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Subject: Key Safe and Suited Lock Report

Report to: Policy and Resources and Committee 1st December 2020

Report by: Sue Lake, Tenancy Team Manager

SUBJECT MATTER

This report considers works required to upgrade the Council's Sheltered Housing offer to promote independence through providing key safes and suited locks for all residents.

RECOMMENDATION

That Committee:

Agree and approve the cost of the works to install Key Safes to all sheltered housing properties and complete the installation of suited locks in sheltered housing schemes at a cost of £168,577.

1. Introduction

- 1.1** The Council has a portfolio of 945 sheltered housing properties located throughout the borough. These are home to some of our most vulnerable and frail tenants in our housing stock. Residents are supported by our Tenancy Support Officer Team to sustain their tenancy, maintain wellbeing and independence.

2 Key Safes

- 2.1** Within our sheltered housing stock key safes are primarily used to support our vulnerable tenants by allowing quick and easy access for family, carers and emergency services, and are a control factor to maximise wellbeing and minimise health and safety risk. In addition, the installation of key safes is a property asset investment. Easy access reduces the necessity of forced access by contractors in times of an emergency and raises the standard and profile of our properties when we are re-letting to new tenants
- 2.2** Resident's or their families have purchased and installed a range of key safes outside the entrance to their sheltered homes. The makes and models of these vary. Our goal is to support the independence of tenants in their homes and we would like to provide consistency and quality, ensuring our tenants have the same type of high security key safe installed by a professional fitter.

2.3 Current key safe status

Of our 945 sheltered properties, we have 367 recorded as having a key safe fitted but we do not have an account of the make and model of each key safe. To fully understand this data an assessment of all properties would be required which is difficult to achieve in this COVID 19 pandemic without causing undue stress to our sheltered residents. The information we currently hold suggests approximately 12% of sheltered housing properties have already been supplied and fitted with a high security Supra c500 key safe. It is proposed that the assessment would be part of the initial project delivery supported by explanation to each household, to substantiate this estimate.

2.5 Key safe proposal costs

To ensure we support resident's independence in their homes we this report proposes a programme of:

- Installing a Supra C500 police accredited key safe to all sheltered housing properties that do not have an existing key safe
- Replacing other specification key safes at sheltered properties with a Supra C500 police accredited key safe

We do not have accurate data regarding the type of keys safes existing on our sheltered housing homes, therefore the proposed cost for the potential installation of 825 key safes (945 minus 12%) is:

$$825 \times £59.94 = £49,450$$

plus, a labour charge of £30 per hour. Two key safes can be fitted in an hour therefore:
 $825 / 2 = 412.50 \times £30 \text{ per hour} = £12,375$

$$£49,450.50 + £12,375.00 = \textbf{£61,825}$$

This cost could potentially reduce once assessment of current key safes is completed, and accurate data is held.

3 Suited lock systems

3.1 A suited lock system allows a tenant, family member and/or landlord to control access to front/back doors using the same lock through one key. The locks are supported by an Erica chain that enables the tenant to open the locked door through a push button on the inside. The suited lock key also opens the Erica chain from the outside preventing forced entry. Of the 945 sheltered housing properties we own and manage a previous property improvement programme delivered in 2011 as part of a window/door upgrade scheme resulted in a suited key lock system being installed in 666 properties. However, 279 properties remaining are without a suited lock system. They were not included as they had previously had their doors/windows changed from wood to UPVC before the suited lock programme was considered.

3.2 Suited lock proposal

To support our tenants in their home to live independently this report proposes the installation of suited locks in the remaining 279 sheltered housing homes. Having a suited lock, along with allowing easy and multiple access for individuals who require it, provides advantages for property asset provision. When a property becomes empty which has a suited lock there is no requirement for a lock change, as the suited lock barrel can be 'swapped' with a spare barrel. This ensures the lock is different for the next tenant but removes any cost implication.

The cost of installation of 279 suited locks and 21 spares (one for each complex) for void rotation is:

Cost per lock of £150.02 x 2 per property = £300.04 plus labour cost of £60.00 = £360.04

279 x £360.04 (£100,451.16) + 21 x 300.04 (£6,300.84)

= £106,752

4.1 Financial/Risk implications

4.1 There is no specific budget for the installation and replacement of existing key safes or proposed installation of suited locks. The cost of the required installations would therefore need to be met from the HRA Capital Repairs Fund and delivered as a stock investment improvement.

4.2 The overall financial requirements are as follows:

	Supra C500 Key Safe	Suited Lock
Cost	£59.94	£150.02
Labour	£15.00	30.00
Total Cost per Key Safe/Suited Lock	£74.94	£180.02
Number Required	825	558
Spares (Excluding Labour)	0	42
Total Cost	£61,825.50	£106,752.00

4.3 The Council will work with all tenants to ensure the key safes and where required the new suited locks are installed in a Covid safe way. Communication in advance of works will ensure tenants are aware why works are required which will reduce the risk of refusals of works which are being undertaken to support the independence and wellbeing of tenants.

5. Conclusion

5.1 This paper seeks £168,577 to install a robust key safe and a suited locking system to all sheltered housing properties that we own and manage. It will enable tenants to sustain

their independence for longer and support their wellbeing. Our properties will be of a higher specification and standard, and ultimately this investment will deliver significant welfare benefits.

Areas of consideration: e.g. does this report raise any of the following issues and if so how have these been considered/mitigated against?

Area for consideration	Comment
Monitoring Officer Consultation:	Through ELT
Section 151 Officer Consultation:	Through ELT
Existing Council Policies:	N/A
Financial Implications (including VAT and tax):	Included in section 3
Legal Implications (including human rights):	
Risk Implications:	Included in section 2.6 and 3.2
Equality Issues/EQIA assessment:	The proposed work will meet the needs of a range of different types of households and the needs of those with protected characteristics.
Crime & Disorder:	This paper proposes the standardisation of security measures across all sheltered housing stock
Every Child Matters:	None