

OFFICER DECISION RECORD 1 FORM

This form should be used to record Officer Decisions in Excess of £100k (but below the key decision threshold), or where required by Financial, Contract or other Procedure Rules or following formal delegation from Cabinet or a Cabinet Member or a Council Committee.

Decision Reference No: 2018/16/PH/IPC

BOX 1

DIRECTORATE: Adult Health and Wellbeing

DATE: 31 October 2018

Contact Name: Dr Victor Joseph

Tel. No.: 01302 734911

Subject Matter: Provision of Public Health Service: Community Infection Prevention and Control

BOX 2**DECISION TAKEN**

To tender and award of contract for provision of Infection Prevention and Control Service in the wider community of Doncaster. The contract value is £217,800 (two hundred and seventeen thousand, eight hundred pounds).

BOX 3**REASON FOR THE DECISION**

Under the Health and Social Care Act (2012) local authorities have the responsibility to protect the health of their resident population. Part of this Health Protection function is Infection Prevention and Control (IPC).

Existing IPC services are in place in Doncaster to cover service users under the direct care of:

- Doncaster and Bassetlaw NHS Foundation Trust (DBHFT);
- Rotherham, Doncaster and South Humberside NHS Foundation Trust (RDASH).
- There is service provision for community infection prevention and control which is in place up to 31 March 2019 which is commissioned by Doncaster Council. The service is provided by RDASH.

A tender exercise was undertaken in November 2017 for a four year period from 1 April 2018 to 31 March 2022, but the evaluation panel was not able to award the contract for the service, as

the sole external application was considered to be unsuitable. The incumbent provider at the time, RDASH, did not apply due to concern around the financial envelop in relation to the expected workload.

A one-year direct award was sought and obtained through the Council for the period 1 April 2018 to 31 March 2019 for RDASH to continue with the provision of the service while arrangement for tendering the service for longer term was being explored. This proposal is in line with the plan in order to obtained permission to tender the service for the next 3 years, with the option of 2 years extension.

BOX 4

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 1. Discontinue the service:** This will leave the most vulnerable people who need to be protected from infections in the community exposed. This option was tried in the past, and we had to re-instate the service.
- 2. Consider as part of Area of Opportunity in Doncaster Place Plan:** There are limited project areas that are currently being considered as part of Doncaster Place Plan. It requires longer time in order to consider Infection Prevention and Control in the community to be one of the Areas of Opportunities. The remaining time, up to 31 March 2019 will not be adequate for this consideration.
- 3. Tender the service:** This is in line with the plan following previous failed tender, and one year extension of the service to give time for the service to be tendered out. This is the preferred option, consistent with the decision being requested.

BOX 5

LEGAL IMPLICATIONS

Section 1 Localism Act 2011 gives the Council a general power of competence to do anything that individuals may generally do.

Section 2B of the National Health Service Act 2006 (as amended by Section 12 of the Health and Social Care Act 2012) introduced a new duty on Councils in England to take appropriate steps to improve the health of the people who live in their area.

This contract should be tendered in compliance with the Council Contract Procedure Rules.

Further legal advice and assistance will be provided is readiness for the tender process.

Name: _Nicky Dobson Signature: _____ Date: 6th November 2018

Signature of Assistant Director of Legal and Democratic Services (or representative)

BOX 6**FINANCIAL IMPLICATIONS:**

The Local Authority receives an annual allocation of funding from Public Health England; indicative figures for 2019/20 are £2.3m. The cost of the Infection Prevention & Control contract for the next 3 years will be funded from this grant and will be taken into account during the budget setting process.

There is an expectation that the Public Health grant will reduce further in forthcoming years, therefore any extension beyond this 3 year period needs to be considered in line with anticipated budget pressures.

Name: Helen Rowlands Signature: E-mail Date: 13/11/18

Signature of Chief Financial Officer and Assistant Director of Finance (or representative)

BOX 7**OTHER RELEVANT IMPLICATIONS****Procurement**

Following consultation with procurement it has been agreed to retender the service on the open market in accordance with the Councils Contract Procedure Rules and the Public Contract Regulations 2015. Due to the value/ spend and duration of the service, a contract notice will be placed with the view to attain a suitable provider to manage the required training and address the preventative measures which the service dictates.

Name: Sam Pearson Signature: Date: 16th November 2018

Signature of Assistant Director (or representative)

ANY IMPLICATIONS SENT TO DEPARTMENTS SHOULD GENERALLY BE SUBMITTED AT LEAST 5 WORKING DAYS IN ADVANCE TO ENSURE THESE CAN BE GIVEN THE RELEVANT CONSIDERATION.

BOX 8**EQUALITY IMPLICATIONS:** (To be completed by the author).

This is a specialist provision to a group covered under equality Act 2010 such as age, and disability. The main focus of the service is prevention and control of infections in care homes. Residents in care homes are vulnerable individuals in terms of their age (predominantly old people) or disability.

BOX 9

RISK IMPLICATIONS: (To be completed by the author)

The current service is a fixed-term contract from 1 April 2018 to 31 March 2019. Without long-term tender in place, there is a risk that there will be no infection prevention and control service in the community of Doncaster, posing a risk to potential increased infection among some of our most vulnerable residents. Given the contract value, direct award risks breaching contract procedures of the council.

BOX 10

CONSULTATION

As part of the previous attempt to procure the service, consultation had already taken place with relevant stakeholder, including care home managers, professionals, and other local authority colleagues in South Yorkshire commissioning similar services.

Consultation has also taken place with CCG colleagues.

BOX 11

INFORMATION NOT FOR PUBLICATION

None identified.

Name: Claire Hewitt Signature _____ Date: **20/11/2018**

Signature of FOI Lead Officer for service area where ODR originates

BOX 12

BACKGROUND PAPERS

Please confirm if any Background Papers are included with this ODR YES

(If YES please list and submit these with this form)

Service Specification for community Infection Prevention and Control.

**BOX 13
AUTHORISATION**

Name: _Rupert Suckling_ Signature : _____ Date: **20/11/2018**

Director/Assistant Director of ___Public Health _____

Does this decision require authorisation by the Chief Financial Officer or other Officer

NO

If yes please authorise below:

Name: _____ Signature: _____ Date: _____

Director/Assistant Director of _____

Consultation with Relevant Member(s)

Name: _____ Signature: _____ Date: _____

Designation _____

Declaration of Interest NO

If YES please give details below:

PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION.

Once completed a PDF copy of this form and any relevant background papers should be forwarded to Governance Services at Democratic.Services@doncaster.gov.uk who will arrange publication.

It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.