




URGENT CABINET DECISION

Summary and Approvals

A report, using the Cabinet report template, must be attached.

1. **Title of Report** Lancashire Syrian Resettlement Programme Request for Procurement Rules Exemption
2. **Report Author** Fiona Goodfellow, Housing Strategy & Policy Manager
3. **Purpose of Report** To seek a waiver of the Council's Contract Procedure Rules in respect of the purchase of casework support as required for the Syrian Resettlement Programme implementation in Hyndburn
4. **Decision requested**
 - 4.1 Waive the Council's Contract Procedure Rules in respect of the appointment of Calico Enterprise Ltd to provide casework support for the Syrian Refugee households arriving in Hyndburn in July 2018.
 - 4.2 Delegates authority to the Head of Regeneration and Housing in consultation with the Portfolio Holder for Regeneration and Housing services to agree the terms of the Council's agreement with Calico Enterprise Ltd and the terms of the memorandum of agreement between the Council and Lancashire County Council.
5. **Reason for Urgency** To ensure that a service provider is in place in advance of the arrival of the Syrian Refugee households in Hyndburn in July 2018. The next cabinet Meeting on 6 June 2018 would leave timescales too short as there is much pre-arrival work to undertake.
6. **Approvals of Members and Officers**

Designation	Signature
Leader	
Deputy Leader	
Portfolio Holder	
Chief Officer	
Chief Executive, or Deputy Chief Executive (in the absence of the Chief Executive or if the Chief Executive is the	

decision taker); <u>or</u>	
Monitoring Officer (in the absence of the Chief Executive and Deputy Chief Executive or if one is absent and the other is the decision taker)	
Mayor (to agree to exempt from call-in)	

7. **Date of Decision (when finally approved):** 16TH APRIL 2018

16.4.18

REPORT TO:		Cabinet	
DATE:		11 April 2018	
PORTFOLIO:		Cllr Clare Cleary - Housing and Regeneration	
REPORT AUTHOR:		Fiona Goodfellow Housing Strategy & Policy Manager	
TITLE OF REPORT:		Lancashire Syrian Resettlement Programme Request for Procurement Rules Exemption	
EXEMPT REPORT (Local Government Act 1972, Schedule 12A)	No	Not applicable	
KEY DECISION:	No	If yes, date of publication:	

1. Purpose of Report

- 1.1 To seek a waiver of the Council's Contract Procedure Rules in respect of the purchase of casework support as required for the Syrian Resettlement Programme implementation in Hyndburn.
- 1.2 To provide details of activity being undertaken to prepare for the arrival of the Syrian Refugee households in July 2018.

2. Recommendations

I recommend that Cabinet:-

- 2.1 Waive the Council's Contract Procedure Rules in respect of the appointment of Calico Enterprise Ltd to provide casework support for the Syrian Refugee households arriving in Hyndburn in July 2018.
- 2.2 Delegates authority to the Head of Regeneration and Housing in consultation with the Portfolio Holder for Regeneration and Housing services to agree the terms of the Council's agreement with Calico Enterprise Ltd and the terms of the memorandum of understanding between the Council and Lancashire County Council.

3. Reasons for Recommendations and Background

- 3.1 Lancashire County Council is the lead authority in Lancashire for the co-ordination and resettlement of Syrian Refugees through the above programme on behalf of all Local Authorities in Lancashire
- 3.2 In January 2016 the Lancashire Chief Executives Group pledged to resettle 500 refugees under the 'Syrian Resettlement Programme' (SRP) across Lancashire. Additionally in September 2016 it pledged to resettle 75 refugees (including children and their families) under the Vulnerable Children Resettlement Programme (VCRS). The refugees resettled under these programmes are referred to the UK by the UNHCR (United Nations High Commissioner for Refugees)
- 3.3 This is a 5 year programme and by the end of 2017 a total of 311 refugees (including 24 through the VCRS) had been resettled in Lancashire. This amounts to 67 households. Approximately another 70 cases / families need to be resettled over the next 2/3 years. In October 2016 Hyndburn Borough Council pledged to take between 5 and 10 households during the 2018/19 financial year of the programme through either, or a combination of, the SRP or the VCRS. Resettled refugees are initially granted leave to remain for 5 years, after which they become eligible to apply for indefinite leave to remain.
- 3.4 Hyndburn's commitment for 2018/19 has been confirmed and 10 families (through the SRP) will arrive on a charter flight on Tuesday 17th July 2018.
- 3.5 Full details of the size and make-up of Hyndburn's households will be known in April / May 2018.
- 3.6 Whilst a lot of the arrangements and logistics are co-ordinated by Lancashire CC there are numerous responsibilities on Hyndburn Borough Council to undertake prior to the refugees arrival. These are detailed in the Memorandum of Understanding / Agreement between LCC and the Council (to be agreed) and include the following:-
- 3.7 Sourcing suitable self-contained accommodation for the families. Discussions have taken place with Onward Homes (formerly Hyndburn Homes) who have agreed to provide all 10 properties required. We will need a variety of property sizes i.e 2, 3 and 4 bedrooms to match the household sizes arriving. The properties will be located in the central Accrington area so the households have easy access to services, facilities etc. There is no requirement for a formal agreement between the Council and Onward Homes as the Council is only signposting the refugee households to the housing and will not be taking any responsibility for the management of the properties. Onward Homes will be responsible for co-ordinating and undertaking the housing management activities which include the preparation of the properties (repairs, carpeting and furnishing, utilities, tenancy agreements) for the households prior to arrival.
- 3.8 Casework Support Service – the Council is required to establish or commission a system of casework support to the refugees which shall be made available to individuals and families for the first 12 months following the arrival of the refugees. The casework support includes initial reception arrangements and intensive orientation support in the first 2/3 weeks following arrival. This will require 1 caseworker per 5 Refugee households – therefore 2 for Hyndburn. Following this period ongoing

