

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

**On: 29 January 2020**

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**Report by: Joint Report by the Chief Executive and the Director of  
Communities, Housing and Planning Services**

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**Heading: Provision of Housing Support Services – Homelessness (RC-CPU-  
19-128)**

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1. **Summary**
  - 1.1 The purpose of this report is to seek the approval of Finance, Resources and Customer Services Policy Board to award two separate contracts for Housing Support Services (Lot 1) for Young Homeless Adults and (Lot 2) Housing Support Services for Single Homeless Adults and Families to Blue Triangle (Glasgow) Housing Association Limited.
  - 1.2 The recommendation to award these two separate Contracts follows a single procurement exercise which was conducted in accordance with the above EU Threshold Open Procedure for a Social and Other Specific Services and the Council's Standing Orders Relating to Contracts.
  - 1.3 A Contract Strategy for these Contracts was approved by the Head of Planning and Housing Services and the Strategic Commercial and Procurement Manager on 23<sup>rd</sup> September 2019.
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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 to:
- 2..2 Award the Contracts for both Lot 1, the Housing Support Services for Young Homeless Adults and Lot 2, the Housing Support Services for Single Homeless Adults and Families, to Blue Triangle (Glasgow) Housing Association Limited;
- 2.3 To award Lot 1 and Lot 2 Contracts each for a period of two (2) years from 30<sup>th</sup> March 2020 to 29<sup>th</sup> March 2022 with the option (at the discretion of the Council) to extend the respective Contract for up to twelve (12) months on two (2) separate occasions until no later than 29<sup>th</sup> March 2024; and
- 2.4 Lot 1 Contract has an annual value of up to £249,500.00 excluding VAT with a total Contract value of up to £998,000.00 excluding VAT for Housing Support Services for Young Homeless Adults.
- 2.5 Lot 2 Contract has an annual Contract value of £154,500.00 excluding VAT with a total Contract value of £618,000.00 excluding VAT for Housing Support Services for Single Homeless Adults and Families.

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## **3. Background**

- 3.1 The Council has a statutory duty to provide advice, assistance and temporary accommodation to all homeless households and those at risk of homelessness within the Renfrewshire area.
- 3.2 Housing Support Services are required within supported accommodation for young homeless adults which is currently delivered at two locations in Paisley – Argyle Street and Bruce Court and for single homeless adults and families which is currently delivered at two locations in Renfrew – Paisley Road and Victoria Drive East. The nature of the Services is to support homeless people to make a successful transition from supported accommodation to settled accommodation. Each Service will be delivered fifty-two (52) weeks per year including public holidays.
- 3.2 This procurement process was conducted in accordance with the above EU Threshold Open Procedure for Social and Other Specific Services and the Council's Standing Orders Relating to Contracts. The procurement consisted of 2 Contracts: Lot 1 for Young Homeless

Adults and Lot 2 Housing Support Services for Single Homeless Adults and Families A contract notice was issued via Public Contracts Scotland portal on 4<sup>th</sup> October 2019.

- 3.3 During the tendering period, thirteen (13) businesses (economic operators) expressed an interest in the tender opportunity. By the tender return date, 8<sup>th</sup> November 2019 only one (1) organisation submitted a response for both Lot 1 and Lot 2 contracts.
- 3.4 In accordance with Council Standing Order 11.5, the tender submission for each Lot was evaluated against a pre-determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives from the Communities, Housing and Planning Service, Strategic Policy and Commissioning and the Council's Corporate Procurement Unit; Corporate Risk and Corporate Health and Safety. The tender submission provided by Blue Triangle (Glasgow) Housing Association Limited in respect of each Lot confirmed compliance with the minimum selection criteria set within the ESPD. The submission was then evaluated against the published set of criteria of 70% Quality and 30% Price for the individual Contract.
- 3.5 The scores relative to the Award Criteria for each of the Lots are noted below:

		<b>Quality (70%)</b>	<b>Price (30%)</b>	<b>Total (100%)</b>
<b>Lot 1</b>	Blue Triangle (Glasgow) Housing Association Limited	62.5%	30%	92.50%
<b>Lot 2</b>	Blue Triangle (Glasgow) Housing Association Limited	62.5%	30%	92.5%

- 3.6 Community Benefits were requested as part of this procurement process and the successful Tenderers advised within their tender submission that the following Community Benefits would be delivered as part of the Contracts:

Lot 1 Housing Support Services for Young Homeless Adults

- 2 graduates for vacant posts over the duration of the contract
- Partnering with local further education colleges to offer student placements in social care and community education
- Provide SVQ 3 sponsorship for a minimum of 2 staff members
- Take part in industry/sector awareness days within Renfrewshire schools

## Lot 2 Housing Support Services for Single Homeless Adults and Families

- 2 graduates for vacant posts over the duration of the contract
- Partnering with local further education colleges to offer student placements in social care and community education
- Provide SVQ 3 sponsorship for a minimum of 2 staff members
- Take part in industry/sector awareness days within Renfrewshire schools

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### Implications of the Report

#### 1. **Financial**

The financial status of the successful tenderer was assessed by undertaking a Dun & Bradstreet credit assessment which confirmed that each organisation satisfied the Council's requirements in relation to financial stability.

#### 2. **HR & Organisational Development** – No TUPE implications arise as Blue Triangle (Glasgow) Housing Association Limited is the current provider for both services.

#### 3. **Community/Council Planning –**

- Our Renfrewshire is fair -
  - Ensure that those receiving a service get access to opportunities to improve their health, skills and income
- Our Renfrewshire is safe –
  - Protecting those receiving a service, ensuring they can live safely and independently
- Reshaping our place, our economy and our future –
  - Local employment opportunities
  - Support of the Scottish Living Wage
  - Fair employment terms and conditions
- Building strong, safe and resilient communities
  - Development of links with employment and training initiatives within the community
- Tackling inequality, ensuring opportunities for all -
  - The Service people receive will help to maintain skills to remain independent for as long as possible and to maintain and manage their accommodation

- Working together to improve outcomes
    - The service delivered will be person centred and flexible
4. **Legal** - The procurement for these contracts has been conducted in accordance with the Procurement Reform (Scotland) Act 2014, the Procurement (Scotland) Regulations 2015 and the Council's Standing Orders relating to Contracts using the above EU Open tender procedure for a Social and Other Specific Service; The Lot 1 contract value is below the EU threshold for Social and Other Specific Services.
  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.
  8. **Health & Safety** – Blue Triangle (Glasgow) Housing Association Limited health and safety credentials were evaluated by Corporate Health and Safety and met the Council's minimum requirements regarding health and safety.
  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** – Blue Triangle (Glasgow) Housing Association Limited insurances have been assessed and evaluated and confirm that they will meet the minimum requirements regarding insurable risk.
  11. **Privacy Impact** – The contract contains Renfrewshire Council's General Conditions of Contract data protection provisions. Blue Triangle (Glasgow) Housing Association Limited will be Data Controllers and, as such, have legal responsibility to comply with Data Protection legislation when collecting, processing and storing personal data of those receiving the Housing Support Service under this contract. A Data Protection Impact Assessment was conducted in relation to both Contracts and Blue Triangle (Glasgow) Housing Association Limited will be required to complete the Council's Information Sharing Protocol.

12. **Cosla Policy Position** – N/A
13. **Climate Change** – The level of impact associated with provision of this service has been assessed using the Scottish Government Sustainability Test and is considered to be low risk.

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