

Thurrock: An ambitious and collaborative community which is proud of its heritage and excited by its diverse opportunities and future.

# Extraordinary People Overview and Scrutiny Committee

The meeting will be held at **7.00 pm** on **6 February 2025**

**Council Chamber, Civic Offices, New Road, Grays, Essex, RM17 6SL**

## Membership:

Councillors Neil Speight (Chair), David Day (Vice-Chair), Ngozi Alike, John Cecil, Tony Fish, Lynda Heath, Cici Manwa, Srikanth Panjala, Elizabeth Rigby and Barry Johnson

## Substitutes:

Councillors Daniel Chukwu, George Coxshall, Fraser Massey, Mark Hurrell and Deborah Arnold

## Agenda

Open to Public and Press

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## Queries regarding this Agenda or notification of apologies:

Please contact Carly Parker, Senior Democratic Services Officer by sending an email to [direct.democracy@thurrock.gov.uk](mailto:direct.democracy@thurrock.gov.uk)

Agenda published on: **29 January 2025**

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# Declaring Interests Flowchart – Questions to ask yourself

Breaching those parts identified as a pecuniary interest is potentially a criminal offence

## Helpful Reminders for Members

- Is your register of interests up to date?
- In particular have you declared to the Monitoring Officer all disclosable pecuniary interests?
- Have you checked the register to ensure that they have been recorded correctly?

## When should you declare an interest at a meeting?

- What matters are being discussed at the meeting? (including Council, Cabinet, Committees, Subs, Joint Committees and Joint Subs); or
- If you are a Cabinet Member making decisions other than in Cabinet what matter is before you for single member decision?

Does the business to be transacted at the meeting

- relate to; or
- likely to affect

any of your registered interests and in particular any of your Disclosable Pecuniary Interests?

Disclosable Pecuniary Interests shall include your interests or those of:

- your spouse or civil partner's
- a person you are living with as husband/ wife
- a person you are living with as if you were civil partners where you are aware that this other person has the interest.

A detailed description of a disclosable pecuniary interest is included in the Members Code of Conduct at Chapter 7 of the Constitution. **Please seek advice from the Monitoring Officer about disclosable pecuniary interests.**

**What is a Non-Pecuniary interest?** – this is an interest which is not pecuniary (as defined) but is nonetheless so significant that a member of the public with knowledge of the relevant facts, would reasonably regard to be so significant that it would materially impact upon your judgement of the public interest.

### Pecuniary

If the interest is not already in the register you must (unless the interest has been agreed by the Monitoring Officer to be sensitive) disclose the existence and nature of the interest to the meeting

### Non-pecuniary

Declare the nature and extent of your interest including enough detail to allow a member of the public to understand its nature

If the Interest is not entered in the register and is not the subject of a pending notification you must within 28 days notify the Monitoring Officer of the interest for inclusion in the register.



You may participate and vote in the usual way but you should seek advice on Predetermination and Bias from the Monitoring Officer.

Unless you have received dispensation upon previous application from the Monitoring Officer, you must:

- Not participate or participate further in any discussion of the matter at a meeting;
- Not participate in any vote or further vote taken at the meeting; and-leave the room while the item is being considered/voted upon

If you are a Cabinet Member you may make arrangements for the matter to be dealt with by a third person but take no further steps.



# Report to Committee

<b>Report Title</b>	Call-in to Cabinet Decision: Shared Lives Scheme
<b>Date of Meeting</b>	Thursday, 6 February 2025
<b>Report Author</b>	Matthew Boulter, Head of Democratic, Scrutiny and Members Services
<b>Corporate Director</b>	Executive Director Corporate Services/Monitoring Officer
<b>Lead Cabinet Member(s)</b>	Cabinet Member for Health and Wellbeing
<b>Wards Affected</b>	All Wards
<b>Identify exempt information and exemption category</b>	Choose an item.  This report is public.
<b>Appendices (if any)</b>	<ul style="list-style-type: none"> <li>• Appendix 1 – Call-In Procedure Rules</li> <li>• Appendix 2 – Report from Cabinet: 22<sup>nd</sup> January 2025</li> <li>• Appendix 2.1 – Shared Lives Existing Banding-level of need April 2022 to October 2025</li> <li>• Appendix 2.2 – Shared Lives Stage one form – Approval to proceed to tender</li> <li>• Appendix 3 – Excerpt from the minutes of the Cabinet meeting: 22<sup>nd</sup> January 2025</li> </ul>

## 1. Executive Summary

This report provides advice to the People Overview and Scrutiny (O&S) Committee on the call-in process, the decision taken by Cabinet on 22<sup>nd</sup> January 2025 in relation to the Shared Lives Scheme, the reasons why the call-in was made and the alternative proposals being put forward.

## 2. Recommendations

**That the People O&S Committee can either:**

- 2.1 Having considered the call-in, refer the decision (Shared Lives Scheme) back to Cabinet for reconsideration, setting out in writing any recommendations, in which case, the decision maker will reconsider the decision as soon as practicable.**

**2.2 Reject the call-in, in which case the original Cabinet decision will proceed.**

### **3. Commissioner's Comments**

3.1 Not applicable.

### **4. Proposals – the rationale and evidence for the recommendations**

4.1 The Call-in Procedure Rules (the Rules) appear at Chapter 4, Part 2 of the Constitution and are reproduced at Appendix 1 to this report.

4.2 The Rules outline that requests for Call-In may be made by any four Members and must cite a lead Member.

4.3 On 22<sup>nd</sup> January 2025, in relation to the Shared Lives Scheme, the Cabinet agreed to:

1. Support the decision that the Council go out to tender for the Shared Lives contract. The proposed start date of this contract would be October 1st, 2025, until March 31st, 2031, with an option to extend for two years in one-year increments. If growth targets are met total during the life of the 7.5-year term the total contract value will rise to £3,920,250.
2. Approve the delegation to award the contract to the Executive Director of Adults and Health in consultation with the Lead Portfolio Holder.

4.4 As per the call-in rules surrounding a key decision, a call-in was received from Councillor Neil Speight on 28<sup>th</sup> January 2025 for consideration.

4.5 In accordance with the call-in procedure rules in Chapter 4, Part 2 of the Constitution, the call-in was validated for progression to the relevant O&S Committee (People O&S).

