



# Havering

LONDON BOROUGH

This report is part exempt and Appendix A is not available for public inspection as it relates to exempt information within the meaning of paragraph 3 of Schedule 12A to the Local Government Act 1972. It is exempt because it refers to the financial or business affairs of any particular person (including the authority holding that information) and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

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## CABINET

**Subject Heading:**

Sheltered Housing Lift Project

**Cabinet Member:**

Paul McGeary

**ELT Lead:**

Neil Stubbings

**Report Author and contact details:**

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**Policy context:**

Supports the outcomes within the  
Corporate plan:

Places

Making sure that our neighbourhoods are a great place to live by investing in them and keeping them clean, green and safe.

Aligns with the strategic aims outlined in the Asset Management Strategy 2021-26 by optimising the use of council assets to improve customer experience, increase income and reduce cost.

Delivers works that have been budgeted for and approved by Cabinet in the 24-25 HRA Business Plan.

**Financial summary:**

The contract value is £1,438,813 which will be funded from the HRA Capital Programme.

**Cabinet, 17 July 2024**

**Is this a Key Decision?**

Expenditure exceeding £500,000

**When should this matter be reviewed?**

N/A

**Reviewing OSC:**

Places

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

People - Supporting our residents to stay safe and well	<b>X</b>
Place - A great place to live, work and enjoy	<b>X</b>
Resources - Enabling a resident-focused and resilient Council	

## **SUMMARY**

This report concerns the award of a contract, after a compliant tender process, for the construction of nine lifts housed in small extensions at three two-storey sheltered schemes in Havering.

The works were requested due to sheltered scheme residents having increasing issues with mobility therefore finding stairs difficult. It was agreed to investigate the possibilities and, subsequently after some consultation, look at design options. Planning consent was obtained for the works.

The works were tendered following approval of the non-key ED giving authorisation to seek tenders. A compliant tender process was undertaken in accordance with that authorisation and bids were evaluated on a 70/30 price/quality ratio. The tender process was reviewed and approved by the Procurement Gateway Review Group on 9<sup>th</sup> May 2024. More detail can be found in exempt appendix A.

The most economically advantageous tender, submitted by Kirkman and Jourdain Ltd, is within budget at £1,438,813.

## **RECOMMENDATIONS**

For the reasons detailed in this report and its appendices Cabinet is recommended to approve the award of a contract to build the nine lifts to Kirkman and Jourdain Ltd, at the cost of £1,438,813 with the contract estimated to commence late July 2024 and conclude October 2025.

## **REPORT DETAIL**

This report concerns the award of a contract to install new lifts at two-storey sheltered schemes as follows: -

Beehive Court – four new lifts  
Garrick House – two new lifts  
Ravenscourt Grove – three new lifts

These lifts will be entirely new and will be housed in small extensions to the buildings.

Concerns had been raised historically by residents at various SHOUT meetings on each scheme to provide upper floor access. Following a 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. Specialist design consultants were appointed to investigate the

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feasibility options and design the works to tender stage. An Executive Decision was approved to tender the works.

Planning consent was required for these works and has been granted.

Building regulations approval has been applied for and is expected to be obtained from Havering Building Control department on completion, subject to further design information being supplied to them as work progresses.

The design and construction of the works will comply with all relevant UK law.

The works were tendered by the Procurement team through Havering's Fusion tendering portal in accordance with Havering's Contract Procedure Rules and the tendering process was approved as satisfactory by the Procurement Gateway Review Group on 9<sup>th</sup> May 2024.

In addition to constructing the specified works the contractor will be required to deliver social value in accordance with the commitments in their tender.

The contract between Havering and the building contractor will be in the form of a JCT Intermediate Contract with contractor's design 2016 with some Havering specific amendments. This is a commonly used form of contract for construction projects in the UK.

The JCT Contract role of 'Contract Administrator' will be undertaken by ECD Architects who are the architect for the works. Butler and Young lift engineering consultants have been and will continue to be involved throughout the project until completion. The quantity surveyor for the works is and will continue to be Keegans until completion.

The contract will include a requirement for the contractor to provide maintenance and servicing for the duration of the 12 months 'Defects Period' which follows completion of the works.

The Housing Compliance Team, who manage the maintenance of Havering housing lifts, have been consulted with regards to these works and put in place provisions to budget for the future maintenance of these new lifts after the end of the 'Defects Period'.

The Residents and staff at the sheltered schemes have been consulted with regard to the works and will continue to be consulted before, during and after the works are completed. This is important, not only to ensure that the project provides for their needs and delivers what was intended, but also to ensure their lives are not excessively disrupted whilst the lifts are being constructed.

There are no leaseholders in any of these buildings so there is no specific consultation required in this respect.

