

THURSDAY, 27 SEPTEMBER 2018

**REPORT OF THE PORTFOLIO HOLDER FOR HOUSING SERVICES AND
NEIGHBOURHOODS****RETROSPECTIVE APPROVAL TO AWARD HOUSING COMPLIANCE CONTRACT****EXEMPT INFORMATION**

Non-confidential

PURPOSE

This report seeks retrospective approval to award a contract to Graham [Environmental Services] for the provision of compliance works, including Asbestos Testing, Legionella Testing and Fire Risk Assessments for a period of 5 years with the option to extend by a further 2 years.

RECOMMENDATIONS

It is recommended that:-

Following a competitive tender exercise and the commencement of works on site a contract for 5+2 years be awarded retrospectively to Graham [Environmental Services] [The following recommendations are confidential:] None of the recommendations are confidential.

EXECUTIVE SUMMARY

By way of a Scheme of Delegation dated 2nd October 2017 tenders were invited for the provision of statutory compliance works; the successful tender was submitted by Graham [Environmental Services]. As these services are statutory in nature works commenced on site immediately upon cessation of the previous contract, also with Graham [Environmental Services] under the terms and conditions set out during the procurement process.

Given the nature and value of the contract finance standing orders require that formal approval from Cabinet is required in order to enter contract. The Scheme of Delegation completed prior to tender did not convey authority to formally enter into contract and as such contracts have not yet been signed and sealed.

Graham [Environmental Services] have been undertaking the works set out in the tender process since April 2018 in order to ensure that the Council remains fully compliant in relation to its obligations around Legionella and Fire Risk Assessments; to date all inspections required have been completed and any remedial works arising have been actioned.

OPTIONS CONSIDERED

The Council has a statutory obligation to undertake the compliance works covered by this contract; there is insufficient capacity within the existing establishment to undertake this work in-house and there are no staff with the appropriate level of training or expertise within the current establishment to directly deliver this work in-house. With this in mind the most appropriate course of action was considered to be to invite tenders from suitably qualified external contractors.

RESOURCE IMPLICATIONS

There is provision within the Housing Revenue Account repairs budget for the completion of Asbestos, Legionella and Fire Risk Assessment compliance works. This contract will be funded from the budgets available.

Asbestos Management Surveys – £18,970.86 per annum for 7 years

Legionella Surveys – £40,954.86 per annum for 7 years

Fire Risk Assessments – £44,916.86 per annum for 7 years

These are costs that are currently being met from the Housing Repairs budgets and have been ongoing for many years. The individual budgets for repairs contracts are reviewed each year and suitable provision made to meet changes to contracts in line with the total repairs budget available.

LEGAL/RISK IMPLICATIONS BACKGROUND

Legionella testing and Fire Risk Assessments are a statutory requirement, failure to complete these works exposes the Council and its tenants to the risk associated with properties that fail to meet with the statutory standards.

SUSTAINABILITY IMPLICATIONS

No sustainability issues have been identified.

BACKGROUND INFORMATION

A Scheme of Delegation dated 2nd October 2017 is in place authorising the original procurement process.

REPORT AUTHOR

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LIST OF BACKGROUND PAPERS

APPENDICES