4.6 The reason for making the call-in has been reproduced in full below:

*4.6.1 "This matter, relating to a long term contract of at least five years and an expenditure of approaching £4 million as written and possibly going over that, has not at any point been subject to independent scrutiny.*

*4.6.2 The agreed approval also delegates power of decision-making to the appropriate portfolio holder and SLT member.*

*4.6.3 The only public discussion or scrutiny on this decision took place at Cabinet and lasted barely a couple of minutes, with little detail shared.*

*4.6.4 I note within the attached documentation, there is no comment on the 'Financial' or 'Legal' implications, which surprised me as I thought this is a pre-requisite.*



- 4.6.5 *The appendix detailing financial provenance says 'no savings are anticipated'.*
- 4.6.6 *The entire Raison d'être for the scheme is to better serve our residents.*
- 4.6.7 *The scheme is entirely laudable and I support it. It is exactly what the council should be aiming to do.*
- 4.6.8 *But there is an unescapable contradiction. In recent times this authority has done many things and reached many decisions that appeared laudable and would have been of undoubted benefit to the community. But they were rejected because of financial necessity.*
- 4.6.9 *I am surprised therefore there is no significant argument for 'financial necessity' in this decision other than it may be cheaper than what we are doing now. The alternative to accepting the recommendation is spelled out in two short paragraphs. (Attached to accompanying email).*
- 4.6.10 *The report actually confirms: "No savings are anticipated, it is however anticipated that the maintenance and growth of the scheme will represent external purchasing budget expenditure avoidance." This council has been damned in peer reviews and in the BVI for being myopic when chasing a good idea without checking all the potential consequences.*
- 4.6.11 *A Call-in, or more singularly the debate on a call-in request in public, gives the chance to ask those alternative questions, for the record, in public, so they are logged and registered - as are the answers.*
- 4.6.12 *We will have followed the processes of good governance. We will have dotted the 'i's and crossed the 't's.*
- 4.6.13 *Even then, if the call-in request is rejected because those questions were asked and answered appropriately, external scrutiny will have taken place. A scrutiny committee will have been engaged - making it a more democratically-reached decision, not one approved by seven members of the same ruling group.*
- 4.6.14 *I should add, that Cllr Mark Hooper, portfolio for adult social care, has acknowledged that in his opinion, this matter should have been brought to the People O&S. I am sure we can find a quick and pragmatic - but open way - to correct this matter.*
- 4.6.15 *An alternative proposal would be for Thurrock Council to directly market and engage with families in Thurrock who might be able to play host to the people in need. Thereby saving the cost of paying a third party to carry out that administrative work. Each service user already has an in place Thurrock Council allocated social worker who should have knowledge of the providers.*

4.6.16 *I am also concerned that the scheme suggests the number of service users will double over the length of the project. So I presume we are budgeting for a total amount. Can we not budget on a year by year basis?*

4.6.17 *A third concern is whether we should be engaging in a five (possibly seven year contract) at a time when the very existence of the council is in significant doubt. What happens to any contracts in place with a service user if the new authority management does not wish to support the scheme. What financial safeguards do Thurrock residents have under this scheme? I see none in the agreed presentation.”*

- 4.7 When considering the call-in the People O&S Committee is recommended to adhere to the following schedule:
- The person who made the call-in to briefly introduce the reasons for the call-in and their alternative proposals;
  - The Portfolio Holder and Officers to respond to the call-in and advise the Committee of any relevant key points;
  - The Committee should consider this evidence and ask any relevant questions to those in attendance;
  - The Committee should then decide on one of the options, as outlined in the recommendations above.

## **5. Alternative Options Considered**

- 5.1 As part of the call-in process, an alternative proposal has been put forward as follows:

*An alternative proposal would be for Thurrock Council to directly market and engage with families in Thurrock who might be able to play host to the people in need. Thereby saving the cost of paying a third party to carry out that administrative work. Each service user already has an in place Thurrock Council allocated social worker who should have knowledge of the providers.*

- 5.2 The Committee is expected to consider this alternative proposal in accordance with the call-in provisions set out in Chapter 4, Part 2 of the Constitution. The Committee is expected to take its own decision regarding the call-in.

## **6. Consultation**

- 6.1 Not applicable.

## **7. Financial Implications**

- 7.1 Financial implications are included in the Cabinet report dated 22<sup>nd</sup> January 2025, attached as Appendix 2 of this report.

## **8. Risks**

8.1 Risk implications are included in the Cabinet report dated 22<sup>nd</sup> January 2025, attached as Appendix 2 of this report.

## **9. Legal and Governance Implications**

9.1 Legal implications are included in the Cabinet report dated 22<sup>nd</sup> January 2025, attached as Appendix 2 of this report.

## **10. Equality and Diversity Implications (including the public sector equality duty)**

10.1 Diversity implications are included in the Cabinet report dated 22<sup>nd</sup> January 2025, attached as Appendix 2 of this report.

## **11. Other Relevant Implications**

11.1 None.

## **12. Background Documents**

12.1 None.

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## Part 2 – Call-in

The “call-in” process allows Overview and Scrutiny Committees to scrutinise Executive decisions that have been made but not yet implemented by the Council. Decision makers must consider any recommendations made by the Overview and Scrutiny Committee before the decision is implemented.

### 1. Notice of Cabinet and Key Decisions

- 1.1 Notice of an Executive decision shall be published on the Council’s website within **2 Clear Working Days** of the decision being made. Members will be sent links to any published decision.
- 1.2 Any such notice shall include the date of publication and that the decision will be implemented **5 Clear Working Days** after that date, unless the decision is called in.

### 2. Calling in a decision

#### Submitting a valid call-in request

- 2.1 Any request to call in an Executive decision must:
  - (a) be submitted in writing (including by email) to the Scrutiny Officer before **5pm on the fourth Clear Working Day** after publication of notice of the relevant decision;
  - (b) be supported by any **four** Members and must cite a lead Member;
  - (c) give reasons for the call-in request and outline the alternative course of action, or recommendations, proposed; and
  - (d) not be excluded from call-in as set out in this Constitution.
- 2.2 Before deciding on the validity of a call-in request, the Scrutiny Officer may seek clarification from the lead Member cited in the call-in request. The Scrutiny Officer is not obliged to assist Members in ensuring that a call-in request is valid.

#### Decisions not subject to call-in

- 2.3 A decision is not subject to call-in where:
  - (a) the urgency procedures below have been followed;
  - (b) the decision has already been considered by an Overview and Scrutiny Committee before it was made (pre-decision scrutiny) and there has been no substantive change to the decision (except to accept the recommendation of an Overview and Scrutiny Committee);
  - (c) the alternative course of action and/or recommendations proposed in the call-in have already been considered and rejected;
  - (d) the Cabinet or other decision maker has given notice that it will reconsider its decision without the need for call-in (so long as the decision maker has given

written notice to the Chair of the relevant Overview and Scrutiny Committee and the Scrutiny Officer); or

- (e) the call-in:
  - (i) relates to a Cabinet decision to refer a matter to Full Council;
  - (ii) relates to an operational management decision taken by Officers; or
  - (iii) is considered by the Chief Executive to be frivolous, vexatious or outside the scope of the call-in provisions.
- (f) For any call-in rejected, its details and the reasons for rejection shall be published and reported to the relevant overview and scrutiny committee for noting.

### **Decisions outside the Budget and Policy Framework**

2.4 Any call-in of a decision on the grounds that it is outside the Budget and Policy Framework will be dealt with under the Budget and Policy Framework Procedure Rules.

