

**Decision Maker:** EXECUTIVE

**Date:** For pre-decision scrutiny by the Renewal, Recreation and Housing PDS Committee on 14 June 2022

**Decision Type:** Non-Urgent Executive Key

**Title:** CONTRACT AWARD: ACCOMMODATION AND TENANCY SUSTAINMENT FOR YOUNG PEOPLE

**Contact Officer:** Alice Atabong, Group Manager Housing Support Services  
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**Chief Officer:** Sara Bowrey, Director Housing, Planning and Regeneration

**Ward:** All Wards

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1. Reason for decision/report and options

- 1.1. In February 2022, Executive approved proceeding to procurement for the Accommodation and Tenancy Sustainment service for Young People.
  - 1.2. This report sets out the result of the competitive tender process and recommends the award of the contract as detailed in the Part 2 report.
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**2. RECOMMENDATION**

- 2.1. The Executive, with pre-decision scrutiny from the Renewal, Recreation and Housing Policy Development & Scrutiny Committee, is recommended to approve the award of contract for the Accommodation, Tenancy Sustainment and Support Service for young people as detailed in the accompanying Part 2 report.

## Impact on Vulnerable Adults and Children

1. Summary of Impact: The award of this contract will ensure that the Council continues to provide safe accommodation and enhanced support to young people who may be homeless or threatened with homelessness including Care Leavers.
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## Corporate Policy

1. Policy Status: Existing Policy:
  2. BBB Priority: Children and Young People Excellent Council Safe Bromley Supporting Independence
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## Financial

1. Cost of proposal: Detailed in Part 2 report.
  2. Ongoing costs: Detailed in Part 2 report.
  3. Budget head/performance centre: Supporting People.
  4. Total current budget for this head: £1070k.
  5. Source of funding: Existing Revenue budget.
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## Personnel

1. Number of staff (current and additional): N/A
  2. If from existing staff resources, number of staff hours: Statutory Requirement: N/A
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## Legal

1. Legal Requirement: Statutory Requirement
  2. Call-in: Applicable
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## Procurement

1. Summary of Procurement Implications: As detailed in the report.
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## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): 100 young people per year.
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## Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

### 3. COMMENTARY

- 3.1. Gateway Report (HPR2022/004) was presented to the Executive Committee on the 9<sup>th</sup> of February 2022 outlining the current provision of the Accommodation and Tenancy Sustainment for young people with proposed changes and service modifications the Council set out to make. The review was based on the assessment of the current service levels, the need to ensure the provision of safe accommodation and support to young people in line with legislation; service user feedback and extensive stakeholder consultation.
- 3.2. The review led to several key modifications to the service specification which included the following:
- Mentoring/peer mentoring services
  - Life coaching and life skills
  - Speedy access to mental health services
  - Training and information about the negative effects of substance misuse
  - Better outcomes from access to education, vocational courses/apprenticeships and employment
  - Volunteering opportunities.
- 3.3. Each of the landlords (L&Q, Optivo, A2 Dominion and Look Ahead Housing) for the young people accommodation were contacted, and all confirmed that their accommodation provision will be available for use should the Council enter a new contract with a Provider to deliver an Accommodation and Tenancy Sustainment Service for young people.
- 3.4. The Executive Committee agreed for officers to go out to a two-stage restricted tender process for this provision. Once the final specification was approved by Children Services and Housing, the invitation to tender went live on the ProContract portal.

#### The Procurement Process

- 3.5. In accordance with the Council's financial and contractual requirements and following the Executive Committee's approval on the 9<sup>th</sup> of February, the Service has been subject to a two-stage restricted tender process.
- 3.6. The procurement process was undertaken using the ProContract, the Council's electronic tendering system. 10 Suppliers submitted a compliant Selection Questionnaire (SQ) for the stage 1 bid; Of this, 5 tenders satisfied the stage 1 criteria and progressed to stage 2 of the procurement process in accordance with Clause 65 (1) of the Public Contract Regulations 2015.
- 3.7. Each tender was evaluated based on the Award Criteria questions within the Public Contracts Regulations 2015. The questions were evaluated based on a 60% price and 40% quality split. The evaluation of quality was based on the following criteria:

Procurement Questions		% of Total Score
Price		60%
Quality Total		40%
Comprised of:		
1	Finance	(5%)
2	GDPR and Information Governance	(5%)
3	Service Delivery	(25%)
4	Support to Service Users	(20%)
5	Implementation	(15%)
6	Innovation	(5%)
7	Quality Assurance	(20%)
8	Added Social Value	(5%)

- 3.8. The pricing document required that Providers submit a fixed price for the delivery over the period of the initial five year contract. This is detailed in the Part 2 report.
- 3.9. Should an extension be awarded for a further period, this would be at the discretion of the Council. For any further period the price would be subject to review excluding any inflationary increases during the extension periods.

#### **4. CONTRACT AWARD RECOMMENDATION**

- 4.1. Detailed in the accompanying Part 2 report.

#### **5. POLICY CONSIDERATIONS**

- 5.1. Housing Act 1996 (as amended by the Homelessness Reduction Act 2017); the Crime and Disorder Act 1998; the Children's Act 1989; the Domestic Abuse Bill.
- 5.2. The housing objectives in relation to the Service are set out in the relevant business plans and the borough's Homelessness Strategy. These objectives are compliant with the statutory framework within which the Council's housing function must operate.
- 5.3. The homelessness legislation requires appropriate support to be provided to households at risk of homelessness and suitable accommodation and support to those households to whom the Council owes a statutory rehousing duty. These services play a key part in the overall provision of homeless intervention, prevention, and accommodation services.

#### **6. IT AND GDPR CONSIDERATIONS**

- 6.1. The recommended Provider has demonstrated sufficient documentation and policy to confirm they adhere to all current and relevant GDPR and data storing/sharing requirements.

#### **7. PROCUREMENT RULES**

- 7.1 This report seeks to award the above contract as detailed in the accompanying Part 2 report.
- 7.2 A restricted 2 stage process was undertaken via ProContract, the Council's electronic tendering system to appoint the above supplier to deliver the Accommodation & Tenancy Sustainment for Young People.
- 7.3 This process has been carried out in line with the requirements of the Public Contracts Regulations 2015.
- 7.4 The Council's requirements for authorising an award of contract are covered in CPR 16. For a contract of this value, the Approval by Executive following Agreement by the Chief Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services, the Director of Finance and the budget holder must be obtained. In accordance with CPR 2.1.2, Officers must take all necessary professional advice.
- 7.5 Following the decision, a Find A Tender Award Notice will be issued as the initial estimated whole life contract value exceeded the public contracts threshold and, as the contract value is over £25k, an award notice will need to be published on Contracts Finder. A mandatory standstill period will need to be observed.
- 7.6 The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

#### **8. FINANCIAL CONSIDERATIONS**

- 8.1 Financial considerations are detailed in the part 2 report.

## 9. LEGAL CONSIDERATIONS

- 9.1. This report demonstrates a procurement procedure that complies with the Council's Contract Procedure Rules and with relevant procurement law.
- 9.2. It is assumed that officers will use the same contractual documentation as published in the course of this procurement exercise.

<b>Non-Applicable Sections:</b>	Not Applicable
Background Documents: (Access via Contact Officer)	[Title of document and date]