

## Minute of Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Wednesday, 05 June 2019	14:00	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

#### Present

Councillor Tom Begg, Councillor Bill Brown, Provost Lorraine Cameron, Councillor Audrey Doig, Councillor Jim Harte, Councillor John Hood, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor Jim Sharkey, Councillor John Shaw, Councillor James Sheridan, Councillor Andy Steel, Councillor Jane Strang

#### Chair

Councillor J Shaw, Convener, presided.

#### In Attendance

A Russell, Director of Finance & Resources; L McIntyre, Head of Policy & Commissioning, A Morrison, Head of Regeneration, S McFadden, Project Director (City Deal), B Walker, Depute Project Director (City Deal), and B Lambert, Strategic Procurement Manager (all Chief Executive's); D Gillies, Head of Facilities Management, G Hannah, Strategic Change Manager and K Anderson, Amenity Services Manager (Waste) (all Environment & Infrastructure); and K Graham, Head of Corporate Governance, J Lynch, Head of Property Services, A MacArthur, Head of Finance, P Murray, Head of ICT, A Black, Managing Solicitor (Data Protection Officer), D Campbell, Assistant Managing Solicitor (Licensing), S Fanning, Principal HR & OD Adviser, G Innes, Customer Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

## **Declarations of Interest**

Councillor Shaw declared an interest in Item 39: Contract Authorisation Report: Provision of a Care at Home and/or Housing Support Service within a Model of Supported Living, as his wife was employed by one of the companies that had tendered for the contract and indicated that he would step down from the Chair, leave the meeting and not take part in any discussion or voting thereon.

### **1 Joint Consultative Board (Non-teaching)**

There was submitted Minutes of the Joint Consultative Board (Non-teaching) meeting held on 27 March 2019 which forms the Appendix hereto.

**DECIDED**: That the Minutes be noted.

### **2 Revenue Budget Monitoring Report**

There was submitted a revenue budget monitoring report by the Director of Finance & Resources in respect of Finance & Resources, Environment & Infrastructure and Miscellaneous expenditure for the period to 1 March 2019.

**DECIDED**: That the report be noted.

### **3 Revenue Budget Monitoring Report - Council Overview**

There was submitted a revenue budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on general fund services and the Housing Revenue Account for the period to 1 March 2019.

**DECIDED**: That the report be noted.

### **4 Capital Budget Monitoring Report**

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to expenditure on corporate issues for the period to 1 March 2019.

**DECIDED**: That the report be noted.

### **5 Capital Budget Monitoring Report - Council Overview**

There was submitted a capital budget monitoring report by the Director of Finance & Resources relative to an overview of expenditure on the Housing and Non-housing Capital Programmes to 1 March 2019.

It was noted that paragraph 6.3 was amended at the last sentence to read 31 March 2019 and not 31 March 2018 as indicated in the report.

**DECIDED:** That the report, as revised, be noted.

## **6 Convention of Scottish Local Authorities: Annual Levy 2019/20**

There was submitted a report by the Chief Executive relative to annual levy applied by the Convention of Scottish Local Authorities (COSLA).

As in previous years, COSLA had applied a standard fixed sum of £10,000 per council with the balance of the subscription being determined by the number of people living in the local authority area. The Council's contribution for 2019/20 was £106,635 (exclusive of VAT) payable in June 2019.

**DECIDED:** That payment of the COSLA levy of £106,635 for 2019/20 be approved.

## **7 Non-domestic Rates (Scotland) Bill - Call for Evidence**

There was submitted a report by the Director of Finance & Resources relative to the Council's response to the call for evidence in relation to the Non-domestic Rates (Scotland) Bill introduced by the Scottish Government on 25 March 2019. A copy of the Call for Evidence was attached to the report as Appendix 1.

The report explained that the deadline for receipt of written views was 30 May 2019. As this was outwith the current meeting cycle of this Board a response had been developed to the questions relevant to the Council and was attached to the report as Appendix 2.

In addition, the Scottish Government Finance and Constitution Committee issued a call for evidence in relation to the Financial Memorandum accompanying the Bill, with responses due by 7 June 2019 and Appendix 3 to the proposed response.

Both responses had been submitted by the due dates, subject to approval by this Policy Board.

**DECIDED:**

(a) That the responses to the consultation questions set out in Appendices 2 and 3 be agreed; and

(b) That it be noted that the responses had been submitted to the Scottish Parliament Local Government and Communities Committee, subject to approval by this Policy Board.

