

	Officer Key Decision
	Report to the Strategic Director of Community Wellbeing
AUTHORITY TO AWARD CONTRACT FOR DELIVERY OF A RAPID ASSESSMENT HUB AND A HOUSING FIRST SERVICE FOR ROUGH SLEEPERS FUNDED BY THE ROUGH SLEEPER INITIATIVE (RSI) GRANT	

Wards Affected:	All
Key or Non-Key Decision:	Key Decision
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Part Exempt – Appendix 1 is exempt as it contains the following category of exempt information as specified in Paragraph 3, Schedule 12A of the Local Government Act 1972, namely: “Information relating to the financial or business affairs of any particular person (including the authority holding that information)”
No. of Appendices:	2 Appendix 1 – names of tenderers (exempt) Appendix 2 – evaluation scores
Background Papers:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Hiran Karunaratna / Yasi Samaki Category Manager 0208 937 3865 Laurence Coaker Head of Housing Needs 020 8937 2788

1.0 Purpose of the Report

- 1.1 This report concerns the delivery of a Rapid Assessment Hub and a Housing First Service, which will be funded by the Ministry of Housing, Communities and Local Government (MHCLG) under the annually allocated Rough Sleeper Initiatives (RSI) Grant. This report requests authority to award contracts as required by Contract Standing Order 88. This report summarises the process undertaken in tendering this contract and, following the completion of the

evaluation of the tenders, recommends to whom the contract should be awarded.

2.0 Recommendation(s)

That the Strategic Director of Community Wellbeing:

- 2.1 Approves the award of the contract for Lot 1 Rapid Assessment Hub and Lot 2 Housing First Service which will be funded by the MHCLG under the Rough Sleeper Initiatives (RSI) Grant to St Mungo Community Housing Association for an initial period of 9 months from 1st July 2021, with an option to extend for up to a further two years (1st April 2022 to 31st March 2024) on a 1 + 1 basis at a total combined value of £1,900,391.61.

3.0 Detail

- 3.1 A number of government led initiatives have been introduced nationally in the past in an effort to prevent and relieve street homelessness. These include The “Rough Sleepers’ Initiative (RSI), “No Second Night Out” (NSNO); “Streetlink”; “Reconnection”. The current Government has also committed to ending rough sleeping by 2024 and is working with boroughs and charities with a commitment to maintaining investment in services.
- 3.2 The Rough Sleeping Initiative was first announced in March 2018 to make an immediate impact on the rising levels of rough sleeping. In this round of funding, the Grant determination for the second tranche of Resource Departmental Expenditure limit (RDEL) Funding to cover the latter 6 months of 2021 was £54,157,988 to provide local support for those living on the streets, to help them off the streets and into accommodation. Government analysis also indicates that numbers are 32% lower in funded areas than they would be without the initiative.
- 3.3 Since 18/19, the Council on a yearly basis has submitted bids to the MHCLG for funding under the Rough Sleeper Initiative (RSI) grant, to help tackle rough sleeping in Brent. In February 2021, the Council submitted another bid to the MHCLG.
- 3.4 It is anticipated that the grant determination will be relatively stable or will increase based on previous years’ allocations. Of these interventions funded by the MHCLG, we tendered for the following listed interventions/services until 31st March 2024, on the basis of awarding a contract for an initial period of 9 months from 1st July 2021 to 31st March 2022, with an option to extend it for up to a further two years (1st April 2022 to 31st March 2024) on a 1 + 1 basis and dependent on securing the RSI Grant allocation from the MHCLG:
 - **Intervention 1 Provision of 24 hour Rapid Assessment Hub** to assess rough sleepers and provide short term accommodation pending assessment for up to 14 rough sleepers, including 4 bed spaces for No

Recourse to Public Funds (NRPF) individuals (the number of rough sleepers supported is yet to be determined for 21/22)

- **Intervention 2 Housing first service**
This approach prioritises moves into secure accommodation for up to 12 entrenched rough sleepers (the number of rough sleepers supported has yet to be determined for 21/22)
- **Expansion of Services of interventions 1 and 2**
Each year a grant application for interventions made to deal with needs arising and presenting in the London Borough of Brent for rough sleepers. Interventions which are based on an accommodation based support model will be placed as part of the Rapid Assessment Hub contract (Lot 1) and interventions based on a floating support based model will be placed as part of the Housing Based Service contract (Lot 2).

