

Item



CAMBRIDGESHIRE HOME IMPROVEMENT AGENCY – WORKS FRAMEWORK PROCUREMENT

To:

Councillor Richard Johnson, Executive Councillor for Housing
Housing Scrutiny Committee 19/01/2021

Report by:

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Wards affected:

All

Key Decision

1. Executive Summary

- 1.1 Cambridge City Council are the lead authority with overall management responsibility for the Cambridgeshire Home Improvement Agency (CHIA) shared service. In accordance with the city council's corporate governance, this report seeks approval for the CHIA Board's decision to procure new contractors for delivery of adaptations work managed by the Agency. In total, the service manages over £3.7m worth of [disabled] adaptation and repairs work each year. The value of the procurement covered by this report is projected to be about £9.6m over four years and is in addition to other existing contracts. The contract term is initially two years with an option for two one-year extensions and tendering will be subject to the procurement regulations as they exist at the time.

2. Recommendations

The Executive councillor is recommended:

- 2.1 To approve the CHIA board's decision to proceed with a procurement exercise for up to four years for the provision of three contracts for adaptation and repairs related work.
- 2.2 To authorise CHIA to invite, evaluate tenders and to award contracts to suitable bidders following a competitive tender evaluation process.

3. Background

- 3.1 Cambridgeshire Home Improvement Agency (CHIA) was established as a shared service on behalf of City Council, Huntingdonshire District Council and South Cambridgeshire District Council in 2012 and delivers adaptations and repairs work for elderly and disabled adults and children.
- 3.2 The Agency works closely with Occupational Therapists who assess the clinical needs of clients and make recommendations to the Agency for the type of work required. The Agency is then responsible for designing the work, securing the disabled facilities grant funding on behalf of the client, commissioning the works, liaising with the contractors, and overseeing the works throughout the build stage.
- 3.3 The adaptation work is largely funded from Disabled Facilities Grants (DFG's) allocated by central government or from Special Purpose Assistance Grants (SPA's) funded by Cambridge City and South Cambridgeshire District Council. Additionally, the Agency delivers a small amount of non-grant aided adaptation work for those who, following a means test, are not eligible for grant and still require help to adapt or repair their home.
- 3.4 The total anticipated value of the proposed contracts is £9.6m over four years. It is proposed that the contracts will be awarded in lots with the first proposed start date towards the Summer 2021.
- 3.5 Currently, the arrangement for procuring works by the CHIA comprises a mixture of call offs from two existing sets of contracts for 1) equipment and 2) bathroom and kitchens. All other works are procured in an individual basis via a mini competition exercise using the LGSS pro contract tendering portal.

- 3.6 The proposed procurement and contracts will ensure that Cambs HIA is compliant with the Procurement Regulations. It will ensure that there is standardisation in specifications and access to pre-tendered and fixed and variable price contractors / suppliers who will be able to deliver all work in much shorter timescales and at more competitive rates. Importantly, the simplified delivery model, made possible with the contracts in place, will enable grant applications to be processed and completed much quicker and at lower overall cost.
- 3.7 Local contractors will be encouraged to tender for construction works specific to their operational area which will be important given the large geographical coverage of the three partner authorities. The intention is to appoint several contractors per Lot.
- 3.8 The Lots and their anticipated value over four years will be as follows:
- | | |
|--|------------|
| Lifts (stairlifts, step lifts and through floor lifts) | £1,076 000 |
| Kitchens and Bathrooms | £4,528 000 |
| Minor Building Works (all other building works) | £4,000 000 |
- 3.9 This is part of a suite of £12m worth of contracts being procured in the next 12 months including heating and smaller equipment contracts. Whilst Cambs HIA procures and manages the work on behalf of the shared service, each contract will be between the relevant district council and the successful suppliers.

4. Implications

a) Financial Implications

Availability of priced and standardised specifications for disabled adaptation work will reduce not only the costs of actual construction work but just as importantly this initiative should ensure a reduced overall staff time required to administer and manage each project.

b) Staffing Implications

None.

c) Equality and Poverty Implications

There is evidence that suggests that people with a long-term health condition are more likely to suffer from the effects of poor housing. Installing building components that improve energy efficiency also contribute to reduced fuel costs for customers.

The provision of adapted homes for disabled people also helps improve inequalities by enabling people to feel safer for longer in their own home.

d) Environmental Implications

Work specifications will be written to maximise opportunities to improve energy efficiency including low energy light fittings, replacement window and doors and high efficiency boilers or heat pumps where practicable.

e) Procurement Implications

Covered elsewhere in the report

f) Community Safety Implications

There are no community safety implications

g) Consultation and communication considerations

Cambs HIA will consult with all three partner authorities who are all fully represented on the HIA Board.

Consultation where appropriate, will also include representatives from the Occupational Therapy Service in Cambridgeshire who are closely involved with CHIA in the design and delivery of Disabled Facility Grant approved schemes.

Cambs HIA attaches a code of conduct for all contractors which has been written based in part on customer feedback.

5. Background papers

None

6. Appendices

None

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact Frances Swann, tel: 01954 713456, email: frances.swann@cambshia.org.