
Extra Care Scheme Tender – Supporting Information

1. Introduction/Background

- 1.1 There are 3 extra care schemes in West Berks operated by three different registered social landlords - A2 Dominion, Housing 21 and Sovereign Housing. The care and support services are delivered by 3 different care agencies - Mears, Allied and Carewatch. These services were commissioned by the Council at different times over the last few years as the schemes came into operation.
- 1.2 A tender for the three Extra Care Services was published in 2017, and is part way to conclusion. Prices are now known, and consequently;
- 1.3 This paper seeks delegated authority to award the contract.

2. Supporting Information

- 2.1 The current care contracts were scheduled to end at different times, with the Allied health Care and Carewatch contracts ending on 8th July 2017 and 25th August 2017 respectively; the Allied contract has already been extended as per contract terms with no other extensions possible. The plan agreed by Commercial Board was to retender all three contracts in line with the Allied contract end date.
- 2.2 In order for this to happen it was agreed to bring the Mears and Carewatch contracts, which expire at the end of October 2018 and August 2017 respectively, in line with the Allied contract expiry date. Contractual notice period of 6 months was given to terminate contracts with Mears and Carewatch to coincide with the tender process.
- 2.3 The tender exercise has concluded, and award letters are being drafted.
- 2.4 We are now seeking approval to proceed with the award of the contract to the provider that offers the most economically advantageous tender, in line with the published evaluation criteria.

3. Options for Consideration

- 3.1 Award contract.
- 3.2 Not award contract and seek alternative arrangements, would be challenging given the notice period given to incumbent providers and lack of alternative provision for residents.

4. Proposals

- 4.1 The Executive resolves to delegate authority to Head of Commissioning, in consultation with Head of Legal Services, to award and enter into an agreement with successful bidder.

5. Conclusion

- 5.1 The provision at 3 existing extra care schemes has been tendered as 1 service. It was anticipated that consolidating suppliers for the 3 schemes would reduce overall costs to WBC.
- 5.2 It is proposed that the model offered to the market has kept prices to a minimum, in comparison to tendering each individual site as one offer, which would have the potential impact of 3 different providers with separate management overheads.

6. Consultation and Engagement

- 6.1 Discussions were held with incumbent providers and service users at each site. Relevant officers from the Commissioning Team facilitated service user engagement, and followed this up with a letter to all residents on the proposals.
- 6.2 All relevant ASC managers and Head of Service are sighted on/have contributed to the proposals.

Strategic Aims and Priorities Supported:

The proposals will help achieve the following Council Strategy aim:

☒ **HQL – Maintain a high quality of life within our communities**

Officer details:

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Appendix B

Equality Impact Assessment – Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

- “(1) A public authority must, in the exercise of its functions, have due regard to the need to:**
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;**
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; This includes the need to:**
 - (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;**
 - (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;**
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.**
- (2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.**
- (3) Compliance with the duties in this section may involve treating some persons more favourably than others.”**

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

What is the proposed decision that you are asking the Executive to make:	Contract award
Summary of relevant legislation:	
Does the proposed decision conflict with any of the Council's key strategy priorities?	No
Name of assessor:	RBradfield
Date of assessment:	13/6/2017

Is this a:		Is this:	
Policy	<u>Yes/No</u>	New or proposed	Yes/No
Strategy	<u>Yes/No</u>	Already exists and is being reviewed	Yes/No
Function	<u>Yes/No</u>	Is changing	Yes/No
Service	<u>Yes/No</u>		

1. What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
Aims:	To award a contract for Extra Care Services
Objectives:	To deliver care in Extra Care schemes across West Berkshire
Outcomes:	Effective and efficient care for applicable residents
Benefits:	Effective and efficient care for applicable residents

2. Note which groups may be affected by the proposed decision. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this
Age	No evidence that Age is specifically adversely affected	No change to existing specification for delivery; consultation
Disability	No evidence that Disability is specifically adversely affected	No change to existing specification for delivery;

	affected	consultation
Gender Reassignment	No evidence that Gender reassignment is specifically adversely affected	No change to existing specification for delivery; consultation
Marriage and Civil Partnership	No evidence that Marriage and Civil Partnership will be specifically adversely affected	No change to existing specification for delivery; consultation
Pregnancy and Maternity	No evidence that Pregnancy and maternity is specifically adversely affected	No change to existing specification for delivery; consultation
Race	No evidence that Race is specifically adversely affected	No change to existing specification for delivery; consultation
Religion or Belief	No evidence that Religion or belief is specifically adversely affected	No change to existing specification for delivery; consultation
Sex	No evidence that Sex is specifically adversely affected	No change to existing specification for delivery; consultation
Sexual Orientation	No evidence that Sexual Orientation is specifically adversely affected	No change to existing specification for delivery; consultation
Further Comments relating to the item:		

3. Result	
Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?	Yes/<u>No</u>
Please provide an explanation for your answer: Referrals will remain managed by ASC staff. Delivery of the service will adhere to specified levels and policies.	
Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?	Yes/<u>No</u>
Please provide an explanation for your answer: Delivery of care services is aimed to enhance the lives of those in receipt of services, and improve employment in the areas of service delivery.	

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area.

You will also need to refer to the [Equality Impact Assessment guidance and Stage Two template](#).

4. Identify next steps as appropriate:	
Stage Two required	n/a
Owner of Stage Two assessment:	RBradfield
Timescale for Stage Two assessment:	

Name: RBradfield

Date: 13/6/17

Please now forward this completed form to Rachel Craggs, Principal Policy Officer (Equality and Diversity) (rachel.craggs@westberks.gov.uk), for publication on the WBC website.