

WEST DUNBARTONSHIRE COUNCIL

Report by the Director of the Community Health and Care Partnership

Community Health and Care Partnership: 27 September 2011

Subject: CHCP Guidance on the Purchasing and Contracting of Care and Support Services.

1. Purpose

1.1 This report seeks members approval for the adoption of Community Health and Care Partnership (CHCP) Guidance on the Procurement of Care and Support Services.

2. Background

2.1 Following guidance published by the Scottish Government and COSLA in 2010, the CHCP committee approved “that officers of the CHCP, working together with colleagues from Legal and Administrative and Corporate Procurement services progress the actions proposed by the guidance and report back with their conclusions and recommendations”

2.2 The conclusion of this work is the CHCP guidance on the purchasing and contracting of Care and Support services as required by West Dunbartonshire Council.

3. Main Issues

3.1 The CHCP Guidance applies to the procurement of:

- Social Care and Support Services for children and families, younger people and adults including older people;
- Housing support services; and
- Social care and support services commissioned by Criminal Justice Partnerships.

The guidance applies to those services provided by external providers but not those provided in house, delivered through shared service arrangements or grant funding.

3.2 The guidance is aimed primarily at those CHCP staff who have a strategic commissioning or a care management purchasing role. The document also serves to offer other stakeholders an insight into the processes of procurement and ensure transparency and accountability.

3.3 The guidance is compliant with

- Council Standing Orders
- EU and Scottish Government Procurement Directives and is informed by;

- Scottish Government Guidance on the Procurement of Care and Support Services; and
- The West Dunbartonshire Council, Corporate Procurement Manual (2011)

3.4 This Guidance is also intended to facilitate the CHCP actions in the Corporate Procurement Improvement Plan and to provide a process for commissioning new or reconfigured services highlighted through Commissioning Strategies.

4. People Implications

4.1 There are no personnel implications associated with this report.

5. Financial Implications

5.1 There are no financial implications associated with this report.

6. Risk Analysis

6.1 Good governance helps to deliver better decisions. This guidance provides a “fit for purpose” framework for purchasing and contracting of care and support services which should ensure that the risk of challenge around the award of contracts is reduced and that external scrutiny requirements of procurement processes by Social Care and Social Work Improvement Scotland (SCSWIS) and the Scotland Excel (on behalf of the Scottish Government).

7. Equalities, Health & Human Rights Impact Assessment (EIA)

7.1 No issues were identified in a screening for potential equality impacts of these procedures.

8. Strategic Assessment

8.1 The adoption of these guidelines would contribute to the following Council Strategy Priorities.

- Financial Planning and Strategy
- Fit for purpose services

8.2 These guidelines contain appropriate provisions for the scrutiny of Expenditure and will ensure that the CHCP purchasing and contracting arrangements are more appropriate to meet both the need of procurement compliance and the needs of those who use the services being procured.

9. Conclusions and Recommendations

- 9.1 Committee is asked to agree the adoption of this guidance for all future Social Care and Support procurement activity.

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Appendices: Guidance on Purchasing and Contracting of Care and Support Services – September 2011

Background Papers: Link to the Scottish Government website:
<http://www.scotland.gov.uk/Publications/2010/09/21100130>

Wards Affected: All