

Meeting: Cabinet
Date: 18th November 2024
Classification: Part 1
Key Decision: Yes
Title of Report: Framework for Supply and Installation of Home Adaptations

Executive Director: Mark Harvey Executive Director Adults & Communities
Report Author: Carol Smith Team Manager / Laura Booth Principal Occupational Therapist
Executive Councillor: Cllr Maxine Sadza Portfolio Holder Social Care & Healthier Communities

1. Executive Summary

- 1.1. The Council is seeking suitably qualified companies that have the required experience as first-tier building contractors to join a framework agreement for the supply and installation of home adaptations for older and disabled residents of Southend on Sea.
- 1.2. We are requesting permission to proceed with the procurement for the above. The process will include the evaluation of all incoming bids from interested providers and award contracts to the successful providers, who will join the framework agreement.
- 1.3. Given the nature of a framework agreement there will be multiple suppliers added to the framework with an option to engage but not a commitment to spend with suppliers. The estimated framework value is 1.4 million per annum. The duration of the framework agreement will be four years.
- 1.4. The contract award timelines required to agree the tender outcome and mobilise sit outside of formal Cabinet dates.

2. Recommendations

It is recommended that Cabinet:

- 2.1. Approves the procurement of a framework of contractors for the supply, delivery, and installation of home adaptations for qualifying residents of Southend-on-Sea; and
- 2.2 Delegates authority to the Executive Director for Adults and Communities in consultation with the Cabinet member for Social Care and Healthier Communities to appoint to the framework those suppliers who are successful following the procurement and evaluation process, and to conclude any necessary documentation.

3. Background

- 3.1. The new framework agreement will replace the current framework agreement.
- 3.2. The framework agreement will provide for suppliers to deliver the supply and installation of bathroom, kitchen and other adaptation works, including associated building works, to owner occupied, privately rented and RSL properties.
- 3.3. The provision of adaptations enables people to remain in the community, reduces admissions to Hospital and prevents the need for people having to receive long term care services.
- 3.4. The provision of adaptations supports the preventative agenda in social care outlined in Connect Southend and the strategies Living Well, Ageing Well and Caring Well.

4. Reasons for Decisions

- 4.1. The framework agreement will deliver our statutory role in providing adaptations to improve and increase our prevention offer, enabling the independence of older and disabled people in Southend on Sea.

5. Other Options

- 5.1. Tender for a single service contract – Not recommended as this may lead to a potential inability to meet demand and cause the council to not meet its statutory requirements. There is also a risk of single point of failure should there be business or quality concerns.
- 5.2. Do not tender – Not recommended as the Council will be unable to meet its statutory responsibilities for the residents of Southend on Sea

6. Financial Implications

- 6.1. Estimated annual value of the framework is £1.4 million. The split between incoming Housing Revenue Account (HRA) and Disabled Facilities Grant (DFG) referrals are HRA 45% DFG 55%

- 6.2. All adaptations are funded by the Disabled Facilities Grant (DFG) and the Housing Revenue Account (HRA). This new framework will allow the Council to make better use of the Disabled Facilities Grant DFG in a timely manner and to ensure that this Government grant is utilised.

7. Legal Implications

- 7.1. The proposals set out in this report to tender for a framework of contractors are a compliant means of procurement, provided the Council acts in accordance with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules.
- 7.2. It should be noted that the Procurement Act 2023, which received Royal Assent on 26 October 2023, creates a new public procurement rulebook in England, Wales, and Northern Ireland. The new Act was supposed to come into force on 28 October 2024, but this has now delayed until 24th February 2025. Advice should be sought from Procurement and Legal Services, if the recommendations in this report are approved, in order to ensure that the process followed is in accordance with current law and government guidance.
- 7.3. The proposals set out in this report also assist the Council in demonstrating its Best Value Duty.

8. Policy Context

- 8.1. This work is supported by the Care Act 2014; DFG policy; and HRA policy.

9. Carbon Impact

- 9.1. The construction products that are used and the methods of installation are major considerations in delivering an effective, greener Adaptation Service. For example, products such as shower heaters are an effective way of using heated water more efficiently and reducing carbon.
- 9.2. By continuing to partner with local builders we will ensure we keep the carbon impact to a minimum
- 9.3. Our procurement process has set out our ambitions to improve carbon impact through our contracts.

10. Social Value

- 10.1. Local contractors will be supported and encouraged to bid, and the framework includes provision for creating local apprenticeships, ensuring equality of opportunity to tackle workforce inequality, and providing local job opportunities.

10.2. The current framework demonstrates that contractual partnerships with local contractors support the employment of local multi-skilled operatives that deliver this specialist to our disabled residents.

11. Environment

11.1. The construction products that are used and the methods of installation are in line with building regulations. Products such as shower heaters are an effective way of using heated water more efficiently and reducing carbon. The products used have been co-designed by disabled people and with the manufacturer to ensure it supports disabled people's needs.

12. Equalities

12.1. The Adaptations Team assess the delivery of Adaptations for older and disabled people in Southend on Sea. All these people have a relevant need and have been assessed by an occupational therapist as needing an adaptation. The measure for this is improved independence and less reliance on long term care services.

13. Consultation

13.1. There is no requirement for a public consultation.

14. Report Authorisation

This report has been approved for publication by:		
	Name:	Date:
Executive Director(s)	Mark Harvey	26/09/2024
S151 Officer	Joe Chesterton	03/10/2024
Monitoring Officer	Susan Zeiss	02/10/2024
Relevant Cabinet Member(s)	Cllr Sadza	03/10/2024