

Report of	Record of	Date
Director (Communities) (Introduced by Executive Member (Early Intervention))	Executive Member Decision	09/05/23

2023-25 Community Commissioning Services - Approval to Award

Is this report confidential?	No
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Is this decision key?	Yes
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Savings or expenditure amounting to greater than £100,000	Significant impact on 2 or more council wards
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Purpose of the Report

1. To seek approval to award the 2023-2025 commissioning contracts following the commissioning procurement processes

Recommendations

2. To award the contracts based on the outcome of the procurement process and as detailed in Table 1 below.
3. Further to the report agreed at Executive Cabinet, this report is provided for the Executive Member Early Intervention as the delegated authority to approve the preferred provider following a commissioning process.

Reasons for recommendations

4. The recommendations are based on an open and competitive procurement process and need to be accepted to ensure that contracts can be signed, and services can be delivered to support Chorley's communities.

Other options considered and rejected

5. 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.

Executive summary

6. At Executive Cabinet, a paper outlining the proposed procurement process to allocate the 2023 / 2025 commissioning to the voluntary sector was presented and approved.

7. The paper detailed the impacts of current challenges our communities are experiencing and detailed how the commissioned grants would continue to support the needs of the community with a focus on needs identified.
8. The procurement process has been conducted and the proposed allocation of grants are listed in Table 1.

Corporate priorities

9. The report relates to the following corporate priorities:

Housing where residents can live well	A green and sustainable borough
An enterprising economy with vibrant local centres in urban and rural areas	Healthy, safe and engaged communities

Background to the report

10. This commissioning follows a review which was undertaken based on the need to ensure that the commissioning process is the best use of resources and achieving the maximum impact for our communities.
11. The review concluded that the council should proactively look to address gaps in support for vulnerable groups through the commissions and reshape the specifications to include reference to key service principles.
12. A report to Executive Cabinet secured approval to follow a similar commissioning process as in previous years with a recommendation that services would be commissioned and provided with two-year contracts. This would provide greater sustainability and security for the sector while retaining some flexibility for the council.
13. Following approval for the procurement process which included the detail of the services to be delivered and the evaluation criteria, the procurement process commenced in January via the Council procurement platform (The Chest)
14. Invites to tender/quote for services was advertised through The Chest for a period of four weeks for tender responses including a period for clarification questions.
15. Following the deadline for submission, the bids received for each of the 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.
16. 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.
17. It is worth noting that although this was an openly advertised procurement process, in some services areas only one bid was received and this is likely to be due to the specialist nature of the services procured and the requirement for a local presence.

Table 1 - Result of procurement process

18. The following table provides the results of the procurement processes and the recommended allocation of the contracts.
19. Unsuccessful bidders will be notified of their respective scores and where they scored in relation to the winning bidder via the Chest following approval to award”.

Commissioned Service	No. of Bids	Successful bidder	Value per annum	Total contract value
Advice Service	1	Citizens Advice Lancashire West	£75,000	£150,000
Children and Family Support Service	2	Home-Start Central Lancashire	£22,000	£44,000
Older Peoples Activity Service	3	SVP Chorley Buddies	£10,000	£20,000
Wellbeing Support Service - Vulnerable Adults (Women)	8	Women's Centre, Chorley	£8,000	£16,000
Mental Wellbeing Support Service – vulnerable adults	5	Release Counselling Service	£15,000	£30,000
Food Poverty Support Service	2	SVP Chorley Buddies	£7,500	£15,000
Emergency Food Provision Service	2	Livingwaters Storehouse	£7,500	£15,000

Contracts

20. Following successful approval of these recommended providers, officers will develop contracts to begin on 1st June 2023. These will cover the period until May 31st, 2025
21. Providers will have to provide performance management information on a quarterly basis which will be assessed against the targets as agreed in the contract.

Climate change and air quality

22. The work noted in this report has an overall positive impact on the Councils Carbon emissions and the wider Climate Emergency and sustainability targets of the Council.

Equality and diversity

23. The services provided will be open to Chorley residents and look to ensure all demographics can access support. An Equality Impact Assessment (EIA) will be carried out prior to commissioning starting.

Risk

24. Risk that external partners may have capacity issues and struggle to cope with demand/levels of outputs, but risk will be minimised as all partners for delivery will have been processed through the tendering process and risks identified through appropriate policies and procedures. Regular contact will be maintained to manage issues and performance.

Comments of the Statutory Finance Officer

25. There are existing, approved, ongoing revenue budgets in place to fund these services.

Comments of the Monitoring Officer

26. Awards of contracts must comply with the Council's Contract Procedure Rules and with the best value duty contained in the Local Government Act 199.

Background documents

Executive Cabinet Report

[http://mod/documents/s152729/2023-25%20Community%20Commissioning%20Procurement%20-%20approval%20to%20tender%20-%20Executive%20Cabinet%20Report.pdf?LO\\$=1](http://mod/documents/s152729/2023-25%20Community%20Commissioning%20Procurement%20-%20approval%20to%20tender%20-%20Executive%20Cabinet%20Report.pdf?LO$=1)

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Following careful consideration and assessment of the contents of this report, I approve the recommendation(s) contained in Paragraphs 2 and 3 of the report in accordance with my delegated power to make executive decisions.

Bev Murray

Councillor Bev Murray
Executive Member for Early Intervention

Dated 09/05/23

This decision will come into force and may be implemented five working days after its publication date, subject to being called in in accordance with the Council's Constitution.