



## Report of Deputy Director, Integrated Commissioning, Adults and Health

### Report to Director of Adults and Health

**Date:** 10<sup>th</sup> February 2021

**Subject:** Request to seek approval from the Director of Adults and Health to utilise the 12 month extensions available within each of the 6 individual existing contracts with Advonet, Connect in the North, Hamara Healthy Living Centre, Health for All (Leeds) Ltd, Chapeltown CAB and HF Trust Limited, for the provision of a variety of learning disability day opportunities and information and advice services in accordance with Contracts Procedure Rule 21.1.

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<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
Will the decision be open 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

### 1. Main issues

- Adults and Health currently hold contracts with Advonet, Connect in the North, Hamara Healthy Living Centre, Health for All (Leeds) Ltd., Chapeltown Citizen Advice Bureau (CAB) and HF Trust Limited for the provision of a variety of learning disability day opportunities and information and advice projects. These 6 contracts are due to expire on 31<sup>st</sup> March 2021, with the option for up to a 12 month extension available within each of the contract terms.
- This report seeks to invoke the full 12 month extension period available within each of the 6 individual contracts with the 6 listed providers, to continue to provide the learning disabilities day opportunities and information and advice projects.
- Ongoing work has been taking place to review learning disabilities provision across Leeds. However, some of this work has been impacted by the Covid-19 pandemic and delivery of provision has continued to adapt based on current and national restrictions. Phase one of the review work to better understand the current offer available for day opportunities has concluded, and next steps have been identified.
- Throughout the Covid-19 pandemic, day opportunities have continued to adapt their offer, including reducing or ceasing face-to-face activities, developing remote offers,

and supporting individuals virtually, at home, in Covid-secure buildings, bases and in the community where possible to do so. By offering a level of provision wherever possible throughout the Covid-19 pandemic, day opportunities have helped to reduce some of the additional costs that Adults and Health have faced where extra support has had to be put in place to ensure that individuals' statutory care and support needs are being met appropriately.

- Invoking the extensions with these contracts will ensure continuity of provision for adults with learning disabilities, whilst allowing officers to undertake the next steps and introduce the initial recommendations from the wider learning disability review work, including further value for money analysis and the exploration of future commissioning options. This will include allowing Commissioners to undertake a pilot with The Conservation Volunteers, to move to individualised purchasing arrangements, and explore whether this way of working could be replicated across other day opportunities to maximise quality, value for money and allow for greater asset based work.

## **2. Best Council Plan Implications** (click [here](#) for the latest version of the Best Council Plan)

- The main domains of the Best City Priorities that these day opportunities contribute towards are '*Health and Wellbeing*' and '*Safe, Strong Communities*'.
- All of the contracts contribute towards achieving the outcomes: '*Be safe and feel safe*'; '*Enjoy happy, healthy and active lives*'; '*Enjoy greater access to green spaces, leisure and the arts*', and; '*Live with dignity and stay independent as long as possible*'.

## **3. Resource Implications**

- This report covers 6 recommended decisions to extend 6 individual contracts with 6 different providers for a period of 12 months. Each decision is a discreet decision in its own right, with all of the decisions being included in the same report as they have a common subject matter. The annual value of each of these decisions for the 12 month period are as follows;
  - Advonet, Leep1 (user-led day opportunities) £54,711.00.
  - Connect in the North, Through the Maze (Information and Signposting Service) £76,116.00.
  - Hamara Healthy Living Centre, HALO (South Asian Day Support) £150,990.00.
  - Health for All (Leeds) Ltd, The Bridge (South Leeds Day Support) £175,000.00.
  - Chapelton CAB, Learning Disability Specialist Advice Service £57,034.98.
  - HF Trust Limited, Keeping in Touch Project £80,894.00.
- Funding has been identified within existing resources from the Learning Disability Pooled Budget.
- Officer time will be necessary in order to monitor and review each contract prior to any re-commissioning. This will be met through existing capacity from within the Adults and Health Integrated Commissioning Team, along with officer time from

support areas such as Finance and Procurement and Commercial Services as appropriate.

