

Subject:	Approach to ongoing Personal Protective Equipment expenditure		
Date of Meeting:	27 May 2020		
Report of:	Executive Director for Health & Adult Social Care		
Contact Officer:			Tel: 07795
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Ward(s) affected:	(All Wards);		

FOR GENERAL RELEASE

Note: The special circumstances for non-compliance with Council Procedure Rule 3, Access to Information Procedure Rule 5 and Section 100B(4) of the Local Government Act 1972 (as amended), (items not considered unless the agenda is open to inspection at least five days in advance of the meeting) were that information regarding the recently announced Care Home funding was awaited.

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 Access to Personal Protective Equipment (PPE) across a range of council services and accessible to those many provider organisations supporting some of our most vulnerable residents and communities is vital in the City's response to COVID-19.
- 1.2 This paper sets out the current requirements and arrangements for the provision of PPE in the City, as the Council reacted quickly to the Covid-19 crisis initially ensuring that vital supplies are delivered to front line services where needed most and also identifies possible future requirements and arrangements for the provision of PPE, including projected costs, as we potentially move toward a medium-term Business as Usual scenario.

2. RECOMMENDATIONS:

- 2.1 To note the current estimated monthly council expenditure on PPE and approach to purchasing and distribution to maintain this vital supply chain.
- 2.2 Given the likelihood of the current crisis response in relation to PPE may become 'business as usual' for the next 12 to 18 months with varied degree of demand and supply context which needs fast response, to delegate authority to the Executive Director of Health and Adult Social Care to procure necessary PPE following consultation with the s151 officer.
- 2.3 To agree the Executive Director of HASC to provide update reports to each of the forthcoming P&R Committee meetings, acknowledging the fast-moving policy

and operational environment and the broad impact of PPE provision on the humanitarian, economic and social recovery of the city.

3. CONTEXT/ BACKGROUND INFORMATION

Current PPE requirements

- 3.1 The Council has always historically procured PPE to support the delivery of essential services across a number of service areas ranging from environmental services for our staff working in City Clean and our city's parks through to social care providing support to staff working in our care homes or visiting vulnerable people in their own homes.
- 3.2 Those external providers of services, primarily care homes and domiciliary care agencies, whether commissioned by the Council or delivering support to the self-funder market have always relied previously on their own independently sourced procurement supply chains.
- 3.3 The Covid-19 crisis placed unprecedented demand for PPE across all service areas and this, as has been subject to widespread national reporting, outstripped available supplies. In response to this the Council reacted quickly to try to secure supplies that would continue to meet the needs of our own services and support the wider market also, working closely with the Sussex Resilience Forum and their emergency drops which have continued to be delivered to the city.

PPE distribution arrangements

- 3.4 Local Authorities have been tasked with distributing national emergency PPE stock to those that require it in the local area. National stock issued by the Ministry for Housing, Communities and Local Government (MHCLG) is delivered to Local Authorities through the Local Resilience Forum (LRF) to meet the needs of health and social care providers and public service organisations who have been unable to obtain PPE through their normal supply chain and wholesalers. Should the LRF and Local Authorities be unable to meet this demand care providers and public services organisations will refer to the National Supply Disruption Line (NSDR).
- 3.5 The Sussex Resilience Forum (SRF), Brighton & Hove City Council (BHCC), East Sussex County Council (ESCC) and West Sussex County Council (WSSC) are working together to distribute MHCLG stocks throughout Sussex.
- 3.6 Services currently requiring PPE through the Local Authority supply route include the following:
 - Adult Social Care (care homes, personal assistants, domiciliary care)
 - Local Authority services including Adults and Children social care
 - General Practitioner, Pharmacists, Emergency Dentists and other Primary Care
 - Residential Special schools
 - Funeral Services and mortuaries
 - Mental Health Community Services
 - Hospices and Palliative Care

- Individual carers (paid or unpaid)
- 3.7 There has currently not been a requirement for the Local Authority to distribute supply to NHS Acute Trusts, Ambulance Trusts, Police or prisons.
- 3.8 A BHCC Distribution Team has been put in place, to receive LRF and BHCC procured PPE stock, to receive PPE request and to arrange distribution of the PPE. Distribution is only undertaken where there is a clear and urgent need., and where and organisation has been unable to obtain PPE through their usual suppliers. Between the period 6th April to 15th May 2020, the team has processed 722 requests supporting 291 different services, individuals and organisations - full details of this are included in Appendix 1. Sussex Search & Rescue organisation has been extremely generous in their support in delivering PPE where needed with no cost implications to the council.

