

REPORT AUDIT TRAIL**CONSULTATION**

*This is important as it shows that consultation has been undertaken in the preparation of the report and provides a quick reference point for specific comments, whilst the report will not be publishable if these areas have not been completed by the named persons below. **You must liaise with and receive sign off from the relevant Cabinet Member(s).***

Name/Position	Portfolio/Ward/ Directorate	Date Sent	Date Received	Comments in para:
Councillor <i>Joanna Baker- Rogers</i>	Cabinet Member for Adult Social Care and Health	31/03/25	03/04/25	
Councillor <i>Sarah Allen</i>	Cabinet Member for Housing	31/03/25	31/03/25	
<i>Ian Spicer</i>	Assistant Chief Executive/ Strategic Director for Adult Care, Housing and Public Health	Click here to enter a date.	Click here to enter a date.	
<i>Gioia Morrison, Finance</i>	Finance and Customer Services	13/03/25	14/03/25	
<i>Stuart Fletcher, Legal Services</i>	Legal Services	13/03/25	28/03/25	
<i>Helen Rowe, Human Resources</i>	Assistant Chief Executive's Office	13/03/25	25/03/25	
<i>Karen Middlebrook, Procurement</i>	Finance and Customer Services	13/03/25	25/03/25	
Equalities	Assistant Chief Executive's Office	04/04/25	04/04/25	
<i>Other officers below</i>		Click here to enter a date.	Click here to enter a date.	

REPORT APPROVAL TRACKING			
Equalities Your report will not be authorised for submission to Cabinet by your Strategic Director if you have not undertaken and included an initial equalities screening. All equalities analysis documents should be sent to Equality@rotherham.gov.uk for feedback prior to being included as appendices.	Initial Screening completed and included with report	YES	04/04/2025
	Full Assessment completed and included with report	NO	N/A
Carbon Impact Assessments Carbon Impact Assessments are to be appended to the associated cabinet reports. Carbon Impact Assessments should be sent to climate@rotherham.gov.uk for feedback prior to your report being sent to your Strategic Director for approval.	Carbon Impact Assessment completed and included with report.	NO	link to Cabinet Report)
Background information MANDATORY: Insert headings for a few main public documents you have used or referenced to write this report. This is a legal requirement. For Cabinet reports, insert hyperlinks . Do not list private documents.	Homeless Prevention and Rough Sleeper Strategy 2023 – 26.		
Appendices If appendices are essential to the understanding of the report, list titles here. Ensure that appendices have proper titles. List any appendices relevant to the decision being taken first with the Equality Analysis documents coming next and the Carbon Impact Assessment being listed as the last Appendix for all reports.	Appendix 1 Exceptions 6.3 Appendix 2 <i>Name</i>		
Cabinet Member Approval You should retain an email confirming the Cabinet Member approval for your records. Strategic Directors should not authorise reports unless Cabinet Members have given sign off	YES	03/04/25	
Report Authorised by Strategic Director	YES/NO (delete as appropriate)	Click here to enter a date.	
Report Authorised for publication by Chief Executive	YES/NO (delete as appropriate)	Click here to enter a date.	

Committee Name and Date of Committee Meeting

Delegated Officer Decision – 17 April 2025

Report Title

Officer Decision for the Contract Variation of the Single Person Accommodation with Support

Is this a Key Decision and has it been included on the Forward Plan?

No, but it has been included on the Forward Plan

Strategic Director Approving Submission of the Report

Ian Spicer, Strategic Director of Adult Care, Housing and Public Health

Report Author(s)

Matthew McMullen, Commissioning Officer
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Ward(s) Affected

Borough-Wide

Report Summary

This report outlines the decision to vary the 'Single Person Accommodation with Support' contract with Target Housing Ltd for the provision of 28 additional dispersed units of accommodation across Rotherham.

Recommendations

1. That the variation is approved to allow the continuous provision of accommodation and support for single homeless people, delivered by Target Housing Ltd. The variation will provide an additional 28 units using the Homeless Prevention Grant. This Contract Variation will be for a period of one year, with the option to extend a further one year.

List of Appendices Included

Part A – Equality Screening Assessment

Background Papers

Cabinet Report - 17 October 2022 ([link to Cabinet Report](#)).

Council Approval Required

No

Exempt from the Press and Public
No

Officer Decision for the Contract Variation of the Single Person Accommodation with Support

1. Background

- 1.1 The Authority and the Supplier Target Housing entered a contract for the provision of Services dated 1 July 2024 with the Council's reference number 22-129. ("**Original Contract**") for the purposes of delivering the Single Supported Accommodation Service. The service helps the Council to fulfil its statutory duties towards the Council's Homelessness Prevention and Rough Sleeper Strategy found here- [Homeless Prevention and Rough Sleeper Strategy 2023 – 26](#). This Contract was awarded following a competitive tender using the Council's Housing Related Support Flexible Purchasing System.
- 1.2 The Authority and the Supplier have agreed to vary the terms of the Original Contract as set out in this agreement to provide an additional 28 units of accommodation and support.

