

Finance & Resources Committee

10:00am, Thursday, 9 December 2021

Contract Award for Short Breaks for Disabled Children and Young People with Complex Care Needs

Executive
Wards All
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1. Recommendations

- 1.1 The Finance and Resources Committee is asked to:
- 1.1.1 Approve the award of contract for Short Breaks for Disabled Children and Young People with Complex Care Needs to Action for Children; and
 - 1.1.2 Approve the commencement of the contract, on 1 April 2022 for a period of five years with the option to extend for a further five years, at 12-month intervals, at a total estimated cost to the City of Edinburgh Council of £3,500,000 over the maximum term of the contract.

The total value of the contract is estimated to be £11,925,000, inclusive of NHSL and Other Local Authorities' contribution.

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Report

Contract Award for Short Breaks for Disabled Children and Young People with Complex Care Needs

2. Executive Summary

- 2.1 This report seeks approval to award the contract for Short Breaks for Disabled Children and Young People with Complex Care Needs to Action for Children to commence on 1 April 2022 for an initial period of five years with the option to extend for a further five years, at 12-month intervals.

3. Background

- 3.1 The City of Edinburgh Council (the Council) works with families to support them to continue to care for their child(ren) with a disability. Residential (building based) short breaks and daytime short breaks are an integral part of that support.
- 3.2 The purpose of this service is to ensure that the children and young people can remain in the care of their family and that residential short breaks are provided in a way that enhances the quality of their life. This also prevents full time accommodation and escalation to higher costs, especially in Out of Authority residential settings.
- 3.3 The residential short breaks service is commissioned to provide up to 1231 bed nights per annum. (726 for Edinburgh, 255 for West Lothian, 125 for East Lothian, 125 for Midlothian). Extra provisions will be made available for emergency requirements.
- 3.4 This service is invaluable to families that have disabled children with complex needs and challenging behaviour. Whilst the Council does have other short breaks provision, this runs at capacity and is not suitable for this cohort of children and young people who need specialist support and behaviour support plans.
- 3.5 The property has to be specially adapted to meet the complex support needs of the specific service users whilst encouraging learning, skills building and social skills by providing educational stimulus.
- 3.6 The Council have joined with NHS Lothian, West Lothian Council, East Lothian Council and Midlothian Council for this provision as this a recurring need across the Lothians.

- 3.7 The current contractual arrangements have been in place since 2013 and are due to expire on 31 March 2022.

4. Main report

- 4.1 NHS Lothian published a Prior Information Notice (PIN) on Public Contracts Scotland (PCS) on 24 February 2020 to determine interest from potential contractors and inform the supply market. NHS were unable to progress the tender for this requirement.
- 4.2 On 29 March 2021, the Council took the procurement lead and published a contract notice on behalf of NHS Lothian, Midlothian, West and East Lothian Councils for the service.
- 4.3 Service requirements included the need for a specially adapted building within the Edinburgh area, it was anticipated that this would be a challenge for the market. To mitigate the Council advertised scope for a longer contract term and provided a six-month implementation period from the point of contract award to try and stimulate market interest and obtain best value for the authorities and NHS.
- 4.4 One tender was received and due diligence checks were carried out to ensure capability and capacity to perform the contract including economic and financial standing and professional ability. The bidder passed these checks.
- 4.5 The bids were evaluated using the following weighting criteria:
- Quality 70%
 - Price 30%
- 4.6 The technical quality element of the bid was evaluated by the appropriate officers from each authority and was deemed to meet the service required.
- 4.7 Appendix 1 summarises the tendering and tender evaluation processes.

5. Next Steps

- 5.1 Subject to approval, the contract will be awarded, implemented and mobilised.
- 5.2 Each Local Authority and NHS Lothian will be responsible for their own contract management and payments.
- 5.3 Action for Children are the current incumbent and so a seamless contract implementation is anticipated.

6. Financial impact

- 6.1 The Council's spend contribution is estimated to be approximately £3,500,000 over the maximum term of the contract.

- 6.2 The total value of the first three years equates to £999,828. Years four & five and any extension(s) will be negotiated on an annual basis and will be in line with CPI (Consumer Price Index).
- 6.3 The current annual budget is £308,533. Future increases will be funded from the contract inflation provided to Communities & Families on an annual basis through the budget setting process.
- 6.4 The costs associated with procuring this contract are estimated at up to £10,000.

7. Stakeholder/Community Impact

- 7.1 The supplier has confirmed that they intend to pay the Real Living Wage to all employees.
- 7.2 The supplier has also confirmed their commitment to offer community benefits as part of this contract. The community benefits offered are:
 - 7.2.1 Promotion of job opportunities in the first instance through Council local agencies, including Edinburgh Guarantee, Jet and Joined up for Jobs.
 - 7.2.2 Work experience placement for 15 days for one school pupil from an Edinburgh School.
 - 7.2.3 Work placement for 60 days for two college students/leavers from relevant social care course.
- 7.3 There is also regular feedback from parents and carers about the need for this provision and the benefits that having this support offers

8. Background reading/external references

N/A

9. Appendices

- 9.1 Appendix 1 Summary of Tendering and Tender Evaluation Processes

Appendix 1 – Summary of Tendering and Tender Evaluation Processes

Contract	Short Breaks for Disabled Children and Young People with Complex Care Needs		
Contract Period	Five years, with the option to extend for an additional five years, at 12-month intervals.		
Estimated Aggregate Contract Value (including extensions)	Estimated at £11,925,000 over the maximum term of the contract for all partners. The Council's spend contribution is estimated to be around £3,500,000, over the maximum term of the contract.		
Procurement Route Chosen	Open		
Tenders Returned	1		
Recommended supplier	Action for Children		
Price / Quality Split	Price	Quality	
Cost/Quality Rationale	30%	70%	
Quality Split Breakdown (70%)	Criteria		Weighting
	Q1	Management and Staffing	25%
	Q2	Working with Young People with Challenging Behaviours	25%
	Q3	Implementation Plan	10%
	Q4	Working with Families	10%
	Q5	Working in Partnership	10%

	Q6	Business Continuity	5%
	Q7	Community Benefits	10%
	Q8	Fair Work Practices	5%
Evaluation Team	Representatives from each of the Lothian Local Authorities as well as NHS Lothian		
Procurement Costs	Up to £10,000		