong local economy	
Clean, safe and healthy homes and communities		An ambitious council that does more to meet the needs of residents and the local area	X

## Background

11. Following approval for the procurement process which included the detail of the services to be delivered and the evaluation criteria, the procurement process commenced on the 1<sup>st</sup> April via the Council procurement platform (The Chest)
12. Although the procurement opportunities were openly advertised on both “the Chest” and where appropriate, the National Portal “Contracts Finder”, three of the five services( Advice Services, Older Peoples Service and Family Support Services) received just a single bid and two of the services (Vulnerable People Service and Community Safety Service) received no bids at all.
13. The single bids received for each of the three services has been assessed for compliance and evaluated in accordance with the pre-agreed Suitability and cost / quality evaluation criteria included in the procurement documents to ensure that, on each occasion, the bidder is able to deliver the contract requirements to a satisfactory level.
14. Cost was evaluated at 20% based on the best value offered out of the specified budget available. Quality was evaluated at 80% and was based on the method statement questions in the tender documentation.
15. As the single bidder, each bidder has achieved full marks of 20 out of 20 for cost. High marks of 76 out of 80 have also been achieved for Quality for both the Advice Services and Family Support Services Contracts. However, only 50 out of 80 has been achieved for Quality by Age UK for the Older People’s Service and it is intended to discuss this and seek further clarification from this bidder prior to the commencement of the contract.
16. No bids were received for the Vulnerable People Service and the Community Safety Service.
17. As a result of this, and in line with procurement regulations, we consulted with the incumbent providers of both these services to understand if they would be willing to continue to provide the service in line with any changes in the revised tender documentation.
18. Both parties have agreed to continue to deliver the service in line with the 2021 – 2023 tender service specification and have completed the relevant tender documentation.
19. Subject to the outcome of this process and these discussions, and in the absence of no other bidders, approval is sought to awards these contracts to the existing providers.
20. We are seeking to approve the allocation of these two specific awards through a contract waiver process.
21. The following table provides the results of the procurement processes and the proposed allocation of the contracts.

**Table 1 - Result of procurement process**

Commissioned Service	Successful bidder	Value per annum (£)	Total contract value (£)
Advice Service	Citizens Advice	75,000	150,000
Family Service	Homestart Chorley	22,000	44,000
Older Peoples Service	Age UK	10,000	20,000
<b>The following awards are sought to be allocated via contract extension waiver:</b>			
Vulnerable Adults (Women)	Chorley Women's Centre	15,000	30,000
Community Safety Service	Chorley Street Pastors	8,000	8,000

**Implications of report**

- 22. Not awarding the contracts would result in a gap in service and impacts on those who rely on the support provided.
- 23. This report has implications in the following areas and the relevant Directors' comments are included:

Finance		Customer Services	
Human Resources		Equality and Diversity	
Legal		Integrated Impact Assessment required?	
No significant implications in this area	x	Policy and Communications	

**Comments of the Statutory Finance Officer**

- 24. These awards are in line with existing budgets for each of the commissioned services.

**Comments of the Monitoring Officer**

- 25. There are no fundamental issues to raise. It is disappointing that we received no bids for two of the contracts. Proceeding by way of extensions to these two existing contracts makes practical sense. A waiver of Contract Procedure Rules will be obtained. Officers need to satisfy themselves that we are obtaining best value.

Jennifer Mullin  
 Director of Communities

Report Author	Ext	Date
Angela Barrago		7 <sup>th</sup> May 2021

Following careful consideration and assessment of the contents of this report, I approve the recommendation(s) contained in Paragraph 2 of the report in accordance with my delegated power to make executive decisions.

A handwritten signature in black ink that reads "Bev Murray". The signature is written in a cursive, slightly slanted style.

**Dated 19/05/21**

**Councillor Bev Murray**  
Executive Member (Early Intervention)