



Record of Cabinet Portfolio Holder Decision

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Decision made by	Portfolio Holder for Housing and Communities
Decision Title	Award of Contract for Replacement UPVC Windows & Doors
Key decision?	Yes
Date of decision (same as date form signed)	27 October 2020
Name and job title of Officer requesting the decision	Andrew Cotton Director of Housing and Communities
Officer contact details	acotton@melton.gov.uk
Decision	<ol style="list-style-type: none">1. Authority to appoint Graham Holmes Astraseal from the LHC framework (LHC WD1, Lot 3, Central England) for a contract term of up to four years.2. Authority for the Housing Assets Manager to commission works from Graham Holmes Astraseal for planned improvements under the Housing Improvement Plan to an aggregate value of up to £720,000 over the life of the Contract.3. Authority for Legal Services to review, prepare and complete any associated contract documentation.
Reason for Decision	Melton Borough Council has identified that planned works are required to replace windows and doors to the housing stock as part of the Housing Improvement Plan to upgrade the housing stock and bring properties up to the Decent Homes Standard. The LHC framework is

	<p>compliant with the Public Contract Regulations 2015. The framework has five suppliers and a mini completion was completed for transparency and to achieve value for money in our procurement. Three of the suppliers expressed an interest and two of these have submitted a tender for the work. The tenders have been evaluated and it is recommended that Graham Holmes Astraseal be awarded the contract.</p> <p>The procurement process has been conducted in accordance with best practice and the Public Contract Regulations 2015, ensuring the principles of transparency, equity and fairness have been adhered to.</p>
Alternative options rejected	<p>Not to appoint from a framework and procure the works through an open tender – A framework was the preferred route to market given the prevalence of framework contracts for the social housing sector and the quality and value for money offered by suppliers.</p>
Legal implications	<p>This is a key decision and has been put on the forward plan under the item, “Award of Contracts Under the Housing Improvement Plan”.</p> <p>The Council has the power to enter into contracts in order to discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1).</p> <p>The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. The Council’s Contract Procedure Rules permit a contract of any value to be procured via a framework agreement or DPS, compliance with these Rules and relevant national and EU law is achieved through compliance with the framework agreement and conditions.</p>
Financial implications	<p>The funding for this will be met from the Housing Capital Programme in line with the amounts currently outlined and approved by members.</p>
Other implications	<p>None</p>
Background papers considered	<p>None</p>

Declarations/conflict of interest?	None			
List consultees		Name	Outcome	Date
	Ward Councillors	N/A		
	Legal	Kieran Stockley		22.10.20
	Finance	David Scott		22.10.20
	Human Resources	N/A	N/A	N/A
	Equalities	N/A	N/A	N/A
	Communications			
Confidential Decision?	No			
Call In Waived by Scrutiny Committee Chair?	No			
Has this been discussed by Cabinet Members?				
Cabinet Portfolio Holder Signature	Councillor Alan Pearson..... Signature 27 October 2020..... Date			

ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY.

FOR DEMOCRATIC SERVICES USE ONLY		
Form Received	27 October 2020	
Date published to all Councillors	28 October 2020	
Call In Deadline	2 November 2020	