

## Appendix 4

### Draft Procurement Plan Domestic Abuse

<b>TITLE:</b> Kent Integrated Domestic Abuse Service	<b>VALUE:</b>	<b>Ref:</b>
<b>Procurement Lead:</b>	<b>Date:</b>	
<b>Client Lead:</b> Angela Slaven	<b>Position:</b> Director of Service Improvement	

#### Description:

The Kent Integrated Domestic Abuse Service is the responsibility of the Kent Commissioned Services Team which aims to work in partnership to deliver needs led, value for money, high quality housing support services for vulnerable people.

The contract is to provide a full range of services to support those affected by Domestic Abuse including, but not limited to:

- Provision of Refuge Accommodation for women (and their children) fleeing domestic abuse;
- Provision of safe accommodation based solutions for 'hard to reach' groups fleeing domestic abuse, such as male victims and gypsy/ travellers;
- Outreach services to provide community based support to service users within their own accommodation;
- A consistent and universal Sanctuary Scheme to improve safety for victims choosing to remain in their own accommodation;
- A rent deposit to facilitate move on to suitable privately rented accommodation;
- A countywide IDVA service

#### Funding

The majority of funding is drawn from the Kent Commissioned Services 'Supporting People' budget, which currently stands at around £2 million per annum.

There may be potential to draw in external funding sources to offer additional services as part of this contract.

#### Value

The contract is proposed to have a maximum budget of £3.5 million per annum.

#### Business Objectives:

The supplier will contribute towards the following outcomes:

- Improved long-term mental and physical health, well-being and quality of life for people affected by domestic abuse
- Reduction in repeat victimisation
- Reduction in domestic homicide and offences related to domestic abuse
- Improved public health and reduced health inequalities in Kent
- Increased employment and reduced financial burden on local communities, including but not limited to; training, education and sustained employment
- Improved access to and exit from domestic abuse services
- Reduced need and demand for public services amongst people who have

experienced domestic abuse.

- Reduction in homelessness caused by domestic abuse

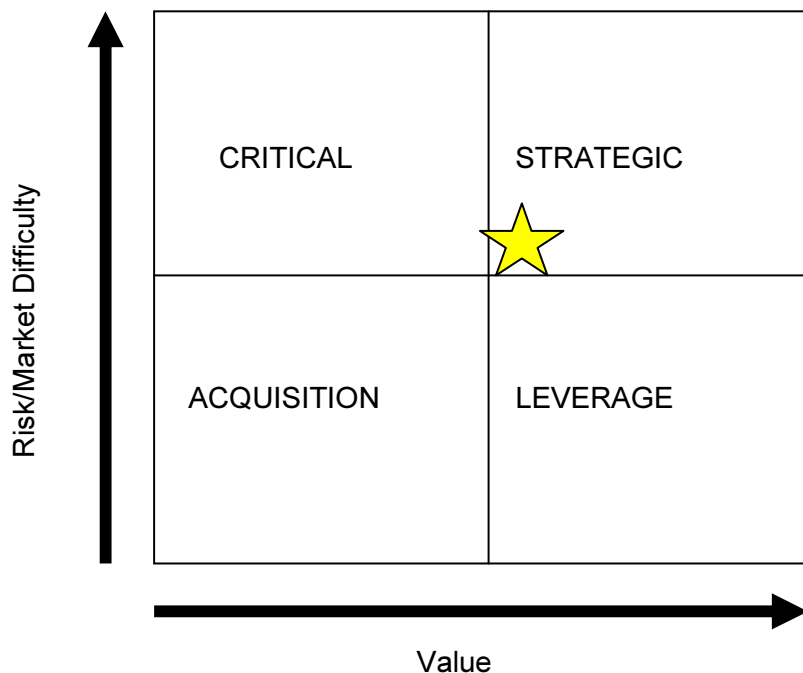
#### Current Supply arrangements:

There are currently 10 individual contracts across Kent to deliver housing related support in a refuge setting, and 2 floating support contracts. These contracts are delivered by 5 separate organisations. There is currently not a domestic abuse refuge in Tonbridge and Malling, which has been identified as a gap in supply. A county wide IDVA service also exists. There is an inconsistent pattern of Sanctuary provision across the county.

#### Market Position:

The market for these services is predominantly from Registered Social Landlords (RSLs) and the third sector. We expect there to be a good level of interest in this procurement and the business team have an excellent level of market knowledge.

A market engagement event will be held early in the procurement to test the appetite within the sector for delivery of larger, integrated contracts covering a wider geographical area.



#### Procurement Risks:

*What are the main risks in carrying out this procurement (what could go wrong?) How do we mitigate*

these risks?

<b>Risk</b>	<b>Controls/Mitigating Action</b>
TUPE – bidders put off by costs	➤ Bidders will be provided with all TUPE information upon request – money has been set aside to pay for additional costs.
Bidders not aware of opportunity	➤ Open day to be undertaken and providers who attend will be emailed once advert has been published ➤ The client also holds an email list for all providers they have had contact with
Risk of challenge	➤ Procurement will follow best practice and be open and transparent – Oversight and assurance by a procurement manager.
Landlords/ property owners withdrawing properties from the process	➤ Robust consultation and engagement with owners of buildings from the outset. ➤ Development of contingency provision in the event of

#### Procurement Route Options & Evaluation:

##### Part: B

This contract will be awarded to one single supplier for East Kent and one for West Kent ; this replicates the model currently in place for floating support and will deliver greater consistency, flexibility of service and value for money.

Evaluation will be carried out in line with the evaluation model and weighting which will be published with the ITT. Strategic procurement will have oversight (and involvement in the evaluation process) to ensure best practice is adopted and lessons learned are incorporated.

#### Evaluation Team

The evaluation team will comprise of key stakeholders in the domestic abuse sector, which will include representation from KCC Procurement and Commissioned Services, Local Authority Housing, Criminal Justice and Public Health Partners and the Kent and Medway Domestic Abuse Co-ordinator.

Following the evaluation and interview process an evaluation report will be written which will detail the teams' recommendation for contract award.

#### Value for Money

The evaluation will include an assessment of quality of service and value for money. Bidders will be asked to detail how they intend to deliver the services they will be supplying. Suppliers will be made aware of any need for efficiency savings within the delivery of service provision and we will be evaluating this aspect of the submitted tender. Suppliers are required to meet minimum service levels throughout the life of the contract, and it is expected that opportunities for income generation and adding 'value' to the contract are explored and pursued throughout the contract duration. Consideration will be given to the next contract price, by analysis of unit costs during the life of this contract.

#### Procurement Route Recommendation:

This opportunity will be advertised on the Kent business portal and awarded to a single supplier; this will provide economies of scale and continuity across Kent.

Estimated Outline Timescales:

Task	Start date
Invite Expressions of Interest	June 2014
Invite tenders for provision of service	July 2014
Prepare tenders	September 2014
Evaluate tenders and tender clarification	October 2014
Draft tender evaluation report	November 2014
Review tender evaluation report and agree contract award	November 2014
Standstill period	November 2014
Award Contract	November 2014

Resources Required:

Procurement Manager support to inform the procurement process.  
KCC Consultation Team support for consultation and market engagement events.  
Commissioned Services Administration Team support for facilitation of events, minute taking etc.  
Additional Commissioning Officer support with tender process.

Reviews Planned:

Throughout the procurement of the Domestic Abuse service the Supporting People Commissioning Body will receive regular reports on the progress.  
The evaluation team and the procurement manager will regularly review the activity being undertaken and will liaise with the required departments as required.