## **8 Customer & Business Services Performance Report**

There was submitted a report by the Director of Finance & Resources relative to the Customer & Business Services Performance Report.

The report detailed performance across key Customer & Business Service functions including revenue collection and benefit administration for the period ending 28 April 2019 and included an update on the funding and expenditure position for Discretionary

Housing Payments and the Scottish Welfare Fund.

**DECIDED:** That the report be noted.

## **9 Operational Performance Report: Integrated Facilities Management**

There was submitted an update report by the Director of Environment & Infrastructure relative to the performance of services delivered by Integrated Facilities Management (Hard & Soft Services) since March 2019.

The report provided performance information on building services; repairs over the last three years; compliance tasks; housing repairs; housing repairs satisfaction levels; building services training and development activity; and facilities management – soft services.

**DECIDED:** That the operational performance update be approved.

## **10 Chief Executive's Service Improvement Plan 2018/19: Out-turn Report**

There was submitted a progress report by the Chief Executive relative to performance to deliver the Chief Executive's Service Improvement Plan during 2018/19. An appendix to the report detailed performance to deliver the Action Plan.

**DECIDED:**

- (a) That the report be noted;
- (b) That progress made on areas of service performance in 2018/19 be noted; and
- (c) That progress made on actions and performance in the Action Plan appended to the report be noted.

## **11 Finance & Resources Service Improvement Plan: Overview of Performance 2018/19**

There was submitted a progress report by the Director of Finance & Resources relative to performance to deliver the Finance & Resources Service Improvement Plan during 2018/19. An appendix to the report detail performance to deliver the Action Plan.

**DECIDED:**

- (a) That the report be noted;
- (b) That progress made during 2018/19 on areas of service performance which fall under the remit of this Board be noted; and
- (c) That progress made on actions and performance in the Action Plan appended to the report be noted.

## **12 Environment & Infrastructure Service Improvement Plan: Overview of Performance 2018/19**

There was submitted a progress report by the Director of Environment & Infrastructure relative to performance to deliver the Environment & Infrastructure Service Improvement Plan 2018/19. An appendix to the report detail performance to deliver the Action Plan.

### **DECIDED:**

- (a) That it be noted that the report reflected the new service structure for Environment & Infrastructure Services;
- (b) That progress made by Environmental & Infrastructure Services on actions and performance indicators, as detailed in the Appendix to the report, and as specific to the areas of activity delegated to this Policy Board be noted; and
- (c) That it be noted that this outturn report had also been submitted to the Infrastructure, Land and Environment Policy Board for approval in respect of the relevant areas of activity delegated to that Policy Board.

## **13 Review of Information Handling Policy**

There was submitted a report by the Director of Finance & Resources relative to a review of the content and provisions of the Information Handling Policy. A copy of the revised policy was appended to the report.

The report explained that the revisions proposed were minor, reflected the current Council structure and updates statutory references, with additional references to associated guidance.

### **DECIDED:**

- (a) That the revised Information Handling Policy as set out in the Appendix to the report be approved; and
- (b) That authority be delegated to the Managing Solicitor (Data Protection Officer) in consultation with the Information Security Group to approve further reviews on a two-yearly basis.

## **14 Revised Policy and Guidelines on Surveillance**

There was submitted a report by the Director of Finance & Resources relative to a review of the policy and guidelines on surveillance. A copy of the revised policy and guidelines was appended to the report.

### **DECIDED:**

- (a) That the revised Policy and Guidelines on Surveillance as set out in the appendix to the report be approved;

- (b) That the Managing Solicitor (Data Protection Officer) continue to be authorised to update the guidance note appended to the Policy as required; and
- (c) That the number of applications for surveillance authorised by the Council in the last three years, as detailed within the report, be noted.

## **15 Review of the Renfrewshire Council Bye-laws Prohibiting the Consumption of Alcohol in Designated Public Areas 2009**

There was submitted a report by the Director of Finance & Resources relative to proposed byelaws to replace the Council's existing byelaws made in 2009 prohibiting the consumption of alcoholic liquor in designated places, as detailed in the appendix to the report.

