

REPORT TO: Executive Board Sub-Committee

DATE: 18 December 2008

REPORTING OFFICER: Strategic Director Health & Community

SUBJECT: Domiciliary and Personal Care Tender
April 2008- March 2011 – Award of Tender

1.0 PURPOSE OF REPORT

1.1 To inform Members of the outcome of the tender process for the award of contracts to deliver domiciliary and personal care services within the Borough

2.0 RECOMMENDED THAT:

(i) **The recommendation will be given in a supplementary paper after the officers have had to opportunity to appraise all competent tenders received.**

3.0 SUPPORTING INFORMATION

3.1 For the purposes of this tender domiciliary care is defined as *personal, domestic duties and social/emotional support associated with ordinary living that a person might usually perform for himself or herself or by a competent and caring friend or relative*. The service is generic, and will therefore be available to all members of the community, including those with learning disabilities, physical or sensory disabilities, people with mental health needs and older people.

3.2 The current Domiciliary Care contracts expire in April 2009. These domiciliary care contracts will deliver domiciliary and personal care to all vulnerable adults with various social care needs ranging from older people to adults with physical, learning and mental health needs.

3.3 It is proposed that the Contracts will commence on 27th April 2009, and will run for a period of three (3) years with the possibility of an extension for a further one (1) year.

3.4 The contracts will be awarded on a geographical basis, and some organisations will be working in more than one "zone". This will provide consistency for the Authority and the Providers.

3.5 Sufficient budget provision exists in the revenue estimates for expenditure on the tender.

- 3.6 The Strategic Director of Health and Community has conducted the tender process in line with the Council's Procurement strategy, policies, relevant Standing Orders and best practice.
- 3.7 By the date of the Executive Board Sub-Committee on 18th December tenders will have been received and fully evaluated.
- 3.8 Deadline for receipt of completed Invitations to Tender was 3rd December 2008, with the Panel Evaluation taking place on 4th and 5th of December. Presentations to the Panel of the successful tenderers will take place on 10th December.
- 3.9 At the Executive Sub Committee meeting on the 18th December, a supplementary paper will be circulated detailing the names of tenders, tender sums and making recommendations for award of contracts.

4.0 POLICY IMPLICATIONS

- 4.1 There are significant TUPE implications linked to the award of these contracts and officers are looking to maximise the time available to successful tenderers to meet the potential requirement for the transfer of significant numbers of domiciliary care staff currently working in Halton.
- 4.2 This report is therefore submitted to members, in advance of the supplementary paper to be tabled on 18th December, in order to seek approval for the timely award of contracts.

5.0 OTHER IMPLICATIONS

- 5.1 Not applicable

6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES

6.1 Children and Young People in Halton

None identified

6.2 Employment, Learning and Skills in Halton

None identified.

6.3 A Healthy Halton

The provision of high quality effective domiciliary care enables individuals to remain in their own home and to maintain and improve their health outcomes.

6.4 A Safer Halton

None identified.

6.5 Halton's Urban Renewal

The provision of Domiciliary care enables people to remain in their homes thus contributing to sustainable local communities.

7.0 RISK ANALYSIS

7.1 Financial Risk:

The tender process has been conducted in line with value for money principles and compliant with market testing. Tenderers were given an indicative price against which to submit their pricing schedule and this agreed in consultation with the Directorate Finance Managers.

The recommendations made the Members in respect of the award of the contract will be in line with the MEAT principle (Most Economically Advantageous Tender)

7.2 Contractual Risk:

The terms of the contract against which the tender is being let have been checked and agreed by the Legal Services Department and are designed to protect the Councils' interests.

8.0 EQUALITY & DIVERSITY ISSUES

8.1 The provision of domiciliary care is a council service that is delivered to the most vulnerable and socially excluded members of the community and the letting of this contract will enable the Authority to meet its duties to promote inclusion and fair access to services for all local residents.

9.0 REASON (S) FOR DECISION

9.1 Not applicable

10.0 ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

10.1 Not applicable

11.0 IMPLEMENTATION DATE

11.1 Not applicable

12.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

12.1 There are background papers but they are not included as they are

exempt because they contain information relating to an individual or to the financial or business affairs of a particular person.

13.0 JUSTIFICATION FOR TAKING THE ITEM IN PART II

- 13.1 Depending on the outcome of the appraisal process and subsequent content of the intended supplementary paper, it may be necessary for members to consider taking the supplementary paper as an exempt item, as this paper contains information relating to an individual or to the financial or business affairs of a particular person.