

Report of the Head of Maintenance Operations, Property & Contracts

Report to the Chief Officer, Property & Contracts

Date: 18 February 2015

Subject: Waiver Report – Installation of Prefabricated Unit

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	No <input type="checkbox"/>
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

1.0 Summary of main issues

1.1 The Adaptations Team within Property and Contracts have received an Occupational Therapist recommendation to provide extensive adaptation work to 19 Drury Avenue, Leeds, LS18 4BR. To meet the adaptations required, it has been decided to install a prefabricated unit rather than build a permanent extension. Although a brick extension can be built, due to the differing levels around the property and the fact that it cannot be adapted any further externally if a wheelchair is required, the Adaptation Service Manager deemed this option not to be value for money. With a prefabricated building, if this is no longer required it can be moved to any location and re-sited again.

2.0 Recommendations

2.1 That the Chief Officer of Property and Contracts approves a waiver of CPR 8.1 & 8.2 (intermediate procurement), in line with CPR 27, to place an order with C3S for the value of £43,893.27 to install a pre-fabricated extension at 19 Drury Avenue. It is anticipated that this work will take 6 – 8 weeks to complete.

1.0 Purpose of this report

- 1.1 To obtain approval to contract C3S who are a Prefabricated Unit Manufacturer, to install a bedroom/bathroom facility at 19 Drury Avenue, Leeds LS18 4BR.

2.0 Background information

- 2.1 IK and her older sister both suffer with a genetic disorder that particularly affects the lungs and digestive system. Their condition can fluctuate however it has been reported that IK's condition is more predominately unstable and requires constant monitoring and support as and when she is unwell. A sterile treatment room/bedroom is therefore required to accommodate IK's short and long term needs.

3.0 Main issues

- 3.1 The family live in a three bedrooled traditionally constructed semi-detached property; owned by Housing Leeds. The living room and entrance hall are located to the front and a kitchen to the rear. There is a side lobby and brick built store attached the side of the property and this is used as the main access for the family, not the front door.

The house has stepped access to both the main front door (unused) and the side lobby. There is approximately 1500-1700mm difference between the pavement and the finished floor level to the ground floor.

The house is at least 1200mm higher than the adjacent property and there is a 1000mm high retaining wall between the properties. The side store is stepped in approximately 300mm from this. Currently there is insufficient space to accommodate the families immediate and long term medical needs.

To meet the adaptations required, a recommendation has been submitted requesting a treatment/bedroom on the ground floor. Although a brick extension can be built, due to the differing levels around the property and the fact that it cannot be adapted any further externally if a wheelchair is required in the future, the Adaptation Service Manager has stated it would not be value for money if a permanent extension was to be built. With a prefabricated building, if this is no longer required it can be moved to any location and re-sited again.

Prior to contacting C3S for a quote, research was carried out to see whether or not there were other companies trading that delivered a similar type product. There were many companies who would provide a prefabricated unit but these were mainly for commercial use.

R.G.Stones has been contacted but due to existing commitments and the distance from where they were located to Leeds, the company declined to quote for this work. Bespoke Modular Buildings were also contacted and although they did specialise in prefabricated buildings they did not crane the unit on to site, instead they built the unit on site. If this unit was to be relocated in the future, although it could be dismantled it may not have been that easy to reassemble; therefore it was felt that this method of construction was not suitable. The option that C3S are

offering is more cost effective and if the need arises in the future, the unit can be relocated. C3S are already known to Property and Contracts as they have installed 5 prefabricated buildings over the last 10 years.

4.0 Corporate Considerations

4.1 Consultation and Engagement

No consultation is necessary in relation to this request.

4.2 Equality and Diversity / Cohesion and Integration

Appendix A to this report is the completed EIA screening document.

4.3 Council policies and City Priorities

The delivery of adaptation services makes an important contribution to the strategic vision of making Leeds the best city for health and wellbeing and the priority of supporting more people to live safely in their own homes. The needs of disabled people who require housing adaptations to maintain an independent living situation is a paramount consideration in this report.

4.4 Resources and value for money

Funding is available to complete this work and therefore anticipate the work to start 1 April 2015 with a proposed completion date 6- 8 weeks later.

4.5 Legal Implications, Access to Information and Call In

In line with Contract Procedure Rule 27, the Chief Officer is authorised to waiver Contracts Procedure Rules No 8.1 and 8.2 – Intermediate value procurements where there are exceptional circumstances.

Awarding a contract directly to one provider in this way could leave the Council open to a potential claim from other providers, to whom this contract could be of interest.

Although there is no overriding legal obstacle preventing a waiver being issued, the above comments should be noted. In making their final decision, the Chief Officer should be satisfied that the course of action chosen represents Best Value for the Council. It has not been possible to obtain 3 written quotes for this work due to one method of construction not being suitable as it may be difficult to erect the unit if the need arises in the future and the other company approached declined to quote.

4.6 Risk Management

As other suppliers have been researched but due to reasons outlined above is either not submitting a quote to carry out this work or being approached to quote for the work, this leaves 2 options:

- Commission the work to C3S
- Build a permanent extension out of brick

C3S could be on site early April 2015, whereas based on previous experience, to build a brick extension could take 6 months.

This work is required in-order to safeguard the health and safety of the disabled tenant living at this property. The family have already been waiting 3 months since the recommendation was made by the Occupational Therapist, so to have to wait another 6 months if a brick built extension is the method of construction being used, this will only add to the tremendous amount of pressure and stress that the family are already under. IK relies very much on her mother for support, therefore it is imperative that her mum remains healthy and strong, the added waiting time of an extension can only add more pressure and stress which can only be detrimental to IK's mother.

5.0 Conclusions

5.1 Whilst there is a risk to the Council of a potential legal challenge in waiving the procurement rules and allowing this work to be carried out immediately, it should be noted that this risk is minimal in comparison to the potential risk that IK cannot be cared for at home. IK has high dependant needs when her health deteriorates therefore it is important that she is treated at home within a safe environment, currently there is not this facility within the home.

6.0 Recommendations

6.1 That the Chief Officer of Property and Contracts approves a waiver of CPR 8.1 and 8.2 (intermediate procurement), in line with CPR 27, to place an order with C3S for the value of £43,893.27 to install a pre-fabricated extension at 19 Drury Avenue. It is proposed that this work will be completed by the end of June 2015.

7.0 Background documents¹

7.1 Appendix A – Completed EIA Screening Document.

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.