

	<p style="text-align: center;"><b>ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER 20 January 2017</b></p>
<p style="text-align: right;"><b>Title</b></p>	<p><b>Procurement of the services of a surveyor for overseeing works in relation to housing enforcement cases and properties acquired through compulsory purchase action</b></p>
<p style="text-align: right;"><b>Report of</b></p>	<p>Commissioning Director – Growth and Development</p>
<p style="text-align: right;"><b>Wards</b></p>	<p>All</p>
<p style="text-align: right;"><b>Status</b></p>	<p>Public</p>
<p style="text-align: right;"><b>Enclosures</b></p>	<p>None</p>
<p style="text-align: right;"><b>Officer Contact Details</b></p>	<p>Belinda Livesey - Group Manager  <a href="mailto:belinda.livesey@barnet.gov.uk">belinda.livesey@barnet.gov.uk</a>            0208 359 7438</p>

## Summary

The Private Sector Housing Team in Re, the joint venture company partnering Barnet Council and CAPITA undertakes enforcement work in relation to property repairs and improvement. In relation to work on properties purchased through Compulsory Purchase these costs can be significant. As the work will be undertaken on behalf of Barnet Council (the Council) it is necessary to ensure compliance with the Council's Contract Procedure Rules and seek authorisation to procure a Surveyor. The total contract value will not exceed £164,000.

## **Decisions**

**That the Commissioning Director-Growth and Development agrees to procuring the services of a Surveyor for work on housing enforcement related cases including properties purchased through CPO for a period of two years, with an option to extend for a further year subject to performance and budget. The contract value will not exceed £164,000.**

### **1 WHY THIS REPORT IS NEEDED**

- 1.1 The Private Sector Housing Team in Re undertakes enforcement work in relation to property repairs and improvement. Whilst there is not a significant stream of work, in relation to work on properties purchased through Compulsory Purchase, these costs can be significant. As the work will be undertaken on behalf of the Council it is necessary to ensure compliance with the Council's Contract Procedure Rules and procure the services of a Surveyor through the Council's procurement portal to oversee the work on these projects.
- 1.2 The Council's Procurement Forward Plan identifies and authorises procurement exercises, however at the time that the 2016 – 2017 Procurement Forward Plan was created, there was not sufficient detail or knowledge of the required procurement within the project to include into the forward plan. The Council's Contract Procedure Rules Appendix 1 Table A identify that a Full Officer DPR is required to authorise the commencement of a procurement process with values between £25,001 and £164,176 if it is not included in the Procurement Forward Plan.

### **2. REASONS FOR DECISIONS**

- 2.1 Procuring the services of a Surveyor will simplify the process of improving and/or developing premises as part of housing enforcement work. It will also ensure value for money for the Council, compliance with the relevant legislation, and uniformity in approach across cases requiring significant amounts of improvement or development work.

### **3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

- 3.1 The alternative option considered and rejected was to undertake a separate procurement exercise for each housing enforcement case. This was considered to be overly time consuming and bureaucratic. It would also be unlikely to be attractive to external surveyors.

#### **4. POST DECISION IMPLEMENTATION**

- 5.1 A procurement exercise will be undertaken as soon as the DPR has been approved.

#### **5. IMPLICATIONS OF DECISION**

##### **5.1 Corporate Priorities and Performance**

- 5.1.1 The policy meets the Council's key Corporate Priorities detailed in the Barnet Corporate Plan 2015-20 as follows:-

- Barnet will be a place of opportunity where people can further their quality of life- housing enforcement work improves the standard of accommodation provided which will be beneficial to occupying tenants and the wider local community.

- 5.1.2 The improvement in housing conditions achieved through housing enforcement action which will have a positive effect on the health and well-being needs of the local population as identified in the Joint Strategic Needs Assessment 2015-2020. One of the evidence based public health interventions with the highest "return on investment" according to the respected Kings Fund are housing interventions. This is particularly key with the long term shift in housing tenure towards renting and away from owner occupancy.

- 5.1.3 Property improvement will support the aims of the Joint Health and Well Being Strategy 2015-2020 by improving the energy efficiency of properties in the Borough and reducing the amount of non-decent housing.

- 5.1.4 The Council's Housing Strategy 2015-2025 is committed to sustaining quality in the private rented sector. Housing enforcement action contributes to this through improving the condition of the existing private rented housing stock.

