



## ***Delegated Decisions by Cabinet Member for Adults***

***Tuesday, 14 July 2026 at 9.00 am  
Online***

If you wish to view proceedings, please click on this [Live Stream Link](#).  
However, that will not allow you to participate in the meeting.

### ***Items for Decision***

The items for decision under individual Cabinet Members' delegated powers are listed overleaf, with indicative timings, and the related reports are attached. Key Decisions taken will become effective at the end of the working day on 17 July 2026 unless called in by that date for review by the appropriate Scrutiny Committee.

Copies of the reports are circulated (by e-mail) to all members of the County Council.

**These proceedings are open to the public**

A handwritten signature in blue ink that reads "Reeves".

Dr Martin Reeves OBE  
Chief Executive

July 2026

*Committee Officer:*

***Email:***

***committeesdemocraticservices@oxfordshire.gov.uk***

*Note: Date of next meeting: 15 September 2026*

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.**

## Items for Decision

### 1. Declarations of Interest

See guidance below.

### 2. Minutes of the Previous Meeting (Pages 7 - 12)

To confirm the minutes of the meeting held on **16 June 2026** to be signed by the Chair as a correct record.

### 3. Questions from County Councillors

Any county councillor may, by giving notice to the Proper Officer by 9 am three working days before the meeting, ask a question on an item on the agenda.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

### 4. Petitions and Public Address

Members of the public who wish to speak on an item on the agenda at this meeting, or present a petition, can attend the meeting in person or 'virtually' through an online connection.

Requests to present a petition must be submitted no later than 9am ten working days before the meeting.

Requests to speak must be submitted no later than 9am three working days before the meeting.

Requests should be submitted to [committeesdemocraticservices@oxfordshire.gov.uk](mailto:committeesdemocraticservices@oxfordshire.gov.uk)

If you are speaking 'virtually', you may submit a written statement of your presentation to ensure that if the technology fails, then your views can still be taken into account. A written copy of your statement can be provided no later than 9am on the day of the meeting. Written submissions should be no longer than 1 A4 sheet.

## **5. Banbury Cross Supported living contract (Pages 13 - 20)**

Report by Director for Adult Social Services

### **Recommendations**

The Cabinet Member for is **RECOMMENDED** to:

- a) **Agree to tender a supported living contract via a mini competition through the Live Well Supported Services Framework Lot 2 to deliver support at 14 flats at the Banbury Cross development.**
- b) **To delegate authority to the Director of Adult Social Services to enter such contract following the completion of the procurement process to award the contract.**

## **6. Learning Disability and Autism Supported Living further contract extension and replacement contract procurement (Pages 21 - 34)**

Report by Director for Adult Social Care

The Cabinet Member is **RECOMMENDED** to:

- a) **Agree that the Council extend the HOWDAB2 Supported Living contracts Lot 1, 2, 4, 8 and 9 currently delivered by Brandon Trust. The extension will be for a further 44 days, from 14 September 2026 to 27 October 2026. This will maintain continuity of support while the Council undertakes a further tender process for Lot 4, Lot 8 and Lot 9 following the outcome of the previous procurement exercise. The extension for Lots 1 and 2 will allow mobilisation and contract start dates to be aligned with the Lot 4, 8 and 9 replacement contracts, without requiring a further tender process for those lots.**
- b) **Note that the Director of Adult Social Care has already approved a 44-day extension from 1 August 2026 to 13 September 2026 under delegated decision arrangements. This was to allow additional time for the procurement process for HOWDAB2 Supported Living contracts Lot 1, 2, 4, 8 and 9 and full mobilisation of the replacement contracts.**

### **EXEMPT ITEM**

In the event that any Member or Officer wishes to discuss the information set out in the report to Agenda Item 7, the Committee will be invited to resolve to exclude the public for the consideration of the report by passing a resolution in the following terms:

"that the public be excluded during the consideration of the report since it is likely that if they were present during that discussion there would be a disclosure of "exempt" information as described in Part I of Schedule 12A to the Local Government Act, 1972 and specified below the item in the Agenda".

THE REPORT TO THE ITEM NAMED HAS NOT BEEN MADE PUBLIC AND SHOULD BE REGARDED AS 'CONFIDENTIAL' BY MEMBERS AND OFFICERS ENTITLED TO RECEIVE THEM.

## **7. Extra Care Housing Retender** (Pages 35 - 48)

Report by Director of Adult Services

The information in this case is exempt in that it falls within the following prescribed categories:

3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The report containing exempt information under the above paragraph is attached.

## **Councillors declaring interests**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed 'Declarations of Interest' or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your employment; sponsorship (i.e. payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest. If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member 'must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself' and that 'you must not place yourself in situations where your honesty and integrity may be questioned'.

### **Members Code – Other registrable interests**

Where a matter arises at a meeting which directly relates to the financial interest or wellbeing of one of your other registerable interests then you must declare an interest. You must not participate in discussion or voting on the item and you must withdraw from the meeting whilst the matter is discussed.

Wellbeing can be described as a condition of contentedness, healthiness and happiness; anything that could be said to affect a person's quality of life, either positively or negatively, is likely to affect their wellbeing.

Other registrable interests include:

- a) Any unpaid directorships

- b) Any body of which you are a member or are in a position of general control or management and to which you are nominated or appointed by your authority.
- c) Any body (i) exercising functions of a public nature (ii) directed to charitable purposes or (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a member or in a position of general control or management.

### **Members Code – Non-registrable interests**

Where a matter arises at a meeting which directly relates to your financial interest or wellbeing (and does not fall under disclosable pecuniary interests), or the financial interest or wellbeing of a relative or close associate, you must declare the interest.

Where a matter arises at a meeting which affects your own financial interest or wellbeing, a financial interest or wellbeing of a relative or close associate or a financial interest or wellbeing of a body included under other registrable interests, then you must declare the interest.