- The contracts all currently represent value for money; this has been demonstrated through annually submitted Service Cost Analysis Forms (SCAFs) which have been scrutinised by Commissioning Officers. None of these contracts have been awarded with uplifts over the life the contracts, which in turn has led to efficiencies being made within the existing envelope since they were awarded in 2014 and 2015, to meet inflationary and staffing cost demands. The majority of these contracts supplement the contract funding through charitable donations and income generation to keep them sustainable. However, many organisations have seen a significant reduction in income generation due to the Covid-19 pandemic. Therefore, there is currently no scope to further reduce the funding of these contracts as it would render them inoperable.
- Further to the above, the Council is facing a significant financial challenge both in-year and in the coming financial year 2021/22. This is due to a combination of reductions in funding from Government over successive years and the financial impact of the Covid-19 pandemic. Due to the wider financial pressures that the Council currently face, the value for money of all services, including all day opportunities, has been considered. Through this work, the day opportunities that have the least impact on meeting assessed needs and statutory obligations have been identified for savings proposals. Although decisions have not yet been made on exactly how the savings are to be delivered within individual services, contact has been made with those organisations that may be affected by these proposals. The 6 contracts identified within this report have been considered for savings as part of this process and have been assessed as currently providing value for money.
- Adults and Health have continued to fund day opportunities based on their pre-Covid levels, even where provision has significantly differed from the usual offer. Organisations have adapted their delivery models in line with local and national guidance, undertaking individualised risk assessments based on their own knowledge and expertise of their day opportunity and the people who attend. Examples of alternative provision have included digital engagement, telephone calls, community based support, and reduced numbers or adapted activities in Covid-secure building bases.
- By offering a level of provision wherever possible throughout the Covid-19 pandemic, day opportunities have helped to reduce some of the additional costs that Adults and Health have faced where extra support has had to be put in place to ensure that individuals' statutory care and support needs are being met appropriately.

## Recommendations

The Director of Adults and Health is recommended to:

- a) Approve the utilisation of the 12 month extension available within the contract with Advonet for the provision of the LEEP1 project, in accordance with CPR 21.1. This contract extension will commence on 1<sup>st</sup> April 2021 and expire on 31<sup>st</sup> March 2022 in the sum of £54,711.00.

- b) Approve the utilisation of the 12 month extension available within the contract with Connect in the North for the provision of the Through the Maze project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £76,116.00.
- c) Approve the utilisation of the 12 month extension available within the contract with Hamara Healthy Living Centre for the provision of the HALO project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £150,990.00.
- d) Approve the utilisation of the 12 month extension available within the contract with Health for All (Leeds) Ltd for the provision of The Bridge project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £175,000.00.
- e) Approve the utilisation of the 12 month extension available within the contract with Chapeltown CAB for the provision of The Learning Disability Specialist Advice Service, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £57,034.98.
- f) Approve the utilisation of the 12 month extension available within the contract with HF Trust Limited for the provision of the Keeping in Touch project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £80,894.00.
- g) That the Director of Adults and Health notes; Aidan Smith, Head of Service Working Age Adults is the officer responsible for the implementation of the contract extensions outlined in this report.

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

- 1.1 To seek approval to utilise the 12 month extensions available within each of the 6 individual existing contracts with Advonet, Connect in the North, Hamara Healthy Living Centre, Health for All (Leeds) Ltd, Chapeltown CAB and HF Trust Limited, for the provision of a variety of individual learning disability day opportunities and information and advice services, in accordance with CPR 21.1.

## **2. Background information**

- 2.1 The 6 contracts considered in this report are; Advonet - LEEP1, Connect in the North - Through the Maze, Hamara Healthy Living Centre - HALO, Health for All (Leeds) Ltd - The Bridge, Chapeltown CAB - Learning Disability Specialist Advice Service and HF Trust Limited - Keeping in Touch Project. These contracts provide a range of opportunities, information and advice to adults with learning disabilities in Leeds. This includes user-led activity groups, advice and support around benefits and rights, socialisation and peer support groups, targeted work to ethnic minority communities, volunteering and employment opportunities, community integration, and health and wellbeing activities including sports and cooking. Further information regarding each of these 6 contracts is included at Appendix 1.
- 2.2 In 2009, the learning disabilities Day Services Modernisation project was undertaken, with a goal to move away from large congregate services, towards more personalised, community based projects and support. This resulted in a

number of providers being awarded with grants and contracts to provide a diverse range of day opportunities for adults with learning disabilities across Leeds. The 6 contracts within this report were awarded following this process and have contributed to an increased choice of opportunities available across the city, supporting the achievement of positive outcomes for those who attend. Moreover, these third sector providers have offered viable, value for money alternatives to traditional 'adult social care day services'.

