

	Officer Key Decision
	Report to the Corporate Director Adults Social Care & Health
AUTHORITY TO AWARD CONTRACT FOR PROVISION OF GENERIC FLOATING HOUSING RELATED SUPPORT SERVICES FOR ADULTS.	

Wards Affected:	All
Key or Non-Key Decision:	Key Decision
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Part Exempt – Appendix 1 and 3 is exempt as it contains the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: “Information relating to the financial or business affairs of any particular person (including the authority holding that information)”
No. of Appendices:	3 Appendix 1 – List of Tenderers Appendix 2 – Evaluation Scores Appendix 3 – Social Value Commitments
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Name: Karen Wren Job Title: Commissioning Manager (Interim) Commissioning, Contracting & Market Management, Supported Living. Email: karen.wren@brent.gov.uk

1.0 Purpose of the Report

1.1 This report concerns the procurement of a contract for Generic Floating HRS services. This report requests authority to award contracts as required by Contract Standing Order 88. This report summarises the process undertaken in tendering this contract and, following the completion of the evaluation of the tenders, recommends to whom the contract should be awarded.

2.0 Recommendation(s)

That the Corporate Director of Adults Social Care & Health in consultation with the Cabinet Member of Adult Social Care:

- 2.1 Approves the award of the contract for generic floating housing related support services for adults to Penrose (for a period of three (3) years with an option to extend for up to a maximum of two (2) years at a contract value of £752,380 per annum.

3.0 Detail

- 3.1 This specification sets out the Authority's requirements in terms of the delivery of a Generic Floating Support based Housing Related Support (HRS) service for a range of vulnerable people who have been or at risk of homelessness.

- The service will deliver 740 hours of support per week for people who require support (this includes direct management hours).
- The age eligibility criteria for the service is for adults who are between age of 18 and 60 years of age.
- Support will be delivered on a basket of hours approach depending on needs of the individual. The service, provides support to people with a range of support needs within the community. The service is tenure neutral.
- The service users will have been identified as having a low/medium support needs.

Service is expected to provide housing related support to people from the following groups below. Given that there are a number of clients groups we have defined this service as 'Generic' for the purposes of this service specification:

- Single Homeless between ages of 18-60
- Socially excluded individuals
- Ex-Offenders
- People with substance issues
- Mental health (low level)
- Learning Disability (low level/medium)
- Women fleeing DA who may require some low level support as part of their resettlement following a move on from a refuge or other safe DA supported accommodation.

The Tender Process

- 3.2 The new contract will be let using the contract terms issued with the Invitation to tender. Invitations to tender were advertised on the London Tenders Portal on the 24th May 2022 to seek initial expressions of interest.

- 3.3 This procurement has been conducted in accordance with The Public Contracts Regulations 2015 (the Regulations). At the time of the commencement of this procurement exercise, the threshold for Schedule 3

services for the purposes of the Regulations was £663,540. Accordingly, as the value of the proposed contract exceeds the aforementioned threshold for this category of service, a Contract Notice was placed on the Find a Tender service, Contracts Finder service and the London Tenders Portal on 24th May 2022.

Bidders were provided with a specification, details of the tender approach, and were invited to complete the published tender documents comprising of a selection questionnaire, quality questions, pricing schedule and a social value action plan using the Council's Electronic Tendering Facility. Seven contractors subsequently completed the questionnaire.

- 3.4 The tendering instructions stated that the contract would be awarded on the basis of the most economically advantageous offer to the Council and that in evaluating tenders, the Council would have regard to the following:

Award criteria	Weighting
Safeguarding	15.00%
Workforce	10.00%
Service Delivery	10.00%
Support Model	10.00%
Mobilisation	5%
Social Value	10.00%
Pricing Schedule	40.00%