### **Implementation of decisions**

2.5 Any decision that is not validly called in will become effective **5 Clear Working Days** after it is made.

## **3. Urgent decisions and waiver of call-in**

3.1 The call-In procedure shall not apply where the decision being taken is urgent.

3.2 A decision is urgent if:

- (a) it is made under the urgency procedures in the Access to Information Procedure Rules;
- (b) in the opinion of the Monitoring Officer, any delay likely to be caused by the call-In process would be likely to expose the Council, the public, or other stakeholders, to a significant level of risk, loss, damage, or disadvantage; or
- (c) the Chair of the relevant Overview and Scrutiny Committee has consented to the waiver of call-in.

3.3 Where a decision is urgent, the relevant notice of publication shall state that the decision is not subject to call-in.

3.4 Where the Cabinet has recorded a decision as urgent, an Overview and Scrutiny Committee may retrospectively review actions arising from that decision but cannot delay its implementation.

## **4. Call-in procedure**

### **Reference of call-in to relevant meeting**

4.1 Where a valid call-in is made, the Scrutiny Officer will:

- (a) notify the decision maker and the Chief Executive that a call-in request has been made; and
- (b) determine the relevant Overview and Scrutiny Committee to consider the call-in.

4.2 The Scrutiny Officer will then, in consultation with the Chief Executive, take one of the following actions:

- (a) refer the call-in to the next relevant Overview and Scrutiny Committee meeting if it is due to take place within **7 Clear Working Days** of receipt of the call-in request; or
- (b) if (a) does not apply:
  - (i) convene an extraordinary meeting of the relevant Overview and Scrutiny Committee as soon as practicable; or
  - (ii) with the consent of the decision maker and in consultation with the Members requesting the call-in, refer the call-in for consideration at the next available scheduled meeting of the relevant Overview and Scrutiny Committee.

### **Members to attend meeting**

4.3 The Members requesting call-in of a decision should attend the meeting of the relevant Overview and Scrutiny Committee to explain their reasons for the call-in and the alternative course of action or recommendations they propose.

### **Consideration of call-in**

4.4 The purpose of call-in is to allow non-Executive Members to examine and consider how an Executive decision has been made and for members of the relevant Overview and Overview and Scrutiny Committee to make suggestions and recommendations to the decision maker. Overview and Scrutiny meetings provide a forum for Members to seek clarification of the decision-making process and to explore the work undertaken by Officers to support the decision.

4.5 Overview and Scrutiny Committee Chairs should manage their meetings effectively in line with the Scrutiny Protocol, applying Constitutional provisions, maintaining good discipline and fostering a culture of respect.

4.6 A representative of the Members who requested the call-in will be invited to set out the reasons for the call-in. The matter will then be discussed by the meeting, including any contributions from members of the public.

### **Actions after consideration**

Having considered the call-in and the reasons given, the relevant Overview and Scrutiny Committee may either:

- (a) confirm the original decision, in which case, the decision will be effective from the date of confirmation;

- (b) refer the decision back to the decision maker for reconsideration, setting out in writing any recommendations, in which case, the decision maker will reconsider the decision as soon as practicable; or
- (c) refer the decision to Full Council as set out below.

## **5. Reference to Full Council**

- 5.1 An Overview and Scrutiny Committee may refer a matter to Full Council if, in its opinion:
- (a) it is contrary to the Policy Framework;
  - (b) it is contrary to, or not wholly in accordance with, the Budget; or
  - (c) the Overview and Scrutiny Committee disagrees with the Monitoring Officer and/or the Section 151 Officers' view that the decision is legally and/or financially compliant.
- 5.2 Full Council will consider any such decision in accordance with the Budget and Policy Framework Procedure Rules.



# Report to Cabinet

<b>Report Title</b>	Shared Lives Scheme
<b>Date of Meeting</b>	22 <sup>nd</sup> January 2025
<b>Report Author</b>	Ian Gleadell, Commissioning Manager – Adults Contract Management Team
<b>Corporate Director</b>	Robert Persey, Interim Executive Director Adults and Health
<b>Lead Cabinet Member(s)</b>	Cllr Mark Hooper
<b>Why is this a key decision?</b>	1. Expenditure over £500K <span style="float: right;">yes</span> 2. Significant impact on 2 or more wards <span style="float: right;">yes</span>
<b>Wards Affected</b>	All wards
<b>Identify exempt information and exemption category</b>	Choose an item. - N/A

<b>Is report Urgent?</b>	No
<b>Reasons for urgency (<u>only</u> where applicable)</b>	N/A
<b>Appendices (if any)</b>	1. Existing Banding-level of need April 2022 to October 2025 2. Stage one form – Approval to proceed to tender – Shared Lives

## 1. Executive Summary

This report seeks Cabinet approval to retender the Shared Lives contract, a contract that provides a cost effective, high quality, personalised alternative to residential care and supported living for vulnerable adults across Thurrock.

The Shared Lives Scheme (formerly known as adult fostering/placement) mainly supports adults with Learning Disabilities, Autism and Mental ill health. It provides a warm, stable, and nurturing family environment in which individuals can thrive.

Over the past three years the scheme has grown from six to 13 substantive placements, during the tender process a strong emphasis will be placed on growing the scheme further.

## 2. Recommendations

For the reasons set out in this report, the Cabinet is recommended to:

- 2.1 **Support the decision that the Council go out to tender for the Shared Lives contract. The proposed start date of this contract would be October 1<sup>st</sup>, 2025, until March 31<sup>st</sup>, 2031, with an option to extend for two years in one-year increments. If growth targets are met total during the life of the 7.5-year term the total contract value will rise to £3,920,250.**
- 2.2 **Approve the delegation to award the contract to the Executive Director of Adults and Health in consultation with the Lead Portfolio Holder.**

## 3. Commissioner's Comments

- 3.1 Commissioners have reviewed the content of this report and comments have now been incorporated into the final version.

## 4. Proposals – the rationale and evidence for the recommendations

### 4.1 Background and Drivers.

Shared Lives is regulated by the Care Quality Commission (CQC) and arises from several statutory sources, including the Care Act 2014 and the Health and Social Care Act 2008.

Thurrock Council has a duty under the Care Act 2014 to shape a marketplace that offers choice and control to service users and as such is obligated to promote physical and emotional wellbeing.

In order to deliver upon its statutory obligations, the Council is committed to the priorities and commitments outlined in Thurrock's Integrated Care Strategy, The Case for Further Change, published in 2022 by Thurrock Integrated Care Alliance (TICA) [Case for further change, 2022-2026 | Health and well-being strategy | Thurrock Council](#)

Shared Lives complements our Better Care Together Thurrock programme which is Thurrock Council's response to the national personalisation agenda. It builds upon our community development work and contributes to the development of resilient self-supporting communities.

#### 4.2 The benefits of providing a Shared Lives scheme in Thurrock.

Shared Lives provides a safe and secure alternative to traditional care settings for adults with care and support needs. Typically, adults with care and support needs who are unable to live independently are likely to be placed in a Supported Living scheme or a residential care home.

