

OFFICER DECISION NOTICE



Reading
Borough Council
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This notice is to be used for the following types of officer decisions. (Select one option).

A. Decisions taken by officers under a specific express delegation from Council or a Committee.

B. Decisions taken by officers under a general delegation from Council or a Committee, which relates to (i) a permission or a licence, or (ii) the rights of an individual, or (iii) a contract or expenditure over £100,000.

1. Title of decision:	Grant funded Homelessness Support Services Contracts: Pods and The Nova Project 2025/26
2. Date of the decision:	17 March 2025
3. The decision maker:	Interim Assistant Director for Strategic Housing, Housing Needs and Communities

4. Decision details:

The Interim Assistant Director for Strategic Housing, Housing Needs and Communities, in consultation with the Lead Councillor for Housing, the Assistant Director for Legal and Democratic Services and Director of Finance, approved the award of a 12-month contract extension to Launchpad Reading for a support contract at Caversham Road Pods and The Nova Project up to the value of £772k. The contract includes a 12 month lease for Waylen Street where the Nova Project is located.

5. Reasons for the decision:

The contract for the Caversham Road Pods/Nova Project provides 50 bed spaces across two sites to meet the needs of people rough sleeping, with complex and multiple needs, who require a 24/7 supported environment. This contract continues to be grant funded by the Ministry for Housing, Communities and Local Government (MHCLG) under the Rough Sleeping Accommodation Programme. An announcement was made on the 18th of December 2024 that no bidding process was required for the 2025/26 funding period and it was confirmed that 2025/26 amounts were being awarded based on 2024/25 calculations. The additional funding allows for the contract to be extended by 12 months from 1 April 2025.

6. Alternative options considered (if any) and rejected:

Not utilise the grant funding – this would result in a reduction of services for vulnerable rough sleeping residents, increased rough sleeping numbers and the requirement to return MHCLG grant funds for 2025/26.

7. List of open Background Papers:

None

8. List of confidential or exempt Background Papers:

None

9. Any other matters taken into consideration:

<input type="checkbox"/> Legitimate expectation of consultation	<input checked="" type="checkbox"/> Procedural requirements
<input type="checkbox"/> Public Health implications	<input type="checkbox"/> Environmental or Climate Change
<input type="checkbox"/> Health and Safety	<input type="checkbox"/> Risk Management implications
<input type="checkbox"/> Transparency of Information (FOI etc)	<input type="checkbox"/> Privacy Impact Assessments
<input type="checkbox"/> Human Rights Act Duties	<input type="checkbox"/> Equality Impact Assessment
<input type="checkbox"/> Corporate Parenting	<input type="checkbox"/> Community Safety
<input type="checkbox"/> Regulatory duties	<input type="checkbox"/> EU withdrawal
<input type="checkbox"/> Armed Forces Covenant	<input type="checkbox"/> Other

Details of the matters taken into account:

Minutes from Policy Committee 17 March 2025:

The Committee considered a report seeking approval to award a 12-month contract extension to deliver support at Caversham Road Pods and The Nova Project Service to Launchpad Reading.

The report noted that both services had been established in 2021 to provide supported move-on accommodation for some of Reading's most complex clients. 2025/26 grant funding from the Ministry for Housing, Communities and Local Government's Rough Sleeping Accommodation Programme had been confirmed on 18 December 2024 and a 12-month contract extension was proposed.

The recommendation was verbally amended at the meeting to seek authority for officers to award the contract and to make a small adjustment to the value.

10. Legal considerations

Legal advice has been received from Reading Borough Council legal services on the legal contracts and the lease. RBC Legal Services have recommended that the Council should proceed with the transaction.

11. Financial considerations

The decision is a Material Decision being over £100,000 in aggregate value.

Finance advice has been received from Director of Finance and they have confirmed its satisfaction to proceed.

12. Internal consultations

The Lead Councillor for Housing, the Assistant Director for Legal and Democratic Services and Director of Finance.

Sections 13- 18: To be completed only for Decision A (express delegation from a Committee)

13. The name of the Committee:	Policy Committee
14. Date of the meeting:	17 March 2025

15. Minute number:	73
16. The delegation given by the Committee:	That the Interim Assistant Director for Strategic Housing, Housing Needs and Communities, in consultation with the Lead Councillor for Housing, the Assistant Director for Legal and Democratic Services and Director of Finance, be authorised to award a 12-month contract extension with Launchpad Reading for a support contract at Caversham Road Pods and The Nova Project up to the value set out in the report and as amended at the meeting
17. The name of any member of the committee who declared a conflict of interest in relation to the decision:	N/A
18. Any councillor or officer required to be consulted prior to the exercise of this delegation and details of their response.	Lead Councillor for Housing Director of Finance Assistant Director for Legal and Democratic Services Assistant Director for Strategic Housing, Housing Needs and Communities