

Meeting of:	Cabinet
Date of Meeting:	Thursday, 10 April 2025
Relevant Scrutiny Committee:	Homes and Safe Communities
Report Title:	Framework Agreement for Disability Adaptation Contractors
Purpose of Report:	To seek authority from Cabinet to appoint contractors to a framework agreement for the delivery of disability adaptation works.
Report Owner:	Deputy Leader and Cabinet Member for Sustainable Places
Responsible Officer:	Director of Place
Elected Member and Officer Consultation:	<p>Director of Social Services</p> <p>Director of Neighbourhood and Housing</p> <p>Head of Adult Services and Vale Alliance</p> <p>Head of Housing and Building Services</p> <p>Operational Manager – Accountancy</p> <p>Legal – Committee Reports</p>
Policy Framework:	This report is a matter for Executive decision by Cabinet
<p>Executive Summary:</p> <ul style="list-style-type: none"> • This report seeks approval from Cabinet to appoint contractors to a framework agreement for the delivery of disability adaptation works. • The Council intends to appoint four (4) suppliers and two (2) reserve suppliers to a new framework for disability adaptations. • The Council estimated an annual expenditure of between £1.6 and £1.8 million during the operation of this framework (£6.830m across 4 years). • A procurement exercise has been carried out in full compliance with the requirements outlined in the Public Contracts Regulations 2015 and as specified in the Invitation to Tender (ITT) document. An open procedure was adopted, which included a comprehensive evaluation of supplier businesses and their tender responses. 	

Recommendation

1. That Cabinet note the contents of the report, with a view to taking decisions on the award of the contract detailed within the Part II report later on this agenda.

Reason for Recommendation

1. To advise of the current position with this particular contract.

1. Background

- 1.1 The Vale of Glamorgan has approximately 58,000 dwellings. Of these, 51,000 are privately owned. Of these privately owned dwellings, 11% are privately rented. Much of the private housing stock can be considered to be relatively young, with nearly half of the stock constructed since 1964. The older, pre-1919 stock represents 29% of the private sector housing stock.
- 1.2 In October 2023, the Council approved a new Independent Living Policy. The policy outlines the Vale of Glamorgan Council's strategy to facilitate adaptation provisions that preserve individuals' independence in their homes, particularly those in need of assistance. The policy offers a number of products to residents.
- 1.3 A Disabled Facilities Grant (DFG) and a Discretionary Adaptation Grant (DAG) are available to assist eligible people to adapt their homes in the Vale of Glamorgan. It is subject to person and property eligibility which is assessed by the Council.
- 1.4 The properties included in the Framework will be privately owned or rented or occupied by the Council Tenants.
- 1.5 After Occupational Therapist assessment, the Council's Disabled Facilities Team will consider if the property can be reasonably and practically adapted and will, where appropriate, develop a schedule of works and associated plans.
- 1.6 In addition to the above, this framework may be used by the Council's, Council Housing Adaptations Team (CHAT) to support the delivery of adaptations within its council housing stock for tenants identified as requiring support to continue living independently.
- 1.7 The Council has approximately 4,000 properties within its portfolio and the successful contractor(s) will be engaged by the Housing and Building Services Adaptations Team to deliver adaptations.
- 1.8 The Council's Disability Facilities Grants team currently sits within the Council's Place Directorate but is being moved to the Social Services Directorate at the start of the 2025/26 financial year. This follows discussions between three directorates around the creation of a more joined up independent living service.

This move will see the Occupational Therapy Department and the DFG team brought together under one team.

- 1.9** The joint tendering exercise between housing and regeneration has been underway for several months, supported by Ardal. It will see the same framework of adaptations contractors being used by two different directorates for the first time.

2. Key Issues for Consideration

- 2.1** It is proposed to appoint four (4) suppliers and two (2) reserve suppliers to the framework who will be offered work on a rotational approach.
- 2.2** It is estimated that annual expenditure will be up to £1.83 million during the operation of this framework (£7.3m across 4 years).
- 2.3** The Council's Disabled Facilities Grants Team anticipates an annual expenditure of up to £1.35 million during the operation of this framework.
- 2.4** The Council Housing Adaptations Team anticipates an annual expenditure of up to £480k during the operation of this framework.
- 2.5** The evaluation of Quality Question responses was conducted in accordance with the scoring methodology set out in the Invitation to Tender (ITT). Conflicts of Interest Forms were completed and signed by each evaluator, with no issues reported.
- 2.6** Each bidder was assessed based on their responses to the following key areas:
- Contract Implementation
 - Subcontracting
 - Community Benefits
 - Management Reporting and Performance Management
 - Health & Safety
 - Customer Service
- 2.7** A consensus meeting was held on Friday 28th February, 2025, during which evaluators reviewed and discussed their individual assessments. A formal record of the meeting was maintained to document feedback, adjustments, and the agreement of final scores. Evaluators acknowledged and validated each assessment, ensuring alignment with the scoring methodology, and either confirmed the original scores or proposed adjustments based on collective agreement.

3. How do proposals evidence the Five Ways of Working and contribute to our Well-being Objectives?

- 3.1 Prevention** - By adapting homes, the framework helps prevent falls, injuries, and hospital admissions, reducing pressure on NHS and social care services.
- 3.2 Long term** - The framework supports sustainable independent living by ensuring homes are adapted for long-term accessibility, reducing the need for residential care.
- 3.3 Prevention** - The move to integrate the Disabled Facilities Grant team with Social Services ensures a more proactive and preventative approach to independent living.
- 3.4 Integration** - The framework links housing, social care, and health services, ensuring a joined-up approach to delivering adaptations. The joint tendering exercise between directorates supports cross-departmental collaboration, making processes more efficient.
- 3.5** Contractors will work closely with multiple council teams to streamline adaptation delivery.
- 3.6 Involvement** - The framework directly benefits disabled residents and older people, ensuring their needs are met through assessments by Occupational Therapists and engagement with service users.
- 3.7** The use of customer service evaluation in contractor selection ensures service users' experiences are considered in the decision-making process.
- 3.8** The framework supports the Council's well-being objectives by enabling independent living, reducing pressure on social care, and supporting local businesses through contractor opportunities. It improves accessibility, helps residents remain in work and education, and fosters cross-departmental collaboration.

4. Climate Change and Nature Implications

- 4.1** The framework has potential climate and nature implications, particularly in carbon emissions from construction, waste management, and impacts on green spaces. Ensuring energy-efficient adaptations, sustainable materials, and responsible waste disposal would align the project with the Council's net-zero and environmental goals. Contractors should also consider biodiversity impacts in external works and adopt low-carbon practices where possible.

5. Resources and Legal Considerations

Financial

- 5.1** Funding for adaptations comes from a number of sources, including Welsh Government, the Council's Capital budget, and the Housing Department.

- 5.2** Statutory DFG grants and non-statutory DAG grants are delivered in line with the Council's Independent living Policy.

Employment

- 5.3** There are no employment considerations for the Council. Staff employed to deliver the service across two teams will liaise with appointed contractors to deliver adaptations.

Legal (Including Equalities)

- 5.4** All works will be carried out in accordance with Building Regulations, and the Construction Design and Management Regulation 2015.
- 5.5** There will be a requirement to enter into a contract for the provision of the services within the framework in accordance with the Public Contract Regulations 2015.

6. Background Papers

None.