


<p align="center"><b>London Borough of Hammersmith &amp; Fulham</b></p> <p align="center"><b>CABINET</b></p> <p align="center"><b>9 MAY 2016</b></p>	
<p align="center"><b>CONTRACT AWARD REPORT FOR COMMUNITY CHAMPIONS PROGRAMMES FOR HAMMERSMITH AND FULHAM</b></p>	
<p><b>Report of the Cabinet Member For Health And Adult Social Care – Councillor Vivienne Lukey</b></p>	
<p><b>Open Report</b></p> <p>A separate report on the exempt part of the Cabinet agenda provides exempt financial information.</p>	
<p><b>Classification – For Decision</b></p> <p><b>Key Decision – Yes</b></p>	
<p><b>Wards Affected:</b> Addison, Fulham Reach, North End</p>	
<p><b>Accountable Director:</b> Liz Bruce, Executive Director for Adult Social Care and Health</p>	
<p><b>Report Author:</b> Christine Mead Behaviour Change Commissioner Public Health</p>	<p><b>Contact Details:</b> Tel: 020 7641 4662 E-mail: cmead@westminster.gov.uk</p>

## 1. EXECUTIVE SUMMARY

- 1.1. This report seeks approval from the Cabinet to award three new Community Champions contracts to the following providers following the tender exercises.
- 1.2. The rationale for this award is that existing projects are being successfully delivered and will be further developed through partnership links with Hammersmith and Fulham Clinical Commissioning Group (HFCCG) and Housing Associations, including an extension of outcomes and a saving to Public Health budgets while maintaining project viability. Partnership agreements are in development in each location to create a local health and housing partnership group who will collectively support and develop the Community Champions projects.

## **2. RECOMMENDATIONS**

2.1 That the Cabinet award the three new contracts for provision of Community Champions projects in North End, Fulham Reach and Addison wards, to the recommended providers as listed below.

- To award a five year contract to Pinnacle/Pulse to deliver a Community Champions project in North End ward on Gibbs Green and West Kensington Estates at a total contract cost of £212,500.
- To award a five year contract to the Hammersmith and Fulham Volunteer Centre to deliver a Community Champions project in Fulham Reach ward on the Bayonne and Field Road Estates at a total contract cost of £243,830.
- To award a five year contract to the Urban Partnership Group to deliver a Community Champions project in Addison ward in the Shepherds Bush Green Area at a total contract cost of £250,000.

## **3. REASONS FOR DECISION**

3.1 The tender process and recommendations are discussed in Appendix 1. The reasons for extending the Community Champions project from three to six neighbourhoods are:

- A Social Return on Investment evaluation demonstrated the value added by the projects as equivalent to £5.05 for every £1 invested.
- Outcomes to residents include improved physical health, healthy eating and weight reduction; improved mental wellbeing; reduced isolation; increased social cohesion and community safety; improved knowledge of local services.
- Outcomes for volunteer Champions include improved health, weight loss, increased activity; improved wellbeing; reduced isolation; increased skills, employability and employment; intercultural cohesion; improved knowledge about local services.
- Outcomes for children include improved physical health and wellbeing; improved dental hygiene; improved relationships with family and friends; school readiness; sense of community and cohesion.
- Outcomes for local services include reduced care needs for health services through prevention of long term conditions including diabetes, lifestyle related cancers, and cardiovascular diseases; reduced health and social inequalities, improving access to services; economic contribution from volunteers moving from benefits to paid employment; increasing citizenship and further volunteering.

## **4. BACKGROUND**

- 4.1 Community Champions projects began seven years ago in White City as part of the Well London programme to develop groups of volunteers in deprived neighbourhoods across London to reduce health inequalities and improve health.
- 4.2 The White City project was one of the most successful across London, both in terms of the impact and development of the volunteers (16/18 of the first cohort went on into employment) and because of the reach across the community. After five years the funding for the project was stopped, but the Residents Association had by then developed the resources, along with the development of the Big Local, to set up White City enterprise as a local organisation to take forward future work in White City.
- 4.3 Two further projects were commissioned, at Edward Woods and at Old Oak Estates, and these projects have both delivered for the past two years consistently above contract, in terms of the ability to attract, train and sustain volunteers, and the success of getting residents engaged with local activities and services.
- 4.4 In November and December 2014 a procurement strategy was presented to the Cabinet Member for Health and Adult Social Care, and to ASC CoCo and CAB to proceed with the procurement of three more community champions projects with the idea of developing partnerships with housing and health services.
- 4.5 Projects were scoped in Addison, Fulham Reach and North End wards. These areas were selected as priority areas for Community Champions projects as they all are areas of deprivation, with poorer health outcomes, and health inequalities. Scoping involved visiting the organisations working in the area, making contact with Residents' Associations, Third sector providers, health services, and housing associations, to understand what the needs of the area are, as seen by the people who live and work there, and the willingness to engage with a community champions project.
- 4.6 A stakeholder engagement event was held in each area to help shape the project further, and to gather feedback into what should be required of a provider of a Community Champions project. The feedback was then used to develop the specification and tender documents.
- 4.7 Draft service specifications were sent to Children's and Adults Services for comment, and to the Hammersmith and Fulham CCG.
- 4.8 Tenders were sent out in January 2016 with a closing date of February 8<sup>th</sup> – 10<sup>th</sup>, and a moderation meeting held on February 12<sup>th</sup>. Further detail is included in Appendix 1.

## **5. PROPOSAL AND ISSUES**

- 5.1 See Appendix 1 for the Technical and Financial Evaluation for the Contract Award Recommendations for three new projects in Fulham Reach, North End and Addison wards.

