

Record of decision taken under delegated powers by a council officer



Title:	Provision of a Home Based Care Service in Extra Care Scheme at Brockhill Sheltered Housing Scheme - Contract Award
Divisions Affected:	Spelthorne
Key Decision:	Yes
Reason Key:	Over £500,000
Decision taken under delegation by virtue of:	Delegation agreed by Cabinet on 27 March 2018 – minute ref: 54/18

Summary

Cabinet at its meeting on 27 March 2018 agreed that the Strategic Director of Adult Social Care and Public Health in consultation with the Leader of the Council, Cabinet Member for Adults, Assistant Director of Procurement and Section 151 Officer authorise the award of a contract for Extra Care services at Mitchison Court following the completion of a competitive tender procedure compliant with Public Contract Regulations 2015.

In December 2015 Cabinet approved the Accommodation with Care and Support Strategy which aims to increase options available for residents needing accommodation with care and support. One option is through the provision of Extra Care housing and support which is beneficial for resident wellbeing as it enables continued independent living for eligible elderly people while offering flexible and responsive care and support to meet their needs, enhance quality of life and improve outcomes.

The retendering of this operational Extra Care scheme service enables continuity of service provision within the existing budgets included in the council's Medium Term Financial Plan. In doing so, increased costs that would otherwise be incurred are being avoided, which is essential given the council's very serious financial position.

Recommendation – approval to award a contract for the provision of an Extra Care service scheme at Mitchison Court. The award of this contract will support the continued delivery of services to residents who are eligible for accommodation in Mitchison Court from 3 September 2018.

Decision made

Decision made:

To approve the award of a contract for the Provision of a Home Based Care Service in an

Extra Care Scheme at Brockhill Sheltered Housing Scheme

The award will support the Council's vision for Extra Care Housing which is to offer residents support within modern, purpose-built facilities that help older people retain their independence in the community while offering flexible and responsive care and support arrangements to meet their needs, enhance quality of life and improve outcomes.

Reasons for Decision:

The contract award will support the Accommodation with Care and Support Strategy in Surrey by delivering services to residents who are eligible for accommodation in Mitchison Court, thereby retaining their independence in the community while offering flexible and responsive care and support to meet their needs, enhance quality of life and improve outcomes.

The Council will meet its statutory duties by awarding a contract to the recommended provider.

The Extra Care contract at Mitchison Court (Sunbury-upon-Thames) expires on 2 September 2018, the new contract will commence on 3 September 2018.

The tender has been conducted under the Light Touch Regime in compliance with the requirement of Public Contract Regulations and Procurement Standing Orders.

The recommendations provide best value for money for the Council for the 24 hour a day, 7 day a week care service at this Extra Care scheme following a robust evaluation process.

Decision taken by:	Strategic Director Adult Social Care and Public Health
Decision taken on:	14 May 2018
To be implemented on:	14 May 2018

Alternative options considered

A detailed market analysis established there were a number of potential operators based in Spelthorne. A procurement process under the Light Touch Regime incorporating features of an Open single stage tender procedure was selected for Mitchison Court rather than a two stage Restricted procedure. This was due to the incorporation of the housing management responsibilities within the requirement and the recognition that only a very small number of providers operating in the area would be able to meet the specification.

Summary of any financial implications

The price is fixed for the 3 year initial term of the contract.

This retender secures the continued availability of these services going forward in line with Surrey County Council's vision for Extra Care Housing as part of the Council's Accommodation with Care & Support Strategy.

Although the retender does not deliver any cashable savings it has avoided costs of £72,901 per annum that would most likely otherwise have been incurred if the contract had continued with the incumbent provider.

In addition quantifiable benefits have been achieved through the provider's tender commitment to deliver Social Value during the initial contract term. This includes offering facilities for use of local voluntary and community sector groups, supporting two local people to achieve NVQs, offering one local person an apprenticeship, two local people full time job opportunities currently working less than 16 hours a week and one job opportunity to a local 18 to 24 year old not in employment, education or training. A delivery plan for the achievement of these commitments will be in place within the first three months of the contract commencement and progress will be reported quarterly by the provider and monitored by the Council.

The new contract model sees payment for delivered hours. This will remove the requirement to monitor and pay for voids and better align invoicing and payment process to our systems. This will see improvements in back office processing, reconciliation, and the ability to financially assess individuals in receipt of these services.

Benchmarking of Home Based Care contract rates, estimated against the cost of services required under this contract, indicates that cost of the awarded provider is comparable to the average for the geographic area in which the Extra Care will be delivered.

Key Performance Indicators (KPI) reporting will be in place and robust contract monitoring will ensure targets are being met.

Declarations of conflicts of interest

None.

Consultation/Process Followed

The Strategic Director of Adult Social Care and Public Health has consulted with the Leader of the Council, the Cabinet Member for Adults, the Assistant Director of Procurement and the S151 Officer. Formal agreement to the proposed decision was given in writing by each on the following dates:

Leader of the Council
David Hodge

.....

(date) 14/05/18

Cabinet Member for Adults
Mel Few



.....
(date) 04/05/18

Strategic Director Adult Social Care and Public Health
Helen Atkinson



.....
(date) 04/05/18

Assistant Director for Procurement
Ross Duguid



.....
(date) 03/05/18

Section 151 Officer
Shelia Little



.....
(date) 02/05/2018

Background Documents

Exempt:

Decision report with procurement process and consultation summary
Tender evaluation summary

No
Yes