

OFFICER DECISION NOTICE



Reading
Borough Council
Working better with you

This notice is to be used for the following types of officer decisions. (Select one option).

A. Decisions taken by officers under a specific express delegation from Council or a Committee.

B. Decisions taken by officers under a general delegation from Council or a Committee, which relates to (i) a permission or a licence, or (ii) the rights of an individual, or (iii) a contract or expenditure over which materially affects that relevant local government body's financial position.

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| 1. Title of decision: | Extend The Home Care and Support Framework (HCSF) |
| 2. Date of the decision: | 6 November 2023 |
| 3. The decision maker: | Melissa Wise – Executive Director of Communities & Adult Social Care Cllr Paul Gittings – Lead Councillor, Adult Social Care |

4. Decision details:

The decision is to extend the Council's existing Homecare and Support Framework (HCSF) a further one (1) year. The extension period will be from 1 April 2025 to 31 March 2026.

5. Reasons for the decision:

- Enough provision/capacity to deliver home care in the Market.
- Good quality care provision, overall.
- A good market rate.
- Service users remain supported by their existing care provider in the interest of a continuation of care.

Combined the above helps ensure a sustainable home care market for Reading based service users.

6. Alternative options considered (if any) and rejected:

1. Do nothing – spot purchase care
2. Retender – design a new service

Both options were rejected following a Market analysis that determined the benefits of continuing the HCSF outweighs the benefits of options 1 and 2.

7. List of open Background Papers:

Prior Officer Decision (ODF) for the original extension period.

8. List of confidential or exempt Background Papers:

N/a

9. Any other matters taken into consideration:

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| <input type="checkbox"/> Legitimate expectation of consultation | <input type="checkbox"/> Procedural requirements |
| <input type="checkbox"/> Public Health implications | <input type="checkbox"/> Environmental or Climate Change |
| <input type="checkbox"/> Health and Safety | <input type="checkbox"/> Risk Management implications |
| <input type="checkbox"/> Transparency of Information (FOI etc) | <input type="checkbox"/> Privacy Impact Assessments |
| <input type="checkbox"/> Human Rights Act Duties | <input type="checkbox"/> Equality Impact Assessment |
| <input type="checkbox"/> Corporate Parenting | <input type="checkbox"/> Community Safety |
| <input type="checkbox"/> Regulatory duties | <input type="checkbox"/> EU withdrawal |
| <input type="checkbox"/> Armed Forces Covenant | <input type="checkbox"/> Other |

Details of the matters taken into account:

N/a – the above matters were addressed at the time of the original contract formation.

10. Legal considerations

The HCSF Terms and Conditions allows for an extension period up the designated timeframe cited under s.4.

In consultation with Procurement and Legal, it is the advice and agreement that this existing delegated authority would allow for a contract extension to be agreed by the Executive Director of Adult Social Care in consultation with the Lead Councillor for Adult Social Care.

11. Financial considerations

There is an inflation clause in the HCSF contract which means the contract value will increase over-time, year-on-year. Other variables such as levels of demand for Council commissioned adult social care could also impact on the future value. The estimate cost is £8.5m for the year 2024-25 and £8.75m in 2025-26.

12. Internal consultations

On the 18.09.2023 the Council's Commissioning Board approved the recommendation to extend the HCSF. Melissa Wise (Executive Director, DCASC) signed off on the 06.11.2023.

Sections 13- 18: To be completed only for Decision A (express delegation from a Committee)

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| 13. The name of the Committee: | ACE Delegation |
| 14. Date of the meeting: | 21 October 2019 |
| 15. Minute number: | 21 |
| 16. The delegation given by the Committee: | "That the Executive Director of Adult Social Care and Health Services, in consultation with the Lead Councillor for Adult Social Care, be authorised to enter into a contract with the successful tenderer(s) for the support/care services to be provided through the above framework agreement, |

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| | at the stage of contract award (close of Q4 2019/2020)". |
| 17. The name of any member of the committee who declared a conflict of interest in relation to the decision: | N/a |
| 18. Any councillor or officer required to be consulted prior to the exercise of this delegation and details of their response. | The HCSF extension for 2025-26 was authorised by Melissa Wise Executive Director, DCASC, in consultation with Cllr Paul Gittings, Lead Member, Adult Social Care. |