

## **WEST DUNBARTONSHIRE COUNCIL**

### **Report by the Executive Director of Housing, Environmental and Economic Development**

**Tender Committee: 7 September 2010**

---

**Subject: Tender for the provision of a Care and Repair Service**

#### **1. Purpose**

- 1.1** This report seeks Committee approval to issue the provision of a tender for a Care and Repair service as part of the Council's Scheme of Assistance.

#### **2. Background**

- 2.1** The current service provider Lomond & Clyde Care and Repair has been in operation since 1992. The primary aim of the service is to assist elderly and disabled owner occupiers and those in private rented housing to have repairs and improvements done which will assist them to remain in the safety and comfort of their homes, thereby cutting long term residential care costs.
- 2.2** Lomond & Clyde Care and Repair will continue to provide the service until 31<sup>st</sup> March 2011. Following the tender exercise referred to in this report and after identification of a suitable provider in terms of such tender, a formal contract for a one year period will be awarded. It is proposed that an option of up to 2 annual extensions to this period be made; subject to financial availability and performance. The successful bidder could therefore be in place for a maximum three year period.

#### **3. Main Issues**

- 3.1** The tender seeks to provide continuity and best value of service by providing an organisation to assist the service users with adaptations, housing repairs and/or improvements in conjunction with the Council's Scheme of Assistance. Failing to submit the service to the tender process could have wide spread financial implications including an increase in demand for sheltered and care home places due to owner's inability to adapt and maintain their properties and does not allow for transparency and best practise.
- 3.2** To ensure Best Value and compliance with EU Public Procurement regulations it is vital to start a competitive tendering process forthwith.

#### **4. People Implications**

- 4.1** There may be TUPE implications for existing Care and Repair staff. This will be addressed in the tender documents.

## **5. Financial Implications**

- 5.1** The annual budget is based on historical spending patterns and is in line with existing budgetary provision which is estimated to be £231,000 per annum. It is expected that the contract will be for a 1 year period with a further extension over two/three years. The contract is likely to have an estimated initial value of £231,000 per annum and £693,000 over a three year period.

## **6. Risk Analysis**

- 6.1** If the contract is not tendered the existing supplier will be able to provide the service, however the Council will not have the opportunity to improve the overall service by introducing an element of competition. The tender exercise will provide greater awareness on how the funding is spent and the service delivered.

## **7. Equalities Impact**

- 7.1** Any equality and diversity issues will be included as part of the tender evaluation process

## **8. Conclusions and Recommendations**

- 8.1** A tendering exercise will provide a competitive and transparent option for the provision of a Care and Repair Service as part of the Council's Scheme of Assistance.
- 8.2** The Committee is therefore requested to approve the initiation of an open tendering procedure by West Dunbartonshire Council for provision of a Care and Repair Service as part of the Scheme of Assistance.

**Elaine Melrose**

**Executive Director of Housing Environmental & Economic Development**

**Date: 25 August 2010**

---

**Person to Contact:** Lori Charles  
Private Housing Advice Surveyor  
Rosebery Place, Clydebank 01389 738662  
[lorraine.charles@west-dunbarton.gov.uk](mailto:lorraine.charles@west-dunbarton.gov.uk)

Colin Newman  
Team Leader Building Standards  
Rosebery Place, Clydebank 01389 738590  
[colin.newman@west-dunbarton.gov.uk](mailto:colin.newman@west-dunbarton.gov.uk)

**Appendices:** None  
**Background Papers:** None  
**Wards Affected:** All wards