Further details of the background to this tender are contained within the attached Authority to Tender and which gave authority to put these Interventions/Services out to tender.

The Tender Process

- 3.5 The Rough Sleeper's Rapid Assessment Hub and Housing First Service interventions were tendered as two different lots, on the basis that a contract was to be entered into for each respective intervention and that each contract would be let using standard terms for an initial period of nine (9) months from 1st July 2021 until 31st March 2022, with an option to extend for up to a further two years (1 April 2022 to 31 March 2024) on a 1 + 1 plus basis.
- 3.6 A Market engagement event was held on the 13th January 2021, attended by 7 organisations and further 18 organisations viewed the engagement event.
- 3.7 Advertisements were placed in the Find a Tender Service (FTS), Contract Finder and the London Tenders Portal on 4th February 2021, to seek expressions of interest which elicited 21 initial enquires. Potential bidders were provided with a specification and Quality and Pricing Questions for two lots and were invited to complete a selection questionnaire and Quality and Pricing proposal questions for each lot being tendered using the Council's Electronic Tendering Facility. Two contractors subsequently completed the selection questionnaire.
- 3.8 An initial review was carried out on the basis of the bidders' technical ability based on stage selection questionnaire responses and both bidding organisations were then assessed for quality and Price.
- 3.9 The tendering instructions stated that the contract would be awarded on the basis of the most economically advantageous offer to the Council and that in

evaluating tenders, the Council would have regard to the following:

- Safeguarding
- Support and Care planning including risk management
- Working effectively with service users to achieve outcomes
- Workforce including, staffing developments, satisfaction of workforce, staffing retentions
- Mobilisation
- Social Value
- Value for Money and Price

Evaluation process

- 3.10 The tender evaluation was carried out by a panel of officers from Housing Needs and Finance and moderated by Procurement.
- 3.11 All tenders had to be submitted electronically no later than 8th March 13:00. Tenders were opened after the deadline had expired, on 8th March 2021, and one valid tender was received for Lot 1 Rapid assessment Hub and 2 valid tenders for the Housing First service. The evaluation panel read the tenders and carried out an initial evaluation of how well each bidder considered each of the award criteria and addressed those in their tender submissions.
- 3.12 The panel met on 17th March 2021, and each submission was marked by the whole panel against the award criteria.
- 3.13 The names of the tenderers are contained in Appendix 1 (exempt). The scores received by the tenderers are included in Appendix 2. It will be noted that Tenderer A was the highest scoring tenderer for Lot 1 and 2. Officers therefore recommend the award of the contract for the two lots to Tenderer A, namely St Mungo's Community Housing Association.
- 3.14 The contracts will commence on 1st July 2021, subject to the Council's observation of the requirements of the mandatory standstill period noted in paragraph 5.4 below. Lot 1 (Rapid Assessment Hub) is valued at £1,135,756.61 and Lot 2 (Housing First Service) at £314,635 for the whole duration of the contract. A potential budget of £450,000 to cover an expansion of services of interventions 1 and 2 over the whole duration of the contract is also dependent on the award of the various RSI interventions grants successfully received by the Council.
- 3.15 The current MHCLG grant for these services has yet to be determined further to the current grant application and hence we expect to have an initial contract term of 9 months followed by two further extensions of 12 months each dependent on the Council's success in further RSI grant funding applications on 2022 and 2023.
- 3.16 There are no TUPE implications, as the incumbent service provider is the

successful tenderer.

4.0 Financial Implications

- 4.1 Part 3 of the Council's Constitution states that the Strategic Director of Community & Wellbeing has delegated authority to approve the award of contracts for services valued at less than £2 million.
- 4.2 The estimated value of this contract is combined total of £1,450,391.61 (Lot 1 £1,135,756.61 and Lot 2 at £314,635) and a further pool of £450,000 for award of various RSI interventions grants given to London Borough of Brent over the next three years on a case by case basis
- 4.3 The cost of this contract will be funded by the Rough Sleeping Initiative Grant. In the event that this grant was no longer provided in future years, the Council would have the option not to extend the contract beyond the initial 9 month period, or alternatively fund the service from other funding streams.

