

## CABINET MEMBER DELEGATED DECISION 30 JUNE 2020

**Report title:** Short Breaks for disabled children and young people in Lambeth

**Wards:** All

**Portfolio:** Cabinet Member for Children and Young People: Councillor Edward Davie

**Report Authorised by:** Merlin Joseph, Strategic Director for Children's Services

**Contact for enquiries:** Orla Oakey, Commissioning Manager, 0793 691 9755  
[OOakey1@lambeth.gov.uk](mailto:OOakey1@lambeth.gov.uk)

### Report summary

This report seeks to award contracts to nine providers to deliver Short Breaks for children and young people with disabilities in Lambeth following a competitive exercise. The framework contracts will commence for a three-year term from 01 September 2020 to 31 August 2023, with the option to extend twice for one year (1+1) at the discretion of the Council.

### Finance summary

The total value of these framework contracts are approximately £1.5m per annum, up to £7.5m across the life of the framework (three years plus option to extend for one year, plus option to extend for one further year). Funding for the short breaks contracts is sourced from the overall Children With Disabilities service budget, which is set at £4.598m for 20/21. This is a demand-led statutory service; therefore, the framework value of is an estimate, rather than a fixed ceiling on spend.

### Recommendations

1. To award framework contracts to the following nine providers for the provision of Short Breaks from 01 September 2020 to 31 August 2023.
  - i. Christ Church Oxford United Club t/a Ovalhouse Theatre
  - ii. Lifelong Family Links
  - iii. Loughborough Junction Action Group (Grove Adventure Playground)
  - iv. Moving Matters (London) Ltd
  - v. Oasis Children Venture
  - vi. Michael Tippet School (Tippet Triangle)
  - vii. Resources for Autism
  - viii. The National Autistic Society
  - ix. Whippersnappers

2. To set up a three- year framework with three lots (1, 2, and 3) with contracts to be awarded from 01 September 2020 to 31 August 2023, with an estimated value of £2,700,000 with an option to extend on a one plus one basis, which will bring the framework value to £4,500,000 if awarded to 5 years.
3. To award a contract for the delivery of Short Break activities at the Bolton Crescent Site (Lot 4) to Oasis Children's Venture provider from 01 September 2020 to 31 August 2023 at an estimated annual value of £600,000 per annum / £1,800,000 over the three-year contract term, with an option to extend on an one plus one basis which will bring the total contract value to £3,000,000 if awarded over 5 years.
4. To delegate authority to the Director of Children's Social Care to approve the issuing of contracts (individual referrals) purchased through the placement process.

### **Reasons for Exemption from disclosure**

The accompanying part II report is exempt from disclosure by virtue of the following Paragraphs of schedule 12A to the Local Government Act 1972:

3. Information relating to the financial or business affairs of a particular person (including the authority holding that information).

## **1. CONTEXT**

- 1.1 Lambeth Council has a statutory duty under the Breaks for Carers of Disabled Children Regulations 2011 to provide short breaks for disabled children and young people and their families. Short breaks offer children and young people with disabilities opportunities to engage in positive experiences and activities that help their personal and social development, such as afterschool clubs, weekend, or holiday activities. This service also supports parents and families to take a valuable break from what can be demanding caring responsibilities.
- 1.2 The Council currently administers a short breaks framework (spot purchased) contract for Children with Disabilities (CWD) consisting of seven providers, which began on 01 April 2017 and will end 31 August 2020, following a contract variation and extension for the period 1<sup>st</sup> June 2020 to 31<sup>st</sup> August 2020 for revised, Covid-19 short breaks services.
- 1.3 The retendering of these services is essential to ensure the Council fulfils its statutory short breaks duty and wider responsibilities to Lambeth children and families, in line with legislation including the Children and Families Act 2014, SEND Code of Practice 2015 and Children's Act 1989 (2004).
- 1.4 The retendering of these services will support delivery of key local strategies, including:
  - Better, Fairer Lambeth: Our Borough Plan 2019-20 – principally the retender will support the ambitions to foster “Independence” and build “Resilient communities”;
  - Our Children and Young People's Plan for Lambeth 2018-2022, which sets out how we work with our partners to reduce inequalities and improve outcomes for children and young people including a support for children with special educational needs and disabilities; and,
  - Lambeth Local Area Strategy 2017-20, which sets out the vision, principles, and priorities to identify and meet the needs of children and young people with special educational needs and disabilities from the age of 0-25 years, in partnership with the Lambeth Clinical Commissioning Group.

