

Report to	Cabinet
Date of meeting	15 th February 2022
Lead Member / Officer	Councillor Bobby Feeley / Catrin Roberts (Regional Collaboration Team)
Report author	Catrin Perry / Siobhan Gothorp (Regional Collaboration Team)
Title	Regional Memory Assessment Support Service Invitation to Tender (ITT) – Award of Contracts.

1. What is the report about?

- 1.1. The report is seeking Cabinet approval for the Council to award three contracts following the completion of an Invitation to Tender (ITT) for the 'Regional Memory Assessment Support Service'.

2. What is the reason for making this report?

- 2.1. The three contracts combined have a potential total value of up to £3.36 Million (i.e. £672,000 / Annum over a potential 5-year period).
- 2.2. A decision is required on the Council accepting three tenders and rejecting one tender submitted for the 'Regional Memory Assessment Support Service'.

3. What are the Recommendations?

- 3.1. That Cabinet approve the acceptance of the tenders submitted by three suppliers and to reject the tender submitted by one supplier for the reasons detailed within the 'Contract Award Recommendation Report' (Appendix 1).
- 3.2. That Cabinet confirms that it has read, understood and taken account of the 'Well-being Impact Assessment' (Appendix 2) and the 'Commissioning Form' (Appendix 3) as part of its consideration.

4. Report details

- 4.1. Cabinet gave its approval for the Council to act as the Lead Commissioner for the 'Regional Memory Assessment Support Service' ITT at the Cabinet meeting held on 23rd November 2021, acting on behalf of the six Local Authority partners and Betsi Cadwaladr University Health Board (BCUHB) as part of the North Wales Social Care and Well-being Services Improvement Collaborative.
- 4.2. The Council issued the ITT for 'Regional Memory Assessment Support Service' the on 2nd December 2021. The closing date for tender submissions was 13th January 2022.
- 4.3. Three bidders submitted tenders for the 3 x Lots offered as part of the ITT. One bidder submitted tenders for 2 x Lots offered, with the other bidders submitting tenders for 1 x Lot each.
- 4.4. Tenders were received for each of the Lots offered. The ITT had, therefore, succeeded in attracting tenders for all of the Lots offered.
- 4.5. The tenders submitted were evaluated against the prescribed evaluation methodology that was issued with the ITT.
- 4.6. The Award Recommendation Report, given in Appendix 1, details the evaluation of each tender submission and makes recommendations regarding contract award against each Lot.

5. How does the decision contribute to the Corporate Priorities?

- 5.1. Awarding the three contracts will enable the six Local Authority partners and BCUHB to engage with three external organisations to establish the 'Regional Memory Assessment Support Service' across the region.
- 5.2. Establishing the 'Regional Memory Assessment Support Service' across the region will support the partners to meet the key objectives of the Welsh Government 'Dementia Action Plan for Wales 2018 – 2022' that seeks to establish a dementia friendly nation through knowledge, understanding and support around dementia.

- 5.3. Establishing a 'One Stop Shop' / 'Universal' approach that enables individuals to access information, advice, guidance and support relating to memory loss concerns, and for those that have been diagnosed with dementia to be able to access a universal support pathway, is a priority of both 'The North Wales Dementia Strategy (March 2020)' and the 'North Wales Regional Plan (Area Plan)'. Establishing the 'Regional Memory Assessment Support Service' will enable individuals to access the services they require in a timely and consistent manner across North Wales.
- 5.4. There is a legal duty in the 'Social Services and Well-being Act 2014' for Regional Partnership Boards to prioritise the integration of services in relation to older people with complex needs and long term conditions, including dementia.
- 5.5. The 'North Wales Dementia Strategy (March 2020)' sets out how we will work towards integrated dementia services in North Wales. It has been developed jointly by the six North Wales Local Authority partners and BCUHB supported by Public Health Wales, Bangor University and other partners.

6. What will it cost and how will it affect other services?

- 6.1. In accordance with the guidance given by Welsh Government, the Project Team has allocated the following budgets for each aspect of the service:
 - Lot 1: Provision of a regional pre-assessment and post-diagnosis support (i.e. Information, advice, guidance + support through the Memory Assessment Pathway): £360K / Annum;
 - Lot 2: Regional Identifiers (i.e. Identifying and supporting those diagnosed in other health settings): £112K / Annum;
 - Lot 3: Provision of Regional Dementia Centres (i.e. physical points of access to services and information, advice + guidance within the community): £200K / Annum.
- 6.2. The funding for the services is new and recurring funding that has been awarded to the 'North Wales Regional Partnership Board (RPB)' by Welsh Government for the purpose of developing an enhanced regional approach to supporting individuals who have memory issues / concerns or dementia at the pre-assessment and post-diagnosis stages.

- 6.3. There are no additional costs to the Council or the Partners for the management of the 3 x contracts. Existing members of staff from the Regional Collaboration Team will provide project management and contract management support going forward.
- 6.4. The implications for other services is that the 'Regional Memory Assessment Support Service' will improve and increase the current provision in place across North Wales by providing a single / uniform pathway for partners and other services to follow across the region, and create equitable access to services for people with memory issues, dementia and their family / carers.

7. What are the main conclusions of the Well-being Impact Assessment?

- 7.1. The Well-being Impact Assessment was completed and reviewed by the Regional Collaboration Team and undertaken at initial and ongoing planning stages.
- 7.2. The pathway will deliver regional services that are efficient, effective and equitable for the population with dementia and their carers.
- 7.3. The pathway will remove the duplication identified enabling effective use of funding and service provision delivery.
- 7.4. The pathway will ensure individuals will be provided pre and post diagnosis support across the region.
- 7.5. The pathway will provide additional service provision in pre diagnosis support to support health improvements and outcomes.
- 7.6. The pathway will provide contractual collaborative and integrated working processes between providers.
- 7.7. The pathway will support protected characteristics and provide support in the Welsh Language and / or language of choice.
- 7.8. The funding is recurrent and managed regionally, thereby ensuring sustainability of the project.

8. What consultations have been carried out with Scrutiny and others?

- 8.1. Members of the North Wales Regional Partnership Board (RPB) were consulted when application to Welsh Government was submitted for the purpose of developing an enhanced regional approach to supporting individuals who have concerns over memory loss at the pre-assessment and post-diagnosis stages. The submission has been approved and well received by the North Wales Leadership Group and the RPB. The Project Team will report on progress to the RPB.
- 8.2. The North Wales Leadership Group will provide governance and scrutiny of the project.
- 8.3. The Project Team will provide quarterly reports to the Leadership Group.

9. Chief Finance Officer Statement

- 9.1. The Regional Collaboration Team has confirmed that the external funding for the costs of this regional activity has been confirmed by Welsh Government. Denbighshire County Council have a good record of management of regional collaboration project funding which will help ensure that due process is followed. The recommendations are supported.

10. What risks are there and is there anything we can do to reduce them?

- 10.1. The ITT exercise was led by the Denbighshire County Council procurement team in order to ensure due process is followed which is appropriate to the level of the potential contract value. This minimises the risk of challenge.
- 10.2. The risk of legal challenge is shared amongst the Regional Collaboration Partners as per the North Wales Regional Partnership Board – North Wales Regional Commissioning Board Collaboration Agreement 2019 – 2024.

11. Power to make the decision

- 11.1. Contract Procedure Rule 2.7.2 iii requires procurement valued above £2,000,000.01 to be approved by Cabinet.