

**Key Decision Report of the Corporate Director of Children's Services**

<b>Officer Key Decision</b>	<b>Date: 17 Feb 2017</b>	<b>Ward(s): All</b>
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<b>Delete as appropriate</b>		<b>Non-exempt</b>
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**THE APPENDIX TO THIS REPORT IS NOT FOR PUBLICATION****SUBJECT: Contract Award for Camden and Islington Young Carers Service****1. Synopsis**

- 1.1 This report seeks approval for the award of a contract by the Corporate Director of Children's Services to Family Action to provide the Camden and Islington Young Carers Service.
- 1.2 We have sought to jointly recommission with London Borough of Camden a Young Carer's Service with a single provider to work across the London Boroughs of Islington and Camden.

**2. Recommendations**

- 2.1 To approve the award of a 36 month contract with Family Action from 1 April 2017 with the option to extend for a period of 24 months on 2 different occasions up to a maximum duration of 84 months.

**3. Date the decision is to be taken:**

- 3.1 The decision will be taken on 17 Feb 2017.

**4. Background**

- 4.1 Young carers are a vulnerable group who provide some care for a parent or other family member who may have a physical or learning disability, long term illness, mental ill health or drug and / or alcohol problems.
- 4.2 Without support, young carers' educational achievement and development can be significantly affected, with little time to do homework, coursework, attend open days or socialise with friends. There can also

be a significant impact on the young person’s mental health and wellbeing.

4.3 Consultations have taken place through the multi-agency strategy group which operates across Camden and Islington. Consultations with young people have been taking place throughout the year. Young people were involved in the tender evaluation process.

4.4 The outcomes that this service is required to deliver are divided into four areas:

1. Improved identification and support
2. Improved health and wellbeing
3. Learning, educational attainment and access to employment are maximised
4. Ensuring young carer’s views are heard and taken seriously

4.5 The contract with the incumbent provider of Camden and Islington’s Young Carer’s Service expires on 31 March 2017.

4.6 The procurement process was conducted in a one stage Open Tender procedure, including minimum requirements which organisations needed to achieve. On 3 November 2016 the tender was advertised on TED, EU-Supply, London Tenders Portal and the Islington council website for 34 calendar days.

4.7 Organisations that submitted an Expression of Interest (EOI) via the portal were given access to the tender documents and any relevant additional information. Questions received via the portal were responded to publicly, in order to ensure that all bidders had access to the same information. In total 5 organisations submitted bids for the contract.

4.8 In order to have their tender evaluated, organisations needed to pass the contract specific selection criteria:

- Technical capacity and experience
- Safeguarding
- Quality Assurance
- Service user engagement
- Data protection
- Partnership working

4.9 The tender evaluation was based on the Most Economically Advantageous Tender (MEAT) on the basis of 50% quality and 50% cost. The table below shows the breakdown of the criteria with its relative weightings:

<b>Tender award criteria</b>	<b>Total</b>
<b>Cost</b>	<b>50%</b>
<b>Quality – made up of</b>	<b>50%</b>
Proposed approach to contract implementation, including TUPE	5%
Proposed approach to service delivery	10%
Capacity building and partnership working	5%
Improving and maintaining the health and wellbeing of young carers	10%
Maximising the learning, educational attainment and access to employment for young carers	10%
Presentation to the panel related to the outcome of improved identification and support for young carers	10%
<b>Total</b>	<b>100%</b>

4.10 The Tender Evaluation Panel consisted of representatives from:

- Camden Children’s Services
- Islington Children’s Services

Additionally, young people from Islington and Camden were invited to engage in the procurement of this service to evaluate presentations on *Improved identification and support for young carers*. The young people contributed to this element of the procurement in a meaningful and fair way, responding to

concerns and forming connections.

4.11 The final score of the winning bidder is as follows:

<b>Organisation</b>	<b>Finance (50% of mark)</b>	<b>Quality (50% of mark)</b>	<b>Total 100%</b>
Family Action	50%	40%	90%

A breakdown of tenderers scores are given in the Exempt Appendix to this report.

4.12 This new commissioned contract represents an overall percentage budget reduction to LBI of 20%.

4.13 TUPE does not apply as the contract has been awarded to the incumbent provider.

## **5. Implications**

### **5.1 Financial implications:**

Per annum:

Camden - £100,000

Islington - £110,500

Therefore the total annual amount available is £210,500. The initial contract period is funded from existing council revenue budgets. Funding for any agreed extension beyond the initial 3 years will need to be reviewed before confirmation.

### **5.2 Legal Implications:**

The procurement of this contract has been conducted in accordance with the council's Procurement Rules and in compliance with the requirements of procurement law.

The Young Carers Service being procured is subject to the light touch regime set out in Regulations 74 to 77 of the Public Contracts Regulations 2015 (the Regulations). The threshold for application of this light touch regime is currently £625,050.00. The value of the proposed contract is above this threshold. It was therefore advertised in the Official Journal of the European Union (OJEU). There are no prescribed procurement processes under the light touch regime. The procurement process was conducted in compliance with the Treaty principles of equal treatment, non-discrimination and fair competition. The council's Procurement Rules require contracts over the value of £172,514.00 be subject to competitive tender.

Bids were subject to evaluation in accordance with the tender evaluation model and Family Action gained the highest evaluation score and may therefore be awarded the contract.

In deciding whether to award the contract to the recommended service provider the Corporate Director should be satisfied as to the competence of the supplier to provide the services and that the tender prices represent value for money for the Council. In considering the recommendations in this report the Corporate Director must take into account the information contained in the exempt appendix to the report.

### **5.3 Environmental Implications**

An environmental impact assessment was carried out and no implications were identified.

### **5.4 Resident Impact Assessment:**

The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due

regard to the need to tackle prejudice and promote understanding.

A resident impact assessment was carried out and no negative impacts were identified.

## 6. Reasons for the decision:

- 6.1 The Young Carers Service will support young carers in their caring role and to realise their own potential. It will work collaboratively with parents, children and young people, the wider community, schools and statutory services. The service can lead to a reduction in inappropriate caring levels and feelings of responsibility, isolation and loneliness, anxiety and stress and can help increase self-esteem and emotional resilience, improve educational attainment, peer and family relationships and develop life skills and opportunities for young carers and their families.

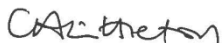
Panel of officers agreed that the tenderer demonstrated a strong understanding of the challenges to delivering the service and conveyed plausible plans to effectively mitigate them. In addition, the tenderer provided a comprehensive response outlining the process from referral to exit.

The provider further illustrated a clear process to manage demand and flow and a commitment to embedding co-production and early help in their service delivery. Added value was highlighted by the training and development in place with Camden TDS to provide training to both Camden and Islington.

## 7. Record of the decision:

- 7.1 I have today decided to take the decision set out in section 2 of this report for the reasons set out above.

Signed by:



Corporate Director- Children's Services

Date 17.02.2017

## Appendix 1 – Tender evaluation - Exempt

**Background papers:** None

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