

Pre-Procurement Market Engagement

Procurement of Care and Support for Reardon Court

London Tenders Portal Reference Number: DN626366

Terms of Reference and Instructions for participants

October 2022

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1. Introduction

This document is for the purposes of collecting pre-market information to support Enfield Council (the Council) with understanding the market for this sector relative to the subject matter.

2. Instructions

Please read the document and if you feel that your organisation can contribute to this pre-procurement market engagement, you can complete the Soft Market Testing (SMT) Questionnaire included as to this document as **Appendix 1** and return via the London Tenders Portal (LTP),. www.londontenders.org, via the messaging page as an attachment.

Please Note: This is pre-procurement market engagement and not a call for competition.

The following aspects are pertinent to this pre-procurement market engagement:

- An understanding of what the Council is aiming to deliver from a future Care and Support Service
- To understand market capability and capacity in delivering. domiciliary Care at Reardon Court Extra care service for older people who meet the Care Act 2014 eligible criteria
- To understand market's ability to innovate and add value through management efficiencies, modern technologies, and implementation of social value imperatives

For the avoidance of doubt, this pre-market engagement is for the purpose of conducting soft market testing and will not formally begin a procurement or constitute any commitment by the Council to undertake any procurement exercise. Furthermore, this phase does not form part of any pre-qualification or ranking exercise.

3. Market Engagement

Currently the Council is at an early stage in the development of its business proposals and service requirements. This is prior to formulating or commencing any formal procurement. We are therefore seeking input from the market as to what might be the most attractive and feasible way of scoping a future procurement opportunity. This engagement phase can help contribute to the appointment of a suitable provider to deliver quality care services - within the budget envelope and secure best value for the Council.

This pre-procurement phase provides an opportunity for the Council to obtain insight into how potentially interested organisations might approach the delivery of the requirement. It also gives useful early insight into the likely level of interest from the supply market. Therefore, the Council has provided very early draft Service Specifications with this market engagement documentation as **Appendix 2 (included as a separate document)**.

Organisations will not be prejudiced by any response or failure to respond to the pre-procurement market engagement or failure to attend any follow up meetings that may be arranged at the absolute discretion of the Council.

Organisations must also note that a response to this pre-procurement market engagement does not guarantee an invitation to participate in this or any future procurement that the Council may conduct, nor that the Council will procure any such supply and services or accepts any proposals offered. Any procurement of the supply and services by the Council will be carried out strictly in accordance with the Public Contracts Regulations 2015 and its Contract Procedure Rules as appropriate.

The Council has developed a SMT Questionnaire included as Appendix 1 and are asking potentially interested organisations to complete it. At the absolute discretion of the Council, respondents may then be invited to meet with the project team to discuss in more detail their responses and key areas of interest for the Council.

As stated above, the outcome of this pre-procurement market engagement phase may inform an outline business case, with recommendations as deemed appropriate by the Council. These would be prepared in accordance with the Council's governance and approval procedures as required.

4. Background

The demographic of Enfield is changing. The number people in Enfield over 65 years of age is forecast to increase by 23% over 10 years – from 42,400 in 2015 to 52,500 in 2025. This increase is slightly above the overall percentage increase of England (21%) and poses a significant local challenge in terms of developing services to meet future demand. This includes demand for quality, accessible and care focussed housing in later life.

People are living longer but this does not always come with good health. The number of people with complex needs is increasing and the number of older people (65+) managing health conditions, including long term conditions are believed to increase.

Local data on waiting lists for Adult Social Care funded extra care housing is consistent with the requirement for more Extra Care accommodation with an average of 4-5 people each month presenting as requiring specialist extra care provision. The Council's existing directly commissioned schemes currently operate to capacity. Additional extra care homes would create local opportunity to avoid inappropriate residential and nursing care admissions.

Reardon Court is the site of a former in-house extra care and residential care home. It is a Council owned site that is well placed to accommodate an extra care housing service, with good transport and community links. It is located in Winchmore Hill, an area of the borough in which the Council supports a high number of older people with adult social care need and sits adjacent to green space to encourage healthy active ageing.

The new extra care facility at Reardon Court will impact on all older people in the borough aged 60+ who have assessed adult care needs. The proposed service will be provided to individuals whose circumstances mean that their independence cannot be maintained in their current home environment, described as:

- Needing someone to check on their well-being at least daily because of a serious risk of harm to self or others;
- Experiencing health problems that require support to prevent admission to hospital or residential care;
- Having disability seriously impacting on ability to function independently in the community;
- Having cognitive impairment resulting in an inability to cope with everyday environment;
- Having mobility difficulties in the home that is severely restrictive and cannot access essential facilities independently;
- Being at risk of neglect or abuse;
- Needing help with personal care and activities of daily living;
- Where critical support networks have broken down or physical and/or mental health is at risk due to lack of social support systems.
- At risk of Social Isolation which could be detrimental to their Health and Wellbeing

5. Current Position and Scope

On 25th July 2018 Adult Social Care (ASC) received approval from Cabinet to use the site of Reardon Court for an Extra Care facility.

The main areas of the project are focused on the provision of care however there are other factors that need to be considered which includes:-

Housing - How people will be nominated to reside in the extra care facility, their application, rent and repairs to their flat as well as housing management which includes the collection of rent.

Design and Build – This is related to the construction and the construction timeline for delivering the building in 2024. This will also include the formal handover of the building for extra care operation to commence

Communication and engagement – This will involve consultation with key stakeholders which currently are Council departments (ASC, Housing, Regeneration, Legal, Procurement, Democracy and Environment)

Current service users of extra care and their families

Future service users

Partnership Boards

VCS communities

ICB (previously known as CCG)

Elected Members

A project group has been developed responsible for delivering each of the above headings

The project covers all wards within Enfield and estimated cost is around c£900k per annum. It is intended to award a Care and Support contract for 5 years with the option to extend for further 2 years bringing the cost of the Care and Support contract to an estimated total of £6.3m over the lifetime of the contract (including extension). The

project will be subject to internal decision making and clearance via the Council's governance process.

