



NOTICE OF MEETING

CABINET MEMBER FOR HOUSING AND PREVENTING HOMELESSNESS

THURSDAY, 27 OCTOBER 2022 AT 10.00 AM

COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH

Telephone enquiries to Anna Martyn Tel 023 9283 4870
Email: democratic@portsmouthcc.gov.uk

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

Public health guidance for staff and the public due to Winter coughs, colds and viruses, including Covid-19

- Following the government announcement 'Living with Covid-19' made on 21 February and the end of universal free testing from 1 April, attendees are no longer required to undertake any asymptomatic/ lateral flow test within 48 hours of the meeting; however, we still encourage attendees to follow the public health precautions we have followed over the last two years to protect themselves and others including vaccination and taking a lateral flow test should they wish.
- We strongly recommend that attendees should be double vaccinated and have received any boosters they are eligible for.
- If unwell we encourage you not to attend the meeting but to stay at home. Updated government guidance from 1 April advises people with a respiratory infection, a high temperature and who feel unwell, to stay at home and avoid contact with other people, until they feel well enough to resume normal activities and they no longer have a high temperature. From 1 April, anyone with a positive Covid-19 test result is still being advised to follow this guidance for five days, which is the period when you are most infectious.
- We encourage all attendees to wear a face covering while moving around crowded areas of the Guildhall.
- Although not a legal requirement, attendees are strongly encouraged to keep a social distance and take opportunities to prevent the spread of infection by following the 'hands, face, space' and 'catch it, kill it, bin it' advice that protects us from coughs, colds and winter viruses, including Covid-19.
- Hand sanitiser is provided at the entrance and throughout the Guildhall. All attendees are encouraged to make use of hand sanitiser on entry to the Guildhall.
- Those not participating in the meeting and wish to view proceedings are encouraged to do so remotely via the livestream link.

Membership

Councillor Darren Sanders (Cabinet Member)

(NB This agenda should be retained for future reference with the minutes of this meeting).

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.

A G E N D A

Meeting information: Risk assessment for Council Chamber

- 1 Apologies for absence**
- 2 Declarations of interest**
- 3 Interim Report on Progress of Council Housing Maintenance and Improvements Programme 2022/2023 (Pages 5 - 12)**

Purpose

To update the Cabinet Member on the delivery of the housing maintenance capital programme, the spend against the approved budget and to highlight any future issues.

Members of the public are permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting nor records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.

Whilst every effort will be made to webcast this meeting, should technical or other difficulties occur, the meeting will continue without being webcast via the Council's website.

This meeting is webcast (videoed), viewable via the Council's livestream account at <https://livestream.com/accounts/14063785>

Coronavirus Risk Assessment for the Council Chamber, Guildhall

Date: 1 April 2022 (based on Living safely with respiratory infections, including COVID-19, 1 April 2022)

Review date: Ongoing

Author: Lynda Martin, Corporate Health and Safety Manager, Portsmouth City Council

Coronavirus Risk Assessment for the Council Chamber, Guildhall

Manager's Name and Job Title completing Risk Assessment:	Lynda Martin Corporate Health and Safety Manager	Risk Assessment Dept:	Corporate Services	Date:	1 April 2022	Signature:	
		Location:	Council Chamber, Guildhall				

