

Executive Director of People Services	Ref No: OKD23 19/20
October 2019	Key Decision: Yes
Award of Contract for Part A Adults In-house Social Care Redevelopment (Judith Adams Centre, Chichester and Chestnuts Day Care Centre, Bognor Regis)	Part I
Report by Contracts and Relationship Manager	Electoral Division(s): Bognor and Chichester
<p>Summary</p> <p>Due to the need to provide extra capacity and meet a much wider range of needs at the Judith Adams Centre and Chestnuts Day Care Centre, the Cabinet Member for Adult Social Care and Health took a decision during August 2019 AH5 (19/20) to approve the allocation of £2,315,000 from the 'Choices for the Future' capital programme to fund renovation works at these premises.</p> <p>As part of the decision AH5 (19/20) the Cabinet Member delegated authority to the Director of Adults however in their absence Executive Director of people Services will award the single contract to carry out the necessary works.</p>	
<p>West Sussex Plan: Policy Impact and Context</p> <p>The approach is the rationalisation of day services and bringing customer groups together as per the original cabinet member decision in Oct and 18 (AH8-18-19) (delivery of a day opportunity model) and the subsequent CM decision to procure in July 19 (AH5 19/20).</p> <p>This approach will</p> <ul style="list-style-type: none"> • Address the changing and cross-cutting needs across customer groups (e.g. increase in older people with learning disabilities, and diagnosis of dementia); • Deliver efficiencies available by bringing customer groups together and sharing resources (e.g. buildings, transport, staff). <p>The service needs to be flexible, responsive and above all see people for who they are, as well as what they can and wish to do (outcome focused delivery). The new Day Opportunities model/Choices for the Future(explained in paragraph 1 below) will focus on:</p> <ul style="list-style-type: none"> • Reaching people earlier and being more accessible in local communities; 	

- Helping people access community solutions and improve their connections with others to reduce isolation and loneliness;
- To focus on need rather than customer groups and help people maximise their strengths to develop and maintain skills that will support independence and control;
- Emphasizing the importance of being highly responsive when people are in crisis and developing a plan that helps them to regain as much independence as possible
- Contributing to sustainability in the social care market place and support provider of last resort function to ensure the Local Authority is undertaking its statutory duty under the Care Act 2014 from failing providers;
- Actively seek to build partnerships in the community to provide local solutions

Financial Impact

The estimated capital cost is £2.258m which can be met from the approved £2.315m construction budget for the scheme. It is anticipated that the remaining estimated balance of £57,000 will be allocated towards completing the next phase of the capital works planned for in-house social care redevelopment. Regarding revenue impact, the proposal will contribute towards the achievement of £750,000 annual savings originally approved as part of the 2018/19 budget, with the opportunity to make further savings in facilities/asset management.

Recommendation

The Executive Director of People Services is asked to award the contract to CBG Construction for period of 3 months 26days for value of £1,695,157.01. The contract is to commence on the 2nd December 2019. The expected completion date for the works is 27th March 2020.

Proposal

1. Background and Context

- 1.1 Adults in-house social care services are currently made up of seventeen building-based services, with approximately 900 people using services, 500+ staff, a county-wide Shared Lives service with 90 paid carers with a budget of nearly £13m.
- 1.2 The 'Choices for the Future' project aims to develop sustainable and effective social care services that support the statutory duties of Adults' Operations, Life-long Services and ensure appropriate supply as part of the wider People Services directorate strategic commissioning priorities.
- 1.3 There is a need to adapt the way the Council delivers services so that they can better meet the needs of people in West Sussex in the future. This is due to the fact that society is changing and people are living longer. How the resources are currently organised and used (buildings, transport, staff etc.)

no longer fits the changing needs of the people who use the service. If the Council does nothing, the current building stock will need an estimated £15m¹ spend in the next 10 years in order to maintain it as it is – this would not make them any more accessible or change the way they can be used².

