

Decision Pathway – Report



PURPOSE: Key decision

MEETING: Cabinet

DATE: 06 June 2023

TITLE	HRA Stock Condition Surveys		
Ward(s)	Citywide		
Author: Sarah Spicer	Job title: Business Innovation Manager		
Cabinet lead: Councillor Tom Renhard, Cabinet Member for Housing Delivery and Homes	Executive Director lead: John Smith, Interim Executive Director Growth and Regeneration		
Proposal origin: Councillor			
Decision maker: Cabinet Member			
Decision forum: Cabinet			
Purpose of Report:			
<ol style="list-style-type: none"> To seek approval to procure services to carry out an enhanced stock condition survey programme on Housing Revenue (HRA) housing stock. 1+1 year contract (one year with option to extend the contract for a second year) for a value of up to £1m per year to complete surveys on 40% of stock per year. Spend to be split across three financial years (2023 – 2026). 			
Evidence Base:			
<ol style="list-style-type: none"> Bristol City Council manages almost 27,000 units of social rented accommodation. We have a rolling programme, aiming to complete 5000 stock condition surveys per year to ensure properties are surveyed every 5 years. Since 2020 our performance levels have been significantly under due to: <ul style="list-style-type: none"> Limitation accessing properties due to Covid-19 restrictions. Difficulties recruiting and retaining staff to complete the work. The information collected at the time of the inspections helps us to forecast, plan and deliver our Housing Investment Plan, shaped to ensure we are compliant with a range of legislation and regulation (Decent Homes Standard, Housing Health and Safety Rating System, The Homes (Fitness for Human Habitation) Act 2018). It also allows us to report day to day repairs and any safeguarding issues to relevant departments. Stock condition surveys are an important tool to identify and resolves issues for individual homes and for predicting future investment needs. By inspecting 40% of stock per year we will be dealing with the backlog of inspections, improving our data and proactively taking action to identify and tackle damp and mould within our stock. We are also ensuring that all homes are comprehensively surveyed, as visits to carry out responsive repairs or maintenance would not involve whole property inspections. We propose completing stock condition surveys on 40% of our housing stock over a 12-month period, to bring the programme back on track. We expect the new programme to commence in Autumn 2023. We plan to: <ul style="list-style-type: none"> Target properties that have either not been surveyed previously, or not for an extended period (5years plus) Procure an external property consultant firm/s to undertake the surveys Secure a 1+1 year contract, to allow the option of extending the contract for a second year subject to satisfactory contractor performance. Performance and delivery will be evaluated at the end of year 1. The aim is to ensure internal capacity and expertise to continue the programme of house condition inspections once the external contract is ended. The cost of surveying 40% of the HRA stock is estimated in the region of £800k-£1m. There is budget provision from the additional 'Investment in communal areas, blocks and estates' provision approved by 			

Cabinet January 2023.

6. Should the decision be taken to extend the contract for a second year, the contract total would be up to the value of £2m.

Cabinet Member / Officer Recommendations:

That Cabinet:

1. Authorises the Executive Director for Growth and Regeneration in consultation with the Cabinet Member for Housing Delivery and Homes to procure and award the contract(s) necessary for the implementation of HRA stock condition surveys for 1 + 1 year at a cost of up to £1m per year, in-line with the procurement routes and maximum budget envelopes outlined in this report.
2. Authorises the Executive Director for Growth and Regeneration to invoke any subsequent extensions/variations specifically defined in the contract(s) being awarded, up to the maximum budget envelope outlined in this report.

Corporate Strategy alignment:

Fair and inclusive: Management of council homes is pivotal in providing residents with safe warm, secure and affordable accommodation

Wellbeing: Additional funding for energy efficiency and reducing carbon emissions supports the city's response to the climate emergency and ambitious carbon reduction targets

City Benefits:

Fourteen percent of housing in Bristol is owned and managed by Bristol City Council, therefore holding comprehensive information regarding the stock condition provides valuable insight and intelligence. Every year tens of millions are invested into maintain and improving council homes (£69.8m in 2023/24). The surveys ensure that investment helps to safeguard the value of HRA assets and positively impact on the well-being of residents.

Consultation Details:

Housing Management Board, 26 Jan 2023. Proposal supported to utilise a percentage of the budget set aside for 'Improving communal areas, blocks and estates' to carry out stock condition surveys as part of a wider action plan to ensure we identify and tackle damp and mould.

Background Documents:

Housing Revenue Account (HRA) Budget Proposals 2023/24 – Cabinet 24 January 2023 ([Public Pack](#)) [Housing Revenue Account \(HRA\) Budget Proposals 2023/24 Agenda Supplement for Cabinet, 24/01/2023 16:00 \(bristol.gov.uk\)](#)

Revenue Cost	Up to the value of £2m over three financial years starting 2023/24 Up to £467k for 2023/24	Source of Revenue Funding	Housing Revenue Account
Capital Cost		Source of Capital Funding	
One off cost <input checked="" type="checkbox"/>	Ongoing cost <input type="checkbox"/>	Saving Proposal <input type="checkbox"/>	Income generation proposal <input type="checkbox"/>

Required information to be completed by Financial/Legal/ICT/ HR partners:

1. Finance Advice:

The report seeks approval to procure services to carry out an enhanced stock condition survey programme on the Council's Housing Revenue Account (HRA) stock. The estimated cost could be in the region of £2 million. The exact timing of the expenditure will be dependent on the final arrangements with the successful company, but it is expected the spending will take place over three financial years, with £267k forecasted in 2023/24.

There is budget provision from the additional 'Investment in communal areas, blocks and estates' funds approved by Cabinet January 2023 which will need to be reallocated to HRA revenue expenditure.

The results of the survey will need to be compared to the spending programme included in the current HRA business plan and an assessment made of how the stock survey expenditure requirements can be delivered.

Finance Business Partner: Archa Campbell, Finance Manager, 4 May 2023		
2. Legal Advice: The procurement process must be conducted in line with the 2015 Procurement Regulations and the Councils own procurement rules. Legal services will advise and assist officers with regard to the conduct of the procurement process and the resulting contractual arrangements.		
Legal Team Leader: Husinara Jones, Team Manager/Solicitor 24 March 2023		
3. Implications on IT: I can see no implications on IT in regard to this activity		
IT Team Leader: Alex Simpson – Senior Solution Architect, 27 Mar 2023		
4. HR Advice: There are no HR implications evident.		
HR Partner: Celia Williams, HR Business Partner, 20 April 2023		
EDM Sign-off	John Smith, Interim Executive Director Growth and Regeneration	05 April 2023
Cabinet Member sign-off	Councillor Tom Renhard, Cabinet Member for Housing Delivery and Homes	11 April 2023
For Key Decisions - Mayor's Office sign-off	Mayor's Office	5 May 2023

Appendix A – Further essential background / detail on the proposal	NO
Appendix B – Details of consultation carried out - internal and external	NO
Appendix C – Summary of any engagement with scrutiny	NO
Appendix D – Risk assessment	NO
Appendix E – Equalities screening / impact assessment of proposal	YES
Appendix F – Eco-impact screening/ impact assessment of proposal	YES
Appendix G – Financial Advice	NO
Appendix H – Legal Advice	NO
Appendix I – Exempt Information	NO
Appendix J – HR advice	NO
Appendix K – ICT	NO
Appendix L – Procurement	NO