

Report for: Cabinet 15 June 2021

Title: Automatic Ventilation work to four sheltered schemes

Report authorised by: David Joyce, Director of Housing, Regeneration and Planning

Lead Officer: Kurtis Lee , Director of Asset Management, Homes for Haringey

Ward(s) affected: Hornsey, Muswell Hill, Bruce Grove, Tottenham Green

Report for Key/ Non Key Decision: Key decision

1 Describe the issue under consideration.

- 1.1 This report requests Cabinet approval for the award of a contract to contractor A to carry out Automatic Ventilation works to four sheltered schemes. The work proposed to the four sheltered schemes is for the sum of £524,418. Completion of the work will increase ventilation. Plus, the work will assist in clearing smoke and reducing heat from the buildings in the event of a fire. This will enable residents to be safely evacuated.
- 1.2 The report also requests Cabinet approval for the issue of a letter of intent to the preferred contractor. This will be for an amount up to, but not exceeding, £52,481. This represents 10% of the contract sum.
- 1.3 It is further recommended that Cabinet approves the professional fees of £46,211 which represents 8.812% of the contract sum.
- 1.4 Details of the successful tenderer are outlined in appendix A (exempt information) of the report.

2 Cabinet Member introduction

- 2.1 The proposed Automatic Ventilation work to the communal areas of four sheltered schemes will increase ventilation, clear smoke and reduce heat from the buildings to allow safe evacuation in the event of a fire. The work will also meet the requirements of the Fire Brigade, current Building Regulations and Fire Safety Regulations.

3 Recommendations

- 3.1 Pursuant to the Council's Contract Standing Order (CSO) 9.07.1(d), for Cabinet to approve the award of a contract to the preferred contractor identified in the exempt report shown in appendix A. This will be for the following work: Automatic Ventilation, window replacements to the communal areas, wiring and associated works, to be carried out to four sheltered schemes. This will be for the sum of £524,418.

- 3.2 For Cabinet to approve the issue of a letter of intent for an amount of up to, but not exceeding £52,418, which represents 10% of the contract sum.
- 3.3 For Cabinet to approve the total professional fees of £46,211, which represents 8.812% of the contract sum.
- 3.4 For Cabinet to approve the total project costs of £570,629.
- 3.5 For Cabinet to note that £18,801 of the total sum has already been spent on consultant design fees as part of the feasibility works.

4 Reasons for decision

- 4.1 Homes for Haringey requires Cabinet approval to award the contract for the installation of Automatic Ventilation work. This includes the replacement of windows to the communal areas and associated wiring work. This is following a tender process undertaken in conjunction with Haringey Council's Procurement team via the Direct Purchasing System (DPS).
- 4.2 The tender process was carried out in accordance with the requirements that incorporate price and quality.

5 Alternative options considered.

- 5.1 An alternative option was sought for Homes for Haringey to use Constructionline to deliver the Automatic Ventilation work. Homes for Haringey sought support and advice from Haringey Council's Strategic Procurement service who determined that Constructionline was not suitable.
- 5.2 A do-nothing option would mean that the Council would not carry out the Automatic Ventilation work. This would present a safety risk to the elderly residents and to the Fire Brigade in the event of a fire incident.

6 Background information

- 6.1 Following surveys by the Fire Brigade, recommendations were made for the following sheltered schemes, Brookside House, Cranley Dene Court, Bedale House and Sophia House. Works that were highlighted by the Fire Brigade and subsequently by Homes for Haringey's Fire Safety Assessors include the existing windows in the communal areas of the four sheltered blocks being replaced with Automatic Ventilation systems.
- 6.2 The Automatic Opening Vents (windows) are integrated with the fire alarm system and smoke ventilation systems and play a vital role in ensuring the escape routes from buildings are kept clear of smoke and heat, allowing the occupants safe evacuation in the event of a fire. Other works include removal of asbestos, scaffolding, electrical installation and upgrade of the existing distribution board. Also included within the sum are the contractor's preliminaries incurred in this scheme. The contractor's preliminaries are

associated with but not limited to the following: Management and staff, security, safety, mechanical plant, site services, insurances, guarantees and warranties.

- 6.3 Part of the client information provided to the contractor is the asbestos management records for the building. The contractor uses this information to formulate their Health and Safety plan as well commissioning a full Refurbishment and Demolition (R&D) survey. These are then used for the delivery of the project which includes any management of asbestos during the construction phase.

