

## REPORT TO CABINET

19 September 2018

<b>Subject:</b>	<b>Support People to Live Independently at Home</b>
<b>Presenting Cabinet Member:</b>	<b>Councillor Kerrie Carmichael - Cabinet Member for Housing</b>
<b>Director:</b>	<b>David Stevens - Executive Director of Adult Social Care, Health and Wellbeing</b>
<b>Contribution towards Vision 2030:</b>	
<b>Key Decision:</b>	Yes
<b>Forward Plan (28 day notice) Reference:</b>	SMBC01/04/2018
<b>Cabinet Member Approval and Date:</b>	Cabinet Member for Housing – 28/08/2018
<b>Director Approval:</b>	David Stevens – 28/08/2018 Stuart Lackenby – 28/08/2018 Alan Caddick – 28/08/2018
<b>Reason for Urgency:</b>	Urgency provision does not apply
<b>Exempt Information Ref:</b>	Exemption provision does not apply
<b>Ward Councillor (s) Consulted (if applicable):</b>	Ward Councillors have not been consulted
<b>Scrutiny Consultation Considered?</b>	Scrutiny have not been consulted on the Proposals
<b>Contact Officer(s):</b>	Karen Emms, Service Manager ASC Health & Wellbeing karen_emms@sandwell.gov.uk

## **DECISION RECOMMENDATIONS**

### **That Cabinet:**

- 1 Authorise the Executive Director – Adult Social Care, Health and Wellbeing, in consultation with the Executive Director – Resources, to seek tenders in accordance with the Public Contracts Regulations 2015, the Council’s Procurement and Contract Procedure Rules and Financial Regulations, to deliver:
  - A. Minor Adaptation / Handyperson Service for a period of three years commencing 1 January 2019 until 31 December 2021 with an option to extend for one year until 31 December 2022.
  - B. Major Adaptation / Improved Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) Service for a period of three years commencing 1 February 2019 until 31 January 2022 with an option to extend for one year until 31 January 2023.
2. Authorise the Executive Director – Resources to enter into contracts with successful tenderers on terms to be agreed by the Executive Director – Adult Social Care, Health and Wellbeing.
3. Authorise the Executive Director – Adult Social Care, Health and Wellbeing to make any necessary exemptions to the Council’s Procurement and Contract Procedure Rules to award contracts to successful bidders following the procurement process.

### **1. PURPOSE OF THE REPORT**

- 1.1 The Council is under a duty under the Chronically Sick and Disabled Persons Act 1970, the Children Act 1989 (in respect of children) and the Care Act 2014 (in respect of adult persons who may be in need of care and support) to provide support where it has assessed that such support is needed, this includes practical assistance in the home and adaptations to the home.
- 1.1 This report seeks authorisation for the Council’s – Adult Social Care, Health and Wellbeing directorate to procure, award and enter into a contract with suitably qualified, competent and experienced contractors to manage and deliver:-
  - A Minor Adaptation / Handyperson Service for a period of three years commencing on 1 January 2019 until 31 December 2021 with an option to extend for one year until 31 December 2022.

- A Major Adaptation / Improved Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) Service for a period of three years commencing 1 February 2019 until 31 January 2022 with an option to extend for one year until 31 January 2023.

## 2. IMPLICATIONS FOR SANDWELL'S VISION

- 2.1 This proposal aligns to Ambition 2 of the Sandwell's Vision 2030 – Sandwell is a place where we live health lives and live them for longer, and where those of us who are vulnerable feel respected and cared for.
- 2.2 The provision of these services provides vital adaptations and improvements to people's homes which enable them to maintain their independence in their communities
- 2.3 These services/Works are key to delivering the following outcomes:-
- Supporting disabled residents to remain living independently in their own homes
  - Reduce the number of home accidents
  - Reduce the number of avoidable hospital admissions and readmissions
  - Maintain the private and council housing stock of the borough

## 3. BACKGROUND AND MAIN CONSIDERATIONS

### **Minor Adaptation / Handyperson service**

- 3.1 The Contract arrangements to deliver the Minor Adaptation / Handyperson service expires on 31 December 2018.
- 3.2 The Council is seeking to appoint a suitably qualified, competent and experienced contractor to manage and deliver this service/works for the period of three years with the option to extend for a further year.
- 3.3 The estimated value (excluding VAT) for the Minor Adaptation and Handyperson service will be £450,000 per annum.
- 3.4 **A Minor Adaptation** is defined as any alteration to a residential property costing less than £1,000. This service includes the supply and installation of grab rails, hand rails, stair and second stair rails, steps and half steps, key safe installations, renewal rails, over bath showers, drop arm rails and small ramps.

