

<b>Approval of Contract Award: Direct Payment Support Service</b>
<b>Councillor Wayne Fitzgerald, Cabinet Member for Integrated Adult Social Care and Health</b>
<b>DECEMBER 2017</b>
<b>Deadline date: N/A</b>

Cabinet portfolio holder: Responsible Director:	Cllr Wayne Fitzgerald, Cabinet Member for Integrated Adult Social Care and Health Wendi Ogle-Welbourn, Executive Director for People and Communities, Cambridgeshire and Peterborough Councils
Is this a Key Decision?	YES If yes has it been included on the Forward Plan: YES Unique Key decision Reference from Forward Plan: KEY/11DEC15/02
Is this decision eligible for call-in?	YES
Does this Public report have any annex that contains exempt information?	NO

<b>RECOMMENDATIONS</b>
The Cabinet Member for Integrated Adult Social Care and Health is recommended to:
<ol style="list-style-type: none"> <li>1. Approve the award of contract to deliver Direct Payment Support service to Peterborough Council for Voluntary Services (PCVS) from 01 March, 2018 for a period of three years with the option to extend up to two further one year extensions (Total Value £ 624,772.72)</li> <li>2. Authorise the Executive Director for People and Communities, Cambridgeshire and Peterborough Councils to extend the contract for a further two 12 month periods at a cost agreed at the tender stage plus any variations during the initial term of the contract should the Council exercise the option to extend.</li> </ol>

**1. SUMMARY OF MAIN ISSUES**

- 1.1 This report seeks the Cabinet Member for Integrated Adult Social Care and Health’s approval to award a contract to PCVS from 01 March, 2018 to 28 February, 2021 with the option to extend for a further two one year extensions, in accordance with the Council’s Contract Rules.
- 1.2 The organisation will provide Direct Payment Support Services in Peterborough that will support the Council in meeting its statutory social care duties for vulnerable adults and children.

## 2. PURPOSE OF THIS REPORT

- 2.1 This report is for the Cabinet Member for Integrated Adult Social Care and Health to consider exercising their delegated authority under paragraph 3.4.3 of Part 3 of the constitution in accordance with the terms of their portfolio at paragraph (b).

## 3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	<b>NO</b>
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## 4. CONSULTATION

- 4.1 Market engagement and consultation was undertaken with the existing provider and potential providers prior to starting the procurement exercise.

- 4.2 Consultation has been undertaken with:

- Direct Payment Service users
- Health and social care professionals
- Council officers

- 4.3 Stakeholders were kept informed of the progress made throughout the procurement process.

## 5. ANTICIPATED OUTCOMES

- 5.1 Peterborough City Council (PCC) is committed to achieving positive and personalised outcomes for adults, children, young people and families, including parents and carers (hereafter referred to as 'people'). These outcomes are in line with the Association of Directors of Adult Social Services (ADASS) outcomes. PCC, in line with the directions in the Care Act 2014, wants to increase the number of people choosing to take Direct Payments as part of their Personal Budget arrangements; please see PCC's Personal Budget policy and Direct Payments policy. It is anticipated that the increased uptake of Direct Payments will support:

- Improved health and wellbeing outcomes for individual adults, children, young people and their families
- Flexibility, choice and control for people who need additional support
- A diverse local care and support market

- 5.2 There are key areas of work underway to deliver the vision of increased Direct Payment uptake:

- Procurement of an enhanced Direct Payment Support Service
- Development of the Personal Assistant (PA) market
- Raising awareness of personalisation

- 5.3 The development of the Direct Payments offer sits within the wider context of transforming Social Care in Peterborough and within the national context of the Care Act 2014 and the Children and Families Act 2014. In line with duties outlined in the Care Act 2014, PCC needs to ensure information and advice is available for people who pay for their own care.

- 5.4 The focus of the new service is to achieve positive and personalised outcomes for individual adults, children, young people and families, including parents and carers.

## **6. REASONS FOR RECOMMENDATIONS & ANY RELEVANT BACKGROUND INFORMATION**

- 6.1 The proposed approach will support the Council in meeting its statutory duty to meet assessed social care need.
- 6.2 The tender was carried out in compliance with the Public Contract Regulations 2015 and in line with PCC Contract Procedure Rules; further details are set out below.