- 2.3 Since these contracts were initially awarded, the providers have each worked closely with Commissioners and key partners to continually improve and develop their offer to best meet the needs of the individuals that attend and ensure that they are operating in line with key city priorities. They continue to adapt their provision, engaging with the Learning Disability Partnership Board and the values of the Being Me Strategy to support the aims and aspirations of people with learning disabilities.
- 2.4 The third sector providers also demonstrate wider benefits to the City of Leeds, significantly contributing to social value. For example, these contracts engage with local communities through integration and education, whilst also providing volunteering and employment opportunities for local people. These contracts have engaged with one another and the wider third sector community, supporting each other through sharing best practice, developing training and building on community assets.
- 2.5 Day opportunities, information and advice provision is a valuable resource for people with learning disabilities. These 6 contracts work within the principles of strengths-based approach, in which the focus is on individuals' strengths and abilities, and what keeps individuals well and supports and maintains their independence. This approach is used to support people with learning disabilities to achieve their personal outcomes and live fulfilling lives, whilst working under some shared outcomes and principles including reducing social isolation, promoting increased independence, choice and control and offering meaningful and diverse activities. Information and advice can also empower people to make informed decisions about their lives. Moreover, for people who attend these contracts that live with their families, these contracts can provide vital respite for families whilst providing meaningful activity and engagement for people who otherwise may not be receiving support.
- 2.6 All of these contracts have continued to deliver a good quality provision. This has been demonstrated through contract monitoring, in which the quarterly monitoring submissions have shown positive outcomes for the people who have accessed the contracts, for example, positive outcomes have been demonstrated through measured KPIs and case studies. Throughout Covid-19, providers have remained in contact with Commissioners to share updates on their provision, including positive solutions and lessons learnt.
- 2.7 These contracts have all received positive service user and stakeholder feedback, and are highly valued by those that have accessed these services. Not only has this been demonstrated through quarterly monitoring submissions, but also through feedback at wider events and forums, including the Learning Disability Partnership Board. This feedback has continued throughout the Covid-19 pandemic, with a number of people with learning disabilities sharing their positive experiences of continuing to engage with these contracts either face to face or remotely, particularly when they would have otherwise felt at their most isolated. For example, a number of third sector organisations have developed a network focussed on digital inclusion of people with Learning Disabilities and Autism, in which they have

developed a nationally recognised video including positive feedback and examples of how people have been supported remotely.

