

## Officer Decision Record – Executive Decision

**If Key Decision: Decision Ref. No.**

**B085/24**

***If not a Key Decision write n/a above***

### OFFICER DECISION RECORD <sup>i</sup>

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

**Subject:** Proposed contract award via Provider Selection Regime (PSR) Process C for the Admiral Nursing Service as part of the wider Community Dementia Support Services

**Type of Decision:** Executive

**Key Decision (Executive Functions only):** Yes

**Executive Member/Committee Chairman:** Tony Kingsbury

**Portfolio (Executive Functions only):** Adult Care, Health and Wellbeing

**Officer Contact:** Melanie Barton, Development Manager, CPWT

**Tel:** 01438 843818

## 1. Decision

- 1.1 Decision to direct award the Admiral Nurses contract to existing Provider, Carers in Hertfordshire, via Process C of the Provider Selection Regime (PSR), effective from 1 October 2024 with funding set out in the Annex A:

### **HCC REF No: HCC2416017 – Community Dementia Support Services – Admiral Nurses**

- 1.2 The anticipated contract term will be three years and 6 months (bringing it in line with the other Community Dementia Support Contracts awarded via open procurement, and the timing of the Hertfordshire Dementia Strategy), with the potential to extend for up to two additional years.

## 2. Reasons for the decision

- 2.1 The Dementia Community Support Services are commissioned for the purpose of providing support to Individuals living with Mild Cognitive Impairment (MCI) or Dementia, and their carers, to enable them to continue living life independently in their community and to prevent further deterioration of their health and wellbeing.
- 2.2 The role of the Dementia Community Support Services within the Adult Care Services (ACS) vision is about what the VCFSE can do in terms of prevention - part of the connect, prevent and enable part of our Connected Lives principles as well as the [Think Local Act Personal](#) (TLAP) approach, developed to improve the quality of life for people who use social care services.
- 2.3 There are several key strategies that relate to this Service and the Service Providers are expected to work in the context of the following in particular and support the ongoing delivery of them as they develop:
- [The Hertfordshire Dementia Strategy, 2023 - 2028](#)
  - [Hertfordshire and West Essex ICS's \(Integrated Care System\) Strategic Priority number 4](#), 'to enable our residents to age well and support people living with dementia'
  - [Hertfordshire Carer's Strategy, 2022 - 2025](#)
  - [Hertfordshire Health and Wellbeing Strategy, 2016 – 2020](#)
  - [Hertfordshire County Council Corporate Plan, 2022-25](#)
  - [ACS Plan, 2021 - 2025](#)
- 2.4 Following completion of the PSR Service and Provider Assessment, Commissioners are assured that the existing Provider has and will continue to:

- Meet the defined criteria which is not changing considerably - delivering a quality service, with Ability to transition into a new contractual arrangement with minimal to no impact and disruption to service provision.
  - Provide significant value for money with the prevention of deterioration of health and wellbeing of both carer and the person they care for which leads to less need for support provided by other statutory health and care services, as well as Carers feeling supported and able to continue in their caring role, leading to later access into residential nursing.
  - Be committed to working in partnership between the other Community Dementia Support Services Contracted Lots and with wider system partners, including proposed governance models.
  - Work proactively and constructively to evolve services in line with partnership discussions and strategy development, including Integration with HPFT who directly fund 2 additional nurses, as a variation to this main HCC contract, ensuring joined-up system approach.
  - Place the aspirations of people who use the service at the heart of activity, responding to the TLAP outcomes framework and using robust coproduction and continuous improvement strategies.
- 2.5 Commissioners completed several activities to inform the ongoing delivery and specification for the overall community-based dementia support services. This included consulting with Individuals and their carers, as well as professionals through group outreach consultations, surveys, and online and in person workshops.
- 2.6 Commissioners also conducted a two-stage PPME exercise inviting the potential market (including incumbent providers), as well as Individuals using Services, to input to the proposed service delivery model and expected outcomes of services, as well as publishing two PPME questionnaires to inform the future model and final Service Specifications.
- 2.7 The Provider Selection Regime (PSR) came into force on 1 January 2024. It is a set of rules for procuring health care services in England by organisations termed relevant authorities.
- 2.8 The PSR was introduced by regulations made under the Health and Care Act 2022. In keeping with the intent of the Act, the PSR has been designed to:
- Introduce a flexible and proportionate process for deciding who should provide health care services
  - Provide a framework that allows collaboration to flourish across systems
  - Ensure that all decisions are made in the best interest of patients and service users.

- 2.9 Since the Admiral Nursing Service is delivered by medically trained nurses, it falls within the scope of PSR, rather than an open tender.

### **Equality Implications**

- 2.10 An initial Equalities Impact Assessment (EQIA) was carried out by Commissioners when the project was initiated and has remained live during the project having been refreshed at key milestones during the process.
- 2.11 The specification outlines the requirement for the Provider to be consistent in their approach to all service users whilst taking account of the different needs of individuals. The service will respond appropriately to the needs of adults from a variety of social, ethnic, cultural and linguistic backgrounds and with a range of intellectual, physical, emotional and social developmental needs.

### **3. Alternative options considered and rejected**

- 3.1 An open procurement was considered, however the current Service offered via the existing Provider is highly valued by those using the service, delivered to a very high standard and there are unlikely to be other providers able to offer the Service to this level and including the wider holistic support provided by the existing Provider.
- 3.2 Additionally, there are no considerable changes to the contracting arrangements or, indeed, the service model. Therefore, Commissioner's assurance in existing Provider leads to the decision to continue and direct award the new contract via Process C of the PSR.

### **4. Consultation (see Summary of Requirements below)**

**Was any Councillor consulted?            No**

**If yes:**

- (a) Comments of Executive Member/Committee Chairman (*delete as applicable*)
- (b) Comments of other consultees

### **5. Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

N/A

**6. I am proceeding with the proposed decision.**

Signed: Jackie Albery

Title: Director of Planning and Resources, ACS

Date: 22/08/2024

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.<sup>ii</sup>

**Summary of Requirements to Inform/Consult Councillors**

<b>Significance of Proposed Action</b>	<b>Controversial</b>	<b>Relevant Councillor(s) to be Consulted</b>
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	<b>Executive Functions:</b> Consult relevant Lead Executive Member and, where appropriate, Local Councillor <b>Non-Executive Functions:</b> Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	<b>Executive Functions:</b> Inform Lead Executive Member and Local Councillor <b>Non-Executive Functions:</b> Inform Local Councillor
Local	Yes	<b>Executive Functions:</b> Consult Lead Executive Member and Local Councillor <b>Non-Executive Functions:</b> Consult Local Councillor
General or County-wide	No	<b>Executive Functions:</b> Consult relevant Lead Executive Member (s) <b>Non-Executive Functions:</b> Consult relevant Committee Chairman
General or County-wide	Yes	<b>Executive Functions:</b> Consult relevant Lead Executive Member (s) and the Leader of the Council <b>Non-Executive Functions:</b> Consult relevant Committee Chairman/Leaders all Political Groups