

## SHEFFIELD CITY COUNCIL

### OFFICER EXECUTIVE DECISION RECORD (Non Key)

The following decision was taken on 16 March 2017 by the Director of Commissioning.

Date notified to all members: Friday 17 March 2017

Officer Non-Key decisions are not subject to call-in.

1. **TITLE**

Award of Contract for the Provision of a New Housing Related Support Service for Single Homeless People with Multiple and Complex Needs (Housing First)

2. **DECISION TAKEN**

To award a contract to Cathedral Archer Project for the provision of a housing related support service for single homeless people with multiple and complex needs (Housing First) from 1st June 2017 to the 31st May 2020, at a cost of £574,288 in total over 3 years, with the option to extend on a plus 2 year basis.

3. **Reasons For Decision**

(a) On 15th November 2016 approval was granted to tender for a Housing First Service.

(b) A planned 2-stage contract procurement process via YorTender has been undertaken. At the second stage bids were scored by a panel according to quality and value.

(c) Cathedral Archer Project achieved the highest score from the panel. Their bid is recommended as providing the best quality and value.

(d) The bid is within the budget estimate for this service and funding is available within the service budget for the specified contract period.

4. **Alternatives Considered And Rejected**

The contract procurement process has been followed and there is no reason to consider alternatives as a result of the process.

The same need and justification for the service exists as at tender procurement stage and there has been no change which indicates that alternatives should be considered.

5. **Documents used in making decision:**

(a) Delegated Decisions for Housing Related Support Commissioning Strategy and Budget Plan 2016 to 2020

(b) Officer non key decision report approved by the Director of Commissioning on the 15th November 2016.

(c) EIA (ref 873)

6.1 **Any conflict of interest declared by any Executive Member who is consulted by the Officer when making the decision**

None

6.2 **Any dispensation granted by the Head of Paid Service**

N/A

7. **Respective Director Responsible for Implementation**

Executive Director, Children, Young People and Families