In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied:

Where a matter affects the financial interest or well-being:

- a) to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
- b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest.

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

## DELEGATED DECISIONS BY CABINET MEMBER FOR ADULTS

**MINUTES** of the meeting held on Tuesday, 16 June 2026 commencing at 9.00 am and finishing at 9:13 AM

**Present:**

**Voting Members:** Councillor Rebekah Fletcher – in the Chair

**Officers:** Karen Fuller (Director of Adult Social Services), Sharon Peterson (Strategic Commissioner), Isabel Rockingham (Head of Joint Commissioning LC Age Well), Sakina Bi (Commissioning Manager Support and Protect), Francesca Alfieri (Commissioning Officer), Mohamed Cassimjee (Democratic Services Officer)

*The Cabinet Member considered the matters, reports and recommendations contained or referred to in the agenda for the meeting and agreed as set out below. Copies of the agenda and reports are attached to the signed Minutes.*

### **23/25 DECLARATIONS OF INTEREST**

(Agenda No. 1/25)

None

### **24/25 MINUTES OF THE PREVIOUS MEETING**

(Agenda No. 2/25)

The Cabinet Member approved the minutes of the meeting held on 16 December 2025, as an accurate record of the proceedings.

### **25/25 QUESTIONS FROM COUNTY COUNCILLORS**

(Agenda No. 3/25)

Two questions received from Cllr Imade Edosomwan

### **26/25 PETITIONS AND PUBLIC ADDRESS**

(Agenda No. 4/25)

None received

### **27/25 COMPLEX NEEDS SUPPORTED LIVING**

(Agenda No. 5/25)

The Cabinet Member considered the report which indicated that the new Complex Needs supported living contract and developments were a critical aspect of Oxfordshire's local offer. The purpose was to support people on the Dynamic Support

Register with a learning disability and/or autism who were most at risk of admission under the Mental Health Act.

The contract would provide support to people to whom the Council owed a duty under the Care Act 2014 and / or under Section 117 MHA 1983. The contract would also support individuals with complex needs (learning disability and/or autism), with a focus on bringing people currently placed out of county back into Oxfordshire.

The Cabinet Member welcomed the focus on supporting residents to return to Oxfordshire and noted the importance of the service.

**Resolved to:**

- a) Agree to tender a new Complex Needs supported living contract via a mini competition through the Live Well Supported Services Framework Lot 2.**
- b) To delegate authority to the Director for Adult Social Services, to award and enter into such contract following the completion of the procurement process.**

**28/25 STAYING WELL AT HOME FRAMEWORK MODEL**

(Agenda No. 6/25)

The Cabinet Member considered a report that sought approval to procure a new Staying Well at Home (SWAH) framework to replace the current Living Well at Home (LWAH) arrangement, which expires in March 2027.

Delivery of these services was part of the Council's statutory duty under the Care Act 2014 which provided care and support for people in their own homes. These services also supported the 'Home First' approach to support residents to live independently at home for longer. It was indicated that the new framework builds on the existing model but incorporates improvements following a comprehensive review.

**Resolved to:**

- a) Note the outcome of the review of the current Live Well at Home (LWAH) framework, including engagement with residents, carers and providers, and the case for a revised approach to commissioning home care and reablement services.**
- b) Approve the procurement of a new successor Staying Well at Home (SWAH) framework for the delivery of statutory home care and reablement services from 1 April 2027 for a period of up to 8 years to 2035.**
- c) Approve in principle the development of integrated**

commissioning arrangements with the Thames Valley Integrated Care Board (ICB) for home care services, in line with the proposed SWAH model.

- d) Note that SWAH will also provide a mechanism for Thames Valley Integrated Care Board to purchase home care for adults who are eligible for support under the NHS Continuing Healthcare Framework and that the Council's s75 NHS Act Pooled Commissioning Agreement with the ICB will be varied to enable these changes.
- e) Delegate authority to the Director of Adult Social Care, in consultation with the Director of Law and Governance and Section 151 Officer, to:
  - a) undertake the procurement process for the SWAH framework
  - b) award and enter into framework agreements
  - c) finalise and enter into any necessary partnership agreements with the ICB to support implementation of the SWAH model
  - d) manage, operate and, where appropriate, re-open or vary the framework over its duration

Annex

**DELEGATED DECISIONS BY CABINET MEMBER FOR ADULTS – 16 APRIL 2026**

**ITEM 3 – QUESTIONS FROM COUNTY COUNCILLORS**

Questions are listed in the order in which they were received. Should any questioner not have received an answer in that time, a written answer will be provided.