Shared Lives plus are a UK charity who provide detailed information and advice based on national research, that evidences the enrichment and value Shared Lives can bring to people's lives.

It is clear from the national research (please see link below) and by talking to those placed within the Thurrock Shared Lives scheme that people feel part of a warm and loving family environment, they grow in confidence, develop social networks and access community facilities more readily. It is also clear that those in Shared Lives placements have improved physical and emotional wellbeing. Typically, Shared Lives placements range for three to 20 years, similar to those living in residential care and supported Living placements. Shared Lives outcomes and quality, published in 2023. <https://sharedlivesplus.org.uk/wp-content/uploads/2023/12/UK-state-of-sector-22-23-final-digital-compressed.pdf>

#### 4.3 Costs

Weekly Shared Lives placement costs as of 31<sup>st</sup> October can be approximated as a median average of **£467** per week. A figure significantly lower than the lowest comparable median placement costs of **£896.06** per week.

Those who are likely to need residential care would overall not be suitable for the Shared Lives scheme. Therefore, residential placement costs have been removed from the comparator.

Service user/support category	Cost of placement per week
Shared Lives placement	£467
Adults with Physical Disabilities - supported living/accommodation	£896.06

Adults with Mental Health issues - supported living/accommodation	£921.56
Adults with Learning Disabilities and or Autism - supported living/accommodation	£932.50

There are currently 13 service users in the Shared Lives Scheme. If these 13 placements were provided at the lowest cost alternate provision, it would cost the Council approximately £0.607m; the forecast spend for 24/25 for the current Shared Lives Scheme is £0.317m. This represents an approximate cost avoidance of £0.290m for the 13 individuals.

Extending the Shared Lives Scheme has a benefit to the revenue position within Adults Social Care; but this has not been put forward as a formal saving to the MTFs as the extension of the Scheme, and resultant cost avoidance, is highly dependent on identifying suitable hosts which cannot be predicted reliably until the extension is implemented. Monitoring the financial benefits of the scheme extension will allow further information to be collated, potentially leading to a future proposal which can be put forward formally to the benefit of the MTFs.

The Shared Lives scheme represents best value as those placed are in receipt of warm, secure and community inclusive support, that is also highly cost effective and contributes to external purchasing budget expenditure avoidance.

The intention is to work with Shared Lives carers and those receiving support to co-design a comprehensive and detailed service specification, to then be able procure a provider that can articulate a clear and robust strategy that evidences how they will maintain existing placements whilst growing the scheme.

The length of the contract terms is designed to ensure continuity of support for those within the scheme and for the provider to establish and deliver on long term growth plans.

Based on placement growth of 7 over the past three years, a growth target of two new placements per year will be included in the new contract with the provider.

The Invitation to tender will place a very strong emphasis on the successful bidder being able to evidence a clear and robust Shared Lives Carer recruitment and scheme growth strategy, and that they should include any potential growth campaign costs within their bid.

If growth targets are met during the life of the 7.5-year term placements will rise from 13 to 28 and the total contract value for the life of the contract will be **£3,920,250**.

Growth is very difficult to predict and is based on multiple complex factors. Placements may increase, decrease, or remain static.

*Please appendix 2 – Stage one form – Approval to proceed to tender – Shared Lives.*

#### **4.4 How the scheme works**

The Shared Lives scheme operates on the basis that an adult Service User in need of accommodation care and support, who has been identified following a full care and support assessment, can live with, or have regular stays or visits with, an approved Shared Lives carer, with whom the service user has been matched for compatibility. Shared Lives schemes can also provide an alternative respite option for unpaid family carers to have a much-needed break from their caring role.

Service Users can include all those with assessed care and support needs. The majority of those placed within the scheme have Learning Disability, Autism and or Mental Health issues.

Following matching the service user to a Shared Lives carer, the carer's home is used as the basis of the care provision, whether on a full time residential basis, for respite care purposes or on an occasional basis, as the needs of the situation require.

A provider is sought to maintain and grow Shared Lives placements across Thurrock. The provider must comply with the terms and conditions of the contract agreed with the council and with all relevant statutory, regulatory, and good practice obligations.

The provider must be CQC registered and have a safeguarding policy in place prior to commencing the contract. The policy must ensure the organisation carries out enhanced DBS checks and reference searches for all shared lives carers. Safeguarding expectations are reinforced throughout the recruitment and induction process and once inducted the provider must ensure all carers and staff are trained in safeguarding, and that the training is updated at least every two years. The provider is expected to carry out both announced and unannounced. All placements are subject at an annual community care review, during which any potential safeguarding concerns can be investigated.

Following the assessment of need, the allocated social worker will identify which band the individual will be allocated to. Following this, the total placement fee is paid to the provider. The provider then removes the management fee, and the carers break payment and then pays the self-employed Shared Lives carers the remainder of the placement fee.

The provider then recruits inducts and trains respite carers, the carer break payment is then paid to the respite carers and this enables the Shared Lives carer to take a break from their caring role. Please see below for breakdown of costs below.

Band Range	Carer will receive	Management fee	Carers break	Total per week
Band 1	£200	£118	£27	£345
Band 2	£250	£118	£27	£395
Band 3	£340	£118	£27	£485

Band 4	£340+ Negotiation based on need	£118	£27	£485 + Negotiation based on need
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*Please see Appendix 1 – Existing Banding-level of need April 2022 - October 2025*

## **5. Alternative options considered**

### **5.1 Cease to provide a Shared Lives service in Thurrock – Discounted.**

This would lead to rising placing costs within the external purchasing budget and would contradict the Local Authority's Care Act duties to provide a diverse marketplace that offers individuals choice and control over the support they receive and the promotion diversity and quality in provision of service.

### **5.2 Bring the Shared Lives in house – Discounted.**

This would need significant upfront infrastructure spend, and there would no guarantee of procuring the necessary human resources to make the scheme a success. This could lead to placement breakdown and the need to source alternatives at a much higher cost, and significant emotional and psychological anxiety and distress for the individuals involved.

## **6. Consultation**

### **6.1 Those consulted with include:**

- Shared Lives Carers and users of the scheme.
- Incumbent provider.
- Shared Lives commissioners from neighbouring authorities.
- Fieldwork services.
- Service Manager for Contracts and Brokerage, Contract Compliance, and Placements.
- Adults and Health Directorate Management Team
- Senior Leadership Team

All those consulted with were supportive of the scheme and the intention to retender.

### **Further consultation:**

- The lead commissioner will work with Shared Lives carers and Service Users to co-design the contract service specification, and subsequent key performance indicators in readiness to go to tender.

## **7. Financial Implications**

The Shared Lives budget sits within the wider external purchasing budget. This financial year the forecast spend is approximately £0.320m. The Shared Lives contract bandings have not been increased annually in line with inflation as the contract is to be re-tendered. It is expected the cost bandings will increase from the current contract's baseline costs.

