

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 21 April 2021**

Subject: Contract Authorisation Report – Community Link Workers Service

1. Purpose

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Chief Officer - Regulatory & Regeneration to conclude the award of the contract for a Community Link Workers Service.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Chief Officer - Regulatory & Regeneration to conclude on behalf of West Dunbartonshire Health & Social Care Partnership (WD HSCP), the award of the contract for the Community Link Workers Service to The Health and Social Care Alliance Scotland.
 - b) Note that the contract shall be for a maximum period of six years (initial three year period, with the option to extend on a further three occasions of up to 12 months on each occasion) and at an initial value of £1,059,211 ex VAT, rising to £2,255,758 ex VAT should all available extension options be activated. The estimated commencement date of the contract is 3 May 2021.

3. Background

- 3.1** The requirement is for a Community Link Workers Service to be delivered throughout the Councils geographical region. The Service is aimed at improving the efficiency and effectiveness of frontline services within GP Practices and the additional services being developed to improve the everyday lives of residents in West Dunbartonshire. The Service will support people to achieve personal health and wellbeing outcomes through strengthening connections between community resources and primary care by assisting them to navigate service pathways and at releasing time for GP's to concentrate on their role as an expert medical generalist. The Service will be delivered directly from GP Practices premises across West Dunbartonshire and will be available to patients registered within those practices.
- 3.2** The budget for a Community Link Workers Service was approved at the WD HSCP Board on 8 May 2019. Commissioning outcome priorities for West Dunbartonshire Council (the Council) and Greater Glasgow and Clyde Health Board (NHS GGC) was approved on 7 August 2019. This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts (Scotland) Regulations*

2015 (above the EU threshold) for Services. A Contract Strategy document was also approved by the Procurement Manager on 17 December 2020.

4. Main Issues

- 4.1** A contract notice was published on the Public Contracts Scotland advertising portal and the UK's Find a Tender site on 26 January 2021. 20 Providers expressed an interest, with six Providers submitting a response by the deadline for the submissions of 12 noon on 1 March 2021.
- 4.2** The six tender submissions were evaluated by representatives from the WD HSCP, NHS staff, Corporate Procurement Unit, Health & Safety Services and Finance Services against pre-determined selection criteria forming part of the published tender documents which assessed competence, experience, and capacity. Six tender submissions passed the selection criteria.
- 4.3** Six tender submissions were evaluated against a set of award criteria which was based on Price / Quality ratio of 30% / 70%. The scores relative to the award criteria of each tenderer are as follows:

	Weighting	Addaction	Carr Gomm	Glasgow Council on Alcohol	Scottish Association for Mental Health (SAMH)	St John and Red Cross Defence Medical Welfare Services (DMWS)	The Health and Social Care Alliance Scotland
Quality (70%)							
Cost	(2.8%)	2.1%	1.4%	1.4%	0.7%	1.4%	2.8%
Quality	(35%)	35%	21.9%	8.8%	26.2%	30.6%	35%
Specification	(24.5%)	24.5%	20.2%	11.6%	18.4%	18.4%	24.5%
Social Benefits	(7%)	7%	7%	7%	7%	7%	7%
Fair Work Practices	(0.7%)	0.7%	0.7%	0.5%	0.5%	0.5%	0.7%
Quality Sub-Total %:	(70%)	69.3%	51.2%	29.3%	52.8%	57.9%	70%
Price (30%)							
Price	(30%)	£1,065,840	£1,065,839	£1,029,335	£1,041,606	£995,645	£1,059,211
Price Sub Total £	£1,065,840	£1,065,840	£1,065,839	£1,029,335	£1,041,606	£995,645	£1,059,211
Price Sub Total %	(30%)	28.02%	28.02%	29.02%	28.68%	30%	28.20%

Total Score	100%	97.32%	79.22%	58.33%	81.48%	87.93%	98.20%
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4.4 It is recommended that the contract is awarded to The Health and Social Care Alliance Scotland, of Glasgow, who has provided the most economically advantageous tender. The contract shall be for a maximum period of six years (initial three year period with the option to extend on a further three occasions of up to 12 months on each occasion) and at an initial value of £1,059,211 ex VAT, rising to £2,255,758 ex VAT should all available extension options be activated. The value of the contract is below the value approved by the WD HSCP Board.

4.5 The Health and Social Care Alliance Scotland is an Accredited Living Wage Employer with an established Living Wage Policy and has committed to Fair Working Practices and exceeds the real Living Wage (min.£9.50 per hour) across all staff contracts. Further, The Health and Social Care Alliance Scotland has committed to delivery of the following social benefits, which exceeds the points value stipulated in the tender documentation, as a direct result of delivery of this contract:

- Recruitment of 1 member of staff from within the West Dunbartonshire geographical area;
- Delivering 2 quarterly workshops, covering career skills, mock interviews etc., within a school or community learning environment;
- Facilitating 2 quarterly work experience opportunities covering a range of work based skills;
- Supporting local Third Sector organisation(s) as part of this contract;
- Supporting local community benefits as part of this contract;
- Donation of 42 hours of labour to support a local community project;
- Providing 42 hours of volunteers to support a local community project; and
- Supporting the fair work practices for workers (including any agency or sub-contractor workers) engaged in the delivery of this contract.

The social benefits will be discussed at the implementation meeting with The Health and Social Care Alliance Scotland and actions to take these forward will be agreed.

5. People Implications

5.1 There are no people implications.

6. Financial and Procurement Implications

6.1 Financial costs in respect of this Contract will be met from the approved Revenue budgets of WD HSCP, with an achievable saving of £9,152 on initial budget, should all three available extensions be activated.

6.2 This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close

consultation with WD HSCP officers and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

- 7.1** The successful provider has no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

8. Equalities Impact Assessment (EIA)

- 8.1** An equalities screening was undertaken to determine if there is an equalities impact and the results were that there are no equalities impact.

9. Consultation

- 9.1** Consultation has taken place with WD HSCP Community Health & Care Services, NHS GP's, Legal Services and Finance Services.

10. Strategic Assessment

- 10.1** The Community Link Workers Service will contribute to the delivery of the Council's strategic priorities by:
- Supported individuals, families and carers living independently and with dignity.

Name: Angela Wilson

Designation: Chief Officer – Supply, Distribution and Property

Date:

Person to Contact: Suzanne Callaghan, Procurement Officer, Telephone: 01389 776845, Suzanne.callaghan@west-dunbarton.gov.uk.

Appendices: Not applicable.

Background Papers: The Contract Strategy
EIA Screening

Wards Affected: All Council Wards.