

Date: 10/03/2021	Meeting Name: Consultant in Public Health (Interim)
Report title:	Gateway 2 Contract Award Approval for contracts valued up to £150,000 (Goods & Services) or £500,000 (Works) Holiday Activities and Food Programme Coordinator
Ward(s) or groups affected:	Borough-wide
From:	Head of Programme for Healthy Places

RECOMMENDATION(S)

1. That Consultant in Public Health approves the award of the Holiday Activities and Food Programme Coordinator to Impact Union in the sum of £24K for a period of 10 months commencing on 01/04/2021

BACKGROUND INFORMATION

2. Background information is set out in the attached Gateway 1 report dated [Click here to enter a date.](#)

Was the procurement strategy set out in the Gateway 1 report substantially followed?

Yes

No



If NO please specify details and reasons: [Click here to enter text.](#)

3. Procurement project plan

Activity	Complete by:
Approval of Gateway 1: Procurement strategy report	02/03/2021
Approval of Gateway 2: Contract Award Report	12/03/2021
Notification of implementation of Gateway 2 decision	12/03/2021
Contract award	12/03/2021
Add to Contract Register	19/03/2021
Contract start	01/04/2021
Initial Contract completion date	31/01/2022

KEY ISSUES FOR CONSIDERATION

4. Procurement process and outcomes

This is has been a single supplier procurement process.

Given the considerable expertise of Impact Union, direct experience of working as a coordinator for this programme and the previous programme and the contract value, we felt that a single supplier procurement would ensure value for money that could not be obtained if three quotes had been secured. We have also ensured further value for money by sharing the post across Lambeth and Southwark, enabling economies of scale.

A contract has been drawn up and agreed based on our previous agreement with Impact Union and the key milestones, outcomes and deliverables needed to deliver a safe and effective holiday programme across Easter, Summer and Winter in 2021.

Evaluation

5. This contract is to be awarded on the basis of: Price and Quality as set out in the contract documents

Non Key decisions

6. This report deals with a [non key decision](#) ☒

Procurement policies

7. This procurement award has taken into account the council's ☒ [procurement strategy](#), related procurement policies and [Contract Standing Orders](#).

Plans for the monitoring and management of the contract

8. The contract will be monitored and managed by: Head of Programme for Healthy Places

The council's contract register publishes the details of all contracts over £5,000 in value to meet the obligations of the Local Government Transparency Code. The Report Author must ensure that all appropriate details of this procurement are added to the contract register via the eProcurement System.

Identified risks for the new contract

- | | |
|---------------------|--------------------------|
| 9. | Check if applicable |
| Data issues | <input type="checkbox"/> |
| Financial stability | <input type="checkbox"/> |

Planning/Development control ☐

None ☒

Sustainability considerations

10. The Public Services (Social Value) Act 2012 requires the council to consider a number of issues including how what is proposed to be procured may improve the economic, social and environmental well-being of the local area for higher value contracts. The council is committed to these principles for all contracts and relevant issues were identified in the attached Gateway 1 report.

Staffing/procurement implications

11. No staffing implications, TUPE does not apply. ☒

Financial implications

12. The recommended quotation/bid/contract price is within the allocated budget.

Consultation

12. The [Public Sector Equality Duty](#) has been considered and no additional consultation is required ☒


Insert any additional comments

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Insert any supplementary advice obtained

FOR DELEGATED APPROVAL

Under the powers delegated to me in accordance with the Council's Contract Standing Orders, I authorise action in accordance with the recommendation(s) contained in the above report.

Signature ...  Date.....15/03/2021...

Designation ...Dr Liz Brutus - Consultant in Public Health (Interim).....

BACKGROUND DOCUMENTS

Background Documents	Held At	Contact
Gateway 1 report dated 10/03/2021		

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APPENDICES

No	Title
Appendix 1	Holiday Activities and Food Programme Coordinator contract

AUDIT TRAIL

Lead Officer	Liz Brutus - Consultant in Public Health (Interim)
Report Author	Nikita Sinclair – Public Health Policy Officer for Healthy Places
Version	Draft
Dated	10/03/2021
Key Decision?	No