

Delegated Decisions - 19 March 2024

LINFORD WOOD PLACE - APPROVAL TO TENDER FOR DESIGN AND CONVERSION WORKS VIA A NATIONAL PROCUREMENT FRAMEWORK

Name of Cabinet Member	Councillor Lauren Townsend Cabinet member for Resources
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Exempt / confidential / not for publication	No
Council Plan reference	Council Plan Priority Item 61 – to build a new integrated care hub to
Wards affected	Stantonbury Ward

Executive summary

This report is seeking approval to commence the procurement process using the Pagabo National Refit and Refurbishment Framework for the design and conversion of Linford Wood Place. The procurement process will involve a two-stage competition within Lot 4, for which there are eight approved contractors.

1. Proposed Decision(s)

1.1 That approval to commence the procurement process for the design and conversion of Linford Wood Place, using the PAGABO National Refit and Refurbishment Framework be granted.

2. Reasons for the decision?

2.1 The purchase of Avalon House at Linford Wood (renamed as Linford Wood Place) was approved via Delegated Decision on 26 September 2023. The proposal is to convert the existing office space to provide modern facilities for adult day services and short breaks for those with profound disabilities and their families, addressing Council Plan priority 61.

2.2 Subsequent to the decision to purchase the building, the full business case for the future use of the building, and the associated capital cost is being developed to determine the capital and revenue implications of the project.

2.3 A further decision will be required in relation to the resource allocation, approval of the business case, and to award the contract. It is proposed that we commence the procurement process to deliver more cost certainty at an early stage of the project.

3. Background to the decision

3.1 Following a review of Adult's Services assets as part of the Asset Rationalisation Programme (ARP), CLT approved the preparation of a case for the co-location of the Adult's Day Centre sites at Mathieson Road, Whaddon Way and Tower Drive with the Short Breaks Service. The closing and future combining of the 3 sites may yield revenue savings and generate capital receipts, helping to relieve pressures in the service area from a property perspective in terms of ongoing maintenance costs. The business case which is currently nearing completion will set out the initial phase of revenue and capital savings and expenditure needed from a service and property perspective.

3.2 On 26 September 2023 a Delegated Decision was taken to acquire the property at Linford Wood. The proposal addressed Council Plan priority 61 to build a new integrated care hub to provide modern facilities for adult day services and short breaks for those with profound disabilities and their families. This decision was exempt due to the commercial nature of the acquisition. Once adapted, the new facility will provide additional capacity and bring together day services currently being delivered from Whaddon Way in Bletchley, Tower Drive Day Centre in Neath Hill and overnight services delivered from Mathieson Road Short Breaks Centre. The current city-wide laundry service based on the Neath Hill Day Centre site will also relocate to this site. The building is in a centrally located area in Milton Keynes, with a good level of existing parking provision, with easy access from Civic.

3.3 The property will be called Linford Wood Place.

3.4 The building's layout and size are suitable for conversion and adaptation. Following further investigations, it is necessary to upgrade the existing building to meet current Building Regulations. The building is in a centrally located area in Milton Keynes, with a good level of existing parking provision, with easy access from Civic.

3.5 The conversion of Linford Wood Place would mean day and overnight services could be offered from the same location and would enable the Council to offer longer periods of care which blend day services and overnight stays rather than them being separate. This will provide an opportunity to consider creating a single care team, which will be more resilient and should offer advantages in terms of training and the development of specialisms. Improved facilities would also likely have a positive impact on recruitment and retention. Staff consultation will be carried out to help inform these proposals in the summer 2023.

- 3.6 The draft Business Case has also identified the opportunity to include Children’s Respite Care at Linford Wood Place, and this would provide further opportunities to rationalise the Children’s Services estate in the future.

4. Implications of the decision

Financial	Y	Human rights, equalities, diversity	Y
Legal	N	Policies or Council Plan	N
Communication	N	Procurement	Y
Energy Efficiency	Y	Subsidy	N
Workforce	Y	Other	N

a) Financial implications

The total existing capital budget is £6.218m which include the acquisition costs. This is made up from a combination of non-ring-fenced social care grant, health reserves and developer contributions. The property has been purchased from this budget, leaving a balance of £1.96m. This budget is also subject to the realisation of capital receipts on Whaddon Way and Tower Drive.

This is interim holding costs (e.g. NNDR from January 2024) and the delivery of the enabling activities for the project, such as planning change of use application (around £40k) to finalise the business case will be considered as part of the final business case.

b) Legal implications

This report seeks approval to use the Pagabo Refit and Refurbishment Framework to appoint a supplier to undertake the design and conversion of Linford Wood Place.

Use of Frameworks is a recognised route to market.

The PAGABO framework has been set up following a procurement process and is open for use by all public bodies in the UK. The Council can therefore use it to procure construction works as requested. To remain compliant with procurement law, the procurement and any contracts awarded pursuant to the procurement need to adhere to the terms of the framework, and the rules relating to transparency, fairness and equal treatment of bidders.

c) Other implications

i) Planning Permission.

The scheme will require a change of use application to convert the existing office into the proposed care facility. Work is underway to make the application, in consultation with planning colleagues.

ii) Energy Efficiency.

As the change of use also applies to Building Regulations, the conversion scheme will bring about specific improvements under Part L (Conservation of fuel & power) as well as compliance with all other applicable elements of the Building Regulations.

iii) Property.

The completion of this project will enable the proposed refurbishment of Whaddon Way Day Centre (separate project) for use by Children's Services. It also has a financial impact in terms of additional business rates which are not allowed for whilst the building sits as a void, all which will impact the ARP projected savings.

iv) Communications.

Clear and timely communications with Councillors, Parish Councillors, service users and staff will be a priority. A Communications Plan for the scheme has been developed as part of the START document approval process and will be monitored and updated at regular intervals throughout the delivery of the scheme.

5. Alternatives Considered

Option 1 – New build facility

- 5.1 A feasibility was undertaken on a potential site that might have been suitable for building the facility from new. The feasibility cost plan indicated costs of circa £16m (inc all client fees and contingency) which were in part down to some of the constraints of the site, current inflationary factors, and material costs. This option was ruled out as it was unaffordable.

Option 2 – Expand existing

- 5.2 Only two of the existing sites are owned by the Council. Mathieson Road (short breaks respite) is leased to the Council from the NHS. There is not enough space at the two remaining sites to bring these services together.

Option 3 – Do nothing

- 5.3 To continue to deliver the current services from the existing locations has been ruled out as part of the ARP review, which has highlighted ongoing maintenance costs and the challenges around delivering the service from ageing buildings that are no longer fit for purpose. The delivery of the scheme is also a Council Plan item.

6. Timetable for implementation

- 6.1 Key Dates:

Date	Activity
April to May 2024	Issue tenders
April 2024	Finalise initial Business Case
June 2024	Evaluate tenders
June 2024	Further Decision to award contract and approve the Business Case
July 2024	Award Design contract
August 2024 to September 2024	Detailed design works and conversion costs confirmed
September 2024	Award Conversion contract
October 2024	Commence works on site
March/April 2025	estimated completion (subject to confirmation of contactors programme)

List of Annexes

None

List of background papers

[Delegated decisions 26 September 2023](#)