## **2. PROPOSAL AND REASONS**

- 2.1 The Council issued an OJEU notice on the 6 November 2019 inviting providers to express an interest in delivering Short Breaks to Children and Young People with disabilities through an Open procedure in accordance with the Light Touch Regime of the Public Contract Regulations (2015). The different types of provision were separated into four lots. Nine providers submitted tenders which were scored and evaluated by the evaluating panel. The panel included two parent evaluators and the Short Breaks Co-Design Group (working group of parent carers) helped to design the tender evaluation process, including method statement and interview questions.
- 2.2 The proposal is following a competitive tendering process to award framework contracts to the following nine providers to deliver short breaks to children and young people with disabilities in Lambeth from June 2020 onwards:
  - Christ Church Oxford United Club t/a Ovalhouse Theatre;
  - Lifelong Family Links;
  - Grove Adventure Playground;
  - Moving Matters (London Ltd);
  - Oasis Children's Venture;
  - Resources for Autism;
  - Michael Tippet School;
  - The National Autistic Society; and,
  - Whippersnappers CIC.

- 2.3 Under the framework providers are split into different 'lots' based on the type of Short Break to be provided after school activities (Lot 1), weekend activities (Lot 2), holiday activities (Lot 3) and the delivery of a short breaks service to be delivered from the Bolton Crescent Adventure Playground (Lot 4).
- 2.4 The CWD Resources Panel authorises the allocation of short breaks packages to each child individually, with a fixed number of after school, weekend and / or holiday dates. Following a panel decision, a social worker or CWD Short Breaks Coordinator will match and refer children to providers within the framework according to their needs and family preferences. The full call-off procedure is detailed in the tender documents.

#### Overview of Short Break Contract Model

<b>Framework for Short Breaks for Children and Disabled Young People</b>	
<b>Lot</b>	<b>Provider</b>
Lot 1 – After School Activities	Lifelong Family Links Grove Adventure Playground Oasis Children's Venture Resources for Autism The National Autistic Society Whippersnappers CIC
Lot 2 – Weekend Activities	Ovalhouse Lifelong Family Links Moving Matters (London) Ltd Oasis Children's Venture Resources for Autism Michael Tippet School Whippersnappers CIC
Lot 3 – Holiday Activities	Ovalhouse Lifelong Family Links Moving Matters (London) Ltd Oasis Children's Venture Resources for Autism Michael Tippet School National Autistic Society Whippersnappers CIC
Lot 4 – Delivery of Short Breaks Activities at the Bolton Crescent site for Disabled Children and Young People in Lambeth	Oasis Children's Venture

For clarity, these Lots cover the following short breaks services at the following times:

- Lot 1: after school activities during term-time (typically 3.30pm onwards)
- Lot 2: weekend activities during term-time (typically 10am onwards on Saturdays)
- Lot 3: holiday activities during school holidays (typically from 10am onwards across weekdays and weekends outside of term time)
- Lot 4: all of the three activity types above (after school, weekend, holidays) throughout the full calendar year in term-time and school holidays

- 2.5 The recommended providers detailed in the table above have a strong track record of delivering Short Breaks to children and young people with various disabilities and represent value for money.

Several of these organisations are Lambeth-based providers who have operated in Lambeth for many years, providing care to this cohort of children and with a rich knowledge of Lambeth – the community, demographics and population needs within the borough.

