
Report To:	Policy & Resources Committee	Date:	13 November 2018
Report By:	Corporate Director Environment, Regeneration & Resources	Report No:	PR/32/18/DH
Contact Officer:	Drew Hall	Contact No:	01475 714272
Subject:	Request to Procure Care & Repair and Small Repairs/Handyman Service		

1.0 PURPOSE

- 1.1 The purpose of this report is to seek the Committee's permission to tender the Care & Repair and Small Repairs/Handyman Service

2.0 SUMMARY

- 2.1 As part of the Council's Budget setting process it was agreed to bring the current Care & Repair (C&R) contract, operated by Cloch Housing Association (CHA) in-house by establishing a new Grant Adaptations Service managed within Environmental & Public Protection Service and a new commissioned Small Repairs /Handyman Service (SR/HS) by the HSCP.
- 2.2 The original proposal for the Small Repair/Handyman Service was to match the funding the HSCP uses for the Muirshiel project from the Scheme of Assistance (SOA) budget to provide for a new commissioned service. However, further recent detailed examination of the Muirshiel service concluded that this proposal would be unsuitable.
- 2.3 The option that Small Repairs/Handyman Service could be operated through the Building Services Unit (BSU) was explored; however issues with salary costs differentials due to potential TUPE staff transfers would have significant risks for the Council.
- 2.4 Cloch Housing Association had approached the Council, following the savings decision, to suggest that they may be able to attract additional external funding to continue to run the Care & Repair Service, including the Small Repair/Handyman Service. The Cloch Housing Association Board met in August to consider their options regarding the retention of the Care & Repair and Small Repair/Handyman services. The Cloch Housing Association Board concluded that they were not in a position to continue the service with no guarantee of additional funding. However another interest in Care & Repair as well as a handyman service provision in Inverclyde has been received. This proposal has been explored as it indicates there may be wider market interest.
- 2.5 A Small Repair/Handyman Service needs to be provided in addition to the in-house adaptations service. However, the proposal mentioned above is based on providing both Care & Repair and Small Repairs/Handyman Service at a cost that will still deliver the saving. In other words market interest appears to be conditional on both service areas being tendered. The Council's procurement service advises that these options require a full procurement process.
- 2.6 In order to keep all our options open, it would be prudent to procure on a lot basis i.e. lot 1 Small Repairs/Handyman Service and lot 2 Full Care & Repair and Small Repairs/Handyman Service. Through tendering in this manner, the Council will determine if there is market interest for the Small Repair/Handyman Service alone or whether the whole service needs to be offered to stimulate a bid. Clearly, the preference would be for only Small Repairs/Handyman Service to be moved to an external provider. If a viable bid is received for

the Small Repairs/Handyman Service alone, then the project can be progressed as originally envisaged with Care & Repair coming in-house and the Small Repair/Handyman Service being delivered by an external provider.

- 2.7 Time restraints and pressures require that the Council seeks tenders for these options as soon as possible. A more detailed update report which will consider the acceptance of tenders will be submitted to the next Environment and Regeneration Committee.

3.0 RECOMMENDATIONS

3.1 It is recommended:

1. That a 2 lot tender procedure for the Care & Repair and Small Repair/Handyman Service be progressed as soon as possible, and
2. That it be noted that a detailed update report which will consider the options available will be submitted to the next Environment and Regeneration Committee.

Martin McNab
Head of Environment & Public Protection

4.0 BACKGROUND

- 4.1 As part of the Council's Budget setting process, it was agreed to bring the current Care & Repair (C&R) contract, operated by Cloch Housing Association (CHA)(£215K per year), in-house by establishing a new Grant Adaptations Service managed within Environmental & Public Protection Service and new commissioned Small Repairs Service (SR/HS) by the HSCP.
- 4.2 The original proposal for the SR/HS was to match the funding the HSCP uses for the Muirshiel project from the SOA budget to provide for a new commissioned service. However, further recent detailed examination of the Muirshiel service concluded that this proposal would be unsuitable.
- 4.3 The option that SR/HS could be operated through the Building Services Unit (BSU) was explored; however issues with salary costs differentials due to potential TUPE staff transfers would have significant risks for the Council.
- 4.4 CHA had approached the Council Leader, following the savings decision, to suggest that they may be able to attract additional external funding to continue to run the C&R service including the SR/HS. The CHA Board met in August to consider their options regarding the retention of the C&R and SR/HS services. The CHA Board concluded that they were not in a position to continue the service with no guarantee of additional funding. Another interest in Care & Repair as well as a Handyman Service provision in Inverclyde has been received. This proposal has been explored.

5.0 UPDATE

- 5.1 A SR/HS needs to be provided in addition to the in-house adaptations service. However the proposal mentioned in 4.4 above is based on providing both C&R and SR/HS services at a cost that will still deliver the saving. The Council's procurement service advises that these options require a full procurement process.
- 5.2 In order properly to assess the levels of tender response, it is prudent to procure on a lot basis, i.e. Lot 1, SR/HS and Lot 2, C&R and SR/HS.
- 5.3 Work continues to develop the in-house adaptations service. Environmental & Public Protection Housing Strategy Officers and HSCP Officers continue to meet to ensure the new service operates well.
- 5.4 Timescales for the OJEU procurement process mean that after finalisation of procurement documents and following permission from the Committee to go to tender it will take almost 3 months to reach the contract award stage. Time is available to award a new contract by a number of weeks before the end of the current contract.

6.0 IMPLICATIONS

Finance

6.1

Financial Implications:

One off Costs

Cost Centre	Budget Heading	With Effect from	Annual Net Impact £000	Virement From (If Applicable)	Other Comments
Nil					

Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report £000	Virement From	Other Comments
Scheme of Assistance (SOA)	SOA	2019/20	£40k £85k		Small repairs/handyman service Staffing costs for new Grant Adaptations service
Scheme of Assistance (SOA)	SOA	2019/20	(£193k)		Council approved saving.(March 2018)

Legal

6.2 None

Human Resources

6.3 Human Resources are currently being consulted on TUPE issues and new service staffing.

Equalities

6.4 Has an Equality Impact Assessment been carried out?

Yes See attached appendix

No This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy. Therefore, no Equality Impact Assessment is required.

Services to our customers, full cognisance is taken of equality and diversity processes and procedures, including

- The provision of free and easily accessible advice and information.
- Ensuring awareness of the availability of services.
- Regularly reviewing delivery methods to ensure inclusion.

Repopulation

6.5 None.

7.0 BACKGROUND PAPERS

7.1 None.