

Decision Note

Contract Award - Floating Housing Support Service for Offenders



REQUEST FOR DECISION BY THE STAFFORDSHIRE COMMISSIONER

	Policing:	Crime:	Fire & Rescue:
This decision relates to:		X	

APPROVAL (for completion by Staffordshire Commissioner only)

Rationale for approval

This service plays a strategically important role in supporting local work to prevent and reduce offending in Staffordshire and Stoke on Trent, as outlined in my Police and Crime Plan 2024-28, supporting criminal justice agencies to assist offenders who are homeless or otherwise in need of help with housing to obtain appropriate accommodation in the community as part of a planned programme of rehabilitation and resettlement.

STAFFORDSHIRE COMMISSIONER

Signature

Date 19/02/25

Date decision required by: 18th February 2025

If an urgent approval is required, please state reasons:

There is a necessity for letters to be sent out to bidders as soon as possible (by 24 February 2025) advising of the contract award decision to allow time for the standstill period be observed and for contract

documentation to be prepared and signed off in time for the successful bidder to mobilise to commence the service on 1st July 2025.

For completion by Staffordshire Commissioner's Office only:-

Decision Number: SCP/D/202425/012

Date Received: 19th February 2025

	Yes	No
Has the required decision been considered under the guidance of the Staffordshire Commissioner's Decision-Making Policy?	X	
Has the required decision been deemed to be a Key Decision as defined within the Staffordshire Commissioner's Decision-Making Policy?	X	
Who is empowered to make the required decision? Staffordshire Commissioner		

Title	Contract Award – Floating Housing Support Service for Offenders
<p>Summary:</p> <p>The background to the re-tendering of the above contract has been set out in previous reports to the Commissioner.</p> <p>With the current contract for the provision of the SCO-commissioned Floating Housing Support Service for Offenders due to end on 30 June 2025 following submission of a business case to SLT (in August 2024) approval was given for the re-tendering of the contract with a view to identifying a suitable provider to deliver the service for a further contract term with effect from 1 July 2025</p> <p>Following completion of a competitive tender exercise this report seeks approval for the award of a contract for the provision of the service from this point to Offploy CIC as the successful bidder.</p> <p>The contract, if approved, will commence 1st July 2025 for a period of 3 years with provision for the contract to be extended for a further two periods of 12 months subject to agreement.</p> <p>The total contract value for the full potential 5 year term is ██████████</p> <p>In addition, should the contract award be approved, the provider will receive an up-front / non-recurrent payment of ██████████ in Year 1 towards mobilisation costs.</p>	

Recommendation:

That the recommendation to award a contract for the re-provision of the Floating Housing Support Service for Offenders to Offploy CIC with effect from 1 July 2025 on the terms outlined in this report be approved.

Chief Executive

I hereby approve the recommendation for consideration.



Signature

Date

19/02/25

REPORT AND ADVICE TO THE STAFFORDSHIRE COMMISSIONER

Background

The current SCO commissioned Floating Housing Support Service for Offenders was originally commissioned by the SCO in 2015 (following agreement at the Staffordshire Reducing Reoffending Board) and was re-commissioned in 2020 following consultation with partners.

The service provides support to offenders in obtaining and maintaining tenancies in the community with the aim of helping individuals to acquire the skills and confidence required to live independently in appropriate housing and to establish stable lifestyles away from crime.

Support is delivered across a variety of tenures and delivery locations across Staffordshire and Stoke on Trent.

A particular feature of the service is its ability to deliver support flexibly to different cohorts of offenders including high risk offenders subject to multi-agency MAPPA and IOM supervision.

As such the service plays a key role in supporting local offender management arrangements including multi-agency public protection arrangements.

As indicated above with the current contract for the delivery of the service due to end on 30 June 2025 following submission of a business case to SLT approval was given for the re-tendering of the contract with a view to identifying a suitable provider to continue to deliver the service with effect from 1 July 2025.

