

## 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:** AHWB.048.2019 Home from Hospital Service

**BOX 1**

**DIRECTORATE:** Adults, Health and Wellbeing

**DATE:** 11<sup>th</sup> September 2019

**Contact Name:**

**Tel. No.:** 01302 737013

Kate Anderson-Bratt,  
Head of Service Commissioning & Contracts

**Subject Matter:** Award of a contract following a tender exercise for the provision of a Home from Hospital Service

**BOX 2****DECISION TAKEN**

To seek retrospective approval to award a contract following an EU compliant tender exercise for a period of 2 years with the option to extend for 12 months, for the provision of a Home from Hospital Service.

**BOX 3****REASON FOR THE DECISION**

This ODR is in line with the following Adults Health and Wellbeing Commissioning 2018/19 Cabinet Report (27 March 2018) approved recommendations:

- To approve the Commissioning Procurement Plan for 2018/19 including the proposals and activity contained in this report.
- Delegation of authority to agree and sign off commissioning recommendations, to the Director of People, or nominated deputy, as the work plan is progressed.
- Delegation of award of contracts to the Director of People in consultation with the Cabinet Member for Adult Social Care.

## Background

1. Doncaster Council (Adults Health and Wellbeing) and Doncaster Clinical Commissioning Group jointly commissioned a Home from Hospital service. The contract was awarded to Age UK Doncaster for 2 years with the option to extend for 1 year. The contract commenced on 1st April 2019.
2. The primary aims of the service are to:
  - support planned discharges from hospital
  - reduce re-admissions into hospital
  - prevent premature admission to residential care
  - Deliver a flexible person-centred service and support carers.
3. Quarterly contract review meetings take place with Age UK and the service is working well and is demonstrating added value:
  - It offers timely intervention including 'Ready for Home Support' to aid discharge, and has proven to reduce re-admissions. Positive relationships have developed with referrers (e.g. Hospital Ward) with regular discussion as to appropriate discharge options. On average the Service receives 360 referrals per year. The ward contacts Age UK Home from Hospital Service, who will contact the service user on the same day and support a safe discharge to ensure the length of hospital stay is no longer than it needs to be.
  - Adult Social Care Outcomes Framework (ASCOF) indicators have consistently exceeded national and contractual targets. Latest performance for ASCOF 2b (proportion of older people supported to remain at home 91 days after discharge from hospital) shows the service achieved 100%, above the 81% national target.
  - Client feedback has highly rated the Service over the past 5 years. 95% of clients said the service was useful and 100% of clients said they would use the service again.
  - A person centred approach is taken to support increased independence post-discharge. Qualitative feedback from service users showed 47% said the best of the service was 'getting their independence back'.
4. The long-term strategy for Intermediate Care is still being determined and agreed, however the type of service offered by Age UK Doncaster provides invaluable support in aiding people to return to and remain at home. This service is likely to be a key component either in its current form or re-designed.
5. The Better Care Fund (BCF) Business Case to fund the service at £100K per annum (£71.5K Better Care Funding, £28.5K General Fund Revenue Funding) was approved by Joint Commissioning Operational Group (JCOG) at the meeting on 25.09.18.

## **BOX 4**

### **ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

There are no alternative options for consideration

**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.

This contract was tendered in compliance with the Public Contracts Regulations 2015 and is consistent with the Council's Contract Procedure Rules.

An ODR is required to formalise the award following the formal delegation from Cabinet to tender the service and confirm that the Cabinet Member for Adult social Care has been consulted.

**Name: Paula Coleman    Signature: By e-mail    Date: 17.09.19**

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

**BOX 6****FINANCIAL IMPLICATIONS:**

Approval to retender this service was sought in ODR AHWB.067.2013 in Oct 2018 where it was confirmed that a Better Care business case had been submitted to fund the re tender for a further 2 year period with the option to extend for an additional 12 months. The annual value agreed at £100k. This is funded from the following and has been included 2019/20 budget.

- £71.5k Better Care Funding
- £28.5k General fund Revenue funding

Better Care fund is part of a S75 pooled budget arrangement.

**Name: Helen Rowlands    Signature: \_by email\_    Date: 20/09/19**

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

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

 N/A

**Name: \_\_\_\_\_    Signature: \_\_\_\_\_    Date: \_\_\_\_\_**

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).

The future service requires 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 18 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

**BOX 9**

**RISK IMPLICATIONS:** (To be completed by the author)

The main risk in not taking this decision is the impact of increased re-admissions to hospital and delays in discharge.

**BOX 10**

**CONSULTATION**

Denise Bann - Strategic Lead Commissioning and Contracts

Kate Anderson-Bratt - Head of Service Commissioning and Contracts

██████████ – Contract Officer

██████████ – Contract Officer

Jo Forrestall – Head of Strategy and Delivery-Community Services (Doncaster CCG)

██████████ – Strategy and Delivery Support Officer (Doncaster CCG)

Joint Commissioning Operational Group (JCOG)

Current Service Provider

Individuals using the service

Third Sector Providers

A service review was undertaken in 2018, to inform the business case and the service specification prior to the tendering exercise.

**BOX 11**

**INFORMATION NOT FOR PUBLICATION**

In accordance with the Freedom of Information Act 2000, it is in the Public's interest for this decision to be published in full, redacting only the signatures.

**Name:** Gillian Parker **Signature** by email **Date:** 20/09/2019

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 NO

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

**BOX 13  
AUTHORISATION**

Name: Phil Holmes Signature:  Date: 10/10/2019

Director of Adults Health & Wellbeing

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

**YES/NO**

**If yes please authorise below:**

Name:  Signature:  Date:

Chief Executive/Director/Assistant Director of

**Consultation with Relevant Member(s)**

Name: Rachael Blake Signature:  Date: 10/10/2019

Designation Cabinet Member Adult Social Care

(e.g. Mayor, Cabinet Member or Committee Chair/Vice-Chair)

**Declaration of Interest YES/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](mailto: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.