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Planning

## **Respite- Residential Provision for Adults with Learning Disabilities Living in Southampton**

Southampton City Council

F01: Prior information notice

Prior information only

Notice identifier: 2025/S 000-006008

Procurement identifier (OCID): ocds-h6vhtk-04e479

Published 19 February 2025, 5:34pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Southampton City Council

Civic Centre

SOUTHAMPTON

SO147LY

#### **Email**

[procurementhealthandcareteam@southampton.gov.uk](mailto:procurementhealthandcareteam@southampton.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKJ32 - Southampton

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.southampton.gov.uk](http://www.southampton.gov.uk)

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Respite- Residential Provision for Adults with Learning Disabilities Living in Southampton

Reference number

ICU-2025-084

#### **II.1.2) Main CPV code**

- 85300000 - Social work and related services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Southampton City Council is in the process of reviewing its current model of residential respite provision for adults with Learning Disabilities living in Southampton and would like to engage in preliminary market consultation, to inform future commissioning.

We will welcome participation in this consultation, please send in responses to [procurementhealthandcareteam@southampton.gov.uk](mailto:procurementhealthandcareteam@southampton.gov.uk)

By 20th March 2025, clarifications if required can also be made to this email address.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKJ - South East (England)

Main site or place of performance

Southampton

## **II.2.4) Description of the procurement**

### **THIS IS NOT A CALL FOR COMPETITION**

Southampton City Council is in the process of reviewing its current model of residential respite provision for adults with Learning Disabilities living in Southampton and would like to engage in preliminary market consultation, to inform future commissioning.

Please note these proposals only relate to overnight residential respite for adults aged 18 years plus.

Currently the Council runs a 4 bed respite unit (plus one emergency bed) in its own property, Provision A on the West of the City; and commissions an external provider to run a 3-bed respite service from another property, which the Council also owns, Provision B on the East of the City. The Council also commissions additional nights from other external provider/s.

One proposal is to consolidate the majority of our residential respite provision into Provision A and Provision B and to only use other respite services for those clients with more complex health/clinical needs. To do this, one of our proposals is to expand our Provision A service from 4 beds to 6 beds (plus one emergency bed) and align service delivery across Provision A and Provision B respite sites, to deliver a single service across the two sites to achieve economies of scale.

We are currently consulting on our proposals and exploring whether this 2-site provision (Provision A and Provision B) should be delivered by the Council or by external provider/s. We are therefore only seeking information at this stage.

This request for information is to seek further views to inform the council's decision making and is not a call for a competitive procurement, any response provided by the market will remain confidential. Participation or non-participation in this market exercise is voluntary and non-binding and shall not prevent any organisation's ability to participate in any potential procurement process nor is it intended that any information supplied shall place any organisation at an advantage in any procurement process. Confidentiality is subject to the Council's statutory obligations such as under the Freedom of Act 2000 or other applicable legislation.

### **Proposed Model - Assumptions**

Delivery of a residential respite service from two sites, both owned by the Council.

### **Proposed sites**

- Provision B which is a 3 bedded provision

- Provision A which would become a 6 bedded provision plus 1 emergency bed

The Council will retain ownership of both sites and continue to bear the costs that are directly associated with the properties, for e.g. utilities, rates and building maintenance so these should not be included in your indicative costs.

#### Proposed availability

- Both provisions should be available 360 days a year.
- Emergency capacity should be available throughout the year based at the Provision A site.

#### Proposed Occupancy

- Target occupancy for the core respite beds is proposed at 90%
- Emergency bed occupancy is estimated at 70%

#### Proposed Staffing

- Both sites should be staffed 24/7
- Both sites should operate a 1:3 core staffing model (any additional 1:1 or 2:1 staffing costs will be charged separately)
- It should be assumed that staffing for the emergency bed is supplemented by the core and where additional 1:1 staffing is needed, this would be chargeable separately.
- The Council has the following existing staffing resource, it is likely that TUPE will apply:

Provision A \*correct as of 17/02/25 has a total staffing resource spend of £373,788 per annum comprising the following staff:

Role-----	FTE**-----	Employers Pension Contribution
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Registered Manager-----	1.0-----	16.8%***
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Team leaders-----	3.61-----	16.8%
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Support Workers-----	4.05-----	16.8%
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Housekeeper-----	0.81-----	16.8%
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Information relating to the councils pay scales can be accessed here [Pay scales](#)

\*\* FTE is based on 37 hours

\*\*\* Information relating to the councils pensions can be accessed here [Pensions](#)

Provision B \*correct as of 17/02/25 has a total staffing resource spend of £130,955 per annum, comprising the following staff:

Role-----	FTE**----	Employers Pension Contribution
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Registered Manager----	1.08-----	3%
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Support Workers-----	5.19-----	3%
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- An incoming potential provider(s) will be responsible for any resulting redundancy or other TUPE related costs (redundancy/ T&C's/entitlements) these should be considered within your assumptions.

Questions to respond to are:

1. How attractive, economically and operationally, do you think the council's proposal would be for the market and why?

2(a). What would you consider to be a best value indicative cost for delivering this 2-site provision?

Please provide a range value cost to deliver this provision between £ xxxx and £xxxx per annum based on the assumptions detailed throughout this document.

The indicative range value cost should include:

- all staffing costs, including training and annual/sick leave allowance.
- all non-staff costs directly associated with running the service i.e. IT, telephones, clinical and domestic waste, travel, CQC registration, cleaning materials, equipment, maintenance of equipment ,consumables, stationery, food, laundry, surplus
- and all overheads/corporate management costs, that your organisation would charge.
- PLEASE EXCLUDE BUILDING COSTS E.G UTILITIES, BUILDING MAINTENANCE AND RATES.

2b). Please detail your additional assumptions that support these indicative costs

An example is given below:

Relates to: Staffing

Assumptions:

Grade

Employer pension contributions @ x%

Annual leave assumed at x days per year

Sick leave provision @ x% of FTE posts

TUPE contingency pot @ £xxk for x post at risk of deletion

Please send in responses to [procurementhealthandcareteam@southampton.gov.uk](mailto:procurementhealthandcareteam@southampton.gov.uk)

By 20th March 2025, clarifications if required can also be made to this email address.

#### **II.2.14) Additional information**

Please send in responses to [procurementhealthandcareteam@southampton.gov.uk](mailto:procurementhealthandcareteam@southampton.gov.uk)

By 20th March 2025, clarifications if required can also be made to this email address.

#### **II.3) Estimated date of publication of contract notice**

20 February 2025

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### **Section IV. Procedure**

#### **IV.1) Description**

##### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No