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| <b>Contract Title:</b>   | <b>Specialist Short Breaks – overnight, holiday and weekends services</b>   |
| <b>Contractor Name:</b>  | <b>Ravensbourne Project</b>   |
| <b>Directorate:</b>  | <b>Children and Young people</b>  |
| <b>Approval:</b>   | <b>Extension, Key-Decision, Mayor and Cabinet</b>   |
| <b>Contract Classification</b>   | A - Time elapsed to undertake full procurement, contract extension/variation needed & C - Extension/variation required but permissible extensions have been exhausted   |
| <b>Initial Contract Value and Initial End Date</b>   | <p>The Ravensbourne Project contract began on 1<sup>st</sup> September 2017 and ran initially to 31<sup>st</sup> August 2020, with an overall contract value of £1,890,000.</p> <p>In the summer 2020, the contract was extended for a further year, up to 31<sup>st</sup> August 2021 (Permitted extension under CV19), with a contract value of £2,520,000</p> <p>An additional value of £630,000 is being requested to extend the contract for a further year from 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022. Extending the contract for a further twelve months will take the total contract value to £3,150,000 (5yrs contract value).</p>  |
| <p><b>Is the contractor providing the service?</b></p> <ul style="list-style-type: none"> <li>• <b>Fully</b></li> <li>• <b>Partially</b></li> <li>• <b>Not during COVID-19</b></li> <li>• <b>If not or partially, is there an expectation that “more service” will be provided later?</b></li> </ul> | <p>This provision is for children and young people with a disability and whose families have the highest level of need and through having regular breaks from their caring responsibilities, enabling parents to spend dedicated time with their other children.</p> <p>The Ravensbourne Project is a Lewisham based charity, located in Catford. It provides three types of provision: overnight short break (respite care); 13 weeks of day-time school holiday; and weekend play-scheme provision for children and young people aged 5 to 18 with a range of physical and learning disabilities, including autism.</p> <p><u>Covid-19 response:</u><br/>The provider has offered a <b>full service</b> during CV-19.<br/>In order to ensure it was able to be fully operational, Ravensbourne undertook the following:</p> <ul style="list-style-type: none"> <li>• The entire staff group went into self-isolation when not at work some weeks prior to the first lockdown;</li> <li>• Throughout all lockdown periods, undertook welfare calls to all families on at least a weekly basis;</li> <li>• Where a parent was anxious to send their child to Ravensbourne, the manager undertook a home visit to reassure the parent in person;</li> <li>• Delivered food parcels to families that were having difficulty in obtaining food or were experiencing food poverty.</li> </ul> |
| <b>Any COVID-19 Wave 1 Extension? If so, what?</b>   | In 2020, Mayor & Cabinet approved a one year extension until 31 <sup>st</sup> August 2021 with the same terms and conditions, under the Covid-19 pandemic emergency powers.   |
| <b>Wave 2/3 Contract Extension Value</b>   | £630,000  |

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| <b>Period of Extension</b>  | 12 months – 1 <sup>st</sup> September 2021 to 31 <sup>st</sup> August 2022   |
| <b>Wave 1 Background</b>  |  |
| <b>What are the reasons for this extension and how is it related to COVID-19?</b> | This contract enabled the Council to meet its statutory obligations to provide support to a child's assessed needs as stated in the child's individual: Child In Need Plan / Child Protection Plan / Education, Health and Care Plan.  |
| <b>How has the contractor/supplier used the Council's money during COVID-19?</b>  | Ravensbourne Project delivered weekend and school holiday play schemes and overnight care to disabled children and young people continuously, including during all lockdown periods.   |
| <b>Can we/should we get any money back?</b>                                       | No   |
| <b>Wave 2 Decision Information</b>  |  |
| <b>What are the reasons for this extension and how is it related to COVID-19?</b> | <p>This contract enables the Council to meet its statutory obligations to provide support to a child's assessed needs as stated in the child's individual: Child In Need Plan / Child Protection Plan / Education, Health and Care Plan.</p> <p>The Ravensbourne Project supports children and young people with the most complex, demanding and challenging behaviours known to the Children With Disabilities Service. Through their continued support, this has means children will be able to experience a level of consistency throughout the various lockdowns, whilst much of the rest of their daily routines have been disrupted and become unfamiliar. The majority of these children have siblings and by being able to attend the Ravensbourne Project, this enables families to cope and given parents the opportunity to spend quality time with their other children.</p> <p>Due to the impact of Covid-19, consultation and market engagement activities that are central to the tender process have not been possible to undertake at this time. At the time of the first lockdown, the Commissioner was redeployed for six months to manage the Children With Disabilities Service. Following the commissioner's return to the CYP Commissioning Team, consultation with internal stakeholders has happened. However, as other areas of work were prioritised, external consultation and market engagement have not been undertaken.</p> <p>The Ravensbourne Project responded quickly and innovatively to the pandemic. This included providing telephone support to families; identifying the children and young people known to them who may be more vulnerable and having regular contact with them in order to provide and signpost to support.</p> |