- 2.6 A Procurement Strategy Report was presented to Procurement Board on the 10<sup>th</sup> September 2019. An entry onto the Council's Forward Plan was made on 12 March 2019.
- 2.7 Following the issuing of the OJEU notice on 6<sup>th</sup> November 2019 eleven providers confirmed their interest by the 20<sup>th</sup> December 2019 deadline:
- For Lot 1 (afterschool activities) there were six tender submissions. All submissions for Lot 1 were compliant and evaluated;
  - For Lot 2 (weekend activities) there were seven tender submissions. All submissions for Lot 2 were compliant and evaluated;
  - For Lot 3 (holiday activities) there were eight tender submissions. All submissions for Lot 3 were compliant and evaluated; and,
  - For Lot 4 (Delivery of Short Breaks Activities at the Bolton Crescent site for Disabled Children and Young People in Lambeth) there were five tender submissions. One tender submission was conditional, and one tenderer subsequently withdrew from the tender process. Three tender submissions were compliant and evaluated.
- 2.8 The evaluation of quality was undertaken by two separate evaluation panels made up council officers and two parent evaluators, whilst evaluation of prices was undertaken by Procurement.
- 2.9 Each of the four lots were evaluated by a weighting of 60% quality and 40% price. The decision was made to deviate from the council's standard award weighting of 70% price and 30% quality for a number of reasons, which are outlined in detail in the Procurement Strategy Report (September 2019). This decision will support robust quality assurance of this essential service, which is not independently regulated by Ofsted or other regulatory body, and will mitigate the risk of poor performance, in light of historic issues with short breaks provider performance in Lambeth.
- 2.10 Quality was evaluated by method statement responses and interview questions as outlined below:

### **Lots 1, 2 & 3 Quality Evaluation**

<b>MS no.</b>	<b>Area of Evaluation</b>	<b>Weighting</b>
1	Operating model	10
2	Staff capacity & capability	5
3	Service mobilisation plan	5
4	Outcome for children, young people & families	10
5	Safeguarding practice	5
6	Quality assurance	4
7	Partnering & collaboration	4
8	Social value	2
Method statement sub total		45%
<b>Interview no</b>	<b>Area of Evaluation</b>	
1	Learning & development	3
2	Continuity of transition & support	3
3	Communication with families	3

4	Governance & representation	3
5	Partnership & inclusion	3
Interview sub total		15%
<b>Quality Total Weighting</b>		<b>60%</b>

#### Lot 4 Quality Evaluation

MS no.	Area of Evaluation	Weighting
1	Operating model	8
2	Staff capacity & capability	8
3	Service mobilisation plan	3
4	Outcome for children, young people & families	8
5	Safeguarding practice	8
6	Quality assurance	2
7	Partnering & collaboration	2
8	Site & Facility Management& Maintenance	4
9	Social value	2
Method statement sub total		45%
Interview no	Area of Evaluation	
1	Facilities management	3
2	Service capability	3
3	Fundraising & inwards investment	3
4	Governance & representation	3
5	Partnership & inclusion	3
Interview sub total		15%
<b>Quality Total Weighting</b>		<b>60%</b>

2.11 The below marking scheme was used to evaluate quality for all four lots:

Score	Rating	Description
0	No Response	No proposal has been received. The response is unacceptable.
1	Unacceptable	A proposal at this rating: <ul style="list-style-type: none"> <li>Builds very little or no confidence that the Tenderer can deliver the requirements due to insufficient evidence of relevant ability, understanding, skills, resources and quality measures;</li> <li>Builds very little or no confidence that the Tenderer's approach/solution will deliver the requirements due to insufficient evidence or an inappropriate approach/solution.</li> </ul> The response is unacceptable.