- 2.8 In March 2020, following the announcement of national “lockdown” restrictions, all day opportunities were instructed to close their buildings based operations. A small number of opportunities were still provided from a buildings base for individuals who were assessed as crucially requiring support from a buildings base (and who otherwise would have required significant intervention including admittance into hospital). Following this initial closure, day opportunities have continued to find innovative solutions to care and support, with many day opportunities finding Covid-secure solutions to re-opening their buildings-based or face to face activities.
- 2.9 Throughout the Covid-19 pandemic, providers have continued to provide up to date information to commissioners regarding their current offer for each individual attendee. Providers have worked with commissioners and care management colleagues to identify individuals who are deemed most vulnerable in order to support them appropriately. This has also ensured that carers of the most vulnerable people have been able to continue to receive a level of respite where possible.
- 2.10 The Leeds Learning Disability Partnership Board Strategy ‘Being Me’ (2018 to 2021) was refreshed in 2018 following consultation with people with learning disabilities, their families, advocates, voluntary sector partners and other members of the Leeds Learning Disability Partnership Board. The Strategy is formed around three themes; ‘Being Safe’, ‘Being Well’ and ‘Being Connected’, with the sub priorities of ‘Being Connected’ identified as social, travel and employment. Regular sub-group meetings are held to discuss how the city is working towards these themes. All of the 6 contracts discussed within this report support the achievement of the themes identified within the Leeds Learning Disability Partnership Board Strategy ‘Being Me’ (2018 to 2021).
- 2.11 The duration of the contracts with Advonet - LEEP1, Connect in the North - Through the Maze, Hamara Healthy Living Centre - HALO, Health for All (Leeds) Ltd - The Bridge and The Conservation Volunteers - Hollybush were from April 2015 to March 2018 with the option of two 12 month extensions available. Both of these extensions were utilised with no further extensions available to use.
- 2.12 The duration of the contracts with Chapeltown CAB - Learning Disability Specialist Advice Service and HF Trust Limited - Keeping in Touch were from April 2014 to March 2017, with the option of two 12 month extensions available, Both of these extensions were utilised, and in March 2019, CPRs 8.1 and 8.2 were waived to enter into 2 individual interim contracts with Chapeltown CAB - Learning Disability Specialist Advice Service and HF Trust Limited - Keeping in Touch project for a period of 12 months. These interim contracts brought these two contracts in line with the above contracts in terms of their expiry.
- 2.13 In March 2020, CPRs 9.1 (requirement of competition) and 9.2 (invitation of a minimum of four written tenders), were waived using the authority set out in CPR 1.3 to enter into 7 individual interim contracts with the 7 different providers for a period of 12 months with the option to extend for up to a further 12 months. The current interim contracts commenced on 1<sup>st</sup> April 2020, and will expire on 31<sup>st</sup> March 2021.
- 2.14 The above contracts were originally extended in order to explore future commissioning options. The decision to enter into further interim contracts with these organisations was taken to allow for a review of all of learning disability provision for adults across the city to take place and to ensure that a joint approach

amongst colleagues across Adults and Health. Phase one of this review work has now concluded and next steps have now been identified, which will include encouraging asset based work, examining the value for money of specific elements of day opportunities (namely specific care and support packages and the overall day opportunity offer for individuals), implementing and replicating good practice approaches to contract management and commissioning models; and looking at how individual models of purchasing day opportunities could be better used across the sector. A pilot project with The Conservation Volunteers for the Hollybush project will be taking place to pilot moving from a “block contract” approach to individualised “spot-purchased” agreements.

- 2.15 Day opportunities have had to adapt their delivery models throughout the Covid-19 pandemic, based on local and national guidance alongside individual risk assessments. The impact of the Covid-19 pandemic is further considered within the Main Issues section and Resources and Value for Money section of this report.

### **3. Main issues**

- 3.1 All of the 6 contracts with these 6 providers are due to expire on 31<sup>st</sup> March 2021, with the option for up to a 12 month extension available within each of the contract terms. The available extension period within each contract could extend the end dates to 31<sup>st</sup> March 2022.
- 3.2 Phase one of the review work to better understand the current offer available for day opportunities has concluded, and next steps have been identified. Next steps identified for day opportunities include encouraging asset based work, examining the value for money of specific elements of day opportunities (namely specific care and support packages and the overall day opportunity offer for individuals) and implementing and replicating good practice approaches to contract management and commissioning models. The timeline of the wider review is regularly monitored with colleagues across Adults and Health, and will be communicated with Procurement and Commercial Services.
- 3.3 One key aspect of the learning disability review has been to analyse the expenditure on learning disability day opportunities across the city, including projects that we commission through a grant or contract and projects that are ‘spot-purchased’ on an individual basis. This work involved a large piece of data gathering to understand the whole offer in and around the city, and the value for money of each service. This work further concluded that the day opportunities considered within this report provide comparable value for money, both in comparison to spot-purchased day opportunities across Leeds and to day opportunities in other local authorities.
- 3.4 The Covid-19 pandemic and the additional financial challenges that it has brought have heightened the need to continually assess all Council expenditure. The assessment of value for money of all services will continue to form an important part of commissioning work, whilst driving strengths-based and asset based approaches.
- 3.5 The Covid-19 pandemic has altered the way in which day opportunities have been able to operate. Organisations across Leeds have continued to find innovative solutions to care and support for people with learning disabilities, whether that be continuing to provide support from a buildings base in a Covid-secure way, developing a remote or online offer or adapting support to be community based, in some cases providing wider support to the family to assist with collecting medicines

and food supplies. A number of organisations across the city have come together to form a bi-weekly virtual group to discuss opening and operational plans amongst one another, providing mutual aid through the sharing of resources and solutions. Commissioners also attend this meeting.

