

Notice of Non-key Executive Decision

Subject Heading:	Tender for the installation of 9 external Passenger lifts to 5 Sheltered Schemes
Cabinet Member:	Councillor Joshua Chapman Lead Member, for Housing.
SLT Lead:	Patrick Odling-Smee
Report Author and contact details:	Mark Howard, Programme Delivery Manager, Housing Services Email: mark.howard@havering.gov.uk Tel: 01708 434704
Policy context:	This Executive Decision is required to authorise the start of the procurement of 9 external Passenger lifts to 5 Sheltered Schemes within the London Borough of Havering, as set out in the Councils Contract Procedure Rules.
Financial summary:	The estimated contract value is £1,480,000
Relevant OSC:	Overview and Scrutiny Board
Is this decision exempt from being called-in?	Yes – it is a non-key decision by a member of staff

Non-key Executive Decision

The subject matter of this report deals with the following Council Objectives

Communities making Havering	<input type="checkbox"/>
Places making Havering	<input checked="" type="checkbox"/>
Opportunities making Havering	<input type="checkbox"/>
Connections making Havering	<input type="checkbox"/>

Place an X in the [] as appropriate

Part A – Report seeking decision

Non-key Executive Decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

Authorisation is sought to commence a procurement process in order to source a suitably competent contractor to undertake the installation of external lifts to 5 sheltered schemes.

The estimated value of the contract is £1,480,000 with an estimated completion date of 27th January 2022.

AUTHORITY UNDER WHICH DECISION IS MADE

Powers of Members of the Senior Leadership Team under Part 3, Paragraph 3.3 of the Council's Constitution:

‘Contract powers

(a) To approve commencement of a tendering process for all contracts above a total contract value of £500,000.’

STATEMENT OF THE REASONS FOR THE DECISION

1. As part of the review of Sheltered Housing provision, an undertaking was made to investigate how access could be provided to all sheltered housing accommodation for those with limited mobility; specifically how access could be provided to bedrooms on the upper floors of existing schemes.
2. Concerns have historically been raised by residents at various SHOUT meetings on each scheme to provide upper floor access.
3. The schemes identified as being suitable are:-
 - a) **Beehive Court**
 - b) **Dell Court L shape**
 - c) **Garrick House annex**
 - d) **Ravenscourt Grove**
 - e) **Charlbury Crescent**

All the schemes are subject to Planning and Building Control approval

4. Providing lift access/lifting to the upper floors will increase popularity for new lets and will support current tenant sustainment as needs and mobility issues increase.
5. Although a resident on the upper floors may personally be mobile, visiting friends/neighbours/family often, struggle to use the stairs where no form of lifting is available.
6. The lack of suitable lifting can impact isolation and introduce a barrier to accessing activities/services and present difficulties with access during an emergency.
7. Currently without some form of lifting, the only option for residents with health issues who cannot continue to manage the stairs is a move to the ground floor which depends on property availability.
8. Historically, tenants take the upper floors while fit and able and within the younger age band, with most remaining in their property until mobility becomes an issue.
9. The works will improve the welfare of the Council's residents; increase the useable life of the Council's Housing Stock. In turn, this should increase the potential for a longer period of rental income from those homes.
10. All works will comply with current Building & Fire Safety Regulations.
11. The procurement process will be conducted via a restricted mini tender via Capital ESourcing Procurement Portal in accordance with the Council's Contract Procedure Rules.

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12. In partnership with the Councils consultants, Butler and Young, seven contractors have been selected and are all registered on Constructionline and Capital ESourcing.
13. Financial checks will be undertaken prior to tendering the contract to ensure the proposed bidders are financially viable for this project. The quality/price threshold is proposed to be 70% Price 30% Quality.
14. The total pre-tender estimate for the works is £1,480,000.
15. Performance of the contract will be managed and monitored throughout the project by the Programme Delivery Project Surveyor, the Councils Clerk of Works in conjunction with the lift consultants Butler and Young.
16. Minimum standards for sub-contractors will be introduced by the Council in order to improve the quality of the supply chain and the key service and quality requirements will be closely monitored throughout the duration of the contract.
17. The contractor will be required to provide additional social value aimed at increasing job and training opportunities, and improving the local supply chain.
18. It is anticipated that works will commence on site in April 2021 however, this is subject to approval of this report
19. The contract will have Contractor design input for the shaft envelopes and cars.

