

**OFFICER DELEGATION SCHEME
RECORD OF DECISION**

TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES

Date: 19 June 2024	Ref No: 2237
Responsible Officer: Stephanie Boyd (Commissioning Manager for Older People and Ageing Well)	
Type of Decision (please refer to MO Guidance):	
Key <input type="checkbox"/>	Non-Key <input checked="" type="checkbox"/>
Freedom of Information Status: <i>(can the report go in the public domain)</i> Yes	
Title/Subject matter: Care at Home Timeline	
Budget/Strategy/Policy/Compliance:	
(i) Is the decision within an Approved Budget?	Yes
(ii) Is the decision in conflict with the council's policies, strategies or relevant service plans?	No
(iii) Does the decision amend existing or raise new policy issues?	No
(iv) Is the decision significant and/or does it meet the £100,000 threshold for recording?	Yes
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	Equality Analysis Completed

Summary:

The Care at Home service supports the vulnerable people of Bury with their assessed needs under the Care Act 2014. This includes support with personal care, moving and handling, nutrition and hydration, and medication.

The service supports over 800 people each day and delivers 1,385 hours of home care each week.

The council currently spends £10m a year on care at home and our contracts normally last 3, 4, or 5 years at a cost of up to £50m. For this reason, the process of designing the specification and identifying providers is in depth, comprehensive, and lengthy.

The current service was commissioned in October 2021 for a period of three years with an option to extend by a further period or periods of up to 24 months. In June cabinet it was agreed that we would extend these contracts by one year lasting until October 2025.

It is now necessary to seek permission to start the process which will ultimately result in the procurement of a new home care contract in Bury starting in October 2025. As stated previously, this is an in depth and lengthy process which is why permission is sought so far in advance.

This paper outlines the process that will be taken and provides assurance to senior leaders that the new contract will be delivered as the current contract expires.

The Commissioning Team will now follow a process of consultation, engagement, and co-production of a service specification before going back to Cabinet for approval to go out to formal tender nearer the time. This is expected to be February 2025 when permission will be sought to tender for the new contract.

The following process and timeline will be followed:

DATE	ACTIONS
August 2024 to September 2024	During the months of August and September, Commissioners will: <ul style="list-style-type: none">• Establish a project group.• Research best practice in other areas (locally and nationally).• Develop consultation documents.• Plan consultation workshops.
October 2024 to November 2024	The public consultation will involve: <ul style="list-style-type: none">• A survey for all stakeholders (online and hardcopies).• A number of workshops for stakeholders (face-to-face where possible).

December 2024 to January 2025	Commissioners will co-produce a new service specification and model with key-stakeholders and test this with providers at a market testing event.
February 2025	Commissioners will request specification and tender approval from Cabinet for a new service to commence on 25 October 2025.

Recommendation

This report is now seeking approval for the following recommendation:

- The Commissioning Team can follow the timeline outlined and on completion of consultation, engagement, and co-production of a service specification, return to Cabinet in February 2025 for specification and tender approval.

Agreed at Market Shaping and Oversight Board on 13 June 2024 and advised to follow the Officer Delegation process.

Reasons for recommendation

The timeline will afford Commissioners the opportunity to complete comprehensive engagement with key stakeholders on a new model for Care at Home. We will run workshops with providers and professionals to understand what works well currently and whether there are opportunities to do things differently, and we will engage with residents and families, not only people who use the service, but also the Bury Older People's Network (BOPN). Commissioners will co-produce a new service specification and model with key stakeholders.

Background

The main aim of the Care at Home service is to provide proactive and personalised care within the individual's home and community. This means that the service provider should work in a person-centred way and respond to a person's changing needs to preventing crisis situations from occurring. This should address the person's social-care related quality of life as well as their wider wellbeing (for example housing, social inclusion, and environment) in line with their assessed needs and individual outcomes.

The key principles behind this service include reducing, preventing, and/or delaying the need for further care and support, promoting the statutory principle of individual wellbeing, and introducing positive behavioural change to encourage independence where possible.

The Council spend on Care at Home in 2023/24 was £9,139,875 and there are no additional increased financial implications as the service is already budgeted for in the Care in the Community budget.

Links with the Corporate Priorities:

In line with the Let's Do It! Strategy, a 6-week consultation will enable comprehensive engagement to ensure the new Care at Home model supports people to live independently and well at home for as long as possible:

Local: Support people to live independently in their homes and communities for as long as possible.

Enterprise: Opportunities for any capable local suppliers to join the Care at Home provider framework.

Together: Improve health and well-being by working with communities and residents.

Strengths: The promotion of personal resilience and capabilities, and also the current and potential social and community networks, to make sure that people stay connected and independent.

Assessment and Mitigation of Risk:


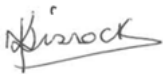

Risk / opportunity	Mitigation
The Council will not be compliant with Procurement rules and legislation.	Advice from legal services confirms that the Council is complying with Procurement rules and legislation.
The public consultation will not be legitimate and accessible.	The Council will follow the 'gunning principles' and seek input and advice from the Comms Team as needed.

Wards affected: All wards affected.

Consultations: Public consultation included in the timeline above.

Scrutiny & Review Committee Interest:

Options considered:

Decision <i>[with reasons]</i>		
Decision made by:	Signature:	Date:
Executive Director – Health and Adult Care		15 July 2024
Section 151 Officer		12 July 2024
Director of People and Inclusion	NA	
Members Consulted <i>[see note 1 below]</i>		
Cabinet Member		15 August 2024
Lead Member - HR	NA	
Opposition Spokesperson	NA	

Notes

1. Where, in accordance with the requirements of the Officer Delegation Scheme, a Chief Officer consults with the appropriate Cabinet Member they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained if required, to confirm that he/she has been consulted. Please refer to the MO Guidance.
2. **This form must not be used for urgent decisions.**
3. Where there is any doubt, Corporate Directors should err on the side of caution and seek advice from the Council’s Monitoring Officer.