- 3.5 Residents must live in privately owned or non-council rented housing within the Sandwell Borough and have been assessed as eligible by an Occupational Therapist to apply. Minor Adaptations are provided without charge to the resident. Access to the service and the specification of the works are determined by the Council based on the resident's presenting needs.
- 3.6 **The Handyperson service** responds directly to residents who are aged 60 plus or are in receipt of Disability related benefits. It provides residents up to a maximum of three hours of allocated labour and the first £100 of any material costs to undertake minor improvements and repairs; fitting door chains, fitting spy holes, installing draught proofing measures, leaking taps and hanging shelves.
- 3.7 Residents must live in privately owned or non-council rented housing within Sandwell Borough to be eligible. The Handyperson service is provided without charge.

### **Major Adaptation / Improved Works and Bath Out Shower In (BOSI) and Level Access Shower (LAS)**

- 3.8 The Contract arrangements to deliver the Major Adaptation / Improved Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) service expires on 31 January 2019.
- 3.9 The Council is seeking to appoint three suitably qualified, competent and experienced contractors to manage and deliver these works for the period of three years with the option to extend for a further year.
- 3.10 These works will be allocated to three contractors with a single contractor attributed to each of the following geographical areas;
- Area A: Wednesbury and West Bromwich
  - Area B: Tipton and Rowley
  - Area C: Oldbury and Smethwick
- 3.11 The estimated value (excluding VAT) for the Major Adaptation / Improved Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) will be of £4,000,000 per annum.
- 3.12 **A Major Adaptation** is defined as any major alteration to a residential property more than £1,000. The Major Adaptation service includes: ramped access to dwellings, installation of level access showers as well as bedroom / bathroom extensions.

- 3.13 Residents must live in privately owned, privately rented or council housing within the Sandwell Borough and have been assessed as eligible by an Occupational Therapist to apply. Major Adaptations may be subject to a means test and resident's may need to complete a financial assessment dependent upon the resident's circumstances and age. Access to the service and the specification of the works are determined by the Council based on the residents presenting needs. Private rented tenants and owner occupiers are able to appoint an independent project manager and contractor outside of this approach.
- 3.14 **Improvement Works** include improvements and repairs to homes that ensure residents have a safe, warm and healthy home that meets their needs. Occasionally, this will include a requirement to carry out urgent works to remove a Category 1 Hazard as defined under the Housing Act 2004.
- 3.15 Residents must live in privately owned, privately rented or council housing within Sandwell Borough and have been assessed as eligible by an Occupational Therapist to apply. Access to the service and the specification of the works are determined by the Council based on the resident's presenting needs and is not subject to a means test.
- 3.16 **Bath Out Shower In (BOSI) and Level Access Shower (LAS)** includes the supply and fit of shower's including the removal of existing baths and replacing them with showers.
- 3.17 Residents must live in privately owned privately rented or council housing with the Sandwell Borough and have been assessed as eligible by an Occupational Therapist to apply. Bath Out Shower In (BOSI) and Level Access Shower (LAS) may be subject to a means test and residents may need to complete a financial assessment dependent upon the resident's circumstances and age. Access to the service and the specification of the works are determined by the Council based on the resident's presenting needs.

#### 4. **THE CURRENT POSITION**

- 4.1 The contract arrangements to deliver Minor Adaptation / Handyperson service expires on 31December 2018. The contract arrangements to deliver Major Adaptation / Improved Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) service expires 31 January 2019.

## **5. CONSULTATION (CUSTOMERS AND OTHER STAKEHOLDERS)**

- 5.1 Officers have consulted with the users of the service from the Home Improvement Agency and the Therapy Team for their views on the provision and have incorporated the findings into the revised specifications.

## **6. ALTERNATIVE OPTIONS**

- 6.1 The aim of the service is to ensure disabled residents are supported to live independently within their own homes. Due to the forthcoming expiration of the associated contracts a procurement exercise is recommended to continue the provision of such service and works
- 6.2 The approach enables a disabled resident the option to access a council appointed contractor or to appoint an independent contractor.
- 6.3 The corporate risk management strategy has been complied with to identify and assess the risks associated with the decision being sought. The assessment has identified there are no significant risks associated with the approach. Where risks have been identified, suitable measures are in place to mitigate these risks.

