

Care Delivery Service

Permission to procure a Laundry & Linen Service

Date: 22 September 2021

Report of: Deputy Director, Social Work and Social Care Services

Report to: Director of Adults and Health

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

What is this report about?

Including how it contributes to the city's and council's ambitions

- The purpose of this report is to seek approval to commence a new procurement exercise for the supply of laundry and linen services to the Care Delivery Service.
- The Care Delivery Service has a range of accommodation-based services which are reliant upon a laundry and linen service.
- Adults & Health, Care Delivery Service currently spends around £160k per year on laundry and linen services. This is the estimated annual cost of the new contract.
- The current contract with ELIS Ltd (formally known as Central Laundry Limited) expires on 31st May 2022 with no option to extend.

Within the procurement process for the supply of laundry and linen services, decarbonisation and environmental factors will be considered to promote a more competitive, less wasteful, more resource efficient, low carbon economy.

The new contract will support the Best Council Plan (2020 – 25) ambitions of 'providing safe delivery of services'; and 'supports the health and social care sector to respond to and recover from COVID-19'.

Recommendations

- a) The Director of Adults & Health is requested to approve the commencement of a procurement exercise to award a contract for the supply of laundry and linen services for the Council's Care Delivery Service. The contract will commence from the 1st June 2022 for a period of 12 months with the option to extend for a further 1 + 1 + 1 years at a value of £160k per year.
- b) The Director of Adults & Health is also asked to approve the request for authority to utilise the Crown Commercial Services framework to conduct the further competition by which the contract will be awarded; And for implementation discussions to take place with the successful supplier once the contract is awarded.

Why is the proposal being put forward?

- 1 The purpose of this report is to seek approval to commence a procurement exercise and utilise the Crown Commercial Services (CCS) framework for the supply of laundry and linen services for the Council's Care Delivery Service.

What impact will this proposal have?

Wards affected:

Have ward members been consulted? Yes No

- 2 Adults & Health, Care Delivery Service currently spends around £160k per year on the provision of laundry and linen services for 3 Recovery Hubs and 5 older people residential homes.

The current contract is with ELIS Ltd (formally known as Central Laundry Limited) which was procured via the CCS framework and will expire on 31st May 2022 with no option to extend.

The sole user of this contract is the Council's Adults & Health, Care Delivery Service.

In preparation for this request, the below factors have been considered:

- The significant increase in essential infection control resources due to the Covid-19 pandemic
- The pending decommissioning of two accommodation-based services supplied by the contract
- The potential future landscape with regards to the Covid-19 pandemic, throughout the duration of the proposed new contract timeframe.

Given these considerations, it is anticipated that the future requirements for this service will remain constant for at least the next year.

The proposed timescale for the new contract will be for 1 year with the option to extend for a further 1+1+1 years. This potentially provides opportunities for further savings as we progress out of the pandemic.

What consultation and engagement has taken place?

- 3 Procurement and Commercial Services (PACS) will provide advice and guidance on the procurement process.

The Executive Member for Adult Social Care and Health Partnership was consulted on 12 August and the report was shared.

What are the resource implications?

- 4 Use of the CCS framework saves on procurement costs and ensures that the market has been tested to ensure value for money is provided being that the framework was subject to competition when it was originally set up.

The CCS framework will be subject to a further competition between the organisations at call-of stage.

What are the legal implications?

- 5 PACS will provide advice and guidance on the procurement process ensuring there are no legal implications.

Procurement of the new contract supports meeting regulatory requirements for registered care services.

This is a key decision report as its over £500k, therefore is subject to call-in.

What are the key risks and how are they being managed?

- 6 The proposal to procure a new contract will mitigate the risk of a laundry and linen services being unavailable following expiry of the current contract and will maintain service delivery.

Without a new contract, Care Delivery Services would be required to carry out this activity in house resulting in the following risks:

- Health and safety through reduced infection prevention and control measures
- Financial implications through the need for additional staff resource and specialist equipment across Care Delivery Services
- Registered services potentially not meeting regulatory requirements

The proposal to procure a new contract has no financial implications as the expenditure is currently accounted for in set budgets.

Does this proposal support the council's three Key Pillars?

Inclusive Growth Health and Wellbeing Climate Emergency

- 7 The contract for the supply of laundry and linen services will be procured in line with the Council's procurement rules.

Within the procurement process of the contract for the supply of laundry and linen services, decarbonisation and environmental factors will be considered to promote a more competitive, less wasteful, more resource efficient, low carbon economy.

The contract supports the Best Council Plan 2020 – 25 ambitions of providing safe delivery of services; and support for the health and social care sector to respond to and recover from COVID-19.

Options, timescales and measuring success

What other options were considered?

- 8 Not using the CCS framework was ruled out.

No other options were available for consideration regarding securing a laundry and linen service.

How will success be measured?

9 Any financial savings made as we progress out of the pandemic, will provide an effective success measure.

What is the timetable for implementation?

10 The current contract will expire on 31st May 2022 with no option to extend.

The proposed timescale for the new contract will be for 1 year with the option to extend for a further 1+1+1 years.

Appendices

11 Appendix 1 - Equality, Diversity, Cohesion, and Integration Screening Tool

Background papers

12 None.