

## OFFICER DECISION RECORD

**For staff restructures, please also complete an RA1 form to update the HR Portal. This is attached at Annex 2.**

Decision Ref. No:

AHWB/077/2017 Mental Health Floating Support Service

### Box 1

**DIRECTORATE:** Adults, Health and Wellbeing

**DATE:** 18 July 2017

**Contact Name:** Sarah Sansoa

**Tel. No.:** 37048

**Subject Matter:** Tender and award of a contract for a borough-wide Mental Health Floating Support Service

### Box 2

#### DECISION TAKEN:

To seek approval to tender and award a contract for a period of 2 years with 2 x 12 month extensions for the provision of a borough-wide Mental Health Floating Support Service.

### Box 3

#### REASON FOR THE DECISION:

##### Give relevant background information

Doncaster Council currently commissions a borough-wide floating support service for people with mental health issues. The current contract, delivered by Riverside Care and Support, expired in February 2017 and a waiver has recently been approved to extend for a further 12 month period whilst a tender exercise is undertaken.

It is proposed that the service is tendered in line with the existing service specification. During the lifetime of the contract, there has been significant demand for the service, which works within the recovery model of support, and works closely with mental health professionals to deliver a package of support which includes health, education, training, confidence building, budgeting, life skills, housekeeping skills and advice/support on any housing related need to help individuals to maximise independent living.

In 2016/17, the service supported an average of 260 people at any one time and carried an average waiting list of 50 individuals.

This ODR seeks approval to go out to tender and to award a new contract to the successful provider. The contract will need to have sufficient flexibility to enable the Council to respond to future opportunities identified as part of the Complex Lives

programme of work, which could change the nature of this service or for it not to be required as a standalone service.

#### **Box 4**

##### **OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:**

**If other options were considered, please specify and give reasons for recommended option**

##### **Option 1**

Do nothing - not recommended as the current contract is due to expire in February 2018, which would result in either a contract breach, if the contract continued, or the potential for a significant number of vulnerable individuals to lose their support service, if the contract terminated.

##### **Option 2 (recommended option)**

To approve the tender and award of the contract.

#### **Box 5**

##### **LEGAL IMPLICATIONS:**

Section 1 of the Localism Act 2011 provides the Council with a general power of competence, allowing the Council to do anything that individuals generally may do. Section 111 of the Local Government Act 1972 gives the Council the power to purchase goods and services.

The Care Act 2014 places a duty on the Council to promote an individual's wellbeing which encompasses the physical and mental health and emotional wellbeing.

The service is a light touch service for the purposes of the Public Contracts Regulations 2015, the procurement of the service must be in accordance with the Public Contracts Regulations 2015 and the Council's Contract Procedure Rules.

Legal Services should be consulted at the earliest opportunity to provide the contractual documentation.

**Name: Nicky Dobson Signature: \_\_\_\_\_ By email \_\_\_\_\_ Date: 25<sup>th</sup> July 2017 \_\_\_\_\_**  
**Signature of Assistant Director of Legal and Democratic Services (or representative)**

#### **Box 6**

##### **FINANCIAL IMPLICATIONS:**

The Supporting People budget allocated for the Mental Health Floating Support contract, which is currently delivered by Riverside, is £0.55m per annum. This report is seeking agreement to go out to tender and secure a new contract for a period of 2 years with a 2 year extension. <sup>[redaction]</sup>

<sup>[redaction]</sup>

In specifying the contract,



**Box 9****ICT IMPLICATIONS:**

There are no direct ICT implications associated with this decision.

In commissioning any new provider for a borough-wide Mental Health Floating Support Service, due consideration needs to be given to:-

- How information is shared between the Council and the provider and
- Any IT systems requirements to support monitoring and tracking of performance.

The commissioning service should engage with ICT early in the process of identifying any new provider to consider any arising IT implications.

[redaction]

**Name:** Dan Parry      **Signature:** \_\_\_\_\_      **Date:** 14.08.2017  
**Signature of Assistant Director of Customer Services and ICT**  
**(or representative)**

**Box10****ASSET IMPLICATIONS:**

There are no implications arising from the recommendations of this report that impact on the use of DMBC assets.

**Name:** David Stimpson, Property Manager

[redaction]

**Signature:** \_\_\_\_\_      **Date:** 10 August 2017  
**Property Manager – on behalf of Assistant Director of Trading Services and Assets**

**Box 11****RISK IMPLICATIONS:**

**To be completed by the report author**

As the current contract is due to expire in February 2018, failure to not approve this ODR would result in either a contract breach situation, if the contract continued beyond February 2018, or the potential for a significant number of vulnerable individuals to lose their support service if the contract ended. This could result in homelessness for some individuals who are unable to manage their accommodation without a support service and/or deterioration in their mental health.

**(Explain the impact of not taking this decision and in the case of capital schemes, any risks associated with the delivery of the project)**

**Box 12****EQUALITY IMPLICATIONS:****To be completed by the report author**

The future service will require the successful provider to deliver the service in such a way that does not discriminate against any of the protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation) other than service users must be aged 16 years and over.

The service will not tolerate behaviours that are prohibited by the Equality Act 2010 and will actively work to advance equality of opportunity and the fostering of good relations.

**Name: Sarah Sansoa  
(Report author)**

**Signature: S. Sansoa**

**Date: 18 July 2017**

**Box 13****CONSULTATION****Officers**

**(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)**

Waiver report with service background and intention to tender considered by Adults, Health and Wellbeing DLT in June 2016.

**Members**

**Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.**

**Please list any comments from Members below:**

**Box 14****INFORMATION NOT FOR PUBLICATION:**

Under Section 43 of the Freedom of Information Act 2000, commercially sensitive information contained in boxes 6 and 8, as well as all signatures, are to be redacted prior to publication of this decision.

**Name:** \_Gillian Parker **Signature:** by email\_ **Date:** 16/08/2017\_  
**Signature of FOI Lead Officer for service area where ODR originates**

[redaction]

**Box 15**

**Signed:** \_\_\_\_\_ **Date:** \_06/09/2017\_  
**Director of Improvement Patrick Birch**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Additional Signature of Chief Financial Officer or nominated representative for Capital decisions (if required)**

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Signature of Mayor or relevant Cabinet Member consulted on the above decision (if required).**

- This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.
- A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.
- A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.
- A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox