

**Report to** Cabinet  
16 December 2020  
**Report of** Director of people and neighbourhoods  
**Subject** The award of contract for the provision for emergency accommodation for rough sleepers

**Item**

12

## KEY DECISION

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### Purpose

To consider the approval of the retrospective award for the current contracts for emergency provision of accommodation to rough sleepers, and to delegate authority to award future contracts to 31 March 2021 and beyond as set out in this report.

### Recommendation

To:

- 1) award a contract(s) for the emergency provision of accommodation to rough sleepers to 31 March 2021; and
- 2) delegate authority to the Director of People and Neighbourhoods in consultation with the Cabinet member for Safe and Sustainable City Environment to award a contract(s) for the emergency provision of accommodation to rough sleepers for the period from 1 April 2021 to 30 September 2021 subject to budget approval.

### Corporate and service priorities

The report helps to meet the corporate priority People living well

### Financial implications

The financial implications are set out in detail in the report, but all costs would be covered from external funding sources

**Ward/s:** All Wards

**Cabinet member:** Councillor Maguire - Safe and sustainable city environment

### Contact officers

Chris Haystead, Housing Options manager

01603 989405

### Background documents

None

# Report

## Background

1. As per the government's 'Everybody In' policy, throughout the Covid-19 outbreak the council has been providing emergency accommodation to rough sleepers. The government has now extended this expectation as part of its 'Next Steps' programme to accommodate rough sleepers until longer term accommodation can be found. The council will therefore need to continue to provide emergency accommodation as a winter provision for rough sleepers until March 2021 and potentially beyond. Suppliers have been sourced to 31 March 2021.
2. The councils' Contract Procedures allow for an exemption to be requested in an emergency when open competition is not appropriate. The Public Contract Regulations 2015 also allow for spend in emergency situations. The Government issued guidance at the start of the Covid-19 outbreak in their Procurement Policy Note 01/20, reminding local authorities of the relevant clauses in the regulations which cover the emergency procurement needs arising due to Covid-19, such as expenditure on emergency accommodation.
3. Therefore in March 2020 an exemption to the council's Contract Procedures was requested and approved for the value of £118,500. This was to enable a direct award to be made in an emergency situation without competition to the NR2 Hotel.
4. Reasons considered at the time and continue to remain valid are:
  - i. There was no functioning market. Numerous hotels and providers had and continue to be closed so no competition would be possible.
  - ii. Given the limited supply, there is competition from other authorities and agencies for suitable provision.
5. Following this initial procurement and in order to continue to meet the terms of 'Everybody In', the council further procured, through direct award, emergency accommodation through the accommodation providers detailed in paragraph 9 to this report and the exempt appendix.
6. In such a changing and dynamic environment, officers acted decisively when opportunities arose. However levels of expenditure made exceed the exemption to Contract Procedures and key decision levels.
7. The service were reacting to the emergency need to protect the lives of vulnerable individuals and a requirement to do this in real time superseded the standard cabinet process.
8. Approval is therefore sought for the contract award both, retrospectively and for the future to allow for the flexibility to 31 March 2021 and beyond subject to budget.

## The financial situation

9. To date, the council's actual and projected expenditure on the 'Everybody In' and 'Next Steps' programmes, encapsulating winter provision and severe weather emergency provision (March 2020-March 2021), is as follows:

Provider	Period	Amount
Provider A	March-August 2020	£86,000
Provider B	March 2020–March 2021	£223,000
Provider C	December 2020 -March 2021	£77,000
Total		£386,000

10. To date, the council's confirmed income to pay for 'Everybody In', 'Next Steps', winter provision and severe emergency weather provision programmes is as follows:

Scheme	Amount
Government Covid-19 emergency funding	£119,000
Next Steps funding	£194,000
St Martins Housing contribution	£45,000
Government winter provision funding	£25,000
Housing benefit payments (March-July)	£25,000
Severe emergency weather provision grant	£ 4,500
Total	£412,500

11. In addition, the council will receive further housing benefit payments for those that qualify (estimated at £25,000).
12. The levels of confirmed and expected funding cover the accommodation costs until March 2021 when the programmes end.
13. This funding relates only to emergency accommodation for rough sleepers from March 2020-March 2021. Other ongoing work to address rough sleeping in Norwich is funded separately.
14. Cabinet are asked to consider awarding contracts for the emergency provision of accommodation to rough sleepers to 31 March 2021 as detailed in paragraph 9 and in the exempt appendix to this report; and to consider delegating authority to the Director of People and Neighbourhoods in consultation with the Cabinet member for Safe and Sustainable City Environment to award a contract(s) for the emergency provision of

accommodation to rough sleepers for the period from 1 April 2021 to 20 September 2021 subject to budget approval.

## Integrated impact assessment



**NORWICH**  
City Council

### Report author to complete

<b>Committee:</b>	Cabinet
<b>Committee date:</b>	16 December 2020
<b>Director / Head of service</b>	Louise Rawsthorne
<b>Report subject:</b>	The award of contract for the provision for emergency accommodation for rough sleepers
<b>Date assessed:</b>	7 December 2020

	Impact			
<b>Economic</b> (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Social</b> (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

	Impact			
<b>Equality and diversity (please add an 'x' as appropriate)</b>	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Environmental (please add an 'x' as appropriate)</b>	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>(Please add an 'x' as appropriate)</b>	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**Recommendations from impact assessment**

**Positive**

There is an overall positive effect

**Negative**

**Neutral**

**Issues**