

Decision Pathway – Report



PURPOSE: Key decision

MEETING: Cabinet

DATE: 06 December 2022

TITLE	Procurement of household goods contract in respect of the Refugee Resettlement Team		
Ward(s)	All		
Author: Anne James	Job title: Service Manager – Refugee Resettlement		
Cabinet lead: Helen Holland - Cabinet Member for Adult Social Care and Integrated Care Services	Executive Director lead: Hugh Evans - Executive Director, People		
Proposal origin: Other			
Decision maker: Cabinet Member			
Decision forum: Cabinet			
Purpose of Report:			
This report seeks approval to deliver the procurement of a solution, via a compliant tendering process, for the household goods contract in respect of the Bristol Refugee Resettlement Team (BRRT) for a period of up to 5 years.			
Evidence Base:			
<ol style="list-style-type: none"> 1. The BRRT household goods contract is one of several furniture contracts within the council, that are due to be procured or reprocured by April 2023. This paper looks at the procurement of this specific contract but when it goes out for tender, the council will look to see if there are benefits in a lot based tender system, where specifications can differ, that allows for better economies of scale and value for money where it is possible for a supplier to bid for multiple lots. 2. The BRRT work with Afghan refugees who are part of the Afghan Citizens Resettlement Scheme and the Afghan Relocation of Locally Employed Scheme and with refugees from other backgrounds on the UK Resettlement Scheme. When the BRRT identify a private rental sector property which is available for a resettled family, the Home Office match the property to a family and the BRRT prepares the property for occupation. Between April 2022 and September 2023, the resettlement team have furnished 15 properties for UKRS families and 42 properties for Afghan families. In addition the team has furnished 3 properties for Ukrainian families who arrived with children with cancer and 4 properties for Ukrainian families who have needed self-contained accommodation rather than living with a host. 3. The Resettlement Team have a target to resettle 20 Afghan families and 10 UKRS families each year but the target has been superseded by world events and the team is resettling as many of the 500+ Afghan refugees who have lived in Bridging hotels in Bristol as possible. Ukrainian families are moving into self contained accommodation and in the main will receive cash payments for basic household goods, but from time to time a furnished property may be needed. In total 64 properties have been furnished in an 18 month period and we anticipate going forward that as long as private rented sector properties can be identified, we will exceed the 30 families a year target for the foreseeable future and the contract has been based on 45 properties being furnished each year, allowing for an additional ten per year. 4. Household goods are delivered and fitted by providing a mixture of new and reused white goods and other essential household items. These are provided to households looking to move on from temporary hotel accommodation or newly arrived refugees in to more secure, but unfurnished, secure tenancies. 			

5. The current supplier is responsible with the provision of new and re-used furniture. The properties are fully furnished in line with psychologically informed environments (PIE) including rugs, curtains, kitchen goods, stairgates and toys for children and wall decorations to make the home as warm, welcoming and secure as possible. Any new tender process and contract will take into account the issues and specifications required within in the Eco-impact assessment.
6. The existing contract expired at the end of August 2022 but the individual tendering process was put on hold pending the corporate furnishing contract and so a request to procurement has been made to extend the current contract to bridge provisions until the new contract is in place We would comply with the length of the corporate contract which we understand to be a four, plus one year contract, via the best procurement compliant process, that will deliver value for money, as well as add social value and be in accordance with the sustainability policy.
7. The BRRT is income generating and the programme is fully funded by the Home Office. The more families which are resettled, the larger the budget. The BRRT is funded £20,520 for each Afghan and UKRS client. The average cost for furnishing a property is £5,000 for a six person household. So income for a three bed need family is around £120,000 and expenditure on furnishing is £5,000. Whilst value for money is important, quality is of more importance for this contract.

	Year 1	Year 2	Year 3	Year 4	Year 5
Number of properties	45	45	45	45	45
Average cost per property , incl inflation	£5000	5250	5500	5750	6000
Possible spend on additional properties	10	10	10	10	10
Cost	275,000	288,750	302,500	316,250	330,000
					1,512,500

8. A further possible spend for an additional ten properties per year has been added for all 5 years. If the contract is extended to the full five years there would be a maximum spend of £1.5m. A two person property takes a larger proportion of the budget than a four bed for 7 or 8 people but all are easily covered by the income generated.

