

Report of: Head of Commissioning

Report to: Director of Adult Social Services

Date: 9th September 2015

Subject: Request to approve the waiver of Contracts Procedure Rules (CPR's) 8.1 and 8.2 using the authority set out in CPR 1.3 to award the following contracts (detailed below) to Leeds Jewish Welfare Board, for a period of 3 years with the option to extend for a further three (3) twelve (12) month periods.

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" 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: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

- This report seeks approval to waive Contracts Procedure Rules (CPR's) 8.1 and 8.2 using the authority set out in CPR 1.3 to award the following contracts to Leeds Jewish Welfare Board.
 - Rainbow Project – Community Support Service for People with Learning Difficulties(LCCW2275A)
 - Community Support Service for Older People (LCCW2275B)
 - The Hub” - Activity Club Service for Older People (LCCW2275C)
 - “Neshama” - Community Support Service for People with Mental Health Problems (LCCW2275E)

The contracts shall commence for a period of 3 years on 1st October 2015 with the option to extend for a further three (3) twelve (12) month periods.

The current contract has been in place for 3 years from 1st October 2012 to 30th September 2015 and satisfactory progress has been made in developing and maintaining the service in line with the service specification.

Recommendations

2. The Director of Adult Social Services is recommended to approve the waiver of Contracts Procedure Rules 8.1 and 8.2 using the authority set out in CPR 1.3 to award the following contracts to Leeds Jewish Welfare Board.
 - Rainbow Project – Community Support Service for People with Learning Difficulties(LCCW2275A)
 - Community Support Service for Older People (LCCW2275B)
 - The Hub” - Activity Club Service for Older People (LCCW2275C)
 - “Neshama” - Community Support Service for People with Mental Health Problems (LCCW2275E)
3. The contracts shall commence on 1st October 2015 and expire on 30th September 2018 with the option to extend for a further three (3) twelve (12) month periods.
4. The contract has an annual value of £70,629.00 and provisions are available within the agreed budget.
5. A Commissioning Officer will oversee implementation of this contract, subject to approval, from 1st October 2015 and will maintain close monitoring of the delivered services.

1 Purpose of this report

- 1.1 The purpose of the report is to seek approval from the Director of Adult Social Services to waive CPR Rules 8.1 and 8.2 using the authority set out in CPR 1.3 for the aforementioned commissioned services provided by Leeds Jewish Welfare Board from 1st October 2015 to 30th September 2018 to continue provision of the services currently under contract.

2 Background information

- 2.1 The Leeds Jewish Welfare Board (LJWB) has been delivering these formal contracts since 2011. Prior to this date, historically, Leeds City Council has provided grant funding to the Leeds Jewish Welfare Board for over 100 years, with archival records demonstrating grant funding as early as 1920. This establishes the longevity of partnership working there has been between Leeds Jewish Welfare Board and Leeds City Council, a relationship of such long standing clearly denotes confidence and satisfaction with the services being delivered and has allowed the service to establish itself effectively within the community it serves.
- 2.2 The work undertaken over the years between the partners has allowed the development of a close understanding of the community's needs and a degree of reliability on the part of the provider which is hard to replicate.
- 2.3 In addition to the provision of services to members of the Jewish community, LJWB also provide services to the wider local community. Of the 500 plus service users being supported by the various services of the Leeds Jewish Welfare Board at any one time, 20% of which come from a non-Jewish background (including people from

faith groups such Muslim, Sikh and Jehovah Witness etc.). This figure does not include members of the wider community who make general use of the community centre, of whom staff are not in a position to ascertain their religious beliefs.

- 2.4 Adult Social Care only fund a percentage (18%) of the services provided, with Leeds Jewish Welfare Board contributing the balance required to maintain the services from their own resources. Leeds Jewish Welfare Board operates out of their own purpose-built building in Moortown, Leeds fully funded by the community itself.

At the time of contract award, the Leeds Jewish Welfare Board was the only culturally sensitive organisation with in depth local knowledge of the community's needs, known to the directorate providing such services in Leeds.

When LJWB were asked about alternative service providers they provided the following dialogue to substantiate their community presence:

“Leeds Jewish Welfare Board was founded in 1878 and is the largest organisation supporting the Jewish community in Leeds. They have 171 staff and 201 volunteers, who last year donated 21,340 hours in time.