### **DECIDED:**

- (a) That the draft byelaws as detailed in the appendix to the report, including the accompanying proposed plans be approved;
- (b) That the Head of Corporate Governance be authorised to authenticate and sign the proposed byelaws on behalf of the Council;
- (c) That the Director of Finance & Resources be authorised to advertise the notice of intention to apply to the Scottish Government for confirmation of the byelaws in a newspaper circulating in the area at least one month prior to submission of the byelaws for confirmation, as required in terms of section 202(4) of the Local Government (Scotland) Act 1973;
- (d) That the Director of Finance & Resources be authorised to apply to the Scottish Government for confirmation of the byelaws; and
- (e) That otherwise the report be noted.

## **16 Report on the Voluntary Redundancy/Early Retirement Schemes**

There was submitted an annual report by the Director of Finance & Resources relative to the number of employees leaving the service through the voluntary redundancy or early retirement schemes and associated financial implications for the Council.

**DECIDED:** That the report be noted.

## **17 Chief Executive's Annual Health & Safety Report 2018/19**

There was submitted an annual progress report by the Chief Executive relative to delivery of health and safety activities during 2018/19 and summarising achievements over that period. A copy of the annual report was appended to the report.

**DECIDED:** That the contents of the annual report as set out in the appendix be noted.

## **18 Finance & Resources Annual Health & Safety Report and Plan 2019/20**

There was submitted an annual progress report by the Director of Finance & Resources relative to delivery of health and safety activities during 2018/19 and summarising achievements over that period. A copy of the annual report for 2018/19 and action plan for 2019/20 was appended to the report.

### **DECIDED:**

- (a) That the progress report for 2018/19 be noted; and
- (b) That the health and safety action plan for 2019/20 be approved.

## **19 Environment & Infrastructure Annual Health, Safety & Well-being Plan 2019/20**

There was submitted a report by the Director of Environment & Infrastructure relative to a review of the Health, Safety and Wellbeing Plan for the period 2019/20 which identified a range of actions to be carried out to support and improve health and safety compliance and performance within the service. A copy of the annual report for 2018/19 and action plan for 2019/20 was appended to the report.

### **DECIDED:**

- (a) That the Environment & Infrastructure Health & Safety report for 2018/19 and Action Plan for 2019/20 as appended to the report be approved; and
- (b) That it be noted that the Environment & Infrastructure Health, Safety and Wellbeing Plan has also been submitted to the Infrastructure, Land and Environment Policy Board for approval of those elements within the remit of that Board.

## **20 2018/19 End of Year Report on the Health & Safety Activities within Renfrewshire Council**

There was submitted an update report by the Director of Finance & Resources relative to performance of health and safety activities throughout the Council over the period September 2018 to March 2019.

The report highlighted a decrease in accident/incident within the workplace and a reduction in ill health and demonstrated the Council's commitment to continuous improvement.

### **DECIDED:** That the report be noted.

## **21 Civic Hospitality**

There was submitted a revised report by the Director of Finance & Resources relative to requests received by the Provost for civic hospitality from individuals and organisations for specific events as detailed within the report.

The report proposed the type and cost of civic hospitality to be provided in respect of each event and sought authorisation for the Director of Finance & Resources, in consultation with the Provost, to make the necessary arrangements or, in the case of events that had already been arranged, to homologate the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality.

**DECIDED:**

(a) that the action taken by the Director of Finance & Resources, in consultation with the Provost, to provide civic hospitality on 26 March 2019 in respect of the retiral of the Lord Lieutenant be homologated; and

(b) that the Director of Finance & Resources, in consultation with the Provost, be authorised to make the necessary arrangements for civic hospitality at the approximate cost indicated, as follows:

St Vincent's Hospice Afternoon Tea - £325

Royal British Legion Scotland Paisley Comrades Club - £3,000

Paisley & District Battalion of the Boys' Brigade - £1,600

National Merchant Navy Day - £300

Provost's Distinction Certificates Award Ceremony - £1,500

Lord Lieutenant/British Empire Medal Award - £500

Volunteer International Development Education Salesian UK Week - £1,500.

**CONTRACT AUTHORISATION**

As undernoted.

**22 Demolition of buildings and associated works at Lobnitz Dock, Meadowside Street, Renfrew**

There was submitted a report by the Chief Executive relative to the award of a works contract for demolition and associated works at Lobnitz Dock, Meadowside Street, Renfrew, following a mini competition using the competitive selection procedure Option 2 of the Scotland Excel Demolition Services Framework Agreement (11-15) Lot 2 – demolition works £50,000 and over. This work supported the Clyde Waterfront and Renfrew Riverside project, part of the Glasgow Region City Deal.

