

Title: Progress Report Design and Purchase of Emergency

Accommodation – Family Unit

Wards Affected: All Wards in Torbay

To: Housing Committee On: 25 June 2018

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1. Key points and Summary

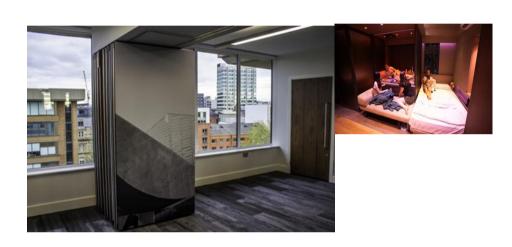
- 1.1 The purpose of this report is to provide an update on the current status of the design and purchase of a 7 unit property in Torbay for the purpose of discharging the local authority's responsibilities into temporary accommodation, as stated in the Housing Act 1996.
- 1.2 The project seeks to purchase 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	February 18
	feed into Housing Specialist	
	Procurement Framework providing	
	illustrative project.	
Initial discussion with	Planning guidance has been sought	May 18
Planning on the	and currently being reviewed with	
designation of the	regards to the flexible elements of	
property	the property and hence clarity pre-	
	accusation i.e. would the flexible	
	delivery classify it as one dwelling.	
Specialist Housing	Framework produced for specialist	February –
Procurement Framework	housing design advice. Bidding	June 18
	instigated via procurement portal.	

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

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

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