Report to	**Cabinet**	**Item**
Date	12 June 2019	
Report of	Director of neighbourhoods	10
Subject	The award of a contract for external repair and decoration works for housing properties 2019-20	

KEY DECISION

Purpose

To seek approval to delegate authority to award a contract for external repair and decoration works to housing properties.

Recommendation

To delegate authority to the director of neighbourhoods, in consultation with the deputy leader and cabinet member for social housing, to award a contract to the best value supplier for external repairs and painting as tendered using a Eastern Procurement Limited (EPL) framework for 2019-20.

Corporate and service priorities

The report helps to meet the corporate priority great neighbourhoods, housing and environment

Financial implications

The financial consequences of this report is the award of a contract for external repairs and decoration for the council's housing stock to the value of £520,000.00 for the 2019-20 financial year.

An initial £180,000 spend within the current framework has already been approved by the head of neighbourhood housing.

The award will be met from approved budgetary provision within the 2019-20 housing revenue account.

Ward/s: All Wards

Cabinet member: Councillor Harris – Deputy Leader and cabinet member for Social Housing

Contact officers

Lee Robson, head of neighbourhood housing 01603 212939

John Hodson, housing operations manager, NPS Norwich 01603 227911

Background documents

None

Report

1. In order for the council to provide good well-maintained properties, a programme of external repairs and painting was adopted on a five-year cycle commencing 1 April 2013. However the full cycle of works was not achieved over the 5 years of the programme due to time and budget constraints in this budget. An additional year and budget was therefore allocated for the 2018/19 financial year to achieve the full cycle of external decorating identified within the original five year cycle.

2. Within the 2013-18 programme and subsequent additional works undertaken in 2018/19 much of the councils housing stock have already received programmed upgrades to many external items such as doors and windows.

3. However, this still leaves some housing stock that has a need for these upgrades. This is either because the works are outstanding within the programme; or where tenants have previously been offered upgrades but refused; or where some stock requires painting and maintenance to external masonry and internal communal areas.

4. The council's obligation remains to keep and maintain the above-specified areas in a good and well-maintained condition.

5. The budget for this financial year's work is allocated within the HRA revenue programme for 2019-20.

6. The procurement team, together with NPS Norwich have identified that the administrative costs of tendering for the works directly would exceed the cost with no additional benefits from utilising an existing framework. Due to the timescales and nature of the requirement, a framework is recommended as it is quick and easy to use and is compliant to EU and Public Contract Regulations.

7. Eastern Procurement Ltd (EPL) established a framework for cyclical decorations, OJEU reference 2014/S 062-104483, which includes Lot 3: planned internal and external decorations. This framework runs until 01 July 2019. Norwich City Council can utilise this framework under the partnering agreement that is in place. This framework allows direct award to a single supplier.

8. Eastern Procurement Ltd (EPL) is currently undertaking a tender exercise to select a supplier on their priced framework contract. However as there has been a delay in the leaseholder consultation process an award to has not been made and the winning supplier as yet is unknown.

9. To complete the program of works this year a delegation to award is sought to ensure that as soon as a supplier has been appointed to the framework an award of contract and mobilisation can commence with immediate effect.

10. To meet the second year of the additional works in the second five year cycle for this financial year, 19/20, a further award is £520,000.00 is required.

11. No guarantee of volumes or spend will be provided to the contractor and any expenditure in this financial year 2019-20 will not exceed the approved budgetary provision and if further spend is required, cabinet approval will be sought.

Integrated impact assessment

NORWICH City Council

The IIA should assess **the impact of the recommendation** being made by the report
Detailed guidance to help with completing the assessment can be found here. Delete this row after completion

Report author to complete	
Committee:	Cabinet
Committee date:	12 June 2019
Head of service:	Lee Robson
Report subject:	Procurement of contract for housing External repairs & external painting
Date assessed:	28th May 2019
Description:	The award of a contract for external repair and decoration works for housing properties 2019-20

	Impact			
Economic (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Finance (value for money)	☐	☒	☐	The new framework agreement currently being tendered, should produce long term stable cost over the next 4 year term.
Other departments and services e.g. office facilities, customer contact	☒	☐	☐	
ICT services	☒	☐	☐	
Economic development	☒	☐	☐	
Financial inclusion	☒	☐	☐	
Social (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Safeguarding children and adults	☒	☐	☐	
S17 crime and disorder act 1998	☒	☐	☐	
Human Rights Act 1998	☒	☐	☐	
Health and well being	☒	☐	☐	
Equality and diversity (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Relations between groups (cohesion)	☒	☐	☐	

	Impact			
Eliminating discrimination & harassment	☒	☐	☐	
Advancing equality of opportunity	☒	☐	☐	
Environmental (please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**
Transportation	☒	☐	☐	
Natural and built environment	☐	☒	☐	External repairs & decoration helps to maintain the council's housing stock, and improves the aesthetic appearance.
Waste minimisation & resource use	☐	☒	☐	Suppliers appointed to the framework recycle the vast majority of waste material
Pollution	☒	☐	☐	
Sustainable procurement	☒	☐	☐	
Energy and climate change	☒	☐	☐	
(Please add an 'x' as appropriate)	**Neutral**	**Positive**	**Negative**	**Comments**

	Impact			
Risk management	☒	☐	☐	1. Risk of challenge from unsuccessful suppliers: The tender has followed a restricted process carried out by EPL with input from officers in terms of evaluation etc, with award criteria being based on the most economically advantageous tender, but there is always a risk of challenge from unsuccessful suppliers. 2. Risk of supplier failure: There is a risk that the appointed supplier could fail during the life of the contract. This is low risk as a number of suppliers have been appointed to the framework providing some cover should a supplier fail. In addition the Council is not investing in the supplier and so the risk is one of service continuity rather than financial, which is further mitigated by the fact that this contract is planned in nature.

Recommendations from impact assessment
Positive
Negative
Neutral
Issues