Seven valid tenders were submitted and after evaluation the tender submitted by Daltons Demolitions Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a works contract for demolition of buildings and associated works at Lobnitz Dock, Meadowside Street, Renfrew, to Dalton Demolitions Limited at a cost of up to £25,000 excluding VAT,



for an anticipated period of 14 weeks with the start and access dates to be confirmed in the letter of accepted.

## **23 Notification of Contract Award for Electricity Supplies/Connections for the Advanced Manufacturing Innovation District Scotland (AMIDS) core site at Netherton Farm**

There was submitted a report by the Chief Executive relative to the award of a negotiated contract by the Project Director – City Deal under Clause 9.1j) of the Council's Standing Orders relating to Contracts. The report detailed the specific reasons for awarding this contract to SP Distribution Plc, without competition.

The report advised that Scottish Enterprise had offered grant funding of £2,472,807.05 towards new electricity supplies and connections in the AMIDS area, conditional on the grant funding agreement being entered into by the end of March 2019 and a supply and connections contract entered and payments made by the end of March 2019.

### **DECIDED:**

(a) That the information provided within the report detailing the award of contract for Electricity Supplies/Connections for the AMIDS core site at Netherton Farms by the Project Director – City Deal in accordance with Clause 9.1j) of the Council's Standing Orders relating to Contracts be noted;

(b) That it be noted that the grant contribution required the Council to conclude an agreement with SP Distribution Plc which secured the existing limited capacity in the AMIDS area, provided an additional 15.3 MW of electrical capacity through construction of a new primary sub-station, reduced the risk of delay to the National Manufacturing Institute Scotland and the Medicine Manufacturing and Innovation Centre projects and reduced the risk of failure to attract future investment and development in the AMIDS area;

(c) That it be noted that the duration of the agreement would be for a period of up to ten years; and

(d) That it be noted that the approved spend for this contract was £3,546,199.68 exclusive of VAT.

## **24 Redevelopment of Paisley Town Hall - hub West Scotland Award of Advance Works Contract**

Under reference to paragraph 22 of the Minute of the meeting of this Board held on 27 March 2019, there was submitted a report by the Chief Executive relative to the award of an advance works contract encompassing stone repairs, roof drainage repairs, above ground drainage repairs within the building, rot eradication, removal of asbestos, window repairs and improvements, removal of exposed non-essential mechanical, electrical and plumbing services, fall arrest systems on the roof as required, down takings of general items in the building and scaffolding and access equipment to support the work.

The report advised that in terms of the previously agreed Contract Strategy, hub West

Scotland had been appointed as the Council's delivery partner for the project.

**DECIDED:**

(a) That the award of the Advance Works Contract to hub West Scotland as the main contractor with works then sub-contracted to Kier Construction Limited, be approved; and

(b) That a further report be submitted to this Board in November 2019 in respect of the award of the Main Works Contract.

## **25 Contract No. 2 - Pre-patching in Advance of Surface Dressing 2019/20**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a package order contract for pre-patching in advance of surface dressing (RC-CPU-18-527).

Two suppliers tendered bids and after evaluation the tender submitted by Mac Asphalt Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a package order contract for pre-patching in advance of surface treatment under the NEC3 Framework Contract for the Maintenance and Improvements of Carriageways and Footways, Lot 4 – Carriageway Defect Patching, to Mac Asphalt Limited at a cost of £402,699.00 excluding VAT for a period of 11 weeks, starting 5 August 2019 or on the date confirmed in the letter of acceptance.

## **26 Contract No. 1 - Surface Treatment 2019/20**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for surface treatments (RC-CPU-18-526).

Two tenders were received and after evaluation the tender submitted by Kiely Bros. Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a contract for surface treatments to Kiely Bros. Limited at a cost of £409,347.90 excluding VAT for a period of five weeks, starting 1 July 2019 or on the date confirmed in the letter of acceptance.

## **27 Hawkhead Cemetery Carriageway Reconstruction**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for reconstruction of the carriageway at Hawkhead Cemetery (RC-CPU-18-291).

Nine tenders were received and after evaluation the tender submitted by Mac Asphalt Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a contract for Hawkhead Cemetery Carriageway Reconstruction to Mac Asphalt Limited at a cost of up to £522,965.40 excluding VAT, the date of possession being 15 July 2019 with a planned construction period of 20 weeks until 29 November 2019.

