

To: Finance, Resources and Customer Services Policy Board

On: 14th November 2018

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

**Heading: Provision of a Housing Support Service for Single Homeless
People and Childless Couples who may have Complex Needs (RC-
CPU-18-094)**

1. Summary

- 1.1 The purpose of this report is to seek the approval of Finance, Resources and Customer Services Policy Board to award a contract for the Provision of a Housing Support Service for Single Homeless People and Childless Couples who may have Complex Needs to The Mungo Foundation.
 - 1.2 The recommendation to award this Contract follows a procurement exercise which was conducted in accordance with the below EU Threshold Open Procedure for a Social and Other Specific Service and the Council's Standing Orders Relating to Contracts.
 - 1.3 A Contract Strategy for this contract was approved by the Head of Planning and Housing Services and the Strategic Commercial and Procurement Manager on 3rd September 2018.
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2. Recommendations

2.1 It is recommended that the Finance, Resources and Customer Services Policy Board authorise:

2.1.1 The Head of Corporate Governance to award the Contract to The Mungo Foundation for the Provision of a Housing Support Service for Single Homeless People and Childless Couples who may have Complex Needs;

2.1.2 To award the Contract for two (2) years from 1st March 2019 to 28th February 2021 with the option (at the discretion of the Council) to extend for up to one (1) year until no later than 28th February 2022; and

2.1.3 An annual Contract value of £175,000 excluding VAT with a total Contract value of £509,000 excluding VAT.

3. Background

3.1 A Housing Support Service is required within supported accommodation for single homeless people and childless couples who may have complex needs. The service is currently delivered at Abercorn Street, Paisley. The nature of the Service will be to continue to support homeless people to make a successful transition from supported accommodation to settled accommodation. The Service will be delivered fifty-two (52) weeks per year including public holidays.

3.2 This procurement process was conducted in accordance with the below EU Threshold Open Procedure for Social and Other Specific Services and the Council's Standing Orders Relating to Contracts. A contract notice was issued via Public Contracts Scotland portal on 17th August 2018.

3.3 During the tendering period, fifteen (15) Tenderers expressed an interest in the tender opportunity. By the tender return date, 17th September 2018, two (2) companies submitted a response and thirteen (13) did not to respond.

3.4 In accordance with Standing Order 11.5, the two (2) tender submissions were 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 two (2) tender submissions confirmed compliance with the minimum selection criteria set within the ESPD and each were then evaluated against the published set of criteria of 70% Quality and 30% Price.

- 3.5 The scores relative to the Award Criteria for each of the two (2) Tenderers are noted below:

		Quality (70%)	Price (30%)	Total (100%)
1	The Mungo Foundation	55.00	30.00	85.00
2	Loretto Care Limited	38.75	26.81	65.56

- 3.6 The evaluation of tender submissions received identified that the tender submitted by The Mungo Foundation was the most economically advantageous tender submission.

- 3.7 Community Benefits were requested as part of this procurement process and The Mungo Foundation advised within their tender submission that the following Community Benefits would be delivered as part of this Contract:

Community Benefit Description	No of People / Activity
New Entrant	2
Work Experience Placements (16+ years of age)	1
Further Education Visits	1
Careers Events	1
S/NVQ (or equivalent) for new entrants	2

Implications of the Report

1. Financial

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

2. HR & Organisational Development – No TUPE implications for the Council, however there are potential TUPE implications between the current Provider and the new Provider, The Mungo Foundation.

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 of this contract has been conducted in accordance with the Procurement Reform (Scotland) Act 2014, Regulation 6 of the Procurement (Scotland) Regulations 2016 and the Council's Standing Orders relating to Contracts using the below EU Open tender procedure for a Social and Other Specific Service.

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** – The Mungo Foundation's 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** – The Mungo Foundation's 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. The Mungo Foundation 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. No Data Protection Impact Assessment was conducted or deemed necessary on the basis the Housing Support Service provided by The Mungo Foundation will not involve new technologies or other ways of processing personal data.
12. **Cosla Policy Position** – N/A

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