

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

**Reference Number:**

**3679**

**Author:**

**Peter Morley**

**Department:**

**Strategy and Resources**

**Contact:**

**Peter Morley**

**(Job Title: Commissioning Manager, Email: peter.morley@nottinghamcity.gov.uk, Phone: 01158765163)**

**Subject:**

**Extension of the Wellbeing at Home Volunteer Service Pilot**

**Total Value:**

**£121,028 (Type: Revenue)**

**Decision Being Taken:**

- 1) To grant dispensation from Contract Procedure Rule 5.1.2, in accordance with Financial Regulation 3.29, to extend the Wellbeing at Home Volunteer Service pilot with Age UK Nottingham and Nottinghamshire (Age UK N&N) for a period of up to one year (6 months plus 6 months) from 1 October 2019.**
- 2) To delegate authority to Head of Contracting and Procurement to award and sign the contract extension.**

**Reasons for the Decision(s)**

Age UK N&N is delivering a pilot project, funded by Nottingham City Council, to support citizens to return home from hospital and provide additional support to citizens in the community. The pilot started on 17 December 2018, initially for a period of six months. Three quotes were obtained for the service, in line with financial regulations. The contract for this service was then extended for a further period of six months in order to better gauge its effectiveness. Please see Delgated Decision DD3516 for more information.

The contract will be extended again for an initial period of six months with an option to extend for a further six months, to enable time for the Council and the Clinical Commissioning Group (CCG) to to agree funding beyond April 2020. If the long term funding is not available, it is possible the service will end from April 2020. If long term funding is secured, the service will be procured during the second six months from April to September 2020. Age UK N&N provides a brief intervention to ensure that citizens are safe in their home on return from hospital. It also provides support to citizens who may need some extra help to remain in their homes safely. Services provided can include a welcome home pack, checking the home is safe, performing safe and well checks, and periodically managing and escalating risks where citizens are waiting for a package of homecare from the Nottingham City Council Reablement Service. Delivery includes health and wellbeing interventions such as ensuring utilities are working, that medicines are available, there are meals in the house and that relatives or friends are aware of the situation.

The spend associated with this decision will be £121,028 in 2019/20 for a one year extension of the pilot project delivered by Age UK N&N.

The service is congruent with the aims in Better Lives Better Outcomes, Nottingham City's adult social care strategy: in promoting healthy lifestyles; intervening early when a person's wellbeing is at risk; maintaining independence, skills and resilience; supporting access to community resources; and supporting people to make choices about their lives.

The purpose of the service is to ensure fewer delayed transfers of care and improve flow through the homecare system. The service benefits from the support of volunteers, providing additional benefits such as alleviating social isolation and increasing community engagement. These outcomes are proven to be a preventative factor in helping to avoid deterioration of health that could lead to subsequent hospital admissions. During the extension period the service will be monitored to evidence its impact on cost effectiveness, the extent to which it frees up capacity in the Council's Reablement Service, and improving outcomes for citizens.

The funding for this service is uncertain past 31 March 2020. Whilst the previous delegated decision extending the contract suggested that a decision would be sought to tender this service if the pilot proved successful, it would not be possible to go to the market for a service for six months, with no guarantee of extension. A further delegated decision will be required setting out recommendations for commissioning intentions when the funding envelope becomes clearer next year.

**Other Options Considered:**

1. Going out to tender for the service was rejected as it is unlikely that an organisation would tender for a service that was only guaranteed six months of funding. Another reason re-tendering was rejected is that the pilot is working well and showing positive outcomes for citizens and operational teams. Age UK N&N also has the staff, skills, knowledge, skills and volunteers in place to deliver this service immediately, rather than creating a gap in service delivery.
2. Ending the service was rejected as the current and potential future benefits of the service would not be realised by ending the service.

