



NORWICH City Council

Committee Name: Cabinet

Committee Date: 08/09/2021

Report Title: The award of a contract for communal estate improvement work

Portfolio:	Councillor Gail Harris, Portfolio holder for social housing
Report from:	Executive director of community services
Wards:	All Wards
OPEN PUBLIC ITEM	

Purpose

To consider awarding a contract for communal estate improvement works, to Council owned Housing land

Recommendation:

To approve the award of a contract for communal estate improvement work to Breyer Group PLC, from 01 October 2021 to 30 September 2023. The contract is valued at £1,500,000 (£750,000 per annum).

Policy Framework

The Council has three corporate priorities, which are:

- People living well
- Great neighbourhoods, housing, and environment
- Inclusive economy

This report meets the great neighborhoods, housing, and environmental corporate priority

This report addresses the good quality housing strategic action in the Corporate Plan

This report helps to meet People living well adopted policy of the Council

This report helps to meet the housing, regeneration, and development objective of the COVID-19 Recovery Plan

View the [Corporate Plan 2019-22](#)

View the [COVID-19 Recovery Plan](#)

Report Details

Identification of need and background

1. This contract is to appoint a supplier to deliver Communal Estate Improvements, to improve the existing estate amenities, such as renewing and improving drying area surfaces and drainage, perimeter boundary wall brickwork fencing, and landscaping for resident enjoyment, providing new, and improving existing footpaths. Maintaining and improving these communal amenities in good condition will protect its residents from potential health and safety issues and help to improve the estate appearance.
2. The work is of a planned nature, therefore the works have been identified, and there is a programme of planned priority works already in place awaiting the authorisation to award this contract, for this and next financial years.
3. The contract period is for up to two years, consisting of an initial one-year term with the option to extend for a further one year, depending on performance of the supplier and budget.
4. Potential suppliers were advised that the level of funding is two years, however any expenditure in years 2022/2023; is subject to annual budget approval.

Procurement Process

5. The procurement exercise has been undertaken in accordance with Eastern Procurement Ltd (EPL) Framework procedures. It has been conducted fairly, transparently, in an open and regularised way that conforms to relevant legal requirements.

6. As a member of EPL, the council benefits from the lower rates achieved from bulk discounts provided by grouping the work required by all its members.
7. The Property Improvements framework consists of six suppliers and commenced on 25 November 2019 for a four-year period.
8. A bench marking process was undertaken with the six suppliers. Suppliers were asked to quote for a number of projects for selected sites from the works programme that had already been designed and scheduled as a bench marking exercise with works varying in size and complexity.
9. Tenders were evaluated with a maximum of 60% of the available marks awarded for price and 40% of the marks awarded for quality criteria. The quality evaluation was conducted by EPL on behalf of NPS Norwich Ltd. (NPSN) with NPSN input into the evaluation process.
10. Despite there being six suppliers on the framework, only two submitted tenders. Out of the remaining four suppliers, one withdrew their tender after submission and the remaining three declined to submit a tender bid
11. The cost and quality scores achieved by the two bidders are set out in the table below:

Company	Price	Price score	Quality Score	Total Score
Breyer Group PLC	£295,202.76	60	21.60	81.60
T.M Browne Ltd	£366,372.88	48.34	22.20	70.54

12. The supplier offering the best value for money from the benchmarking exercise was Breyer Group PLC at £295,202.76.
13. Based on the tenders received, we anticipate, subject to cabinet approval, to issue the official award after the call-in period in order for the contract to commence as soon as possible.

Consultation

14. No leaseholder or other consultation process is required.

Implications

Financial and Resources

15. Any decision to reduce or increase resources or alternatively increase income must be made within the context of the council's stated priorities,

as set out in its Corporate Plan 2019-22 and Budget.

16. The cost of the work is expected to amount to £750,000 per annum. Therefore, over a two-year period, the anticipated spend will be £1,500,000.

17. The works completed in 2021/22 will be funded from the capital budget which was approved by Cabinet and Council in February 2021. Capital costs for the works associated with Communal Estate Aesthetic Improvement works will be from the identified budget.

18. There are no proposals in this report that would reduce or increase resources.

Legal

19. The contract will be subject to EPL Property Improvements Framework Contract 2019 and CDM Regulations 2015 together with the Terms and Conditions for data controller to data processor contracts of Norwich City Council.

Statutory Considerations

Consideration:	Details of any implications and proposed measures to address:
Equality and Diversity	Some improvements in accessibility on some schemes
Health, Social and Economic Impact	These works ensure that the Norwich standard for housing is upheld, so that tenants can live in fair, well maintained homes that are fit for purpose, and comply with, current social landlord legislation.
Crime and Disorder	This could help elevate anti-social behaviours
Children and Adults Safeguarding	Council's Safeguarding Policy statement. Included as part of tender package
Environmental Impact	The contractor will be expected to engineer in positive environmental impacts

Risk Management

Risk	Consequence	Controls Required
Failure to have a suitable contract in place and suitable level of annual budget allocated will expose the Council to risk, for short-, medium- and longer-term estate defects happening	inability to manage, make safe and repair housing and estate stock in an effective and timely manner. This has the potential	Budget control to ensure the budget is effectively spent, by contract performance monitoring.

or becoming worse and associated potential health & safety implications that could be attributed to these potential defects, such as injury and compensation claims.	to present health and safety risks to tenants, residents, and the public.	
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Other Options Considered

20. **Do nothing:** If the works are not carried out there will be a possibility of deterioration of the public realm on estates and potential increased anti-social behaviour. There are also health and safety and environmental risks if works are not carried out.
21. **In house provision:** The council does not have any existing in-house resources to undertake these works.
22. **Joint venture provision:** Some aspects of the work could be delivered through the council's Joint Venture arrangement with Norwich Norse Building Limited (NNBL). However, there is currently a backlog of repairs and Major works, that NNBL need to concentrate on delivering ahead of this work.
23. **Identify a single supplier to award the contract to without competition:** This route would be contrary to Contract Procedures as the value is approximately £750,000 per annum.
24. **Establish competitively tendered contract with one supplier:** Run a competitive procurement exercise advertised as an 'open' procedure to look for a single supplier to meet the council's requirements. This is as per the council's contract procedures for the procurement of contracts of over £25,000 to maximise open, transparent, and fair supplier selection. Although timescales allowed for the requirement to be fulfilled by this method, the EPL framework option as detailed below was already in existence still promoting value for money.
25. **Utilise an existing framework:** Eastern Procurement Ltd (EPL) is a not-for-profit organisation offering specialist compliant framework agreements, social landlords and other public sector bodies, predominantly in the Eastern region. The council are owner members of EPL and work closely with them to create bespoke procurement

frameworks. The frameworks promote value for money for the council and include SMEs and local suppliers.

A mini-competition exercise through the Property Improvements Framework provided by EPL was explored and this was found to be the best solution for the contract requirements.

Reasons for the decision/recommendation

26. To ensure timely award of a contract enabling the delivery, by a single supplier, of all types of Communal Estate aesthetic Improvements over the period 1st October 2021 to 30th September 2023

Background papers:

Recommendation to award a contract report. Project NRW/HCS/10117/P Author: Sara Crowley, Contracts Officer Date: 03rd August 2021

Appendices:

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