

	<p>ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER 20 November 2015</p>
Title	Reassessment Work Services
Report of	Community and Wellbeing Assistant Director
Wards	All
Status	Public
Enclosures	None
Officer Contact Details	James Mass, Community and Wellbeing Assistant Director, James.Mass@Barnet.gov.uk

Summary
<p>This report seeks authorisation to commence a procurement exercise to commission a partner or partners to a framework to deliver additional capacity to the London Borough of Barnet (LBB) to complete reassessments and support plans for older people and adults with physical disabilities. The maximum budget for this contract is £150,000 to be funded from the adults transformation programme.</p>

Decisions
<p>To agree the commencement of a procurement for a framework for a reassessment service across the borough for older people and adults with physical disabilities. The cost incurred will not exceed £150,000.</p>

1. WHY THIS REPORT IS NEEDED

- 1.1 The London Borough of Barnet (LBB) is seeking quotations from potential providers to deliver additional capacity to complete reassessments and support plans for service users with learning disabilities and/or older people/adults with physical disabilities.

2. REASONS FOR DECISIONS

- 2.1 There are a significant number of individuals requiring a review across the service. Many of these have been identified as being likely to require a change to their package of care given changes in support options since their last support plan was completed. Internal capacity will be unable to complete all of these reviews in the next six months and so additional external capacity is being sought, to be funded by the transformation reserve.

3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

- 3.1 The work could be completed in-house but there is insufficient capacity to complete this in a timely way.
- 3.2 Individuals could be brought in from recruitment agencies on temporary contracts but there would be less control over quality and additional management burdens.

4. POST DECISION IMPLEMENTATION

- 4.1 Following approval to go out to procurement, the Delivery Unit will run the procurement exercise and invite providers to quote for the services. All quotations will be reviewed and evaluated against the published evaluation criteria.
- 4.2 In line with the Council's Contract Procedure Rules, a minimum of two competitive written bids should be considered through the procurement process.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 This approach supports the corporate plan objectives of fairness – by ensuring that resources are allocated reasonably and in proportion to need; responsibility – by ensuring that community resources are best utilised; and opportunity – by ensuring people have the greatest chances to maximise their independence.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

5.2.1 The maximum budget for this contract is £150,000 to be funded from the adults transformation programme as agreed by the transformation board. This activity is likely to support the delivery of savings for both 15/16 and 16/17.

5.3 Legal and Constitutional References

5.3.1 The Council's Contract Procedure Rules (CPR's) state that a full officer DPR is required to authorise procurement between the values of £25,001 - £172,514. This procurement has an upper budget of £150,000 therefore this decision may be authorised by a DPR in the name of a Director or Assistant Director.

5.3.2 A summary DPR will be required to accept a tender and award a contract.

5.4 Risk Management

5.4.1 Failure to comply with OJEU rules regarding tendering would place the Council at risk of breaching EU regulation regarding competitive procurement in the public sector. Since the services fall within those listed in Schedule 3 (Social and other Specific Services) of the 2015 Public Contract Regulations, this procurement would be subject to the 'Light Touch' regime if it had a value of £625,050 or above. Since the value of this procurement falls below this threshold, this regime does not apply. The Council will however, be applying the principles of transparency, fairness and equal treatment.

5.4.2 The contract will specify quality standards that have to be met to ensure that a high quality service is delivered. This will include compliance with information management policies and standards.

5.5 Equalities and Diversity

The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies **to have due regard** to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
- advance equality of opportunity between people from different groups
- foster good relations between people from different groups

The broad purpose of this duty is to integrate considerations of equality into day business and keep them under review in decision making, the design of policies and the delivery of services

No adverse equalities impact has been identified as a result of this decision.

5.6 Consultation and Engagement

5.6.1 N/A

6. BACKGROUND PAPERS

6.1 N/A

7. DECISION TAKER'S STATEMENT

- 7.1 *I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.*

8. OFFICER'S DECISION

I authorise the following action

8.1

Signed

A handwritten signature in black ink, appearing to be 'MAS', is written over a horizontal line. The signature is stylized and somewhat illegible.

Date 20th November 2015
