

## 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.032.2022 Home From Hospital Service**

**BOX 1**

**DIRECTORATE: Adults Health and Wellbeing**

**DATE:18/05/2022**

**Contact Name:  
Kelly Siddons & Carla Weighill**

**Tel. No.: 01302 737399**

**Subject Matter: Home From Hospital Service**

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

To procure and award a contract for a Home from Hospital Service for Doncaster. The Value of the service will be £97,628.00 per year for one year with an option to extend for 1 x 12 months, taking the potential contract value to £195,256.

The Home from Hospital scheme is included in the BCF (Better Care Fund) budget plan for 22/23 and is included in the Council's 2022/23 budget report approved by full Council in March 2022.

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

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 and is due to end on 31<sup>st</sup> March 2022, a waiver was then approved for an additional 6 month period.

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.

The service brings added value, in particular as the Home First vision and implementation of the Hospital and Community discharge policy takes shape with a need to further develop Pathway 0 discharges for those who do not require a formal intervention.

It offers timely support including 'Settling in' following discharge, which has proven to reduce re-admissions. With a focus on building a strong presence in the acute setting, this will play a key role in the development of the Transfer of Care Hub. The provider will contact the service user on the same day of referral to support a safe and swift discharge.

The service has in recent years consistently exceeded national and contractual targets against the Adult Social Care Outcomes Framework (ASCOF) indicators. Ensuring that 81% of older people referred to the service were supported to remain at home 91 days after discharge from hospital.

95% of clients previously using the support 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 part of the service was 'getting their independence back'.

The long-term strategy for Home First is still being determined and agreed, however the Home From Hospital service is a key component supporting the implementation of the Hospital and community discharge policy in aiding people to return to and remain at home in a timely way, and achieving the national targets.

#### **BOX 4**

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

To allow the current contract to end – due to the vital service provided through this provision, should the service not be recommissioned the impact would be an increase in hospital delays and additional pressures on Adult Social Care, in turn resulting in more people being placed in Short term and Long term residential care.

This would increase dependency upon services and raise the risk of us missing opportunities to support more people to return home and achieve their previous optimum level of independence through the lowest level of intervention - **This option has been rejected.**

#### **BOX 5**

##### **LEGAL IMPLICATIONS**

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

The award of this contract should be undertaken in compliance with Contract Procedure Rules.

**Name: Scott Fawcus Signature: S. R. Fawcus Date: 20.05.22**

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

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

The annual cost of this decision is £97,628, which will be funded by the approved £100k budget for the Home from Hospital service 2022/23. This budget is a mixture of £28k general fund, and £72k Better Care fund (BCF) which is included in the BCF budget plan for 2022/23. Further funding beyond March 2023 will be subject to full Council approval along with Health and Wellbeing Board sign off for the BCF plan. Whilst there are no plans in the near future to remove this funding from the BCF plan, should the service specification change, this would need further approval via a business case.

**Name: Ella Postill Signature: FM-AHWB/E Postill Date: 25/05/2022**

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

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

The Home from Hospital Service falls under the light touch regime which enjoys a higher threshold before advertising on the Find a Tender Service is required. To ensure compliance with the Councils Contract Procedure Rules and Public Contract Regulation 2015 part 4 below threshold contracts, the contract must be openly advertised on contracts finder and tendered via the council etender system YorTender.

**Name: \_\_Shaun Ferron\_\_ Signature: \_\_S A Ferron\_\_ Date: \_\_27.05.22\_\_**

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 service provides support and a settling in period to individuals discharged from hospital. The eligibility criteria defined within the specification does not discriminate against any of the protected characteristics, other than service users must be at least 18 years of age.

**BOX 9****RISK IMPLICATIONS:** (To be completed by the author)

Failure to tender and award this contract may result in a breach of contract and service users being without a Home From Hospital support service which at this time, is in significant demand.

**BOX 10****CONSULTATION****BOX 11****INFORMATION NOT FOR PUBLICATION**

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

**Name: \_\_Rachel Coulthard\_\_ Signature \_by email Date: 06/06/2022**

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



Final HFH Service  
Specification (002).d

HFH Specification

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

**BOX 13  
AUTHORISATION**

Name: Phil Holmes  Date: 22/06/2022

Director of Adults Health and 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: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Designation \_\_\_\_\_

(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.**