

## RECORD OF OFFICER DECISION

### APPROVAL FOR THE PROVISION OF BLOCK HOMECARE HOURS FOR THE COVID 19 PERIOD

#### Decision made

- To approve the provision of provision of block homecare hours to as part of the planning and organisation of health & social care services across Wiltshire during the coronavirus (COVID-19) outbreak. This will support customers who have tested positive for Covid 19 to return to their homes and support those in the community who develop symptoms.
- Eight providers have been selected. The total value for initial period is anticipated to be £768,417.26. This is funded by the B&NES, Swindon and Wiltshire Clinical Commissioning Group using monies provided by central government to enable the health & care sector to respond to the COVID-19 situation. Please see appendix 1 for details of the contracts to be awarded.
- The contracts shall commence on 9<sup>th</sup> April with the initial term expiring on 2<sup>nd</sup> of August 2020. There is an extension period available of up to 16 weeks. To exercise this extension period a further Record of Officer Decision Report will need to be produced and authorised.
- To allow either the Strategic Procurement Hub or Legal Services to enter into the resulting contracts in line with the Council's Constitution and Schemes of Delegation.

**Made by:** Helen Jones, Director of Commissioning

#### Background

1. The Director for Commissioning is responsible for any matters relating to the commissioning of homecare services in Wiltshire on behalf of Wiltshire Council. The power to make a decision in respect of this matter is delegated to me pursuant to Wiltshire Council's Constitution. In any event, pursuant to paragraph 4 of Part 3 Section D of the Constitution, Directors of Wiltshire Council are empowered to take all necessary decisions in cases of emergency where the Director concerned believes that there is a risk of damage to property, a threat to the health or wellbeing of an individual and/or that the interests of the Council may be compromised if this decision is not otherwise taken.
2. Currently, the UK is experiencing a pandemic outbreak of the COVID-19 virus. A direct impact of this is the necessity for Wiltshire Council to make rapid decisions to secure the health & wellbeing of the Community and to support the wider Health and Social Care System.
3. During the Covid-19 outbreak, focussed activity Cells have been established to support decision making and report into the Gold Command structure. However, Cells are not in and of themselves, decision-making bodies. The relevant officers are still responsible for making operational and incidental decisions and, where these have implications for expenditure outside the normally agreed budgetary framework,

CEOs have asked for these to be shared with Corporate Leadership Team (CLT) where individual expenditure is greater than £5k or cumulatively greater than £30k.

4. The selection of the providers to deliver this service was conducted outside of the Help to Live at Home Pseudo Dynamic Purchasing System that would otherwise allow the Council to procure these services and is the Council's preferred method of acquiring Homecare/Help to Live at Home Services under business as usual arrangements. The reason this option was not used on this occasion is outlined in 'other options considered' below.
5. 57 providers across the local homecare market were engaged after indicating that they had capacity. This included both large and smaller suppliers, all of which are approved providers having successfully joined the Help to Live at Home Alliance. A set of criteria was created and used consistently to ensure that providers were asked like-for-like questions and their responses able to be similarly provided. The process followed was to a degree open and fair. However due to the presenting emergency circumstances, it was not conducted in line with the Council's usual, preferred methodology. As such it may fall outside of the Public Contract Regulations 2015 and be subject to challenge.
6. The contracts will be funded by the NHS Bath and North East Somerset, Swindon and Wiltshire Clinical Commissioning Group and a letter detailing this arrangement has been created.

#### **Reason for decision**

1. There is an urgent need to secure additional homecare capacity to support Wiltshire's communities because:
  - a. The UK is experiencing a pandemic outbreak of the COVID-19 virus.
  - b. There is an established need to support the wider health and care system. NHS modelling shows that the acute hospitals serving Wiltshire are very likely to imminently breach their capacity in the first weeks of April.
  - c. The provision of these services will mean that customers can be supported in their own homes following discharge from a hospital setting or Hospital Discharge Support Unit to continue their recovery journey at home. This will help support the health system by releasing beds in NHS hospitals for those in greater need of specialist healthcare support.
  - d. A block contract agreement for additional homecare capacity will mean that customers can be discharged quickly, without delay, compared to alternative commissioning arrangements. This therefore provides more responsive capacity needed to support such discharges.
  - e. People living at home with COVID-19 symptoms or who have tested positive for COVID-19 also require urgent homecare support.
2. I confirm that in making this decision I have considered the following in line with Wiltshire Council's Constitution: **(Please insert 'Yes' / 'No' / 'Not Applicable' and any other comments necessary to evidence the issue identified has been addressed)**

Key decision requirements	Yes
Views of relevant cabinet member(s), committee chairman, area board(s)	Not applicable
Consultation with cabinet member(s), the Leader and Scrutiny (for Executive decisions taken under Emergency Powers)	Yes via CEOs
Consultation with local members (as appropriate)	Not applicable
Consideration of the area boards and delegated decision checklist for officers on the issue of when and how to involve local councillors and area boards in decisions about local services	Not applicable
Implication of any council policy, initiative, strategy or procedure	Yes
Consultation in accordance with requirements and expectations of consultation with the public	Not applicable
Range of options available	Yes
Staffing, financial and legal implications	Yes
Equality implications	Yes
Risk assessment	Yes
Involvement of statutory officers and/or directors	Yes
Regional or national guidance from other bodies	Yes
The council's constitution	Yes
Contract is suitable for execution under the e-signature process	No

### **Conflict of Interest**

3. Not applicable

### **Other options considered**

1. **Do nothing:** Available evidence suggests that existing commissioning arrangements and available capacity in the local homecare market would not be adequate to meet the sudden surge in additional demand for homecare services. This also acknowledges the risk and likelihood of care workers in the current homecare workforce themselves being required to self-isolate or otherwise being at higher risk of contracting COVID-19 through the regular course of their duties.
2. **Secure block contracts using the Help to Live at Home Pseudo Dynamic Purchasing System:** This option was not favoured due to the extremely truncated time period from identification of need & demand to the required start date of services. It was felt the Council's established method of securing homecare capacity would at this time have not enabled the council to be responsive enough to a rapidly evolving situation and would have created an avoidable bureaucratic burden on providers.

A handwritten signature in black ink, appearing to read 'H Jones', written in a cursive style.

Made by:

Helen Jones, Director of Commissioning

Date: 09/04/2020

Provider/ Setting	Start date	Provider total for 16 weeks:
Cera Care	09/04/2020	
Cera Care	09/04/2020	<b>£219,765.98</b>
Abicare	09/04/2020	
Abicare	16/04/2020	<b>£74,153.57</b>
Altogther Care	09/04/2020	
Altogther Care	09/04/2020	<b>£91,142.86</b>
Saxon Care	13/04/2020	
Saxon Care	13/04/2020	
Saxon Care	13/04/2020	<b>£136,320.00</b>
Recruit 2 Care	09/04/2020	<b>£21,377.14</b>
Erian/Butterfly	09/04/2020	
Erian/Butterfly	09/04/2020	
Erian/Butterfly	09/04/2020	<b>£53,840.57</b>
CRW Consultancy	10/04/2020	<b>£147,857.14</b>
Alabare	13/04/2020	<b>£23,360.00</b>