Supply and procurement arrangements

- 3.9 The MHCLG provides the SRF with 35% of the total quantity of PPE required to sustain Sussex's care providers and public service organisations for 1 week in line with PPE requirements stated in Public Health England's Table 4. Nationally PPE availability is a critical issue, and the MJHCLG have acknowledged that they are unable to consistently provide this. Care providers and public service organisations have not always been able to consistently procure PPE through their usual channels or wholesale providers.
- 3.10 BHCC are procuring PPE for use by BHCC staff, the government PPE Plan requires employers to do this. As the stock supplied via the SRF is not enough to cover the requirements by all the required areas, BHCC is also using its own procured PPE stock for use by Personal Assistants, and non CQC registered providers such as homelessness services, and at times for CQC registered providers, primary care providers and funeral directors in emergency situations in order to reduce the risk of infection spread.
- 3.11 Between the period 6th April 2020 to 15th May 2020, the amount of PPE items distributed is as follows – please see appendix 1 for further details.
- BHCC staff – 256k
 - Care sector – 305k
 - Commissioned or partner organisation – 72k
 - Personal assistants – 34k
 - Total = 668k

Current costs to Council

- 3.12 The BHCC Procurement Team has been requested to procure PPE, at a cost of £624,000 per month on a rolling basis as necessary to meet PPE requirements. The Procurement Team are working to reduce this figure by negotiating with suppliers; this is more achievable when placing large orders for items such as face masks. Market prices are constantly fluctuating so this estimate is based on the cost of items at this current time but there is no guarantee that pricing will be held or for how long depending on when and how quickly the council is able to procure. These costs may also increase if BHCC are required to support other organisations when they start to open such as schools and nurseries.

3.13 The current requested weekly ask from the procurement team is as below:

1. Masks – 50,000
2. Gloves – 120,0000
3. Aprons – 50,000
4. Eye protection – 10,000
5. FFP3/2 – 2000
6. 50ml hand sanitizers - 2000
7. 100ml hand sanitizers - 2000
8. Surface wipes pack of 200 – 1000
9. Hand washing liquid 500ml = 2000
10. Full apron = 5000
11. Clinical waste bags – 10,000

Additional specific items are being purchased by services as needed and they are aware to seek help from procurement colleagues if any difficulty in sourcing.

Possible future demand and supply routes

- 3.14 The government is developing a supply chain to take orders directly from health and social care providers and dispatch directly to them. It is detailed on the Coronavirus adult social care plan (published 15 Apr 2020) that this will be a new web-based system for procuring PPE which will be integrated with NHS Supply Chain's central PPE logistic operations (Clipper Service) and shipped directly to providers via Royal Mail.
- 3.15 Once this is in place it is the expectation that the supply line via the SRF will stop. However, it is currently unclear when this new procurement and delivery process will start, and which organisations will be able to use it. It is likely that this will be the supply route for all CQC registered providers and for Primary Health Care, as well as Acute Health Trusts.
- 3.16 Other services, organisations or individuals who require PPE may need to establish alternative routes to get PPE stocks, such as via the Local Authority, or procure directly from the market.
- 3.17 Government plans are for are for schools to prepare to begin to open for more children from 1 June. (*Ref: Our Plan to Rebuild: The UK Governments COVID-19 recovery strategy, May 2020*), with guidance that there is a requirement for schools to hold a supply a PPE should a child start to display COVID19 symptoms, though in the event of schools reopening further PPE requirements may be agreed.
- 3.18 The full Risk Register for the PPE cell is included in Appendix 2 along with other key documents. The key risk for this cell is a combination of uncertainty in relation to supply and uncertainty in relation to potential demand – both these elements change on a daily basis. Without adequate PPE, key services may need to stop.