An increase in the contract value of 10% will result in an increase in spend for the current scheme (13 service users) of £0.032m from £0.320m to approximately £0.352m per annum. 10% is expected to be an upper limit based on inflationary increases which may have applied for the life of the current contract.

The re-tender is to the open market so any increases may conceivably be below 10%. This will not be known until bids are received. When reviewing the tenders, a priority is to ensure any contract prices received are competitive and do not cause additional revenue pressures to the Council as well as ensuring quality of care for the end service user.

The service will also look to expand the scheme. If two additional service users were supported in the next financial year (at an average cost of £0.025m per service user and £0.320m for 13 users) then the cost of the scheme next year may potentially increase to £0.377m per annum from £0.320m per annum. It should be noted that the number of service users which can be added to the scheme each year is very much dependent on the recruitment of carers and the identification of suitable service users.

Any increase in the contract value when re-tendered and additional service user numbers should not cause a revenue pressure. The Shared Lives scheme is a more cost-effective model of care rather than other traditional types of placements as demonstrated earlier in this report. Any increase in the contract cost will be met from the overall external placements' revenue budget. As with other Adult Social Care contracts, spend will be monitored to ensure spend is in line with budgets.

Implications Verified by: Vena Kaur Bhakar – Head of Finance – Adults and Health  
Date: 6<sup>th</sup> November 2024

## **8. Risk Implications**

This report links directly back to the Corporate Risk Register, in relation to Corporate Risk (2) – Adult Social Care, Demand, Stability and Market Failure.

Other risks for consideration within this report include:

- 8.1 Providers decline the invitation to tender, which could require a further tender exercise to be completed and a delay in awarding the contract and / or a cessation of the current care provision. Although this represents low risk it is possible there will not be any market interest. By way of some mitigation for this, the incumbent provider has confirmed their definite intention to bid.
- 8.2 Tender timelines are missed, which could lead to a delay in awarding the contract and a cessation of the current care provision. A significant amount of potential slippage time has already been built into the tender timeline to mitigate this risk.

Implications Verified by: Frankie Smith – Head of Internal Audit, Risk Management and Insurance

Date: 11 December 2024

## **9. Legal and Governance Implications**

Following issue by the Council of a s114 notice, the Council must ensure that its resources are not used for non-essential spending. Under section 5 of the Care Act 2014 above referred to, the Council has a general duty to shape and understand the market in meeting care and support needs, co-produce with partners and facilitate the development of the market.

The Council may also in any circumstance where the Care Act does not apply rely on its power in s.1 of the Localism Act 2011 to do anything an individual may do (the general power of competence) to commission this service. It is advised that none of the limitations on this power in s.2 to 4 apply to prevent the use of the power. It is advised that the use of the power, as set out in the report, is a rational exercise of the power.

In procuring goods and services, the Council is required to comply with the requirements of the Public Contracts Regulations 2015, and its own Contract Procedure Rules (although the former will override the latter if there is any inconsistency). The use of a tender process to procure goods and services is specifically authorised under PCR 2015.

Officers should ensure Legal Services are kept fully informed as they proceed through the procurement to ensure that the Council operates within the law.

The proposed award of the contract would fall within the definition of essential spending under s.114 of the Local Government Finance Act 1988.

Implications Verified by: Kevin Malloy – Principal Solicitor

Date: 6 November 2024

## **10. Equality and Diversity Implications (including the public sector equality duty)**

For this tender we are undertaking an HLS approach to the service specification. Human Learning Systems is a human approach to the delivery of public services recognising the variety of human needs and experience and building solutions that are bespoke to the requirements of the individual.

It is about liberating workers from unnecessary bureaucracy and empowering them to co - design bespoke integrated solutions with residents..

As such, the specification will be co-designed in conjunction with Shared Lives service users, Shared Lives carers, fieldwork services and other relevant stakeholders.

The provision of this contract will support the Council to uphold responsibilities set out in the Care Act (2014), Equality Act (2010) and Public Sector Equality Duty.



A CEIA has been completed and a focus for the commissioning and procurement piece will be to place greater scrutiny on the equity of access to this service.

Social value will be included as part of the commissioning process for this service and will be monitored as part of the standard contract review cycle with the agreed supplier.

Implications Verified by: Rebecca Lee - Team Manager Community Development

Date: 6 November 2024

## **11. Other Relevant Implications**

11.1 N/A

## **12. Background Documents**

- Care Act 2014
- Health and Social Care Act 2008
- Shared Lives outcomes and quality, published in 2023.
- Thurrock's Integrated Care Strategy, The Case for Further Change, published in 2022 by Thurrock Integrated Care Alliance.

**Relevance Check****Budget Reduction/Service Area:****Service Lead****Date:**

In what ways does this Budget reduction have an impact on an outward facing service? How will the service feel different to your customers or potential customers?

N/A

If not, how does it impact on staff e.g. redundancies, pay grades, working conditions? Why are you confident that these staff changes will not affect the service that you provide?

N/A

Is a Customer Impact Assessment needed? No

<p>Band 1 Payment £345pw of which</p> <ul style="list-style-type: none"> <li>• Carer will receive- £200.</li> <li>• Management fee – £118</li> <li>• Carers break - £27)</li> </ul>	<p>Includes care or supervision with one or more of the following tasks:</p>
	<ul style="list-style-type: none"> <li>• Prompting with, or minimal/partial personal care</li> <li>• Emotional support and companionship</li> <li>• Cognitive stimulation (activities which stimulate memory, reasoning, acquisition of knowledge etc )</li> <li>• Administration of medication as per GP instructing (and where necessary, appropriate training)</li> <li>• Development or maintenance of daily living/independence skills</li> <li>• Development of community links/widening of opportunities</li> <li>• Maintenance of family links</li> <li>• Encouragement to undertake the above or other activities</li> <li>• Intermittent supervision to reduce risks to service user or others</li> <li>• Support with mild mental health issues (anxiety, depression)</li> <li>• Occasional or low level emotional support</li> </ul> <p>administration of medication as per GP instructing (and where necessary, appropriate training)</p> <p>development or maintenance of daily living/independence skills</p> <p>development of community links/widening of opportunities</p> <p>maintenance of family links</p> <p>encouragement to undertake the above or other activities</p> <p>intermittent supervision to reduce risks to service user or others</p> <p>support with mild mental health issues (anxiety, depression)</p> <p>occasional or low level support with emotional support</p>
<p>Band 2 Payment £395pw of which:</p> <ul style="list-style-type: none"> <li>• Carer will receive - £250</li> <li>• Management fee – £118</li> <li>• Carers break - £27</li> </ul>	<p><i>May be applicable when any of the following apply:</i></p>
	<ul style="list-style-type: none"> <li>• More constant prompting and increased frequency of supervision</li> <li>• Full personal care</li> <li>• Management of single continence</li> <li>• Assistance with eating and/or drinking</li> <li>• Behaviour which is occasionally challenging to services (occurring regularly but not daily)</li> <li>• Some increased mental health issues and increased levels of emotional support</li> <li>• Sporadic or short lived disturbance during the night</li> <li>• More involvement in engaging service users in household and</li> </ul>

