

Decision Maker: PORTFOLIO HOLDER FOR CARE SERVICES

Date: For Pre-Decision Scrutiny by the Care Services Policy Development and Scrutiny Committee on Tuesday 14th November 2017

Decision Type: Non-Urgent Executive Non-Key

Title: LEWIS HOUSE MANAGEMENT: NEGOTIATED AWARD PART 1 (PUBLIC) INFORMATION

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Chief Officer: Deputy Chief Executive and Executive Director: ECHS

Ward: Borough-wide

1. Reason for report

- 1.1 A report (CS18019) was presented to Care Services PDS requesting agreement to commence a tender process for the management arrangements at Lewis House. Following approval, a tender process was undertaken but it failed to attract any bids. Negotiations commenced to continue service delivery with the existing provider.
- 1.2 This reports details the outcome of the negotiations and seeks Portfolio Holder approval to enter into a 3 + 2 year contract with the existing provider to provide housing management services at Lewis House. This is a Part 1 summary report. The full report is presented as a Part Two report.

2. **RECOMMENDATIONS**

- 2.1 The Care Services Policy Development and Scrutiny Committee is asked to note and comment on the report;
- 2.2 The Portfolio Holder for Care Services is recommended to:
- i) Award the contract for housing management services at Lewis House for a period of 3 years with the option to extend for a further period of up to 2 years; and,
 - ii) Delegate authorisation to extend the contract for a period of up to two years to the Executive Director of Education, Care & Health Services in consultation with the Portfolio Holder for Care Services, the Director of Commissioning, the Director of Finance and the Director of Corporate Services.

Impact on Vulnerable Adults and Children

1. Summary of Impact: The services provided at Lewis House enable vulnerable adults to evaluate aids and equipment in a home-like setting. They can use this facility to help decide whether to buy equipment to enable them to remain in their homes without recourse to Council funded services. The service also facilitates a suitable place of assessment for occupational therapists which in turn enables a more efficient service to vulnerable adults.
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Corporate Policy

1. Policy Status: Existing Policy
 2. BBB Priority: Supporting Independence
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Financial

1. Cost of proposal: Estimated Cost £36k per annum
 2. Ongoing costs: Recurring Cost: £180k for the whole life contract inclusive of the extension.
 3. Budget head/performance centre: 758001 3427
 4. Total current budget for this head: £31.9k per annum
 5. Source of funding: Revenue Support Grant. Additional funding (£3.9k per annum) will be offset against recurring underspend on 758900 3815.
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Personnel

1. Number of staff (current and additional): Not Applicable
 2. If from existing staff resources, number of staff hours: Not Applicable
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Legal

1. Legal Requirement: Non-Statutory - Government Guidance
 2. Call-in: Applicable: Portfolio Holder decision.
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Procurement

1. Summary of Procurement Implications: See report.
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected): Approx 1730 per annum.
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: Not Applicable

3. COMMENTARY

- 3.1 A report (CS18019) explaining the provision of housing management and Independent Living services by Experts by Experience at Lewis House was presented to Care Services PDS on 4 July 2017. The report sought Portfolio Holder agreement to tender the housing management and Independent Living support services at Lewis House.
- 3.2 The Lewis House facility provides self funders and eligible service users with the option of having a functional assessment in a community based venue, giving them the opportunity to test out equipment and view adaptations before purchasing to support Independent Living. The current contract is for the management of the facility and the delivery of the Independent Living services based there.
- 3.3 A tender process was undertaken using the electronic tendering system Pro-Contract. The tender closed on 4 October 2017 but having attracted only two expressions of interest, it subsequently failed to attract any bids. Therefore to meet service need and ensure no break in service, authority was immediately requested to contact and potentially negotiate a new contract with the current provider and this was granted by the Director of Commissioning and the Interim Director of Programmes, Education, Care & Health Services.
- 3.4 A meeting has taken place with the current provider and a proposal for continuation of the contract has been agreed. The full details are in the Part Two report.
- 3.5 In consideration of the above it is recommended that the Council enters into a 3 plus 2 year contract as detailed in the Part Two paper.

4. SERVICE PROFILE / DATA ANALYSIS

- 4.1. Report CS18019 provided detail on this as part of the initial Gateway Review.

5. CUSTOMER PROFILE

- 5.1. Report CS18019 provided detail on this as part of the initial Gateway Review.

6. MARKET CONSIDERATIONS

- 6.1 The service has been market tested and attracted no interest from the market.

7. STAKEHOLDER CONSULTATION

- 7.1. Report CS18019 provided detail on this as part of the initial Gateway Review.

8. SUSTAINABILITY / IMPACT ASSESSMENTS

- 8.1. Report CS18019 provided detail on this as part of the initial Gateway Review.

9. OUTLINE PROCUREMENT STRATEGY & CONTRACTING PROPOSALS

- 9.1. As detailed in the Part Two report.

10. POLICY CONSIDERATIONS

- 10.1. Lewis House provides an ideal location for an Independent Living Centre which enables the Council to achieve the objectives within Building a Better Bromley of supporting independence for vulnerable people.

10.2. Experts by Experience have entered into a lease with the Council for Lewis House and the office and meeting space available within the accommodation allows them to run a number of activities which meet the Council's statutory obligations to consult with disabled people. This also allows them to raise additional funding through income generation and trust funding to provide additional activities and contribute towards the up keep of Lewis House. Overall the service provided by Experts by Experience represents value for money for the Council by ensuring accessible and cost effective services for disabled and vulnerable people.

11. FINANCIAL CONSIDERATIONS

11.1. As detailed in the Part Two report.

12. LEGAL CONSIDERATIONS

12.1. As detailed in the Part Two report.

Non-Applicable Sections:	Personnel
Background Documents: (Access via Contact Officer)	FORMAL CONSULTATION ON OUTLINE SERVICE PROPOSALS AND PROCUREMENT STRATEGY FOR THE MANAGEMENT OF LEWIS HOUSE CS18019