Potential PPE costs

- 3.19 There continues to be uncertainty as to when the new Clipper supply and delivery service will be fully operational, and which services and organisations it will supply to. However, based on likely predictions the following future arrangements may be in place.
1. Clipper Service – supplying all PPE requirements to NHS Trusts, Primary Care and CQC registered providers. Organisations will order and pay via this service for their required PPE.
 2. Local Authorities – purchase and supply PPE for Council staff, and Personal Assistants and carers through Direct Payment arrangements and carer's assessments
 3. Other organisations such as non CQC registered organisations, and Ofsted inspected organisations to procure PPE directly from suppliers or make arrangements through the Local Authority.
- 3.20 The current estimated need for PPE per week including 25% contingency stock is less than the ask from procurement colleagues for some items as detailed above. However, we are continuing to procure the higher amounts to take account of any future spike in COVID19 cases which could result in a sudden uplift in PPE requirements. The PPE distribution team is moving to the Brighton Centre with effect from 22nd May. This will provide an opportunity to source and store more items to reduce dependency on the market situation and accommodate any future demand. The consideration for any charging policy for PPE will also need to be undertaken once the clarity on national supply emerges along with the likely demand.

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 An option of continuing service delivery with reduced PPE would create risk regarding infection control and would be dismissed on Health & Safety grounds. There are no other reliable sources of PPE currently through government or local sources.

5 COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The PPE team will liaise with the Equalities & Third Sector team to explore ways to ensure that community groups are aware of how to access PPE. PPE item gets regularly discussed at the weekly union meeting in relation to Covid 19 response. Ethical Framework as included in Appendix 2 has been developed in consultation with union colleagues.

6 CONCLUSION

- 6.1 Given the uncertainty of the demand which changes on a daily basis and national supply, the recommendations outlined in this report are believed to be the right one to ensure no service disruption because of the lack of PPE.

7 FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The council has committed £1.58m to date to maintain the supply of PPE and meeting the demand up to mid-June 2020. The estimated monthly cost is currently £0.624m although this will change as council services restart, supplies from Clipper become clearer and any further government or Public Health announcements that change requirements. The recommendations delegate authority to continue procurement to the end of September when a further update report will be presented reflecting any changes in demand and requirements and this could commit the council to over £2m more than currently spent and these costs will be reflected in the councils' overall financial position. The council has been awarded £16.2m COVID-19 Emergency Response Funds by government to meet emergency expenses. However, the Covid 19 Financial Position Update report elsewhere on this agenda highlights the significant full year impact of increased costs, including ongoing PPE requirements, and reduced income and this funding only covers these financial pressures in part. As noted in the report, the government recently announced ringfenced social care funding to local authorities to tackle the spread of Covid-19 in care homes. This resulted in an allocation of £2.745m for Brighton & Hove City Council. A proportion of this funding may be applicable to the supply of PPE to care homes alongside Covid-19 Emergency Response funds and reduce the council's overall commitment.

Finance Officer Consulted: James Hengeveld Date: 19/05/20

Legal Implications:

- 7.2 The proposals to procure PPE as set out in the report are in accordance with the Council's responsibilities under the Coronavirus Act, Regulations and National Guidance. The urgent procurement of PPE may require agreement to waive Contract Standing Orders and legal and procurement officer advice will be required in relation to these procurements.

Lawyer Consulted: Elizabeth Culbert Date: 18/05/20

Equalities Implications:

- 7.3 The PPE management team will work closely with the Community Hub to explore if support could be provided to those individuals needing PPE but don't have digital access.

Sustainability Implications:

- 7.4 We are combining orders wherever possible for multiple weeks to reduce the number of deliveries/collections needed.

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix 1 - PPE management information
2. Appendix 2 - PPE master document which includes all current guidance and templates