2	Poor	<p>A proposal at this rating:</p> <ul style="list-style-type: none"> <li>• Raises reservations that the Tenderer can deliver the requirements due to insufficient evidence of relevant ability, understanding, skills, resources and quality measures;</li> <li>• Raises reservations that the Tenderer's approach/solution will deliver the requirements due to insufficient evidence or an inappropriate approach/solution.</li> </ul> <p>Note: a response at this rating includes reservations which cannot be easily resolved with the Tenderer pre-contract award (i.e. changes which would distort the competition) or during the contract term without impacting time, quality or cost.</p> <p>The response is deemed unacceptable.</p>
3	Acceptable	<p>A proposal at this rating:</p> <ul style="list-style-type: none"> <li>• Confirms that the Tenderer can deliver the requirements through evidence of relevant ability, understanding, skills, resources and quality measures;</li> <li>• Provides an acceptable approach/solution to delivering the requirements utilising standard strategies, plans, tools, methods or technologies.</li> </ul> <p>Note: an acceptable response may include minor reservations that can easily be resolved with the Tenderer pre-contract award (i.e. changes which would not distort the competition) or during the contract term without impacting time, quality or cost.</p>
4	Good	<p>A proposal at this rating:</p> <ul style="list-style-type: none"> <li>• Builds confidence that the Tenderer can deliver the requirements through evidence of relevant ability, understanding, skills, resources and quality measures;</li> <li>• Provides a good approach/solution to delivering the requirements utilising appropriately tailored strategies, plans, tools, methods or technologies.</li> </ul> <p>Note: a good response may include a small number of minor reservations that can easily be resolved with the Tenderer pre-contract award (i.e. changes which would not distort the competition) or during the contract term without impacting time, quality or cost.</p>
5	Excellent	<p>A proposal at this rating:</p> <ul style="list-style-type: none"> <li>• Builds a high level of confidence that the Tenderer can deliver the requirements through evidence of relevant ability, understanding, skills, resources and quality measures;</li> <li>• Provides an exceptional approach/solution to delivering the requirements utilising appropriately tailored and at times innovative strategies, plans, tools, methods or technologies.</li> </ul> <p>Note: an excellent response should not include any reservations.</p>

## Price

2.12 Tenderers also had to submit their prices for delivering various levels of support. This was evaluated separately by Procurement for all lots.

2.13 Following the tender evaluation of Lots 1, 2 and 3, nine tenderers achieved a score of 60 or greater and are being recommended to be appointed a framework contract.

2.14 For Lot 4 Oasis Children's Venture provider achieved the highest score based on price and quality and is recommended to be awarded the contract for Lot 4.

### **Contract Management**

2.15 The contract will be managed by the Lambeth Integrated Children's Commissioning service, in close coordination with the Children with Disabilities Service.

2.16 The service specification for this tender outlines the contract management arrangements, including performance monitoring methods and milestones and a range of qualitative and quantitative Key Performance Indicators and outcomes.

2.17 The contract management arrangements include:

- Initial 90-day verification visit by the Contract Manager and Short Breaks Coordinator;
- Quarterly monitoring returns - providers will submit quantitative service usage data (participation levels, age, disability type, ethnicity data, support ratios, financial spend against budget), alongside details of staff training, complaints and compliments, financial returns, incident/accident reports, risk assessments and safety plans;
- Annual formal contract reviews;
- Announced and unannounced spot visits to providers or sites as needed at time when children are accessing the service; and,
- Annual completion of the Section 11 Audit Tool to highlight areas of strength and to identify areas for development in meeting duties and responsibilities under Section 11 of the Children Act 2004. Where providers have not fully met the Section 11 Standards they will be asked to produce an action plan to address any areas of development that they have identified.

2.12 The management for this contract aims to ensure continuous improvement in performance over the life of the contract. As part of the contract monitoring review meetings, providers will review their performance against previous quarters.

## **3. FINANCE**

3.1 Funding for this procurement is sourced from the Children with Disabilities service budget, which is set at £4.598m. The 2019/20 budget for Children with Disabilities of £4.64m was overspent, with forecast spend for 2019/20 amounting to £7.63m. Total spend on short breaks services was projected to total roughly £1.97m in 2019/20.

3.2 The high spend for this demand-led service means there is a considerable budget pressure on the overall Children with Disabilities Budget. This procurement is intended to address the pressure by securing value for money services and attracting a wider range of provisions, including universal or inclusive play settings for children with lower support needs.