Cabinet Member / Officer Recommendations:

That Cabinet:

1. Approve the procurement of a contract/s to deliver the Bristol Refugee Resettlement Scheme household goods contracts.
2. Authorise the Executive Director of People in consultation with the Cabinet Member for Adult Social Care, to take all the steps required to procure and award the contracts up to an estimated value of £1.5m from 1st April 2023 up to 31st March 2028.

Corporate Strategy alignment:

The Bristol Refugee Resettlement Team household goods scheme aligns to the corporate strategy in which the vision is for Bristol to be a city:

1. That ensures Bristol is a City of Sanctuary.
2. Alleviates poverty and reduces the impact of social and economic disadvantage on different groups of people.
3. Where children and young people are supported by the city, their community, and the council to have the best

<p>possible start in life and breaking cycles of disadvantage, poverty.</p> <p>4. Of low waste city, by increasing recycling, repair, reuse and sharing of goods.</p> <p>This would be achieved by providing support to refugee households who are on a low income, so that levels of poverty are reduced with the associated health benefits and other opportunities this brings.</p>
<p>City Benefits:</p> <p>The successful award of this contract will allow suppliers, on behalf of Bristol City Council, to assist refugee families with the ability to acquire furniture which would otherwise be unavailable to them diminished, and therefore to increase tenancy sustainment, reduce poverty and increase health prospects.</p>
<p>Consultation Details: Relevant Procurement and Legal Teams, plus feedback from existing suppliers and service users.</p>
<p>Background Documents: Corporate Strategy 2022-27 (bristol.gov.uk)</p>

Revenue Cost	£1.5m (estimated)	Source of Revenue Funding	External - Home Office
Capital Cost	£N/A	Source of Capital Funding	N/A
One off cost <input checked="" type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/>	Income generation proposal <input type="checkbox"/>

Required information to be completed by Financial/Legal/ICT/ HR partners:		
<p>1. Finance Advice: This report seeks approval to procure via a compliant tendering process, a household goods contract, in respect of the Bristol Refugee Resettlement Team (BRRT) for the people they help to support with accommodation needs. This contract will be for a period of 4 years with a possible extension for a further year. The maximum estimated cost, for the 5 year period is estimated to cost c£1.5m in relation to 55 properties per year.</p> <p>As outlined in the report, the BRRT programme is fully funded by the Home Office and Bristol City Council receives £20,520 for each Afghan and UKRS client. The average cost for furnishing a property is £5,000 for a six person household and the cost will be met from within this funding envelope and will therefore be at no additional cost to the Council. This procurement will be undertaken with the Local Crisis Prevention Fund household good contract, as a joint procurement to ensure value for money. (The Local Crisis Fund contract was a Cabinet decision 4th October 2022).</p>		
Finance Business Partner: Denise Hunt, Finance Business Partner 8 November 2022		
<p>2. Legal Advice: The procurement process must be conducted in line with the 2015 Procurement Regulations and the Councils own procurement rules. Legal services will advise and assist officers with regard to the conduct of the procurement process and the resulting contractual arrangements.</p>		
Legal Team Leader: Husinara Jones, Team Manager/Solicitor 7 September 2022		
<p>3. Implications on IT: I can see no implications on IT in regards to this activity.</p>		
IT Team Leader: Gavin Arbuckle – Head of Service Improvement and Performance, 14 October 2022		
<p>4. HR Advice: No HR implications evident</p>		
HR Partner: Lorna Laing, HR Business Partner, 5 September 2022		
EDM Sign-off	EDM – Hugh Evans	19 October 2022
Cabinet Member sign-off	Councillor Holland, Cabinet Member for Adult Social Care and Integrated Care Services	31 October 2022

For Key Decisions - Mayor's Office sign-off	Mayor's Office	7 November 2022
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Appendix A – Background and illustrative options	NO
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	YES
Appendix E – Equalities screening / impact assessment of proposal	YES
Appendix F – Eco-impact screening/ impact assessment of proposal	YES
Appendix G – Financial Advice	NO
Appendix H – Legal Advice	NO
Appendix I – Exempt Information	NO
Appendix J – HR advice	NO
Appendix K – ICT	NO
Appendix L – Procurement	NO