	<p>outside activities</p> <p>assistance with eating and/or drinking behaviour which is occasionally challenging to services (occurring regularly but not daily some increased mental health issues and increased levels of emotional support sporadic or short lived disturbance during the night more involvement in engaging service users in household and outside activities</p>
<p>Band 3 Payment £485pw of which:</p> <ul style="list-style-type: none"> <li>• Carer will receive - £340</li> <li>• Management fee – £118</li> <li>• Carers break - £27</li> </ul>	<p>May be applicable in the following circumstances:</p>
	<ul style="list-style-type: none"> <li>• constant supervision required to manage risks to service users or others</li> <li>• significant levels of risk, as identified in a formal risk assessment</li> <li>• management of double incontinence</li> <li>• challenging behaviour (occurring daily, but not constantly) including mental health issues</li> <li>• more complex moving and handling tasks</li> </ul>
<p>Band 4 - Negotiate Payment - 485+pw</p> <p>Payment breakdown as above.</p>	<p>Complex levels of care will be negotiated on an individual basis where there are additional support needs over and above band 3 payment due to clearly displayed physical or challenging needs</p>

## STAGE 1 FORM - APPROVAL TO PROCEED TO TENDER

Following the introduction of new Spend Control Processes, this form must be completed for all procurements above £25,000. If contract value is over Cabinet approval threshold (£500,000) this form shall be appended to the Cabinet report - this form will be "open" for publication.

Once completed, this form must be sent to the relevant Category Manager.

<b>1.</b>	<b>CONTRACT DETAILS</b>		
1.1	Contract title	Shared Lives Scheme	
1.2	Reference number	PS-2024-155	
1.3	Responsible Officer	Ian Gleadell	
1.4	Directorate	Adult Social Care and Community Development	
1.5	Contract description	<p>The provision of the Shared Lives scheme in Thurrock. This includes the assessment of service users moving into a Shared Lives placements and the ongoing management, monitoring and review of those placements, service users and carers alike.</p> <p>It also includes the recruitment, vetting, assessing, and training of Shared Lives carers, along with the provision of support groups, social activities and events designed to promote strong networking amongst Shared Lives carers.</p>	
1.6	Applicability of off payroll working (IR35) rules*	Is this an applicable contract?	No
		Employment status for tax**	N/A
1.7	Proposed contract start	01/10/2025	
1.8	Proposed contract end	31/03/2031	
1.9	Proposed extension options	Two years in one year increments	
1.10	Estimated contract value	Excluding VAT	£3,920,250.18 (see 3.3)
		Including VAT <sup>1</sup>	£3,920,250.18 (see 3.3)

<b>2.</b>	<b>BUSINESS CASE</b>		
2.1	Business case	<p>The Council is committed to the priorities and commitments outlined in Thurrock's Integrated Care Strategy, The Case for Further Change, published in 2022 by Thurrock Integrated Care Alliance (TICA) Case for further change, 2022-2026   Health and well-being strategy   Thurrock Council.</p> <p>At its core is the design of a health and care system underpinned by place, prevention, and personalisation. The strategy reflects the move from a 'one size fits all' top-down, centralised and deficit driven approach to one that recognises the uniqueness of each resident and sets out a vision based on Human Learning Systems (HLS).</p> <p>Shared Lives is one of a range of care services available to adults</p>	

<sup>1</sup> Required solely to determine whether the contract value exceeds the UK public procurement threshold (which includes VAT)

		<p>across the UK, and although a national scheme, it accounts for only a small proportion of adult social care provision. It was formerly known as adult placement.</p> <p>The Shared Lives scheme operates on the basis that an adult Service User in need of accommodation care and support, can live with, or have regular stays or visits with, an approved Shared Lives carer, with whom the service user has been matched for compatibility.</p> <p>Shared Lives schemes are also another respite option for unpaid family carers to have a much-needed break from their caring role.</p> <p>Service users may include adults with learning and physical disabilities, mental health problems, young disabled adults, substance abusers, care leavers and older people.</p> <p>Following matching of the service user to a Shared Lives carer, the carer's home is used as the basis of the care provision, whether on a full time residential basis, for respite care purposes or on an occasional basis, as the needs of the situation require.</p> <p>The Shared Lives carer is appointed and managed by the provider, the provider must comply with the terms and conditions of the Provider's contract with the council and with all relevant statutory, regulatory, and good practice obligations.</p> <p>The Shared Lives carer is appointed and managed by the provider, the provider must comply with the terms and conditions of the Provider's contract with the council and with all relevant statutory, regulatory, and good practice obligations.</p> <p>The total placement fee is paid to the provider.</p> <p>The provider then removes the management fee, and the carers break payment and then pays the self-employed Shared Lives carers the remainder of the placement fee. The fee is based on the band identified following a full care and support assessment.</p> <p>The provider then recruits, inducts and trains respite carers, the carer break payment is then paid to the respite carers and this enables the Shared Lives carer to take a break from their caring role.</p> <p>The Shared Lives scheme is based on several principles, such as rigorous assessment and approval by an independent panel, provision of training that matches to the care certificate, careful matching of service user to Shared Lives carer (who will operate on a self-employed basis), partnership, support within the community, objectives and outcomes setting, cost effectiveness and high standards of care provision and management.</p> <p>Shared Lives is a service delivered by individuals and families, providing care and support to people placed with them. The users of the service live in the home of the Shared Lives carer, having been placed there by the local authority. Following a full need led Care Act assessment and robust compatibility matching, to ensure best fit between Service User and Shared Lives carer.</p> <p>Shared Lives is regulated by the Care Quality Commission (CQC) and arises from a number of statutory sources, including the Care Act 2014 and the Health and Social Care Act 2008. Significant research guidance and support is also available from Shared Lives Plus.</p> <p>Shared Lives can offer highly positive outcomes for individuals, with</p>
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		<p>people reporting feeling settled, valued, and part of their local community. Shared Lives also costs less than alternative forms of care.</p> <p>The intention is to work with Shared Lives carers and those receiving support to co-design a comprehensive and detailed service specification to then be able procure a provider that can articulate a clear and robust strategy that evidences how they will maintain existing placements whilst growing the scheme.</p> <p>They will also need to be able to demonstrate how they will approach the increased recruitment of Shared Lives carers to support the growth of the scheme.</p> <p>The Shared Lives scheme represents a unique, qualitative, and cost-effective option. It provides people with a warm and compassionate family environment, from which they can exercise their rights as active citizens.</p> <p>Re-tendering the service will ensure the procurement of a specialist Shared Lives Provider that can be set clear performance and growth targets.</p> <p>Current expenditure and predicted spend are directly related to the maintenance and growth of the scheme, as the scheme grows shared lives costs will increase but external budget expenditure avoidance will improve.</p> <p>If the service does not grow as expected, and is only able to maintain existing placements, it will still represent a cost-effective option and continue to support external budget expenditure avoidance.</p> <p>If the scheme grows the external budget expenditure avoidance becomes increasingly significant. This represents best value for the council as Thurrock will commission a specialist Provider, that is financially incentivised to grow the scheme.</p> <p>Shared Lives will support the delivery of Thurrock Council's Market Position Statement, enabling people to be connected and contributing members of their community, to stay well and independent and increase choice and control by adding diversity to the market.</p> <p>It will provide lower cost, higher quality and personalised alternatives to residential care and supported living, enabling the council to make better use of its resources..</p>
2.2	Expenditure control criteria	The spend is for essential statutory services, goods and/or works
2.3	Expenditure control justification	The local authority has statutory obligation to provide support to those that meet the Care Act 2014 eligibility criteria. If this support was provided via alternate provision, it would cost more and it would lead to increased external purchasing budget expenditure.
2.4	Award criteria	<p>60% Quality - In terms of quality it is vital to procure a high quality, experienced organisation to provide the service.</p> <p>To ensure compliance the Care Act 2014 obligations to promote wellbeing in terms of:</p> <ul style="list-style-type: none"> <li>• personal dignity (including treatment of the individual with respect)</li> <li>• physical and mental health and emotional well-being.</li> <li>• protection from abuse and neglect.</li> </ul>