OTHER OPTIONS CONSIDERED AND REJECTED

Frameworks were considered but all the frameworks had minimal lift installation contractors on their framework. A number of frameworks did not have provision for lift installers/manufacturers.

The procurement process will be conducted via a restricted mini tender via Capital ESourcing Procurement Portal in accordance with the Councils Contract Procedure Rules.

PRE-DECISION CONSULTATION

Key Council stakeholders have been consulted on the installation programme in order to maximise good working relations, achieve effective compliance with the Councils standing orders and achieve value for money.

This request was raised on I-Decision 21st January 2020 and has since been issued out to all business partners by our Programme Office team.

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This request has been added to the Corporate Forward Plan. Democratic Services will review and send to the SLT PA's for Director approval.

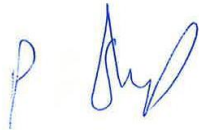
There are no Leaseholders on this programme so no statutory consultation will be required.

Residents will be consulted prior planning submission and out throughout the works.

NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER

Name: Philip Sharp

Designation: Programme Delivery Project Surveyor



Signature:

Date: 19/5/2020

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

The Housing Revenue Account (HRA) specifically accounts for spending and income relating to the management and maintenance of council-owned housing stock. The services procured under this contract will cover various properties all located within the London Borough of Havering owned or managed through the HRA as set out in the section 74 of the Local Government and Housing Act 1989.

Housing Services seek to procure these works in accordance with the Council's responsibilities as a landlord as well as Health and Safety legislation and Building Regulations.

The procurement process followed by the Council has already been set out in the body of this report. Due to the value of the contract, seven organisations have been selected from Constructionline and will be invited to tender as set out in Contract Procedure Rule 13.2.

The Local Government Act 1999, requires the Council to make arrangements to achieve best value in the exercise of its functions, which includes the works contained in the proposed procurement. While conducting the procurement and evaluating the bids, officers must satisfy themselves that the procurement process is in accordance with this principle.

Upon award, the contract will incorporate the JCT Intermediate Form of Contract with Contractor Design.

The contract will be sealed in accordance with rule 17.1 of the Havering Contract Procedure Rules.

Cleared 19/6/2020

FINANCIAL IMPLICATIONS AND RISKS

This report is seeking approval to commence the procurement process and does not contain any financial implications at this moment in time.

The estimated contract sum for the duration of this programme is £1,480,000.

This figure will be confirmed and the contracts awarded via a separate Executive Decision after tender.

HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)

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The recommendations made in this report do not give rise to any identifiable HR risks or implications that would affect either the Council or its workforce.

TUPE (Transfer of Undertakings (Protection of Employment) Regulations) will not apply as there will be no transferring staff.

EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) The need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) Foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.

The procurement process will be carried out in accordance with the Council's Contract Procurement Rules. The proposed contractor will be expected to comply with the Council's policies with regards to the promotion of equality and diversity in service delivery and employment practice.

The Council will seek to ensure that socio-economic status will not dictate health and safety outcomes for occupants of new and existing homes

BACKGROUND PAPERS

Non-key Executive Decision

Part C – Record of decision

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Details of decision maker

Signed



Name: Patrick Odling-Smee

Cabinet Portfolio held:

CMT Member title:

Head of Service title

Other manager title:

Date: 22 June 2020

Lodging this notice

The signed decision notice must be delivered to the proper officer, Debra Marlow, Principal Democratic Services Officer in Democratic Services, in the Town Hall.

For use by Committee Administration

This notice was lodged with me on _____

Signed _____