Staff and volunteers are trained in the unique challenges which the community face which include:

- Specific cultural practices and the requirements of practicing different aspects of the Jewish faiths and cultural identity
- Awareness of the background and historic experiences of first and second generation (and more recently) third generation survivors
- Impact of religion, ethnicity and impact of intergenerational dynamics
- Behavioural patterns, dietary requirements and daily living rituals.

They are the only organisation in Leeds and the surrounding area able to fully deliver cultural, religious and dietary specific services to the local Jewish community. Last year they had a foot fall of 61,000 visits to the centre.

People attended the centre for a variety of reasons including:

- A programme of 48 social, leisure, wellbeing and educational activities, 37 of which are for older people
- Mental health and community learning disability support work including counselling, lifestyle support and advocacy
- BACAP registered counselling and case management services
- Wellbeing and social isolation reduction activities for children, adults and older people
- Kosher meals to enable members of the community to meet together (only fully supervised kosher venue in Leeds which meets the dietary requirements of all of our community as we adhere to the strictest standards)
- Community café
- Intergenerational play groups

- Art and play therapy sessions
- Financial assistance and guidance
- Drop-in support and care services

When asked why the community visit the MAZCC and use the services of LJWB respondents replied:-

- “The workers are trained to meet my cultural needs, I don’t have to keep telling them about my needs – she implicitly understands”
- “I can meet my friends in a kosher environment – there isn’t another one in Leeds. When my family come I can bring them here”
- “The centre is designed so that I can maintain my (cultural) identity – I don’t have to worry about toilets, food, access and security – I get worried about this”

Contracted Support Services.

2.5.1 Community Support Service for People with Learning Difficulties

- Includes people aged between 18 - 65 who experience learning disabilities and/or associated mental health problems
- Service is planned on an individual basis, taking full account of individual needs and preferences and designed to enhance personal growth
- Focus is on raising the aspirations of those members of both the Jewish and wider community who have learning disabilities
- Delivers sensitive and responsive services
- Works within the framework of person centred support and culturally competent good practice.

2.5.2 Community Support Services for Older People

- The provision of high quality, personalised support to older people, offering the highest standards of professional expertise, dignity, maximum control and self - determination within the context of Jewish tradition and culture where appropriate and to the wider community
- Delivers sensitive and responsive services. They work within the framework of person centred support and culturally competent good practice.

2.5.3 Activity Club Service for Older People

- The provision of culturally appropriate leisure and social activities delivered via ‘The Hub’ within the “Marjorie & Arnold Ziff Community Centre” (MAZCC). A key-worker system provides support to vulnerable service users and an outreach service is

available to members of the local community who are either existing users of the service or to encourage uptake of services.

2.5.4 Community Support Service for People with Mental Health Problems

- Offers a comprehensive, culturally sensitive social care service, offering social work & housing support services for primarily Jewish adults living in Leeds & the surrounding area. The service however, is open to all from the wider communities
- Helps people with mental health problems re-establish control of their lives, enabling them to make their own choices, ultimately to recover their independence and lead a more fulfilling life.
- Promotes social inclusiveness and improve mental & physical well-being.

3. Main issues

- 3.1 The initial contractual arrangement for these services was for a 3 year fixed term period, with the option to extend for 1 12 month period.

From 1st October 2014 the contracted services are being provided under the only 12 month extension period previously written into the original contract arrangement.

The original purpose of this extension was to allow the services to continue whilst a “market testing” exercise was undertaken to inform the directorate of the market place situation.

Following consultation with colleagues in the Contracts Section and Procurement Unit it was decided that it was impractical to implement a “market testing” exercise for an organisation we only funded a small percent of the funding for.

A search on Yortender and through Google identified Leeds Jewish Welfare Board as the only culturally sensitive organisation, with the local knowledge and networks to provide these services in Leeds.

Attempting to try and procure the small percentage of the services funded by the Council could potentially cause damage to the longstanding relationship between the Council and the Board.

Consideration was also given to the possible time and cost investment such procurement may entail for such a small percentage of the service a relatively low cost.

Therefore the decision was made to seek permission to extend the existing funding arrangements.

