

# CONTRACT SCRUTINY COMMITTEE AGENDA



**Monday, 1 March 2010**

**at 10.00 am**

**in Committee Room C, Civic Centre, Hartlepool**

MEMBERS: CONTRACT SCRUTINY COMMITTEE:

Councillors Atkinson, Fleet, Flintoff, Griffin, Morris, Plant, Richardson, Simmons and Young

**1. APOLOGIES FOR ABSENCE**

**2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

**3. MINUTES**

3.1 To confirm the minutes of the meeting held on 1 February 2010

**4. ITEMS FOR INFORMATION**

4.1 Advice of Intention to Tender for the Provision of Specialist Domiciliary Care and Support for Adults with Learning Disabilities – *Strategic Commissioner - Working Age Adults*

4.2 Intention To Tender For Provision Of Domiciliary Care Services – *Director of Child & Adult Services*

**5. ANY OTHER ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

**6. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006**

**EXEMPT ITEMS**

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

**7. TENDERS FOR OPENING**

- 7.1 Supported Lodgings Tender (CRN 433) (Para 3) – *Commissioning and Contracts Manager*

**8. ITEMS REQUIRING DECISION**

**9. ANY OTHER CONFIDENTIAL ITEMS WHICH THE CHAIRMAN CONSIDERS ARE URGENT**

# **CONTRACT SCRUTINY COMMITTEE**

## **MINUTES AND DECISION RECORD**

1 February 2010

The meeting commenced at 10.00 a.m. in the Civic Centre, Hartlepool

**PRESENT:** Councillor Atkinson (In the Chair);  
Councillors Fleet, Flintoff, Richardson, Simmons and Young

**OFFICERS:** Judith Maughan, Passenger Transport Team Leader  
Kevin Hall, Transport Officer  
David Canwell, Senior Legal Assistant  
Terry Maley, Commissioning and Contracts Manager  
Lesley Strickland, Tall Ships Project Officer  
Denise Wimpenny, Principal Democratic Services Officer  
Jessica Coulson, Modern Apprentice

### **128. Apologies for Absence**

Councillors Griffin, Dr Morris and Plant.

### **129. Declarations of Interest**

None

### **130. Minutes of the Meeting held on 25 January 2010**

Confirmed

### **131. Local Government (Access to Information)**

Under Section 100 (A)(4) of the Local Government Act 1972, the press and public were excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of the Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information)(Variation) order 2006.

Minute 132 – Bus and Taxis Provision 2010-2012 – Dyke House Decant, Dial A Ride Wheelchair Accessible Vehicles, Officer Taxi Service and Tall Ships Park and Ride Service (Contract Reference Number 431) (para 3 - information relating to the financial or business affairs of any particular person (including the Authority holding that information))

Minute 133 – Tender for the Provision of Large Screens for the Tall Ships Races – Hartlepool 2010 (Contract Reference Number 438) (para 3 - information relating to the financial or business affairs of any particular person (including the Authority holding that information))

Minute 134 – Catering Tenders for the Tall Ships Races – Hartlepool 2010 (Contract Reference Number 406) (para 3 - information relating to the financial or business affairs of any particular person (including the Authority holding that information))

**132. Bus and Taxis Provision 2010-2012 – Dyke House Decant, Dial A Ride Wheelchair Accessible Vehicles, Officer Taxi Service and Tall Ships Park and Ride Service (Contract Reference Number 431) - Passenger Transport Team Leader**

Sixteen tenders had been received in respect of this contract and the tenders were opened in the presence of this Committee.

**Decision**

That the opening of tenders, be noted.

**133. Tender for the Provision of Large Screens for the Tall Ships Races – Hartlepool 2010 (Contract Reference Number 438) - Tall Ships Project Officer**

Three tenders had been received in respect of this contract and the tenders were opened in the presence of this Committee.

**Decision**

That the opening of tenders, be noted.

**134. Catering Tenders for the Tall Ships Races – Hartlepool 2010 (Contract Reference Number 406) -Tall Ships Project Officer**

Three tenders had been received in respect of this contract and the tenders were opened in the presence of this Committee.

