

To: Finance, Resources and Customer Services Policy Board

On: 08 June 2023

Report by: Director of Finance and Resources, Director of Children's Services and the Chief Officer, Renfrewshire Health & Social Care Partnership

Heading: Provision of a Carers Centre (RC-CPU-22-319)

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 Carers Centre.
 - 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 04 July 2022 and The Chief Finance Officer, Renfrewshire Health and Social Care Partnership (RHSCP) on 22 August 2022.
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2. **Recommendations**

It is recommended that the Finance, Resources and Customer Services Policy Board authorise the Head of Corporate Governance to award a contract:

- 2.1 For Provision of a Carers Centre to Renfrewshire Carers Centre.
- 2.2 For a period of 3 years, with no option to extend. The anticipated Commencement Date is 01 July 2023; the exact date will be confirmed in the Council's Letter of Acceptance.
- 2.3 Up to a maximum value of £1,963,125 excluding VAT for the entire period of the contract; (£654,375 per annum).

3. **Background**

- 3.1 This Contract will replace an existing contract between Renfrewshire Carers Centre and Renfrewshire Council which expires on 30 June 2023.
- 3.2 The contract is for the Provision of a Carers Centre. The contract provides a range of support for carers in Renfrewshire including offering one to one support with an aim to support carers in their caring role and provide opportunities to have a life outside of their caring responsibilities.
- 3.3 Following a review of these type of services this new contract will offer continuity of support for people using the service.
- 3.4 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.
- 3.5 Renfrewshire Carers Centre was invited to respond to the Council's Invitation to Contract which was published on 08 March 2023 with a tender return deadline of 12 noon on 11 April 2023.
- 3.6 In accordance with Council Standing Order relating to Contracts 11.5, the submission from Renfrewshire Carers Centre was evaluated and met the predetermined criteria in the form of the Single Procurement Document (SPD).

- 3.7 The submission from Renfrewshire Carers Centre 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.
- 3.8 Community Benefits were requested as part of this procurement process. Renfrewshire Carers Centre has confirmed the following benefits will be delivered as part of the contract:

Community Benefit	Number Offered
Modern Apprenticeship	1
Industry Awareness Events: Schools/Invest in Renfrewshire – Employability/Further Education	6

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** –

Renfrewshire Council Plan 2022-2027

- Fair - nurturing bright, happy and healthy futures for all
 - Equipping parents and carers with the information, skills and support they need to ensure positive outcomes for children and young people in their care, whilst providing opportunities for parents and carers to shape the services that impact them;
 - Supporting carers, unpaid carers and young carers (including our own employees who have caring responsibilities), ensuring they are able to access good advice, that our services are shaped to make their lives easier, and that they are able to look after their own health and wellbeing as well as the person they care for.

Renfrewshire's Health and Social Care Partnership Adult Carers' Strategy

- This sets out a preventive approach to supporting carers to continue in their caring role, whilst not compromising their own health and wellbeing. This Strategy is currently being refreshed for 2022-25, including consultation with unpaid carers but will continue to provide support in line legislative requirements.

Renfrewshire's Health and Social Care Partnership 2022-2025 Strategic Plan

- The Plan recognises the role carers have in supporting people in Renfrewshire and commits to supporting the health and wellbeing of carers through 4 Themes for a Sustainable Future: Healthier, Connected, Enabled and Empowered.
4. **Legal** - This procurement process was conducted as a Negotiated Procedure without Prior Publication in accordance with the Public Contracts (Scotland) Regulations 2015 as amended, 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 Renfrewshire Carers Centre 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 Renfrewshire Carers Centre were 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. Renfrewshire Carers Centre 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

List of Background Papers - None

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