- 1.4 The Choices for the Future Programme, which was agreed by the Cabinet Member for Adults and Health in October 2018 is being implemented in two key parts:
- Rationalisation of day service provision moving from 14 to 7 sites by October 2020;
 - The preparation of a strategic commissioning plan by end of 2019 for the 24hr/residential services;
- 1.5 Due to the need to provide extra capacity and meet a much wider range of needs at Judith Adams and Chestnuts the Cabinet Member for Adult Social Care and Health took a decision during August 2019 *AH5 (19/20)* to approve the allocation of £2,315,000 from the 'Choices for the Future' capital programme to fund renovation works.

2. Proposal Details - Procurement Process

- 2.1 The Council's Multi-Disciplinary Consultants (Faithful+Gould) were commissioned by WSCC under an agreed framework for the design and management of construction at Judith Adams and Chestnuts. Services that the MDC provided include:
- 1) Building surveyor/Project Manager
 - 2) Quantity Surveyor
 - 3) Architect
 - 4) Contract administrator
 - 5) Technical advisor
 - 6) Access consultant
 - 7) Fire consultant
- 2.2 The design team identified current building conditions and existing issues. The design team developed design to ensure compliance of doors, toilets and rooms as well updating fire strategy.
- 2.3 The tender documentation was made available through the West Sussex e-Sourcing Portal In-tend.
- 2.4 A 2 stage restricted procurement exercise was carried out by the Multi-Disciplinary Consultant (MDC), in conjunction with WSCC Procurement team, to ensure high quality tenders. Stage 1 was the issue of an initial Pre-qualification questionnaire. This exercise identified a short list of 5 contractors to be put forward to Stage 2, to tender for the full works. The

¹ From 2017

² See attached overview spreadsheet -

Contract will be a Standard JCT [Standard] Contract (with WSCC amendments).

- 2.5 The tender submissions were received from 4 contractors by the due date of 27th September 2019 in accordance with the tender instructions made available on the e-Sourcing portal.
- 2.6 MDC produced a report that undertook compliance checks of the tender submissions on the 11th October 2019 to ensure all WSCC Building Contract Directives were met and duly submitted and the tenders were compliant.
- 2.7 The tender evaluation criteria and assessment model is as described below, with agreed officers and Client. The quality of the contractors was evaluated by 6 questions. The evaluation was undertaken by the County Council's contract officer and representatives from MDC.

Criteria	Weighting (100%)
Quality	40%
Commercial	60%

The Procurement Category Lead has ensured that the procurement process was compliant.

Proposal Details

- 2.8 It is proposed that as a result of the procurement exercise the single contract is to be awarded to CBG construction for the value of £1,695,157.01.
- 2.9 This Key Decision is subject to a democratic process and call-in period of 7 days. Once the call-in period has been completed (and the decision is not called-in) a formal letter of acceptance together with a contract in duplicate will be sent to the successful contractor for execution. The county council will complete the execution process.
- 2.10 The proposed start date for works is 2nd December 2019 for a period of 3 months and 26 days. With the service moving into the new facilities on the 27th March 2020.

Factors taken into account

3. Consultation

- 3.1 All key stakeholders including people who use the service, families and staff were engaged throughout the process and contributed extensively to the designs.
- 3.2 Information have been made available and reviewed by senior stakeholders and cabinet members through to ensure design is inline with agreed strategy for the service.

4. Financial (revenue and capital) and Resource Implications

4.1 Capital consequences

As referred to earlier, estimated construction costs and fees amount to £2.258m, which can be met from the approved £2.315m capital budget. This excludes the £110k estimated design fees previously approved to help develop the scheme. It is anticipated that all costs will be incurred in this financial year.

	2019/20
	£m
Approved Budget:	
Design Fees	0.110
Construction	2.315
Total Capital Budget	2.425
Estimated Costs Of Proposal:	
Design Fees (previously approved)	0.110
Construction per this report	2.258
Total Estimated Costs	2.368
Remaining Balance	57

A detailed breakdown of the costs associated with construction is set out below.

