




Executive Director/Director Non-Key Executive Decision Report

Author/Lead Officer of Report: Emma Hickman,
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Report to: Dawn Walton, Director, Commissioning, Inclusion and Learning

Decision makers Signature: 

Date of Decision:

Subject: One year extension to contract for a citywide drug and alcohol visiting support service delivered by DISC (value £348,500)

Which Cabinet Member Portfolio does this relate to? **Cabinet Member for Health and Social Care**

Which Scrutiny and Policy Development Committee does this relate to? **Healthier Communities and Adult Social Care Scrutiny Committee**

Has an Equality Impact Assessment (EIA) been undertaken? Yes No

If YES, what EIA reference number has it been given? *(Insert reference number)*

Does the report contain confidential or exempt information? Yes No

If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-

"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."

Purpose of Report:

This report seeks approval to extend for one year Contract YORE-92UM45 for a citywide drug and alcohol visiting support service. This contract was awarded in 2013 for a period of three years with an option to extend for one year plus one year. The contract was let and is managed by the Housing Independence Service which is part of the Communities Commissioning service. The contract is delivered by DISC who won the contract through an open procurement process. It provides housing-related support to local people who

previously used or are currently using drugs and/or alcohol.

Recommendations:

It is recommended that the current contract for a citywide drug and alcohol visiting support service delivered by DISC (value £348,500) is extended for a further year from 31st August 2017 to 30th August 2018.

Background Papers:

- Cabinet report: Delegated Decisions for Housing Related Support Commissioning strategy and Budget Plan 2016 to 2020

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: Anna Sanderson, Finance Manager
	Legal: Henry Watmough-Cownie, Solicitor
	Equalities: Ed Sexton, Development Manager
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	Lead Officer Name: Ann Ellis
	Job Title: Strategic Commissioning manager
Date: 4/5/17	

1. PROPOSAL

- 1.1 This report seeks approval to extend for one year Contract YORE-92UM45 for a citywide drug and alcohol visiting support service. This contract was awarded in 2013 for a period of three years with an option to extend for one year plus one year. This structure was to allow room to reduce the contract if financial pressures required this. The contract has already been extended for one year and this will be the final year of the contract. The contract was let and is managed by the Housing Independence Service which is part of the Communities Commissioning service. The contract is delivered by DISC who won the contract through an open procurement process. It provides housing-related support to people within Sheffield who previously used or are currently using drugs and/or alcohol.
- 1.2 If the proposal is agreed, the visiting support service will continue for a further twelve months. This means that up to 112 people in Sheffield at any point in time

are able to receive a support service in their own homes. The service lasts on average for 6 months so we expect 224 people to be supported. The support offered will enable people, who have support needs around drugs and/or alcohol to develop the independent living skills required to manage their own accommodation, manage their own health and wellbeing, and resettlement into their communities. The service will also prevent homelessness among people living in the city who are at risk of losing their accommodation because of problems associated with the use of drugs and/or alcohol.

- 1.3 DISC has performed well and delivered the requirements of the service specification. The service is outcomes focussed and successfully meets the needs of clients with substance misuse issues. It has exceeded targets set within the contract for utilisation and maintaining independent living. Over the past year, the service achieved an average utilisation of 105%, against a target of 99%, without compromising the quality of support provided to service users. Over the same time period, 97% of service users leaving the service were living independently against a set target of 95%. The contract was market tested in 2013 and still continues to deliver good value for money.

2. HOW DOES THIS DECISION CONTRIBUTE ?

- 2.1 The proposal aligns to the following ambitions within Sheffield City Council's Corporate Plan 2015-18:
- **Better Health and Wellbeing** – this proposal will support people with housing related support needs who also have drug or alcohol needs to improve their health and wellbeing. Outcomes delivered by the service over the past year show that the service has supported many service users to improve their mental and physical health, as well as address alcohol and drug issues.
 - **Tackling inequalities** – this proposal will support individuals to sustain their tenancies and address health issues.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1.1 The Council's Housing Independence Service has sought the views of other stakeholders, including the Council's Drug and Alcohol Co-ordination Team and Housing Solutions Service. Feedback about the support provided by the service and its involvement with other drug and alcohol treatment agencies is positive. Stakeholders reported that the service is very effective in ensuring service users are referred and linked to drug and alcohol treatment services. The service also actively participates in substance misuse recovery work carried out in Sheffield.
- 3.1.2 DISC carried out an audit of the quality of the service in January 2017 which found

that service users felt positive about the issues that were important to them, such as being treated in a friendly and respectful way and being flexible around their needs. It also found that people could describe their own outcomes and expressed that they felt much better equipped to deal with challenges as a result of the support.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

An Equality Impact Assessment (EIA) was carried out as part of the original business case to remodel services (Ref CDU-1213-348). The EIA identified no negative impacts for service users or the workforce and identified positive outcomes as a result of commissioning a city-wide visiting support service.