Following consultations with key partners and stakeholders it was decided to re-tender the service based on substantially the same service model as has been in place for the past 2-3 years, which was considered to still be relevant and appropriate to local needs, and within the existing allocated budget of ██████ per annum

As with the current contracting arrangement it was agreed that the contract should be offered for an initial term of 3 years with provision for the contract to be extended for a further two periods of 12 months subject to agreement bringing the total, aggregated value of the contract over the full 5 year contract term, should the available contract extensions be taken up, to ██████

Procurement Process

The tendering exercise was conducted using the Open procedure with the process being overseen by the Commercial Team.

The tender evaluation panel comprised of key representatives from the Commissioner's Office, the Probation Service and the Commercial Team.

The timeline for the procurement process was agreed as follows (outline only - key dates in bold):

Phase	Date
Issue ITT	25 October 2024
Deadline for receipt of queries/clarifications	25 November 2024
Deadline for receipt of tender responses	6 December 2024
Evaluation of tenders	30 December 2024 – 17 January 2025

Two compliant bids were received.

Following a thorough evaluation process, based on the weighted quality / social value score and the price submitted by each bidder, Offploy CIC was identified as the preferred provider.

The total contract value over the potential 5 year term, should the contract award to Offploy CIC be approved, will be [REDACTED].

In addition, as indicated above, the provider will receive an up-front / non-recurrent payment of [REDACTED] in Year 1 as a contribution towards mobilisation costs.

1. Issues for consideration

Approval of the contract award will ensure that the current service – which makes a key contribution to the effective operation of multi-agency offender management arrangements in Staffordshire and Stoke on Trent - is maintained.

The value of the contract over the potential 5 year contract term ([REDACTED]) falls within the current allocated budget for the service ([REDACTED]) and will result in year on year savings for the SCO.

Whilst there will be a reduction in service capacity relative to the current service arrangement should the contract award be approved the providers proposed service model is nevertheless considered to be robust and capable of effectively meeting the core requirements of the contract going forward.

2. What other options have been considered?

As part of the original business case submitted in respect of future commissioning options for the service a number of alternative options were considered including:

- Do nothing - allow the current contract to end on 31st March 2025
- Directly re-commission the service (re-tender)
- Re-commission the service via a co-commissioning arrangement with an appropriate partner agency

Following consideration of the above options the option to directly re-commission the service via a re-tendering process was supported.

3. Consultation and Engagement undertaken

A comprehensive Offending Needs Assessment was undertaken in 2021, which provided evidence of demand for the service.

In considering future commissioning options for the service discussions were held with partners represented on the Reducing Reoffending Board and Staffordshire Forum for Offender Accommodation to establish views on the value of the service.

All partners were strongly supportive of the continuation of the service beyond the end of the current contract term.

Report Implications

4. Monitoring Officer comments:

A robust business case and recommissioning exercise has been undertaken, and due process followed.

Signature _____ Date 19/02/25



5. Section 151 Officer comments:

Contract approved savings against budget to be reviewed at SLT.

Signature *Heather Lees* Date 19/2/25

	Yes	No
Has legal advice (outside of that provided by the Monitoring Officer) been sought on the content of this report?	X	

6. Legal Comments:

Legal services have been engaged throughout the re-commissioning exercise.

7. Risks - please give the details of any operational or strategic risks that are affected by this decision (add risk reference number and title below)

There is a low risk to the SCO should the proposed contract award be supported.

The tendering exercise has been taken forward by the Commercial team in line with current government procurement guidelines.

8. Equality Comments – please attach the completed EIA

The service will be available to service users regardless of their, disability, race, religion or belief, sex, sexual orientation and transgender.

The service provider will undertake campaigns to engage and raise awareness of hard to reach groups, including improving partner and self-referral pathways; making the service more accessible.

9. Background/supporting papers

- Re-tender Business Case.
- Service Specification.

Please answer the following questions

Yes

No

10. Public access to information?

X

11. Does this decision involve the processing of personal data? (If yes please attach a completed Data Impact Assessment)

X

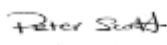
12. Is the publication of this form to be deferred? (If yes approx. how long?)

X

13. Does this form contain commercial or operationally sensitive information which is to be redacted? (If yes, please provide details with the submission of this note) redaction of contract values and payments

X

14. ORIGINATING OFFICER DECLARATION:

Author	Pete Scott
Signed	
Date	12.02.25