The price for the most economically advantageous tender (MEAT) for the works is that submitted by Kirkman and Jourdain in the sum of £1,438,813 which is within the allocated budget for the works.

## REASONS AND OPTIONS

### **Reasons for the decision:**

Concerns had been raised historically by residents at various SHOUT meetings on each scheme to provide upper floor access. Following a 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. Specialist design consultants were appointed to investigate the feasibility options and design the works to tender stage. An Executive Decision was approved to tender the works and this has now been done.

Tenders have been returned and the value of the most economically advantageous tender is within the anticipated budget. There is thus no reason why the contract should not be awarded to Kirkman and Jourdain Ltd.

### **Other options considered:**

The installation of stair lifts was considered but it was felt that they would create an unacceptable obstruction on the stairways.

Through-floor lifts were also considered but there was no space available for this method of providing lift access from the ground to the first floor.

The option of doing nothing was rejected as residents are of increasing average age and decreasing physical abilities and many residents struggle to get to their flats. These works will provide a significant improvement to residents' wellbeing by ensuring that, if they live in a first floor flat, they do not need to move to a ground floor flat or another development as they age. It also saves Havering having to juggle moving people around which can be inefficient and costly.

Therefore, all above options were considered and rejected.

## **IMPLICATIONS AND RISKS**

### **Financial implications and risks:**

The total cost of the contract is £1,438,813, which will be funded from the HRA Capital Programme - Project Code C38820.

A financial check has been carried out on Kirkman and Jourdain Ltd, using Experian and they were considered very low risk.

The contractor will provide servicing and breakdown cover for the 12 months after the installations are completed, which is estimated to be in November 2025. An ongoing maintenance agreement will be required thereafter and additional provision will need to be built into the budget to cover this revenue cost.

### **Legal implications and risks:**

The Council has statutory requirements to undertake repairs and maintain its Housing Revenue Account (HRA) housing stock under the Landlord and Tenant Act 1985, Housing Act 2004 and the Secure Tenants of Local Housing Authorities (Right to Repair) Regulations 1994.

The Council has a general power of competence under Section 1 of the Localism Act 2011 to do anything an individual may generally do subject to any statutory limitations. The arrangements now sought are in accordance with these powers.

The Council is a contracting authority for the purpose of the Public Contracts Regulations 2015 (as amended) (PCR). The total contract value is estimated to be £1,438,813. The value of the procured contract will be below the works threshold for the purposes of the PCR 2015 of £5,372,609 (inc of VAT). Therefore, the contract is not subject to the full rigours of the PCR but it has to comply with the Council's Contract Procedure Rules (CPR).

For the reasons set above, the Council may award the contract to Kirkman and Jourdain Ltd.

### **Human Resources implications and risks:**

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

### **Equalities 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.

An EqHIA (Equality and Health Impact Assessment) is usually carried out when a proposed or planned activity is likely to affect staff, service users, or other residents.

The Council seeks to ensure equality, inclusion, and dignity for all in all situations.

See separate EqHIA – Appendix B. There are no equalities and social inclusion implications and risks associated with this decision.

### **Health and Wellbeing implications and Risks**

This contract is for the construction of nine new lifts at three separate sheltered schemes. There will be four lifts at Beehive Court, three lifts at Ravenscourt Grove and two lifts at Garrick House. The reason for them being required is because these are two storey blocks and, with the increasing average age and decreasing physical abilities of typical sheltered scheme residents, many residents struggle to get to their flats.

These works provide a significant improvement to residents' wellbeing by ensuring that, if they live in a first floor flat, they do not need to move to a ground floor flat or another development as they age. It also saves Havering having to juggle moving people around which can be inefficient and costly.

### **Environmental and Climate Change Implications and Risks**

There was a requirement to undertake a preliminary bat roost assessment to ensure bats were not harmed as a consequence of the works. This has been done and its recommendations are being followed.

An arboricultural report on the trees at the site has been undertaken and its recommendations are being followed.

A flood risk assessment was undertaken at Beehive Court and its recommendations are being followed.

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There is nothing in these works, as specified, or the way they will be undertaken that poses an unusual risk to the environment or climate.

In addition to the above tenderers were, in part, evaluated on their environmental impact mitigation proposals. Kirkman & Jourdain have committed to do the following: -

- Supplies purchased locally – target 100% (reduction in CO2 emissions)
- Job system flags for asbestos, links to COSHH data for compliant proper disposal
- Vehicles latest EURO-6, up to 3-years old with phased introduction of electric vans
- Vehicle trackers – useful for optimised visits/environmental CO2 monitoring
- Efficient materials procurement...traceable ethical sourcing, less packaging, including those taking WEEE returns

**BACKGROUND PAPERS**

Appendix A-MEAT Evaluation (exempt)  
Appendix B-EqHIA-Sheltered Housing Lift Project