

Agency Supply Contract Award

Date: 29th November 2021

Report of: Head of HR

Report to: The Director of Resources

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

What is this report about?

- This report proposes entering into a contract with Reed Specialist Recruitment Ltd (REED) for the supply of agency workers. This will be under the YPO Call-off terms and conditions for the Supply of Temporary Staff under Lot 1 of the YPO 942 Framework for Managed Services for Contingent Labour (Master Vendor Model). The decision to award the contract follows the completion of a mini-tendering exercise.
- Four suppliers bid for this contract and the evaluation panel placed REED's bid first and therefore recommends the award of the contract to REED

Recommendations

- To call off Lot 1 of the YPO 942 Framework for Managed Services for Contingent Labour (Master Vendor Model) and make an award to (REED) for a 2 year contract commencing on 26th January 2022, with provision for a further extension of 2 years.

Why is the proposal being put forward?

1. Previously decisions have been taken regarding the type of agency supply contract LCC needed and the best options to fulfil this. Decisions were taken to use the YPO framework and as a result a mini tendering exercise identified REED as the preferred supplier

What impact will this proposal have?

2. Awarding this contract will ensure LCC is able to use a single agency to manage its demands for agency workers. This will ensure:

2.1. A robust supply arrangement capable of meeting our needs

2.2. Visibility and clarity over spending and costs

2.3. Quality assurance and safeguarding

2.4. New opportunities to fulfil social value objectives

What consultation and engagement has taken place?

3. The proposals to retender the agency contract have been shared with the Executive Board Member for Resources and trade unions.

What are the resource implications?

4. It is envisaged that the contract value will be c£5.5m pa. This will be subject to demand for agency workers. Separate work is being undertaken to address factors that affect demand.

What are the legal implications?

5. Procurement Legal (Procurement and Commercial Services) have advised that this framework has been reviewed and approved in terms of how the framework was procured and its call-off terms and conditions. The further competition was conducted in accordance with the YPO guidance and LCC's Contract Procedure Rules. The evaluation comprised an assessment of both quality (including Social Value) and price in accordance with the specified tender evaluation methodology. The combined scores concluded that REED was the highest scoring bidder.

What are the key risks and how are they being managed?

6. Risks will include the contractor's ability to supply agency workers in a currently tight labour market and potential issues around quality assurance. These will be managed through regular contract meetings and a contract management plan will be drawn up. In accordance with the Public Contracts Regulations 2015 all bidders were notified of the outcome of the tender procedure on 9th November 2021 and observed a ten-day standstill period. This ended on 19th November 2021 with no challenges having been received therefore the risk of challenge has been mitigated as far as possible.

Does this proposal support the council's 3 Key Pillars?

Inclusive Growth

Health and Wellbeing

Climate Emergency

7. This proposal directly relevant in terms of new social value aspects in relation to employment which support Inclusive Growth. This will include using the opportunity of temporary work via agency assignments as a means of allowing people who find work hard to find gain experience.

Options, timescales and measuring success

What other options were considered?

8. No alternative options are envisaged at this stage of the process. A thorough tender evaluation has been undertaken and it has concluded REED would be the best provider for LCC.

How will success be measured?

9. Success will be measured in terms a range of performance measures which will be part of the on-going contract management process. Additional social value measures will also be monitored.

What is the timetable for implementation?

10. Subject to agreement to this decision, a contract award can be made, with services expected to commence on 26th January 2022 when the current agency supply contract ends.

Appendices

None

Background papers

None