

To: Finance, Resources and Customer Services Policy Board

On: 31st March 2021

Report by: The Chief Executive, the Director of Children's Services and the Chief Officer Renfrewshire Health and Social Care Partnership

Heading: Provision of Head Injury Support Service (RC-CPU-20-369)

1. Summary

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to award a contract to Quarriers for the provision of a Head Injury Support Service.
 - 1.2 This procurement exercise has been conducted in accordance with Section 12 of the Procurement Reform (Scotland) Act 2014 (as amended) and Regulation 6 of the Procurement (Scotland) Regulations 2016 for a below the higher value Regulated Procurement Health and Social Care Services (formerly known as the EU Threshold) and Standing Order 14 of the Council's Standing Orders Relating to Contracts.
 - 1.3 A Contract Strategy for this contract was approved by the Strategic Commercial and Procurement Manager, the Head of Child Care & Criminal Justice and the Chief Finance Officer Renfrewshire Health and Social Care Partnership.
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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:

- 2.1.1 To award the Contract for the Provision of a Head Injury Support Service to Quarriers;
 - 2.1.2 To award the Contract for three (3) years from 19th April 2021 to 18th April 2024; and
 - 2.1.3 To award the Contract at a maximum value of £394,044 excluding VAT for the entire contract period.
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3. Background

- 3.1 The Head Injury Support Service provides a local specialist support service for adults aged from 16 to 65 years old who have experienced head injury. The severity of head injury will vary but the effects may include physical disabilities, psychological behaviours and emotional problems. In addition, the service will provide support and guidance to carers and families, including specific support to children affected by another family members acquired brain injury, and delivering a person centred support to each person. The service will be jointly funded by Children's Services (£70,000 per annum) and the Renfrewshire Health and Social Care Partnership (£61,348 per annum).
- 3.2 The Head of Policy and Commissioning (HOPAC) agreed to the procurement of a negotiated contract without competition made in accordance with Section 12 of the Procurement Reform (Scotland) Act 2014 (as amended) and Regulation 6 of the Procurement (Scotland) Regulations 2016 for a below the higher value Regulated Procurement Health and Social Care Services (formerly known as the EU Threshold) and the Council's Standing Orders Relating to Contracts order 14. Negotiated contract without competition.
- 3.3 This tender was issued to Quarriers via the Public Contract Scotland Tender portal on 10th February 2021 with a tender closing date of 12 noon on 25th February 2021.
- 3.4 The tender document included a Single Procurement Document (SPD) as required by the Council's Standing Orders relating to Contracts and the tender response submitted was evaluated against a pre-determined set of criteria within that SPD by representatives from the following Council Services: Corporate Procurement Unit, Corporate Risk and also by representatives of Children's Services and the Renfrewshire

Health and Social Care Partnership – all requirements were met. Quarriers as part of the tender submission confirmed that they would deliver the service for the price as detailed in the tender.

3.5 Community Benefits were sought as part of the procurement process and Quarriers advised within their tender submission that the following Community Benefits would be delivered as part of this Contract:

- 2 x Work Experience Placement for an individual aged 16 year and over;
- 1 x S/NVQ for an existing employee
- 1 x Industry Awareness Event
- 1 x Non financial support for a Community Project

Implications of the Report

1. **Financial** – Using Dun & Bradstreet, the financial status of Quarriers was assessed which confirmed that the organisation satisfied the Council's requirements in relation to financial stability.
2. **HR & Organisational Development** - None
3. **Community/Council Planning –**
 - Our Renfrewshire is thriving – providing work experience to individuals from Renfrewshire
 - Our Renfrewshire is fair - ensuring that those who require the service are supported to improve their health and wellbeing
 - Reshaping our place, our economy and our future – the provider is an accredited Living Wage employer and will provide support to a Community Project within Renfrewshire.
 - Tackling inequality, ensuring opportunities for all – Flexible early learning and childcare places may support parents back into employment
 - Working together to improve outcomes – The services delivered helps to improve outcomes for families within Renfrewshire
4. **Legal** – The procurement of this contract has been conducted in accordance with the Procurement Reform (Scotland) Act 2014 (as amended), Regulation 6 of the Procurement (Scotland) Regulations 2016 and the Council's Standing Orders relating to Contract using the below higher value Regulated Procurement (below £663,540) (formerly

known as the EU Threshold) for a negotiated contract for the procurement of Health and Social Care 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. 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 Quarriers Health and Safety submission has been evaluated by Corporate Health and Safety and meets 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 Quarriers insurances have been assessed and evaluated and meet the minimum requirements regarding insurable risk.
11. **Privacy Impact** - The contract contains Renfrewshire Council's General Conditions of Contract data protection provisions. Quarriers will be Data Controllers and, as such, have a legal responsibility to comply with Data Protection legislation when collecting, processing and storing personal data to those receiving the service under this contract.
12. **Cosla Policy Position** –Not Applicable.
13. **Climate Change** – No climate change implications were noted as part of this Contract.

List of Background Papers

none

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