3.3 Children's Commissioning and Children with Disabilities officers have worked with Finance to establish new Mosaic budget codes for short breaks and after school, weekend and holiday activities within this to enable better and timely financial monitoring of short breaks spend, which reflects the contract structure

3.4 This tender includes estimated contract values as a guideline for the volume and cost of provision under each Lot of the contract. However, this service is demand-led and the contract value for each Lot will be reviewed at the end of Year 1 of contract delivery.

#### **4. LEGAL AND DEMOCRACY**

- 4.1 The authority to award these contracts is delegated to the Cabinet Member for Families and Young People.
- 4.2 Local authorities in their role of as social services authorities have statutory duties to provide short breaks to children with disabilities in accordance with the legislation outlined in paragraph 1.3. The duty extends to a requirement to assist carers of disabled children to continue to do so, or to do so more effectively, by giving them breaks from caring.
- 4.3 Local authorities are required to work with children, young people and families when commissioning short break services in order to meet the duty imposed by the Short Breaks Regulations to ensure that, so far as is reasonably practicable, they provide a range of services which is sufficient to assist carers to continue to provide care, or to do so more effectively. Section 19 of the Children and Families Act 2014 requires local authorities to have regard to the views, wishes and feelings of children, young people and parents in everything they do under Part 3 of the Children and Families Act 2014.
- 4.4 The services which are the subject of the proposed contract awards are deemed health and social services within the meaning of the Public Contracts Regulations 2015. As such, they are subject to the light touch regime under which the contract opportunity must be published in the Official Journal of the European Union, after which the contracting authority has a degree of freedom in the way it competitively tenders the contract/s so long as it abides by the European procurement principles of fairness, transparency and non-discrimination.
- 4.5 In this instance, the nature of the services requires that the spot purchases are made according to a range of criteria, including not only price but also availability, location, the specific needs of the individual and the stated preferences of the child and their carer. The spot purchases should be made according to the criteria in such a way that a framework provider is not excluded for reasons other than those relating to these criteria. The framework contracts will provide an overarching contractual relationship governing each spot purchase but do not guarantee any volume of work to any of the providers.
- 4.6 The service provider awarded the contract for Lot 4 will be granted a lease of the premises in that it may deliver the centre-based services, with the rent waived. Under section 123 of the Local Government Act 1972 principal local authorities have the power to dispose of land in any manner they see fit for the best price reasonably obtainable. However, the Local Government General Disposal (Consent) 2003 relieves authorities of the requirement to seek specific consent from the Secretary of State for any disposal of land at an undervalue where the authority considers will help it to secure the promotion or improvement of the economic, social or environmental well-being of its area subject to a limit of the undervalue of £2m. The invitation to tender published the Council's intention to grant this lease and tenderers would have had an equal chance to price their bids accordingly.
- 4.7 This proposed key decision was entered in the Forward Plan on 12 March 2019 and the necessary 28 clear days' notice has been given. In addition, the Council's Constitution requires the report to be published on the website for five clear days before the proposed decision is approved by the Cabinet Member. Any representations received during this period must be considered by the decision-maker before the decision is taken. A further period of five clear days - the call-in period – must then elapse before the decision is enacted. If the decision is called-in during this period, it cannot be enacted until the call-in has been considered and resolved.