**Background Papers:**

None

**Published Works:** Delegated Decision DD3516

**Affected Wards:** Citywide

**Colleague / Councillor Interests:** None

**Dispensation from Financial Regulations:** Yes

**Consultations:** Those not consulted are not directly affected by the decision.

**Crime and Disorder Implications:** N/A

**Equality:** EIA not required. Reasons: No changes to current service provision are planned as part of this work.

**Social Value Considerations:** N/A

**Regard for NHS Constitution:** Local authorities have a statutory duty to have regard to the NHS Constitution when exercising their public health functions under the NHS Act 2006. In making this decision relating to public health functions, we have properly considered the NHS Constitution where applicable and have taken into account how it can be applied in order to commission services to improve the health of the local community.

**Decision Type:** Portfolio Holder

**Subject to Call In:** No  
This decision has been taken retrospectively.

**Advice Sought:** Legal, Finance, Procurement

**Legal Advice:**

The proposals in this report seek to extend the existing trial with Age UK to enable continued delivery of the service which has proved successful in the city.

It is acknowledged that the trial has already been extended but due to the nature of the services, the uncertainty of the funding available and the continued need for the services, it is believed a tender process at this time for such a short period of time would be unsuccessful and would result in additional cost and resource implications.

As mentioned previously the services are considered to be light touch under the procurement regulations and the value of the extension will still fall below the threshold for these services and so a dispensation from the Contract Procedure Rules is supported.

The extension for a period of 6 months with the potential for an additional 6 months, up to a maximum 12 months extension, will enable the service area to understand the commissioning intentions beyond the extension period. Consideration should be done in a timely manner so that the future of the service is appropriately determined and additional approval sought if required. Advice provided by Dionne Claire Screamon (Solicitor) on 09/09/2019.

**Finance Advice:**

This decision seeks approval to extend the current pilot with Age UK Nottingham and Nottinghamshire for the delivery of the Wellbeing at Home Volunteer Service initially for 6 months from October 2019 to March 2020 with the potential to extend for a further 6 months from April 2020 onwards.

The total value of this decision is £0.121m for the maximum period of 12 months (on a 6 + 6 month basis). This decision will be funded from the ring fenced Adults Winter Pressures grant. This grant has specific conditions which have been met.

This decision seeks dispensation from Contract Procedure Rule 5.1.2 in accordance with Financial Regulation (3.29) to award the contract extension to Age UK Nottingham and Nottinghamshire to deliver the service pilot mentioned above for six months with the potential of extending by a further 6 months. Given the successful delivery of the service to date and for reasons detailed by the report author, this is deemed appropriate in this instance.

Following the contract extension, a compliant procurement process will be undertaken if the service is to be commissioned on a longer term basis ensuring value for money and the best outcomes are achieved for the organisation.

Advice provided by Hayley Mason (Strategic Finance Business Partner) on 25/09/2019.

**Procurement Advice:**

|   |
|---|
| <p>The Procurement Team has been consulted on the proposal to extend the current contract with Age UK Nottingham and Nottinghamshire for the Wellbeing at Home Volunteer Service pilot for a period of up to one year from 1 October 2019. It is proposed to extend the contract initially for 6 months with provision and a potential for a further 6 months to allow for the availability of funding from April 2020 to be determined and a compliant procurement process to be undertaken if longer term provision is to be commissioned. Therefore dispensation from Contract Procedure Rule 5.1.2 in accordance with Financial Regulation 3.29 is supported from a procurement perspective. The future commissioning intentions and budget should be decided in a timely way to enable the service to be ended or any procurement activity required to be completed within the relevant extension period. Advice provided by Jo Pettifor (Procurement Team Manager) on 09/09/2019.</p> |
|---|

**Signatures**

|  |
|--|
| <b>Adele Williams (Portfolio Holder for Adult Care &amp; Local Transport)</b>                  |
| <b>SIGNED and Dated: 15/10/2019</b>  |
| <b>Catherine Underwood (Corporate Director for People)</b>                                     |
| <b>SIGNED and Dated: 08/10/2019</b>  |
| <b>Laura Pattman (Strategic Director of Finance) - Dispensation from Financial Regulations</b> |
| <b>SIGNED and Dated: 02/10/2019</b>  |
| <b>Chief Finance Officer's Comments:</b>   |