### **Background**

- 6.3 The Care Act (Direct Payments Regulations) 2014 confirms Personal Budgets in law for people with eligible assessed needs, and carers, including the right to Direct Payments. The Care Act states that, from April 2015, local authorities need to assign a Personal Budget to all people who are eligible for support. A Personal Budget is the amount of money needed to cover the cost of the support for which a person is eligible. The local authority also has to ensure that people are given relevant and timely information about Direct Payments so that they can make a decision regarding whether to request a payment and how to use and manage this payment appropriately.
- 6.4 Peterborough currently provides Direct Payments for 494 adults and 32 children; 71% are paid to people who are under 65, 29% to people over 65.
- 6.5 Approximately two thirds of PCC Direct Payments are used to purchase a care and support service, and a third are used to employ a Personal Assistant to provide care. The current support service includes a managed account service, PA support, a payroll service along with information and advice.

### **Tender process**

- 6.6 This tender/procurement process complied with the requirements as stated in PCC's contract procedure rules. This procurement was conducted under the Light Touch Regime in line with the Public Contract Regulations 2015 and in line with PCC Contract Procedure Rules.
- 6.7 An open process was followed, therefore no pre-qualification was required for this procurement exercise.
- 6.8 The Invitation to Tender was published and 6 bids were received. One was non-compliant as it failed to submit any tender documents; therefore, 5 bids were evaluated. The evaluation process included method statement questions, a presentation, pricing assumptions and price evaluations.
- 6.9 The award criteria was split between 80/20 in favour of quality. The weighting was as follows:
- Method statement questions (quality): 72%
  - Presentation (inc. case study): 8%
  - Pricing Assumptions: 10%
  - Price : 10%

### **Tender evaluation**

- 6.10 The Tender assessment was conducted by a panel of 4 Council Officers and the presentations was evaluated by the same panel with a Service User also invited to evaluate.
- 6.11 Tenderers were required to prepare a number of method statements addressing between them all aspects of the required service. The method statements explored the approach and methodology proposed by each tenderer concerning (amongst other things) how the new

service would be implemented and delivered. Each method statement was scored using a 0 to 10 points scale.

- 6.12 Each method statement was given a weighting; those areas more critical to the success of the Direct Payment Support Service therefore carried a higher weighting. The specific weighting of each method statement was made clear to bidders.
- 6.13 The tender evaluation panel undertook the evaluations method statements independently, followed by a moderation process.
- 6.14 The tenderers were invited to present the case study as part of Presentation stage which was also evaluated by the Service user representative, followed by a moderation process
- 6.15 The tender submissions were also evaluated on price and price assumptions.
- 6.16 Summary of bid scores:

	Selection	Quality Score	Quality Ranking	Price Score	Price Rank	Total Score	Overall Ranking
<b>Bidder 1</b>	Pass	54.10%	3	12.04%	5	66.14%	4
<b>Bidder 2</b>	Pass	55.30%	2	13.10%	3	68.40%	3
<b>PCVS</b>	Pass	63.00%	1	14.88%	2	77.88%	1
<b>Bidder 3</b>	Pass	53.50%	4	15.00%	1	68.50%	2
<b>Bidder 4</b>	Pass	49.40%	5	12.22%	4	61.62%	5

- 6.17 The table above illustrates the total score for each bid. Following evaluation of the bids it is recommended that PCVS should be awarded the contract.
- 6.18 The new Contract is anticipated to commence on the 01 March, 2018 for a period of three years with an option to extend up to two further years subject to satisfactory performance, delivery of outcomes, funding availability, price and the continuing need for the service.

## 7. IMPLICATIONS

### 7.1 Financial

- 7.1.1 The total cost of providing the services if all extensions are exercised is estimated to be £624,772.72. The tender process ensures that value for money is achieved.

### 7.2 Legal

- 7.2.1 The contract will support the Council to comply with its statutory duties under the the Care Act 2014.

### 7.3 Human resources

- 7.3.1 TUPE (Transfer of Undertakings (Protection of Employees) Regulations) implications are managed through the tender process as TUPE information was provided to all support organisations, to ensure compliance with the relevant regulations.

### 7.4 Procurement

- 7.4.1 The procurement exercise undertaken complies with value for money requirements and with relevant procurement rules.

**8. DECLARATIONS / CONFLICTS OF INTEREST & DISPENSATIONS GRANTED**

8.1 None.

**9. BACKGROUND DOCUMENTS**

9.1 None.