Hazard	Who could be harmed and how	All controls required	How controls will be checked	Confirmed all in place or further action required
Risk of exposure to Covid-19 virus - Ventilation	Staff, contractors and attendees	<ul style="list-style-type: none"> • There are no longer capacity limits for the Guildhall Chamber. • We encourage all attendees to wear a face covering when moving around crowded areas of the Guildhall and the council chamber. • The mechanical ventilation system works efficiently and the South Special Rooms Supply and Extract fans are fully operational during times when the Council Chamber is in use. • Pedestal fans - positioned in each of the wing areas and along the back wall behind the pillars, maximum speed and modulation setting. 	Staff will ensure ventilation system and fans are operational.	In place
Risk of transmission of virus - Risk mitigation	Staff, contractors and attendees	<p>The Guildhall has the following measures in place:</p> <ul style="list-style-type: none"> • Face Coverings – as per government guidance, we encourage you to continue to wear a face covering whilst in the venue & crowded places especially when walking around the building. • Enhanced Sanitisation & Cleaning – we will carry out enhanced cleaning procedures between meetings and we encourage you to sanitise your hands on entry and regularly throughout your visit at the sanitisation points provided. 	The Guildhall Trust and PCC Facilities Team to implement and monitor.	In place
Risk of transmission of virus - Hygiene and Prevention		<ul style="list-style-type: none"> • Updated government guidance from 1 April advises people with a respiratory infection, a high temperature and who feel unwell, to stay at home and avoid contact with other people, until they feel well enough to resume normal activities and they no longer have a high temperature. From 1 April, anyone with a positive COVID-19 test result is being advised to follow this guidance for five days, which is the period when you are most infectious. • Although not a legal requirement attendees are strongly encouraged to keep a social distance and take opportunities to prevent the spread of infection by following the 'hands, face, space' and 'catch it, kill it, bin it' advice that also protects us from other winter viruses. • Wash hands for 20 seconds using soap and water or hand sanitiser. • Maintain good hygiene particularly when entering or leaving. • Hand sanitiser and wipes will be located in the meeting room. • No refreshments will be provided. Attendees should bring their own water bottles/drinks. • All attendees should bring and use their own pens/stationery. • Attendees are no longer required to undertake an asymptomatic/ lateral flow test within 48 hours of the meeting however we still encourage attendees to follow the Public Health precautions we have followed over the last two years to protect themselves and others including vaccination and taking a lateral flow test should they wish. It is strongly recommended that attendees should be double vaccinated and have received a booster. 	The Guildhall Trust and PCC Facilities Team to implement and monitor.	In place
Financial Risk	Staff, contractors and attendees	<ul style="list-style-type: none"> • The council meeting may need to be cancelled at short notice if the Covid-19 situation changes due to local outbreaks, local sustained community transmission, or a serious and imminent threat to public health. • Technology in place to move to virtual council meeting if required and permitted by legislation. 	Financial commitments minimised wherever possible.	In place

Agenda Item 3



Portsmouth
CITY COUNCIL

THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

Title of meeting:	Cabinet for Housing and Preventing Homelessness
Subject:	Interim Report on Progress of Council Housing Maintenance and Improvements Programme 2022/2023
Date of meeting:	27 th October 2022
Report by:	James Hill - Director for Housing, Neighbourhood and Building Services
Author:	Meredydd Hughes, Assistant Director Building Services
Wards affected:	All Wards

1. Requested by

1.1 The report was requested by the Cabinet Member for Housing and Preventing Homelessness at the Housing and Preventing Homelessness cabinet meeting held on 22nd March 2022.

2. Purpose of Report

2.1 The purpose of this report is to update the cabinet member on the delivery of the housing maintenance capital programme, the spend against the approved budget and to highlight any future issues.

3. Recommendations

3.1 That the Cabinet Member notes the progress of the budget plan and capital spend, especially in the light of the emerging energy situation, cost of living crisis and supply chain issues.

4. Background

4.1 The Council Housing Maintenance and Improvements and Housing IT Business Software 2022/2023 report was presented to the cabinet member for Housing and Preventing Homelessness by Meredydd Hughes, Assistant Director of Building Services on 22nd March 2022.

THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

4.2 Meredydd Hughes introduced the report and talked to the revenue and capital budgets, the allocation of monies to work type and area office location, and highlighted some key work streams, including continued fire safety works and decarbonisation works.

4.3 In response to questions around rising costs the cabinet member agreed that a report on the delivery of the capital programme against the budget approved was brought back to a housing portfolio cabinet during the financial 2022/2023 fiscal year.

5. Actual Progress Against Planned Programme

5.1 HRA Capital Building Projects - summary update as of 30th September 2022

The Building Projects team are working on 42 HRA Capital Building Projects at present. They are broken down as follows:

- 3 projects completed.
- 19 projects on site.
- 3 projects tendered/at tender stage.
- 17 projects being evaluated.
- A further 11 projects are awaiting allocation to a surveyor to be evaluated.