## **28 Purchase of Two 18 tonne Refuse Collection Vehicles**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract for the purchase of two 18-tonne refuse collection vehicles under Lot 8 of the Scotland Excel Framework Agreement for Heavy Vehicles which, following evaluation and demonstration of best value for money, permitted this contract to be awarded directly to Faun Zoeller UK Limited.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award a contract for the purchase of two 18-tonne refuse collection vehicles to Faun Zoeller UK Limited at a cost of £311,538 excluding VAT; and

(b) That it be noted that should the order be placed before the end of June 2019, the vehicles would be delivered to Fleet Services at Underwood Road, Paisley before the end of March 2020.

## **29 Purchase of Four Low Floor Buses**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a contract to purchase four low-floor buses as part of the Council's Vehicle Replacement Programme 2019/20.

The contract was awarded under Lot 1 of the Scotland Excel Framework Agreement for Heavy Vehicles, which following evaluation and demonstration of best value for money, permitted this contract to be awarded directly to Motus Group (UK) Limited trading as Imperial Commercials.

**DECIDED:** That the Head of Corporate Governance be authorised to award a contract to purchase four low-floor buses to Motus Group (UK) Limited, trading as Imperial Commercials, at a cost of £395,934.40 excluding VAT and with a vehicle delivery date 12 weeks from the date the order was placed to be delivered to Fleet Services, Underwood Road, Paisley.

## **30 Supply and Delivery of Electric Vehicle Charging Points**

There was submitted a joint report by the Chief Executive and the Director of Environment & Infrastructure relative to the award of a negotiated contract by the Director of Environment & Infrastructure under Clause 9.1j) of the Council's Standing Orders relating to Contracts. The report detailed the specific reasons for awarding this contract to Swarco UK Limited.

The report advised that Transport Scotland had offered grant funding of £645,000

towards the cost of electric vehicle charging infrastructure, subject to an order being placed by 31 March 2019. The award of this contract for supply, delivery and commissioning of charging points would utilise £261,631.00 of the grant funding and the remainder would be used by the Council's Building Services to install charging points, thereby safeguarding against exclusion from future grant funding opportunities from Transport Scotland.

**DECIDED:**

(a) That the information provided within the report detailing the award of contract for the supply and delivery of electric vehicle charging points by the Director of Environment & Infrastructure under Clause 9.1j) of the Council's Standing Orders relating to Contracts be noted; and

(b) That it be noted that £261,631.00 of the total grant funding offered by Transport Scotland would be allocated to the supply, delivery and commissioning of the charging points and the remainder would be allocated to the installation of the charging points across Renfrewshire by the Council's Building Services.

### **31 Design, Build and Operation of a Biomass Energy Centre at Underwood Road Depot**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of two individual contracts for the design, build and operation of a Biomass Energy Centre at Underwood Road Depot as Phase 1: design and build of the biomass energy centre, and Phase 2: operation and maintenance of the biomass energy centre.

Tenderers were required to bid for both contract and three bids were received. Following evaluation, the tender submitted by Highland Wood Energy Limited, trading as HWEnergy, was found to be the most economically advantageous.

**DECIDED:**

(a) That the Head of Corporate Governance be authorised to award both contracts, Phase 1 – design and build of a biomass energy centre and Phase 2 – operation and maintenance of a biomass energy centre, to Highland Wood Energy Limited, trading as HWEnergy;

(b) That it be noted that the contract sum for Phase 1 was £388,208.00 excluding VAT, with an anticipated construction period of 14 weeks and completion by 31 January 2020, dates subject to change dependent on statutory consents and subject to the provision of collateral warranties;

(c) That it be noted that Phase 2 was dependent on practical completion of Phase 1; and

(d) That the award of contract for Phase 2 be authorised based on a Heat Tariff of £46/MWh1 and a monthly maintenance biomass tariff of £195.00 for a period of seven years with the option by mutual consent to extend for a further three years up to a maximum contract period of 10 years, commencing 31 January 2020, with formal authorisation to be issued on completion of Phase 1.

### **32 St Fillan's Primary School Reroofing**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a works contract to reroof St Fillan's Primary School (RC-CPU-18-519).

Five tenders were received and after evaluation the tender submitted by Engie Regeneration Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a works contract to reroof St Fillan's Primary School to Engine Regeneration Limited at a cost of £488,252.49 excluding VAT for a period of 20 weeks with possession on 17 July 2019 and completion by 3 December 2019.