**Decision**

That the opening of tenders, be noted.

**135. Provision of an Activities and Monitoring Programme (Contract Ref No 397) – *Director of Child and Adult Services***

The Commissioning and Contracts Manager reported on the results of a recent tender evaluation relating to the provision of an activities and mentoring programme, details of which were set out in the exempt section of the minutes.

**Decision**

That the results of the tender evaluation, be noted.

**136. Provision of Resources Required to Support the Team Around the Primary School Model Contract Ref Nos 426, 427, 428, 429, 430) – *Director of Child and Adult Services***

The Commissioning and Contracts Manager reported on the results of a recent tender evaluation relating to the provision of resources required to support the team around the primary school model, details of which were set out in the exempt section of the minutes.

**Decision**

That the results of the tender evaluation, be noted.

The meeting concluded at 11.18 pm.

CHAIRMAN

## CONTRACT SCRUTINY COMMITTEE

1 March 2010



**Report of:** Strategic Commissioner - Working Age Adults

**Subject:** ADVICE OF INTENTION TO TENDER FOR  
THE PROVISION OF SPECIALIST  
DOMICILIARY CARE AND SUPPORT FOR  
ADULTS WITH LEARNING DISABILITIES

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### 1. PURPOSE OF REPORT

- 1.1 To advise the Contract Scrutiny Committee of the intention to tender for the provision of specialist domiciliary care for adults with learning disabilities who are part of the Resettlement and Campus Re-provision programme.

### 2. BACKGROUND

- 2.1 The white paper 'Our Health, Our Care, Our Say' identifies that the National Health Service (NHS) should not provide care and accommodation for people with a learning disability and that this type of provision should be closed by 31<sup>st</sup> March 2010.
- 2.2 The aim of the Resettlement and Campus Re-provision programmes are to move people with learning disabilities from NHS Services to more appropriate accommodation in the community.
- 2.3 Additional finances (revenue funding) will be made available by the Primary Care Trust (PCT) as time limited funding (under the guidance of DH Gateway Reference: 10162) to Local Authorities for all eligible revenue expenditure (to include care and support) as part of the Learning Disability (LD) Campus closure programme.
- 2.4 Should this tender proposal be approved it will enable the Council to arrange for the provision of appropriate community based care and support for six individuals who are moving from Campus accommodation.
- 2.6 The general proposals for the Resettlement and Campus Re-provision Programme have been approved in principle by the Mayor and Adult and Public Health Portfolio Holder in March 2009 as part of the LD Transfer under a Department of Health (DOH) Directive.

- 2.7 The Transfer of Learning Disability Social Care Funding and Commissioning from the NHS to Local Government was reported to Cabinet on 7<sup>th</sup> September 2009 (see minute reference 55)
- 2.8 The NHS (Campus) schemes are as detailed below:
- Hart Lodge
  - Stanhope Avenue
  - Edenbrook
- 2.9 Tees Esk and Wear Valley NHS Foundation Trust (TEWV) currently provide care and support for all the individuals who are in campus accommodation.
- 2.10 Endeavour Housing Association and Joseph Rowntree Foundation have been selected to undertake the property acquisition (s) on behalf of the authority. Associated costs will be met by the Capital Grant funds and Resettlement funding.
- 2.11 It is anticipated that as per DOH Guidance (LAC (2008) 05), all individuals will be supported in alternative accommodation in the community by April 2010.
- 2.12 Should the Tender Procedure be approved and go ahead as planned, the community based care and support provision will be in place by 4<sup>th</sup> October 2010. TEWV will continue to provide the domiciliary care and support until such time.
- 2.13 Legal advice has been sought and TUPE will apply to the proposed tender exercise and it is anticipated that any new provider will be expected to absorb a proportion of the existing staff that currently provide social care.

