

## OFFICER DECISION RECORD SHEET

**Name of decision maker:** Assistant Director – Performance, People & Innovation

**Service Area:** People and Performance

**Title of Decision:** Award of contract for Shopmobility

### **Decision made and reasons:**

#### **Decision:**

To approve the awarding of a contract to *Dacorum Council for Voluntary Services* (also known as Community Action Dacorum) for the Shopmobility Service. The contract is for a period of 3-years with the option to extend the contract for a further 2 years.

#### **Reason:**

In October 2015, Cabinet agreed to move from the grant based Strategic Partnership Programme to an outcomes based commissioning approach. The commissioning approach (linked with an outcomes based focus) ensures that we get better results for residents and more value for money. It has also enabled us to better target resources where they are needed most.

Using this new approach, the Shopmobility Service was tendered with a focus on four key outcomes for residents with restricted mobility:

- Improving access and helping people feel less isolated.
- Improving quality of life & mental health, with fewer trips and falls
- Increasing awareness of the Shopmobility service to attract new customers
- Receiving a good level of customer service, including training before first use

This service was commissioned in consultation with the voluntary sector, senior officers, service users and the Portfolio Holder. It was tendered on an outcome and fixed price basis (£40,000 per annum) to meet the needs of the community.

This contract has been tendered in accordance with the Public Contract Regulations 2015.

#### Award

Two tenders were received:

- *Dacorum Council for Voluntary Services* – 91%
- *Ability Matters* – 62%

*Dacorum Council for Voluntary Services* scored highest against a comprehensive framework of criteria including business planning, mobilisation, service outcomes and health safety & maintenance.

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**Reports considered:**

The procurement report is attached.

**Officers/Councillors/Ward Councillors/Stakeholders Consulted:**

Robert Smyth, Assistant Director – Performance, People & Innovation  
Matt Rawdon, Group Manager – People & Performance  
Alex Care, Team Leader – Community Partnerships  
Sue Foster - Procurement Officer  
Eleanor Cornforth – Community Partnerships Assistant  
Service users

**Financial Comments:** There is sufficient budget provision within the existing grants and commissioning budget (cost centre RE300) to meet this expenditure.  
(Jackie Doyle 31/10/17)

**Monitoring Officer Comments:**

No comments to add to the report.

**Deputy S151 Officers Comments:**

No comments to add to the report.

**Implications:****Value for Money:**

The total cost of the service has been reduced by 10% in line with our commitment to increase value for money across our grant services.

This contract also continues our move to a commissioning model for grant funding which ensures that we maximise value for money and that we take an evidence based approach to the delivery and monitoring of voluntary services in Dacorum.

**Financial:**

The Council had reduced the budget allocated to these services on consultation with key portfolio holders and senior officers. The annual budget is fixed at £40,000 over the term of the contract.

**Risk:** If this contract is not awarded, it could lead to a loss of the service, which will result in negative outcomes for vulnerable residents and reputational damage to the Council.

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**Officer Signature:**

A handwritten signature in black ink, appearing to read "Rob" followed by a stylized, cursive flourish.

Date: 22/11/2017