

CABINET MEMBER DELEGATED DECISION 06 OCTOBER 2020

Report title: Tenancy Sustainment Service

Wards: All

Portfolio: Cabinet Member for Housing and Homelessness: Councillor Jennifer Brathwaite

Report Authorised by: Bayo Dosunmu: Strategic Director for Resident Services

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Report summary

This report seeks approval for an extension as a waiver to the Council's Contract Standing Order 8.2 to continue the Tenancy Sustainment Service contract delivered by the Single Homeless Project (SHP) from 1 April 2020 to 31 March 2022. The Tenancy Sustainment Service provides vital tenancy support and various other services to households in Lambeth.

The existing contract with SHP expired on the 31 March 2020. This procurement of the service has been delayed due to earlier uncertainty about funding and will be further exacerbated by Covid-19 resource implications.

It is planned to undertake a procurement for the Tenancy Sustainment Service, with a view to the new contract starting in 2022.

There was no formal approval in place for the spend between 1 April 2020 and 06 October 2020, therefore, the Cabinet Member is asked to note spend made during this period.

Finance summary

There are budgets for this two-year waiver period totalling £963,000, comprised of:

- Housing Revenue Account recurrent monies at £300,000 per annum;
- General Fund monies at £80,000; and
- Grants summing to £283,000

Recommendations

1. To note the spend on the Single Homeless Project contract between 1 April 2020 and 06 October 2020 of £240,750.
2. To approve an extension as a waiver to Contract Standing Orders 8.2 to continue the Tenancy Sustainment Service contract with the Single Homeless Project from 1 July 2020 and 31 March 2022 at a further cost of £722,250, with a total value of £963,000.

1. CONTEXT

- 1.1 Lambeth Council holds a contract with Single Homeless Project (SHP) to provide a Tenancy Sustainment Service for Lambeth Council tenants. The service works to support tenants in danger of losing their tenancy due to a number of reasons, including rent arrears, multiple indebtedness, welfare reform and anti-social behaviour among others. The service works with up to 150 households at any given time. They are also funded by Lambeth to provide a private sector move on service to residents of the Lambeth Vulnerable Adults Pathway who are ready to live independently.
- 1.2 By preventing homelessness, and ensuring that Lambeth households are able to successfully manage independent tenancies, the Tenancy Support Service contributes to key outcomes within Future Lambeth: Our Borough Plan 2016-2021, namely to 'prevent homelessness, placing people in suitable, affordable, permanent homes as quickly as possible', and 'provide integrated care which actively promotes recovery and independence, and which protects the vulnerable'. The Tenancy Support Service also contributes directly to the Council's Housing Strategy, key aims of which are to 'prevent homelessness by supporting all households in their home or to help them find alternative accommodation'
- 1.3 Single Homeless Project also deliver some key posts and services under the Rough Sleeping Initiative funded via The Ministry of Housing, Communities and Local Government (MHCLG). These are Private Sector Tenancy Support Workers who provide a tenancy sustainment service for former rough sleepers who have moved into private sector accommodation from the Lambeth Vulnerable Adults Pathway and a private sector worker procuring accommodation for EEA nationals who have no recourse to public funds.
- 1.4 Single Homeless Project also deliver a Home Office funded service in Lambeth which aims to resettle Syrian families who have been rehoused in Lambeth as part of the national Vulnerable Persons Resettlement Scheme.
- 1.5 This is a Gateway Three procurement report

2. PROPOSAL AND REASONS

- 2.1 This report proposes to make a contract award to SHP in order to continue the Tenancy Sustainment Service from the 1/04/2020 to 31/03/22. The rationale to waive contract standing orders 8.2 and to award the contract to SHP is that it is in the demonstrable best interest of the Council. There is no provision within the contract to extend the contract and there is insufficient time to re-procure the service. This is a vital service that supports council tenants and groups of vulnerable Lambeth residents such as rough sleepers and refugees to access and maintain accommodation.
- 2.2 It should be noted that the waiver for two years is only for the tenancy support element of the contract as all of the other services are either externally funded and renewed on an annual basis or will be under review throughout this financial year and may not be continued. The contract will include provisions to vary if the external funding is withdrawn or not renewed

Table of services

Service	Client Group	Funder	Contract Price (£) 2019/20	Contract Price (£) 2020/21
Tenancy Support Service	Lambeth Council Tenants	Lambeth Council	300,000	(300,000)

