

Rapid Rehousing Pathway: Memorandum of Understanding

Birmingham

Agreed: 03/06/2019

Signatories

SIGNED for and on behalf of

The Secretary of State for the Ministry of
Housing, Communities and Local
Government

SIGNED for and on behalf of

Birmingham

Name

Position

Signature

Date

Name

Position

Signature

Date

Louise Colette

**Assistant Director
Commissioning**

03/06/2019

1. Purpose of the Memorandum of Understanding

1. This Memorandum of Understanding has been drafted to set out the principles and practices that will apply to the working relationship between MHCLG and Birmingham with regard to delivering a Rapid Rehousing Pathway.
2. The Memorandum of Understanding sets out the monitoring arrangements and responsibilities, accountability, governance structures and financial arrangements of the project.
3. This memorandum guides future relationships and is subject to review where appropriate to ensure that it continues to reflect activity on the ground.
4. While this document is not a legal or binding agreement, all parties are committed to honoring it. The agreement will need to be updated to take account of any possible future changes in the wider relationship between the parties involved.
5. The document outlines the actions which are necessary to provide Government and local partners with assurance that decisions over funding are proper, transparent, and that they deliver value for money. In performing their respective role, the parties will continue to ensure that they act in a manner that is lawful, transparent, evidence based, consistent and proportionate.

2. Funding Composition and Payment Mechanism

6. Funding for this project will be provided by MHCLG directly to Birmingham via a Section 31 Grant Determination.
7. Total funding for the financial year 2019/20 is £210,500.00, to be paid in 2019. Total funding is comprised of £0.00 capital funding and £210,500.00 revenue.
8. This allocation will be split into two payments, both to be paid in 2019. The first tranche will be confirmed immediately upon signature of this MoU and paid as soon as possible afterwards.
9. The second tranche will be paid in November, and is dependent on achieving a RAG rating of green or amber/green from MHCLG. This RAG rating will be based on:
 - 9.1. Whether the agreed actions upon which the first payment was made have been completed. The agreed actions will be covered in the delivery plan.
 - 9.2. Whether MHCLG is confident that each element of the Rapid Rehousing Pathway that you are funded to deliver meets and will continue to meet the original policy intent as detailed in the sections below and in the published prospectus.
10. If approved, the second tranche of funding would be confirmed in November 2019 and paid as quickly as possible after confirmation.
11. This funding is for the sole purpose of delivering a Rapid Rehousing Pathway in Birmingham and the areas associated with the submitted bid.
12. It is Birmingham's responsibility to provide assurance to their MHCLG account manager that funding is accounted for and is only applied to pilot-based activity.

3. Governance, Monitoring and Reporting

Governance

13. MHCLG's Principal Accounting Officer is accountable to Ministers and Parliament and the Department will therefore require Birmingham to provide performance reporting of projects funded through the programme referred to in this MOU.
14. In MHCLG the funding programmes set out in this MOU will be managed at a strategic level by the Rough Sleeping Initiative or Homelessness Advice and Support Team adviser allocated to Birmingham.
15. For Birmingham the rough sleeping coordinator will have oversight of the programmes listed in this MOU.
16. Where Birmingham identifies significant risks or issues of financial or delivery under-performance those must be escalated to the Head of Homelessness and Rough Sleeping Delivery in MHCLG for resolution.
17. Birmingham and MHCLG will hold monthly monitoring meetings to discuss progress and performance across the programme in this MOU.

Monitoring and Reporting

18. Birmingham will appoint an account manager who will be responsible for providing a monthly monitoring and performance report covering the following areas at the end of each month:
 - A summary of progress made on each funded intervention in this MOU.
 - Financial performance.
 - High level outputs for each funded intervention.
19. Birmingham and MHCLG, during the delivery of the Rapid Rehousing Pathway, will conduct an evaluation (detail to be agreed) to inform transformation and enable learning to be shared elsewhere. Birmingham will supply data and participate in this evaluation.

4. Navigators

20. To satisfy the requirements of MHCLG Birmingham must:

- Make navigator workers part of the Rapid Rehousing Pathway to have a positive impact on rough sleeping numbers and on the entire pathway.
- Take advantage of local relationships to ensure the rapid recruitment/commissioning of 3 navigator workers and 1 specialist substance misuse navigator.
- Ensure that navigators are supporting rough sleepers from their first contact with services giving a continued single point of contact and support through the pathway system to settled accommodation.
- Ensure that navigators are supporting the individual in their recovery to find employment, undertake training, develop budgeting skills, cultivate positive social circles and be better equipped to maintain their accommodation and independence and avoid returning to the street.
- Understand local cohorts who could benefit from additional support.
- Ensure that their navigator has the support of key local stakeholders and be embedded in a multidisciplinary team who will support and help to co-ordinate their tailored and targeted work
- Ensure that local services engage with navigators to drive system change.
- Ensure that navigators are deploying tools, such as personalised budgets, to support delivery.

5. Data Protection

21. MHCLG and Birmingham will co-operate with one another to enable each party to fulfil its statutory obligations under the General Data Protection Regulation (EU) (2016/679) as amended, superseded or replaced from time to time.
22. Nothing in this MoU is intended to, or shall be deemed to, establish any partnership or joint venture between the parties, constitute either party as the agent of the other party, nor authorise either of the parties to make or enter into any commitments for or on behalf of the other party.

6. Delivery Plan [LA to insert word.doc version]

Rapid Rehousing Pathway Delivery Plan				
Local authority: Birmingham City Council				
Outputs/expected milestones	Revenue costs	Capital costs	Delivery date (if applicable)	Comments as deemed necessary by LA.
Navigator x2(adult)	£60,000	0	28 th June 2018	
Navigator x1 (young people)	£30,000	0	28 th June 2018	
Specialist substance misuse navigator x1 (young people)	£30,000	0	28 th June 2018	
Personal budgets	£30,000	0		Up to £500 per service recipient
Training costs	£7500	0		Includes 3day intensive training (PIE) /mental skills training for younger cohort
Equipment/overheads	£28,000	0		
BCC P/T management/coordinator/admin role	£25,000	0	10 th June 2018	This is a new role specific to this pilot project-post holder will work closely with RS coordinator.

Total cost: £210,500