

<b>Subject:</b>	<b>Future of provision of Personal Protective Equipment</b>		
<b>Date of Meeting:</b>	<b>14 August 2020</b>		
<b>Report of:</b>	<b>Executive Director for Health &amp; Adult Social Care</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Michelle Jenkins</b>	<b>Tel: 07795 336271</b>
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<b>Ward(s) affected:</b>	<b>(All Wards);</b>		

**FOR GENERAL RELEASE****1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The BHCC PPE Hub is responsible for providing PPE for BHCC staff. In addition, the PPE Hub has provided assistance in emergency and for short term only to:
- Care sector organisations
  - Childcare settings
  - Education settings
  - Commissioned or partner organisations (Non CQC Registered e.g. homeless support services)
  - Individual carers (Personal Assistants and unpaid carers)
- 1.2 To date, the BHCC PPE Hub has received significant PPE stock from the Sussex Resilience Forum sufficient to support non-BHCC requests. However, there are certain items such as wipes which are not available from LRF.
- 1.3 Sussex Resilience Forum have indicated that the MHCLG (Ministry of Housing, Communities and Local Government) may stop providing PPE to Local Authorities via the Local Resilience Forums . This is on MHCLG understanding that a supply market exists.

**2. RECOMMENDATIONS:**

- 2.1 To approve option 4 as outlined in section 4 of the report, that the Council continues to support external organisations in emergency and on short term basis when they struggle to procure their own PPE to be charged on a cost recovery basis.

**3. CONTEXT/ BACKGROUND INFORMATION:**

- 3.1 The Council understands that a supply market now exists for PPE and this is supported by the fact that there are some organisations who have never

requested any assistance from the Council. Of 163 care sector CQC registered, 102 have requested assistance from the BHCC PPE Hub (63%).

- 3.2 Products such as hand sanitiser are readily available in the market but are still being requested from the Council. Other items are more difficult to procure, such as FFP3s.
- 3.4 A PPE Portal is in place nationally for small CQC registered care providers (residential care homes with 24 or fewer beds and domiciliary care providers with 99 or fewer client) to request PPE in an emergency. There are indications that emergency stock will be available for larger providers from August via the PPE Portal.
- 3.5 The Council has issued a Procurement Guidance document to assist external organisations in purchasing their own PPE.

#### 4 ANALYSIS & CONSIDERATION OF OPTIONS

- 4.1 The selected option from the list below will go live as soon as feasible. The BHCC PPE Hub will continue to be responsible for providing PPE to BHCC services. The options below relate to the Council's ability and approach to assisting external organisations/individuals.

Ref	Option	Notes
1	BHCC to take responsibility to continue with current arrangements of PPE supply when SRF stock ceases i.e. responsible for BHCC staff + support external organisations/individuals in emergency and short-term basis only	<p>Issues:</p> <ul style="list-style-type: none"> <li>• Cost implications for BHCC of PPE stock for non-BHCC – £19k per week (approx. £1m per year)</li> <li>• Resource implications to procure and distribute stock at this level across the City long term</li> <li>• Other Local Authorities may not supply PPE in this way, creating inconsistent approach across the market</li> <li>• Hard to ascertain what an emergency is and hard to assess efforts that have already been made.</li> </ul> <p>Benefits:</p> <ul style="list-style-type: none"> <li>• Robust supply across the City to all that require PPE.</li> <li>• Consistency of quality of PPE due to BHCC experience in procurement and Infection Control advice support available to BHCC</li> </ul>
2	Only support BHCC staff	<p>Issues:</p> <ul style="list-style-type: none"> <li>• Services/carers without access to the PPE Portal may not be able to order the PPE required if not available on the market</li> </ul>

		<ul style="list-style-type: none"> <li>• Quality of products procured by external organisations may not be adequate if they don't have the resources to conduct proper due diligence.</li> <li>• PPE Portal for small providers is new process so lack of evidence as to how robust it is at providing stock when required</li> <li>• Costs to care providers may cause providers to close or costs of services will increase</li> <li>• Infection control and reputational risk if BHCC does no support services in accessing PPE</li> <li>• Estimated based on current demand - £12k/week (approx. £624k/year) – this may go up as other services start to open.</li> </ul> <p>Benefits</p> <ul style="list-style-type: none"> <li>• Limited costs and resources required to BHCC to supply BHCC staff only</li> </ul>
3	Only support BHCC staff and individual carers	<p>As above with benefit of most vulnerable service area having access to supply at small additional costs to BHCC.</p> <p>Estimated costs for individual carers based on current demand - £1200/week (approx. £63k per year which may go up if the supply market becomes challenging again) – this is in addition to the cost of option 2 above.</p>
4	<p>Continue with current arrangements (i.e. responsible for BHCC staff + support external organisations in emergency and short-term basis only ) but charge external organisations for providing them with any stock procured by BHCC.</p> <p>The charge will also include overhead costs which may be subject to change e.g. if we need to find a new venue for the Hub. This will be on a cost recovery basis.</p> <p><i>(We will continue to provide</i></p>	<p>Benefits</p> <ul style="list-style-type: none"> <li>• Stock available to all when required</li> </ul> <p>Issues:</p> <ul style="list-style-type: none"> <li>• Resources required to support this option</li> <li>• Administration in relation to charging</li> <li>• external organisations may not have money to pay us</li> <li>• Hard to ascertain what an emergency is and hard to assess efforts that have already been made.</li> </ul>

