

## **Report to Alan Sinclair, Director of Adults and Health**

**January 2023**

### **Short Break Services for Carers (Adults) Award of Contracts**

#### **Report by Catherine Galvin, Assistant Director Commissioning, Adult Services and Health**

**Electoral division(s): All**

---

## **Summary**

### **Recommendation**

The Director of Adults and Health is asked to award the following contracts for a period of 3 years with the option to extend for a period, or periods, of up to 2 years, with a maximum contract term of 5 years:

- **Lot 1** – Countywide Carer at Home Respite Services to be awarded to Carers Trust East Midlands (trading as TuVida) who submitted the most economically advantageous tender.
- **Lot 2** – Carer Away from Home Respite Service to be award to the following providers who submitted the most economically advantageous tenders:
  - Adur – Independent Lives
  - Arun – Age UK West Sussex, Brighton & Hove
  - Chichester – Carers Trust East Midlands
  - Crawley – Age UK West Sussex, Brighton & Hove
  - Horsham – Age UK West Sussex, Brighton & Hove
  - Mid Sussex – Age UK West Sussex, Brighton & Hove
  - Worthing – Guild Care

The contracts to commence on the 1 April 2023.

---

## **Proposal**

### **1 Background and context**

- 1.1 These contracts will help support the market to provide services for frail elderly residents and/or those living with dementia, with a focus on providing family and friend carers with much needed short breaks. In addition, each provider will be required to signpost and support carers into wider carer services if required e.g. information, advice, assessment etc. The support and promotion of carer wellbeing is a statutory duty under the Care Act 2014. Carers Short Breaks also help deliver Adult Social Care Policy priorities to support independence and for people to remain in their own home.

- 1.2 Key Decision [AS03 22/23](#) approved the procurement of the recommissioning of the Carers Short Break Services. Accordingly experienced providers have been procured through a compliant, open and competitive procurement.
- 1.3 The Director of Adults and Health has been delegated powers to award the Contracts to the bidders that provide the most economically advantageous tenders. This report seeks the approval of the Director of Adults and Health to make the contract awards.

## 2 Proposal details

- 2.1 The current contracts that are in place for these services conclude on the 31 March 2023. The Cabinet Member approved the commencement of a procurement process, detailed within the report [AS03 22/23](#), to recommission these services to commence on 1 April 2023.
- 2.2 A Contract Notice ref 2022/S 000-030101 was issued on 25<sup>th</sup> October 2022. 30 organisations expressed interest in the opportunity on the e-Sourcing Portal. 8 Tender Returns from 5 bidders (all incumbent providers) were received by the tender response deadline of 13 December 2022.
- 2.3 The evaluation criteria:
  - SSQ Pass/Fail
  - Technical (including 10% social value) 60% and Pass/Fail
  - Commercial Pass/Fail and 40%
  - All bidders passed all Pass/Fail criteria.
- 2.4 Due to the council only receiving one bid in each Lot and Area under Lot 2, this award is not subject to a standstill period of ten days to reflect the transparency principles contained within Regulation 87 of the Public Contract Regulations 2015. The council's key decision call in period of 7 working days will be adhered to.
- 2.5 It is proposed that the Director of Adults and Health awards the contracts set out in Lot 1 and 2. The services will commence on 1 April 2023 for a period of three years with the option to extend for period(s) of up to two years (maximum of 5 years).
  - **Lot 1** – Countywide Carer at Home Respite Services to be awarded to Carers Trust East Midlands (trading as TuVida) who submitted the most economically advantageous tender.
  - **Lot 2** – Carer Away from Home Respite Service to be award to the following providers who submitted the most economically advantageous tenders:
    - Adur – Independent Lives
    - Arun – Age UK West Sussex, Brighton & Hove
    - Chichester – Carers Trust East Midlands
    - Crawley – Age UK West Sussex, Brighton & Hove
    - Horsham – Age UK West Sussex, Brighton & Hove
    - Mid Sussex – Age UK West Sussex, Brighton & Hove
    - Worthing – Guild Care

### **3 Other options considered (and reasons for not proposing)**

3.1 None.

### **4 Consultation, engagement and advice**

4.1 As part of the West Sussex Joint Carers Strategy engagement work with carers, carer short breaks were a theme and the reduction of carer isolation a key priority. Short breaks, whilst reducing carer stress, also offer opportunities for carers to see other friends or family or meet up with other carers.