Proposed expenditure (Part A Judith Adams and Chestnuts)					
Item	18/19	19/20	20/21	21/22	22/23
Professional Fees (2-7)		£235,000			
FF & E		£200,000			
Building control Sign off		£1,587.00			
ICT		£93,690.00			
Construction Cost		£1,695,157.01			
Decanting Costs and storage of FF and E		£22,500.00			
Asbestos Fee		£9,900.00			
Total		£2,257,834.01			

Within the construction cost set out above, there is an allowance of 10% construction contingency in line with normal practice.

4.2 Future transformation, savings/efficiencies being delivered

Estimated Revenue Impacts	
Service	Impact
Adults' Social Care	Cost savings as a result of new operating model expected to be in region of £750k p/a
Facilities Management	Cost savings as a result of reduced buildings maintenance, estimated costs to be calculated

It is predicted that capital receipts and/or further revenue savings will be generated from vacating existing building.

4.3 Human Resources, IT and Assets Impact

The design team have engaged with WSCC IT delivery team. Capita IT will be working alongside the Design team and contractors for the delivery of infrastructure and equipment accordance with WSCC standards and vision.

5. Legal Implications

- 5.1 The legal implications were considered in further detail as part of the Key Decision Report (Ref: AH5 (19/20))
- 5.2 Ensure effective procurement exercise completed for a contractor experienced with working on adult care centre contracts that involve vulnerable people. The contractor needs to be able to conduct itself sensitively to these peoples' needs.

6. Risk Implications and Mitigations

- 6.1 The site will be managed proactively with regular communication with the local community and with the end-user, through weekly site meetings with the end-user, plus various mediums of communication.
- 6.2 The contractor will provide monthly project reports that will be reviewed by MDC on time, cost and quality. This is to ensure mitigation of delays.
- 6.3 The project has been reviewed by WSCC planning team and doesn't not require planning at either Judith Adams or Chesnuts.

Risk	Mitigating Action (in place or planned)
The contractor's ability to deliver this project on time and to budget	The contractor and design team have a successful track record of delivering projects. MDC and WSCC contracts officer regular reviews of programme, quality and cost.
Changes in building is not Fit for purpose	The design team have held a number of stake holder meetings and design team meetings to develop a design suitable for the service's requirements.

7. Other Options Considered

- 7.1 Alternative procurement equality were considered as part of the key decision report (REF: AH5 (19/20))

8. Equality and Human Rights Assessment

- 8.1 The new model will no longer segregate customers by label and services will focus on delivering services that focus on customer outcomes.
- 8.2 Specialist environments will remain for those who need them
- 8.3 Services will be able to accept referrals without the need for someone to go through an assessment and eligibility process (this currently takes 1-3 months)
- 8.4 All buildings will be able to meet the needs of anyone who wants to use our services both now and in the future and be accessible within the community
- 8.5 People with learning disabilities will be visible in the community rather than be secluded in a building.

9. Social Value and Sustainability Assessment

- 9.1 A sustainability appraisal has been completed for this project and the overall impact of the scheme is positive to the local and wider environment particularly by educating pupils near their homes.
- 9.2 People using the services will be supported to develop the skills to integrate with the local community and where possible get them ready to work, into education and/or increase their use of local services. There is also a drive to encourage young people to enter the social care workforce with a dedicated career path as currently the number of staff under 25 working in provider services is around 7%.
- 9.3 There is a requirement for the In-House Social Care Services to become a more responsive service which adapts to people's needs quickly and effectively with minimal bureaucracy. This will not only support people that use and attend the service on a regular basis, but the family member and carers that rely on them which will help delay carer breakdown and will keep people at home for longer.
- 9.4 The proposals include the recommendations to rationalise the current day services building stock and reduce the number of buildings the services operate from (from 14 to 7 by the end of 2020). This will significantly reduce energy usage across Provider Services. All services will be integrated into centrally located buildings as well as a community based model. This gives much greater access to public transport and people that use the services will be supported to develop independent travel skills where possible. Transport

provision will reduce significantly in the new model and this will have a positive effect on car emissions

10. Crime and Disorder Reduction Assessment

10.1 None

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Appendices None

Background papers None