







## Executive Decision Taken under Cabinet Delegated Authority

<b>Subject:</b>	ITT078 Safe Place to Stay and Assess Accommodation- Based Housing Related Support Service. Enactment to extend Contract Period 2 November 2021 to 1 November 2022
<b>Director:</b>	Katharine Willmette – Interim Director of Adult Social Care
<b>Key Decision:</b>	<p>Yes, Original recommendations and approvals documentation from Cabinet 18 April 2018 (Key Decision Ref. No. SMBC06/03/2018) are attached with this report as appendix 1 (8.1)</p> <p><i>“that the Director – Monitoring Officer enter into contracts with successful tenderers for a period of two years with the option to extend these contracts further for two periods of one year on terms to be agreed by the Executive Director – Adult Social Care, Health and Wellbeing”</i></p>
<b>Delegation Reference</b>	See above
<b>Contribution towards Vision 2030:</b>	<div style="display: flex; justify-content: space-around; align-items: center;">      </div> <p>The contracted service contributes to the Council Vision 2030 and in particular the following ambitions:</p> <ul style="list-style-type: none"> <li>• Ambition 2: Sandwell is a place where we live healthy lives and live them for longer, and</li> </ul>

	<p>where those of us who are vulnerable feel respected and cared for.</p> <ul style="list-style-type: none"> <li>• Ambition 5: Our communities are built on mutual respect and taking care of each other, supported by all the agencies that ensure we feel safe and protected in our homes and local neighbourhoods</li> <li>• Ambition 10: Sandwell now has a national reputation for getting things done, where all local partners are focused on what really matters in people’s lives and communities.</li> </ul> 
<b>Contact Officer:</b>	<p>Craig Stevens  ASC Commissioner  <a href="mailto:craig_stevens@sandwell.gov.uk">craig_stevens@sandwell.gov.uk</a></p> <p>Martin Duffell  Senior Independent Sector Management Officer  <a href="mailto:martin_duffell@sandwell.gov.uk">martin_duffell@sandwell.gov.uk</a></p>

## 1. DECISION RECOMMENDATIONS

That the Interim Director of Adult Social Care be authorised to execute the delegation, which was approved in the original Cabinet report dated 18 April 2018, to enact the second contract extension in relation to ITT078 Safe Place to Stay and Assess Accommodation- Based Housing Related Support Service for period 2 November 2021 to 1 November 2022

Which stated ... *“that the Director – Monitoring Officer enter into contracts with successful tenderers for a period of two years with the option to extend these contracts further for two periods of*

*one year on terms to be agreed by the Executive Director – Adult Social Care, Health and Wellbeing”*

## **2. Reason(s) for Recommendation**

- 2.1 This paper seeks to provide an update in relation to ITT078 Safe Place to Stay and Assess Accommodation- Based Housing Related Support Service Contract, due to expire 1 November 2021 and actions recommended.

## **3. Alternative Options considered and discounted**

- 3.1 The option to extend a contract with the provisions to do so is the normal course of action. Unless, there are concerns around a change in commissioning priorities, unsatisfactory performance and/or available budgets.
- 3.2 Previous tender exercises have resulted in limited market interest. This is due to the specialised nature of the support offer to fulfil the specification and due to the specific type and availability of accommodation required.
- 3.3 Re-tendering at this stage is not considered to be an appropriate option until the current contract expires to comply with financial regulations.

## **4. Purpose of the report**

- 4.1 The contract for Safe Place to Stay and Assess Accommodation - Based Housing Related Support Service in relation to ITT078. This contract is due to expire on the 1 November 2021 and has the option to extend for a further period of 12 months. The current contract is provider, P3.
- 4.2 The maximum cost of the extension period for the contract is £258,421. For full breakdown of costs per annum please see section 6.7 below.