- 5.1.5 The vision of Barnet's Children and Young People Plan is that 'All children and young people in Barnet should achieve the best possible outcomes, to enable them to become successful adults, especially our most vulnerable children. They should be supported by high quality, integrated and inclusive services that identify additional support needs early, are accessible, responsive and affordable for the individual child and their family.' Young

children, along with some other groups are most vulnerable to the negative effects of poor housing which affects physical and mental health as well as affecting wider determinants of health such as educational performance. Housing enforcement action helps to protect children and young people from poor or dangerous conditions.

## **6.1 Resources (Finance and Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

6.1.1 The procurement exercise will be undertaken by Re in consultation with the Customer and Support Group (CSG) Procurement Team to ensure compliance with the Council's Contract Procedure Rules.

6.1.2. A successful procurement exercise will lead to better value for money for the Council in relation to housing enforcement projects. The appointed Surveyor will be tasked with completing comprehensive procurement exercises in relation to significant housing enforcement cases and properties being developed following Compulsory Purchase. This will reduce the amount of money spent on the works and ensure compliance with all relevant legislation.

6.1.3 This procurement is permitted under the joint working contract with Re.

6.1.4 The Council has an Empty Property Capital Budget to assist in bringing empty properties back into residential use. This funding will be used to support all property security, repairs or improvements that need to be carried out prior to sale including external surveying costs incurred in project managing these works. One CPO property is likely to be renovated in 2017/18. The current draft capital budget for Empty Properties is as follows:-

2016/17	£1,500,000
2017/18	£ 2,100,000
2018/19	£1,000,000

## **6.2 Legal and Constitutional References**

6.2.1 Council Constitution, Responsibility for Functions, Annex B, Scheme of Delegated Authority to Officers – states that Chief Officers can take decisions to:

- discharge the functions allocated to them or dealt with by them or their staff, except for matters specifically reserved to, Committees or Council; and
- in all matters where they have managerial or professional authority;

Council Constitution, Responsibility for Functions, Annex B, Scheme of Delegated Authority to Officers – states that the Commissioning Director

Growth and Development has "...authority for commissioning services and making any decision for the operational effectiveness of planning and development management, regeneration, housing, enterprise, skills, employment, building control, land charges and strategic planning.

- 6.2.2 Council Constitution, 22 Contract Procedure Rules Appendix 1 Table A defines the requirements to commence and conclude procurement exercises. This report is in accordance with this requirement.

### **6.3 Risk Management**

- 6.3.1 Procurement of the services of a Surveyor to procure significant works on housing enforcement cases will reduce the risk to the Council in relation to legal and financial challenges following completion of the works.

### **6.4 Equalities and Diversity**

- 6.4.1 Pursuant to section 149 of the Equality Act 2010 ("the Act"), the council, in the exercise of its functions, has to have 'due regard' to (i) eliminating discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; (ii) advancing equality of opportunity between those with a relevant protected characteristic and those without; and (iii) fostering good relations between those who have a relevant protected characteristic and those without.
- 6.4.2 The relevant protected characteristics are age, race, disability, gender reassignment, pregnancy and maternity, religion or belief, sex and sexual orientation. The duty also covers marriage and civil partnership, but to a limited extent.
- 6.4.3 The procurement exercise will be open to anyone with the relevant qualifications regardless of age, race, disability, gender reassignment, pregnancy and maternity, religion or belief, sex and sexual orientation.

### **6.5 Consultation and Engagement**

- 6.5.1 Procurement of the services of a Surveyor will be undertaken through the Council's procurement portal which is available to the public.

## **7 BACKGROUND PAPERS**

- 7.1 None

## **8. DECISION TAKER'S STATEMENT**

- 8.1 *I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.*

## **9. OFFICER'S DECISION**

### **I authorise the following action**

- 9.1 Authorisation to procure the services of a suitably qualified Surveyor to work with Re in relation to improvements and development of premises linked to housing enforcement cases and properties obtained through compulsory purchase action. The contract will be required for a period of two years, with an option to extend for a further year subject to performance and budget. The contract value in total will not exceed £164,000.

Signed: **Commissioning Director, Growth and Development**  
Date: **20<sup>th</sup> January 2017**