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<b>Report To:</b>	<b>Community Health &amp; Care Partnership Sub Committee</b>	<b>Date:</b> 20 October 2011
<b>Report By:</b>	<b>Robert Murphy Corporate Director Inverclyde Community Health &amp; Care Partnership</b>	<b>Report No:</b> CHCP/46/2011/HW
<b>Contact Officer:</b>	<b>Helen Watson Head of Planning, Health Improvement &amp; Commissioning</b>	<b>Contact No:</b> 01475 715369
<b>Subject:</b>	<b>Collaborative Procurement Tender with Renfrewshire Council &amp; Inverclyde CHCP for the provision of Supported Living Services Interim Update</b>	

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## 1.0 PURPOSE

- 1.1 The purpose of this report is to update the Sub Committee on the progress of the Collaborative tender exercise for the provision of Supported Living Services.

## 2.0 SUMMARY

- 2.1 Renfrewshire Council invited Inverclyde Council to participate in a tender exercise leading to a Framework Contract for the provision of a range of Supported Living Services. These include, care and housing support within people's own homes as well as supported accommodation across the Renfrewshire Council and Inverclyde Council areas.
- 2.2 At present Inverclyde Council have 13 suppliers on a Framework Contract spending a total of £5.5m per annum.
- 2.3 A detailed report seeking approval via emergency powers to enter into a collaborative procurement with Renfrewshire Council was submitted by Corporate Procurement in June 2011.

Approval was endorsed in accordance with Contract Standing Order 3.4 which requires Committee approval for collaborative contracts outwith Scotland Excel and Procurement Scotland.

- 2.4 Renfrewshire Council is the designated lead in this procurement exercise, placing governance requirements with Renfrewshire Council in terms of the tender process and associated reporting responsibilities.

Inverclyde CHCP Contracts Officers and Commissioners are on the tender panel involved in the tender evaluation process.

The final evaluation process will be completed on 29<sup>th</sup> September. Committee reports seeking endorsement will be submitted to Renfrewshire Council and Inverclyde CHCP in November 2011 and January 2012 as detailed in this report.

### **3.0 RECOMMENDATIONS**

- 3.1 It is recommended that the Sub Committee note the progress of the collaborative procurement for the provision of Supported Living Services as detailed in this report.

**Robert Murphy**  
**Corporate Director**  
**Inverclyde Community Health & Care**  
**Partnership**

## **4.0 BACKGROUND**

- 4.1 An information session for Providers was jointly convened by Inverclyde CHCP and Renfrewshire Council on 12<sup>th</sup> July to brief providers on the tender process and requirements. Information relating to questions and answers from this session were published on eProcurement Scotland bulletin board. This particularly benefited providers who were unable to attend this forum.
- 4.2 Tender submissions received included 27 new providers wishing to provide supported living services in Inverclyde.
- 4.3 Tender submissions include service costs and a specific 'Service Exercise' to demonstrate experience in the following areas:
- How the Service standards will be applied and evidenced.
  - How the Service will be internally monitored and evaluated.
  - How staff will be recruited and trained to provide the highest quality of care and support.
  - Demonstrate ability to devise creative, person centred personal plans which focus on achieving positive and realistic outcomes for service users.
  - Demonstrate ability to manage risk and individual Service Users behaviours which may at times challenge the service provision.
  - How Service Users and carers will have the opportunity to participate in the assessment and care planning process in order to identify individualised planned realistic outcomes and how progress towards achieving outcomes will be measured and recorded
  - How Service Users will receive support to maximise their potential to manage their own lives and how this may be reflected in the safe reduction in the level of service provision.
  - How the organisation will ensure Service Users receive the Service from consistent Staff with whom they will be able to develop a sound working relationship.
  - How the organisation will ensure the Service Users health and safety.

## **5.0 PROPOSALS**

- 5.1 The evaluation panel convenes on September 28<sup>th</sup> and 29<sup>th</sup> to complete the Selection and Award process.
- 5.2 The proposed reporting timelines to inform Renfrewshire Council and Inverclyde CHCP of the tender outcome and to seek approval to endorse recommendations for selection are :
- 15<sup>th</sup> November – Inverclyde CHCP (Confidential Report to Policy and Resources Committee on 15<sup>th</sup> November to ensure Committee are informed in advance of recommendations to Renfrewshire Board).
  - 22<sup>nd</sup> November – Renfrewshire Council Community and Family Care Policy Board. ( Renfrewshire Council's Board approval includes a '7 day calling off' period following the actual Board meeting prior to formal ratification and notification to tenderers.)
  - 12<sup>th</sup> January – Inverclyde CHCP Sub-Committee.
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## 6.0 IMPLICATIONS

6.1 Legal: There are no implication for the Council's Legal Services

6.2 Finance: There are no implications for the Council's Capital or Revenue Budgets.

<b>Cost Centre</b>	<b>Budget Heading</b>	<b>Budget Year</b>	<b>Proposed Spend this Report</b>	<b>Virement From</b>	<b>Other Comments</b>

6.3 Personnel: There are no implications for Human Resources

6.4 Equalities: Equal Opportunities processes and procedures are embedded within the Corporate & Collaborative procurement process.

## 7.0 CONSULTATIONS

7.1 Consultation has taken place with:

- Head of Legal and Democratic Services
- Chief Financial Officer
- Corporate Procurement

## 8.0 LIST OF BACKGROUND PAPERS

8.1 None.