



**Date: December 2021**

<b>REPORT TITLE:</b>	<b>OUTCOME OF THE PUBLIC HEALTH COMMISSIONING PROCESS FOR INFORMATION AND ADVICE SERVICE</b>
<b>REPORT OF:</b>	<b>ASSISTANT DIRECTOR: CONSULTANT IN PUBLIC HEALTH</b>

## **REPORT SUMMARY**

On 8<sup>th</sup> September 2021, the Adult Social Care and Public Health Committee authorised the Director of Public Health to commission the Information and Advice Service.

This report provides the outcome of the commissioning process for the Information and Advice Service which has been conducted in accordance with Wirral Council Contract Procurement Rules. Accordingly, the Director of Public Health will take the decision to award the contract to the successful bidder.

Appendix 1 confirms the details of the tender evaluation outcome which is commercially sensitive and is restricted by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972

The proposed actions affect all Wards within the borough and the decision requested is a key decision.

## **RECOMMENDATION/S**

The Director of Public Health has recommended to approve the award of the contract for the Information and Advice Service, on a one year term commencing on 1 April 2022 (with a one year option to extend) to the highest scoring tenderer (as outlined in the exempt Appendix 1 ) within the approved budget and in accordance with the Most Economically Advantageous Tender criteria.

## **SUPPORTING INFORMATION**

### **1.0 REASON/S FOR RECOMMENDATION/S**

- 1.1 The current Service contract is due to end on 31<sup>st</sup> March 2022. A procurement exercise has been completed in accordance with Wirral Council Contract Procedure Rules and the successful bidder is the most economically advantageous, is fully compliant and is within allocated budget provision. The new contract will be in place by 1st April 2022.

### **2.0 OTHER OPTIONS CONSIDERED**

- 2.1 Consideration was given to not commission the Service however this was not recommended as data and local insight, as well as the social and economic impact of the Covid-19 pandemic, demonstrated ongoing need for the Service.

### **3.0 BACKGROUND INFORMATION**

- 3.1 The current Information and Advice Service was commissioned in 2016, since then there have been several, significant national policy changes such as Universal Credit, combined with several third sector organisations no longer being in operation which has led to an increased and unprecedented demand for the Service. The Covid-19 pandemic has compounded these challenges. The Service has seen further demand for information and advice during the pandemic relating to food and fuel poverty, employment, unemployment, benefits, relationship breakdown, bereavement, and domestic abuse. It has been necessary to re-commission this Service to comply with Public Contract Regulations and Wirral Council Contract Procedure Rules.
- 3.2 Following approval from the Adult Social Care and Public Health Committee on 8<sup>th</sup> September 2021 to initiate a commissioning process Service tender documents were posted onto the Chest (the Council e-procurement portal) on 5<sup>th</sup> October 2021. The closing date for tender submissions was 3<sup>rd</sup> November 2021.
- 3.2 The contract term is one year with the option for a further one-year extension and has a maximum value of £2,248,898. This contract is scheduled to be effective from 1<sup>st</sup> April 2022 and until this time the current contract will continue to ensure ongoing access for local people.
- 3.4 The specification for the Service is based on insight from local people and stakeholders, identified need as referenced by the Joint Strategic Needs Assessment and evidence-based practice gathered with key leaders from local communities. This has provided an opportunity to appraise existing delivery models enabling the refocusing of Service requirements in response to local needs and the socio-economic impact of the Covid-19 pandemic on local communities.

#### **4.0 FINANCIAL IMPLICATIONS**

- 4.1 The value of the Public Health Grant for 2022/23 from which the total value of this Service is has been allocated is yet to be confirmed. Public Health reserves in the Public Health budget are available to cover the length of the contract. The total value of this contract is £2,248,898.

#### **5.0 LEGAL IMPLICATIONS**

- 5.1 The commissioning process for this contract complies with the Public Contract Regulations 2015 and Wirral Council Contract Procedure Rules.
- 5.2 The award of contract(s) will be made on the basis of the most economically advantageous tender (MEAT) scoring. The meaning of MEAT is currently governed by the Public Contract Regulations 2015. As criteria for the assessment of tenders on the basis of the best price-quality ratio, MEAT will always predominantly contain a cost or quality element, but the MEAT criteria may also include assessment on the basis of various other criteria linked to the subject-matter of the contract in question, including lifecycle costing and environmental or social aspects. For example, particular award criteria may take into account the inclusion of vulnerable and disadvantaged people, local wealth building, training and educational aspects or the use of non-toxic substances in the production process to deliver the requirement. The Council's Contract Procedure Rules (Standing Orders) set out how contracts are to be awarded by the Council, which will include reference to the Council's Procurement Strategy and Social Value Policy.

#### **6.0 RESOURCE IMPLICATIONS: STAFFING, ICT AND ASSETS**

- 6.1 Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) is not applicable.

#### **7.0 RELEVANT RISKS**

- 7.1 In the context of the current challenging financial climate, the impact of any future reductions in budget or policy implications on the amount of funding available for Public Health activity and services is unknown. The value and availability of the Public Health grant is still to be confirmed for 2022/23. It is important to acknowledge that the Council will need to review all financial allocations to achieve a balanced budget over the next few years. The Public Health Department has and maintains a five-year financial plan to provide assurance that the projected funding is in place for the commissions that it makes. This contract period is within this timeframe.

#### **8.0 ENGAGEMENT/CONSULTATION**

- 8.1 This commission incorporated findings from a range of insight, including research conducted with local communities throughout the pandemic and more recently a Service review with the current provider.

## 9.0 EQUALITY IMPLICATIONS

- 9.1 Equality Impact Assessment can be found at -  
<https://www.wirral.gov.uk/communities-and-neighbourhoods/equality-impact-assessments>

This report makes no changes to the previous Equality Impact Assessment

- 9.2 The commissioned Service will be compliant with the Public Sector Equality Duty as Contained in section 149 of the Equality Act 2010.

## 10.0 ENVIRONMENT AND CLIMATE IMPLICATIONS

- 10.1 The commissioning process presented an opportunity to encourage suppliers to consider their policies and practices with respect to environment and climate issues. The content and/or recommendations contained within this report are expected to have no direct impact on emissions of carbon dioxide.

## 11.0 COMMUNITY WEALTH IMPLICATIONS

- 11.1 During the procurement process, bids were evaluated on wider social value added to the Service. The highest scoring tenderer for this Service was able to demonstrate how they would create local employment and training opportunities.

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## APPENDICES

Appendix 1 (**exempt from public report**)

By virtue of paragraph (3) of Part 1 of Schedule 12A of the Local Government Act, 1972.

## BACKGROUND PAPERS

Corporate Procurement Invitation to Tender (ITT) Scope and Contract Specification for the supply of an Information and Advice Service

## SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Adult Social Care and Health Committee	8 <sup>th</sup> September 2021