<p><b>1. COUNCILLOR IMADE EDOSOMWAN</b></p> <p><u>Agenda Item 5: Complex Needs Supported Living</u></p> <p>How will the new Complex Needs Supported Living contract improve outcomes for residents compared with the current arrangements, and what measures will be used to assess its success?</p>	<p><b>COUNCILLOR REBEKAH FLETCHER, CABINET MEMBER FOR ADULTS</b></p> <p>The new Complex Needs Supported Living contract is intended to improve outcomes by increasing the availability of specialist, in-county supported living for adults with a learning disability and/or autism who have complex needs. This includes people on the Dynamic Support Register at risk of admission to hospital by detention under the Mental Health Act 1983, people ready to be discharged from hospital, and people currently placed out of county where a</p>
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	<p>move back to Oxfordshire would better meet their needs.</p> <p>Compared with current arrangements, the new contract will provide a more planned and consistent model of support. It will enable people to live closer to their families, communities and local professional support networks, with their own front door in self-contained accommodation. The model is designed to be less restrictive than hospital, secure or some out-of-county residential placements, while still providing the specialist support needed to keep people safe and well.</p> <p>The contract will also give the council stronger oversight than individual spot-purchased placements, particularly those outside of Oxfordshire. It will include clear quality requirements, regular contract monitoring, and a support model based on strengths, independence, Positive Behaviour Support, trauma-informed practice, autism-informed approaches and least restrictive support. This should help people build skills, increase independence and reduce reliance on paid support over time where it is safe and appropriate to do so.</p> <p>Success of the contract will be assessed through a combination of individual outcomes, quality measures and contract key performance indicators. These will include:</p> <ul style="list-style-type: none"><li>• the number of people supported to move from hospital, secure settings or out-of-county placements into suitable in-county supported living;</li><li>• reductions in avoidable admissions and support for timely discharge where hospital admission has been necessary;</li><li>• evidence that people are supported to live more independently, including through an agreed outcomes tool focused on strengths, skills and resilience;</li><li>• delivery of least restrictive support, including appropriate reductions in one-to-one support hours over time where needs reduce;</li></ul>
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	<ul style="list-style-type: none"> <li>• quality assurance through regular contract monitoring, including quarterly strategic contract meetings with Commissioning, Operations, Quality Improvement, Procurement and Finance;</li> <li>• feedback from people supported, families, professionals and the provider about whether support is safe, person-centred and helping people achieve better outcomes; and</li> <li>• improved value for money through reduced reliance on out-of-county spot placements and better use of the council’s capital investment in specialist accommodation.</li> </ul> <p>Overall, the contract is expected to deliver better outcomes by providing more local, specialist and person-centred support, while giving the council stronger assurance over quality, cost and delivery.</p>
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..... in the Chair

Date of signing ..... 200

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## Divisions Affected – Adults

### Cabinet Member for Adults

14<sup>th</sup> July 2026

## Banbury Cross supported living contract

### Report by Director for Adult Social Services

#### RECOMMENDATIONS:

The Cabinet Member for Adults is **RECOMMENDED** to:

- a) Agree to tender a supported living contract via a mini competition through the Live Well Supported Services Framework Lot 2 to deliver support at 14 flats at the Banbury Cross development.
- b) To delegate authority to the Director of Adult Social Services to enter such contract following the completion of the procurement process to award the contract.

#### Executive Summary

1. The Housing Lin “[Specialist and Supported Housing Needs Assessment](#)” for Oxfordshire September 2024 provides a snapshot of future need, over the next 10-20 years, for specialist and supported housing and accommodation in Oxfordshire and confirmed local views that more self-contained sites need to be developed to meet the needs of:
  - a young people moving into adulthood,
  - b people who are currently placed out of county or who are likely to be placed out of area if there is not sufficient local self-contained accommodation,
  - c people with more complex needs who without more specialist support are at a high risk of being detained under the Mental Health Act (learning disability and / or autism).
2. To bring forward Live Well’s requirements for supported living the Property and Assets Directorate recommended a blended approach to property as there is not enough capital available within the council’s capital programme to fund all the new property that might be required. This blended model also allows the council to balance financial risk across different delivery models. As a result, there has been a joint effort to explore appetite with current and new housing partners

alongside investor/ developers to provide self-contained accommodation on sites where support can be shared to provide economies of scale.

As part of this approach, Chrysalis, a registered specialist supported landlord in Oxfordshire, has proposed a supported living development in Banbury designed to meet differing levels of need. The development will be known as *Banbury Cross*. The development will provide 2 blocks with 7 flats on each side. One block will offer skills training and communal space alongside additional office / potential sleep in space, and the other block will offer a larger staffing space to support greater complexity of need. The total cost of the purchase and re-development is £4 million and will be met wholly by the investor / developer Stepper Point that Chrysalis have previously worked with to deliver similar new supported living projects. The development works will be completed in November 2026.

3. One block of flats in the Banbury Cross development will support Oxfordshire's local offer to support people with a learning disability and/or autism with social, psychological and behavioural challenges and who are most at risk of admission under the Mental Health Act. The second block of flats will offer support needed for people with a learning disability for general support needs, who need a self-contained space and their own front door.
4. The Council is required to commission the supported living contract which will provide support to people living in Banbury Cross to whom the Council owes a duty under the Care Act 2014 and / or under Section 117 MHA 1983.
5. The Council will commission the supported living contract by tender using the existing Live Well Supported Services Framework (Lot 2) to procure a 10-year supported living contract. The new contract will start in January 2027.

## **Background**

6. The business case recommendation to proceed with the Banbury Cross development and procure a supported living contract was agreed by the Adult Directorate Leadership Team on 30<sup>th</sup> March 2026.
7. The Live Well Supported Services Framework was developed in June 2023 to meet the future contracting requirements for supported living. There are currently 58 providers who have been quality assured and admitted to the Framework. Any new contracted activity for supported living will be progressed through the framework.
8. The Live Well Supported Services (Adults) Framework will be utilised to support the procurement of a supported living contract to meet the needs of residents at Banbury Cross through a tender process with an initial maximum value of £7,348,963.85 over 10-years.

