

# Area Panel Briefing Paper

## Procurement programme for Housing repairs, planned maintenance and capital works

20<sup>th</sup> February, 21<sup>st</sup> February, 26<sup>th</sup> February, 1<sup>st</sup> March 2018

### 1. Summary

1.1. This paper details the current position regarding the forthcoming procurement programme for delivering housing repairs, maintenance, improvements and capital works. The current contractual arrangements expire in March 2020.

### 2. Background

2.1. Brighton & Hove City Council (Housing) operates a ten year partnering contract with Mears Ltd. that delivers the following services/works to the council's housing stock:

- Responsive repairs and empty properties maintenance
- Planned maintenance and improvement programmes
- Major capital works projects

2.2. This contract ends on 31st March 2020 and therefore all services and works that come under this contract will need to be assessed for procurement options.

2.3. The current contractual spend across all services delivered under the arrangement is approximately £28,000,000 per annum.

2.4. The end of the current contract for these services provides an opportunity to deliver substantial change in these services and works for our residents, stakeholders and the council as a whole.

2.5. At this stage decisions have not been made about how this work will be procured. Over the next few months officers will work with residents and members to shape procurement proposals for the future delivery of these important services. Proposals will then move forward through the council's governance process including Housing Area Panels and the appropriate committees.

## 3. Programme timetable

3.1. The timetable below indicates the high level process for this programme and committee reporting to Housing and New Homes Committee and Policy, Resources and Growth Committee. Consultation with the Housing Area Panels is also integral to this process:

<b>Date</b>	<b>Actions</b>
February 2018	Initial briefing to Area Panels
March 2018	Initial report to Housing & New Homes Committee
April 2018	Start of resident engagement activities
April – August 2018	Continued development of procurement strategy and specification with residents, members and officers.
June – October 2018	Scope of procurement approval and authority to tender through Area Panels, Housing & New Homes Committee and Policy, Resources and Growth Committee
November 2018 – May 2019	Tender process and evaluation
June – July 2019	Award reports through committees and contract award
July 2019 – April 2020	Mobilisation phase
April 2020	Programme complete

3.2. Alongside committee reporting, Councillors, residents and staff will receive regular updates throughout the programme to update on key decisions and progress.

3.3. In addition we anticipate there will be a number of workshop sessions with members, residents and staff to develop procurement proposals and contract structures.

## 4. Resident involvement and stakeholders

4.1. In order to effectively deliver the programme and implement the correct service provisions it is essential that the programme reflects residents' views and feedback on options for the service moving forward. The programme team

proposes to engage with a wide range of residents (both tenants and leaseholders) to inform this process. This will be supported by a member of the programme team and will include a number of workshops for residents, surveys, consultation and work with existing resident groups. We anticipate there being a number of ways that residents can share their experience of the current service and what they would like to see in the future.

- 4.2. The programme team will provide regular updates on progress and will work to develop a communication plan that uses a range of methods to provide information for residents. This may include briefings to Area Panels, updates in Homing In, mail-outs and social media updates.
- 4.3. Alongside resident engagement in the programme the council will undertake any statutory consultation with leaseholders that is required.

### **5. Next Steps**

- 5.1. Members of the Programme Board will attend Housing & New Homes Committee to present an initial report detailing the governance and timeline for the programme. This will be supported by a communications plan for residents, members and staff that will run throughout the programme.
- 5.2. The council will also commence resident engagement activities to support the procurement programme.

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