

Report to Cabinet

20 July 2022

Subject:	Award of Minor Adaptation/ Handyperson Service 2023-2026
Cabinet Member:	Cabinet Member for Adults, Social Care & Health Councillor Suzanne Hartwell
Director:	Director of Adult Social Care Rashpal Bishop
Key Decision:	Yes to result in the Council incurring expenditure, the making of savings or the generation of income amounting to - £250,000 or more where the service area budget exceeds £10m
Contact Officer:	Operations Manager – Independent Living Team Charlotte Leadbeater-Chase charlotte_leadbeater@sandwell.gov.uk

1 Recommendations

- 1.1 That the Director of Adult Social Care in consultation with the Cabinet Member for Adults, Social Care & Health, be authorised to award the contract for the supply of Minor Adaptations and Handypersons Service 2023-2026 following the conclusion of the current procurement exercise.
- 1.2 To authorise the Director – Law and Governance and Monitoring Officer to enter into any legal agreements to enable the course of action referred to in 1.1 above to proceed.
- 1.3 That any necessary exemption be made to the Council’s Procurement and Contract Procedure Rules to enable the course of action referred to in 1.1 above to proceed.



2 Reasons for Recommendations

- 2.1 The current contract framework is due to end on 31 December 2022.
- 2.2 It is necessary to request delegated Director authority to award this contract upon completion of tender evaluation at the end of September 2022. This will ensure that mandatory standstill requirements are observed, and sufficient time is available to comply with any potential TUPE requirements. Furthermore, it will allow for an appropriate mobilisation period to be implemented.

3 How does this deliver objectives of the Corporate Plan?

	<p>People live well and age well</p> <p>The provision of these services provides support to disabled residents to enable them to remain living independently in their own homes. Adaptations and improvements to people's homes can reduce the number of home accidents and reduce the number of avoidable hospital admissions and re-admissions.</p>
	<p>Quality homes in thriving neighbourhoods</p> <p>Adapting existing houses to meet the needs of residents allows them to remain living independently for longer. The objectives of the corporate plan have been considered in the formulation of the specifications for this framework.</p> <p>The provision of these services provides vital adaptations and improvements to people's homes which enable them to maintain their independence in their communities.</p>

4 Context and Key Issues

- 4.1 The Contract arrangements to deliver the Minor Adaptation / Handyperson service expires on 31 December 2022.
- 4.2 The Council is seeking to appoint a suitably qualified, competent and experienced contractor to manage and deliver this service/works for the period of three and a half years.



4.2.1 A contract length of three and a half years is recommended, as the current contract expiry date (31 December) falls during a busy period for the provision of adaptations to support hospital discharges. With the benefit of hindsight, it is not desirable to continue to manage a possible provider change during the winter period, hence the proposal that the next contract should fall to be renewed in the summer months.

4.3 The estimated value (excluding VAT) for the Minor Adaptation and Handyperson service will be £450,000 per annum.

4.4 Funds to support these services and works are delivered from the Disabled Facilities Grant (DFG) allocated to the Council.

4.5 **A Minor Adaptation** is defined as any alteration to a residential property costing less than £1,000. This service includes the supply and installation of grab rails, hand rails, stair and second stair rails, steps and half steps, key safe installations, newel rails, over bath showers, drop arm rails and small ramps.

4.6 Residents must live in privately owned or non-council rented housing within the Sandwell Borough and have been assessed as eligible by an Approved Requisitioner¹ to apply. Minor Adaptations are provided without charge to the resident. Access to the service and the specification of the works are determined by the Council based on the resident's presenting needs.

4.7 **The Handyperson service** responds directly to residents who are aged 60 plus or are in receipt of Disability related benefits. It provides residents with labour and material costs to undertake minor improvements and repairs; fitting door chains, fitting spy holes, installing draught proofing measures, leaking taps and hanging shelves.

4.8 Residents must live in privately owned or non-council rented housing within Sandwell Borough to be eligible.
For council tenants, the handypersons service is offered on a reduced basis to cover small improvements not already offered by the social landlord. The Handyperson service is provided without charge.