### **33 Building Management System, Bureau Service and Planned Preventative Maintenance**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a NEC3 Term Service Short Contract for building management system, bureau service and planned preventative maintenance (RC-CPU-18-480).

Four tenders were received and after evaluation, the tender submitted by Affiniti Response Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a term service contract for building management system, bureau service and planned preventative maintenance to Affiniti Response Limited at a cost of £1,100,000.00 excluding VAT for a maximum duration of five years, to commence on 5 September 2019 with a service period of 36 months until 4 September 2022 and with the option to extend for up to a further 12 months on two separate occasions to not later than 4 September 2024, the actual start date to be confirmed in the letter of acceptance, and subject to provision of collateral warranties where instructed in a task order in favour of any third party detailed in the task order.

### **34 Software Asset Management as a Service**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award of a contract for software asset management as a service.

Five tenders were received and after evaluation, the tender submitted by Business Continuity Services Limited was found to be the most economically advantageous.

**DECIDED:** That the Head of Corporate Governance be authorised to award a contract for software asset management as a service to Business Continuity Services Limited for an initial period of three years with the option, at the Council's discretion, to extend

on an annual basis on two occasions, with an anticipated start date of 1 July 2019 or as confirmed in the letter of acceptance, at an initial cost of £238,439.40 excluding VAT or £397,399.00 excluding VAT where the initial and both extension periods were utilised.

### **35 Appointment of a Business World Specialist to support the ongoing development of Business World in Renfrewshire Council**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the award a contract, under a Framework Agreement, for the appointment of a Business World consultant to support the development of Business World in Renfrewshire Council.

Two tenders were submitted and after evaluation, the tender submitted by Hennessy IT Consulting Limited was found to be the most economically advantageous.

#### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the contract, under a Framework Agreement, for the appointment of a Business World consultant to support the ongoing development of Business World to Hennessy IT Consulting Limited, for a period of three years from 1 July 2019 to 30 June 2022 with an option to extend, at the sole discretion of the Council, for up to a further 12 months until 30 June 2023; and

(b) That it be noted that individual orders would be placed under the terms of the Framework Agreement for services required in accordance with the service specification and the Framework terms at an agreed daily consultant rate of £850 per day exclusive of VAT plus expenses where applicable at £120 per day exclusive of VAT, fixed for the initial three years of the Framework Agreement.

### **36 Provision of Promoting Alternative Thinking Strategies Programme**

There was submitted a joint report by the Chief Executive and the Director of Children's Service relative to the award of a contract for the provision of promoting alternative thinking strategies programme (PATHS) to Barnardo's as the sole supplier of such a specialised service that no cross-border market of suitable providers exists.

**DECIDED:** That the Head of Corporate Governance be authorised to award the contract for the provision of promoting alternative thinking strategies programme to Barnardo's for a period of two years from 1 July 2019 to 20 June 2021 at a cost of £120,000 excluding VAT per annum to a total cost of £240,000 excluding VAT.

### **37 Provision of School Counselling Services**

There was submitted a joint report by the Chief Executive and the Director of Children's Services relative to the award of a contract for the provision of school counselling services.

Two tenders were submitted and after evaluation, the tender submitted by Place2Be was found to be the most economically advantageous.

Councillor Shaw, seconded by Councillor Paterson, moved that the Head of Corporate Governance be authorised to award a contract for the provision of school counselling services to Place2Be, subject to meeting the Council's requirements for insurance, health and safety and a Data Processor Agreement, for an initial period of 12 months with the option to extend at the discretion of the Council for a further period of 12 months, subject to funding, to commence on 13 August 2019 or as confirmed in the letter of acceptance, at an initial cost of up to £232,310.00 excluding VAT and up to £464,620.00 excluding VAT should the 12 month option to extend be exercised

Councillor Sharkey, seconded by Councillor Sheridan, moved as an amendment that the report be not approved.

On the roll being called the following members voted for the amendment: Councillors Brown, Harte, Hood, Sharkey and Sheridan.

The following members voted for the motion: Councillor Begg, Provost Cameron, Councillors Audrey Doig, K MacLaren, McNaughtan, Nicolson, Paterson, Shaw, Steel and Strang.

5 members having voted for the amendment and 10 members having voted for the motion, the motion was accordingly declared carried.