- 3.6 Throughout the Covid-19 pandemic, providers have continued to be funded based on 'pre-Covid' levels, with flexibility around delivery being agreed with commissioners. By offering a level of provision wherever possible throughout the Covid-19 pandemic, organisations have helped to reduce some of the additional costs that Adults and Health have faced where extra support has had to be put in place to ensure that individuals' statutory care and support needs are being met appropriately. This has also reduced potential pressure on other Health and Social care provision, preventing possible crisis situations for the most vulnerable individuals.
- 3.7 Where alternative or adapted provision has been offered, this has been positively received by service users and carers. However, the reduction in face to face provision, particularly at the start of the pandemic, received some negative feedback as these contracts are considered to be providing vital support to the individuals that attend and respite for carers. This included carers reporting an increase in mental health issues for themselves and the people they support, deterioration of independence skills and in some cases an increase in self-harm. This feedback demonstrated the significant wider value of these contracts, and the negative consequences of a reduction in or ceasing of day opportunities.

### **Consequences if the proposed action is not approved**

- 3.8 As outlined within this report, there is currently a wider review taking place across all learning disability provision for adults in the city. If the recommendations to utilise the 12 month extension available within each of the 6 individual contracts with the 6 providers discussed within this report are not approved, this would have a significant impact on the ability to continue this work and implement the identified recommendations. This would therefore have implications on the value for money work that is currently taking place as part of next steps.
- 3.9 If the 6 recommendations to extend the contracts with these providers are not approved, the projects would cease or be disrupted. This would have a significant impact on the people who access these day opportunities and information and advice projects, particularly in instances where no alternative provision is available. In the majority of cases, this would impact on individuals with a learning disability who have been assessed as requiring care and support under the Care Act 2014.

## **4. Corporate considerations**

### **4.1 Consultation and engagement**

- 4.1.1 A briefing paper was submitted to the Executive Member for Health, Wellbeing and Adults on 25<sup>th</sup> January 2021.
- 4.1.2 All of these projects were created following extensive consultation with key stakeholders, including people with learning disabilities and carers, in conjunction with the learning disabilities Day Services Modernisation project.



- 4.1.3 Ongoing contract management takes place with the providers through contract monitoring meetings and quarterly monitoring submissions. Regular communication also takes place with providers outside of these meetings through various means, including the Learning Disability Partnership Board.
- 4.1.4 The recommendations to utilise the 12 month extensions available in respect of these 6 contracts will not involve any change to current service delivery. However, any adjustments to the service model or service costs following ongoing reviews will involve consultations with the provider, people who use the services, carers and other stakeholders.

## 4.2 Equality and diversity / cohesion and integration

- 4.2.1 An Equality and Diversity Impact Assessment Screening Tool has been completed and is included at Appendix 2. This assessment demonstrates that the contracts covered by this report meet the desired equality requirements.

## 4.3 Council policies and the Best Council Plan

- 4.3.1 The Leeds Learning Disability Partnership Board Strategy 'Being Me' (2018 to 2021) is formed around three themes; 'Being Safe', 'Being Well' and 'Being Connected'. The 6 contracts discussed within this report contribute 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'*. These 6 contracts contribute to a number of the 12 priorities and the outcomes identified in this plan, with a particular contribution to the following priorities:
- *'Strong, engaged and well-connected communities.'*
  - *'Get more people, more physically active, more often.'*
  - *'Maximise the benefits of information and technology.'*
  - *'A stronger focus on prevention.'*
  - *'Support self-care, with more people managing their own conditions.'*
  - *'Promote mental and physical health equally.'*
  - *'A valued, well trained and supported workforce.'*
  - *'The best care, in the right place, at the right time.'*
- 4.3.3 The Best Council Plan (2019/20-2020/21) is the Council's strategic planning document, setting out key priorities and outcomes for the city. It is driven by the city's Inclusive Growth and Health & Wellbeing Strategies. The main domains of the Best City Priorities that these contracts contribute towards are *'Health and Wellbeing'* and *'Safe, Strong Communities'*. All of these contracts contribute towards achieving the outcomes: *'Be safe and feel safe'*; *'Enjoy happy, healthy and active lives'*; *'Enjoy greater access to green spaces, leisure and the arts'*, and; *'Live with dignity and stay independent as long as possible'*.

