



## INDIVIDUAL CABINET MEMBER DECISION RECORD FORM

<b>Date of decision:</b>	02 September 2021		
<b>Title</b>	Award of a Contract for Delivery of a 'Navigator Service' for Rough Sleepers		
<b>Decision Maker</b>	Cabinet Member for Planning and Housing Strategy (Councillor Andrew Gravells MBE)		
<b>Date published on Forward Plan</b>	29 July 2021	<b>Date report published</b>	N/A
<b>Wards Affected</b>	All Wards	<b>Key Decision</b>	YES

### Decision:

Agree to Gloucester City Council awarding a contract to People, Potential, Possibilities (P3) for delivery of a Navigator Service for rough sleepers, following a procurement process through the countywide Community and Accommodation Based Support (CABS) framework.

### Reason for decision:

The Gloucestershire Strategic Housing Partnership has been awarded funding through the Ministry of Housing, Community and Local Government's (MHCLG) Rough Sleeping Initiative for the delivery of a "Navigator Service" in Gloucester and Cheltenham until 31 March 2022. Since February 2021 Gloucester City Council has been the host organisation for the countywide Housing Partnership Programme Team, and acts as lead contractor on behalf of the Partnership for countywide rough sleeping interventions.

This decision follows an invitation to tender issued to the County Council's Community and Accommodation Based Services (CABS) framework, which is available for use by all Gloucestershire local authorities and public agencies. A total of five suppliers had an opportunity to respond to this tender having previously been accepted to the framework. An evaluation panel including representatives from Gloucester City Council and the wider Partnership has concluded that the preferred bid was submitted by P3 and has recommended that an award be made to that supplier. **The total value of the contract is £547,314 from 1 October 2021 to 31 March 2027.** This includes a break clause after 6 months and then every 12 months thereafter, which is subject to confirmation of continued funding from the MHCLG; ongoing evidence of the need for and suitability of the service; and demonstration of satisfactory performance.

The Navigator Service is intended to undertake a rapid assessment of individuals' needs and to coordinate the delivery of a multi-agency support package by signposting and

organising referrals into services across housing; mental health; drugs and alcohol; and adult social care. Rough sleepers accessing the Navigator service are provided with a personalised support plan intended to enable them to sustain a decision to move away from life on the streets. The provider of this service provides two Housing Navigators and a team leader/coordinator. Adult social work; drugs and alcohol; and mental health specialists are seconded to the Navigator team from the relevant agencies.

The service specification has been prepared by officers from Gloucester City Council and other partners and was scrutinised and endorsed by the countywide Partnership's Oversight Board, which includes representation from all Partner organisations. Contracts for the existing Navigator Service are held by Gloucestershire County Council and expire on 30 September 2021. The Housing Partnership has agreed that the countywide Programme Team should manage these services going forward.

**Alternative options considered:**

A tender process has been completed according to procurement regulations and P3 have been identified as the preferred bidder following evaluation and moderation.

We could issue a contract for 6-months only based on funding already confirmed by MHCLG: however, we considered that given the requirement to identify premises that this would generate significant risks and would problematise recruitment and staff retention, with a negative impact on the performance and quality of the service.

We could not provide a Navigator Service in Gloucestershire: however, there is a strong consensus that integrating health, social care and housing interventions is crucial to enable long-term rough sleepers to move into settled accommodation. Providing a single access point through the Navigator service has clear benefits for individual users and for effective partnership working between agencies. Reducing rough sleeping is the primary objective of the government's Rough Sleeping Initiative through which this funding is provided. The funding is provided specifically for the Navigator service and is non-fungible.

**Representations received:** N/A

**Other relevant matters concerning the decision:**

A Participation Agreement setting out the arrangements by which Gloucester City act as lead contractor for the Partnership is currently being finalised. Its terms have been agreed by legal advisors in all District authorities and at the County Council, and the full agreement is expected to be in place prior to the commencement date for these services.

**People Impact Assessment (PIA):**

Screening Stage completed:	Yes	<del>No</del>
Full PIA required, completed and attached	<del>Yes</del>	No

**Conflicts of interest (including any dispensations granted):**

None

**Officer/s consulted:** Ben Challis (Partnership Programme Manager); Kate Richardson (CABS Team, County Council); Michelle Wheatley (Housing Options Manager, Gloucester City); Pippa Stroud (Housing Strategy, Stroud District); Evie Whittaker (Commissioning Officer, OPCC); Roland Halford (Procurement, Gloucester City); Linden Dunham (Legal Advisor, OneLegal)

**Background documents:** Specification for the Navigators Service

**Confidential or Exempt Information:** Yes No

Name of document(s) which are confidential or exempt : N/A

**Scrutiny (including details of call-in procedure where applicable):**

This decision will come into force at the expiry of 5 working days from the date of the publication of the decision.

Call-in Deadline: 09 September 2021

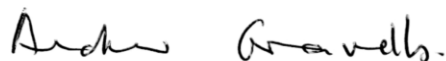
**CONFIRMED AS A TRUE RECORD:**

We certify that the decision this document records was made in accordance with the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2012 and is a true and accurate record of that decision:

**Decision Maker:**

Councillor Andrew Gravells MBE  
Cabinet Member for Planning & Housing  
Strategy

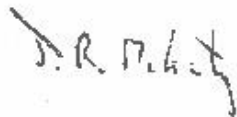
**Date:** 02 September 2021



**Proper Officer:**

Jon McGinty  
Managing Director

**Date:** 02 September 2021



## **CALL-IN PROCEDURE**

Call-in should only be used in exceptional circumstances, such as where Members have evidence which suggests that the Cabinet Member did not take the decision in accordance with the principles set out in Article 13 (Decision Making) of the Council's Constitution.

Call-in of a decision must be requested within five working days of the publication of an executive decision. The request must be communicated in writing to a Corporate Directors by at least five Members of the Council.

Implementation of a decision that has been called-in is suspended until such time as it has been considered by the Overview & Scrutiny Committee and re-considered by the Cabinet in light of the Overview & Scrutiny Committee's conclusions and any recommendations.

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If you have any queries about the content of Decision Records please contact:

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