Private Sector Move on Service	Rough Sleepers	Lambeth Council	80,000-	80,000-per annum and renewed on annual basis
Private Sector Tenancy Support Service	Rough Sleepers	MHCLG	72,000	72,000 per annum and renewed on annual basis
Private Sector Procurement Service	Rough Sleepers with No Recourse to Public Funds	MHCLG	86,000	86,000 per annum and renewed on annual basis
Vulnerable Persons Resettlement Scheme	Syrian Refugee Families	Home Office	125,000	125,000 per annum and renewed on annual basis
		TOTAL	663,000	663,000

- 2.3 Commissioners are satisfied with the performance of the service provider to date and are confident that the provider will be able to continue providing a high-quality service to residents until March 2022 when this contract period will expire. SHP bring with them an excellent track record of service delivery and development from the preceding six years of the tenancy support contract. They have also proved to be willing partners in a series of pilot programmes, including ongoing work with Syrian families as part of the Vulnerable Persons Resettlement Scheme, projects aimed at increasing the financial resilience of Lambeth Residents such as the Bank Account Take Up Project and services under the Rough Sleeping Initiative. In each of these pilots they have delivered excellent results in what is their specialist area and proven themselves to be a flexible and adaptable organisation

Contract Management

- 2.4 This contract will be monitored and managed from within the resources of the Supported Housing Commissioning Team.

3. FINANCE

- 3.1 This paper concerns a two-year waiver period and a spend that is financed from the following sources:
- Housing Revenue Account recurrent funding of £300,000 per annum over the two-year period;
 - General Fund funding of £80,000 in the first year and subject to review;
 - MHCLG Rough Sleeping grants summing to £158,000 in the first year and subject to review; and
 - Home Office Refugee Resettlement grant summing to £125,000 in the first year and subject to review
- 3.2 The funding from the Government Departments is assumed to be recurrent as they have been received for some years; however, there may be a risk that funding is cut as has been the case with a number of other grants.
- 3.3 The total spend for the period 1 April 2020 to 30 June 2020 where there is no formal approval in place is £165,296, leaving £797,704 remaining to fund the rest of the contract.

4. LEGAL AND DEMOCRACY

- 4.1 The authority to approve the recommendation in this report is delegated to the Deputy Leader (Housing and Homelessness).
- 4.2 Local authorities have duties and powers under the Housing Act 1996 to secure, free of charge, the provision of information and advice on preventing homelessness and information on any help that is available from the authority or anyone else, for persons in the authority's district who are homeless or may become homeless (whether or not they are threatened with homelessness). The Council also has duties and powers under the Care Act 2014 to meet the needs of those assessed as in need of care and support. Under s8 of the Act the Council may meet these needs in various ways including through care and support at home or in the community, counselling and other types of social work, and through information, advice and advocacy.
- 4.3 The Deputy Leader may approve a waiver of the competition requirement in the contract standing orders if she is satisfied that this is demonstrably in the best interests of the Council.
- 4.4 The services to be provided under this contract are deemed Schedule 3 'light touch' services under the Public Contracts Regulations. As such they should be procured by one of the competitive procurement routes following publication of a contract notice in the Official Journal if the contract value exceeds £663,540. For purposes of determining if the contract value exceeds this threshold the values of the extension and the current contract must be aggregated. The requirement cannot be waived.
- 4.5 This proposed key decision was entered on the Forward Plan on 07 September 2020 and the necessary 28 clear days' notice has been given. In addition, the Council's Constitution requires the report to be published on the website for five clear days before the proposed decision is approved by the Cabinet Member. Any representations received during this period must be considered by the decision-maker before the decision is taken. A further period of five clear days - the call-in period - must then elapse before the decision is enacted. If the decision is called-in during this period, it cannot be enacted until the call-in has been considered and resolved.

5. CONSULTATION AND CO-PRODUCTION

- 5.1 There has been no changes to the service so consultation was not required. Prior to the tender exercise that will take place as soon as possible we will engage with the provider market including a market warming exercise and feedback from all internal and external partners involved with the service will be sought prior to commencement. The specification to the new service will be coproduced by delivery colleagues in Resident Services

6. RISK MANAGEMENT

- 6.1 The main risks that impede on the successful delivery of this procurement and contract are listed in the table below:

Table 2 – Risk Register

Item	Risk	Likelihood	Impact	Score	Control Measures
1	Discontinuing service would have impact vital support to	2	4	8	Award contract to SPH to continue service provision.

	council tenants and groups of vulnerable Lambeth residents such as rough sleepers and refugees.				
2	Continuity of service and Covid-19 considerations	3	4	12	Business continuity plan which includes Covid-19 implications and mitigation to be sought from the provider.
4	External Funding reduced	2	8	16	Contract to include provisions to vary contract if external funding reduced.

