

OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. This is attached at Annex 2.

Decision Ref. No:

2018/02/PH/HealthyLiving

Box 1

DIRECTORATE: Public Health

DATE: 22/1/18

Contact Name: Caroline Temperton

Tel. No.: 01302 734481

Subject Matter: Healthy Living for BME Women in Doncaster

Box 2

DECISION TAKEN:

To award the contract for the Healthy Living for BME Women in Doncaster to the service Changing Lives commencing April 1st 2018.

Box 3

REASON FOR THE DECISION:

On 20th June 2017, a key decision paper to approve the procurement of four public health services in 2017/18, for a contract start date of April 1st 2018, went to cabinet. One of these four services was the Healthy Living for BME Women in Doncaster service. Cabinet approved the procurement of these services and subsequently a procurement exercise was undertaken over the autumn of 2017.

As a result of an open tender process, DMBC received 1 bid from the incumbent provider for Healthy Living for BME Women in Doncaster, Changing Lives. A panel of five evaluators went through a rigorous evaluation and moderation process to assess the bid. It was agreed that Changing Lives had exceeded the quality score and demonstrated they had the capability to provide the service as described in the service specification. The bid also came within the financial package as outlined in the tender documentation.

Box 4

OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:

N/A

Box 5**LEGAL IMPLICATIONS:**

Section 1 Localism Act 2011 gives the Council a general power of competence to do anything that individuals may generally do.

Section 2B of the National Health Service Act 2006 (as amended by Section 12 of the Health and Social Care Act 2012) introduced a new duty on Councils in England to exercise certain health service functions and take appropriate steps to improve the health of the people who live in their area.

This contract was tendered in compliance with the Public Contracts Regulations 2015 and is consistent with the Council's Contract Procedure Rules.

Legal should be consulted regarding finalising the contract with Changing Lives and contract execution.

Name: Paula Coleman Signature: By e-mail Date: 23.01.2018
Signature of Assistant Director of Legal and Democratic Services (or representative)

Box 6**FINANCIAL IMPLICATIONS:**

This ODR seeks approval to award the contract for the Healthy Living for BME Women in Doncaster to the provider 'Changing Lives' commencing 1st April 2018.

Changing Lives are the current provider of the Healthy living for BME women and following this tender process have been successful in winning the contract for a further 2 years with an optional 2 year extension. The budget available for this service for 2018/19 is £50,790 and this is the same as the winning tender. This tender award therefore will be funded from the existing Public health budget.

In addition, the AHWB draft budget proposals include funding gaps for financial years 2018/19 and beyond due to a reduction in grant available from the Department of Health. This extension does not affect the gap for 2018/19 but may need to be considered for future years.

Name: _Nick Cameron_ Signature: _ Date: 22/01/2018
Signature of Assistant Director of Finance & Performance
(or representative)

Box 7**HUMAN RESOURCE IMPLICATIONS:**

There are no apparent HR Implications as far as this ODR is concerned as the current resource within the Public Health Team will manage and co-ordinate this Contract on behalf of the DMBC Authority.

Name: Bill Thompson Senior HR & OD Officer _____ **Signature:** Bill Thompson _____ **Date:** 22/01/2018 _____

Signature on behalf of Assistant Director of Human Resources, Communications & Executive Office (or representative)

Box 8**PROCUREMENT IMPLICATIONS:**

A compliant procurement and evaluation process has taken place and the evaluation panel is satisfied that the bid received exceeds the minimum standards required to deliver the contract therefore procurement are satisfied the contract can be awarded.

Name: Glyn Sparrow **Signature:** _____ **Date:** 22.1.18
Signature on behalf of Assistant Director of Finance & Performance (or representative)

Box 9**ICT IMPLICATIONS:**

In commissioning any new provider for the **Healthy Living for BME Women in Doncaster**, due consideration needs to be given to:-

- How information is shared between the Council and the provider and
- any IT systems requirements to support monitoring and tracking of performance.

As the decision is to award to the incumbent provider, there are no anticipated ICT implications

Name: Peter Ward (Governance & Support Manager)
Signature Date: 22/01/18

Signature of Assistant Director of Customers, Digital & ICT (or representative)

Box 10**ASSET IMPLICATIONS:**

There are no implications arising from the recommendations of this report that impact on the use of DMBC assets.

Name: Gillian Fairbrother (Principal Property Surveyor)
Signature: By email **Date:** 22nd January, 2018

**Signature of Assistant Director of Trading & Property Services
(or representative)**

Box 11

RISK IMPLICATIONS:

To be completed by the report author

Public Health failure to deliver the commissioning strategy and the council requirement to fulfil its health improvement duty under the Health and Social Care Act (2012).

(Explain the impact of not taking this decision and in the case of capital schemes, any risks associated with the delivery of the project)

Box 12

EQUALITY IMPLICATIONS:

To be completed by the report author



Due regard template
draft.docx

**Name: Caroline Temperton Signature: _____ Date: 22/01/18
(Report author)**

Box 13

CONSULTATION

Officers

(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)

Members

Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational

implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.

Please list any comments from Members below:

Box 14
INFORMATION NOT FOR PUBLICATION:

N/A

Name: Claire Hewitt Signature: _____ Date: **05/02/2018**
Signature of FOI Lead Officer for service area where ODR originates

Box 15

Signed: Rupert Suckling _____ Date: **_06/02/2018**
Director/Assistant Director

Signed: _____ Date: _____
Additional Signature of Chief Financial Officer or nominated representative for Capital decisions.

Signed: _____ Date: _____
Signature of Mayor or relevant Cabinet Member consulted on the above decision (if required).

- **This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.**
- **A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.**
- **A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.**
- **A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox**