

Record of operational decision

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| Decision title: | Award of contract of the general management and staffing of the winter provision emergency accommodation for people experiencing rough sleeping. |
| Date of decision: | 4 th November 2024 |
| | Corporate Director Community Wellbeing |
| Authority for delegated decision: | CW-07 Housing and homelessness support and solutions. This decision also supports The Homelessness Prevention Strategy 2020-2025. |
| Ward: | Countywide |
| Consultation: | Consultation has taken place through Herefordshire Homeless Forum with a wide range of statutory agencies and Community Voluntary Faith Sector groups. In addition conversations have been held with Herefordshire Councils Planning Department. |
| Decision made: | <p>Following a full open tender process to award a contract to Caring for Communities and People (CCP) for the general management and staffing of the winter provision emergency accommodation for people experiencing rough sleeping, £90,000 for the period 2nd December 2024 up to 31st May 2025 with a total contract value not exceeding £180,000 over 2 years.</p> <p>The contract will be issued for the period 2nd December 2024 up to 31st May 2025 with the option to extend for up to 12 months. This approach has been taken as the Council has not yet had confirmation of the continuation of the Rough Sleeper Initiative funding from the Ministry of Housing, Communities and Local Government beyond 2025.</p> <p>The provision of emergency accommodation will provide an immediate solution for those people at immediate risk of or currently experiencing rough sleeping in the county.</p> |
| Reasons for decision: | <p>The procurement was conducted in line with the UK threshold process as set out in the Council's Contracts Procedure Rules, the specification of requirements was issued via the Council e tendering portal. There was one bid deemed compliant and this was evaluated in line with the criteria set out within the tender documentation.</p> <p>Following confirmation of the evaluators' scores and completion of the due diligence checks the Council will now enter into a contract with Caring for Communities and People (CCP) to deliver the general management and staff of the winter provision emergency accommodation for people experiencing rough sleeping.</p> <p>The contract is commissioned as part of the Council's approach to preventing and relieving homelessness and supports the Council to fulfil its duties under the Homelessness Reduction Act 2017.</p> |
| Equality Considerations | A full Equality Impact Assessment has been completed and the relevant findings from this were incorporated into the service design this included ensuring the premises used are level access and there is a level access toilet along with separate accommodation on site for males and females. The service will be staffed during opening times to ensure compliance with the conditions of admittance and acceptable behaviour. |

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| <p>Highlight any associated risks/finance/legal/equality considerations:</p> | <p>The financial risk is low as funding has been obtained from Ministry of Housing, Communities and Local Government (MHCLG) formerly DLUHC to provide this model of accommodating people.</p> <p>The legal risk is low:</p> <ul style="list-style-type: none"> • Consultation has taken place with legal and commercial services colleagues and all procurement activity will be undertaken within the Council’s contract procedure rules. • Planning consent has been obtained for a change of use of premises. • The Council owned premises will be made available to the successful supplier utilising a management agreement which sets out the expectations and obligations of both the supplier and Herefordshire Council. |
| <p>Details of any alternative options considered and rejected:</p> | <p>Alternative options considered:</p> <p>Do nothing this was rejected for the following reasons:</p> <ul style="list-style-type: none"> • Funding has been provided to the Council to enable this provision to be in place. Should it not be used for its intended purpose it would need to be returned to MHCLG, this would be a lost opportunity for the Council to provide winter provision for a very vulnerable cohort of people and could lead to reputational damage to the Council. • The Council has a duty to provide emergency accommodation under the Severe Weather Emergency Protocol (SWEP) to protect people experiencing rough sleeping in the event of extreme weather, should there be no offer of a winter shelter this is likely to exceed the cost of this proposal leading to additional costs for the Council. • Utilise funding to deliver on street winter survival packs. This option was rejected as this could lead to negative outcomes for people experiencing rough sleeping including serious injury or death. |
| <p>Details of any declarations of interest made:</p> | <p>None</p> |

Signed..... Date:

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