## Proposal

9. Supported living is typically defined as housing where support and/or care services are provided to help people to live as independently as possible. Supported living provides people with individual tenancies. This means that they have a home of their own and will benefit from a greater level of autonomy as far as their environment is concerned. Personalised care and support are designed and provided according to the needs of the individual, with a focus on maintaining, or if appropriate, increasing independence.
10. The supporting living service contract will be for 10 years, which will:
  - a Provide an ongoing continuity of care and support to vulnerable people that help ensure their independence and personal wellbeing and development is maintained and/or improved.
  - b Will create an efficiency for the Council in terms of reducing the need for a new and regular procurement process, where the incoming provider is delivering the quality and outcome required by the contract.
11. Key Performance Indicators will be included to improve outcomes and value for money over time and support greater contract leverage to improve outcomes for residents. These will include:
  - a The expectation that the successful bidder will work with residents in a strengths-based way to increase independence and safely and reduce commissioned support hours by a minimum 2% from year 2 of the contract
  - b use of outcomes-focused tools to enable strengths-based support planning and delivery
  - c and workforce requirements such as Oxford Living Wage to improve resilience and continuity of service provision to underpin residents' increased independence and well-being
12. The contracts will include break clauses in year 5 and year 8, which will require one-years notice. This is beneficial for both the Provider and the Council to review quality and financial sustainability.
13. The supported living contract is predicted to be a initial maximum value of £7,348,963.85 over 10-years. The contract has been designed to allow for future growth with the flexibility to add further properties if these are developed.

14.

Number	Title	Description	Contract Length	Contract start date	Hourly rate	First year Value	Total value over 10-years
1	Banbury Cross Supported Living Contract	<b>One new contract</b> Learning disability Supported Living.	10 years	11 <sup>th</sup> January 2027	£24.55 per hour with waking nights for Building 1 and £26.44 per hour with waking nights for Building 2	£192,554.00	£7,348,963.85

15. Future expansion of the service may require additional decisions by the relevant authority before that takes place.

#### User and Family Involvement

16. Experts by experience have been involved in providing feedback to the design of the contract. The provider awarded will fully involve people who use support and their families during the mobilisation period to contract delivery go live and for the lifetime of the contract.

### **Council Priorities & Policies**

17. The prevention and relief of homelessness and achievement and maintenance of independent living continue to be a priority for Oxfordshire County Council. The Supported Living contract contributes to this priority.
18. Accommodation based support services adopts a person-centred and outcomes focused approach to secure and maintain a sustainable housing tenancy with the opportunity to maximise independence and potentially step down / move on as assessed.

### **Financial Implications**

#### Supported Living Contract Costs

19. Financial assumptions have been made with the supported living contract in terms of support delivery and existing hours of support individuals require. The supported living contract is set up with core shared hours (between residents) and 1 to 1 hours that can increase or decrease dependant on individual needs. Estimates on the level of core hours of support and the 1:1 hours have been predicted based on assessed needs profiles of people who have been identified as requiring the type of support this contract will offer. Care Act assessments will determine the level of support each person requires.

#### Hourly Rates & Uplifts

20. The price point and quality requirements are sufficient to deliver the level of expertise required. This is affordable within the current budget, providing financial efficiencies regarding several individuals who are currently placed out of county.
21. The hourly rates of the contract will be £24.55 per hour with waking nights for Improve and Enable tier of need for Building 1 and £26.44 per hour with waking nights for Support and Protect tier of need for Building 2.
22. Procurement/mini competition would be through the Live Well Supported Services Framework for the tender of the supported living contract.

23. The contract will start with waking nights with an option to reduce to a sleep in as individual support needs reduce at a rate in 26/27 of £80 (this is aligned to the 25/26 rates, with an uplift being agreed through the council's annual fee review mechanism for 27/28 less 0.5%).
24. The agreed framework rates will not be subject to any further uplifts in 26/27. In 27/28 the rates will be subject to the council's annual price review mechanism with a 0.5% reduction on any agreed increases within this sector. In 28/29 these rates will be reviewed as part of the annual review process.

Finance Comments Checked by;  
Name – Stephen Rowles  
Title – Strategic Finance Business Partner  
Email – Stephen.rowles@oxfordshire.gov.uk

## **Legal Implications**

25. The Council has a statutory duty to meet the care and support needs of eligible adults under s 18 Care Act 2014 and to provide mental health care services under s 117 Mental Health Act 1983. The proposed call-off contract to provide supported living services is designed to fulfil these duties.
26. The proposed call-off contract for supported living services must be procured in accordance with the award mechanism set out in the Live Well Supported Services (Adults) Framework Agreement. Providers on such framework agreement were themselves selected competitively under the Council's Contract Procedure Rules and the Public Contract Regulations 2015 (as amended).
27. The contract will be set for 10 years, with break clauses in year 5 and year 8. One year's notice will be required to trigger the break clause.

Legal Comments Checked by;  
Name – Jonathan Pool  
Title – Solicitor  
Email – Jonathan.Pool@Oxfordshire.gov.uk

## **Staff Implications**

28. The contract will be delivered by a contracted support provider and therefore do not involve services or staff directly provided by the Council. Therefore, there is no impact on the Council's workforce as a result of these recommendations.

## **Equality & Inclusion Implications**

29. To ensure Oxfordshire County Council's statutory obligations under the Equalities Act 2010 are met, a full Equality Impact Assessment has been undertaken for commissioning purposes, and no major issues were identified.
30. Oxfordshire County Council's objectives in relation to health inequalities support this new contract and includes:
  - Tackling inequalities in Oxfordshire
  - Prioritising the health and wellbeing of residents
  - Support carers and the social care system
31. The supported living contract is designed to meet the specific needs of people with a learning disability, complex health, and physical disabilities. The expectation of the support provider is to deliver person centred support which ensures:
  - a Provision of in-county supported living so people with Care Act needs are not moved away from their networks.
  - b The least restrictive care to support greater independence for people. People are integrated into their local communities, with their individual needs and preference met.
  - c Their cultural and religious beliefs are supported to be observed, as well as related specific dietary requirements.
  - d People can become economically sufficient by accessing training, learning, voluntary and employment opportunities.
  - e People are supported to have better access to universal services.
  - f Competition in the market to enable people to have choice in their support provider.
32. The Supported Living contract include the requirement for the provider to have an Equalities Policy. Providers are required to self-certify that their organisation has an active Equality & Diversity Policy in keeping with the Equality Act 2010 (a requirement under the Live Well Supported Services Adults Framework).
33. The Quality & Improvement Team carry out regular monitoring of services. The Quality Improvement Team uses PAMMS (Provider Assessment and Market Management Solution tool) as a structured assurance tool to monitor how providers in Oxfordshire deliver equitable care for people with learning disabilities across services such as supported living, residential care, and day opportunities. This includes targeted assessment questions on accessibility, reasonable adjustments, communication methods (including easy read and alternative formats), involvement in care planning, and the extent to which individuals are supported to exercise choice, control, and community inclusion. Quality Officers analyse this evidence alongside service user feedback, incident data, and observations to identify disparities in experience or outcomes for people with learning disabilities compared to other groups. Where gaps are identified—such as inconsistent use of person-centred communication tools or limited access to meaningful activities—the team works directly with providers to agree specific,