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|  | <p>The service is monitored by Ofsted and currently has a judgement of 'Good'. Joint Commissioners monitor the service through quarterly monitoring meetings and there are no issues in relation to delivery of this service.</p>  |
| <b>How will the contractor/supplier use the Council's money during COVID-19?</b> | <p>Ravensbourne Project to deliver weekend and school holiday play schemes and overnight care to disabled children and young people.</p> <p>This contract extension will provide continuity for young people, and ensures that the Council has a specialist short breaks service ready to provide the support these children needs.</p> <p>Without the services of Ravensbourne, there would be a real likelihood that the Council would be unable to meet its statutory duties to the children and young people that attend this provision. The other commissioned weekend and school holiday provisions are operating at full capacity and are unable to absorb the children that attend Ravensbourne. There is no other suitable registered local Children's Home with the relevant skills and experience and that has capacity to meet the very complex needs of those children that have overnight stays at Ravensbourne.</p>   |
| <b>Will we/should we get any money back?</b>                                     | No   |
| <b>Additional Information</b>  |  |
| <b>Financial Implications</b>  | <p>The report seeks approval to extend the contract with Ravensbourne Project for 12 months from 1<sup>st</sup> September 2021 to 31<sup>st</sup> August 2022.</p> <ul style="list-style-type: none"><li>• The cost of this contract extension is £630,000 which is in line with the current contract value.</li><li>• Extending the contract for a further twelve months will take the total contract value to £3,150,000.</li><li>• As the contract value remains at the current contract this can be met from within existing resources</li><li>• The budget for Ravensbourne Project for 2021/22 will be £630,000.</li></ul>   |
| <b>Legal Implications/Comments</b>   | <p>The report seeks to extend the contract with Ravensbourne Project for a period of 12 months, at a cost of £630,000.</p> <p>The value of the contract for overnight, holiday and weekend short breaks services contract means it is a Category A contract under the Council's Constitution (Contract Procedure Rules). Rule 17 of the Council's Contract Procedure Rules allows for extensions of contracts in certain circumstances. These include necessary changes to purchase new works, services or supplies from the contractor and not included in the original procurement, or for changes to deal with unforeseen circumstances. This can only be relied on where a change of contractor would cause significant inconvenience (or substantial duplication of cost) or, a change of contractor cannot be made for economic or technical reasons. In addition, the change must not result in an increase in price of more than 50% of the total value of the contracts across their term. This price limit applies to each separate change however, it must not be used as a means of circumventing the procurement rules. The extensions requested meet the circumstances set out in Rule 17. The decision is a key decision and should go in the forward plan.</p> |

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| <b>Equalities Implications</b>                         | Ravensbourne Project have provided satisfactory details of their equal opportunities policies which demonstrate that they meet Council policy. The service is being offered to families of children with disabilities, a group considered to be highly vulnerable.   |
| <b>Climate Change &amp; Environmental Implications</b> | Ravensbourne Project will be expected to comply with the Council's Environmental and Climate Change requirements, so as to minimise the environmental impact of the service.   |
| <b>Crime and Disorder Implications</b>                 | Short breaks services play a significant role providing positive activities for young people, keeping them safe from exploitation, anti-social behaviour or criminal activity.   |
| <b>Health and Wellbeing Implications</b>               | Short Breaks Services play a significant role in promoting the health and wellbeing of our young people. Future service will ensure that health and wellbeing outcomes are prioritised through the delivery of short breaks services, and that the impact of this provision on these outcomes can be measured.   |
| <b>Social Value Implications</b>                       | <p>Public Services (Social Value) Act 2012 requires that the council considers, before commencing a procurement process how wider social, economic and environmental benefits that may improve the wellbeing of the local area can be secured.</p> <p>The council is also an officially accredited London Living Wage (LLW) Employer and is committed to ensuring that, where appropriate, contractors and subcontractors engaged by the council to provide works or service within Lewisham pay their staff at a minimum rate equivalent to the LLW rate. Successful contractors will be expected to meet LLW requirements and contract conditions requiring the payment of LLW will be included in the tender documents.</p> |

| <b>Decision</b> |  |
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| Name            |  |
| Designation     |  |
| Signature       |  |

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