The value of projects that the team is currently working on is £39.4m, and this is made up as follows:

- Value of projects completed, on site or at tender stage is £23.6m, and expenditure against these projects currently totals £8.4m.
- Value of projects being evaluated is £15.8m.

5.2 The Building Projects team have been receiving tenders around 20% to 25% higher than 2019/2020 pre COVID-19 levels; however, this increase has been budgeted for meaning that returned tenders are generally in line with PCC estimates and those approved within the programme.

5.3 The projects currently complete, on site, at tender stage or being evaluated by Building Surveyors are listed in Appendix A and Appendix B. The programme of works is flexible during its life and both Appendices contain new project demands that have arisen during the year and that were unforeseen when the programme was approved in March 2022.

THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

5.4 In addition to Capital Projects other key work streams being undertaken by the team in 2022/2023 include:

- Asbestos Framework - Creation of a consultant framework for the undertaking of asbestos surveys and samples.
- Primary Contractor Framework Void Sub-lot - Creation of a sub-lot on the Primary Contractor Framework to increase capacity and speed when undertaking void refurbishment works.
- Retrofit Pilot Project - A consultant has been appointed to undertake pilot studies to 19no. sites (consisting of 23no. blocks of flats and 17.no houses) to assess the cost and viability of undertake whole property retrofit projects to houses and blocks of flats to reduce energy demand for properties and reduce carbon emissions.

6 Future Budget Pressures and Mitigation Measures

6.1 PCC Building Services officers are reporting that building contracts are expected to increase in cost by a further 10% to 15% through 2022/2023 due to inflation, material supply issues, the cost of living and energy price rises.

6.2 The Royal Institute of Chartered Surveyors (RICS) building cost information service overview have forecast that their 'All-In' Tender Price Index (TPI) predicts a 13% rise in tender costs from quarter 1 of 2022 to quarter 2 of 2023.

6.3 The RICS are also reporting:

- Prices of materials continue to move upwards, with fuel and energy prices having the largest impact. Prices for imported European goods continue to escalate and affect trade pricing.
- Contractors are being more selective in contracts they tender for as the inflation (particularly in relation to fixed price and for long construction programmes) and supply risks continue. This was highlighted by the Building Cost Inflation Service (BCIS) Tender Price Index Panel which reported that it is increasingly difficult to get contractors to tender.
- Contractors are putting more consideration into project complexity, client, procurement, and contract route before agreeing to tender and it is widely reported that it has become harder to get Contractors to carry out projects with a higher risk profile without considerations in respect of risk management and ownership.
- The likely impact of inflation has increased the risks facing clients in terms of delivering against the financial budget for 2023/2024, as well as managing the effect of increased costs in future years.

THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

6.4 The BCIS also report that to mitigate and share the risk when tendering clients could consider:

- Fluctuating price contracts.
- Allow for reimbursement if inflation differs from expectations at the time of tender. Depending on the Client and type of work this additional cost or risk could be shared between Client and Contractor.
- Pay for pre-ordered materials.
- Consider the sourcing of materials in the specification.
- Reduce the tendering period as Contractors and Sub-contractors will not hold tenders for any length of time.
- Extend contract periods to allow for delays in supply

6.5 Officers will continue to monitor tender returns closely so as to consider any or all of the above in future procurement strategies.

6.6 At a local level PCC's Core Group of repairs and maintenance contractors are still reporting difficulties in recruiting new and retaining existing operatives to undertake repairs, voids and project works.

6.7 Although the attrition rate of technical and supervisory staff losses is starting to slow, the continued high demand of construction work caused by Brexit, Building Safety fund works, zero carbon/de-carbonisation projects and the backlog of repair work arising out of the pandemic for neighbouring social housing landlords have continued to cause major supply and demand pressures in a shrinking labour pool.

6.8 All the Core Group contractors have implemented recent pay and conditions reviews, including paying staff the "real living wage" in an attempt to attract new and retain existing staff. However, competition in the market is very fierce with many client organisations and contractors paying significantly above market pay levels for short term project work and/or high-level recruitment/retention bonuses.

