

**Report of:** Deputy Director, Integrated Commissioning, Adults and Health

**Report to:** Director of Adults and Health

**Date:** 16<sup>th</sup> January 2019

**Subject:** To seek approval from the Director of Adults and Health to utilise the Second 12 month extension on the existing contract with Hamara Hamara Healthy Living Centre for the provision of the Halo Project, in accordance with Contracts Procedure Rules (CPRs) 21.1.

Are specific electoral Wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, name(s) of Ward(s): n/a		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: 10.4 (3)		
Appendix number:		

### Summary of main issues

1. Leeds City Council Adults and Health currently has a contract in place with Hamara Hamara Healthy Living Centre (Hamara) to deliver the Halo Project, a day support service for adults with learning disabilities.
2. The duration of the contract was from April 2015 to March 2018 with the option of two 12 month extensions available. The contract is currently operating under the first of the two 12 month extensions and expires on 31<sup>st</sup> March 2019, with the option to invoke one further 12 month extension. It is recommended, in accordance with CPRs 21.1 that the second available 12 month extension is utilised on this contract. This report seeks approval to utilise that extension.
3. Throughout the contract, the Halo project has delivered a high quality service. This has been reported through regular contract monitoring, case studies and service

user feedback. Utilising this second 12 month extension will allow for service continuity.

4. The value of the proposed 12 month extension to this contract is £150,990.

## **Recommendations**

1. The Director of Adults and Health is recommended to utilise the second 12 month extension available on the current contract with Hamara, in accordance with CPR 21.1, for the provision of the Halo Project. The proposed contract extension will commence on 1st April 2019 and expire on 31st March 2020.
2. The Head of Service Commissioning is the officer responsible for implementation of this contract extension, and will liaise with Procurement and Commercial Services to oversee the implementation of the extension before the existing arrangement expires on 31st March 2019. Procurement and Commercial Services will be requested to issue the 12 month extension for this contract.

### **1. Purpose of this report**

- 1.1 To seek approval from the Director of Adults and Health in accordance with CPR 21.1 to utilise the second 12 month extension period available for the contract for the Halo Project, a day support service for adults with learning disabilities.

### **2. Background information**

- 2.1 Hamara is based at Hamara Healthy Living Centre, Tempest Road, Leeds, LS11 6RD. Hamara describes itself as being the largest ethnic minority organisation in the voluntary and community sector in Leeds, working primarily, but not exclusively, with the South Asian community. They deliver a range of different projects and work, including the following key aspects and areas:

- Information and Advice
- Older people's services
- Learning disabilities services
- Health promotion and education
- Youth services
- Sports and exercise
- Women's activities
- Community cohesion
- Training programmes

(Source: <http://hamara.org.uk/about-2>)

- 2.2 Halo is a community based service for adults with learning disabilities, delivered by Hamara. The project is based at the Hamara Health Living Centre, operating 5 days per week, from 9.00am to 3.30pm.
- 2.3 The purpose of the Halo project is described by Hamara as *"To empower adults with learning disabilities, to integrate our members into the wider community, to provide them with opportunities, to increase confidence, to provide health information and advice and to support carers to access support."* (Source: <http://hamara.org.uk/halo-learning-disabilities-project>)

- 2.4 The project offers 50 full day places per week within the contract funding. It provides a wide range of activities and support for service users including; I.T., healthy cooking and eating, indoor sports and games, exercise activities, trips out, music and dance activities, arts and crafts, basic educational skills, gardening and drama. Members also request additional activities to those listed.
- 2.5 The Halo project was established in June 2010, with grant funding provided by Adult Social Care (now Adults and Health) on an annually renewed basis. As part of the learning disabilities day services modernisation project, Hamara bid for the contract and were successfully awarded a 3 year contract from the 1st April 2015, with the option of two 12 month extensions.

### **3. Main issues**

- 3.1 The contract between Leeds City Council and Hamara is currently in the first of the available two 12 month extension periods and expires 31<sup>st</sup> March 2019. There is an option to invoke the second of the two available 12 month contract extensions, as set out in the contract terms.
- 3.2 The service has received high levels of positive feedback from both service users and their families. This has been demonstrated through quarterly monitoring reports and service user case studies.
- 3.3 Moreover, the project prides itself in employing staff that reflect the communities it serves, attributing their ability to meet the requirements around dietary, ritualistic and cultural needs to their insight and knowledge.
- 3.4 The recommendation to utilise the second 12 month extension on this contract will ensure that this service can continue to deliver much valued support to adults with learning disabilities.

### **4. Corporate considerations**

#### **4.1 Consultation and engagement**

- 4.1.1 There has been no specific consultation with service users and parent carers regarding the extension of this contract, as there will be no change to current service delivery. Extensive consultation was undertaken as part of the learning disabilities day services modernisation project with service users. This service continues from this work.

#### **4.2 Equality and diversity / cohesion and integration**

- 4.2.1 An Equality, Diversity, Cohesion and Integration Screening Tool has been completed and is attached to this report as Appendix 1.