## 5. CONSULTATION AND CO-PRODUCTION

- 5.1 An intensive ten-week public consultation took place from 03 September to 11 November 2018) which sought to test the effectiveness of the current service and determine what disabled children, young people, and their families required from short breaks service.
- 150 responses to the consultation were received in total. This included direct consultation with 88 children and young people supported by engagement sessions in Lambeth special schools, supported by speech and language therapists.
  - Views included a desire for a greater variety of short break activities, more inclusive activities, improved quality of services, a clearer referral process as well as increased access for children and young people that are ineligible. The results demonstrated a high level of support for increasing access to a greater range of short break activities. There was also clear support for a broader direct payments offer.
  - We listened to the ideas that children and young people shared about the types of short breaks activities they want to participate in and designed the commissioning model to reflect this. The consultation results were shared with prospective providers in two market engagement events, plus the tender documents highlighted what children, young people and families said they wanted to encourage bidders to design their service proposals accordingly. As a result, several successful bids evidenced direct responses to the consultation (e.g. including swimming activities and more activities during weekends).
- 5.2 The Short Breaks Parent Co-Design Group was formed following a request for representatives circulated via the Lambeth Parent Forum. The Co-Design Group convened during six working group sessions from July 2018 to September 2019, from consultation through to tender to ensure a continuous focus on families throughout the process.
- The Co-Design Group involved seven parents / carers who are all women, mixture of ages from around 30 to 50, from a range of ethnic backgrounds. The children of the parents have a range of special educational needs and disabilities, including hidden disabilities (autism, ADHD, learning disabilities) and physical disabilities
  - The Group reviewed options for short breaks contract model and selected the preferred option, reviewed and amended three versions of the service specification and helped to design the method statement documents and interview questions for the tender.
  - Two parent representatives from the Group participated in the evaluation panel for the tender, scoring both method statement questions and interviews.
  - Following contract award the Short Breaks Co-Design Group will be asked to continue shaping co-production of services through helping to shape the mobilisation activity and approach to ongoing contract monitoring.
- 5.3 Contracts include requirement that service providers consult with families a minimum of twice per year and to routinely collect family feedback through ongoing contract monitoring.

## 6. RISK MANAGEMENT

- 6.1 The main risks that could impede the successful delivery of this procurement and contract are:

**Table 1 – Risk Register**

Item	Risk	Likelihood	Impact	Score	Control Measures
1	Tender process is challenged	2	8	16	A robust and clear procurement process in line with the Public Contract Regulation, 2015 was undertaken.

Item	Risk	Likelihood	Impact	Score	Control Measures
2	Providers unable to mobilise in the timescales specified in the tender	4	3	12	<p>Providers have submitted mobilisation plans in the tender. However, a delayed start date is now likely, due to Covid-19 pandemic and response.</p> <p>Short breaks providers under the contract ending 31 May 2020 are in discussion with the council to establish new service agreements for Covid-19 short breaks services, which will supersede the previous contract. This interim arrangement mitigates the risk of a lapse between contracts.</p>
3	Providers unable to deliver service to required standard / meet contractual obligations	2	4	8	<p>Framework contract model for Lots 1-3 is responsive to provider capacity. As this tender increases the range of provision with a larger pool of providers, this mitigates the risk of potential provider failure. By weighting evaluation of quality at 60% in this tender, Lambeth has prioritised service quality and providers have evidenced their mobilisation plans in their method statement responses.</p> <p>For Lot 4 discussions will be begin with the awarded provider once it is permissible to do so as to when this contract can begin.</p>
4	Providers unable to deliver service within the agreed budget	2	4	8	<p>Service budget is indicative only as service is demand led. However, price has been evaluated through the tender to ensure best value.</p>
5	Supplier financial failure	2	4	8	<p>Financial checks (Dunn &amp; Bradstreet) have been undertaken on all tenderers.</p>
6	Implications of Brexit	2	2	4	<p>Current Short Break providers have Brexit business continuity plans in place to mitigate implications of Brexit.</p>
7	Continuity of service	2	4	8	<p>Business continuity plans are being sought which will be required to include Covid -19 risk minimisations.</p> <p>A Covid-19 short breaks contract variation is in place for 1<sup>st</sup> June – 31<sup>st</sup> August 2020, under which service providers are delivering virtual short breaks support to families. This will help to bridge the transition to the new</p>

Item	Risk	Likelihood	Impact	Score	Control Measures
					short breaks contract due to commence 1 <sup>st</sup> September 2020.
8	Impact of Covid	4	8		Once contracts are awarded discussions will begin with providers as how to mitigate the effects of Covid-19. Many of the tenders are current providers and discussions are already taking place on how they will adapt their service in response to Covid-19.