2. Key Issues

- 2.1 Target Housing Ltd is a registered social landlord, providing accommodation and support to vulnerable people, including homeless people with multiple and complex needs such as those with an offending background.
- 2.2 National and regional data suggests that those who offend are likely to be at higher risk of rough sleeping if they are not suitably accommodated. If a rough sleeper is verified in Rotherham, the Council provides temporary accommodation, often having to use high-cost emergency hotel or bed and breakfast accommodation.
- 2.3 Where the Council has a statutory duty to accommodate individuals who are deemed to be in priority need and eligible for rehousing, the Council find it challenging to secure suitable accommodation for this cohort due to their history of offending and other complex needs. This can result in lengthy temporary accommodation placements, increasing the Council's hotel and bed and breakfast spend.
- 2.4 The cost to provide the service is £107,000 for one year 1st April 2025 to 31st March 2026.

3. Options considered and recommended proposal

- 3.1 The recommended proposal is to approve the variation to the contract for accommodation and support for single homeless people, delivered by Target Housing Ltd to provide an additional 28 dispersed units which will be funded using the Homeless Prevention Grant. This Contract Variation will be for a period of 1 year, with the option to extend a further one year at a cost of £107,000 per annum.

4. Consultation on proposal

- 4.1 Councillor Joanna Baker-Rogers, Cabinet Member for Adult Care and Health and Councillor Sarah Allen, Cabinet Member for Housing have been consulted on this proposal.
- 4.2 The Officer Decision Report will be presented to DLT (Adult Care, Housing and Public Health) in March 2025.

5. Timetable and Accountability for Implementing this Decision

- 5.1 Target Housing Ltd are to deliver activities between 1 April 2025 and 31 March 2026 with an option to extend for a further one year.

6. Financial and Procurement Advice and Implications

- 6.1 The sum of £107,000 is included in budgets for 2025/26 within the Homelessness service to fund this initiative. Additional funding to cover these costs is available via an increase to the Homelessness Prevention Grant allocation for Rotherham in 2025/26.

Investment in this initiative is anticipated to alleviate the risk of the cohort of users becoming homeless. This will reduce demand on the homelessness service and reduce the reliance on temporary accommodation or hotels, which are a high cost pressure to the service.

- 6.2 This contract was awarded following a further competition via the Councils Housing Related Support: Flexible Purchasing System in compliance with the Councils Financial and Procurement Procedure Rules and Public Contract Regulations (as amended).

Regulation 72 – (5) permits that contracts may be modified without a new procurement procedure where the modification is below both of the following values and provided that the modification does not alter the overall nature of the contract.

(a) the relevant threshold mentioned in regulation 5

It is below the threshold of £663,540 (Social & Other Specific Services, including VAT)

and

(b) 10% of the initial contract value for service and supply contracts and 15% of the initial contract value for works contracts,

The increase would equate to 7.43%

The change does not alter the overall nature of the contract.

7. Legal Advice and Implications

7.1 As this contract was procured before 24 February 2025, the new Procurement Act 2023 does not apply and as such this contract is regulated by the provisions of the Public Contracts Regulations 2015 (PCR). The relevant parts of Regulation 72 of the PCR are set out above and this modification to the original contract meets the criteria set out therein, and therefore is compliant with the PCR.

7.2 As the modification is within the scope of the original contract and does not materially affect or change the contract, the requirements of Financial and Procurement Procedure Rules (FPPR) 69.3.1 are met. Further the modification does not result in services being provided which were not considered when the original procurement took place and does not alter the overall nature of the contract such that the requirements of FPPR 69.3.2 are also met. The modification as described in the report is therefore compliant with the requirements of the Council's FPPR.

8. Human Resources Advice and Implications

8.1 There are no HR Implications in relation to the contract variation in respect of RMBC.

8.2 Transfer of Undertakings (Protection of Employment) (TUPE) does not apply

9. Implications for Children and Young People and Vulnerable Adults

9.1 The Service forms part of the Housing Related Support Pathway and will be accessible to those that are homeless and have a vulnerability and support need. Therefore, reducing inequalities across the borough and addressing any specific needs, risks or vulnerabilities identified. The provision is for adults (18+).

10. Equalities and Human Rights Advice and Implications

10.1 An Equality Screening has been undertaken, with advice from the Equalities team; this can be found at Appendix 1.

10.2 An full equality assessment was completed as part of the report presented to Cabinet on 17 October 2022 ([link to Cabinet Report](#)) to seek approval to re-commission the Housing Related Support Services and establish a Housing Related Support Pathway. As this service forms part of the Housing Related Support Pathways, it was determined that the same equalities implications and mitigations apply.

11. Implications for CO2 Emissions and Climate Change

11.1 A Carbon Impact Assessment Form was completed as part of the report presented to Cabinet on 17 October 2022 ([link to Cabinet Report](#)) to seek approval to re-commission the Housing Related Support Services and establish a Housing Related Support Pathway.

12. Implications for Partners

12.1 This variation supports the work of the homeless service by continuing and increasing an existing provision.

13. Risks and Mitigation

13.1 This variation will be subject to the agreed contract terms and conditions and all accompanying documents, including a robust contract management framework.

14. Accountable Officers

Ian Spicer, Strategic Director, Adult Care Housing and Public Health

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp OBE	Click here to enter a date.
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	Click here to enter a date.
Assistant Director of Legal Services (Monitoring Officer)	Phil Horsfield	Click here to enter a date.

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This report is published on the Council's [website](#).

