



Officer Key Decision

Report to the Operational Director Social Care

AUTHORITY TO AWARD A CONTRACT FOR ACCOMMODATION BASED SUPPORT SERVICE FOR ADULTS WITH AUTISM AND LEARNING DISABILITIES AT 36 WOODHILL CRESCENT

Wards Affected:	All
Key or Non-Key Decision:	Key Decision
Open or Part/Fully Exempt: (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	Part Exempt – Appendix 1 is exempt as it contains the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: "Information relating to the financial or business affairs of any particular person (including the authority holding that information)"
No. of Appendices:	Three <ul style="list-style-type: none"> • Appendix 1 Names of the bidders (Exempt) • Appendix 2 Evaluation Scores • Appendix 3 Equalities Impact Assessment
Background Papers¹:	n/a
Contact Officer(s): (Name, Title, Contact Details)	<p>Martin Crick Team Manager Tel: 0208 937 4161 Email: martin.crick@brent.gov.uk</p> <p>Andrew Davies Head of Commissioning Contracting and Market Management Tel: 0208 937 1609 Email: andrew.davies@brent.gov.uk</p>

1.0 Purpose of the Report

1.1 This report concerns the mini competition of a accommodation based support service for adults with autism and learning disabilities at 36 Woodhill Crescent. This report requests authority to award a contract as required by Contract Standing Order 88. It summarises the process undertaken in bidding this contract and, following the completion of the evaluation of the bids, recommends to whom the contract should be awarded.

2.0 Recommendation(s)

That the Operational Director Social Care in consultation with the Lead Member for Adult Social Care:

2.1 Approves the award of contract for a accommodation based support service for adults with autism and learning disabilities at 36 Woodhill Crescent to Metropolitan Housing Trust T/a Metropolitan Thames Valley Housing for a period of two (2) years with the option to extend for up to a further one (1) year.

3.0 Detail

3.1 This report relates to a mini competition process for the provision of accommodation based support to six adults with autism and learning disabilities at a New Accommodation for Independent Living "NAIL" property at 36 Woodhill Crescent.

3.2 Discussions between commissioners with the Children and Young Adult's transitions team has identified an immediate need for accommodation and support for a number of young adults with autism, and/or who are nearing the end of their time at residential school or college. In addition, a number of young adults who are living with parents are in need of accommodation and support as families have been assessed as unable to cope.

3.3 The aim of this contract is to mobilise the core hour support contracts in order to:

- Meet Brent's commitment to provide choice and quality of accommodation and support to adults with learning and physical disabilities with an emphasis on facilitating care nearer home.
- To ensure that the model of support and the level of tenant need is such that it meets the requirement of the NAIL project to reduce the use of placements where the level of support and associated costs exceed the clients assessed needs.

- 3.4 Most clients will have additional assessed needs and this support will be funded through the Direct Payment Scheme. Each service user and their family can choose who they wish to commission to provide additional support and this may mean it is not the provider who is commissioned under the core contract.

The Competition Process

- 3.5 The new contract will be let by means of a call off agreement from the Accommodation Plus 2017 DPS (Lot 4.1: Care and Support) established by Brent Council (“the DPS”) for the initial term and any possible extension.
- 3.6 Advertisements were placed via the London Tenders Portal inviting all DPS (Lot 4.1) approved providers on 24 June 2019 to seek initial expressions of interest, which elicited eight (8) initial enquires. Contractors were provided with an outline specification, details of the mini competition and were invited to complete an adapted selection questionnaire and response documents using the Council’s Electronic Tendering facility. Three (3) contractors subsequently completed the questionnaire and response documents.
- 3.7 Shortlisting was carried out on the basis of the contractor’s technical ability. Bidders who passed continued to have their Quality, Price and Social Value responses evaluated. All three (3) contractors passed the selection stage.
- 3.8 The competition instructions stated that the contract would be awarded on the basis of the most economically advantageous tender (MEAT) based on 45% Quality, 45% Price and 10% Social Value. The panel evaluated each bid using the method statements set out at Appendix 2 that cover the following quality criteria:
- The Bidder’s proposal to meet the requirements and outcomes as stated in the service specification
 - Bidder’s proposed plans for ensuring effective quality management of the Services and maintenance of the Contract Standard, including self-monitoring and evaluation
 - The Bidder’s proposal for Stakeholder Engagement / Partnership working
 - The Bidder’s proposal on how their safeguarding policies will be applied to this contract
 - The Bidder’s proposed approach to Social Value delivered through this contract