4.9 The handyperson service also includes a hospital discharge pathway for all adults aged 18+. This service provides practical support i.e. for the movement of furniture/beds to prepare for the person to return home.



Residents must be in hospital and need practical support to return home to be eligible for support. This service is provided without charge.

- 4.10 The contract will be sent out to competition on the basis of a selection criteria set at 60% for price and 40% for quality.

5 Alternative Options

- 5.1 No alternate options have been considered as this contract is required under the SMBC Policy for the Provision of Assistance (Regulatory Reform Order (Housing Assistance) (England & Wales) Order 2012.

Additionally, under the Care Act 2014, a local authority must provide or arrange for the provision of services, facilities or resources, or take other steps, which it considers will;

- (a) contribute towards preventing or delaying the development by adults in its area of needs for care and support;
- (b) contribute towards preventing or delaying the development by carers in its area of needs for support.

- 5.2 Due to the forthcoming expiration of the Minor Adaptation and Handyperson service contract in December a procurement exercise is required to continue the provision of such service and works.
- 5.3 The most economically advantageous solution is to conduct a tender process in compliance with the Public Contracts Regulations 2015. The cost of employing SMBC staff, alongside costs for supplies and services, would exceed the budget for this service.

6 Implications

Resources:	<p>The Council has sufficient budgetary provision for the delivery of all aspects of the Minor Adaptation / Handyperson Service identified in this report. The estimated annual £350,000.00 spend for Minor Adaptations is generated through the Disabled Facilities Grant (DFG) allocated to the Council.</p> <p>The Disabled Facilities Grant (DFG) is an allocation to the Council to fund the provision of adaptations to</p>
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	<p>disabled residents' homes that are privately owned or non-council rented housing.</p> <p>The estimated annual £100,000 spend for the Handypersons Service is generated through Public Health funds allocated to the Council.</p>
Legal and Governance:	<p>The Council's Procurement and Contract Procedure Rules will be rigidly applied to this tender. Following approval, all contracts will be awarded in accordance with the council's Procurement and Contract Procedure Rules and the Public Contracts Regulations 2015.</p> <p>The sharing of any relevant data for the delivery of this contract will follow the General Data Protection Regulations. A Data Protection Impact Assessment has been completed.</p> <p>The Council is under a duty under the Chronically Sick and Disabled Persons Act 1970 and the Children Act 1989 (in respect of children) and the Care Act 2014 (in respect of adults who may be in need of care and support) to provide support where it has assessed that such support is needed, this includes practical assistance in the home and adaptations to the home.</p>
Risk:	<p>The corporate risk management strategy has been complied with to identify and assess the risks associated with the decisions being sought. This has concluded that there are no significant risks to report. Where risks have been identified, suitable measures are / will be in place to ensure that risks are mitigated to an acceptable level.</p>
Equality:	<p>An Equality Impact Screening Assessment has been completed and found there to be no adverse impacts. A positive impact is noted as the enhanced service specification allows all residents to have universal access to these services.</p> <p>The contract will be monitored to ensure compliance.</p>
Health and Wellbeing:	<p>There are no crime and disorder issues relating to the consideration of this report.</p>



	<p>The investment of housing adaptations and improvements significantly improves the quality of life of disabled people by preventing avoidable accidents such as falls that may result in potential hospital admissions and the prevention of social care and support that may results in potential residential placement.</p> <p>The investment also has the added value of improving the quality of life for carers and other family members.</p>
Social Value	<p>Social Value commitments have been built into the tender evaluation criteria to ensure the successful contractor(s) complies with nationally recognised standards and contributes to the Council's Vision 2030 ambitions.</p>

7. Appendices

None.

8. Background Papers

None.

Definitions

1. Approved Requisitioner

A health or social care employee with the appropriate experience, training or knowledge to identify and order minor adaptations i.e. Occupational Therapist, Physiotherapist, District Nurse, Social Worker