### **3. PROPOSAL**

- 3.1 In order to purchase a quality, cost effective service and ensure a level of competition amongst providers in the region it is proposed to undertake a tender exercise.
- 3.2 The intention is to commission a provider of specialist domiciliary care to provide the care and support to enable the individuals to live full lives within the Community.
- 3.3 The length of the contract term is anticipated to be for a forty two month period (plus two twelve month extension periods) subject to satisfactory reviews and is estimated to cost c£600,000 p/a.
- 3.4 It is proposed that in order to adequately meet the needs of and achieve the identified outcomes for these individuals the tender exercise will seek to source in the region of 820 hours of domiciliary care per week.

3.5 The intention to tender was approved by the Director of Child and Adult Services on 4<sup>th</sup> February 2010.

3.6 The outcome of the tender procedure will be the subject of a further report to the Director of Child and Adult Services and Contract Scrutiny Committee.

**4. RECOMMENDATIONS**

4.1 This is for information only.

**5. BACKGROUND PAPERS**

None

**6. CONTACT OFFICER**

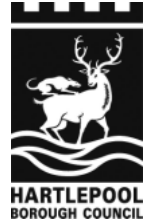
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## **CONTRACT SCRUTINY COMMITTEE**

1 March 2010



**Report of:** Director of Child and Adult Services

**Subject:** INTENTION TO TENDER FOR PROVISION OF  
DOMICILIARY CARE SERVICES

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### **1. PURPOSE OF REPORT**

- 1.1 To advise Contract Scrutiny Committee of the intention to tender for the provision of domiciliary care services.

### **2. BACKGROUND**

- 2.1 A tender exercise was undertaken in 2004 to re-configure the domiciliary care market in the town. The outcome of the exercise was that three successful providers were awarded contracts to provide domiciliary personal care and support. The three providers were as follows:

- Community Home Care
- Allied Healthcare
- Carewatch (formerly Care Concern)

- 2.2 Arrangements were established with the successful providers and contractual agreements have been in place since the commencement of the Service in 2004. The key elements of the existing contract are as follows:

- The current contract confirms that the Council will endeavour to offer the Provider a minimum of 1000 hours per week.
- Each of the three Providers was allocated a geographical area of the Borough (North, South and Central) and is required to accept all packages of care referred to them within their respective areas within 48 hours.
- The contract allowed for a contract term of 4 years with and option to extend for a period of a further 2 years

(subject to satisfactory performance and continued demand for the Service)

- 2.3 The original contract was extended in October 2008 for a period of 2 years under the provisions of Clause 1.2. The current Agreement is due to expire on 30 September 2010.
- 2.4 The monitoring information available to us evidences that there has been an increase in the number of hours that have been provided across the town between Jan 08 and Dec 08 and Jan 09 and Dec 09.. This increase reflects an ageing population and the success of rehabilitation and reablement services in supporting people to maintain their independence.
- 2.5 Cabinet has approved this work-stream for inclusion in the forward plan as of 22 February 2010.

### **3. PROPOSALS**

- 3.1 In order to purchase a quality, cost effective service and to ensure a level of competition amongst Providers in the region it is proposed to undertake a tender exercise.
- 3.2 The intention is to commission a provider(s) of domiciliary personal care to provide care and support to enable Service Users to achieve the outcomes as determined by themselves in their Care and Support Plans whilst remaining within the Community.
- 3.3 Service users will be invited to be part of the tender process through participation in the evaluation panel to ensure that requirements are understood by the service providers and to ensure transparency of the process.
- 3.3 The length of the contract term is anticipated to be for a four year period (plus two 12 month extension periods) subject to satisfactory reviews and also taking into account the impact of personal budgets.. The forecasted gross annual cost for the services to be delivered by this tender is £2.3 million per annum which is already accounted for within the current budget.
- 3.4 The Director of Child and Adult Services has approved the intention to tender as of 26 February 2010. The outcome of the tender procedure will be subject to a further report to the Director of Child and Adult Services and will be reported to Contract Scrutiny Committee as a matter of course.

**4. RECOMMENDATIONS**

4.1 This is for information only.

**5. BACKGROUND PAPERS**

None

**6. CONTACT OFFICER**

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