measurable actions, ensuring services meet Equality Act duties and deliver inclusive, person-led care.

34. The Care Act assessment and subsequent support planning will be done in conjunction with the individual, their family and support network to ensure the support is tailored to their specific needs and is made clear to the care provider. Routine reviews of care alongside contract monitoring reports will enable the Council to monitor how the provider is upholding.

## **Sustainability Implications**

35. Oxfordshire Climate and Environmental Policy has been considered in the redevelopment and building phase for both sites. More specifically, the scheme supports the council's climate goals through:
- a. Sustainable Development: By designing and constructing purpose-built accommodation, the council can incorporate energy-efficient materials, renewable energy sources (e.g. solar panels), and low-carbon technologies from the outset.
  - b. Reduced Travel Emissions: Locating residents closer to services and support networks can reduce the need for long-distance travel by care staff and families, lowering transport-related emissions.
  - c. Long-Term Efficiency: In-house ownership allows the council to maintain high environmental standards over the building's lifecycle, including retrofitting and energy performance monitoring.
  - d. Land Use Optimisation: Careful site selection avoids overdevelopment in urban centres, preserving green space and reducing environmental stress in densely populated areas.

## Recruitment

36. The contract will offer local employment opportunities in the areas where the people supported live, maintaining positive job opportunities within their communities.

## Staff Travel

37. The supported living contract is for accommodation-based services. These are static workplaces unlike domiciliary care calls to multiple locations.

## **Risk Management**

38. The Dynamic Framework Agreement for The Provision of Live Well (Adults) Supported Services was specifically procured for the provision of these types of supported living services. The contract will be competed through the framework under Lot 2 for complex needs.

39. Self-contained supported living accommodation manages several risks
- a It provides least restrictive support to the individual and offers safe accommodation that supports independence and the risk of escalation
  - b It avoids the risks of incompatibility which occurs in shared accommodation. This in turn enhances the mitigation above and reduces the risk to the Council of void costs where a suitable sharer cannot be identified
  - c The model reduces financial risks to the Council (and NHS) of high cost out of area and/or secure accommodation.

## **Consultations**

40. People who use support and family members have already been involved in feeding back on quality through quality monitoring processes. The Quality Checkers Service, commissioned by Oxfordshire County Council involves independent Experts by Experience who review local learning disability services, such as supported living, through visiting services and meeting people supported by paid carers. They follow up their visit with a report and recommendations based on frameworks like the [Reach Standards](#) to make people have the best quality of life.

**NAME: Karen Fuller Director of Adult Social Services**

### **Contact Officer:**

Name – Sharon Paterson  
Title – Commissioning Manager, HESC – Live Well  
Email – [sharon.paterson@oxfordshire.gov.uk](mailto:sharon.paterson@oxfordshire.gov.uk)

**July 2026**

## Divisions Affected – Adult Social Care

### DELEGATED DECISIONS BY CABINET MEMBER FOR ADULTS

14 July 2026

#### Learning Disability and Autism Supported Living further contract extension and replacement contract procurement

#### Report by Director for Adult Social Care

### RECOMMENDATIONS

The Cabinet Member for Adults is **RECOMMENDED** to:

- a) Agree that the Council extend the HOWDAB2 Supported Living contracts Lot 1, 2, 4, 8 and 9 currently delivered by Brandon Trust. The extension will be for a further 44 days, from 14 September 2026 to 27 October 2026. This will maintain continuity of support while the Council undertakes a further tender process for Lot 4, Lot 8 and Lot 9 following the outcome of the previous procurement exercise. The extension for Lots 1 and 2 will allow mobilisation and contract start dates to be aligned with the Lot 4, 8 and 9 replacement contracts, without requiring a further tender process for those lots.
- b) Note that the Director of Adult Social Care has already approved a 44-day extension from 1 August 2026 to 13 September 2026 under delegated decision arrangements. This was to allow additional time for the procurement process for HOWDAB2 Supported Living contracts Lot 1, 2, 4, 8 and 9 and full mobilisation of the replacement contracts.

### Executive Summary

1. This paper updates the previous key decision for the HOWDAB2 Brandon Trust Supported Living contracts Lot 1, 2, 4, 8 and 9. The original key decision (provided in Annexe B) approved a short extension and the commissioning of replacement contracts through the Live Well Supported Services (Adults) Framework. That procurement activity has been progressed; however, the tender process has not resulted in a successful contract award for HOWDAB2

Brandon Trust Supported Living contracts Lot 4, 8 and 9, and the Council now needs to go back out to tender to secure alternative replacement contract provision.