5.0 Legal Implications

- 5.1 Under the Public Contract Regulations 2015 ("the Regulations"), the proposed contracts falls within the health, social and related services category listed in Schedule 3 of the Regulations ("Schedule 3 Services") that currently have a threshold set at £663,540.
- 5.2 The estimated value of this contract award over its lifetime (including possible extensions) is in excess of the Schedule 3 Services threshold and as such Officers have explained at paragraphs 3.5 to 3.12 how this contract was tendered and evaluated in accordance with the Regulations. The award of the contract is subject to the overriding principles of equality of treatment, fairness and transparency and also subject to conduct the procurement and resulting award in conformity with the information it publishes.
- 5.3 The proposed award falls within the classification of Medium Value Contract under the Council's Contract Standing Orders and Financial Regulations and therefore subject to the Council's own Standing Orders in respect of Medium Value Contracts. The Strategic Director of Community Wellbeing has delegated power to award Medium Value Contracts in accordance with paragraph 9.5, of Part 3 of the Constitution.
- 5.4 The Council must send an electronic contract award notice for publication in Find a Tender and must observe the Regulations relating to the observation of a mandatory minimum 10 calendar day standstill period before the contract can be awarded. Therefore once the Strategic Director has determined which tenderer should be awarded the contract, all tenderers will be issued with written notification of the contract award decision. A minimum 10 calendar day standstill period will then be observed before the contract is concluded – this period will begin the day after all Tenderers are sent notification of the

award decision – and additional debrief information will be provided to unsuccessful tenderers in accordance with the Regulations. As soon as possible after the standstill period ends, the successful tenderer will be issued with a letter of acceptance and the contract can commence.

5.5 As Officers are recommending in paragraph 3.16 awarding the contract to the incumbent provider, there will be no relevant service provision change and as such, the Transfer of Employment (Protection of Employment) Regulations 2014 (“TUPE”) will not apply.

5.6 The council’s duties (as applicable to this procurement) in connection with the Public Services (Social Value) Act 2012 are contained in Section 9.

6.0 Equality Implications

6.1 The proposals in this report have been subject to screening and officers believe that there are no equality implications.

6.2 Having due regard involves the need to enquire into whether and how a proposed decision disproportionately affects people with a protected characteristic and the need to consider taking steps to meet the needs of persons who share a protected characteristic that are different from the needs of persons who do not share it. This includes removing or minimising disadvantages suffered by persons who share a protected characteristic that are connected to that characteristic.

6.3 There is no prescribed manner in which the council must exercise its public sector equality duty but having an adequate evidence base for its decision is necessary. The Strategic Director is referred to the contents of the authority to tender which included an Equality Analysis

7.0 Consultation with Ward Members and Stakeholders

7.1 The Housing Needs Service has also consulted with the Lead Member.

8.0 Human Resources/Property Implications (if appropriate)

8.1 This service is currently provided by an external contractor and there are no implications for Council staff arising from the contract.

8.2 Lot 1 Rapid Assessment Hub is will continue to be based in accommodation provision situated at Teignmouth Road and Park Avenue providing a mixture of private and shared facilities.

9.0 Public Services (Social Value) Act 2012

9.1 The Council is under a duty pursuant to the Public Services (Social Value) Act 2012 (“the Social Value Act”) to consider how services being procured might

improve the economic, social and environmental well-being of its area; how, in conducting the procurement process, the Council might act with a view to securing that improvement; and whether the Council should undertake consultation. [This duty does not strictly apply to the proposed contract as it is not a services contract. Nevertheless,] Officers have had regard to considerations contained in the Social Value Act in relation to the procurement.

9.2 Social value had a weighting of 10% of the evaluation score and in evaluating tenders, the Council requested proposals address the following initiatives:

- Number of events to encourage representation of people with disabilities and mental health conditions in the organisation and supply chain
- Number of staff and community engagement events provided, focusing on mental health and wellbeing
- Specific activities and support to enable charities/organisations and/or individuals to encourage increased physical/mental wellbeing

9.3 The contracts will deliver the following social value benefits to Brent;

- Digital Recovery College. Courses include foundational skills to support disadvantaged people to engage with civic life such as literacy, numeracy
- Employment initiatives including courses attended by service users,
- Recovery College 'Health and Wellbeing' programme offers clients support and advice around wellbeing, gym membership for clients ESOL and digital skills

Relevant documents:

Authority to Tender Report January 2021

Report sign off:

Phil Porter
Strategic Director of Community
Wellbeing