4.2 Financial and Commercial Implications

There are no financial implications other than the continuing cost of the contract at £348,500 p.a. which is budgeted for in the HIS annual budget forecast. We know the floating support market well and the service continues to be competitive in price. For example a recent tender for a different floating support service commissioned by the council came in at slightly higher weekly price than DISC for the same number of hours support.

We believe that this Service continues to provide good value for money in terms of cost and quality and nothing would be gained by not utilising this extension.

4.3 Legal Implications

On 17th February 2016 Cabinet approved the report *Delegated Decisions for Housing Related Support Commissioning strategy and Budget Plan 2016 to 2020*. It was resolved that:

1. That the Content of this report is noted and approval is given to the high level commissioning strategy.
2. That the Director of Commissioning be authorised to terminate contracts relevant to the delivery of the Housing Related Support Strategy and in accordance with the terms and conditions of the contracts.
3. That in accordance with the high level commissioning strategy and this report, authority be delegated to the Director of Commissioning to:
 - a) in consultation with the Cabinet Member for Health, Care and Independent Living and the Director of Commercial Services approve the procurement strategy for any service delivery during the period of the strategy;
 - b) in consultation with the Director of Commercial Services and the Director of Legal and Governance award, vary or extend contracts for the provision of housing related support;

- c) in consultation with Cabinet Member for Health, Care and Independent Living, the Director of Legal and Governance and the Director of Commercial Services make awards of grants.
4. That the Director of Commissioning in consultation with the Cabinet Member for Health, Care and Independent Living, the Director of Legal and Governance and the Director of Commercial Services is authorised to take such other steps as he deems appropriate to achieve the outcomes in this report.
5. The Director of Commissioning shall only procure and award contracts for the provision of supported accommodation where the use of Council Housing accommodation is integral to the support in consultation with the Director of Housing and Neighbourhoods and where the appropriate approval for that use of the accommodation is in place.
6. The Director of Commissioning shall only procure and award contracts for the provision of supported accommodation, where there will be implications for housing benefit subsidy loss, in consultation with the Director of Finance.
- 4.4 The Director of Commissioning has recently left the Council and there is a vacant post. Dawn Walton is now temporarily responsible for this area of work and therefore can lawfully make this decision.
- 4.5 The contract was let in line with Council standing orders and the process was supported by the Council's Commercial Services. The terms and conditions of the contract were drafted by the Council's Legal Services and allow for the decision to extend the contract for one year to be taken.
- 4.6 The local authority is under a duty to prevent needs for care and support following implementation of the Care Act 2014. Under sections 2(1)(a) and (b) of the Act the authority must provide or arrange for the provision of services, facilities or resources, or take other steps which it considers will contribute towards preventing or delaying the development by adults in its area of needs for care and support; and to reduce the needs for care and support of adults in its area. Under sections 2(2)(a) and (b) a local authority in performing that duty must have regard to the importance of identifying services, facilities and resources already available in the authority's area and the extent to which the authority could involve or make use of them in performing that duty; and the importance of identifying adults in the authority's area with needs for care and support which are not being met (by the authority or otherwise).
- 4.7 The local authority is also under a duty to provide advice and assistance to persons in its area who are homeless or threatened with homelessness.

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 One alternative option is to bring the contract to an end and decommission the service. This is not desirable as it would remove housing-related support from local people with drug and alcohol problems. This may lead to failed tenancies, homelessness and an inability to resettle in the community following a period of detoxification, as well as potential growth of public health concerns.
- 5.2 Another option is to retender the service. This is not desirable as the current provider is meeting the targets in the contract at the price agreed in 2013 and the contract allows for this extension. Retendering the service will create uncertainty for the current provider and might lead to service disruption. There have been no market developments that suggest that it would be advantageous to the Council to retender this contract at this time.

6. REASONS FOR RECOMMENDATIONS

- 6.1 The contract continues to be strategically important to the Council in delivering its objectives for local people and there is place a budget for this service until the end of August 2019.
- 6.2 DISC has been running the citywide visiting service for nearly four years. The service provided is outcomes focussed and successfully meets the needs of clients with drugs and/or alcohol support needs. DISC is exceeding the targets for utilisation and maintaining independent living and delivers value for money. The current contract (YORE-92UM45) which has been extended for a year and expires on 31st August 2017 includes an option to extend for a further one year.