

**TO: EXECUTIVE MEMBER FOR ADULT SERVICES, HEALTH AND HOUSING
14TH MAY 2014**

**EAT4HEALTH PROCUREMENT DECISION
Director of Adult Social Care, Health and Housing**

1 PURPOSE OF REPORT

- 1.1 The purpose of this report to The Executive is to agree to the recommendation contained within this report in respect the weight management life style behavioural change programme, Eat4Health following the procurement process. This recommendation follows a robust evaluation of the tender on behalf of Reading, Wokingham and West Berkshire Local Authorities under the Public Health Joint Agreement. It should be noted that Bracknell Forest Borough Council are not a party to this contract.

2 RECOMMENDATION

- 2.1 That Tenderer A be awarded the contract commencing 16th June 2014.**

3 REASONS FOR RECOMMENDATION

- 3.1 Tenderer A is recommended as they scored very highly on the evaluated quality indicators and were competitive on their price per course quote.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 The current situation with West Berkshire Borough Council providing the service is not one which they wish to continue with and jointly it was agreed that none of the other Councils wished to take over the provision of this service and all supported the tender process. This was approved by the Executive Member on 20th January 2014.

5 SUPPORTING INFORMATION

5.1 Background to Project

- 5.1.1 Eat4Health is a service which Berkshire West PCT developed and provided in-house. When Public Health moved into Local Authorities, no local provider was found to take over this service and so the co-ordinator was temporarily employed by West Berkshire Council on a casual basis. This was not satisfactory, so the co-ordinator was transferred to a short, fixed term contract which expired on the 31st March 2014.
- 5.1.2 The service was developed by the Public Health team at NHS Berkshire West. The programme incorporates healthy eating and physical activity advice for individuals who are overweight and often sedentary. The programme is run as a ten week course with up to 12 participants attending a weekly 1.5 hour class which is led by a qualified healthy eating/ physical activity instructor. The classes are run in Reading, Wokingham and West Berkshire. Eat4health has been in operation for almost 5

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years. Participants are measured pre and post intervention so that effectiveness can be monitored.

- 5.1.3 The programme differs from traditional weight management programmes currently offered in that it provides emphasis on education about healthy eating, rather than following a specific diet and also places emphasis on the need to be physically active. The programme seeks to empower the individual to adopt and maintain a healthy lifestyle.
- 5.1.4 It was agreed to competitively procure the Eat4Health project by the Public Health Shared Team on behalf of three partner Local Authorities: Reading, Wokingham and West Berkshire Borough Councils as part of the Joint Agreement. As per that agreement, the Bracknell Forest process is to be used.
- 5.1.5 The contract will be for 2 years with the possibility to extend for 1 year.

5.2 Tender Process

- 5.2.1 The Procurement Plan was agreed by The Executive member on 20th January 2014 and a one stage procurement process was initiated which included entry level questions.
- 5.2.2 The ITT documentation for completion was sent out via the South East Business Portal on 27th February 2014 with a return date of 31st March.
- 5.2.3 The tenders returned were evaluated by the Project Team which consisted of representatives from Reading, West Berkshire and Bracknell (as lead). Wokingham were not able to provide a representative but were invited. The evaluation criteria had been agreed by the panel prior to the tender invitations and included in the ITT documentation.
- 5.2.4 Clarification questions, references and credit checks were undertaken.
- 5.2.5 Tenderers were invited to attend to give a presentation and answer questions on the 14th April 2014 and following this, the evaluation panel finalised the tender evaluation taking into account feedback from colleagues present at the presentation. All partner organizations were present at the presentations along with the Director of Public Health for Berkshire.

6 PARTNER COUNCIL OFFICERS ENDORSEMENT

6.1 Reading

The Consultant in Public Health for Reading has briefed the Director of Education, Adult and Children's Services and the Lead Councillor for Health, and endorses the Evaluation Teams recommendation.

6.2 Wokingham

The Wokingham Public Health Consultant endorses the decision of the Evaluation Panel based on a thorough piece of work and is happy that the appropriate procurement procedures were followed.

6.3 West Berkshire

Based on a thorough procurement procedure, the West Berkshire Public Health Consultant fully endorses this decision.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Bracknell Forest Officers

Borough Solicitor

- 7.1 The contract or contracts to be let should be let by the partner councils so that no liability for the Council can arise.

Borough Treasurer

- 7.2 The financial implications of entering into this contract will be contained within the financial provisions available at each council, namely Reading Borough Council, West Berkshire Council and Wokingham Borough Council who are party to the contract.

Head of Procurement

- 7.3 Nothing to add

Strategic Risk Management Issues

- 7.4 n/a

Equalities Impact Assessment

- 7.5 n/a

8 CONSULTATION

Principal Groups Consulted

- 8.1 none

Method of Consultation

- 8.2 n/a

Representations Received

- 8.3 n/a

Background Papers

ITT, service specification and all associated papers are available on request

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