- 4.3 The intention is to enact the 1 year's extension for this contract for period 1 November 2021 until 31 October 2022. A review will be undertaken in respect of all Supported Housing provision to inform our position beyond November 2022. Appropriate reports will be presented to the Commissioning Board at key milestones in this process.
- 4.4 DMT have already approved the recommendation to utilise the 12-month extension option in the existing contact on 21 January 2021. See appendix 8.7
- 4.5 There are no financial implications as expenditure for the period of the extension will come from existing programme spend.
- 4.6 In terms of demonstrating value for money, the contract is a block contract, the values are detailed in 6.7 below and represent maximum possible spend. In recent years the contract values for this service area have decreased in line with expectations around achieved savings.
- 4.7 For the next 12 months a continuation of the existing contracts via extension would be more financially beneficial than the award of a new contract which would potentially include service set up costs.
- 4.8 To date, the contract has been delivered to a high standard by the provider P3.
- 4.9 The Cabinet Minutes show *“that the Director – Monitoring Officer enter into contracts with successful tenderers for a period of two years with the option to extend these contracts further for two periods of one year on terms to be agreed by the Executive Director – Adult Social Care, Health and Wellbeing.”* This post no longer exists, therefore, we are seeking approval from the Interim Director of Adult Social Care Katharine Willmette.

## **5. How does this support Vision 2030?**

- 5.1 The service supports Vision 2030 as it plays a fundamental role in preventing incidences of homelessness within the Sandwell Borough by providing quality, safe accommodation and delivering support to service users; this enables them to build resilience, live healthy, active lives, reduce their isolation, playing an active role in their communities and pursue employment and educational opportunities.

## **6. Current position/Background Details**

- 6.1 On the 18 April 2018, Cabinet approved up to four contracts to be tendered and let. Contracts were for Supported Housing for Single Homeless People to deliver up to a maximum of 130 units overall (see appendix 8.1 & 8.2). Contracts were advertised as ITT062 and subject to the OJEU Light Touch Regime. Five applications were received from the market and four contracts awarded; however, three contracts were eventually let as the fourth provider declined their awarded contract. (see contract sign off appendix 8.3)
- 6.2 To ensure service users were not affected by the withdrawal of the bidder, Adult Social Care, Health and Wellbeing sought an exemption to rule 8.7 of the Procurement and Contract Procedure Rules. This rule waived the requirement to seek a minimum of 3 written tenders and enabled a direct award of contracts to two incumbent providers for a period of up to 12 months. Consequently, the exemption report to directly award two contracts under delegated powers from 2 November 2018 to 1 November 2019 was approved. This was signed off by the Director of Adult Social Care, Health and Wellbeing and the Executive Director of Resources (S151 Officer) on the 23/24 October 2018 respectively. Please see report attached as appendix 4 (8.4).
- 6.3 Whilst Direct Award contracts were in place, an options paper was prepared for the Adult Services Commissioning Board for consideration of a replacement service. (not taken up by the

fourth provider under ITT062 tender awards) Within the scope of the original cabinet approvals 18 April 2018. The preferred option (no 3), to commission a safe place to stay and assess model was approved 24 June 2019, forming the basis for the ITT078 Safe Place to Stay tender. Options paper embedded below as appendix 5 (8.5).

- 6.4 Clarification had been sought from legal on 28 March 2019 as to whether ITT078 Safe Place to Stay tender could rely on the original ITT062 Supported Housing cabinet approvals. Legal confirmed this, as long as the tender did not exceed the maximum of four providers originally advertised, was within scope of the contract period, the essential nature of the service description and maximum value specified in the cabinet minutes.
- 6.5 Based on above, ITT078 Safe place to Stay Contract was advertised on Sandwell’s e-procurement portal 1 July 2019. This procurement was subject to OJEU under the “light Touch Regime”. One tender was submitted from People, Potential, Possibilities t/a P3 and following the procurement process, the contract was awarded to P3. (see appendix 8.6 contract sign off)
- 6.6 Contract terms commenced on 2 November 2019 for a period of 12 months, with an option to extend for a further two 1-year periods, (subject to the Council’s need for the service).
- 6.7 Maximum Contract Values over a potential maximum four-year period are in table below. This report relates to second extension period only.