Evaluation process

- 3.9 The bid evaluation was carried out by a panel of officers from Adult Social Care.
- 3.10 All bids had to be submitted electronically no later than 12 noon on 10 July 2019. Bids were opened on 10 July 2019 and three (3) valid Bids were received. Each member of the evaluation panel read the bids and carried out an initial evaluation of how well they considered each of the award criteria was addressed in the competition.
- 3.11 The panel met on 23 July 2019 and each submission was marked by the whole panel against the award criteria.
- 3.12 The names of the Contractors are contained in Appendix 1. The scores received by the Contractors are included in Appendix 2. It will be noted that Contractor (B) was the highest scoring Contractor. Officers therefore recommend the award of the contract to Contractor B, namely Metropolitan Housing Trust T/a Metropolitan Thames Valley Housing.
- 3.13 The contract will commence November 2019 subject to the Council's observation of a voluntary standstill period noted in paragraph 5.4 below.

4.0 Financial Implications

- 4.1 Part 3 of the Council's Constitution states that the Operational Director Social Care has delegated authority to approve the award of contracts for services valued at less than £2 million.
- 4.2 The total estimated value of this contract is £705,099.47 including any extension options (Year 1 £233,951.89 pa, Years 2 and 3 £235,573.79 pa).
- 4.3 It is anticipated that the cost of this contract will be funded from the Adult Social Care budget.

5.0 Legal Implications

- 5.1 The total value of the contract over its lifetime is above the EU threshold for services falling under Schedule 3 - Social and Other Specific Services, which is currently set at £615,278. This contract would therefore fall within the remit of the Public Contract Regulations 2015 (the "EU Regulations").
- 5.2 The Contract was procured under the Accommodation Plus 2017 Dynamic Purchasing System which was itself procured in accordance with the EU Regulations. The contract was procured by carrying out a

mini tender competition in accordance with the rules and procedures of the Accommodation Plus 2017 Dynamic Purchasing System. Following award of the Contract, there will be a requirement to issue a Contract Award Notice in the Official Journal of the European Union.

5.3 The award of this contract is subject to the Council's own Standing Orders in respect of Medium Value Contracts. Strategic/Operational Directors have delegated authority to award Medium Value Contracts in accordance with paragraph 9.5, of Part 3 of the Constitution.

5.4 As the Contract was procured under a Dynamic Purchasing System, there is no legal requirement to observe a 10 calendar day standstill period prior to formal award. However, officers will observe a voluntary 10 calendar day standstill period prior to the Contract being awarded.

6.0 Equality Implications

6.1 The Operational Director of Social Care is referred to the Equalities Impact Assessment at Appendix 3. The proposals in this report have been subject to screening and Officers believe that there are no adverse equality implications.

7.0 Consultation with Ward Members and Stakeholders

7.1 As this report affects several wards, consultation with specific ward members has not been conducted.

8.0 Human Resources/Property Implications (if appropriate)

8.1 This service is a new service and there are no implications for Council staff arising from the contract award.

8.2 There are no property / accommodation implications for the Council arising from the contract award. This property is owned by Brent Council. Brent Council are the landlord and Brent Housing Management undertake the intensive housing management function. There is a service level agreement in place between both organisations with operational responsibility for areas such as health and safety (fire checks etc) passed on to the care and support provider within the specific service specification.

9.0 Public Services (Social Value) Act 2012

9.1 The Council is under a duty pursuant to the Public Services (Social Value) Act 2012 ("the Social Value Act") to consider how services being procured might improve the economic, social and environmental well-being of its area; how, in conducting the procurement process, the Council might act with a view to securing that improvement; and

whether the Council should undertake consultation. Officers have had regard to considerations contained in the Social Value Act in relation to the procurement.

- 9.2 This contract will deliver the following social value benefits to Brent;
- 3 new Apprenticeships
 - All staff will be paid LLW as a minimum
 - 3 Brent residents will complete work experience
 - 360 hours of volunteer support
 - £15,000 will support local community activities

Report sign off:

ANDREW DAVIES

Head of Commissioning Contracting
and Market Management