

**Oldham Borough Council  
Record of Decision**



1. **TITLE:** Exemption from the Contract Procurement Rules and grant of a new 6-month contract for the RSI (Rough Sleeping Initiative) Navigator services to Sanctuary Trust from 1st April 2026 – 30th September 2026
2. **SERVICE AREA:** Housing Services (Homelessness)
3. **PURPOSE OF DECISION**

Decision A: To seek an exemption under rule 21 of the Council's Contract Procedure Rules (CPRs) in respect of the procurement procedures which must be followed under rule 4 of the CPRs, based on contract value.

Decision B: Subject to the approval of the exemption request under Decision A, to approve a direct award of a 6 month contract of the RSI Navigator services to the Sanctuary Trust for a total contract fee of £25,614 (exclusive of VAT)

The most recent contract for the provision of the RSI Navigator Services followed a competitive tender process. The contract was awarded to the Sanctuary Trust for a term commencing on 1st April 2023 and expiring on 31st March 2025. The contract value was £48,260\* for 2023/24 and £49,588\* for 2024/25.

4. **DECISION MADE BY:** Director of Communities
5. **DECISION:**

RESOLVED - That:

Decision A: Approve an exemption in respect of rule 4 of the Contract Procurement Rules by utilising rule 21 of the CPRs, and

Decision B: subject to approval of Decision A, directly award and enter into a 6-month contract to the value of £25,614 with the Sanctuary Trust Limited for the provision of the RSI Navigator services from 1st April to 30th September 2026.

6. **REASON FOR DECISION**

Firstly, to seek an exemption under Rule 21 of the Council's Contract Procedure Rules (CPRs) in respect of the procurement procedures which must be followed under rule 4 of the CPRs, based on contract value. Secondly, and subject to the approval of the exemption request under Decision A, to approve a direct award of a 6-month contract of the RSI Navigator services to the Sanctuary Trust for a total contract fee of £25,614 (exclusive of VAT).

7. **ALTERNATIVE OPTIONS CONSIDERED**

Option 1 (preferred Option) -

Decision A: Approve an exemption in respect of rule 4 of the Contract Procurement Rules by utilising rule 21 of the CPRs, and



Decision B: subject to approval of Decision A, directly award and enter into a 6-month contract to the value of £25,614 with the Sanctuary Trust Limited for the provision of the RSI Navigator services from 1st April to 30th September 2026.

**Option 2 -**

Do not approve an exemption of the requirements of rule 4 of the Contract Procedure Rules by utilising rule 21 of the CPRs.

This means that no request for a direct contract award to Sanctuary Trust Limited could be made and that any appointment of a service provider to deliver the RSI Navigator services until 31 March 2029 would be subject to the Council's Contract Procedure Rules. There would be a gap in service whilst the council re-procured the services. This option may cause unnecessary disruption to the service, the cohort and objectives of the funding. There is an additional risk that no submissions would be received for such a small contract value. It is therefore not recommended that this option is pursued.

**Option 3 -**

Deliver in-house: Oldham Council would face significant staffing resource issues with statutory service delivery, which we are legally obliged to provide if this is considered a viable option. It is therefore not recommended that this option is pursued

**8. INTERESTS AND NATURE OF INTERESTS DECLARED**

None

**9. PRINCIPAL GROUPS CONSULTED:** Not applicable.

**10. DOCUMENT CONSIDERED:** Exemption from the Contract Procurement Rules and grant of a new 6-month contract for the RSI (Rough Sleeping Initiative) Navigator services to Sanctuary Trust from 1st April 2026 – 30th September 2026