### Key

<b>Likelihood</b>	Very Likely	4	Likely	3	Unlikely	2	Very Unlikely	1
<b>Impact</b>	Major	8	Serious	4	Significant	2	Minor	1

## 7. EQUALITIES IMPACT ASSESSMENT

- 7.1 An equalities impact assessment was carried out in February 2019, preceding public consultation, to ensure any potential equalities concerns were identified to inform the design and planning of this procurement exercise.
- 7.2 The retender for Lambeth's short breaks service is broadly expected to have a positive impact on disabled children and young people and their families. The majority of families accessing short breaks services will have at least one protected characteristic; also, in supporting access to short breaks and other inclusive activities, the Council will be enhancing disabled children and young people's social interaction in the community.

## 8. COMMUNITY SAFETY

- 8.1 Not applicable.

## 9. ORGANISATIONAL IMPLICATIONS

### Environmental

- 9.1 The procurement has been conducted with due regard to Lambeth's Procurement Policy. As part of the tender, service providers were asked to demonstrate that their proposed nature and environmental education activities aim to maintain green spaces and teach children and young people about habitats and the environment they live in. Providers also outlined their plans to reduce reliance on single use plastics, packaging and consumables.

### Health

- 9.2 Short breaks services support the delivery of Lambeth's Health and Wellbeing Strategy, in supporting disabled children and young people (many of whom also have additional health needs). One of four key outcomes within the service specification is that "disabled children and young people and their families experience improved health and wellbeing".

### Corporate Parenting

- 9.3 Some disabled children and young people who access short breaks services may have been taken into care. The Children with Disabilities Team will work closely with Looked after Children team to ensure these children and young people's needs are met.

### **Staffing and accommodation**

- 9.4 TUPE will not apply to these contracts. For Lot 4 the awarded provider will have the use of the Bolton Crescent Adventure Playground to deliver the service. A draft lease arrangement was issued with the tender documents and will form part of the contract.

### **Responsible Procurement**

- 9.5 These contracts have been procured with due regard to the Council's Responsible Procurement policy.

#### *Good Quality Jobs with Fair Pay and Decent Working Conditions*

- 9.6 All providers will pay staff the London Living Wage. This is set in the framework contract terms and conditions

#### *Quality Apprenticeships, targeted Employment for Lambeth residents and Lambeth Priority Group*

- 9.7 Many of the providers will be using be using volunteers to support service delivery and give volunteering opportunities to give former service users, parents of children with disabilities and students.

- 9.8 *Quality and range of targeted employment opportunities for residents of Lambeth priority groups*

Many of the current providers recruit staff locally from within the borough and are locally based, Lambeth organisations.

National Autistic Society & Resources for Autism have committed to recruiting locally for the new contracts. At Whippersnappers many of the current staff were young people that used the service as well as parents and carers. They also offer work experience, volunteer opportunities such as the Duke of Edinburgh awards. Many providers will also offer volunteering opportunities as part of their offer

- 9.9 *Reduce Emissions:* Lambeth Council has a commitment to being a Zero Carbon by 2030

Providers will be encouraged to reduce their carbon footprint and take action to improve air quality, in a range of ways; for example, using vehicles that are FORS registered, reducing reliance on petrol and diesel vehicles, utilising renewable energy and employing new techniques to reduce carbon emissions.

#### *Single Use Plastics*

- 9.10 Service providers outlined their commitment to reducing use of single use plastics in their bids. For example, Whippersnappers use eco - friendly supplies where possible (biodegradable glitter) & use innovative ways to encourage children and young people to recycle and be more environmentally conscious.

#### *Positive Health and Wellbeing*

- 9.11 Each provider will sign up to the Healthy Workplace charter to promote a healthy, fit and committed workforce. A number of providers offer lunch and snacks as part of their service delivery and offer healthy food. Improving the health and wellbeing of children and young people who receive short breaks services is amongst the core outcomes of the service, as outlined in the service specification.

