



## RISK, AUDIT AND PERFORMANCE COMMITTEE

<b>Date of Meeting</b>	26 <sup>th</sup> August 2020
<b>Report Title</b>	Commissioning Plan / Contracts Register
<b>Report Number</b>	HSCP20.025
<b>Lead Officer</b>	Alex Stephen
<b>Report Author Details</b>	<i>Name: Jean Stewart Coxon / Anne McKenzie</i> <i>Job Title: Strategic Procurement Manager / Lead Commissioner</i> <i>Email Address:</i> <a href="mailto:JStewartCoxon@aberdeencity.gov.uk">JStewartCoxon@aberdeencity.gov.uk</a> <a href="mailto:anne.mckenzie@nhs.net">anne.mckenzie@nhs.net</a>
<b>Consultation Checklist Completed</b>	Yes/No
<b>Appendices</b>	<i>Appendix 1 Strategic Commissioning Activity Plan 2019 - 2022</i>

### 1. Purpose of the Report

- 1.1. The purpose of this report is to update the committee on progress made to date against our Strategic Commissioning plan and its congruence with the contracts register.

### 2. Recommendations

- 2.1. It is recommended that the Risk, Audit and Performance Committee:

- a) Notes the progress made against the plan during the year 2020 - 2021

### 3. Summary of Key Information

- 3.1. In November 2019 both the Annual Procurement Plan and Strategic Commissioning Plan (2019 – 2022) were presented to the Aberdeen City Integration Joint Board, with the procurement plan and associated spend approved and a request made for an annual update against the Strategic Commissioning Plan activity.



## **RISK, AUDIT AND PERFORMANCE COMMITTEE**

- 3.2.** Following that meeting, and in line with the Chief Officers programme of transformation, a Strategic Commissioning Board was established, with associated terms of reference.
- 3.3.** Part of the purpose of this Board was to ensure good governance related to commissioning decisions, with escalation to both Executive Programme Board and Integration Joint Board as appropriate.
- 3.4.** The initial focus of this Board was to ensure that the strategic Commissioning plan and Procurement plan were fully aligned, and necessary timeframes put in place to ensure adequate time for teams to fully review contracts due for renewal, and as a consequence, make recommendations for future procurement activity.
- 3.5.** The Board also had the task of ensuring that the principles of strategic commissioning, outlined within our strategic plan and strategic commissioning approach had been adhered to during any review.
- 3.6.** In March 2020, all activity had to be reviewed due to COVID-19. This included a change in our governance processes, and consequently in the activity of the Strategic Commissioning Programme Board.
- 3.7.** Guidance was also issued by National Bodies advising Health and Social Care Partnerships against progressing with procurement activity during this difficult time.
- 3.8.** In March, we were already actively procuring the contract for Care at Home and Supported Living. We responded to providers requests to delay the final submission date and also reduced the complexity of the tenders. The final submission date for the tenders was extended to the 30th June. Responses to the 3 locality lots for Care at Home and for including in the Supported Living framework have been evaluated and awarded, following a mandatory standstill period. The Care at Home contracts for each locality have been awarded to the preferred bidder. A verbal update with the details of the bidder will be provided to committee members at the meeting on the 26<sup>th</sup> August.
- 3.9.** Other significant procurement processes and commissioning activity is as follows:
  - Procurement of Carer Support services – implementation due 1<sup>st</sup> September 2020



## RISK, AUDIT AND PERFORMANCE COMMITTEE

- Commissioning of Day Care services – a report will be presented to the IJB in August, with final recommendations due later in 2020
- Grant funding for counselling services – a report was presented to the IJB on 11th August, and grant funding agreed until March 2021, with the prospect of a review of activity of these services and future stronger alignment to the whole system delivery of mental health services.
- Grant funding confirmed to both ACVO and Scottish Care (partners for integration)
- Direct award for NESS (North East Sensory Services) with further review planned between now and March 2021
- Residential services – there is a national contract for these services for older people. We have local contracts in place for residential services for other adults. Our plan for 2020 – 2021 is to further explore the current estate and identify through our market position statement what our future requirements for this estate will be
- Extension to contracts for Skills Development Services – these services are jointly commissioned between Aberdeen City and Aberdeenshire. We plan to review these contracts and perhaps the procurement model in 2020/21

**3.10.** There are several “support” services on the contracts register where current arrangements are due for renewal before the end of this financial year:

- Alzheimer Scotland – extended until March 2021
- Choose Life
- Alcohol and Drugs services
- Bereavement Scotland

Commissioners will work alongside the procurement team to ensure that the necessary contractual arrangements are in place for these services between now and the end of this year.

## 4. Implications for IJB

### 4.1. Equalities

There are no implications associated with this report



## **RISK, AUDIT AND PERFORMANCE COMMITTEE**

### **4.2. Fairer Scotland Duty**

All providers are required to adhere to Fair Working Practice

### **4.3. Financial**

The financial implications for all procurement activity are offered for approval to the Aberdeen City IJB members through the annual or supplementary workplans and associated business cases.

### **4.4. Workforce**

There are no direct workforce implications arising from the recommendations of this report, however it should be noted that there is a time commitment for partnership staff involved in service reviews and working alongside the procurement team.

### **4.5. Legal**

There are no direct legal implications arising from the recommendations of this report.

### **4.6. Other**

## **5. Links to ACHSCP Strategic Plan**

**5.1.** Our strategic commissioning approach requires us to adhere to the strategic commissioning principles laid out in our strategic plan. It also requires us to have an outcomes focussed approach, and these outcomes are aligned to those high level outcomes described within the plan.

## **6. Management of Risk**

### **6.1. Identified risks(s)**

### **6.2. Link to risks on strategic or operational risk register:**

Commissioning activity links to strategic risk number 1 – market sustainability. Our procurement activity links to strategic risk number 2 – financial failure





## RISK, AUDIT AND PERFORMANCE COMMITTEE

### 6.3. How might the content of this report impact or mitigate these risks:

There is a requirement within the procurement reports submitted to the IJB to stipulate whether the level of expenditure is within existing budget.

Our strategic commissioning approach requires us to work collaboratively with providers and focussing on market stability as an outcome

Approvals	
	Sandra Macleod (Chief Officer)
	Alex Stephen (Chief Finance Officer)