		<ul style="list-style-type: none"> <li>• control by the individual over day-to-day life (including over care and support, or support, provided to the individual and the way in which it is provided).</li> <li>• participation in work, education, training or recreation.</li> <li>• social and economic well-being.</li> <li>• domestic, family and personal relationships.</li> <li>• suitability of living accommodation.</li> <li>• the individual's contribution to society.</li> </ul> <p>High quality services are less likely to breakdown.</p> <p>Placement breakdown is not only very distressing and unsettling for Service users, it is also likely to lead to the potential of having to seek alternate placements at higher cost.</p> <p>40% Price – There is a clear expectation of value for money. A detailed rationale as to how funds would be utilised to ensure the best possible outcomes for would be a key part of the procurement process.</p>
2.5	Social Value	The intention is to clearly identify the expectation of social value within the service specification, that will be co-designed by Shared Lives carers and Service users. Areas we are likely to include are: The recruitment of local people, including training and career development. The use of local suppliers when purchasing equipment and resources, the development of social opportunities for Shared Lives service users
2.6	Previous contract	PS/2022/010 (1st March 2022 to 1st October 2025)

<b>3.</b>	<b>FINANCIAL CONSIDERATIONS</b>	
3.1	Previous contract spend	Variable spend, due to nature of the contract. Current spend based on 13 placements is £316,333.38p per annum.
3.2	Scope of changes	The new contract will include a growth target of two new placements per year.
3.3	Budget considerations	<p>Assuming an average placement cost of £467 per week, with growth of two new placements per year, the cost breakdown is as follows:</p> <p>Oct 25 to Mar 26 - 14 placements - £170,445.66  Apr 26 to Mar 27 - 16 placements - £389,590.08  Apr 27 to Mar 28 - 18 placements - £438,288.84  Apr 28 to Mar 29 - 20 placements - £486,987.60  Apr 29 to Mar 30 - 22 placements - £535,686.36  Apr 30 to Mar 31 - 24 placements - £584,385.12  Apr 31 to Mar 32 - 26 placements - £633,083.88  Apr 32 to Mar 33 - 28 placements - £681,782.64  TOTAL - £3,920,250.18</p>
3.4	Expenditure type	Revenue
3.5	Cost centre	SL200-2618-00000 and SP200-2618-00000
3.6	Anticipated savings	No savings are anticipated, it is however anticipated that the maintenance and growth of the scheme will represent external purchasing budget expenditure avoidance.



<b>4.</b>	<b>PROCUREMENT ROUTE</b>		
4.1	Procurement route	Open tender	
4.2	Rationale	To ensure the best possible organisation is procured to both maintain and grow the scheme. The marketplace is relatively small, and so there is no requirement for a shortlisting stage.	
<b>5.</b>	<b>INDICATIVE PROCUREMENT TIMETABLE</b>		
5.1	Procurement timetable (subject to change)	Publish Contract Notice	24/02/2025
		Selection Questionnaire return	04/04/2025
		Invitation to Tender issue	24/02/2025
		Tender return	04/04/2025
		Notification of result	06/05/2025
		Standstill period	16/05/2025
		Expected award	19/05/2025
		Contract commencement	01/10/2025
<b>6.</b>	<b>RISKS, CONSULTATION AND MANAGEMENT</b>		
6.1	Risk management	<p>We may not get the necessary expected interest, meaning we may not be able to find a suitable provider, this would mean we would be in breach of our statutory obligation, and therefore we would need to source adult placements at a much higher rate via the external purchasing budget.</p> <p>The existing provider has anecdotally confirmed their intention to tender and there are a number of Shared Lives Providers that are operating in the region that will hopefully express an interest.</p> <p>We will also be issuing the contract for 5.5 years with the possibility of two further years in 1-year increments. Hopefully the length of the contract will attract bidders, as it allows them to implement and develop long term growth plans with ability to financially forecast for the long term.</p>	
6.2	Contingency	If unsuccessful we will have to extend the contract with the existing provider whilst we consider our options. That could be to either join the scheme of a neighbouring authority or bring the scheme in house.	