### Climate Emergency

- 4.3.4 The Council declared a Climate Emergency in March 2019, with the stated ambition of working towards a carbon neutral city by 2030. In order to support the

achievement of this, it is paramount that the impact on the climate is considered across all officer work. The 6 contracts considered in this report are all provided across Leeds, reducing the need for people to travel outside of the local area to attend day opportunities, therefore potentially reducing the carbon emissions and improving air quality.

- 4.3.5 Within these contracts, people who attend are often encouraged to take part in walking activities and utilise public transport. By supporting people to increase their independence, for example through travel training where appropriate, this not only achieves a positive outcome for the individual but can also reduce the impact on the environment by reducing the usage of private vehicle transport.
- 4.3.6 Moreover, a number of these providers undertake activities that can be considered 'environmentally friendly'. Examples of these activities include using recycled materials for arts and crafts, and gardening and food growing in which produce can be used towards creating healthy meals.
- 4.3.7 Through ongoing contract management, providers will be encouraged to actively engage with the climate change agenda. Examples could include adhering to and working within the values of Council policy and guidance in relation to climate change, a reduction in carbon emissions through, for instance, decreasing private vehicle usage, using and/or investing in 'eco-friendly' resources.
- 4.3.8 Throughout Covid-19, providers have had to adapt their delivery models which has had inevitable implications for operating in a "green" way, for example, with the increased use of single-usage items such as PPE and reduced usage of shared transportation. However, where possible, with appropriate risk assessments, safety measures and informed consent in place, providers have been able to continue with activities that are considered more environmentally friendly, such as using public transport and exercising outdoors. Moreover, the introduction of a remote and virtual offer had also reduced transport usage for many providers during this time.

#### 4.4 Resources and Value for Money

- 4.4.1 The values of each of the requested decisions to extend the contracts with each of the 6 organisations within this report as for a period of 12 months are as follows:

<b>Provider and Contract Name</b>	<b>Annual Value of contract</b>
<b>Advonet</b> LEEP1 (User-led day opportunities- contract ID DN468676)	£54,711.00
<b>Connect in the North</b> Through the Maze (Information and Signposting Service- contract ID DN468591)	£76,116.00
<b>Hamara Healthy Living Centre</b> HALO (South Asian Day Support- contract ID DN468570)	£150,990.00
<b>Health for All (Leeds) Ltd</b> The Bridge (South Leeds Day Support- contract ID DN468666)	£175,000.00
<b>Chapelton CAB</b> Learning Disability Specialist Advice Service	£57,034.98

(Contract ID DN468618)	
<b>HF Trust Limited</b> Keeping in Touch Project (Contract ID DN468647)	£80,894.00

- 4.4.2 All of the contracts will remain at the current annual contract value. Funding will continue to be provided through the Learning Disability Pooled Budget and has therefore been identified within existing resources.
- 4.4.3 As part of the learning disabilities Day Services Modernisation project, all of these contracts were evaluated on the basis of the value for money they deliver. As part of contract monitoring, the providers submit an annual Service Cost Analysis Form (SCAF) to demonstrate how the contract money has been spent.
- 4.4.4 Moreover, the current unit costs per hour for these contracts has remained comparably low, based on initial information gathered through the wider learning disability review about services that are 'spot-purchased' on an individual basis. As outlined in Appendix 1 of this report, current unit costs per hour for these 6 contracts ranges from £4.05 per hour to £10.06 per hour, with the lower priced services relying significantly on other funding resources to support service delivery. These contracts have not been awarded any uplifts since the contracts were first awarded in 2014 and 2015. Commissioning Officers have completed on-going financial analysis with the providers to support them to work within the existing budgets to meet increasing costs without uplifts being awarded.
- 4.4.5 As part of the wider review of learning disability provision across the city, value for money continues to be considered across all areas. The review work has further concluded that the day opportunities considered within this report provide comparable value for money, both in comparison to spot-purchased day opportunities across Leeds and to day opportunities in other local authorities. Benchmarking information from other local authorities will continue to be gathered to ensure value for money.
- 4.4.6 All of these contracts have continued to receive positive feedback from people that attend, and their family and carers. This has been demonstrated through a variety of ways including service user feedback collected by the providers, case studies submitted through quarterly monitoring and feedback through wider forums and events.
- 4.4.7 Following the Covid-19 pandemic, Adults and Health have continued to fund day opportunities based on their pre-Covid levels, even where provision has significantly differed from the usual offer. Organisations have adapted their delivery models in line with local and national guidance, undertaking individualised risk assessments based on their own knowledge and expertise of their day opportunity and the people who attend. Where alternative provision has been offered, this has been well received by service users and carers. By offering a level of provision wherever possible, organisations have helped to reduce some of the additional costs that Adults and Health have faced where extra support has had to be put in place to ensure that individuals' statutory care and support needs are being met appropriately.