2. The Director of Adult Social Care has already approved a 44-day extension from 1 August 2026 to 13 September 2026 at a value of £928,064.34. A further 44-day extension is now required from 14 September 2026 to 27 October 2026, also valued at £928,064.34, to provide sufficient time to recommence and complete a further tender process for HOWDAB2 Supported Living contracts Lot 4, Lot 8 and Lot 9 and mobilisation arrangements.
3. The proposed extension will enable the HOWDAB2 Supported Living contracts Lot 1 and Lot 2 to be mobilised and transferred at the same time as the replacement contracts for Lot 4, Lot 8 and Lot 9. Aligning the mobilisation and transfer arrangements across the current Brandon Trust contracts will support a coordinated transition and help avoid unnecessary disruption and confusion for people who receive support, their families and staff.
4. The combined value of the two 44-day extensions is £1,856,128.68. As the aggregated value is above the Council's £1m key decision threshold, legal advice confirms that the further extension from 14 September 2026 should be treated as a key decision. The extension is necessary to ensure continued and consistent support for people with a learning disability and/or autism while a new procurement process is undertaken.

## **Proposal**

5. The further contract extension is required to allow time for the Council to recommence and complete the procurement process through the Live Well Supported Services Framework following the failed tender process to replace HOWDAB2 Brandon Trust Contracts Lot 4, Lot 8 and Lot 9.
6. The additional extension for HOWDAB2 Supported Living contracts Lot 1 and Lot 2 is required to align mobilisation and transfer arrangements with the replacement contracts for HOWDAB2 Supported Living contracts Lot 4, Lot 8 and Lot 9. HOWDAB2 Supported Living contracts Lot 1 and Lot 2 do not require a further tender process. Including them in the extension will support a coordinated transition across the current Brandon Trust contracts. This will help avoid unnecessary disruption and confusion for people who receive support, their families and staff.

## **Financial Implications**

### Supported Living Contract Costs

7. The financial implications relate to the proposed further 44-day extension of the HOWDAB2 Supported Living contracts Lot 1, 2,

4, 8 and 9 currently delivered by Brandon Trust. The further extension will run from 14 September 2026 to 27 October 2026 and is valued at £928,064.34. The extension terms will be based on the replacement contract rates, with provision made within the supported living budget area. The applicable hourly rates are £24.55 for HOWDAB2 Supported Living contracts Lot 1 and 2, £25.15 for HOWDAB2 Supported Living contracts Lot 4 and 8, and £26.81 for Lot 9, where TTDI CQC registration is required.

8. The Director of Adult Social Care has already approved a separate 44-day extension from 1 August 2026 to 13 September 2026, also valued at £928,064.34. The combined value of the two 44-day extensions is therefore £1,856,128.68, which is above the Council's £1m key decision threshold.
9. The extension cost is based on existing contract costs and current support arrangements. The extension is required to avoid a gap in contracted provision and to ensure continued support for people with a learning disability and/or autism while the replacement contract arrangements are completed.

Finance Comments Checked by.

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## Legal Implications

10. Under section 18 of the Care Act 2014, the Council has a statutory duty to meet eligible adult social care needs. The proposed further extension supports continuity of care and enables the Council to continue meeting eligible needs for people supported under the HOWDAB2 Supported Living contracts.
11. The proposed further contract extension is an option exercisable by the Council under the original contracts. It does not constitute a modification under the Public Contracts Regulations 2015, as amended, and does not require consideration under the modification rules governed by those regulations.
12. Any recommended procurement activity for HOWDAB2 Supported Living contracts Lot 4, Lot 8 and Lot 9 must be undertaken in accordance with the award mechanism set out in the Live Well Supported Services (Adults) Framework Agreement. Providers on the framework were selected competitively under the Council's Contract Procedure Rules and the Public Contracts Regulations 2015, as amended.

Legal Comments Checked by.

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**NAME: Karen Fuller**  
**Director of Adult Social Care**

**Contact Officer:**

Name: Sharon Paterson

Title: Strategic Commissioner, HESC – Live Well

**July 2026**

## Annexes

### **Annex A Contract extensions and new replacement contracts for tender for supported living schemes requiring procurement of support provider.**

Number	Title	Description	Extension Dates/Contract Length	Extension cost	Annual Value
1.	Brandon Trust Contract Extension	<b>44 day contract extension agreed by the Departmental Leadership Team</b>	1 August 2026 to 13 September 2026	£928,064.34	N/a
2.	Brandon Trust Contract Extension	<b>44 day contract extension agreed by Key Decision</b>	14 September 2026 to 27 October 2026	£928,064.34	N/a

## **Annexe B**

### **Divisions Affected – Adult Social Care**

### **Cabinet Member for Adult Social Care**

**October 2025**

### **Learning Disability and Autism Supported Living contract extensions and replacement contracts**

### **Report by Corporate Director for Adult Social Care**

## **RECOMMENDATIONS**

**The Cabinet Member for Adult Social Care is RECOMMENDED to**

- a. Agree that the Council extend the HOWDAB2 Supported Living contracts Lot 1, 2, 4, 8 and 9 that are currently delivered by the support provider Brandon Trust for 3 months. HOWDAB2 is made up of several historic supported living contracts in Henley, Oxford, Witney, Didcot, Abingdon and Banbury, hence the name HOWDAB.
- b. Following the 3-month extension of Lot 1, 2, 4, 8 and 9 agree that the Council procure two replacement contracts (based on the needs of the people supported) for the HOWDAB2 Brandon Trust Supported Living contracts using the call-off contract award process under the Live Well Supported Services (Adults) Framework Agreement.
- c. To delegate authority to the Corporate Director for Adult Social Care, in consultation with the Head of Legal, to enter such call-off contracts following the completion of the procurement process for the replacement contracts.

## **Executive Summary**

1. A range of supported living contracts exist within the Council to ensure quality of life standards for people whose care and support needs require more specialist services. These contracts enable people to live as independently as possible within Oxfordshire.
2. The provision to extend supported living contracts allows continued and consistent levels of support for individuals who require support in relation to their learning disability and ensures efficiency of procurement activity for the

Council to carry out an appropriate and fair procurement process, where the new contracts can be defined to meet an acceptable quality standard alongside supporting market sustainability.

