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**To:** Finance, Resources and Customer Services Policy Board

**On:** 08 June 2023

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**Report by:** The Chief Executive and the Chief Officer, Renfrewshire Health and Social Care Partnership

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**Heading:** Provision of a Specialist Dementia Day Care Service (RC-CPU-22-113)

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1. **Summary**

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to enter into a contract for the Provision of a Specialist Dementia Day Care Service.
- 1.2 The recommendation to award this Contract follows a procurement exercise which was conducted as a Negotiated Procedure without Prior Publication in accordance with the Council's Standing Orders Relating to Contracts and Regulation 76 of the Public Contracts (Scotland) Regulations 2015, as amended, for Social and Other Specific Services.
- 1.3 A Contract Strategy was approved by the Strategic and Commercial Procurement Manager on the 16 February 2023; the Chief Finance Officer, Renfrewshire Health and Social Care Partnership (RHSCP) on 21 February 2023 and the Head of Health and Social Care, RHSCP on 24 February 2023.
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## **2. Recommendations**

2.1 It is recommended that the Finance, Resources and Customer Services Policy Board authorise the Head of Corporate Governance:

2.1.1 To award a Contract for Provision of a Specialist Dementia Day Care Service to Alzheimer Scotland – Action on Dementia.

2.1.2 To award for a Contract Period of 3 years (36 months), with no extensions, the anticipated Commencement Date is 01 July 2023; the exact date will be confirmed in the Council's Letter of Acceptance; and

2.1.3 To award the Contract for up to a maximum value of £757,419 excluding VAT (£252,473 per annum).

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## **3. Background**

3.1 This Contract will replace the existing Contract between Alzheimer Scotland – Action on Dementia and Renfrewshire Council which expires on 30 June 2023.

3.2 This Contract is for the Provision of a Specialist Dementia Day Care Service. The Service will provide support to adults with dementia and their families, who reside in Renfrewshire. The Service is required throughout the year and will provide supportive, flexible day opportunities provided in mornings and afternoons for people. The Day Care Service operates from a base in Paisley. The support will be personalised to each individual person's requirements and may include:

- Support for people who have cognitive difficulties or complex needs that cannot be met in other services;
- Support with behaviours associated with dementia;
- Support with social isolation; and
- Support for carers.

3.3 The procurement process for this Contract was conducted as a Negotiated Procedure without Prior Publication in accordance with the Council's Standing Orders Relating to Contracts and Regulation 76 of the Public Contracts (Scotland) Regulations 2015, as amended for Social and Other Specific Services. The Negotiated Procedure was selected to provide continuity for people currently accessing the service through the current Contract.

- 3.4 Alzheimer Scotland – Action on Dementia was invited to respond to the Council’s Invitation to Contract which was published on 27 February 2023 with a tender return deadline of 12 noon on 27 March 2023.
- 3.5 In accordance with Council Standing Order relating to Contracts 11.5, the submission from Alzheimer Scotland – Action on Dementia was evaluated and met the predetermined criteria in the form of the Single Procurement Document (SPD).
- 3.6 Alzheimer Scotland – Action on Dementia’s submission was evaluated by the Renfrewshire Health and Social Care Partnership, Corporate Procurement Unit, Risk Management and Health and Safety, and met the award criteria as set out within the Invitation to Contract.
- 3.7 Community Benefits were requested as part of this procurement process. Alzheimer Scotland – Action on Dementia has confirmed the following benefits will be delivered as part of the Contract:

Community Benefit	Number Offered
Work experience placement offered for a 16+ year old	1
Work experience placement offered for a 14+ year old	1
Industry Skills Transfer to schools	4

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## Implications of the Report

1. **Financial** – Will be met by Renfrewshire Health and Social Care Budget.
2. **HR & Organisational Development** – None.
3. **Community/Council Planning** –
  - Our Renfrewshire is well – Supporting the wellness and resilience of our citizens and communities.
  - Tackling isolation and loneliness, by connecting people to their communities, and to services.
  - Enable people to live healthier, for longer, by supporting our older population to stay active.

- Our Renfrewshire is safe – Protecting vulnerable people and working together to manage the risk of harm.
4. **Legal** – The procurement process was conducted as a Negotiated Procedure without Prior Publication in accordance with the Public Contracts (Scotland) Regulations 2015 for a Social and other Specific Services Contract and the Council’s Standing Orders Relating to Contracts.
  5. **Property/Assets** – None.
  6. **Information Technology** – None.
  7. **Equality & Human Rights** - The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals’ human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council’s website.
  8. **Health & Safety** – The Health and Safety submission from Alzheimer Scotland – Action on Dementia was evaluated by Corporate Health and Safety and satisfied the Council’s requirements.
  9. **Procurement** - The procurement procedures outlined within this report shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.
  10. **Risk** – The insurances submitted by Alzheimer Scotland – Action on Dementia was assessed by Renfrewshire Council’s Risk Officer and satisfied the Council’s requirements.
  11. **Privacy Impact** – The Contract contains Renfrewshire Council’s General Conditions of Contract data protection provisions. Alzheimer Scotland – Action on Dementia will be a Data Controller and, as such, have a legal responsibility to comply with Data Protection legislation when collecting, processing and storing personal data to those receiving a service under this contract.
  12. **Cosla Policy Position** – None.
  13. **Climate** – None.

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## List of Background Papers – None

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