- 4.4.8 Moreover, providers have continued to provide commissioners with information about their adapted offers, and where appropriate commissioners have been able to negotiate with providers how they are utilising their budget envelope during these unprecedented times. Organisations have offered mutual support to one another, utilising and sharing one another's assets, particularly through the bi-weekly virtual group that is held by providers to discuss solutions to operating face to face provision throughout the pandemic.
- 4.4.9 The Council is facing a significant financial challenge both in-year and in the coming financial year 2021/22. This is due to a combination of reductions in funding from Government over successive years and the financial impact of the COVID-19 pandemic. The Council has had to identify savings from every part of its expenditure – this includes externally commissioned services as well as the services the Council delivers directly, including reductions in LCC staffing. The savings approved by the Executive Board require delivery of savings from 'discretionary' services, many of which are commissioned from Third Sector organisations. These required savings total £502,000 from older people's services and £381,000 from working age adults services.
- 4.4.10 Due to the wider financial pressures that the Council currently face, the value for money of all services, including all day opportunities, has been considered. Through this work, the day opportunities that have the least impact on meeting assessed needs and statutory obligations have been identified for savings proposals. Although decisions have not yet been made on exactly how the savings are to be delivered within individual services, contact has been made with those organisations that may be affected by these proposals. The 6 contracts discussed within this report have been considered as part of this process, and have been identified as currently providing value for money and provision that supports meeting assessed needs. The values of these 6 contracts will therefore not be reduced at this stage.
- 4.4.11 By offering a level of provision wherever possible throughout the Covid-19 pandemic, day opportunities have helped to reduce some of the additional costs that Adults and Health have faced where extra support has had to be put in place to ensure that individuals' statutory care and support needs are being met appropriately. This has also reduced potential pressure on other Health and Social care provision, preventing possible crisis situations for the most vulnerable individuals.
- 4.4.12 The services will continue to be contract managed by the Commissioning team in the Adults & Health Directorate. Robust contract management processes ensure the on-going monitoring of quality, performance and value for money is monitored.

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

- 4.5.1 The decisions highlighted in this report will be taken by the Director of Adults and Health in line with the officer delegation scheme as detailed in Part 3 of the Council's Constitution.
- 4.5.2 As each of the 6 individual contracts has a value below £500,000, this report is submitted as a significant operational decision and is not subject to call-in. The decision to extend these contracts will also be made as a direct consequence of the previous decision made by the Director of Adults & Health on 19<sup>th</sup> February 2020.

4.5.3 Although there is no overriding legal obstacle preventing the extension of these contracts under CPR 21.1, the contents of this report should be noted. In making their final decision, the Director of Adults & Health should be satisfied that the course of action chosen represents best value for the council.

#### **4.6 Risk management**

4.6.1 Extending the 6 individual current contracts with each of these providers for a period of 12 months would involve no change to current service delivery.

4.6.2 If each of the 6 recommendations to extend each of the 6 individual contracts with these 6 providers are not approved, the projects would cease or be disrupted. This would have a significant impact on the people who access these day opportunities and information and advice projects, particularly in instances where no alternative provision is available. In the majority of cases, this would impact on individuals with a learning disability who have been assessed as requiring care and support under the Care Act 2014.

