

Cabinet – 21 June 2023

Temporary Accommodation Building Repair and Maintenance Contract

Portfolio: Councillor Ferguson, Internal Services

Related portfolios: Councillor Perry, Deputy Leader & Resilient Communities

Service: Corporate Landlord

Wards: All

Key decision: Yes

Forward plan: Yes

1. Aim

- 1.1 To ensure continued statutory compliance and essential building repairs works are undertaken on council owned Temporary Accommodation buildings.

2. Summary

- 2.1 The Council provides Temporary Accommodation for households when they present as homeless, if the Council believe they are eligible and in priority need, whilst assessing their homeless application. In addition, households may be in Temporary Accommodation when they have been accepted as homeless and are awaiting a permanent home. The Council currently has 100 self-contained Temporary Accommodation units across four blocks, including a high-rise block, and two further dispersed units (dwellings).
- 2.2 The responsibilities for undertaking repairs, maintenance and compliance testing have historically been split between Housing and Welfare Services (H&WS) and Corporate Landlord (CL) teams and their respective contractors. Following the introduction of the corporate landlord model, a transition is currently in process which will transfer responsibility for all repairs, maintenance and statutory compliance work from H&WS to CL. It is proposed that this transition process will be completed by 31 July 2023 following which repairs, maintenance and compliance contracts will be managed by CL.
- 2.3 The Council requires appropriate contractors to undertake the required works to ensure that the Temporary Accommodation remains compliant with statutory requirements and remains in a good and safe condition for customers and staff.
- 2.4 Due to the vulnerable nature of the client group and the rapidity of response required for repairs and maintenance, it has been identified that the council's general maintenance contract for corporate buildings is not appropriate for this work. As such there is a need for a separate contract to undertake this work for Temporary Accommodation properties.

- 2.5 This is a key decision because it exceeds the threshold for significant expenditure and affects more than two wards.

3. Recommendations

- 3.1 That Cabinet delegates authority to the Executive Director of Resources, in consultation with the Portfolio Holder for Internal Services, to award the contract for Temporary Accommodation Building Repairs and Maintenance, for a period expiring on 31 May 2025 with an option to extend for up to a further 24 months to 31 May 2027 (as two single year extensions).
- 3.2 That Cabinet delegates authority to the Executive Director of Resources, in consultation with the Portfolio Holder for Internal Services, to enter into a contract to deliver the Temporary Accommodation Building Repairs and Maintenance service and to subsequently authorise the sealing or signing of any associated contracts, deeds or other related documents for such services including the optional extension periods.
- 3.3 That Cabinet delegates authority to the Executive Director for Resources, in consultation with the Portfolio Holder for Internal Services, to authorise any variations to the contractual arrangements or other related documents for the service identified above, should this be required at any time during the contract term, in line with Public Contracts Regulations 2015 and the Council's Contract Rules.

4. Report detail - know

Context

- 4.1 The Council provides Temporary Accommodation for households when they present as homeless, if the council believe they are eligible and in priority need, whilst assessing their homeless application. In addition, households may be in Temporary Accommodation when they have been accepted as homeless and are awaiting a permanent home. The Council currently has 100 self-contained Temporary Accommodation units across four blocks, including a high-rise block, and two further dispersed units (dwellings).
- 4.2 The Council has commissioned external consultants to undertake a Temporary Accommodation Options Appraisal and early indications are that it will conclude the need to increase the Temporary Accommodation portfolio to account for increasing homelessness levels. If the Council were to increase its Temporary Accommodation numbers then the new contract would need to allow for this increase, and the fact that any new units may be clustered in blocks or dispersed across the borough.
- 4.3 The responsibilities for undertaking repairs, maintenance and compliance testing have historically been split between Housing and Welfare Services (H&WS) and Corporate Landlord (CL) teams and their respective contractors. Following the introduction of the corporate landlord model, a transition is currently in process which will transfer responsibility for all repairs, maintenance and statutory compliance work from H&WS to CL. It is proposed that this transition process will

be completed by 31 July 2023 following which repairs, maintenance and compliance contracts will be managed by CL.

- 4.4 The council requires appropriate contractors to undertake the required works to ensure that the Temporary Accommodation remains compliant with statutory requirements and remains in a good and safe condition for customers and staff.
- 4.5 Due to the vulnerable nature of the client group and the rapidity of response required for repairs and maintenance, it has been identified that the council's general maintenance contract for corporate buildings is not appropriate for this work. As such there is a need for a separate contract to undertake this work for Temporary Accommodation properties.
- 4.6 Repairs, maintenance and compliance work for Temporary Accommodation is currently being undertaken by a local contractor.
- 4.7 It is expected that the procurement process can be concluded to enable a contract start date of 1 September 2023.
- 4.8 The current statutory compliance and maintenance contract for General Building Repairs and Maintenance commenced on 1 June 2022 and has an initial term of 3 years plus a 2-year optional extension (1+1 years). The Temporary Accommodation contract will commence on completion of the procurement process for a term expiring on 31 May 2025 plus a 2-year optional extension (based on 1+1) meaning that both contracts will run for the same term. This will allow the flexibility on the future to consider utilising a single contract for all buildings if that is considered to be appropriate.
- 4.9 The tender process for the Temporary Accommodation Contract is an Open Tender Process which will enable local small and medium sized companies based within Walsall Borough and neighbouring areas to tender for the works.
- 4.10 The procurement process is being undertaken in collaboration with officers from Procurement, Customer Engagement and Corporate Landlord.
- 4.11 The request for delegated authority for the Executive Director of Resources to appoint the successful tenderer will ensure that staff and the clients housed within Temporary Accommodation have continuity of a safe workplace, and that all properties are fully compliant.

