

Public Document Pack

Officer Decisions

Friday, 16th August, 2024
10.00 am

AGENDA

1. **Community Day Care Support Services – Award for Lot 1 (Blackburn) & Recommissioning of Lot 2 (Darwen)**
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Appendix 1 for Community Day Care Support Services – Award for Lot 1 (Blackburn) & Recommissioning of Lot 2 (Darwen)

Date Published: 16th August 2024
Denise Park, Chief Executive

Agenda Item 1

**RECORD OF DECISION TAKEN UNDER
DELEGATED AUTHORITY FROM
EXECUTIVE/COUNCIL/COMMITTEE
DELEGATED POWERS OUTLINED IN
THE CONSTITUTION**



DELEGATED OFFICER DECISION TAKEN BY:	Strategic Director of Adults and Health
DELEGATED BY:	Executive 7 th March 2024
IN CONSULTATION WITH:	Executive Member
PORTFOLIO AREA:	Adults Social Care & Health

SUBJECT: Community Day Care Support Services – Award for Lot 1 (Blackburn) & Recommissioning of Lot 2 (Darwen)

1. DECISION

The delegated officer, Strategic Director of Adults & Health, in accordance with the Blackburn with Darwen Constitution Section 16, under powers delegated to him, to agree:

- To approve the awarding and commencement of the Community Day Care Support Service – Lot 1 (Blackburn) contract to the successful bidder Age UK Blackburn with Darwen following completion of the procurement exercise which was undertaken through the Authority's e-procurement portal The Chest.

2. REASON FOR DECISION

The provision of Community Day Care Support services was advertised to be commissioned with the intention to award a contract for a term of 2 years from 1st October 2024. Following completion of the procurement exercise, approval is required in order to exercise the intention to award to the successful bidder and issue a contract.

The current contracts will expire on the 30th September 2024, having been awarded a 6 month extension. The current contract does not have any further option to extend therefore in accordance with procurement regulations, a procurement exercise was required to be undertaken for this service.

3. BACKGROUND

Further to the Executive Member Decision Paper published on 7th March 2024, permission was sought to start a tender process for the commissioning of Community Day Care Support for Lot 1 (Blackburn) and Lot 2 (Darwen). The services are expected to commence from 1st October 2024.

Recommendations for Award Lot 1 (Blackburn) Community Day Care Support Service

Recommendation to award the contract to Age UK Blackburn with Darwen. The contract will commence on the 1st of October 2024 for a period of 2 years until 30th September 2026 with no option to extend.

Lot 2 (Darwen) – Community Day Support Care

Due to the non-compliance of two submissions received for Lot 2 (Darwen), the re-advertising of Lot 2 (Darwen) was recommended by the Authority's Procurement and Legal team. Lot 2 (Darwen) has since been re-advertised via The Chest and has closed on the 21st June 2024. Four bids have been received. It is currently in the process of undergoing an evaluation to determine successful and unsuccessful bids.

Following completion, the Chief Officer for Adults and Health will be informed of the outcome and approval for award will be sought for Lot 2 (Darwen) provision.

4. KEY ISSUES AND RISKS

The contracts for Community Day Care support services which have been in place since 2019 end on the 30th September 2024.

- The current day care support service commission is interdependent with the utilisation of community centres in Blackburn, Accrington Road and Greenfields.
- Age UK Blackburn with Darwen, the successful provider for Lot 1 Blackburn. The service is to be delivered at the Accrington Road Community centre on the Ground floor.
- The number of transport runs will reduce, this however still enable transport to day care pending the wider review of costs incurred. Transport policy is under review.
- It is essential procurement timeline and governance process are adhered to and actioned accordingly to ensure timely completion and commencement of the new contracts to avoid any gaps in service provision.

5. FINANCIAL IMPLICATIONS

As Community Day Care is already a commissioned service, the budget for this service for 2024/2025 is already within planned spend and is funded from within the adult's portfolio's commissioning budget.

A budget of £181,975 per annum has been agreed.

The Lot 1 (Blackburn) contract value are as follows:

Year 1 -1st October 2024 to 30th September 2025 = £181,974.83

Year 2 -1st October 2025 to 30th September 2026 = £181,975.00

Total contract value = £363,949.83

5. LEGAL IMPLICATIONS

Section 5 of the Care Act 2014 requires local authorities to promote the efficient and effective operation of a market in services for meeting care and support needs in their area.

This proposal will assist the Council's efforts to ensure that there is a stable market to provide for the care needs of the local community. This includes the requirement to ensure that providers can remain viable and can attract and retain staff to provide the care to the required standard. The key aim of day services is to enable people to access the community outside of their home and also support unpaid Carers.

Current contractual arrangements are in place until 30th September 2024.

The undertaking of procurement of the day care support services contracts is in accordance with the Public Contracts Regulations 2015.

7. RESOURCE IMPLICATIONS

The resource implications of implementing these proposals will be absorbed by the Strategic Commissioning – People team with regards to the undertaking of procurement exercise and following completion, the management and monitoring of the contracts.

8. OPTIONS CONSIDERED AND REJECTED

N/A

9. CONSULTATIONS

A consultation has taken place which included service users, carers, family members, staff, volunteers, managers, and staff across the Council.

10. DECLARATION OF INTEREST

All Declarations of Interest of the officer with delegation and any Member who has been consulted, and note of any dispensation granted should be recorded below:

VERSION:	1
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CONTACT OFFICER:	Aysha Mulla/Hira Miah
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DATE:	9 th July 2024
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BACKGROUND DOCUMENTS:	
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EQUALITY IMPACT ASSESSMENT CHECKLIST

This checklist is to be used when you are uncertain if your activity requires an EIA or not.

An Equality Impact Assessment (EIA) is a tool for identifying the potential impact of the organisation's policies, services and functions on its residents and staff. EIAs should be actively looking for negative or adverse impacts of policies, services and functions on any of the nine protected characteristics.

The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

Service area & dept.	Commission of Community Day Care Support Services	Date the activity will be implemented	07/02/2024
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Brief description of activity	The provision of Community Day Care Support services is to be commissioned with the intention to award a contract for a term of 2 years. The current contracts will expire on the 31 st March 2024. To avoid any gaps in service whilst the procurement process takes place, the proposal is to extend the current contract for a period of six months (1 st April 2024 to 30 th September 2024) to ensure the completion of the procurement exercise and to commence the new service arrangement from the 1 st October 2024.
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Answers favouring doing an EIA	Checklist question	Answers favouring not doing an EIA
<input checked="" type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Budget changes - Change to existing Council policy/strategy	<input type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Does this activity: Contribute towards unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity creates or increases disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Reduce equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity fail to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Foster poor relations between people who share a protected characteristic and those who do not <i>(i.e. the function prevents people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> No
FOR = 1	TOTAL	AGAINST = 5

Will you now be completing an EIA?

Yes

No

The EIA toolkit can be found [here](#)

Assessment Lead Signature	Aysha Mulla
Checked by departmental E&D Lead	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Date	16/07/2024
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BLACKBURN
with
DARWEN
BOROUGH COUNCIL