Funding has been agreed at an annual budget of £70,629.00 – efficiencies have been agreed.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 During the procurement exercise for the existing contracts there was substantial consultation with both service users and carers. This was used to inform the service model and service specifications and demonstrated the need for these services.
- 4.1.2 Service user views are sought as part of the on-going contract monitoring and service users and their carers have told us how much they value the services.
- 4.1.3 The services provided by Leeds Jewish Welfare Board contract is monitored by a nominated Contracts Officer who is satisfied that the service, to date, is meeting the expectations of the service specification and supports the organisation in developing ongoing initiatives.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 An Equality, Diversity, Cohesion and Integration Screening has been completed (see Appendix 1), which demonstrates that the service meets the desired equality requirements.
- 4.2.2 Appropriate policies and procedures are in place with the provider.

4.3 Council policies and City Priorities

- 4.3.1 With the implementation of the Care Act 2014, there is a much greater emphasis on this type of low level preventative services. In particular the “Wellbeing” section: <http://careandsupportregs.dh.gov.uk/category/wellbeing/> and “Preventative” <http://careandsupportregs.dh.gov.uk/category/prevention/>
- 4.3.2 The commissioning of these services is in line with current commissioning priorities.
- 4.3.3 These services are in line with the Better Lives programme and in particular the Housing Care and Support strand through timely and appropriate interventions for a community that has historically found culturally sensitive services hard to reach.

4.4 Resources and value for money

- 4.4.1 There will be some resource implications in terms of monitoring this contract in order to ensure the service is meeting the necessary outcomes. These resources will be provided from within the existing commissioning/contract team.
- 4.4.2 The funding for these services is held by Adult Social Care and has been approved by ASC Finance.
- 4.4.3 The contract values are given below and are provided for in the 2015/16 budget.

Community Support Service for People with Learning Difficulties

£9,390.00

Representing a 12% contribution to a total service value of £76,913 (as of 2010/2011)

Community Support Service for Older People

£13,570.00

Representing an 18% contribution to a total service value of £30,120 (as of 2010/2011)

Activity Club Service for Older People

£16,590.00

Representing a 13% contribution to a total service value of £132,241 (as of 2010/2011)

Community Support Service for People with Mental Health Problems

£31,079.00

Representing an 18% contribution to a total service value of £176,546 (as of 2010/2011)

Total: £70,629.00

4.4.4 It was recognised that previously provided grant funding for a “Meals on Wheels” service was no longer appropriate. In collaboration with LJWB it was agreed that this funding would cease, after a 6 month notice period in line with Leeds Compact. Additional/replacement funding streams were suggested, such as Luncheon Club grants, thereby contributing further efficiency savings of £19,157.00 per annum.

4.4.5 In summary, over the past 4 years we have paid LJWB £89,786.00 per annum. The cessation of the Meals on Wheels funding, £19,157.00 is recognised as an efficiency saving of said amount, leaving the ongoing amount of £70,629.00 available within the budget.

4.5 Legal Implications, Access to Information and Call In

4.5.1 ¹Contract Procedure Rules 8.1 and 8.2 allows a contract to be extended before its expiry date where it is in accordance with its terms and proves to deliver value for money.

4.5.2 Efficiency savings were discussed with the Leeds Jewish Welfare Board (including for the extension period) and an average of 13.48% savings for all 4 services were agreed. Rather than spreading the impact of the reduction across the life of the contract Leeds Jewish Welfare Board agreed to make the savings up front, further efficiencies have been made by relinquishing grant funding they had previously received for a Meals on Wheels service.

4.5.3 This is a Significant Operational Decision and is not subject to Call In

¹ The contract is not being extended but a new one put in place

4.6 Risk Management

- 4.6.1 The previous procurement process was conducted in accordance with the Council's Contract Procedure Rules in order to ensure that a fair, open and transparent process was undertaken. This will also be the case with any future procurement.²
- 4.6.1 If the waiver request is not approved there is a risk that the existing services will cease and service users will no longer be able to access these services.

5. Conclusions

- 5.1 By granting this waiver request continuity in service provision will be maintained.
- 5.2 A Commissioning Officer will oversee implementation of the contract in conjunction with the procurement unit and the service will be subject to robust contract monitoring and on-going review.

6. Recommendations

- 6.1 The Director of Adult Social Services is recommended to approve the waiver of Contracts Procedure Rules 8.1 and 8.2 using the authority set out in CPR 1.3 to award the following contracts to Leeds Jewish Welfare Board.
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7 Background documents³

- 7.1 None

² The risk is low given the value of the contract as the service is so culturally specific. The aim is to reach a specific group of people and this is the only organisation that is able to do it.

³ 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.