**DECIDED:** That the Head of Corporate Governance be authorised to award a contract for the provision of school counselling services to Place2Be, subject to meeting the Council's requirements for insurance, health and safety and a Data Processor Agreement, for an initial period of 12 months with the option to extend at the discretion of the Council for a further period of 12 months, subject to funding, to commence on 13 August 2019 or as confirmed in the letter of acceptance, at an initial cost of up to £232,310.00 excluding VAT and up to £464,620.00 excluding VAT should the 12 month option to extend be exercised.

### **38 National Care Home Contract Minute of Variation: 8 April 2019 to 7 April 2020**

There was submitted a joint report by the Chief Executive and the Chief Officer, Renfrewshire Health & Social Care Partnership, relative to the progression of Minutes of Variation (MOV) changing the National Care Home Contract (NCHC) for providers listed on the appendices to the report, for the period 8 April 2019 to 7 April 2020.

The NCHC had been agreed at national level between the Convention of Scottish Local Authorities (COSLA), Coalition of Care and Support Providers (CCSP) and Scottish Care (representing the Care Home Providers). Providers in Renfrewshire have now been asked to formally confirm their agreement to the MOV for the period 8 April 2019 to 7 April 2020 that increased fees payable by 3.65% for nursing and 3.4% of residential care and now pay all care workers a minimum £9.00 per hour from 1 May 2019.

#### **DECIDED:**

(a) That it be noted that the Minute of Variation applied changes to the National Care Home Contract for the period 8 April 2019 to 7 April 2020 and had been issued to the providers listed on the appendices to the report;

(b) That it be noted that in line with the decision taken for the previous Minute of

Variation, the increases to be applied were in accordance with the rates agreed nationally by COSLA, CCSP and Scottish Care and increased fees payable by 3.65% for nursing care and 3.4% for residential care; and

(c) That it be noted that the total spend during this period under all NCHC contracts would be approximately £26 million excluding VAT.

### **DECLARATION OF INTEREST**

Councillor Shaw, having declared an interest in the following item, stood down from the Chair, left the meeting and took no part in the discussion or voting thereon.

### **CHAIR**

Councillor McNaughtan, Depute Convener, assumed the Chair.

### **SEDERUNT**

Councillor Nicolson left the meeting prior to consideration of the undernoted item and took no part in the discussion or voting thereon.

## **39 Provision of a Care at Home and/or Housing Support Service within a Model of Supported Living**

There was submitted a joint report by the Chief Executive, the Chief Officer, Renfrewshire Health & Social Care Partnership and the Director of Communities, Housing & Planning Services relative to the award of individual contracts for the provision of a care at home and/or supported housing service within a model of supported living. The report detailed the selection process.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award individual contracts to the following organisations for provision of a care at home and/or housing support service within a model of supported living, each award subject to individual rates being agreement with each organisation and disclosure of health and safety and insurance documents as per the tender requirements and to the satisfaction of the Council:

Capability Scotland  
Enable Scotland (Leading the Way)  
Key Housing Association Limited  
Loretto Care  
McFarlane Homes Limited  
Partners for Inclusion  
Quarriers  
RAMH  
The Richmond Fellowship Scotland  
Turning Point Scotland Services Limited;

(b) That the contract period be for three years from 1 July 2019 to 30 June 2022 with



the option, at the discretion of the Council, to extend each contract for up to two further years until no later than 30 June 2024;

(c) That it be noted that the total cost during this period including extensions for all contracts was anticipated to be approximately £90 million excluding VAT, representing the cumulative value based on existing and anticipated Individual Service Contracts over the contract period; and

(d) That authority be delegated to the Chief Officer, Renfrewshire Health & Social Care Partnership and the Director of Communities, Housing & Planning Services jointly to authorise the award of Individual Service Contracts should any new service user(s) require a Care at Home and/or Housing Support Service within a model of Supported Living.

## **CHAIR**

Councillor Shaw returned to the meeting and assumed the Chair prior to consideration of the undernoted item.

## **SEDERUNT**

Councillor Nicolson returned to the meeting prior to consideration of the undernoted item.

## **EXCLUSION OF PRESS AND PUBLIC**

The Board resolved that the press and public be excluded from the meeting during consideration of the following item of business as it was likely, in view of the nature of the business to be transacted, that if members of the press and public were present, there would be disclosure to them of exempt information as defined in paragraphs 8 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.

## **40 Outstanding Debt Settlement Proposal**

- Information relating to the financial or business affairs of any particular person (including the authority holding that information);