## **7. STRATEGIC RESOURCE IMPLICATIONS**

- 7.1 The Council has sufficient budgetary provision for the delivery of all aspects of the Minor Adaptation / Handyperson Service and Major Adaptation / Improved Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) service identified in this report.
- 7.2 Funds to support these services and works are delivered from the Housing Revenue Account (HRA) and Disabled Facilities Grant (DFG) allocated to the Council.
- 7.3 The Housing Revenue Account (HRA) is an allocation of funds to the Council to fund the management, maintenance and major improvements of council housing. The HRA funds the provision of Major Adaptation / Improved Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) works to Council owned properties.
- 7.4 The Council has planned to spend £2,200,000 from the Housing Revenue Account (HRA) to fund these services and works.
- 7.5 The Disabled Facilities Grant (DFG) is an allocation to the Council to fund the provision of adaptations to disabled resident's homes that are privately owned and non-council rented housing.

- 7.6 The Council plans to spend £450,000 from the Disabled Facilities Grant (DFG) to fund handyperson / minor adaptations contract and £1,800,000 to fund the major adaptation contract.

## **8. LEGAL AND GOVERNANCE CONSIDERATIONS**

- 8.1 The Council is required by the Housing Grants and Construction and Regeneration Act 1996 to approve a valid application for Disabled Facilities Grant and to pay the grant. The Council operates an agency service to facilitate the grant aided works and the administration of the grant.
- 8.2 The procurement of the Minor Adaptation / Handyperson contract and Major Adaptation / Improved Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) contracts are being conducted in accordance with the Public Contracts Regulations 2015 and the Council's Procurement and Contract Procedure Rules.
- 8.3 The Council is under a duty under the Chronically Sick and Disabled Persons Act 1970 and the Children Act 1989 (in respect of children) and the Care Act 2014 (in respect of adults who may be in need of care and support) to provide support where it has assessed that such support is needed, this includes practical assistance in the home and adaptations to the home

## **9 EQUALITY IMPACT ASSESSMENT**

- 9.1 An Equality Impact Assessment has been undertaken. There are no negative or adverse impacts on any protected groups.

## **10 DATA PROTECTION IMPACT ASSESSMENT**

- 10.1 Service Providers will process personal data, including sensitive personal data, in the call off process and in undertaking the work required under the call off contracts. The service providers will be fully compliant in respect of data protection requirements under the service specification and contracting arrangements with Sandwell Metropolitan Borough Council and/or the service user as the case may be. Suitable clauses have been included in the contract documents.

## **11 CRIME AND DISORDER AND RISK ASSESSMENT.**

- 11.1 There are no implications from this proposal on crime and disorder.

## **12 SUSTAINABILITY OF PROPOSALS**

12.1 The services and works within this report are forecasted spend within the Disabled Facilities Grant and Housing Revenue Account.

## **13 HEALTH AND WELLBEING IMPLICATIONS (INCLUDING SOCIAL VALUE)**

13.1 The investment of housing adaptations and improvements significantly improves the quality of life of disabled people by preventing avoidable accidents such as falls that may result in potential hospital admissions and the prevention of social care and support that may results in potential residential placement. The investment also has the added value of improving the quality of life for carers and other family members.

## **14 IMPACT ON ANY COUNCIL MANAGED PROPERTY OR LAND**

14.1 There are no implications from this proposal on the Council's managed property or land.

## **15 CONCLUSIONS AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS**

15.1 This report seeks approval to commence the procurement process, award and enter into contract with successful bidder/s for the provision of a Minor Adaptation / Handyperson Service.

15.2 The contract will commence on 1 January 2019 for a period of three years with the option to extend for a further year.

15.3 The Contract value is estimated at £450,000 per annum.

15.4 This report also seeks approval to commence the procurement process, award and enter into contract with successful bidder/s for the provision of a Major Adaptation / Improvement Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) Services.

15.5 The contract will commence on 1 February 2019 for a period of three years with the option to extend for a further year.

15.6 The Contract value is estimated at £4,000,000 per annum.

15.7 Agreement is also sought to award the Minor Adaptation / Handyperson contract and Major Adaptation / Improvement Works and Bath Out Shower In (BOSI) / Level Access Shower (LAS) contracts where the minimum level of bids has not been received to allow the contracts to commence in order to continue to fund the provision of adaptations to disabled people's homes, helping them to live independently for longer.

16 **BACKGROUND PAPERS**

None.

17 **APPENDICES:**

None.

**David Stevens**

**Executive Director of Adult Social Care, Health and Wellbeing**