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| **Report to** | Cabinet | **Item** |
| | 10 June 2020 | |
| **Report of** | Head of neighbourhood housing services | 15 |
| **Subject** | Award of contract for concrete repairs to stairs and communal walkways at St Leonards Road, Providence Place, Orchard Street, Lothian Street, Goldwell Road, Victoria Street and Gilman Road | |

**KEY DECISION**

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## Purpose

To seek approval to delegate authority to award a contract for concrete repairs to stairs and communal walkways at St Leonards Road, Providence Place, Orchard Street, Lothian Street, Goldwell Road, Victoria Street and Gilman Road.

## Recommendation

To delegate authority to award the contract for structural repairs 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 of great neighbourhoods, housing and environment

## Financial implications

The financial consequence of this report is the award of a contract for housing structural repairs at low-rise flats at St Leonards Road, Providence Place, Orchard Street, Gilman Road, Goldwell Road, Victoria Street and Lothian Street. The estimated cost of the works is £500,000 and this funding has been included in the HRA Capital programme for 2020/2021.

**Ward/s**: Multiple Wards

**Cabinet member**: Councillor Harris - Deputy leader and social housing

## Contact officers


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| Lee Robson, Head of neighbourhood housing | 01603 212939 |
| Neil Watts, Major Works and Services Manager NPS Norwich Ltd | 01603 227172 |

## 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 good quality homes to live in. The contract covered in this report forms a part of this programme of works. A total of 66 flats will benefit from the repairs, situated in blocks located in various parts of the city.

2. The scope of the contract includes repairs to concrete communal walkways and concrete repairs to stairs, deck membrane works to stairs and landings, new balcony railings to landings and stairs to some locations and localised brickwork repairs. The deck membranes protect the structural elements from water ingress significantly reducing the likelihood of further corrosion of the steel reinforcement and subsequent deterioration of the concrete.

3. The railings to the existing staircases, also require replacement and these works will help support the safety of tenants using communal stairways.

4. By addressing the repairs at this time, will mitigate the need for further temporary works to ensure the safety of the existing stairways including stair treads, risers and stringers.

5. These works will also 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

6. The opportunity will be advertised on the council's e-procurement portal during the week beginning 25/05/2020 once the specification of works and bills of quantities are finalised.

7. Suppliers will be 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, with all aspects being evaluated to ensure that suppliers met the council's basic requirements.

8. At the same time, suppliers will be 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. Again, these method statements being evaluated to ensure that the supplier met the council's basic requirements.

9. Due to the uncertain impacts of Covid 19, the tender process will be progressed and suppliers have indicated their willingness to tender to undertake works whilst complying with the current Covid 19 government guidelines. All risks associated with the commencement of works will be assessed prior to the award of the contract.

10. These works are subject to leaseholder consultation.

# 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 | |
|---|---|
| **Committee:** | Cabinet |
| **Committee date:** | 10th June 2020 |
| **Director / Head of service** | Lee Robson |
| **Report subject:** | Procurement of concrete repairs to stairs and communal walkways at St Leonards Road, Providence Place, Orchard Street, Lothian Street, Goldwell Road, Victoria Street and Gilman Road |
| **Date assessed:** | 19th May 2020 |

| | Impact | | | |
|---|---|---|---|---|
| **Economic (please add an 'x' as appropriate)** | **Neutral** | **Positive** | **Negative** | **Comments** |
| **Finance (value for money)** | ☐ | ☒ | ☐ | Open tendering ensures that best value is achieved |
| **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** | ☒ | ☐ | ☐ | |
| | | | | |

| | Impact | | | |
|---|---|---|---|---|
| **Equality and diversity (please add an 'x' as appropriate)** | **Neutral** | **Positive** | **Negative** | **Comments** |
| **Relations between groups (cohesion)** | ☒ | ☐ | ☐ | |
| **Eliminating discrimination & harassment** | ☒ | ☐ | ☐ | |
| **Advancing equality of opportunity** | ☒ | ☐ | ☐ | |
| | | | | |
| **Environmental (please add an 'x' as appropriate)** | **Neutral** | **Positive** | **Negative** | **Comments** |
| **Transportation** | ☒ | ☐ | ☐ | |
| **Natural and built environment** | ☐ | ☒ | ☐ | The works will extend the life expectancy of the built environment |
| **Waste minimisation & resource use** | ☒ | ☐ | ☐ | |
| **Pollution** | ☒ | ☐ | ☐ | |
| **Sustainable procurement** | ☒ | ☐ | ☐ | |
| **Energy and climate change** | ☒ | ☐ | ☐ | |
| | | | | |
| **(Please add an 'x' as appropriate)** | **Neutral** | **Positive** | **Negative** | **Comments** |

| | Impact | | | |
|---|---|---|---|---|
| **Risk management** | ☐ | ☐ | ☒ | 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** |
|---|
| **Positive** |
| |
| **Negative** |
| |
| **Neutral** |
| |
| **Issues** |
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