

**Report To:** Inverclyde Health & Social Care Committee      **Date:** 24 February 2022

**Report By:** Allen Stevenson  
Interim Corporate Director (Chief Officer)  
Inverclyde Health and Social Care Partnership (HSCP)      **Report No:** SW/16/2022/AB

**Contact Officer:** Alan Best  
Interim Head of Service Health and Community Care      **Contact No:** 715212

**Subject:** Provision of Care at Home Services – Delegated Authority

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to request that delegated authority be given to the Head of Legal and Democratic Services to approve the award of a framework agreement and subsequent call-off contracts for the Provision of Care at Home Services as per Contract Standing Order 17.3 (ii).

## 2.0 SUMMARY

- 2.1 The tender for the provision of a Care at Home Service has been advertised on Public Contracts Scotland with submitted bids currently in the tender evaluation stage. The commencement date of the new framework agreement is 1 April 2022.
- 2.2 In keeping with internal governance requirements, it is therefore requested that delegated authority to award is granted to the Head of Legal and Democratic Services as per 3.1 of this report.

## 3.0 RECOMMENDATIONS

- 3.1 It is recommended that the Health and Social Care Committee:
- a) Grants delegated authority to the Head of Legal and Democratic Services to approve the award of a framework agreement and subsequent call-off contracts for the Provision of Care at Home Services in accordance with Contract Standing Order 17.3.(iii)

**Allen Stevenson**  
**Interim Chief Officer**  
**Inverclyde Health and Social Care Partnership**

## 4.0 BACKGROUND

- 4.1 The current framework agreement for Care at Home services was awarded on 1st April 2018 for a period for up to 4 years. The framework agreement will terminate on 31st March 2022.
- 4.2 The commencement date of the new framework agreement is 1st April 2022 for a period of one year with the option to extend for one further year. The estimated value of the tender is £2.1m which is for new business. Existing business of £1.8m remains with the existing providers subject to service users rights, under Self-directed Support legislation each service user has a right to choose their provider.
- 4.3 The key driver impacting the decision to tender for a shorter period of time is the review of Care at Home Services which will look more in-depth at the capacity and capability of providers.

## 5.0 PROPOSALS

- 5.1 The aim of the tender is to procure a high quality and cost effective service required in the Inverclyde area and identify quality service providers to deliver the service which will ensure that all service users receive the same standard of service.
- 5.2 It is recommended that delegated authority is granted as per Contract Standing Order 17.3(ii).

## 6.0 IMPLICATIONS

### Finance

- 6.1 The tender will be structured and managed in a way which ensures that the costs included in and the overall value of any contract award resulting from the tender will be met within the overall HSCP budget.

The External Home Care budget is currently £3,896,530.

### Financial Implications:

#### One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
N/A					

#### Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments
	Care and Support at Home	22/23	£3,896,530 (this is the full annual budget)		

### Legal

- 6.2 The Head of Legal and Democratic Service, the Corporate Procurement Manager and the Chief Financial Officer have been consulted on the terms of the Report

### Human Resources

6.3 None

### Equalities

6.4 This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy, therefore, no Equality Impact Assessment is required.

(a) Has an Equality Impact Assessment been carried out?

	YES (see attached appendix)
X	NO – This report does not introduce a new policy, function or strategy or recommend a substantive change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required

(b) Fairer Scotland Duty

If this report affects or proposes any major strategic decision:-

Has there been active consideration of how this report's recommendations reduce inequalities of outcome?

	YES – A written statement showing how this report's recommendations reduce inequalities of outcome caused by socio-economic disadvantage has been completed.
X	NO - This report does not affect or propose any major strategic decision.

(c) Data Protection

Has a Data Protection Impact Assessment been carried out?

	YES –.
x	NO

### Repopulation

6.5 None

## 7.0 CONSULTATIONS

7.1 The Head of Legal and Democratic Services, the Corporate Procurement Manager and the Chief Financial Officer have been consulted on the terms of this report.

## 8.0 BACKGROUND PAPERS

8.1 N/A