



Worcester City Council Temporary Accommodation SERVICE SPECIFICATION

Specification Overview

S Summary of requirements

- S1** The Housing Act 1996 (Part VII, as amended) imposes a statutory duty on local housing authorities to provide temporary accommodation for households assessed as being homeless, eligible for assistance and in priority need of accommodation. Households are housed in this accommodation firstly on an interim basis pending the completion of enquiries into their homeless application. Once enquiries are complete, accommodation is then provided on a longer term basis for those households to whom the Council has accepted a full housing duty. Whilst every effort is made to move households into permanent accommodation as soon as possible, some households may remain in temporary accommodation for several months.
- S2** The Council is seeking to appoint a number of Providers (Housing Associations, Private Landlords, Lettings Agents or other capable organisations) with a full range of suitable emergency and temporary accommodation to meet a range of accommodation needs, from 1 bedroom accommodation for single households up to larger family accommodation.
- S3** This specification forms part of the market sounding exercise for the supply of emergency and temporary accommodation for homeless households. The Council is interested in receiving expressions of interest from providers of a range of accommodation options to meet the full range of needs required by homeless households, to include (but not limited to) the following:

Shared Accommodation - rooms of various sizes available in non self contained accommodation where any of the following are shared:-

- Toileting facilities
- Personal washing facilities
- Cooking facilities

These rooms are used on an emergency basis for all household types; the length of use for families is limited to 6 weeks and paid for on a nightly basis. The nightly rate quoted is inclusive of bills. This covers water, gas, electric and council tax. The provider agrees to manage and pay for these expenses.

Self Contained Properties -These are pre-dominantly family sized properties used for both short term emergency and longer term temporary accommodation. This is usually for family sized households. They may be fully furnished or non-furnished and tenure is usually based on a license, and evictions can be carried out with reasonable notice.

Standards

- S4** All properties used as emergency or temporary accommodation must meet minimum standards in terms of condition and management. This will include having to provide all required certification, building and planning information, insurances and permissions necessary. The Housing Health & Safety Rating System is the minimum standard expected of all accommodation, as well as all other relevant legislation bearing on the safety and security of the property. The Council will undertake inspections of properties prior to use and at regular intervals to ensure continued compliance. Particular emphasis will be placed upon the management of shared accommodation.

Management

- S5** The Council expects that the provider will be responsible for all aspects of management, including rent and other related cost collection (e.g. utilities, Council Tax etc.), repairs, notices and evictions, management of anti social behavior or other issues etc. and should work closely with the Council's Housing Team to resolve issues effectively.

S6 Safeguarding

The provider will be accommodating some of Worcester's most vulnerable households. The provider must have safeguarding policies and procedures (including a whistleblowing policy) for dealing with allegations of abuse which are fully compatible with current Worcester City Council and Worcestershire County Council policies and procedures for safeguarding children and adults from abuse. In addition, all staff members that come into contact with the household will need to be risk assessed and have an up to date Disclosure and Barring Service (DBS) check.

- S7** This specification is deliberately concise. A more detailed specification will be provided at such time as Worcester City Council commences a formal procurement process and invites formal tenders from providers for accommodation. However, if providers have questions about this specification or expressions of interest process, these should be directed to procurement@worchester.gov.uk