#### **4.3 Council policies and best council plan**

- 4.3.1 The updated Leeds Learning Disability Partnership Board Strategy 'Being Me' (2018 to 2021) is formed around three themes; Being Safe, Being Well and Being

Connected. The provision of this service for adults with learning disabilities contributes to all of these themes.

4.3.2 The Leeds Health and Wellbeing Plan 2016 to 2021 sets out the vision for Leeds to be 'a healthy and caring city for all ages, where people who are the poorest will improve their health the fastest'. The Halo project contributes to the outcomes of this plan, with particular contribution to the following priorities:

- *Strong, engaged and well-connected communities*
- *Get more people, more physically active, more often*
- *Support self-care, with more people managing their own conditions*
- *Promote mental health and physical health equally*

4.3.3 The vision contained within the Best Council Plan 2018/19 – 2020/21 for Leeds to be the best city for health and wellbeing is supported through the delivery of this contract. The service particularly contributes to the following 2018/19 – 2020/21 Health and Wellbeing priorities:

- *Reducing health inequalities and improving the health of the poorest the fastest*
- *Supporting healthy, physically active lifestyles*
- *Supporting self-care, with more people managing their own health conditions in the community*
- *Enabling people with care and support needs to have choice and control*

#### 4.4 Resources and value for money

4.4.1 The funding for the proposed 12 month extension equates to a total of £150,990. This funding will be provided from the Learning Disability Pooled Budget. This service was formalised as a contract in 2015 as part of the learning disabilities day services modernisation project. As part of this process, the service was evaluated on value for money. The value of the project continues to be evaluated through quarterly monitoring and visits to the service. The unit cost of the contract (per person per hour) is regularly compared to similar day opportunities to ensure it represents value for money. Halo is highly valued by the people who attend and their families.

4.4.2 Commissioning officers have considered the requirements of Contract Procedure Rule 3 and concluded

1. There is no internal service provider available to provide these services;
2. There is no other contract in place that could be utilised such that better value for money can be obtained; and
3. A competitive tender based on quality and value for money across the whole sector as part of a strategic review will be undertaken in the financial year 2019/20. A competitive tender of this project alone would not achieve value for money at this time.

4.4.3 It is therefore considered that taking up the extension provision within the contract represents best value for money to the council.

#### 4.5 Legal implications, access to information, and call-in

- 4.5.1 As the annual contract value is £150,990, the decision to extend this contract is a Significant Operational Decision and is not subject to call-in. The report does not contain any exempt or confidential information under the Access to Information Rules.
- 4.5.2 CPRs 21.1 permits the extension of a contract where it is in accordance with the contract terms, is made before the expiry date of the contract and will deliver Best Value. Due to the matters set out in this report at sections 3 and 4.4 above it is considered that these requirements have been met. Although there is no overriding legal obstacle preventing the extension of this contract the contents of this report should be noted. In making their final decision, the Director of Adults and Health should be satisfied that the course of action chosen represents Best Value for the Council.

#### **4.6 Risk management**

- 4.6.1 If the recommendation to invoke this extension is not approved, there is a risk that the existing service would either cease or continue on an implied basis. If the service was to terminate without preparation and consultation, this would leave a significant gap in service provision and would leave a number of adults with learning disabilities without alternatively arranged day support.
- 4.6.2 The proposed contract will continue to be performance managed by officers in the Joint Commissioning Service. This includes regular reviewing of performance information through quarterly monitoring submissions, regular meetings to review performance and to allow the provider to raise any issues and annual financial monitoring. To date the service has delivered in accordance with the service requirements and performance criteria outlined in the specification.

### **5. Conclusions**

- 5.1 Hamara provides much valued day opportunities for adults with learning disabilities through Halo. The majority of people that attend Halo live with their families and do not have contact with any other service.
- 5.2 The project offers 50 full day places per week within the contract funding. Halo provides a wide range of culturally appropriate activities and support; I.T., healthy cooking and eating, indoor sports and games, exercise activities, trips out, music and dance activities, arts and crafts, basic educational skills, gardening and drama. Members also request additional activities to those listed.
- 5.3 The proposed 12 month contract extension will ensure that this service is able to continue to support adults with learning disabilities.

### **6. Recommendations**

- 6.1 The Director of Adults and Health is recommended to utilise the second 12 month extension available on the current contract with Hamara, in accordance with CPR 21.1, for the provision of the Halo Project. The contract extension will commence on 1st April 2019 and expire on 31st March 2020.

6.2 The Head of Commissioning is the officer responsible for implementation of this contract extension, and will liaise with Procurement and Commercial Services to oversee the implementation of the extension before the existing arrangement expires on 31st March 2019. Procurement and Commercial Services will be requested to issue the 12 month extension for this contract.

## **7. Background documents<sup>1</sup>**

7.1 None

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<sup>1</sup> 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.