

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Adult Social Care and Health
Date:	25 July 2018
Title:	Catering Service for Willow Court Nursing Home, Andover
Report From:	Director of Adults' Health and Care

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1. Recommendation

1.1 That the Executive Member for Adult Social Care and Health gives approval to spend up to the maximum value of £3m over ten years on a 5+3+2 basis to commence from April 2019 for the proposed catering contract for Willow Court Nursing Home.

2. Executive Summary

2.1. The purpose of this paper is to update the Executive Member for Adult Social Care and Health on the result of the options appraisal for the catering service at Willow Court Nursing Home and to seek permission to spend up to £3m of budgeted spend for the catering service at Willow Court Nursing Home over 10 years (on a 5+3+2 basis).

2.2. This paper seeks to:

- set out the background to the current arrangements at Willow Court Nursing Home
- Update the Executive Member on the outcome of the options appraisal carried out
- seek authority to spend on the catering contract for Willow Court Nursing Home.

3. Contextual information

3.1. In 2005 when the Willow Court Nursing Home was constructed as part of the *Enhance Programme* it was decided that the provision of catering would be provided under contract with the adjacent Andover Memorial Hospital. At the time the cost of this arrangement was deemed reasonable. In the event of the hospital site closing an Option Agreement provides for land to be made available to build a kitchen for the care home.

- 3.2 The current contract with Hampshire Hospital NHS Foundation Trust is due to expire on the 31 March 2019.
- 3.3 Currently the arrangement for the service is provided by Hampshire Hospitals Foundation Trust and the meals prepared and delivered from Andover War Memorial Hospital. The contract value for 2018/19 is £224,000.

4. Options Appraisal

4.1 With the current contract expiring on the 31 March 2019 an options appraisal was carried out and the following options were considered;

- In house service delivery
- Take over the kitchen at Andover War Memorial hospital
- Build a Kitchen as part of Willow Court Nursing Home
- Procure a service from an external provider

4.2 In house service delivery

With no kitchen facility in the home, meals would need to be prepared at an alternative site and delivered to the home. Hampshire County Council Catering Services do not have access to a kitchen facility in Andover to guarantee delivery of a 52 week / 365 day a year service.

Preparing meals in another County Council run residential or nursing Home was considered as a further option but was considered unviable logistically and financially.

4.3 Take over the kitchen at Andover War Memorial hospital

Hampshire Hospital NHS Foundation Trust has confirmed it does not wish to consider this option.

4.4 Build a Kitchen as part of Willow Court Nursing Home

This option considered two different proposals, converting an existing ground floor lounge area or an extension to create a commercial kitchen. The conversion of the ground floor lounge was found to be unfeasible.

Two possible sites were considered to build an extension to Willow Court to provide a commercial kitchen. The first option would result in the loss of a bedroom in what is already the County Council's smallest nursing home. It would also restrict light to other bedrooms and have an impact on rooms in the hospital too.

The other site would be next to the reception and provide good access for deliveries. The cost of building a kitchen here would be approximately £820,000 and there would then be an ongoing revenue cost of £195,000 to cover provisions and staffing.

4.5 Procure a service from an external provider

Following the options appraisal the most feasible and financial viable option would be to continue to procure the service from an external provider. The procurement would need to ensure regular meals that are delivered on a frequent basis, ready prepared and ready to eat as there are no facilities for storage of meals and there is not sufficient staff resource to spend time preparing meals.

5. Finance

- 5.1 Approval to spend up to £3m from the Willow Court revenue budget is therefore requested as a maximum spend position over the 10 years (on a 5+3+2 basis) of the proposed contract.
- 5.2 This figure is calculated based on a potential maximum spend of £260,000 per annum in the first year with a 3% inflationary increase applied in subsequent years. This figure is covered in the budget.

6 Consultation and Equalities

- 6.1 The procurement is designed to ensure continuation of meals to residents in the care home and therefore the impact on age, disability and gender are considered to be low as the proposed changes would not impact on the residents. The impact in regards to the remaining statutory considerations is neutral.

7. Performance

- 7.1 The provision of appropriate nutrition is a requirement of regulation and assessed during Care Quality Commission Inspections as a contributory factor in assessing compliance. The need to establish a robust and reliable service which can ensure three meals a day are available 365 days a year is therefore paramount in maintaining the Willow Court Nursing Home Provision.

7. Legal Implications

- 7.1. Any procurement will be undertaken in accordance with the Public Contracts Regulations 2015.
- 7.2. It is for the Executive Member as decision maker to have due regard to the need to: Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act and advance equality of opportunity and foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

8. Conclusion

- 8.1. Following an options appraisal for the provision of a 52 week / 365 days meals service for Willow Court it has been concluded that the best option is to continue to procure the service from an external provider.
- 8.2. A proposed catering contract for up to 10 years (on 5+3+2 basis) and valued at a maximum of £3million is requested.

CORPORATE OR LEGAL INFORMATION:

Links to the Strategic Plan

This proposal does not link to the Strategic Plan but, nevertheless, requires a decision because: It is essential that a long term solution be secured for the future provision of a suitable meals service for Willow Court Nursing home.

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

IMPACT ASSESSMENTS:

1. Equality Duty

1.1 The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;

Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;

Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2 Equalities Impact Assessment:

The procurement is designed to ensure continuation of meals to residents in the care home and therefore the impact on age, disability and gender are considered to be low as the proposed changes would not impact on the residents. The impact in regards to the remaining statutory considerations is neutral. However, once the outcome of options appraisal is known and the decision going forward has been agreed a further EIA will be completed specifically in relation to the preferred option.

2. Impact on Crime and Disorder:

2.1 No impact has been identified

3. Climate Change:

- a) How what does is being proposed impact on our carbon footprint / energy consumption?

The current service is provided by Andover Memorial Hospital on the same site so procuring an external provider to deliver 4 meals a day may increase the travel associated with this service should the hospital not tender and be successful.

- b) How does what is being proposed consider the need to adapt to climate change, and be resilient to its longer term impacts?

A procurement exercise will expect all providers to include a business continuity plan covering how they will ensure service delivery for 4 meals a day 365 days a year even in extreme weather.