



## INTEGRATION JOINT BOARD

NOT FOR PUBLICATION – This report contains exempt information as described in paragraph 6 (Information relating to the financial or business affairs of any particular person (other than the authority)) and paragraph 9 (Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services) of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973, enacted by the Local Government (Access to Information) Act 1985. This is applied in this case because, in view of the nature of the business to be transacted or in the nature of the proceedings, if members of the public were present, there would be disclosure to them of exempt information as defined in the Schedule.

Not exempt: Covering report, Appendix A1

Exempt: Appendix A, Appendix C

<b>Date of Meeting</b>	25 April 2023
<b>Report Title</b>	Supplementary Procurement Work Plan (Social Care)
<b>Report Number</b>	HSCP23.018
<b>Lead Officer</b>	Sandra MacLeod, Chief Officer AHSCP
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<b>Consultation Checklist Completed</b>	Yes
<b>Directions Required</b>	Yes
<b>Appendices</b>	Non-Exempt: Appendix A1 - Supplementary Work Plan for 2023/24 Exempt: Appendix A - Supplementary Work Plan for 2023/24 Appendix C – Procurement Business Case Appendix B – Direction to Aberdeen City Council



## INTEGRATION JOINT BOARD

### 1. Purpose of the Report

- 1.1. The purpose of this report is to present a Supplementary Procurement Work Plan for 2023/24 for expenditure on social care services, together with the associated procurement Business Case, for approval.

### 2. Recommendations

- 2.1. It is recommended that the Integration Joint Board:
- a) Approves the **Tender**, for a period of up to five (5) years of a contract for Independent Advocacy Services, as is detailed in Appendices A1 and C
  - b) Makes the Direction, as attached at Appendix B and instructs the Chief Officer to issue the Direction to Aberdeen City Council.

### 3. Summary of Key Information

- 3.1 The Integration Joint Board (IJB) directs Aberdeen City Council (ACC) to purchase and enter into contracts with suppliers for the provision of services in relation to functions for which it has responsibility. ACC procures services through the Commercial and Procurement Shared Service (CPSS) in accordance with ACC's Scheme of Governance.
- 3.2 ACC Powers Delegated to Officers includes, at delegation 1 of section 7, that the Chief Officer of the Aberdeen City Integration Joint Board (also referred to and known as the Chief Officer of the Aberdeen City Health and Social Care Partnership (ACHSCP)) has delegated authority to facilitate and implement Directions issued to ACC from the IJB, on the instruction of the Chief Executive of ACC and in accordance with the ACC Procurement Regulations.
- 3.3 These Regulations require the submission of an annual procurement work plan prior to the commencement of each financial year detailing all contracts to be procured by Aberdeen City Council in the coming year with a value of £50,000 or more, to relevant Boards/Committees. In the case of adult social



## INTEGRATION JOINT BOARD

care services, this is the IJB. The Regulations also require that procurement business cases to support items on the work plan are brought to the IJB prior to any tender being undertaken or contract awarded directly. Although the intention is that all procurement should be planned, there may be occasions, such as with this report, where this is not possible and supplementary work plans and/or business cases may be required.

- 3.4** This report presents a 2023/24 supplementary work plan. A supporting procurement business case is attached at Appendices C. The work plan comprises one (1) item - approval to go to tender for independent advocacy services.
- 3.5** The entry on the work plan describes a contract that is due to expire in the coming financial year, together with the aggregated value of these over the defined period.
- 3.6** Whilst this expenditure signifies an additional investment, the risks of not making this investment reduce the ACHSCP's opportunity to continue to offer the highest quality services and, subsequently, the achievement of outcomes for individuals.
- 3.7** Links with Strategic Commissioning

The procurement of works, goods and services is driven by strategic aims. The ACHSCP has established a Strategic Commissioning and Procurement Board (SCPB) to create a clearer link between the programmes of work, the associated budgets, and the procurement work plan and outcomes, in line with the Commissioning Cycle. Throughout the year, the SCPB has considered the items on this Supplementary Procurement Work Plan and determined that the services are required to support the delivery of strategic intentions.

## 4. Implications for IJB

- 4.1 Equalities, Fairer Scotland and Health Inequalities** - As noted in the Business Case, a Health Inequalities Impact Assessment (HIIA) is being carried out by the Planning & Development Manager. There are no specific



## INTEGRATION JOINT BOARD

equality or health implications from this report. Nor is there any direct implication for our Fairer Scotland Duty.

- 4.2 Financial** - In estimating the contract values, we have assumed no change in demand for services, and have allowed 3% uplift for 2023/24 to accommodate an annual national increase including the Real Living Wage (RLW). Uplifts have been applied to the business case over each future year. The value of these contracts' forms part of the recurring base budget of the IJB and the uplift percentages have been taken into account when calculating future budget requirements within the Medium Term Financial Framework
- 4.3 Workforce** - There are no specific implications for the Council's or Partnership's workforce arising from this report.
- 4.4 Legal** - The procurement of care and support services is a complex area, it is given special consideration under procurement legislation, with specific statutory guidance and best practice guidance issued by The Scottish Government. Because of this special consideration, there is a discrete team within the CPSS to support and manage the commissioning, procurement and contract management of care and support services, and the Work Plan for these services is presented separately to other reports. Each Business Case has been considered and no risk significant enough to warrant a halt to proceeding has been identified.
- 4.6 Covid-19** – There are no specific implications linked to Covid-19 arising from the recommendations in this report.
- 4.7 Other** - none

### 5. Links to ACHSCP Strategic Plan

This report links to Strategic Aim 3 Personalisation “Ensuring that the right care is provided in the right place and at the right time when people are in need”. It also links to Enabler 7.2, Principled Commissioning, and the commitment that all commissioned services enhance the quality of life for people and their carers.



## INTEGRATION JOINT BOARD

### 6. Management of Risk

#### 6.1. Identified risks(s)

There is a risk that the IJB does not get assurance and accountability for all the money that it spends on services provided by external bodies.

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

These proposals are linked to Risk 2 on the Strategic Risk Register “There is a risk of IJB financial failure and projecting an overspend, due to demand outstripping available budget, which would impact on the IJB’s ability to deliver on its strategic plan (including statutory work).”

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

By maintaining formal contractual arrangements and robust processes to monitor contracts with external organisations the IJB has assurance not only that it is getting best value but also that this expenditure is aligned to their strategic priorities and is reviewed regularly.