

# EXECUTIVE DECISION

made by a Cabinet Member




## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – HASC03 24/25

Decision				
1	<b>Title of decision:</b> Learning disability Supported Employment Procurement			
2	<b>Decision maker:</b> Councillor Mary Aspinall, Cabinet Member for Health and Adult Social Care			
3	<b>Report author and contact details:</b> Fiona Gordon, Commissioning Officer 01752 307190 <a href="mailto:fiona.gordon@plymouth.gov.uk">fiona.gordon@plymouth.gov.uk</a>			
4	<b>Decision to be taken:</b> <ol style="list-style-type: none"> <li>1. Agree the business case to procure a new learning disability supported employment service with a total cost of £1,175,844, using a Competitive Dialogue procurement process to tender.</li> <li>2. Delegate the awarding of contracts to the Strategic Director of Health, Adults and Communities where they would not already have the authority to do so.</li> </ol>			
5	<b>Reasons for decision:</b> The current supported employment service, provided by Seetec Pluss, is due to expire and needs to be re-tendered. The service provides essential advice for adults with learning disabilities, to support them to engage in and be able to remain in opportunities for training and employment.  The new service will be required to work closely with Skills Launchpad and On Course Southwest – to share learning and maximise opportunities for connections with employers and training providers.			
6	<b>Alternative options considered and rejected:</b>  <b>Do nothing/contract expires</b> – this would reduce support for people with learning disabilities to achieve their life outcomes and aspirations, risk of increased demand and reliance on additional adult social care services.  <b>Bring the service back in-house</b> - In depth work has taken place in 2024 to investigate this as an option, but the costed proposal presented by in-house services could not meet the service outcomes due to higher levels of cost for staffing and infrastructure. A move into a council delivery model could decrease the opportunities for grant or other types of funding that are available specifically for voluntary sector organisations.			
7	<b>Financial implications and risks:</b> It is proposed that this contract is let for three initial years with an option to extend for a further six years, in increments of two years. This would offer longer term sustainability for the provider, with the ability to draw down additional external funding streams which complement the service area. The anticipated annual cost of the service is £195,974 with a total contract value (if all contract extensions are used) of £1,763,766.			
8	<b>Is the decision a Key Decision?</b> <b>(please contact <a href="#">Democratic Support</a> for further advice)</b>	Yes	No	<b>Per the Constitution, a key decision is one which:</b>  in the case of <b>capital</b> projects and contract awards, results in a new
			X	

				commitment to spend and/or save in excess of <b>£3million</b> in total
		X		in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1million</b>
		X		is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.
	<b>If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a></b>	N/A		
<b>9</b>	<b>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</b>	<p>This proposal meets the following Corporate Plan priorities:</p> <p><b>Green investment, jobs, skills and better education</b> – through ensuring that those with a learning disabilities have equality of opportunity to engage in training and employment</p> <p><b>Keeping children, adults and communities safe</b> – through ensuring that adults with learning disabilities have the opportunity to learn skills which will support them to lead independent lives.</p> <p>This proposal meets the following Plymouth Plan priorities:</p> <p><b>GRO2 – Delivering Skills and talent development</b> – through supporting the availability of accessible life-long learning opportunities.</p> <p><b>HEA3</b> – Supporting adults with health and social care needs – ensuring that those with eligible needs have are suitably supported in all aspects of their lives.</p> <p><b>INT8</b> – Celebrating diverse communities – through recognising and valuing the contribution those with learning disabilities can make to their communities.</p>		
<b>10</b>	<b>Please specify any direct environmental implications of the decision (carbon impact)</b>	There are no direct environmental implications of the decision.		
<b>Urgent decisions</b>				
<b>11</b>	<b>Is the decision urgent and to be implemented immediately in the interests of the Council or the public?</b>	<b>Yes</b>		(If yes, please contact Democratic Support ( <a href="mailto:democraticsupport@plymouth.gov.uk">democraticsupport@plymouth.gov.uk</a> ) for advice)
		<b>No</b>	X	<b>(If no, go to section 13a)</b>
<b>12a</b>	<b>Reason for urgency:</b>			

I2b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
<b>Consultation</b>				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	N/A		
I3c	Date Cabinet member consulted			
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	x	
I5	Which Corporate Management Team member has been consulted?	Name	Gary Walbridge	
		Job title	Strategic Director for Health, Adults and Communities	
		Date consulted	15 July 2024	
<b>Sign-off</b>				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	JS83 24/25	
		Finance (mandatory)	HS.24.25.07	
		Legal (mandatory)	LS/2110/kt/23524	
		Human Resources (if applicable)	N/A	
		Corporate property (if applicable)	N/A	
		Procurement (if applicable)	D055.	
<b>Appendices</b>				
I7	Ref.	Title of appendix		
	A	Equalities Impact Assessment		
<b>Confidential/exempt information</b>				

<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	<input checked="" type="checkbox"/>	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.  (Keep as much information as possible in the briefing report that will be in the public domain)				
		<b>No</b>	<input type="checkbox"/>					
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>18b</b>	<b>Confidential/exempt briefing report title:</b>  Learning disability supported employment re-procurement business case – PART 2			x				
<b>Background Papers</b>								
<b>19</b>	Please list all unpublished, background papers relevant to the decision in the table below.  Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
<b>Title of background paper(s)</b>		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>Cabinet Member Signature</b>								
<b>20</b>	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.							
<b>Signature</b>			<b>Date of decision</b>	17/01/2025				
<b>Print Name</b>	Councillor Mary Aspinall							