Council Plan priorities

- 4.12 As set out in Our Council Plan 2022-2025, the Council's vision includes "creating an environment where business invests and everyone who wants a job can access one". This is achieved through allowing local small and medium companies to tender for the contracts. This provides the opportunity for local suppliers to be reinvesting their income within the local economy.
- 4.13 Internal focus – "internal services deliver quality and adapt to meet the needs of customer facing services", the combining of the contracts will lead to a more efficient service delivery, and one of the Walsall Proud Programme objectives for the service area will be achieved.

Risk management

- 4.14 The risks associated with this proposal and the awarding of this contract is low, given that they will have been procured in accordance the council's Contract Rules and the Public Contracts Regulations 2015. There is a reasonable expectation that the tender exercise will enable the council to enter into a contract for delivery the service for a period expiring on 31 May 2025 with an option to extend by a further 2 years (1+1 years).

Financial implications

- 4.15 All statutory repairs and maintenance works are be funded from existing revenue budgets and approved capital schemes.

Legal implications

- 4.16 The Temporary Accommodation Contract will be in a form approved by Legal Services on behalf of the Director of Governance.
- 4.17 The report author and supporting procurement officers will ensure that Legal Services are involved with any amendments to the proposed contracts arising out of any clarifications raised in the procurement process and Legal Services will review the final forms of contracts at contract award stage.

Procurement Implications/Social Value

- 4.18 The contracts will be tendered in compliance with the Council's Contract Rules and the Public Contracts Regulations 2015 using an Open tender process which enables local contractors to bid for the contracts.
- 4.19 Within the tender packages there is a Social Value question as part of the quality questions, this has a larger percentage of the scores of 10%. This element of tender evaluation will focus on the services that the contractors can support in the local economy, environments improvements and community pay back.

Property implications

- 4.20 The Temporary Accommodation Contract is an essential element of the delivery of safe, compliant and well-maintained properties for service users and staff. The requirements of the tender specification will ensure that the successful contractor will have appropriate service delivery and response time performance requirements.

Health and wellbeing implications

- 4.21 The Temporary Accommodation Contract is essential to ensure that council owned or occupied buildings / dwellings remain safe for both customers housed in Temporary Accommodation and staff. There is a statutory requirement to undertake compliance checks to ensure that the Council provides temporary housing are safe and in good order for both staff and customers of the properties.

- 4.22 In line with the Marmot report the new contract may offer additional employment opportunities within the Walsall population, leading to an improvement in the local economy and the linked benefits.

Staffing implications

- 4.23 There are no implications arising from this report.

Reducing Inequalities

- 4.24 The new contracts will not create any inequalities to Council staff or customers. An Equalities Impact Assessment has not been undertaken as the service provision provided will not be altered other than the identity of the suppliers undertaking the works.

Climate Change

- 4.25 The Council declared a climate emergency on 16 September 2019 and resolved to develop strategies to become carbon neutral by 2050 in line with national government targets. In 2020, a Climate Change Action Plan was presented to Cabinet, which set out meaningful and effective measures to enable the Council to deliver against its vision.
- 4.26 To meet the net zero carbon by 2050 target, and fully respond to the declaration of a Climate Emergency, the Council needs to ensure that reducing greenhouse gas emissions (mitigation) and increasing climate resilience of our operations and assets is central to the work of the organisation. Including climate change as a mandatory element of Cabinet reports shows that the Council is taking measures to embed climate change within operations and normalise it as a key consideration for all projects. It will support the Council in reducing its own carbon footprint and help drive us to be carbon net zero by 2050.

Consultation

- 4.27 No public or service area consultation was deemed necessary as the services provided by this will remain unaltered other than the works being undertaken by new suppliers. There will be no reduction in the services or protection currently afforded by the incumbent suppliers.

5. Decide

The advantage to delegate authority to award the Temporary Accommodation Contract will be to ensure that the council's continued compliance with all relevant health and safety and other statutory compliance requirements.

6. Respond

The new supplier will be confirmed as the procurement process comes to a close. The Temporary Accommodation Contract will be subject to monitoring through a range of key performance indicators.

7. Review

There will be quarterly contract review meetings for the contract. Quality and cost shall be reviewed, and any shortfalls shall be highlighted and remedied.

Background papers

None.

Author

Nick Ford
Head of Property

✉ nick.ford@walsall.gov.uk

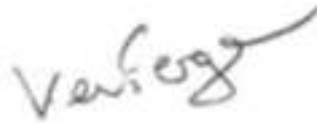


Judith Greenhalgh
Interim Executive Director
Resources

21 June 2023

Shaun Darcy
Director of Finance, Corporate
Landlord and Assurance

✉ shaun.darcy@walsall.gov.uk



Councillor Ferguson
Portfolio Holder – Internal Services

21 June 2023