



## Officer Key Decision

### Report to the Strategic Director of Children and Young People

## AUTHORITY TO AWARD CONTRACT FOR FAMILY WELLBEING CENTRE SUPPORT SERVICES

<b>Wards Affected:</b>	All
<b>Key or Non-Key Decision:</b>	Key Decision
<b>Open or Part/Fully Exempt:</b> (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	Part Exempt – Appendix 1 and 3 are exempt as they contain the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: “Information relating to the financial or business affairs of any particular person (including the authority holding that information)”
<b>No. of Appendices:</b>	Appendix 1 – Tenderer’s scores (exempt) Appendix 2 – Equalities impact assessment Appendix 3 – Social value commitments (exempt)
<b>Background Papers<sup>1</sup>:</b>	N/A
<b>Contact Officer(s):</b> (Name, Title, Contact Details)	Sue Gates Head of Early Help <a href="mailto:Sue.Gates@brent.gov.uk">Sue.Gates@brent.gov.uk</a> 020 8937 2710

## **1.0 Purpose of the Report**

- 1.1 This report concerns the award of a contract for the provision of Family Wellbeing Centre support services. This report requests authority to award contracts as required by Contract Standing Order 88.

## **2.0 Recommendation(s)**

That the Strategic Director of Children and Young People in consultation with the Lead Member for Children's Safeguarding, Early Help and Social Care:

- 2.1 Approves the award of the contract for Family Wellbeing Centre support services to Barnardo's Services Limited for a period of three years with an option to extend for two years, on a one plus one basis, at a total estimated contract value of £3,203,917.00.

## **3.0 Detail**

- 3.1 Family Wellbeing Centres (FWC) are at the heart of Brent's Early Help offer and are a priority in the Borough Plan (2019-23). Brent's eight FWC will provide an integrated 'whole family' service, bringing together core health visiting, school nursing, children's centre services and some parenting and family support services into a single service.
- 3.2 The FWC link to a number of Council wide strategic objectives and action plans including the Black Community action plan, Poverty Commission report, Inclusion strategy, Early Help Framework, Youth strategy (being developed at the time of writing), Young Carers and Digital inclusion. A multi-agency early intervention strategy is being developed for black British boys of Caribbean heritage, aged between 6 and 12, building on the FWC initiative.
- 3.3 A range of partner services are also delivered through each FWC, relevant to the needs of the local community. This includes midwifery services, early language support, youth provision, family support services, housing, adult education and employment services and others.
- 3.4 The FWC support services tender includes the employment and management of the roles, detailed in table 1, to achieve key tasks and outcomes as detailed in the service specification. The services will be delivered in an integrated way as part of the 'whole' FWC service working across Alperton, Church Lane, Granville Plus, Preston Park, St Raphael's and Three Trees FWC. Fawood/ Curzon and Willow FWC, have a different delivery model and are given a proportion of funding based on deprivation criteria to provide similar services to align with their respective delivery models.

**Table 1: FWC support service key roles**

<b>Service</b>	<b>FTE posts</b>
Crèche Coordinator	0.5
Volunteer Coordinator	1
Family Support Assistants	6
Early Years Workers/ SENCOs	6

- 3.5 The key priorities for the FWC are:
- a) A reduction in referrals to higher level interventions.
  - b) Prevention of family breakdown resulting in entry to care.
  - c) Addressing the growing challenge of serious youth violence.
  - d) Building capacity in universal service so that they can support children earlier.
  - e) Successful delivery of the Healthy Child Programme (0-19).
  - f) Successfully discharge statutory responsibilities with respect to children's centres.

### **The Tender Process**

- 3.6 The new contract will be let under the Council's contract terms and conditions for an initial period of three years with the option to extend for a further two years on a one plus one basis.
- 3.7 The authority to tender was approved on 13 April 2021 with the report recommending an open tender exercise as the procurement route. As the required service was categorised under Schedule 3 of the Public Contracts Regulations 2015 and the value of the service exceeded the higher threshold of £663,540, the Council advertised the opportunity on the Find a Tender service, the London Tenders Portal and Contracts Finder on 25 June 2021. Bidders were provided with a specification and details of the tender approach and were invited to complete a selection questionnaire, quality, social value and pricing proposals using the Council's Electronic Tendering Facility. One contractor subsequently submitted a bid and passed the selection questionnaire, five opted out of the opportunity and the remaining 15 suppliers who expressed an interest on the portal did not highlight their reasons for not submitting a tender response.
- 3.8 The tendering instructions stated that the contract would be awarded on the basis of the most economically advantageous offer to the Council and that in evaluating tenders, the Council would have regard to the following:

<b>Stage</b>	<b>Criteria</b>	<b>Weighting</b>
Selection	Selection questionnaire	Pass / Fail
Award	Quality, made up of:	50%
	<i>Targets and performance management</i>	10%
	<i>Staff training &amp; development</i>	8%
	<i>Sustainability of the service</i>	4%
	<i>Diversity</i>	4%
	<i>Contract mobilisation</i>	8%
	<i>Health and safety including COVID-19</i>	2%
	<i>Safeguarding</i>	4%
	<i>Presentation</i>	10%
	Social value	10%
	Price	40%
	<b>Total</b>	<b>100%</b>

### **Evaluation process**

- 3.9 The initial Quality section of the tender evaluation was carried out by a panel of officers from Early Help and moderated by Procurement.
- 3.10 All tenders had to be submitted electronically no later than 27 July 2021, 1pm. Tenders were opened on 27 July 2021 at 14:04 and one valid tender was received. Each member of the evaluation panel read the tender and carried out an initial evaluation of how well they considered each of the award criteria was addressed in the tender.
- 3.11 The panel met on 3 August 2021 for a moderation and the submission was marked by the whole panel against the award criteria to reach a consensus score.
- 3.12 As part of the award criteria, the invitation to tender advised that the council would invite the top two ranking tenderers to deliver a presentation to the evaluation panel on a pre-published question. The evaluation panel included a parent who has used the service. Given a single submission was received for this tender process, only one supplier was invited to present.
- 3.13 The bid received was of good quality and the price within budget therefore despite the lack of comparison bids, Officers recommend the award of the contract to Barnardo's Services Limited.