6.3	Consultation	<p>Ongoing engagement and performance monitoring of the incumbent provider.</p> <p>Regular contact with Shared Lives Officers regarding raising the profile of the scheme.</p> <p>Quarterly Shared Lives champions meeting, that includes fieldwork services, commissioning lead and both Managers and Shared Lives officers of the incumbent provider.</p> <p>This an opportunity to work with fieldwork services to try and predict future need and demand. The nature of individualised support needs means this is based on potential's not certainties.</p> <p>I am awaiting a contribution from Louise Brosnan in terms of potential placement growth.</p> <p>These meetings are also an opportunity to support the incumbent provider in the endeavour to recruit Shared Lives carers. This has been and remains an issue.</p> <p>Quarterly contract performance review.</p> <p>Lead Commissioning Officer attendance at the incumbent providers planning workshop, that included, Shared Lives Managers, Shared Lives Officers and Shared Lives Carers and Service Users.</p> <p>Lead Commissioner has met with a group of Shared Lives carers and those receiving support to ascertain their views and to generate interest in them being part of a group that will co-design the new service specification.</p> <p>Lead Commissioner will attend the incumbent Providers annual celebration event on 14th November that brings together Shared Lives Officers, Shared Lives Carers and Service Users, to consult further and attempt to widen the service specification co-design group.</p> <p>Further engagement is ongoing with those individuals and professionals that are engaging with the current service provision to ascertain their views and to encourage them to become a part of the co-design of the new service specification.</p> <p>The Service Manager for Contracts and Brokerage, Contract Compliance, and Placements has confirmed that there continues to be demand for:</p> <ul style="list-style-type: none"> <li>• Adults with Physical Disabilities - supported living/accommodation placements.</li> <li>• Adults with Mental Health issues - supported living/accommodation placements.</li> <li>• Adults with Learning Disabilities - supported living/accommodation placements</li> </ul> <p>Over the last two full years there have been on average 50 new placements per year in the service areas above. The vast majority of which being, support for those with a Learning disability and those with Mental health issues.</p> <p>Although there is no guarantee that any new placements will be suitable for the Shared Lives scheme, it represents a high-quality cost-effective option. It is also a good model for young people that are not yet emotionally ready to move out of a foster parent's home.</p>
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		The Adult Directorate Management Team have reviewed and support the recommendations of this paper as it supports the Human Learning Systems approach being embedded in the service area.
6.4	Data Protection**	The contractor will process personal data and will be expected to complete a Data Protection Impact Assessment (DPIA) form prior to contract commencement.
6.5	Project and contract management <sup>2</sup>	Tier 2 - Medium Level Contract Management
		Quarterly performance monitoring, annual review/s, Shared Lives carer and service user liaison, service user satisfaction survey's, Shared Lives champions meetings, lead commissioner to sit on the Shared Lives panel.
6.6	Will TUPE apply to the proposed contract?	No
		Incumbent provider has confirmed that the Shared Lives Officers they employ work across a number of contracts.
6.7	Community and Equalities Impact Assessment****	A Community and Equalities Impact Assessment has been completed and there appears to be no negative impact in terms of the procurement process.
6.8	Exit strategy	The nature of the service means any exit will be carefully managed by the two provider, incoming and outgoing and this will overseen by the lead commissioner. There is a significant amount of time allocated to do this 19th May to 30th September 2025.strategy. The current provider is well aware of the expectation that a measure and sensitive handover. I do not envisage any issues with the transition from the old provider to the new one.
6.9	Collaboration	The contract reflects the bespoke nature of adult placements. It's a collaborative approach between the individual, social work colleagues, the Shared Lives provider and the Shared Lives carer. It would not be appropriate to adopt a corporate approach to this, as the needs of the individuals that may use the scheme are complex and person centred.

<b>7.</b>	<b>PROCUREMENT IMPLICATIONS</b>	
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7.1	Category Manager comments	Procurement agrees with the approach set out and the tender process will be carried out in compliance with procurement regulations. The Procurement Act is due to come into force on 24th February 2025, and if it does, the tender process will comply with the Act. If the tender is published early, or the Procurement Act is further delayed, the tender will be carried out in compliance with the Public Contracts Regulations 2015.
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<b>8.</b>	<b>LEGAL IMPLICATIONS</b>	
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8.1	Legal Officer comments	
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<b>9.</b>	<b>FINANCIAL IMPLICATIONS</b>	
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9.1	Is the budget in place? If not, where will this contract be funded from?	
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<sup>2</sup> Refer to the contract management framework or your category manager for guidance

<b>9.</b>	<b>FINANCIAL IMPLICATIONS</b>	
9.2	Will this contract present any additional financial pressures?	
9.3	Are there any other considerations to be taken into account?	

<b>10.</b>	<b>APPROVALS</b>	
10.1	Executive Director	In accordance with the Contract Procedure Rules, I confirm the accuracy of the information contained within this form and authorise this request to proceed to tender.
		Comments
		Name Rob Persey
		Signed
		Date
10.2	Strategic Approval Panel	Decision
		Panel members
		Date of decision
		Comments
		Decision sent by
10.3	Procurement	I confirm that I have been consulted and agree with the information contained in this report in so far as it relates to Procurement implications
		Name Kiri Mason
		Signed
		Date
10.4	Legal (only required if spend is above £75k)	I confirm that I have been consulted and agree with the information contained in this report in so far as it relates to Legal implications
		Name Kevin Molloy
		Signed
		Date
10.5	Finance	I confirm that I have been consulted and agree with the information contained in this report in so far as it relates to Financial implications
		Name Vena Kaur Bhakar
		Signed
		Date
	Responsible Officer	I confirm that this procurement will be carried out in accordance with Rule 5 of the Council's Contract Procedure Rules (Chapter 9, Part 2 of the Constitution).

10.6		Name	Ian Gleadell
		Signed	
		Date	
10.7	Cabinet (only applicable if £500k or over)	Minute number	TBC
		Date	TBC

\*Guidance on the rules surrounding contractor employment status for tax can be found on the below link:  
<https://www.gov.uk/guidance/understanding-off-payroll-working-ir35>

\*\*The Check Employment Status for Tax (CEST) tool can be found on the below link:  
<https://www.gov.uk/guidance/check-employment-status-for-tax>

\*\*\*Information on Data Protection and the DPIA form can be found on the following link:  
<https://intranet.thurrock.gov.uk/services/information-management/data-protection/>

\*\*\*\*You can search for Community and Equalities Impact Assessment guidance using the following link:  
<https://intranet.thurrock.gov.uk/document-store/>

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**Excerpt from the Cabinet Minutes relating to the Shared Lives Scheme  
22<sup>nd</sup> January 2025**

**Minutes:**

Councillor Hooper introduced the report and explained that the report is asking cabinet to go out to tender for the Shared Lives contract where families and individuals share their home with a person with disabilities. Councillor Hooper commented that he was a shared lives carer 30 years ago. Supported living costs are around £952 per week and shared lives care is around £460 per week. It is therefore a real saving which also allows individuals of low to medium need the benefits of living with a family. It is hoped the provider will be proactive in recruiting more shared lives carers. The provider will recruit, train and support shared lives carers and find the best possible placements and support them.

Councillor Muldowney stated that she was delighted to support the re-tender and the expansion of the scheme. It is cost effective and enhances the quality of life of residents. Councillor Muldowney queried if there were any risks with the scheme.

Councillor Hooper responded that the length of the contract was considered important so it provides stable support to placements but targets will be monitored at the same time. There is an expectation that there will be growth and if the provider doesn't meet targets there is the possibility to bring the contract to an end.

Councillor Holloway stated that it was an important report and ensures residents can live fulfilling lives.

The Leader commented that it is a wonderful scheme and an example of the human side of Local Authorities and the work they do in Thurrock. The Leader stated that he was pleased they will be trying to provide more of these opportunities.

**RESOLVED:**

2.1 Cabinet Supported the decision that the Council go out to tender for the Shared Lives contract. The proposed start date of this contract would be October 1st, 2025, until March 31st, 2031, with an option to extend for two years in one-year increments. If growth targets are met total during the life of the 7.5-year term the total contract value will rise to £3,920,250.

2.2 Cabinet approved the delegation to award the contract to the Executive Director of Adults and Health in consultation with the Lead Portfolio Holder.

*Reason for the decision: as outlined in the report.  
This decision was subject to call-in.*

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