

EXECUTIVE DECISION

made by a Council Officer




REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER

Executive Decision Reference Number – *COD 39 23/24*

Decision	
1	Title of decision: Contract Award: Resettlement Support Service
2	Decision maker: Gary Walbridge (Interim Strategic Director for People)
3	Report author and contact details: Kate Lattimore, Commissioning Officer, kate.lattimore@plymouth.gov.uk
4a	Decision to be taken: To award a contract to PATH led Plymouth Resettlement Partnership at a value of £2,200,000 for 4 years, with options to extend for 3 years and 2 years (4+3+2), following a tender process. The contract will commence on 1 st May 2024.
4b	Reference number of original executive decision or date of original committee meeting where delegation was made: Cabinet Decision 10 July 2023, Minute 22 – Resettlement Support Service Business Case
5	Reasons for decision: The Refugee Integration and Support Service Contract that provides support and guidance to the same cohort of people is ending on 30 th of April 2024. There remains a need for this type of service, and a new service has been procured in line with Contract Standing Orders. It is intended that the new contract will commence on 1 st May 2024.
6	Alternative options considered and rejected: Not award a new contract: Rejected as the Refugee Integration and Support Service Contract that provides support and guidance to the same cohort of people is ending on 30 th of April 2024. It is essential that a new contract is awarded to ensure continuity of support and to meet our statutory duties as was agreed in Cabinet Decision 10 July 2023, Minute 22 – Resttlement Support Service Business Case.
7	Financial implications and risks: The majority of the service is funded by the Home Office, with contributions from NHS Devon ICB and Plymouth City Council. Future service delivery will be linked to the size of the grant contributions from the Home Office and risk assessed for any changes in funding levels. Current funding commitments are in place until 31 st March 2028. The approximate annual contract value (dependent on grant funding) will be £550,000; as above the majority of the funding for this service will be from a Home Office grant that is ring-fenced to be spent specifically on refugee resettlement schemes, so the financial risk to Council is low while this is in place.

	There is a risk that if grant funding was reduced or removed then services would need to be provided to vulnerable people and this would increase demand on the Council's statutory services – this will be monitored carefully and any changes in funding allocations escalated appropriately.			
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
		X		in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			X	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million annually
		X		is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
8b	If yes, date of publication of the notice in the Forward Plan of Key Decisions	19 th February 2024		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	This service will help the Council to keep children, adults and communities safe, focusing on prevention and early intervention, providing quality public services and trusting and engaging our communities.		
10	Please specify any direct environmental implications of the decision (carbon impact)	None. See appendices A: Climate Impact Assessment.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support for advice)
		No	x	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				

13a	Which Cabinet Member's portfolio does this decision relate to?	Councillor Chris Penberthy (Cabinet member for Housing, Cooperative Development and Communities)		
13b	Date Cabinet Member consulted	15/03/2024		
13c	Are any other Cabinet members' portfolios affected by the decision?	Yes	<input checked="" type="checkbox"/>	
		No	<input type="checkbox"/>	(If no go to section 14)
13d	Which other Cabinet member's portfolio is affected by the decision?	Councillor Mary Aspinnall (Cabinet Member for Health and Adult Social Care)		
13e	Date other Cabinet member(s) consulted	15/03/2024		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes	<input type="checkbox"/>	If yes, please discuss with the Monitoring Officer
		No	<input checked="" type="checkbox"/>	
15	Which Corporate Management Team member has been consulted?	Name	Gary Walbridge	
		Job title	Interim Strategic Director of People	
		Date consulted	18/03/2024	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS 136 23/24	
		Finance (mandatory)	HLS140324	
		Legal (mandatory)	LS/2110/KT/140324	
		Human Resources (if applicable)	N/A	
		Corporate property (if applicable)	N/A	
		Procurement (if applicable)	SS/SC/049/ED/CA/0324	
Appendices				
17	Ref.	Title of appendix		
	A	Resettlement Support Service Contract Award Report Part I		
	B	Equalities Impact Assessment		
	C	Climate Impact Assessment		
Confidential/exempt information				
18a	Do you need to include any confidential/exempt information?	Yes	<input checked="" type="checkbox"/>	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for

		No	publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below.					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title: Resettlement Support Service Contract Award Report Part 2			X				
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
N/A								
Council Officer Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							
Signature			Date of decision	18 th March 2024				
Print Name	Gary Walbridge (Interim Strategic Director for People)							