Evaluation process

- 3.5 The tender evaluation was carried out by a panel of officers who are part of the Council.
- 3.6 All tenders had to be submitted electronically no later than the 4th July 2022. Tenders were opened on the 5th July 2022 and eight valid tenders were received, 7 of which were compliant. Each member of the evaluation panel read the tenders and carried out an evaluation of how well they considered each of the award criteria was addressed in the tender.
- 3.7 The panel met on 16th August, 17th August 23rd August, 30th August, 16th September and each submission was moderated by Procurement.
- 3.8 The names of the tenderers are contained in Appendix 1. The scores received by the tenderers are included in Appendix 2. It will be noted that Tenderer D was the highest scoring tenderer. Officers therefore recommend the award of the contract to Tenderer D, namely Penrose.
- 3.9 The contract will commence on 1 April 2023 subject to the Council's observation of the requirements of the mandatory standstill period noted in paragraph 5.4 below.

4.0 Financial Implications

- 4.1 The estimated value of this contract is £747,723 per annum and £2,243,169 for the initial term of 3 years. When maximum contract extensions are taken into consideration then the total value of the contract would be £3,738,617 over 5 years at today's prices.
- 4.2 The cost of the new contract will be contained within the existing budget provision within ASC.
- 4.3 This is a London Living Wage compliant contract and is therefore subject to any increases in the London Living Wage. Increases in the London Living Wage are generally announced by the London Living wage foundation in November of each year and implement by the council in the following April. This growth provision will be considered as part of the council's medium term financial planning.

5.0 Legal Implications

- 5.1 The estimated value of this contract over its lifetime is in excess of the threshold for Schedule 3 Services under the Public Contracts Regulations 2015 (the "PCR") and the award of the contract is therefore governed by the PCR.
- 5.2 The award is also subject to the Council's own Standing Orders in respect of High Value Contracts and Financial Regulations in that Cabinet approval would normally be required. However, on 8th February 2021, Cabinet delegated authority to the Corporate Director of Adults Social Care & Health (formerly Strategic Director Community Wellbeing) in consultation with the Cabinet Member of Adult Social Care to award the contract on completion of the procurement.
- 5.3 The Council must observe the PCR relating to the observation of a mandatory minimum 10 calendar day standstill period before the contract can be awarded. Therefore once the Corporate Director of Adults Social Care & Health in consultation with the Cabinet Member of Adult Social Care has determined which tenderer should be awarded the contract, all tenderers will be issued with written notification of the contract award decision. A minimum 10 calendar day standstill period will then be observed before the contract is concluded.

6.0 Equality Implications

- 6.1 The proposals in this report have been subject to screening and officers believe that there are no adverse equality implications.

7.0 Consultation with Ward Members and Stakeholders

7.1 The lead member for ASC has been consulted and consultation with providers and service users was undertaken.

8.0 Human Resources/Property Implications (if appropriate)

8.1 This service is currently provided by an external contractor and there are no direct staffing implications for Council staff arising from retendering the contract. However, there will be TUPE implications from the incumbent (Thames Reach) to the new provider.

8.2 This service is currently provided by an external contractor and there are no property/accommodation implications.

9.0 Public Services (Social Value) Act 2012

9.1 The Council is under a duty pursuant to the Public Services (Social Value) Act 2012 (“the Social Value Act”) to consider how services being procured might improve the economic, social and environmental well-being of its area; how, in conducting the procurement process, the Council might act with a view to securing that improvement; and whether the Council should undertake consultation. Officers have had regard to considerations contained in the Social Value Act in relation to the procurement.

9.2 Social value had a weighting of 10% of the evaluation score and in evaluating tenders, the Council requested proposals address the following initiatives:

- Minimum of two apprentices for the initial life of the contract.
- A minimum of four clear-up days per year for the wider community of Brent.
- Supporting charities to contribute four physical activity days per year to be delivered to the community of Brent.

9.3 This contract will deliver the social value benefits set out in Appendix 3.

Related Documents

Cabinet Authority to Tender Contract for provision of Housing Related Support of 8th February 2021

Report sign off:

Phil Porter

CORPORATE DIRECTOR

Corporate Director of Adults Social Care &
Health