

Title: **Progress Report Design and Purchase of Emergency Accommodation – Family Unit**

Wards Affected: **All Wards in Torbay**

To: **Housing Committee** On: **25 June 2018**

Contact Officer: **Tara Harris**
☎ Telephone: **208074**
✉ E.mail: **Tara.Harris@torbay.gov.uk**

1. Key points and Summary

- 1.1 The purpose of this report is to provide an update on the current status of the design and purchase of a 7 unit property in Torbay for the purpose of discharging the local authority's responsibilities into temporary accommodation, as stated in the Housing Act 1996.
- 1.2 The project seeks to purchase a 7 unit property that has the ability to be flexible to meet changing demand criteria and hence maximise the most cost effective mechanism for the local authority. Currently due to the lack of larger accommodation, families can often be split across rooms in a shared house type of arrangement and have minimal access to cooking facilities and laundry facilities.

2. Introduction

- 2.1 Due to the constantly changing demand of the size of the accommodation a flexible approach is required to ensure maximum use and allow the ability to meet demand for larger families. As such it is proposed that as far as possible each unit be self-contained and have the ability to change in size by having interconnecting doors or movable walls for example, to allow a flexible configuration. A number of pictures are provided below for illustrative purposes.
- 2.2 It is the intention that an innovative approach be taken to the design to provide maximum opportunity to both accommodate need and obtain the best outcomes for families.



2.4 After agreement in principle from the committee to purchase a property subject to full costing and business case, that is property specific, the following work has been undertaken.

Table1: Work Completed

Action	Detail	Date
Design Brief	Specification brief produced. Also feed into Housing Specialist Procurement Framework providing illustrative project.	February 18
Initial discussion with Planning on the designation of the property	Planning guidance has been sought and currently being reviewed with regards to the flexible elements of the property and hence clarity pre-accusation i.e. would the flexible delivery classify it as one dwelling.	May 18
Specialist Housing Procurement Framework	Framework produced for specialist housing design advice. Bidding instigated via procurement portal.	February – June 18

	Operational framework in place for mid-end July.	
Market scoping and identification of potential properties.	A number of key properties have been identified that are likely to meet the needs of the project. Currently there is not a shortage of supply.	Ongoing

2.5 Effective and robust procurement processes are essential, but they do take time, particularly for the level of spend associated with delivering housing projects. Therefore to help assist the delivery of many potential projects work is underway on a Specialist Housing Procurement Framework. The intention of this framework is to have already undertaken the necessary steps to identify sources of specialist housing advice. In this instance the design for a flexible model of accommodation. This will enable procurement of individual projects from the framework, essentially front loading the procurement process, saving time for the implementation phase. This has resulted in a delay in the process but is now near completion and will allow the project to gain momentum once in place in July.

2.6 The following action will therefore be taken to move the project forward to purchase and build stage. Table 2: Next Steps

Action	Detail	Date
Planning Clarification	Agreement over status of property to feed into purchase and design process.	End June
Final property Identification	Short list of properties identified	End July
Call Off from Specialist Housing Procurement Framework	Contract awarded to specialist advisor allowing for design lead approach pre-purchase.	Beginning August.
Agreement to purchase	Full costing model based on purchase and design costs. Decision required on purchase.	Beginning September

Tara Harris
Executive Head Community Safety