4.2 Subsequent to the consultation questionnaire process, carer focus groups were held to discuss emerging themes including short breaks. The guilt and conflict around accessing services was conveyed very clearly and two technical questions were prepared by carers as part of the procurement process. Carers also had input into the outcomes and principles underpinning the process.

4.3 This co-design resulted in the market thinking about and committing to working proactively with carer ambivalence as part of their approach.

### **5 Finance**

5.1 Revenue consequences

Total annual budget of £1,075,000. The Contracts are price fixed for 3 years with no guaranteed uplift.

5.2 The effect of the proposal:

#### **(a) How the cost represents good value**

Because of the preventative value of carer short breaks, bidders were encouraged to bid to but not exceed the contract price for each area. Value was measured via the number of carer respite hours offered for the level of expenditure. This resulted in over 5,000 additional hours of short breaks above the minimum requirement which represents very good value in the current climate.

#### **(b) Future savings/efficiencies being delivered**

Although it is difficult to be certain about the size and timing of benefits, the contracts have obvious potential to contribute towards cost avoidance in the future i.e. enabling unpaid /family care to continue for longer in caring for their frail, elderly family member. Many of whom are living with dementia.

There is an open and positive relationship with the successful providers. The contract awards will help build relationships further and innovation will be encouraged in order to best meet the desired outcomes for as many carers as possible within the funding available.

#### **(c) Human Resources, IT and Assets Impact**

There will be no increase in current requirements following award.

## 6 Risk implications and mitigations

Risk	Mitigating Action (in place or planned)
Failure for the new services to be delivered on and from the service commencement date.	This is mitigated by the mobilisation plans that will be robustly monitored by the Council. All providers are incumbents and whilst there are new arrangements to put in place, the risk to service delivery is minimal.

## 7 Policy alignment and compliance

7.1 All four of the [Council Plan's](#) priorities are supported by these contracts. They support vulnerable people, provide local jobs and volunteering opportunities and use local resources to good effect.

### 7.2 Legal implications

The provision of short break respite is a key aspect of our mandated duty (Care Act 2014) to support carer wellbeing.

The procurement was undertaken in accordance with the Public Contract Regulations 2015 and the Council's Standing Orders on Procurement and Contracts for awarding contracts for social and other specific services – complying by virtue of ensuring the principles of transparency and equal treatment.

### 7.3 Equality duty and human rights assessment

There are no foreseeable equality and Human Rights Act implications associated with this proposal.

### 7.4 Climate Change

The tender included a Social Value and Carbon Reduction focus with 2 method statements (10% total). All providers are committed to carbon reduction in line with WSCC targets and use of local supply chain where possible. (See also 7.7)

### 7.5 Crime and Disorder

There are no foreseeable crime and disorder implications associated with this proposal.

### 7.6 Public health

All providers understand that they have a contractual responsibility to supporting carer health and wellbeing and they have a role in encouraging engagement with the Carers Health Team and other appropriate services to support wellbeing as part of a care pathway.

Some have committed to using the Public Health Making Every Contact Count (MECC) materials.

### 7.7 Social value

The tender included a Social Value and Carbon Reduction focus with 2 method statements (10% total). Responses included:

- Focused recruitment and employment of local people with employment opportunities for long term unemployed and disadvantaged groups
- Employment of Carers
- Apprenticeship opportunities
- Work placements for school leavers and people exiting care
- Use of local supply chain where possible

**Appendices and Background Papers:** None

**Alan Sinclair**  
**Director of Adults and Health**

**Contact Officer:** Mark Greening, Commissioning Manager Carers.  
Tel. 0330 2223758, Email: [mark.greening@westsussex.gov.uk](mailto:mark.greening@westsussex.gov.uk)