	<i>individual carers with free PPE until we can develop a model where we are able to charge them where they are able to pay for the items. We will bring a paper to future P&amp;R. The current estimated cost for providing this is £1200/week).</i>	
5	Sell to external providers (we become like a shop) This will be on a cost recovery basis.	<p>Issues:</p> <ul style="list-style-type: none"> <li>• Much bigger operation to set up in terms of storage, distribution, delivery, procurement, finance.</li> <li>• BHCC costs may not be competitive when we add overheads to our unit prices.</li> </ul>

## 5 COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The PPE team have worked jointly with the Equalities & Third Sector team to promote the availability of PPE in emergency on a short-term basis to Voluntary & Community sector organisations in the city.

## 6 CONCLUSION

- 6.1 Given the availability of stock in the market, significant financial implications for the council, our experience of assisting external organisations in the last 4 months, it is felt that option 4 provides the right balance of protecting public health versus ensuring fair and consistent process for the city.

## 7 FINANCIAL & OTHER IMPLICATIONS:

### Financial Implications:

- 7.1 The council has committed over £2.0m to date to maintain the supply of PPE and meeting the demand over and above the supplies provided through the local resilience forum. The council has been awarded £18.7m COVID-19 Emergency Response Funds by government to meet emergency expenses. However, the projected financial position reported to this committee on 9 July 2020 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. It is therefore imperative the council minimises costs where possible to protect the council's financial resilience. The recommendation of this report proposes to provide external organisations with PPE supplies in an emergency and on a short-term basis. Any charges will be based on cost recovery only and therefore this proposal is expected to be cost neutral. The proposal includes the continuation of free PPE for individual carers at a cost of £1200 per week until a charging model can be developed. This cost will be reflected in future Targeted Budget Management (TBM) reports.

*Finance Officer Consulted: James Hengeveld*

*Date: 05/08/20*

### Legal Implications:

- 7.2 The Council can use its general power of competence under S2 Local Government Act 2000 to provide services such as those described in this report (procurement and distribution of PPE). The Council can also charge individuals and organisations for the provision of this service pursuant to s93 of the Local Government Act 2003. This must be on a costs recovery basis (including overheads) unless the Council establishes a trading company to trade for profit.

*Lawyer Consulted: Elizabeth Culbert*

*Date: 05/08/20*

### Equalities Implications:

- 7.3 Community Hub colleagues have offered to provide telephone support to individuals needing PPE but don't have digital access. The PPE team will also request managers to feedback on any equalities implications which could then be used to inform future procurement and distribution process e.g. PPE size unsuitable for any specific staff group.

### Sustainability Implications:

- 7.4 We are combining orders wherever possible for multiple weeks to reduce the number of deliveries/collections needed. Making the organisations independent of the council PPE provision will provide sustainable solution in case of future outbreaks.

## SUPPORTING DOCUMENTATION

### Appendix 1: Management Information (from 6/4/20 to 31/12/20)

	Services	Allocations	Items
<b>BHCC Staff</b>	121	488	465,019
<b>Care Sector</b>	149	670	613,719
<b>Childcare</b>	33	35	17,980
<b>Commissioned or Partner</b>	96	236	155,236
<b>Education</b>	53	85	77,352
<b>Personal Assistant</b>	82	96	29,927
	<b>534</b>	<b>1610</b>	<b>1,359,233</b>

	Services	Allocations	Items
<b>BHCC Staff</b>	23%	30%	34%
<b>Care Sector</b>	28%	42%	45%
<b>Childcare</b>	6%	2%	1%
<b>Commissioned or Partner</b>	18%	15%	11%
<b>Education</b>	10%	5%	6%
<b>Personal Assistant</b>	15%	6%	2%

Table 1 – Monthly estimated costs		Calculated on 09/06/2020		
Item	Quantity	Unit Cost (£)	Total Cost (£)	
Gloves	320,000	0.12	38,400.00	
Aprons	140,000	0.06	8,400.00	
Clinical Waste Bags	12,000	0.09	1,080.00	
Eye Protection	20,000	1.95	39,000.00	
FFP3	4,000	12.32	49,280.00	
Type IIR Face Masks	160,000	0.56	89,600.00	
Hand Sanitiser (50ml)	6,000	1.70	10,200.00	
Hand Sanitiser (100ml)	4,000	2.20	8,800.00	
Hand Soap	2,000	1.20	2,400.00	
Surface Wipes (200 per pack)	2,800	8.95	25,060.00	
<b>TOTAL</b>			<b>272,220.00</b>	