3. Where a contract for supported living is not appropriate to extend or has reached its maximum extension, there is a continued need for individual's ongoing support to transfer to a new replacement contract.

## **Background**

4. The requirement to extend contracts for supported living enables Oxfordshire County Council to meet people's needs with a Learning Disability and / or Autism as identified by a Care Act 2014 Assessment.
5. This is in line with the vision of Oxfordshire County Council (The Council) to provide adult social care for our residents, enabling everyone to live as independently as possible, for as long as possible. The Council seeks to provide residents good quality support that will have a positive impact on their lives.
6. To meet the future contracting requirements of supported living, the Live Well Supported Services Framework was developed in June 2023. There are currently 57 providers who have been quality assured on the Framework. Any new contracted activity for supported living will be progressed through the framework.
7. HOWDAB2 is made up of several historic supported living contracts in Henley, Oxford, Witney, Didcot, Abingdon and Banbury.
8. The start dates of the HOWDAB2 contracts were 4<sup>th</sup> May 2021. There are 101 people supported over 31 properties. Within these supported living properties, each person has their own tenancy agreement, giving them the legal rights and responsibilities of a tenant.
9. The Corporate Director of Adult Social Care agreed the extension of the HOWDAB2 Brandon Trust contracts for 1 month to 30<sup>th</sup> April 2026 under delegated powers within the Council's scheme of delegation.
10. The Corporate Director has now identified the need for a further extension from 1<sup>st</sup> May to 31<sup>st</sup> July 2026 which requires a Key Decision in line with the Council's Constitution.
11. The further contract extension is required to secure successor provision. The recommendation is to commission 2 separate contracts that reflect the needs profile of the target population. This requires a further Key Decision.
12. The Live Well Supported Services (Adults) Framework will be utilised to support the procurement of the new replacement contracts through tender process summary with a value outlined in Annex 1.

## Proposal

13. The contracts need to be extended to allow time for the procurement process through the Live Well Supported Services Framework to take place.
14. For the contract extension of the HOWDAB2 Brandon Trust contracts, meetings have taken place with the provider. Procurement and Contract Management Hub will provide written notice to the contracted provider of the contract extension to meet the terms of the existing agreement. The provider is obligated to accept the council's decision.
15. The two replacement contracts will be tendered through the Live Well Supported Services (Adults) Framework. The notification of the tender opportunity will be available to the providers on the framework via the Southeast Business Portal - Proactis.
16. The replacement contracts will be for 10 years, which will:
  - a Provide an ongoing continuity of care and support to vulnerable people that help ensure their independence and personal wellbeing and development is maintained and/or improved.
  - b Will create an efficiency for the Council in terms of reducing the need for a new and regular procurement process, where the incoming provider is delivering the quality and outcome required by the contract.
17. Key Performance Indicators will be included within all new contracts to improve the quality of supported living.
18. The contracts will improve outcomes for the people living in the accommodation. They will introduce an outcomes-based tool to be implemented for all residents. This will enable residents, the provider and the Council to evidence and measure the impact of the support on an individual, service and County wide basis to improve quality of life outcomes over the lifetime of the contract.
19. The contracts will include break clauses in year 5 and year 8, which will require one-years notice. This is beneficial for both the Provider and the Council to review quality and financial sustainability.
20. The replacement contracts are predicted to be a maximum value of £76,982,937 over 10-years.

### User and Family Involvement

21. Experts by experience who all have capacity to make decisions around their care and support will be involved in providing feedback to inform the new specifications and evaluation questions. The provider will be required to involve and work alongside people who use support and their families during

the mobilisation period to contract delivery go live and for the lifetime of the contracts.

## **Council Priorities & Policies**

22. The prevention and relief of homelessness and achievement and maintenance of independent living continues to be a priority for Oxfordshire County Council. The Supported Living contract replacements contribute to this priority. These contracts contribute to this priority by ensuring that individuals maintain their tenancy through specialist housing and support providers preventing homelessness.
23. Accommodation based support services adopts a person-centred and outcomes focused approach to secure and maintain a sustainable housing tenancy with the opportunity to maximise independence and potentially step down / move on as assessed.

## **Financial Implications**

### Supported Living Contract Costs

24. Financial assumptions have been made with the supported living contracts in terms of support delivery and existing hours of support individuals require. The supported living contracts are set up with core shared hours between residents and 1 to 1 hours that can increase or decrease dependent on individual needs. Estimates on the level of core hours of support and the 1:1 hours have been predicted from previous spend on existing contracts based on assessed needs profiles. Care Act assessments will determine the level of support each person requires. Models to determine how to maximise the core support within and between properties have been developed for each scheme.

### Hourly Rates & Uplifts

25. The price point and quality requirements are sufficient to deliver the level of expertise required. This is affordable within the current budget.
26. The hourly rates of the two replacement contracts will differ, based on the needs of the people supported. One contract will be set at £24.55 for Improve and Enable, with the other at £25.15 for Improve and Enable Enhanced. One property within the Improve and Enable Enhanced contract will be priced at £26.81 due to the provider needing to have a TTDI CQC registration to support people within this service. The service will provide accommodation and support to people funded by Adult Social Care and NHS Continuing Healthcare. The pricing model and rates have been agreed by NHS Continuing Healthcare.

27. The agreed framework rates will not be subject to any further uplifts in year 1 of the contract. In year 2, the rates will be subject to the Council's annual price review mechanism with a 0.5% reduction on any agreed increases within this sector. In year 3, these rates will be reviewed as part of the annual review process.