<u>Provider</u>	Year 1 2019/20	Year 2 Extension 2020/21	Year 3 Extension 2021/22	Total
Total Annual Cost- P3 (20 Units)	145,864	145,864	145,864	775,263

\* This table details both one-year extension periods available subject to agreement. This report is for the second extension period, year four, 2021/22 only.

- 6.8 Council officers have met regularly with the provider to monitor and evaluate the Service throughout the contract, as well as collecting relevant performance data: The provider maintains high-quality service delivery and offers flexible support to meet different and fluctuating levels of need, delivering positive service user outcomes.
- 6.9 In addition, the provider undertakes regular engagement activities with service users and stakeholders, which evidences they value the support they receive from the service provided.

## 7. Implications

<b>Resources:</b>	The annual revenue costs for the contract will come from existing programme budget and therefore there are no additional resource requirements.
<b>Legal:</b>	<p>Legal implications including regulations/law under which proposals are required/permitted</p> <p>Service tendered under the Public Contracts Regulations 2015 and in accordance with Sandwell's Procurement and Contract Procedure Rules, in relation to the procurement exercise a contract notice was published in the Official Journal of the European Union (OJEU) and on In-tend – the Council's e-procurement portal - and on the Government's Contract Finder website.</p> <p>(Cabinet 18 April 2018 Key Decision Ref. No. SMBC06/03/2018)</p> <p>The service plays a fundamental role in preventing incidences of homelessness within the Sandwell Borough. This contributes to duties placed on local authorities as part of the Homeless Reduction Act 2018.</p>
<b>Equality:</b>	For the cabinet report an Equality Impact Screening document was completed beforehand and this identified that, should there be no further reductions in

	<p>funding from other parts of the Council or its strategic partners then there is likely to be no adverse impact on protected groups because of these proposals.</p>
<b>Risk:</b>	<p>The service plays a fundamental role in preventing incidences of homelessness within the Borough, which contributes to duties placed on local authorities as part of the Homeless Reduction Act 2017. Utilising the extension period significantly reduces the risk to vulnerable people of finding themselves without safe appropriate accommodation and support.</p>
<b>Health and Wellbeing:</b>	<p>The Service helps to ensure that vulnerable adults who are at risk of homelessness and social exclusion can remain safe and independent within the community, due to the support and accommodation they receive. The service delivers against several Council priorities: improved wider health and wellbeing outcomes, addressing loneliness and isolation, improving financial inclusion and building resilient and independent communities.</p> <p>The service supports the Council's Social Value agenda as they support Sandwell residents to achieve their full potential: The service encourages a culture of self-help, mutual support and giving something back to the community, through peer mentoring, volunteering and employment opportunities within provider organisations.</p>



In accordance with the authority delegated to Chief Officers to act on matters within the authority delegated to them under Part 3 of the Council's Constitution, I intend to take the action(s) recommended above.

I ~~do~~/do not have an interest to declare in this matter



**Katharine Willmette**  
**Interim Director of Adult Social Care**  
**Date 27 May 2021**

## 8. Appendices

### 8.1 Cabinet Minutes

(18 April 2018 see ref 63/18)



Minutes of the  
Cabinet - 18 April 201

### 8.2 Cabinet Report

(18 April 2018 ref SMBC 06/03/2018)



12 - Supported  
Housing – Accommod

### 8.3 Contact Sign Off report



ITT062 Contract  
Extension Sign Off Do

### 8.4 Exemption to Directly Award Two Contracts for Emergency Housing Solutions under Delegated powers report.



058 - Direct Award of  
Two Contrcts for Eme

## 8.5 Options Paper



Options paper-  
Supported Housing V

## 8.6 Contact Sign Off Document



Contract Sign Off  
Document pre-contra

## 8.7 DMT report 15 January 2021



Contract Intentions  
Report January 2021.1

## 9. Source Documents

List source documents