4.6.3 There is a risk that the combined value of all of these decisions could be considered to be over the Significant Operational Decision threshold and therefore a Key Decision. However, as demonstrated throughout this report, the decision maker will be making 6 individual decisions in relation to 6 different contracts, based on 6 individual recommendations. All of these recommendations have been provided within one report as they all relate to learning disabilities day opportunities and information and advice projects, with the same rationale regarding the recommendations to award them each with an interim contract. However, all of these services are distinctly different, operating within their own right and providing individual services. In any event as the extension provisions were referenced in the original approval dated 19<sup>th</sup> February 2020, the decision to extend the contracts is a direct consequence of that decision and would be treated as a significant operational decision.

4.6.4 Moreover, by presenting the recommendations in this manner, this demonstrates transparency regarding all of these decisions taking place. This also follows the same approach that was taken via the Delegated Decision Report in February 2020 requesting approval to waive CPRs 9.1 and 9.2, using the authority set out in CPR 1.3, to enter into separate interim contracts with these 6 learning disability providers, through 6 individual decisions.

#### **5. Conclusions**

5.1 The 6 contracts referenced in this report will end on 31<sup>st</sup> March 2021, with up to a 12 month extension available within each of the contract terms. The available extension period within each contract could extend the end dates to 31<sup>st</sup> March 2022.

5.2 A review all of learning disability provision across the city has been taking place, in which phase one of this work has concluded and next steps for learning disability day opportunities have been identified. Invoking these extensions will allow for these next steps to be implemented, and for a pilot project to take place with The Conservation Volunteers for the Hollybush project will be taking place to pilot moving from a “block contract” approach to individualised “spot-purchased” agreements.

- 5.3 All of the above contracts are currently demonstrating value for money based on our current knowledge of the learning disability day opportunity provision across the city. These contracts have not been awarded any uplifts since the contracts were first awarded in 2014 and 2015. Commissioning Officers have completed on-going financial analysis with the providers to support them to work within the existing budgets to meet increasing costs without uplifts being awarded. Moreover, the value for money of these contracts have all been considered as part of the current savings work that is taking place across of the whole Council. Commissioning Officers therefore are confident that these contracts currently represent value for money and efficiencies have been found through the life of the contracts.
- 5.4 All of the above contracts are currently considered to be providing good quality and value for money support and information to the people whom use them. This has been demonstrated through regular contract monitoring and service user feedback.
- 5.5 Moreover, learning disability day opportunities across Leeds have continued to find innovative and risk-assessed solutions to care and support provision throughout the Covid-19 pandemic. By offering a level of provision wherever possible, day opportunities have helped to reduce some of the additional costs that Adults and Health have faced where extra support has had to be put in place to ensure that individuals' statutory care and support needs are being met appropriately.
- 5.6 The funding for the recommended decisions to extend each of the 6 individual contracts with each of the providers for a period of 12 months will continue to be allocated from the Learning Disability Pooled Budget.

## **6. Recommendations**

The Director of Adults and Health is recommended to:

- 6.1 Approve the utilisation of the 12 month extension available within the contract with Advonet for the provision of the LEEP1 project, in accordance with CPR 21.1. This contract extension will commence on 1<sup>st</sup> April 2021 and expire on 31<sup>st</sup> March 2022 in the sum of £54,711.00.
- 6.2 Approve the utilisation of the 12 month extension available within the contract with Connect in the North for the provision of the Through the Maze project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £76,116.00.
- 6.3 Approve the utilisation of the 12 month extension available within the contract with Hamara Healthy Living Centre for the provision of the HALO project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £150,990.00.
- 6.4 Approve the utilisation of the 12 month extension available within the contract with Health for All (Leeds) Ltd for the provision of The Bridge project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £175,000.00.
- 6.5 Approve the utilisation of the 12 month extension available within the contract with Chapelton CAB for the provision of The Learning Disability Specialist Advice

Service, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £57,034.98.

- 6.6 Approve the utilisation of the 12 month extension available within the contract with HF Trust Limited for the provision of the Keeping in Touch project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of. £80,894.00
- 6.7 That the Director of Adults and Health notes; Aidan Smith, Head of Service Working Age Adults is the officer responsible for the implementation of the contract extensions outlined in this report.

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

- 7.1 None.

## **8. Appendices**

- 8.1 Information regarding the 6 contracts referenced within this report is included at Appendix 1.
- 8.2 An Equality and Diversity Impact Assessment Screening Tool has been completed and is included at Appendix 2.

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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.