

# Record of decision taken under delegated powers by a council officer



Title:	APPROVAL TO AWARD A CONTRACT FOR PROVISION OF EXTRA CARE SERVICES AND HOME BASED CARE SUPPORT IN EXTRA CARE SCHEME AT BEECHWOOD COURT
Divisions Affected:	Spelthorne
Key Decision:	Yes
Reason Key:	Over £500,000 for total 7 year contract value
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 Beechwood 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 Extra Care services and Home Based Care support in an Extra Care scheme at Beechwood Court. The award of this contract will support the continued delivery of services to residents who are eligible for accommodation in Beechwood Court from 3 September 2018.

## Decision made

Decision made:

It was AGREED that following a competitive tender, a contract be awarded for

provision of Extra Care services and Home Based Care support in an Extra Care scheme at Beechwood Court to A2Dominion Housing Group Limited, starting from 3 September 2018 for a period of three years with an option to extend for two periods of up to two years for each period.

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 Beechwood 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 Beechwood 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:	Helen Atkinson, Strategic Director Adult Social Care and Public Health
Decision taken on:	13 June 2018
To be implemented on:	26 June 2018

**Alternative options considered**

A market analysis established there were a number of potential operators based in Spelthorne. A procurement process under the Light Touch Regime incorporating features of a Restricted two stage tender procedure was selected for Beechwood Court. This was due to a large number of providers operating in the area who would be able to meet the specification and to enable selection assessment at stage one of the procedure in order to shortlist pre-qualified providers for invitation to tender to improve overall tender response quality.

### **Summary of any financial implications**

The price is fixed for the 3 year initial term of the contract with any increases for any extensions granted limited to a maximum of Consumer Price Index minus 1%.

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.

The retender has delivered financial benefits for the Council as the new contract cost is lower than the cost which would have been incurred if the contract had continued with the incumbent provider. The value of cashable savings calculated against the annual baseline cost of the current block contract and spot purchase arrangement generates a full year saving of £68,295.

In addition quantifiable benefits have been achieved through the provider's tender commitment to deliver Social Value during the initial contract term. This includes supporting 10 local people to achieve NVQs, offering two local people apprenticeships and 57 people from local priority groups employability support. 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 lower than 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.

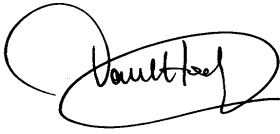
### **Declarations of conflicts of interest**

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



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(date) ...22/06/2018.....

Cabinet Member for Adults  
Mel Few



(date) 19/06/18

Strategic Director Adult Social Care and Public Health  
Helen Atkinson



(date) 13/06/18

Assistant Director for Procurement  
Ross Duguid



(date) 12/06/18

Section 151 Officer  
Sheila Little



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(date) 12/06/18

**Background Documents**

Exempt:

Decision report with procurement process and consultation summary  
Tender evaluation summary

No  
Yes