#### *Other Offers (Innovation)*

- 9.12 Providers will offer social value in a number of ways including:

- \*Peer to peer support
- \*Building resilience amongst families and children and young people
- \*Facilitating social & artistic events to encourage families to come together
- \*Activities encouraging entrepreneurial & academic skills

\*Promoting inclusive practice in the youth and play sector, by bringing together disabled children and young people with non-disabled peers and the wider community to foster social cohesion.

## 10. TIMETABLE FOR IMPLEMENTATION

10.1 The table below details the stages and deadlines for implementing the recommendations:

<b>Activity</b>	<b>Proposed Date</b>
Decision published online	22 June 2020
Outcome letters issued	25 June 2020
Cabinet Member Decision	29 June 2020
End of call-in period	6 July 2020
Decision enacted	7 July 2020
Publish contract award notice	8 July 2020
Execution of Contract	July 2020
Mobilisation Period for Contract	Mid July – August 2020
Commencement of Contract	01 September 2020 (tbc)

## AUDIT TRAIL

Consultation				
Name and Position/Title	Lambeth Directorate	Date Sent	Date Received	Comments in paragraph:
Councillor Jack Hopkins	Leader of the Council	10.06.20	22.06.20	
Councillor Edward Davie	Cabinet Member for Children and Young People	21.05.20	09.06.20	
Merlin Joseph, Strategic Director	Children' Services	19.05.20	29.05.20	
Abi Onaboye, Director	Children's Services	11.05.20	13.05.20	
Dan Stoten, Assistant Director	Children's Services	29.04.20	05.04.20	Throughout
Rachel Harrison, Finance	Finance and Investment	21.04.20	28.04.20.	3
David Thomas, Legal Services	Legal and Governance	21.04.20	23.04.20	4
David Rose, Democratic Services	Legal and Governance	21.04.20	22.04.20	4.7
Ashaki Bailey, Senior Procurement Officer	Finance and Investment	16.03.20	17.04.20	Throughout
Matthew Browning, Sustainability Officer	Sustainable Growth and Opportunity	07.05.20	19.05.20	

## REPORT HISTORY

<b>Original discussion with Cabinet Member</b>	Ongoing since Nov 2018
<b>Report deadline</b>	N/A
<b>Date final report sent</b>	N/A
<b>Part II Exempt from Disclosure/confidential accompanying report?</b>	Yes
<b>Key decision report</b>	Yes
<b>Date first appeared on forward plan</b>	12.03.19
<b>Key decision reasons</b>	Expenditure over 500,000.
<b>Background information</b>	<ul style="list-style-type: none"> <li>• <a href="#">Consultation 'You Said, We Did' summary</a></li> <li>• <a href="#">Breaks for Carers of Disabled Children Regulations 2011</a></li> <li>• <a href="#">Children and Families Act 2014</a></li> <li>• <a href="#">SEND Code of Practice 2015</a></li> <li>• <a href="#">Children's Act 1989, Children's Act 2004</a></li> <li>• <a href="#">Better, Fairer Lambeth: Our Borough Plan 2019-20</a></li> <li>• <a href="#">A Children and Young People Plan for Lambeth 2017-2022</a></li> <li>• <a href="#">Lambeth Local Area Strategy 2017-20</a></li> <li>• <a href="#">Lambeth's Responsible Procurement Policy</a></li> <li>• <a href="#">Lambeth's Health and Wellbeing Strategy</a></li> </ul>

**APPROVAL BY CABINET MEMBER OR OFFICER IN ACCORDANCE WITH SCHEME OF DELEGATION**

**I confirm I have consulted Finance, Legal, Democratic Services and the Procurement Board, and taken account of their advice and comments in completing the report for approval:**

**Signature:**

**Date:** 30/06/20

**Post:** Orla Oakey,  
Commissioning Manager

**I confirm I have consulted the relevant Cabinet Members, including the Leader of the Council (if required), and approve the above recommendations:**

**Signature:**

**Date:** 30/06/20

**Post:** Councillor Edward Davie,  
Cabinet Member for Children and Young People

**Any declarations of interest (or exemptions granted):** None

**Any conflicts of interest:** None

**Any dispensations:** None