

**REPORT TO:** Policy and Resources Committee - 23 January 2012

**REPORT ON:** Provision of Occupational Health Services

**REPORT BY:** Head of Personnel, Corporate Services

**REPORT NO:** 45-2012

## **1 PURPOSE OF REPORT**

- 1.1 The purpose of this report is to seek approval for the appointment of SERCO to provide Occupational Health Services to the Council from 2 April 2012 until 31 March 2017.

## **2 RECOMMENDATION**

- 2.1 It is recommended that the Policy and Resources Committee approves the appointment of SERCO, which has successfully come through the Council's corporate procurement process. The appointment of SERCO will enable the Council to effectively manage our occupational health responsibilities.

## **3 FINANCIAL IMPLICATIONS**

- 3.1 The costs associated with the appointment of SERCO will be approximately £134,000 per annum, based upon the provider using the Council's own premises. The budget threshold for this contract was £145,000 per annum, therefore, these costs are within budget.

## **4 MAIN TEXT**

- 4.1 The Council has a legal duties and responsibilities for the health, safety and welfare of its employees, which cannot be achieved without appointing a competent occupational health provider to help assist the Council discharge those obligations.
- 4.2 An open single stage tendering process was issued in November 2011 and SERCO are deemed to meet the specifications of the tendering process and represent the best value for the Council.

## **5 POLICY IMPLICATIONS**

- 5.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti Poverty, and Risk Management. An Equality Impact Assessment has been carried out and will be made available on the Council website <http://www.dundee.gov.uk/equanddiv/equimpact/>

There are no major issues.

## **6 CONSULTATIONS**

- 6.1 The Chief Executive, Depute Chief Executive and Director of Finance have been consulted in the preparation of this report.

## **7 BACKGROUND PAPERS**

- 7.1 A Rapid Equality Impact Assessment has been conducted in relation to this Report.

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Head of Personnel

16 January 2012