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## **Legal Implications**

28. Under section 18 of the Care Act 2014, the Council has a statutory duty to meet the eligible needs of adults with physical and/or learning disabilities. The supported living services to be purchased under the proposed contract extensions and procurement activity promote independence, safety and wellbeing and are a way of meeting those needs.
29. The proposed contract extensions are options exercisable by the Council which were part of the original contracts. They do not therefore constitute a modification under the Public Contracts Regulations 2015, as amended, and do not require consideration under the modification rules governed by those regulations.
30. The proposed call-off contracts must be procured in accordance with the award mechanism set out in the Live Well Supported Services (Adults) Framework Agreement. Providers on such framework agreement were themselves selected competitively under the Council's Contract Procedure Rules and the Public Contracts Regulations 2015, as amended.
31. The new replacement contracts will be commissioned for 10 years, with break clauses in year 5 and year 8. One year's notice will be required to trigger the break clause.

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## **Staff Implications**

32. Both the replacement contracts will be delivered by support providers and therefore do not involve services or staff directly provided by the Council. Therefore, there is no impact on the Council's workforce as a result of these recommendations.

33. As the service contracts will be awarded to a new provider / provider's, the Transfer of Undertakings (Protection of Employment) (TUPE) Regulations will apply. Information provided by the existing provider will be made available to bidders during the procurement process, to ensure bidders can assess this impact on their projected delivery budget.

## **Equality & Inclusion Implications**

34. The new contracts will support the Oxfordshire County Councils objectives in relation to:

Objective 2 - Tackling inequalities in Oxfordshire

Objective 3 - Prioritise the health and wellbeing of residents

Objective 4 - Support carers and the social care system

35. These supported living contracts are designed to meet the specific needs of people with a learning disability, complex health, and physical disabilities. The expectation of care providers is to deliver person centred support which ensures:

- a Provision of in-county accommodation so people with Care Act needs are not moved away from their networks.
- b The least restrictive care to support greater independence for people. People are integrated into their local communities, with their individual needs and preference are met.
- c Their cultural and religious beliefs are supported to be observed, specific dietary requirements.
- d People can become economically sufficient by supporting people to access training, learning, voluntary and employment opportunities.
- e People are supported to have better access to universal services.
- f Competition in the market to support people to have choice in their care provider.

36. These Supported Living contracts include the requirement for the provider to have an Equalities Policy. Providers are required within the replacement contracts to self-certify that their organisation has an active Equality & Diversity Policy in keeping with the Equality Act 2010 (a requirement under the Live Well Supported Services Adults Framework).

37. The Quality & Improvement Team carry out regular monitoring of services and include equality items in their reviews.

38. The Care Act assessment and subsequent support planning will be done in conjunction with the individual, their family and support network to ensure the support is tailored to their specific needs and is made clear to the care provider. Routine reviews of care alongside contract monitoring reports will enable the Council to monitor how the provider is upholding.

39. The service will provide accommodation and support to people funded by Adult Social Care, and NHS Continuing Healthcare.

## **Sustainability Implications**

40. As current properties are reviewed and replaced, Oxfordshire Climate and Environmental Policy will be considered for any new developments.

### Recruitment

41. The replacement contracts will continue to recruit staff local to the areas where the people supported live, maintaining positive job opportunities within their communities.

### Staff Travel

42. These supported living contracts are for existing accommodation-based services. These are static workplaces unlike domiciliary care calls to multiple locations.

43. People living in supported living are unlikely to require formal transport to attend day centres as transport needs are generally provided by the main supported living contract. Instead within the course of supporting someone staff will be required to travel alongside the individual often on public transport both for accessing the community and for travel training where this is part of an individual's support plan.

### Staff Training

44. Many of the support providers contracted offer training online so their staff are not having to travel.

### Medical & Health Appointments

45. Where possible support staff will work with an individual to access online appointments. If a face-to-face appointment is required then staff will use public transport, unless this is not possible e.g. risks posed to travel.

### Shopping

46. Where possible support staff will work with an individual to access their shopping online. Where it is practical to do so they will carry out online shopping for several people to limit the number of deliveries. Where online shopping is not possible staff will endeavour to use public transport unless it is unsafe to do so.

## **Risk Management**

47. The recommendation to tender replacement contracts, utilizing only four months of the available five-year extension period, has been discussed and agreed with Brandon Trust. The provider is working collaboratively with the Council to ensure that all necessary information is transferred promptly to support the procurement of new contracts. Replacing these contracts will enable qualified providers to deliver high-quality support for individuals with disabilities or complex and specialist needs, ensuring that people continue to receive appropriate care within their local communities in Oxfordshire.

## Consultations

48. People who use support and family members have already been involved in feeding back on quality through quality monitoring processes.

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## ANNEXES

### Annex 1 Contract extensions and new replacement contracts for tender for supported living schemes requiring procurement of support provider.

Number	Title	Description	Extension Dates/Contract Length	Hourly rate	Extension cost	Annual Value
1.	Brandon Trust Contract Extension	<b>One-month contract extension agreed by the Departmental Leadership Team</b>	1 <sup>st</sup> April 2026 – 30 <sup>th</sup> April 2026	£22.31 - £24.56	£628121.315	N/a
2.	Brandon Trust Contract Extension	<b>Three-month extension to be agreed by Key Decision</b>	1 <sup>st</sup> May 2026 – 31 <sup>st</sup> July 2026	£22.31 - £24.56	£1,884,363.945	N/a
3.	Brandon Trust Contract Replacement (Improve and Enable)	<b>Replacement contract</b> Learning disability with autism supported living.	10 years (2 break clauses in year 5 and year 8)	£24.55	N/a	£4,653,029.65
4.	Brandon Trust Contract Replacement (Improve and Enable – Enhanced)	<b>Replacement contract</b> Learning disability with autism supported living.	10 years (2 break clauses in year 5 and year 8)	£25.15 - £26.81	N/a	£3,045,264.07

October 2025

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