

**REPORT TO:** Executive Board

**DATE:** 19<sup>th</sup> October 2023

**REPORTING OFFICER:** Executive Director Adult Services

**PORTFOLIO:** Adult Social Care

**SUBJECT:** Preliminary Procurement Notification –  
Proposed Tender of a Floating Support Service

**WARD(S)** Borough wide

## 1.0 **PURPOSE OF THE REPORT**

1.1 This is a Preliminary Estimate Report to seek approval from Executive Board to commence a new procurement process for the supply of a Floating Support Service. The proposed contract will be for an initial three years (plus 2 x 12-month extension periods), commencing 1<sup>st</sup> April 2024 until 31<sup>st</sup> March 2027, in compliance with Procurement Standing Order 1.3.5.

## 2.0 **RECOMMENDATION: That Executive Board**

- 1) **note the contents of the report; and**
- 2) **approve this Preliminary Estimates Report to commence a new procurement process for a Floating Support Service in compliance with Procurement Standing Order 1.3.5.**

## 3.0 **SUPPORTING INFORMATION**

3.1 In 2019 Halton Borough Council tendered for a Floating Support Service and the current contract is due to end on 31<sup>st</sup> March 2024.

3.2 The Halton Floating Support Service delivers housing related support. The aim of the service is to support vulnerable adults/families to maintain a sustainable tenancy. The service provides person-centred support across all client groups in line with assessed needs, including (but not limited to):

- People at risk of homelessness
- People with mental health problems
- People with substance misuse problems
- Offenders or people at risk of re-offending
- Vulnerable families
- Older people
- People with social care needs, including learning disabilities, physical disabilities and physical health

- problems
- People from BAME communities

- 3.3 Halton Borough Council currently makes provision for a Floating Support Service. Annually, approximately 650 vulnerable adults access the current Floating Support Service.
- 3.4 The contract was awarded for a five-year contractual period (2019 – 2024). This covered the initial 3-year contract term and the enactment of 2 x 12-month contract extension periods. There are no further extension periods available.
- 3.5 As the current contract is due to expire on 31<sup>st</sup> March 2024, Officers have been undertaking work to prepare to re-tender the service, commencing from 1<sup>st</sup> April 2024.
- 3.6 The proposed contract term is for a three year period (1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2027) with an option to extend the contract for 2 x 12-month extension periods until 31<sup>st</sup> March 2029.
- 3.7 The estimated value of the contract is £1,870,000 over the five year lifetime of the contract. The Annual contract value is estimated at £374,000 per annum.
- 3.8 The estimated cost is inclusive of an inflationary uplift of 10% on the current contractual value (£340,000). No uplift has been applied to the contract value in the last two financial years and the current provider has evidenced that there has been an impact on the cost of the delivery of the service resulting from increases in inflation in that two-year period, resulting in higher costs to deliver the service.
- 3.9 The proposed uplift would be applied at the commencement of the initial three year term of the contract. Officers will review the contract value at the end of the initial three year term and in advance of any contract extension periods being applied. This will evaluate if a further uplift would be required.
- 3.10 It is proposed to undertake a full open tender procurement exercise to comply with Procurement Standing Order 1.5.2.

#### 4.0 **POLICY IMPLICATIONS**

- 4.1 None identified at this stage.

#### 5.0 **FINANCIAL IMPLICATIONS**

- 5.1 The estimated total life cost of the contract for the three year term plus 2 x 12 month extension periods is £1,870,000. The estimated Annual contract value is £374,000 per annum.

**6.0 IMPLICATIONS FOR THE COUNCIL'S PRIORITIES**

**6.1 Children & Young People in Halton**

None identified at this stage.

**6.2 Employment, Learning & Skills in Halton**

None identified at this stage.

**6.3 A Healthy Halton**

The provision of the Floating Support Service will contribute to improving the Health and Wellbeing of Halton Residents.

**6.4 A Safer Halton**

None identified at this stage.

**6.5 Halton's Urban Renewal**

None identified at this stage.

**7.0 RISK ANALYSIS**

7.1 The risk to the Council in not re-commissioning the service would result in a significant gap in service provision for vulnerable adults in the borough who require additional support to sustain their tenancy. This would impact the outcomes achieved by individuals and could also result in an increase in homelessness presentations within the borough.

7.2 Approval by Executive Board to proceed with an open tender exercise will ensure appropriate action is taken to procure provision of the Service once the current contract comes to an end and to mitigate the risks outlined in 7.1.

**8.0 EQUALITY AND DIVERSITY ISSUES**

8.1 None identified at this stage.

**9.0 CLIMATE CHANGE IMPLICATIONS**

9.1 None identified at this stage.

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

None under the meaning of the Act.