- 3.14 The contract will commence on 1 December 2021 subject to approval of the recommendation to award and the Council's observation of the requirements of the call-in period noted in paragraph 5.3 below.

#### **4.0 Financial Implications**

- 4.1 The overall contract value based on a total of three years plus the option to extend for two years would cost £3.204m which is lower the estimated contract value of £3.250m and a saving of £46k. The annual cost would be £0.64m per annum.
- 4.2 It is anticipated that the cost of this contract will be funded with existing core funding and the Supporting Families grant.
- 4.3 It is anticipated that funding for the Supporting Families programme or its successor will continue post March 2022. If funding is reduced the service specification will be reviewed to ensure it fits within the financial envelope.

#### **5.0 Legal Implications**

- 5.1 The value of this contract over its lifetime as mentioned in paragraph 4.2 above is in excess of the threshold for Schedule 3 Services and the award of the contract is therefore governed by the Public Contracts Regulations 2015( the "Regulations"). The award is subject to the Council's own Standing Orders in respect of High Value contracts and Financial Regulations
- 5.2 The procurement process undertaken is set out in Section 3 above and is in accordance with the approach set out in the authority to tender report. The award of the contract is subject to the Council's own Standing Orders in respect of High Value contracts and Financial Regulations and Cabinet or Lead Member approval to award the contracts would ordinarily be required. However in the Cabinet report of 14<sup>th</sup> October 2019, Cabinet delegated authority to the Strategic Director, Children and Young People to Tender and award the contracts for specified services to be delivered from Family Hubs. It is therefore considered that the Strategic Director, Children and Young People has the authority to award the contract under the Council's constitution.
- 5.3 As only one bid was received under an open procedure, there is no requirement for the Council to observe a 10 calendar day standstill period under the Regulations before the contract can be awarded. The Council must however observe a 5 clear day call-in period once the Strategic Director has determined that the successful bidder should be awarded the contract before the selected bidder can be formally awarded the contract. As soon as possible after the call-in period ends,

the successful tenderer will be issued with a letter of acceptance and the contract can commence.

- 5.4 As the successful bidder is the incumbent Service Provider, there are no TUPE implications arising from this contract award.

## **6.0 Equality Implications**

- 6.1 The public sector equality duty, as set out in section 149 of the Equality Act 2010, requires the Council, when exercising its functions, to have “due regard” to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the Act, to advance equality of opportunity and foster good relations between those who have a “protected characteristic” and those who do not share that protected characteristic. The protected characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

- 6.2 Having due regard involves the need to enquire into whether and how a proposed decision disproportionately affects people with a protected characteristic and the need to consider taking steps to meet the needs of persons who share a protected characteristic that are different from the needs of persons who do not share it. This includes removing or minimising disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic.

- 6.3 There is no prescribed manner in which the council must exercise its public sector equality duty but having an adequate evidence base for its decision is necessary. The Strategic Director is referred to the contents of the Cabinet report (October 2019) for information, in particular the Equality Analysis from the Equality Impact Assessment, Appendix 2 from the report. Officers have reviewed the Equality Impact Assessment and consider it is still applicable to the decision being recommended in this report.

## **7.0 Consultation with Ward Members and Stakeholders**

- 7.1 The Strategic Director CYP has discussed the procedure with the Lead Member for Safeguarding, Early Help and Social Care. The Lead Member has discussed the FWC project with the Leader of the Council, Cabinet members and with senior officers.

## **8.0 Human Resources/Property Implications (if appropriate)**

- 8.1 The FWC support services are currently provided under a contract by Barnardo's Services Limited. As it is recommended to award the contract to the incumbent provider, TUPE will not be applicable.
- 8.2 A property licence to deliver services from the FWC will be granted to the service provider.

## **9.0 Public Services (Social Value) Act 2012**

- 9.1 The Council is under duty pursuant to the Public Services (Social Value) Act 2012 ("the Social Value Act") to consider how services being procured might improve the economic, social and environmental well-being of its area; how, in conducting the procurement process, the Council might act with a view to securing that improvement; and whether the Council should undertake consultation. Officers have had regard to considerations contained in the Social Value Act in relation to the procurement.
- 9.2 Social value had a weighting of 10% of the evaluation score and in evaluating tenders, the Council requested proposals address the following initiatives:
- Initiatives to involve disengaged and under-represented groups
  - Employment support and skills provision, including significantly increasing the take-up of apprenticeships
  - Helping with community clear-up days gardening and food growing projects
  - Working alongside residents and organisations in parts of Brent that are particularly disadvantaged, with a view of improving outcomes.
- 9.3 The proposal received by the tenderer in response to the social value initiatives is included in Appendix 3.

### **Related Documents:**

Authority to Tender report

**Report sign off:**

**Gail Tolley**

Strategic Director, Children and Young People