

Report to Cabinet
12 February 2019
Report of Head of neighbourhood housing services
Subject To award a contract for structural repairs at Heathgate

Item

14

KEY DECISION

Purpose

To advise cabinet of the procurement process for a housing structural repairs contract and to seek approval for delegated authority to award the contract.

Recommendation

To delegate authority to award the contract for structural repairs subject to the completion of the procurement and tender evaluation processes to the director of people and neighbourhoods in consultation with the deputy leader and cabinet member for social housing.

Corporate and service priorities

The report helps to meet the corporate priority a healthy city with good housing

Financial implications

The financial consequence of this report is the award of a contract for a housing structural repairs with an estimated cost of £800,000. This has been included in the HRA Capital programme 2020/2021.

Ward/s: Crome

Cabinet member: Councillor Harris - Deputy leader and social housing

Contact officers

Lee Robson, head of neighbourhood housing 01603 212939

Neil Watts, Major Works and Services Manager NPS 01603 227172
Norwich Ltd

Background documents

None

Report

Background

1. The Council has a programme of structural repairs and improvements deemed necessary in order to ensure the housing stock remains in a good state of repair, and tenants have quality homes to live in. The contract covered in this report forms a part of this programme of works. A total of 41 flats will benefit from the repairs, situated in blocks A, B & D at Heathgate.
2. The scope of the contract includes repairs to concrete communal walkways and individual balconies, concrete repairs to stairs, deck membrane works, new balcony guard rails and brickwork repairs.
3. The deck membranes protect the concrete decks from water ingress significantly reducing the likelihood of further corrosion of the steel reinforcement and subsequent deterioration of the concrete.
4. These works will extend the life expectancy of the structural elements. The specialist systems come with warranties for materials and workmanship of 10 years for concrete repairs and 15 years for the waterproof slip resistant deck membrane systems.

Procurement Process

5. The opportunity was advertised on the council's e-procurement portal and Contracts Finder on 17 December 2019. There were 25 expressions of interest and seven tenders returned on 24 January 2020, following tenderers request for an extension to the tender period.
6. Suppliers were asked to submit details of their organisation in terms of finance, contractual matters, insurances, quality assurance, environmental standards, health and safety, equality and diversity credentials, references and previous experience. These aspects were evaluated to ensure that suppliers met the Council's basic requirements.
7. At the same time, suppliers were asked to submit details in the form of method statements proposing how they would meet the requirement for the work package and the price that they would charge to carry out this work. These method statements are being evaluated to ensure that the supplier had met the Council's basic requirements.

Recommendation

8. Cabinet is requested to delegate authority to award the contract to the most competitive tenderer capable of undertaking the works following the completion of the tender evaluation process to the director of people and neighbourhoods in consultation with the deputy leader and cabinet member for social housing. The delegation is necessary as final approval is not anticipated until late February.

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 the completion of the assessment can be found [here](#). Delete this row after completion

Report author to complete

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|-----------------------------------|--|
| Committee: | Cabinet |
| Committee date: | 12 th February 2020 |
| Director / Head of service | Lee Robson |
| Report subject: | To award a contract for structural repairs at Blocks A, B and D, Heathgate |
| Date assessed: | 30 January 2020 |

| | | | | |
|---|-------------------------------------|-------------------------------------|--------------------------|--|
| | Impact | | | |
| Economic (please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
| Finance (value for money) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Open tendering ensures that best value is achieved |
| Other departments and services e.g. office facilities, customer contact | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| ICT services | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Economic development | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Financial inclusion | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | | | | |
| Social (please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
| Safeguarding children and adults | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| <u>S17 crime and disorder act 1998</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Human Rights Act 1998 | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Health and well being | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
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|--|-------------------------------------|-------------------------------------|--------------------------|--|
| | Impact | | | |
| Equality and diversity (please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
| Relations between groups (cohesion) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Eliminating discrimination & harassment | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Advancing equality of opportunity | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | | | | |
| Environmental (please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |
| Transportation | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Natural and built environment | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | The works will extend the life expectancy of the built environment |
| Waste minimisation & resource use | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Pollution | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Sustainable procurement | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Energy and climate change | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | | | | |
| (Please add an 'x' as appropriate) | Neutral | Positive | Negative | Comments |

| | Impact | | | |
|------------------------|--------------------------|--------------------------|-------------------------------------|---|
| Risk management | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | There is a low risk that the appointed supplier could fail during the life of the contract. There is little risk to the council, as it is not investing in the supplier. The risk is one of service continuity rather than financial which is further mitigated by the fact that the contract is planned in nature. |

| Recommendations from impact assessment | |
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| Positive | |
| | |
| Negative | |
| | |
| Neutral | |
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| Issues | |
| | |