

## COMMUNITY & SOCIAL AFFAIRS COMMITTEE

15<sup>TH</sup> NOVEMBER 2017

### REPORT OF HEAD OF COMMUNITIES & NEIGHBOURHOODS

#### HOUSING REPAIRS CONTRACT PROCUREMENT UPDATE

##### 1.0 PURPOSE OF REPORT

- 1.1 To update members on the progress in procuring a longer term Housing Responsive, Planned and Void Repairs Contractor.

Members approve a 2 month extension with the current repairs Contractor to ensure a suitable Dialogue and Mobilisations period is built into the process.

##### 2.0 RECOMMENDATIONS

- 2.1 **It is recommended that the members:**

**Note the progress made in procuring a longer term Housing Responsive, Planned and Void Repairs Contractor as highlighted in section 3.3.**

- 2.2 **Approve a short extension of the current contract with Wates until 31<sup>st</sup> July 2018 to enable to complete the whole Procurement process for a new contract to be undertaken.**

- 2.3 **Members delegate to the Head of Communities & Neighbourhoods, in consultation with the Corporate Director to negotiate the terms for the extension.**

##### 3.0 KEY ISSUES

- 3.1 At the Community & Social Affairs Committee of 22 June 2016, members approved the preparation of a procurement strategy and plan for the Councils Housing responsive, planned and Void Repairs service and also extended the current contract until 31<sup>st</sup> May 2017

- 3.2 .At the Community & Social Affairs Committee of 1 February 2017 members resolved:-

**1) Instruct Officers to commence the procurement for a long term Housing Planned, Void and Responsive Repairs Partner, through a 'lean' competitive dialogue process..**

**2) Members approve the draft Housing Repairs Specification outlining the key outcomes requested from a new long term partner, which is attached as Appendix A.**

**3) Members continue with a Housing Repairs Contract Task Group, with the following Terms of Reference:**

*To oversee the Procurement of a Housing Repairs Contract and report back to the Community & Social Affairs Committee with recommendations on a longer term Housing Responsive, Voids and Planned Maintenance Repairs Service'*

3.3 The Task Group has been progressing the procurement and over the year has overseen a number of tasks, the current phase is:-

The Contract Notice was published on Monday 23rd October

- The documents Selection Questionnaire documents have been finalised and the Tender documents have been sufficiently developed to allow for publication. There are still a few items to be finalised and agreed, but these are not substantial material changes. The main item remains the amendments / special terms to the JCT MTC.
- The Selection Questionnaires are due back on 22nd November and marking will commence early in December.
- The Tenders will be issued prior to the Christmas with the tender evaluations and dialoguing commencing in February 2018.
- Now that we have a defined publication date for the Contract Notice, I have set the Contract Commencement date as 1st August 2017.
- Key areas of the specification, including evaluation etc.
- Repairs: Price Per Property with a cap.
- Exclusions and Inclusions: Defined Schedules have been produced to ensure transparency.
- Communal Repairs: Via NHF Schedule of Rates.
- Garage Repairs: Via NHF Schedule of Rates.
- Voids: Price Per Void with a cap.
- Minor Aids and Adaptations: Via the NHF Disabled Adaptations Schedule of Rates Module.
- Pre-Paint Repairs and Decorations: Via the NHF Pre-Paint Repairs and Decorations Schedule of Rates Module.
- Contract: JCT MTC 2016.
- Evaluation Criteria: 50% Quality / 50% Price.
- Technical Questions: All agreed and extra questions added to question how what the bid team write will be delivered by the operational team. Likewise with pricing.
- Project plan:-
- Revised project plan with all key dates identified .attached as Appendix A
- Key Milestones are attached as Appendix B, Future Task group meetings will be scheduled at key times to fit in with the milestones.

- 3.4 Members will note that to enable a suitable period of dialogue and a decent period of mobilisation the project plan is suggesting a contract start date of 1 August 2018.

Therefore members are asked to approve a short 2 month extension until 31<sup>st</sup> July 2018 on the current contract.

- 3.5 The Task Group considered this request at their meeting of Monday 30<sup>th</sup> October 2017 and were supportive of this proposal, as it would ensure reasonable period to secure a service to meet our requirements via the dialogue and mobilisation periods.

#### **4.0 POLICY AND CORPORATE IMPLICATIONS**

- 4.1 To ensure that the Council fulfils its aims within the Housing Revenue Account Business Plan and Housing Strategy.

- 4.2 An effective, customer focused, good quality and value for money Housing repairs service, covers all of the Council's Corporate priorities around Place, People and an Agile Council.

#### **5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

- 5.1 The cost of developing and procuring a Housing Repairs Contract are met from the Housing Revenue Account and members of this committee will through the HRA budget monitoring information be able to oversee the expenditure for this.

#### **6.0 LEGAL IMPLICATIONS/POWERS**

- 6.1 The current contract gives Melton Borough Council the authority to make this decision and the Solicitor to the Council will be asked to prepare the appropriate extension documents.

#### **7.0 COMMUNITY SAFETY**

- 7.1 No direct implications have been identified relating to the recommendations in this report. However, part of the improvement plan and future discussions with bidders will relate to delivering positive outcomes for vulnerable tenants.

#### **8.0 EQUALITIES**

- 8.1 Equalities issues are central to the delivery of the Council's housing maintenance service. The Council will continue to work with Wates to ensure high standards of equality are maintained both in working with our tenants and the staff Wates employ. Within the contract specification there is a section regarding Equalities, which ensures the service is delivered in a way that does not directly or indirectly discriminate against any group.

#### **9.0 RISKS**

The risks identified below are the potential outcomes should this report not receiving member support.

9.1

<b>L I K E L I H O O D</b>	<b>A</b>	<b>Very High</b>				
	<b>B</b>	<b>High</b>			<b>3</b>	
	<b>C</b>	<b>Significant</b>				
	<b>D</b>	<b>Low</b>		<b>2</b>	<b>1,4,5</b>	
	<b>E</b>	<b>Very Low</b>				
	<b>F</b>	<b>Almost Impossible</b>				
			<b>Negligible 1</b>	<b>Marginal 2</b>	<b>Critical 3</b>	<b>Catastrophic 4</b>
<b>IMPACT</b>						

<b>Risk No</b>	<b>Risk Description</b>
1	Cannot agree terms for extension
2	Contractors performance deteriorates
3	The need to ensure adequate time is given to the process required. Leads to poor procurement
4	The process does not deliver an improved Housing repairs Service.
5	The time allowed for procurement is insufficient.

**10.0 CLIMATE CHANGE**

10.1 There are no direct implications or impacts resulting from, this report

**11.0 CONSULTATION**

11.1 At their meeting of Monday 30<sup>th</sup> October 2017, the Task Group noted the progress made on the procurement as identified in section 3.3. and were supportive of the proposal to extend the current contract for 2 months to enable a robust procurement process.

**12.0 WARDS AFFECTED**

12.1 All

Contact Officer H Rai  
Date: 26/10/17

Appendices : Appendix A- Project Plan  
Appendix B- Key Milestones

Background CSA committee papers- 22 June 2016

Papers: CSA committee papers -1 February 2017

Reference : X : Committees\CSA2017/18\151117\HR-Housing Repairs Contract Update