

Report of Chief Officer – Access and Care**Report to Director of Adult Social Services****Date: 14 May 2015****Subject: Award of a contract to Central Laundry Services to provide a linen and laundry service**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): City and Hunslet	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: 10.4.3 Appendix number: A	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Summary of main issues

1. The Roseville Laundry and Linen Service has seen a reduction in demand for the service in recent years. The service has always been heavily reliant on the in-house residential and day care service for its work and the income that generates.
2. As the number of residential care homes and day services decreased following the decision of the Executive Board in 2010 the financial position of the supported business has deteriorated further.
3. The laundry is reliant of key pieces of machinery which is expensive to maintain and the cost of any replacements would far exceed available resources and this places the supported business in an even more vulnerable position.
4. Given the declining demand for laundry services from Roseville and the pressure on financial resources generally, the Council would find it difficult to justify spending significant resources on the repair or replacement of equipment should it fail.

5. The above situation means that, should the laundry fail, we would be left without an alternative laundry service.
6. Following a successful procurement exercise undertaken by the Crown Commercial Service a preferred bidder has been identified who is able to provide a service that offers a saving to the Directorate of £70,809.70 per annum. The contract is for four years starting in June 2015.

Recommendations

- 2.1 The Director of Adult Social Services is recommended to approve the award of the linen and laundry contract to Central Laundry Services
- 2.2 The Director of Adult Social Services is recommended to authorise the Head of Service – Care Services to implement the decision by 31 May 2015

1 Purpose of this report

- 1.1 To inform the Director of Adult Social Services of the current issues relating to the Roseville Laundry and Linen Service and to seek approval to put in place arrangements for an alternative provider should the laundry fail for any reason.

2 Background information

3 Main issues

- 3.1 Roseville Linen and Laundry Service is a supported business providing a laundry and linen service to the residential and day care services directly provided by the Council.
- 3.2 The principal customer for the supported business has been the residential and day care services directly provided by the Council. With the reduction in the number of directly provided services the supported business has seen a significant drop in income, placing increasing pressure of an already challenging financial situation.
- 3.3 The business relies on a range of specialist equipment to deliver the service which is both expensive to maintain and would be very expensive to replace should it fail.
- 3.4 The equipment is fairly old and approaching the end of its useful life. Without this equipment Roseville would be unable to provide the laundry and linen service. In the current financial climate it would difficult to justify spending in excess of £400K on replacement equipment to keep the laundry going.
- 3.5 To ensure that the remaining directly provided services can continue to receive a reliable laundry and linen service it is vital that an alternative, reliable and affordable service is identified to provide resilience should Roseville be unable to function.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 In the past year the Chief Officer for Care Delivery and Head of Service (Care Services) have had met with

- The whole workforce October 2013 to explain the possible future of Roseville Laundry in the light of a reduction in business
- The disabled workforce August 2014 to update them on work placement opportunities
- The Roseville Advisory Board January 2014 to update the group on developments with the business and workforce options.
- The Roseville Business Case Refresh Meeting April 2014 to inform the Executive Member of developments and the pressures on the supported business.
- The Executive Member for Adult Social Care has been provided with a briefing note on the outcome of the procurement exercise on 30/4/15

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The disabled workforce who mainly have a learning disability require sensitivity when communicating about future plans. Presentations and written communications are being checked before delivery to ensure clarity.

4.2.2 A stress risk identification assessment and action plan has been developed to inform the consultation of potential stresses that might arise due to the process and the workers disabilities.

4.3 Council policies and City Priorities

4.3.1 Procurement of an alternative provider should Roseville fail will discharge the Council's duties to provide Resilience Plans for the provision of critical services.

4.4 Resources and value for money

4.4.1 Procurement of an alternative provider will ensure that the Laundry and Linen Service can continue to be provided in an efficient and affordable manner should Roseville be unable to do so at any time in the future.

4.4.2 The award of this contract will deliver saving of 70,809.70 per annum, giving a total of £283,238.80 over the four year life of the contract.

4.5 Legal Implications, Access to Information and Call In

4.6 Risk Management

The proposal to procure an alternative provider for the laundry and linen service will mitigate the risk of a laundry and linen service being unavailable from Roseville at any point in the future.

5 Conclusions

ASC needs to procure an alternative laundry and linen service in order to mitigate the risk of the service from Roseville failing at any point in the future.

6 Recommendations

- 6.1 The Director of Adult Social Services is recommended to approve the award of the linen and laundry contract to Central Laundry Services
- 6.2 The Director of Adult Social Services is recommended to authorise the Head of Service – Care Services to implement the decision by 31 May 2015

7 Background documents¹

- 7.1 Appendix A - Crown Commercial Service – Award Recommendation Report. Confidential under Access to Information Rule number 10.4.3

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.