Key

Likelihood	Very Likely	4	Likely	3	Unlikely	2	Very Unlikely	1
Impact	Major	8	Serious	4	Significant	2	Minor	1

7. EQUALITIES IMPACT ASSESSMENT

7.1 Not applicable – no change to service capacity or eligibility

8. COMMUNITY SAFETY

8.1 The service provider works closely with the Police, Community Safety and Adult and Children's Social Care, and has built up strong relationships with a range of organisations which aim to keep their service users, and the wider community, safe.

8.2 It is a contractual requirement that the current provider's staff must possess an enhanced DBS clearance and that all staff receive training on the protection of vulnerable adults and children.

9. ORGANISATIONAL IMPLICATIONS

Environmental

9.1 In January 2019 the council declared a climate emergency and has pledged to do everything within the Council's power to make Lambeth carbon neutral by 2030. No vehicles are provided or required by the provisioned services and staff are encouraged to use public transport when required to travel between locations. They have recycling systems in their offices and adopt the Healthy Workplace Charter

Health

9.2 Supporting people who are homeless to access and maintain accommodation and addressing their wider needs contributes to public health outcomes. Councils have a duty under the Health and Social Care Act 2012 to improve the health of their local population. These services contribute to this outcome.

Corporate Parenting

9.3 The tenancy support service supports care leavers who have accessed their independent council accommodation to maintain their tenancies as part of a specified grouping contained within their specification.

Staffing and accommodation

9.4 No implications. Externally commissioned service.

Responsible Procurement

Good Quality Jobs with Fair Pay and Decent Working Conditions

9.5 SHP pays the London Living Wage to all staff delivering the contract

Quality Apprenticeships, targeted Employment for Lambeth residents and Lambeth Priority Group
SHP support apprenticeships and targeted employment for priority groups where possible.

9.6 *Reduce Emissions: Lambeth Council has a commitment to being Zero Carbon by 2030*
SHP has recycling systems in their offices

Single Use Plastics

9.7 Not applicable

Positive Health and Wellbeing

9.8 SHP has adopted the Healthy Workplace Charter

Other Offers (Innovation)

9.9 Not applicable

10. TIMETABLE FOR IMPLEMENTATION

10.1 The table below details the stages and deadlines for implementing the recommendations:

Activity	Proposed Date
Date published on Forward Plan	07 September 2020
Submission to Procurement/Category Board Administrator	06 August 2020
Procurement/Category Board Date	11 August 2020
Publication on Decisions online	28 September 2020
Officer or Cabinet Member Decision	06 October 2020
Execution of Contract	06 October 2020
Commencement of Contract	April 2020

AUDIT TRAIL

Consultation

Name and Position/Title	Lambeth Directorate	Date Sent	Date Received	Comments in paragraph:
Councillor Jennifer Braithwaite	Deputy Leader (Housing and Homelessness)	15.09.20	15.09.20	
Bayo Dosunmu, Strategic Director	Resident Services	03/08/20	03/08/20	
Neil Euesden Director	Resident Services	22/06/20	03/08/20	

Candida Thompson Assistant Director Housing Need	Resident Services	17/06/20	22/06/20	
Andrew Ramsden, Finance	Finance and Property	22.05.20	29.05.20	
David Thomas, Legal Services	Legal and Governance	22.05.20	29.05.20	
Maria Burton, Democratic Services	Legal and Governance	26.05.20	29.05.20	
Sasa Glisic Procurement Category Manager	Legal and Governance	21.05.20	22.05.20	

REPORT HISTORY	
Original discussion with Cabinet Member	15.09.20
Report deadline	N/A
Date final report sent	N/A
Part II Exempt from Disclosure/confidential accompanying report?	No
Key decision report	Yes
Date first appeared on forward plan	07.09.20
Key decision reasons	Expenditure, income or savings in excess of £500,000.
Background information	Housing Act 1996
Appendices	None

APPROVAL BY CABINET MEMBER OR OFFICER IN ACCORDANCE WITH SCHEME OF DELEGATION

I confirm I have consulted Finance, Legal, Democratic Services and the Procurement Board, and taken account of their advice and comments in completing the report for approval:

Signature: _____ **Date:** _____

Post: Paul Davis, Head of Commissioning – Supported Housing

I confirm I have consulted the relevant Cabinet Members, including the Leader of the Council (if required), and approve the above recommendations:

Signature: _____ **Date:** _____

Post: Councillor Jennifer Brathwaite, Deputy Leader (Housing and Homelessness)

Any declarations of interest (or exemptions granted): None

Any conflicts of interest: None

Any dispensations: None