

Report to	Cabinet	Item
	14 January 2014	
Report of	Executive head of strategy, people and neighbourhoods	9
Subject	Award of contract for the provision of a rough sleeper outreach service.	

KEY DECISION

Purpose

To consider the procurement process for the contract relating to the provision of a rough sleeper outreach service.

Recommendation

To award a contract for the provision of a rough sleeper outreach service to St Martins Housing Trust for a period of up to 3 years from 01 April 2015.

Corporate and service priorities

This report helps to meet the corporate priorities “Decent housing for all”, “A safe & clean city” and “Value for money services.”

Financial implications

The financial consequences of this report are awarding a contract the value of which is £274,950.00 over the three year term. The funding of this service is drawn down from the preventing homelessness grant fund. This represents a £13k reduction from the current contract price.

Ward/s: All wards

Cabinet member: Councillor Bremner – Housing

Contact officers

Russell O’Keefe, executive head of strategy, people and neighbourhoods	01603 212908
Tracy John, head of housing	01603 212939
Chris Hancock, housing strategy officer	01603 212852
Gillian Newton, contract officer	01603 212169

Background documents

None

Report

Background

1. Under the current system of central government funding, each year the Department for Communities and Local Government allocates a specific sum of money to local authorities to assist in delivery of their statutory and discretionary homelessness functions. This grant is used as the authority sees fit in order to deliver services to people who are homeless, or at risk of homelessness. In addition, Section 180 of the Housing Act 1996 gives local authorities the power to give monetary assistance to voluntary organisations concerned with homelessness or matters relating to homelessness.
2. On 8 February 2012 cabinet agreed to the award of the Norwich Rough Sleeper Outreach Service contract to St Martins Housing Trust for a period of three years. The value of this current three year contract is £287,949.96.
3. This current contract is due to expire 31 March 2015 and an award of a contract to enable the service to continue is required.
4. The current service employs 3 full-time members of staff. Transfer of Undertakings (Protection of Employment) (TUPE) regulations do not apply as the recommendation is to award the contract to the incumbent supplier.
5. Having regard to the *Changing pace council blueprint*, a number of options have been considered regarding the future provision of this service.

Scope of the service

6. The rough sleeper outreach service is intended to provide individuals aged 16 years or above, who are living rough and on the streets, with the necessary support to get them off of the streets and into suitable accommodation.
7. The main focus of this service is to prevent people becoming entrenched in rough sleeping. Where individuals find themselves living on the streets, this service will provide a timely response to prevent the person from spending another night without a roof over their head. The current provider of this service saw 230 people rough sleeping on the streets of Norwich in 2013-14.
8. If the service were not provided then there will be significantly higher risk of:
 - Increased numbers of entrenched rough sleepers
 - Increased incidents of anti-social behaviour including: street drinking, begging, theft and vandalism
 - Increased likelihood of winter deaths amongst the rough sleeping population
 - A negative effect on business and tourism in the city
 - Negative press from the local media and voluntary agencies because of increased rough sleeping on the streets
 - Pressure from central government to do something about the increasing rough sleeping issue

Procurement process

9. An open competitive tendering process was used identify a suitable supplier to provide the service.
10. A contract notice was placed on the council's e-procurement website and on the Contracts Finder national portal.
11. Six suppliers expressed an interest in the opportunity. One tender return was received from the incumbent supplier.
12. Evaluation of the tender revealed that the St Martins Housing Trust provided comprehensive evidence of being able to successfully deliver the required outcomes contained within the service specification.
13. St Martins Housing Trust currently provide this service for the council and deliver it to a very high standard, they employ well trained / knowledgeable staff who understand the needs of people who find themselves homeless and on the streets. They deliver the service both efficiently and effectively, collaborate well with council officers and have offered a saving on the price currently being paid. They are a local based charity whose aim is to 'provide food, shelter and accommodation in the county of Norfolk for poor people having no other residence or the place to sleep'.
14. Following on from the evaluation the decision by the panel is to recommend that St Martins Housing trust be awarded the contract for the Norwich Rough Sleeper Outreach service.

Integrated impact assessment



NORWICH
City Council

The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

Report author to complete

Committee:	Cabinet
Committee date:	14 January 2015
Head of service:	Tracy John
Report subject:	Award of the contract relating to the provision a rough sleeper outreach service.
Date assessed:	5 January 2015
Description:	To advise cabinet of the procurement process for the contract relating to the provision a rough sleeper outreach service.

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This procurement process will ensure that the Council achieves the best value for money.
Other departments and services e.g. office facilities, customer contact	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This option helps to reduce the number of people who would need to come into contact with our housing options service.
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The recommended option will not impact on our ICT systems.
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This service helps people off the streets and offers signposting to the right agencies where any safeguarding issue arises.
<u>S17 crime and disorder act 1998</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This service helps people off the streets so there will be a decrease in the number incidents of anti-social behaviour including: street drinking, begging, theft and vandalism
Human Rights Act 1998	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This service will help prevent unnecessary suffering.
Health and well being	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	This service helps people off the streets and increases their levels of health and well being.

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
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"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
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"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendations from impact assessment

Positive

Value for money

Other depts. & services

Safeguarding children and adults

S17 crime and disorder act 1998

Human Rights act 1998

Health and well being

Negative

None

Neutral

N/A

Issues

None