- 6.4 The project details are as follows: -

Number of dwellings in project	142 units
Anticipated start on site	September 2021
Anticipated completion	November 2022
Contractor	Details in appendix A (exempt report)

- 6.5 The project under consideration will be managed, designed and cost managed by Ridge and Partners and Homes for Haringey.
- 6.6 Tenders were invited in September 2020. There are multiple reasons for this delay, which included advertising the tender for an extended period, due to the number of tender submissions received. During this period, multiple contractors were contacted and invited to tender. These efforts did not garner additional tender submissions.
- 6.7 Additional works were then conducted to quality assure contractor clarification questions. This included reviewing similar contracts project managed by our multidisciplinary consultants, which resulted in further meetings to ensure VFM (value for money).

7 Consultation

7. A residents' newsletter, which is due to be issued in June 2021, will update residents about progress and advise them about the appointment of the contractor.
- 7.1 Homes for Haringey will allocate a dedicated Residential Liaison Officer throughout the duration of this project.

8 Leasehold implications

- 8.1 There is one leaseholder living in the properties affected by the works described in this report.

9 Conservation areas

9.1 None of the properties in this project are within conservation areas.

10 Contribution to strategic outcomes

10.1 This project will help to achieve the Borough Plan Outcome 3: 'We will work together to drive up the quality of housing for everyone'. This will include contributing to delivering the following objectives: -

- Improve the quality of Haringey's Council housing, including by ensuring that a minimum of 100% of homes meet the Decent Homes Standard by 2025.
- Improve residents' satisfaction with the service they receive from Homes for Haringey to be in the top quartile for London (78%) by 2022.
- Ensure safety in housing of all tenures across the borough, responding to any new regulations as they emerge.

Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

11 Finance

11.1 The total value of the contract is £0.57m and this includes a professional fee of £0.05m.

11.2 The named contractor was selected following a tender and evaluation process based on price (60%) and quality (40%).

11.3 The Automatic Ventilation Works scheme for the main structure and communal areas will be funded from the Fire Safety Works Budget within the HRA Capital Programme.

11.4 The total cost of this scheme, including professional fees, is projected to be spent as shown below: -

Financial year	Works	Fees	Total
Up to 31/03/2021	0.00m	£0.02m	£0.02m
2021/2022	£0.24m	£0.02m	£0.26m
2022/2023	£0.27m	£0.008m	£0.27m
2023/2024	£0.01m	£0.002m	£0.02m
Total	£0.52m	£0.05m	£0.57m

11.5 Consultants' design fees in the sum of £0.02m have been incurred and spent up to 31/03/21.

11.6 There is provision for the remaining projected expenditures in the table above in the HRA Fire safety works budget/MTFS.

12 Procurement

- 12.1 Strategic Procurement confirms a compliant Procurement exercise has been undertaken in accordance with CSO 9.04.2 (Procurement carried out using the Corporate Dynamic Purchasing System (DPS) (Principal contractor category) and is supportive of the recommendations made in this report.
- 12.2 The award of this contract is consistent with the Procurement Strategy in supporting SMEs.

13 Legal

- 13.1 The Head of Legal and Governance has been consulted in the preparation of the report.
- 13.2 The contract which this report relates to has been procured via Haringey Council's DPS Principal contractor category. This is in compliance with procurement legislation.
- 13.3 Pursuant to Contract Standing Order 9.07.1(d), Cabinet has authority to approve the recommendations in the report.
- 13.4 The leaseholder's lease obliges them to contribute towards the costs of works to the Building. It is however open to Cabinet in all the circumstances to waive payment.
- 13.5 The Head of Legal and Governance sees no legal reasons preventing Cabinet from approving the recommendations in the report.

14 Equality

- 14.1 The Council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to: -
- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act.
 - Advance equality of opportunity between people who share those protected characteristics and people who do not.
 - Foster good relations between people who share those characteristics and people who do not.
- 14.2 The three parts of the duty apply to the following protected characteristics: Age, disability, gender reassignment, pregnancy/maternity, race, religion/fait, sex and sexual orientation. Marriage and civil partnership status apply to the first part of the duty.
- 14.3 The decision will primarily impact residents living in properties managed by Homes for Haringey, among whom women, people with disabilities and BAME people are overrepresented. There is no indication that this decision will result in any foreseeable negative impacts on any individual or group that shares the protected characteristics.

- 14.4 As a body carrying out a public function on behalf of a public authority, the contractor will be required to have due regard for the need to achieve the three aims of the Public Sector Equality Duty, noted above. Arrangements will be in place to monitor the performance of the contractor and ensure that any reasonably possible measures are taken to address any issues that may occur and may have a disproportionate negative impact on any groups who share the protected characteristics.

15 Use of Appendices

- 15.1 Appendix A: exempt information.

16. Local Government (Access to Information) Act 1985

- 16.1 In February 2018 Cabinet agreed to appoint Ridge and Partners LLP as multi-disciplinary professional consultants.
Award of contract for multi-disciplinary professional services
<http://www.minutes.haringey.gov.uk/documents/s99594/>