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**To: Procurement Sub Committee**

**On: 11<sup>th</sup> November 2015**

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**Report by:**

**Joint Report  
by  
The Chief Executive and Director of Children's Services**

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**Contract Authorisation Report  
for  
The Provision of Specialised Services in Supported Accommodation and  
Related Specialist Support Services to Women and their Children Affected by  
Domestic Abuse**

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**1. Summary**

- 1.1 The purpose of this report is to seek approval from the Procurement Sub Committee to authorise the Head of Corporate Governance to award a contract for the Provision of Specialised Services in Supported Accommodation and Related Specialist Support Services to Women and their Children Affected by Domestic Abuse.
- 1.2 The service is classified as a "Part B" service under the Public Contracts (Scotland) Regulations 2012 as amended therefore the full procurement rules do not apply. This contract was undertaken after agreement by the Procurement Manager on the 6<sup>th</sup> November 2014 under the negotiated procedure in accordance with the Council's Standing Order 12.2(b) and Schedule 5, clause C1(e).
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## **2. Recommendations**

### **2.1 It is recommended that the Procurement Sub Committee:**

- (a) authorise the Head of Corporate Governance to award the contract to Renfrewshire Women's Aid, a charity registered with the Office of the Scottish Charity Regulator, for the Provision of Specialised Services in Supported Accommodation and Related Specialist Support Services to Women and their Children Affected by Domestic Abuse
  - (b) note that the proposed contract start date is the 1<sup>st</sup> December 2015 and that the contract shall be for an initial period of 3 years with the option to extend the contract for up to two extensions each of 1 year where, such option(s) are to be taken at the Council's sole discretion.
  - (c) Approve the total value of the Contract, including the maximum option period of £1,108,540, excluding VAT.
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## **3. Background**

- 3.1 Renfrewshire Council has a vital role in ensuring the safety and wellbeing of women and their children affected by domestic violence in their Council area.
- 3.2 Social Work's Review and Performance team carried out a review of the services provided by Renfrewshire Women's Aid. Findings from this review in terms of the success the service has in delivering positive outcomes for the service users, current uptake, the strategic fit, the cost effectiveness and efficiencies of the service, informed the basis of this negotiated procurement exercise.
- 3.3 Approval to enter into a negotiated contract with Renfrewshire Women's Aid was given in November 2014 in accordance with Schedule 5, clause C.1 (e) and clause 12.2(b) of the Standing Orders Relating to Contracts as the HOPACS was satisfied that the services required by service users would be best provided by the existing Provider and therefore that there was one suitable source of supply that could be identified, that the requirement of the contract is unique or, after research, only one suitable source of supply can be identified.
- 3.4 The procurement documentation was issued to Renfrewshire Women's Aid on the 2<sup>nd</sup> July 2015 and their submission received on 17<sup>th</sup> August 2015.
- 3.5 The submission was assessed by representatives from the Corporate Procurement Unit, officers from Renfrewshire Council's Criminal Justice team and officers from the Renfrewshire Health and Social Care Partnership, it was considered acceptable on both technical and commercial grounds.

- 3.6 The budget for the current requirement is £221,708 per annum. The negotiated amount for this new service is £221,708 per annum and that amount will remain fixed for the duration of the contract.
- 3.7 As part of the negotiated contract Renfrewshire Women's Aid were advised that it is Renfrewshire Council's aim to generate as many additional community benefits as possible from the contract. In response to this requirement Renfrewshire Women's Aid has agreed to provide the following benefits:
- A Prevention Outreach Worker will deliver age appropriate sessions to children in both Primary and Secondary schools in Renfrewshire promoting healthy relationships
  - Training and awareness sessions will be delivered to the Nursing students who attend the University of the West of Scotland
  - They will continue to raise their public profile through the use of local media to ensure the residents of Renfrewshire are aware of the help and support available to women and their children affected by domestic abuse
- 3.8 This contract exercise has been conducted in accordance with Renfrewshire Council's Standing Orders Relating to Contracts and in accordance with the Public Contracts (Scotland) Regulations 2012 (as amended), in so far as is applicable to this 'Part B' service.
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## Implications of the Report

1. **Financial** - The financial status of Renfrewshire Women's Aid was assessed and satisfied the Council's requirements in relation to financial capacity
2. **HR & Organisational Development** - – None
3. **Community Planning** - Renfrewshire Women's Aid is a charity registered with the Office of the Scottish Charity Regulator and based in the Renfrewshire Council area.  
**Children and Young People** – This service is available to Women and their children aged 16 years and under.  
**Community Care, Health & Well-being** – The service provides accommodation for vulnerable women and their children to ensure their safety and well-being  
**Empowering our Communities** – The service and the support it provides helps to demonstrate that domestic violence is not acceptable in this area  
**Safer and Stronger** - The service will help to build stronger communities by supporting vulnerable women and their children
4. **Legal** - The contract arrangements were carried out in accordance with Renfrewshire Council's Standing Orders in respect of a negotiated contract.
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 because for example it is for noting only. 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 submission received was assessed by Renfrewshire Council's Health and Safety Officers and meets the necessary requirements
9. **Procurement** – This procurement process was conducted in accordance with the Council's Standing Orders Relating to Contracts
10. **Risk** – Renfrewshire Women's Aid submission was assessed by Renfrewshire Council's Risk Officer and meets the necessary requirements
11. **Privacy Impact** – In consultation with the Council's Information Governance Officers, Renfrewshire Women's Aid confirmed compliance with the relevant procedures

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#### **List of background papers**

none

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