## **6 CONSULTATION**

- 6.1 An extensive consultation process was undertaken during the scoping phase of the new projects (from May to August 2015). Local stakeholders were engaged in discussions around which estates the Community Champions project should be based on, which organisations to involve in discussions, and whether local residents would be interested in getting involved in a Community Champions project.
- 6.2 Local community organisations were advised about the upcoming tender to ensure they would be registered on Capital Esourcing in time to bid for the tender if they should wish to.
- 6.3 Other areas were also discussed in the stakeholder engagement meetings – for example, the relative merits of starting a Community Champions project on the Clem Attlee Estate, where there are already a number of activities, versus the Gibbs Green and West Kensington Estates, where there are fewer activities.
- 6.4 Consultation was held with housing associations in terms of finding out what their resident engagement activities are, what could be joined together and what could be offered to tenants of other housing associations or council housing owned properties in terms of employment support, meeting rooms and promotion through resident communication channels.

## **7 EQUALITY IMPLICATIONS**

- 7.1 The Community Champions projects are designed to reduce health and social inequalities, and have been evaluated to demonstrate outcomes which support employment, health improvement, social cohesion, children's school readiness and knowledge and access to local services.

## **8 LEGAL IMPLICATIONS**

- 8.1 In respect of the three new contracts, tenders have been sought via Capital E sourcing and also in Contracts Finder. This is compliant with Regulation 110 of the Regulations (advertising for below threshold contracts) and also with the Council's CSOs. The Cabinet has power to approve the award of contract under CSO 12.

- 8.2 Implications verified/completed by Margaret O'Connor, Solicitor, Legal Department.

## **9 FINANCIAL AND RESOURCES IMPLICATIONS**

- 9.1 The individual contract prices are listed in Appendix 1.
- 9.2 The contract prices are within the planned Public Health budget, and meet the criteria for use for the ring fenced Public Health grant.
- 9.3 Through partnership agreements, savings have been identified while maintaining substantial levels of partnership project investment. The savings are identified in Appendix 1 Part B for the new contracts (as set out in the exempt report on the exempt Cabinet agenda).
- 9.4 The maximum contract budget for each of the three new projects was set at £250,000, and contributions of £5,000 per annum per project have been secured from HFCCG. In light of these contributions, and the financial submissions from successful Bidders for Gibbs Green/West Kensington and Bayonne/Field Road projects coming in lower than the maximum budget allocated for each project (Part B), a saving has been achieved for these projects, and revised (lower) contribution is required from the Public Health budget.
- 9.5 Implications verified/completed by Richard Simpson, Finance Manager, Public Health Department.

## **10. IMPLICATIONS FOR BUSINESS**

- 10.1 This procurement allows local organisations delivering the project to actively engage with other local businesses and service providers to build up a network of local working partnerships. It is also intended that the project will employ local people to both manage the project and the local Champions.
- 10.2 When delivering activities, campaigns and events the project aims to work with other local individuals, groups and businesses, ensuring that benefit and economic gains from this programme stays local.
- 10.3 Implications verified/completed by Antonia Hollingsworth, Principal Business Investment Officer, Economic Development Learning & Skills, Planning & Growth.

## **11. RISK MANAGEMENT**

- 11.1 The Public Health Department remain responsible for procurement risk. The Department maintains a risk register that is reviewed quarterly and where risks escalate they may be included in the Shared Services Risk Register. Market

Testing, achieving best value at lowest possible cost to the local taxpayer is a key corporate risk, risk number 4 on the Shared Services risk register.

- 11.2 The development of Health and Housing Partnerships is intended to minimise risk in the long run by creating a supportive funding and development group around each Community Champions project which will sustain it in the future.
- 11.3 Implications verified by Michael Sloniowski, Shared Services Risk Manager telephone 020 8743 2587.

## **12. PROCUREMENT IMPLICATIONS**

- 12.1 Under the Public Contracts Regulations 2015 (PCRs), which came into force on 26th February 2015, all of the services required from the Community Champions are defined as “Social and Other Specific” services and fall under the Light Touch Regime. A mandatory competition would only be required if a contract value exceeds £589,148.
- 12.2 Whilst each of the new contracts would be below the £589,148 figure requiring a mandatory competition, the risk of a possible challenge to the awards would remain. A balanced approach to this risk should be taken. Given the nature of the supply market for the local Community Champions contracts, the service department believe this risk is low.
- 12.3 Implications verified and completed by Tim Lothian, ASC Procurement Manager, 020 8753 5377

### **LOCAL GOVERNMENT ACT 2000** **LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	None		

Contact: Christine Mead, Public Health Behaviour Change Commissioner  
T: 020 7641 4662 E: [cmead@westminster.gov.uk](mailto:cmead@westminster.gov.uk)

### **List F Appendices**

Appendix 1: Technical Scoring and Financials for New Projects  
Appendix 1 - Part B for the new contracts (as set out in the exempt report on the exempt Cabinet agenda).

## **Appendix 1: Technical Scoring and Financials for New Projects**

1. Opportunity notices were issued via CapitalEsourcing in January 2016 for three new Community Champions projects in Gibbs Green/West Kensington (North End ward), Bayonne/Field Road (Fulham Reach ward), and Shepherds Bush Green (Addison ward) with closing dates of 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> of February 2016 respectively. The contracts were also advertised on Contracts Finder.
2. Tenderers were required to complete a three stage evaluation process, Qualification, Technical and Commercial.
3. Three tenders were received for each project and assessed on their technical and financial responses in line with the published evaluation criteria.
4. All tenders were weighted at 80% for Technical (Quality) and 20% for Commercial (Price).
5. The evaluation team scored each Tenderer's written submission individually against the published technical evaluation criteria. The evaluation team then met to reach a consensus score for each of the Tenders.
6. The commercial envelope was evaluated by the Finance Manager for Public Health.