The development of Extra Care Housing on the Reardon Court site will enable the Council to increase the long-term security of extra care housing supply, helping to ensure that future costs can be managed, and statutory care requirements can be met.

Reardon Court will ensure the availability of accommodation services for older people in the borough that effectively meet the specialist or acute needs of those with long-term conditions, including dementia and stroke, and to appropriately support end-of-life care.

The development of Extra Care Housing on the Reardon Court site will help to alleviate the pressure for Adult Social Care in respect of funding care and support placement and domiciliary care. Local evidence indicates that the average cost to Adult Social Care of supporting an individual in Extra Care Housing is less than high-cost residential placements or community packages.

It is intended that the project will reduce expenditure on ASC placement within residential care and allow people to live longer in their home through care in the community.

The Council would like to understand the solutions that the market currently or potentially offers, along with the types of innovation or areas of best practice that are being developed and could meet the Council's current/future requirements and/or make improvements to current ways of working and business processes.

Please note that information provided is purely for information only, and to inform the Council of solutions that it may not already be aware of. It may also inform and shape any future requirements, whilst reflecting common traits across the marketplace, where appropriate.

6. Current Aims and Outcomes

Currently, the strategic aims for the development of extra care services at Reardon Court are:

- To increase housing choice for adults with support and care needs living in the London Borough of Enfield, by developing an appropriate supply of good quality, specialist accommodation options to meet the changing needs
- To enable adults with support and care needs to live fulfilling, independent, healthy and well lives as possible through the development of specialist accommodation of their choice
- To support the re-ablement of older people and contribute to the prevention and early intervention agenda through the development of short stay specialist accommodation options
- Support the development of modern, innovative accommodation models that extend choice and empower vulnerable adults to take control of the services they receive in line with the Personalisation Agenda

The overarching aim is for a service provider to work together (along with the Service User) in a coordinated way to provide high-quality adult social care services tailored and flexed to meet the agreed needs and outcomes of individual Service User.

The outcomes associated with the model for service users are therefore:

- Enabling Independence
- Feeling Safe & Secure
- Being Healthy, Clean & Comfortable:
- Treated with Dignity & Respect in a Person-Centred Way
- Having Company & Contact and Feeling Engaged

7. Market Engagement Events & Questionnaire

The Council invites organisations to participate in an early market engagement which includes the following:

- 1) Face-to-face market engagement event to be held on 15 November 2022 from 2:00 to 4:00pm;
- 2) Virtual market engagement event to be held on 16 November 2022 from 10:00am to 12:00 noon via Microsoft Teams (please make sure you have this facility ahead of the event if you wish to attend this one);
- 3) Submission of a Soft Market Test (SMT) Questionnaire (Appendix 1) to be completed and submitted by 12:00 noon on 10 November 2022, the latest

Please confirm your organisation's attendance and representatives' details via the LTP's messaging facility by 7 November 2022. Please note that the number of delegates will be limited to 2 individuals.

Further details concerning the events will be sent to organisations who have confirmed attendance to the Council via the LTP's messaging facility.

8. Indicative Timescales

An indicative timetable is summarised below:

Action	Date
Council publishes Prior Information Notice on the <u>Find a Tender</u> service portal	17/10/2022
Council publishes an Early Engagement Notice on the <u>Contracts Finder</u> portal	17/10/2022
Receipt of SMT Questionnaires (12:00 Noon)	10/11/2022
Market Engagement Events face-to-face & virtual	15/11/2022 – 16/11/2022
Deadline: confirm attendance at Market Engagement Events	07/11/2022 – 5pm
Follow-Up Meetings (if requested by the Council)	Late Nov/Early Dec 2022
Market Engagement phase concludes	Mid Dec 2022
Proposed procurement process commences	Jan 2023 (TBC)

Note: This timetable is indicative only. Whilst the Council does not intend to depart from the timetable, it reserves the right to do so at any time.

9. Summary

In this instance, the pre-procurement market engagement phase comprises:

- Seeking initial interest from the market, with submission of the SMT Questionnaire - your Questionnaire must be received by **12:00 noon on 10th November 2022** the latest.
- The option for organisations to attend the Market Engagement Event either face-to-face on **15 November 2022** at 2:00pm or virtually on **16 November 2022** (via MS Teams).
- Note: attendance requests for the face-to-face Market Engagement Event (which should be no more than **2 representatives** from each organisation) **must be received by 5pm on 7 November 2022.**

Any follow-up meetings (if requested by the Council) will be based on the questions contained within the SMT Questionnaire and key areas of interest.

10. Disclaimer

The information in this document and the related appendices is solely for the purpose of the Council's pre-procurement market engagement and SMT, and no representation, warranty, or undertaking is given by the Council as to its accuracy or completeness, and the Council accepts no liability in relation to this.

No information contained in the documents or in any communication made between the Council and any organisation in connection with its pre-procurement market engagement phase and SMT shall be relied upon as constituting a contract, agreement or representation that any contract shall be awarded.

The Council reserves the right, at its discretion to:

- a) Change this document and/or the procedure for the pre-procurement market engagement; and
- b) Proceed, or not, with a subsequent procurement.

The Council will not treat as confidential, any information submitted in response to this process, and respondents should note that the Council is subject to the requirements under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 and may be obliged to disclose responses.

11. Soft Market Testing Questionnaire

Please refer to **Appendix 1** of this market engagement documentation (separate MS Word document).