support, bespoke to each family, will be provided during the first 12 months. Casework Support is fundamental in assisting the refugee families to settle in and achieve self-sufficiency and independence. Frontline support workers will work with the families on a 1 to 1 basis that includes the following: - settling into the property, orientation of home and local area, registering at GP's, Job Centre Plus and schools, helping with bank accounts etc. Further guidance and details of the support required for Syrian Refugees is contained within the LGA Publication: 'Syrian Refugee Resettlement: A Guide for Local Authorities'.

- 3.9 It is proposed that the Council's Contract Procedure Rules are waived in order to award the contract for the provision of the 'casework support service' detailed to Calico Enterprise Ltd without first testing the market. Calico delivered a highly successful floating support service across East Lancashire for many years and has built up significant knowledge and skills around the delivery of casework support. Additionally Calico has been providing the casework support service for Syrian Resettlement in Pendle and Burnley over the last 2 years. Calico is a local service provider who has worked closely with the Council in the past. They will also be able to build on the existing staff knowledge and skills developed over the last couple of years. There is not another local service provider with dual skills of casework support and experience of working intensively with the Syrian Refugee households. The maximum value of the contract for this service is £80,000 for Year 1.
- 3.10 A procurement / tendering exercise does not appear to be sensible in the circumstances as it could add to the costs in undertaking the procurement process and will cause delays in commencing service provision that needs to be in place well before the arrival date in July. The Council will enter into a legal agreement with Calico Enterprise Ltd which will specify details of the services to be provided.
- 3.11 Local Integration Fund – during the first year of resettlement the Council will receive some dedicated funding via LCC to assist local voluntary sector groups in the delivery of the social and cultural elements of the programme e.g. English conversation classes, trips, events, cultural awareness sessions etc. The Pennine Service Delivery Partnership - a grouping of seven local third sector organisations (Women's Centre, Adventure Hyndburn, Homewise, Maundy Relief, HARV, Community Solutions and CAB) has expressed an interest in co-ordinating the delivery of this to the Syrian Refugee households. It is proposed to work in partnership with this group and other VCF sector partners in the delivery of this element of the programme.

4. Alternative Options considered and Reasons for Rejection

- 4.1 The Council could undertake a procurement exercise to choose a service provider for the above services but this is not recommended for the reasons stated in paragraph 3.9 and 3.10.

5. Consultations

- 5.1 Consultation and discussion about Lancashire's commitment to the SRP was discussed at the Lancashire Chief Executives Group in 2016 and is ongoing through the Lancashire Refugee Resettlement Programme Steering group co-ordinated by

LCC that meets bi-monthly. Locally the Hyndburn Asylum and Refugee Partnership has been meeting for the last 2/3 years and there is considerable support from partner agencies in the borough.

6. **Implications**

<p>Financial implications (including any future financial commitments for the Council)</p>	<p>The SRP is delivered at nil cost to the Local Authority. Grant funding is provided for the programme through the Home Office via Lancashire CC. Costs will be reimbursed. The indicative budget for 2018/19 delivery is £80k for Casework Support Services and £20k for the Local Integration Fund. The rent loss incurred by Onward Homes keeping the properties empty prior to the Refugees arrival will also be reimbursed.</p>
<p>Legal and human rights implications</p>	<p>A Memorandum of Understanding will be in place between LCC and the Council for the awarding of the funding for the programme to the Council. It will also detail the role and obligations of both partners. A grant agreement will be agreed between the Council and Calico Enterprise for the delivery of the casework support.</p>
<p>Assessment of risk</p>	<p>Risk in relation to service delivery will be managed by monitoring fulfilment of the terms of the grant agreement with Calico Enterprise.</p>
<p>Equality and diversity implications <i>A <u>Customer First Analysis</u> should be completed in relation to policy decisions and should be attached as an appendix to the report.</i></p>	<p>The Council is part of the Lancashire wide Syrian Resettlement Programme and equality and diversity issues have been considered as part of this programme particularly through the Lancashire Refugee Integration Strategy. Calico Enterprise will address community cohesion issues and help the Syrian Refugee households integrate into the local community as part of the delivery of the casework support referred to in this report.</p>

7. **Local Government (Access to Information) Act 1985:**
List of Background Papers

7.1 *Copies of documents included in this list must be open to inspection and, in the case of reports to Cabinet, must be published on the website.*