

## LEADER DECISION - 10TH MAY 2021

### Report of the Head of Landlord Services

**Lead Member: Councillor James Poland (for informal Cabinet meeting)**

#### Part A

ITEM 6      PROCUREMENT OF SUPPLIES AND SERVICES FOR THE  
INSTALLATION, REPAIR, AND MAINTENANCE OF COMMUNAL  
DOORS AND ENTRY SYSTEMS

#### Purpose of Report

To seek approval from Cabinet to procure, through a framework, supplies and services sufficient to meet the Council's requirements for the installation, repair, and maintenance of communal doors and entry systems at properties within the Housing Revenue Account.

The Contract value is estimated at over £500,000, therefore under the Council's Contract Procurement Rules, this distinct report to Cabinet is necessary.

#### Recommendation

That the Head of Landlord Services be authorised to commence a procurement exercise, identify a suitable framework, and subsequently award a contract for the installation, repair, and maintenance of communal doors and entry systems for a period of up to four years.

#### Reason

To meet the Council's requirements for the installation, repair, and maintenance of communal doors and entry systems at properties with the Housing Revenue Account, and to award a contract in a way that is consistent with the Council's procurement rules.

#### Policy Justification and Previous Decisions

The services delivered under the contract will support compliance with the Homes and Communities Agency Home Standard (2012), which, in summary, states that the Council must:

- ensure a prudent, planned approach to repairs and maintenance of communal areas.

On March 11 2021 Cabinet resolved (minute 97) that the proposed Housing Capital Programme for 2021-2022 be approved. The programme included a sum of £200,000 for the installation of communal door entry systems.

## Implementation Timetable including Future Decisions and Scrutiny

Subject to call in, it is expected that procurement will commence in May 2021 and the new service will commence in August 2021.

### Report Implications

The following implications have been identified for this report.

#### *Financial Implications*

The new contract will run for a maximum period of four years. The estimated contract value per year is £200k (capital) and £53k (revenue). The spend under the current arrangement is fully funded in the 2021/22 budget.

#### *Crime and Disorder*

Maintaining door entry systems and therefore the level of security at communal blocks of accommodation will positively contribute towards the achievement of the Council's responsibilities under Section 17 of the Crime and Disorder Act (1998) to undertake reasonable action to improve community safety in the borough.

#### *Risk Management*

The risks associated with the decision Cabinet is asked to make and proposed actions to mitigate those risks are set out in the table below.

Risk Identified	Likelihood	Impact	Overall Risk	Risk Management Actions Planned
Failure to follow the Council's Procedures leading to a breach of procurement legislation and not obtaining best value.	2 Unlikely	3 Significant	6 Moderate	Procurement advice to be obtained from Nottingham City Council.  Procurement via framework provides a route which is compliant with the Council's procedures and legislation.

Key Decision: Yes

Background Papers: None

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## Background

1. To keep its tenants safe the Council has a programme installing new, upgrading old, and maintaining and repairing existing door entry systems.
2. The arrangement with F Bamford Engineering Ltd is due to come to an end. It is therefore necessary for the Council to put in place arrangements to award a new contract.
3. Procurement via framework has the following advantages:
  - Compliance with procurement legislation - framework providers go out to the market, conducting legally compliant procurement processes on behalf of their members.
  - Economies of scale - through the framework buying power.
  - Speed - a contract can be put in place within an appropriate timescale
  - Contract management support - the Council will benefit from the framework's established contract and supply chain management processes.

## Process

2. The Council will identify and approach a suitable framework provider. Depending on the framework rules a direct award to an appropriate supplier may be made, or alternatively a further mini-competition may be undertaken to refine pricing and / or quality statements.
3. Subject to call in, it is envisaged that the procurement exercise will commence in May 2021 and the new contract will start in August 2021.