6.9 Materials availability is still sporadic and quoted delivery dates continue to be unreliable. Any form of steelwork and quantities of bricks are on very long lead times and careful consideration over programme planning or actual project delivery need to be implemented.

6.10 Any imported products or replacement parts are also subject to significant delays and increased costs due to the falling value of the pound.

6.11 Officers from PCC met with their counterparts from local housing associations on 7th October 2022 as part of their regular repairs and maintenance sub-group

THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

meetings. The delivery of repairs and maintenance works, material supply chain delays and the challenges associated with the recruitment and retention of operatives were some of the key items on the agenda discussed and highlighted the shared issues being faced by the industry.

.....
Signed by James Hill - Director of Housing, Neighbourhood and Building Services

Appendices:

Appendix A - Building Projects Tracker Complete/On Site/Tender

Appendix B - Projects being evaluated

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
Council Housing Maintenance and Improvements and Housing IT Business Software 2022/2023	Report - Council Housing Maintenance and Improvement and Housing IT Software 2022-2023 Final

THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

Appendix A - Building Projects Tracker Complete/On Site/Tender

Project	Status	Contract Value
3 Sultan Road*	Complete	£39,760
Somers Road	Complete	£371,163
Thorowgood House - Fire Doors	Complete	£76,063
St Nicholas Flats	On Site	£100,242
Dunsmore Close - Ph2	On Site	£1,791,704
Avocet House	On Site	£348,958
Ladywood & Handsworth, Sarah Robinson House, Grafton Street & Estella Road, Wingfield Street, Westminster Places & Hawthorn Crescent - BSF	On Site	£2,359,613
Somerstown Acquired House Site 1	On Site	£709,908
Wimpey Courts Decoration	On Site	£4,044,792
West Leigh	On Site	£3,728,705
Soberton Road - Fire Safety	On Site	£1,086,020
Tweed Court Roof	On Site	£764,157
London Road	On Site	£206,122
Soberton Road - Structural	On Site	£99,611
Hawthorn Crescent Ph1	On Site	£905,286
Hale Court - Fire Doors	On Site	£526,741
Ladywood House - Sprinklers	On Site	£826,629
Grafton Street - Fire Damage*	On Site	£275,000
Escur & The Ridings	On Site	£314,969
Lyndhurst House*	On Site	£5,999
Cheeryble House & Weller House	On Site	£435,937
24 Maralyn Avenue - DFG Extension*	On Site	£143,255
Buckland Acquired House Site 1	Tendered	£683,459
Louis Flagg - Pilot	Tendered	£82,500
Horndean House / The Quad	Tender	£3,700,000
TOTAL		£23,626,608

*additional projects that were not included within the HRA 2022/2023 Budget Book

THIS ITEM IS FOR INFORMATION ONLY

(Please note that "Information Only" reports do not require Integrated Impact Assessments, Legal or Finance Comments as no decision is being taken)

Appendix B - Projects being evaluated

Project	Status	Budget Estimate
Wecock Farm Roofs	Evaluation	£800,000
3A Nutbourne Road - DFG Extension*	Evaluation	£150,000
184a Northern Parade	Evaluation	£180,000
Somerstown Acquired House Site 2	Evaluation	£700,000
Kilmiston Close	Evaluation	£950,000
Seymour Close Site	Evaluation	£2,100,000
Lennox Road North	Evaluation	£240,000
Kingsley Road / Godiva Lawn	Evaluation	£175,00
Stratfield Gardens	Evaluation	£125,000
Landport - Acquired House Site 1	Evaluation	£700,000
High Rise Void Flats*	Evaluation	£200,000
7 Blossom Square*	Evaluation	£150,000
Chedworth Crescent - Fire Damage*	Evaluation	£200,000
125 Whale Island Way*	Evaluation	£150,000
Handsworth House - Sprinklers/Fire Doors	Evaluation	£2,000,000
Copperfield & Pickwick House - Sprinklers/Fire Doors	Evaluation	£3,500,000
Sarah Robinson/Millgate House - Sprinklers/Fire Doors	Evaluation	£3,500,000
TOTAL		£15,820,000

*additional projects that were not included within the HRA 2022/2023 Budget Book

This page is intentionally left blank