



RECORD OF CABINET PORTFOLIO HOLDER DECISION

CONTRACT AWARD

1. Decision Reference No.	PH052
2. Decision made by	Councillor Ronan Browne Portfolio Holder for Council Homes and Landlord Services
3. Name and job title of Officer requesting the decision	Chris Flannery Housing Asset Manager cflannery@melton.gov.uk
4. Title / Subject Matter:	Award of Contract – Fire alarm upgrades
5. Type of Decision:	Public
6. Key Decision?	Yes
7. Decision Taken:	<ol style="list-style-type: none">1. To award the contract for fire alarm upgrades to the preferred supplier through the EEM Framework2. To enter into any necessary documentation to effect the award
8. Reasons for Decision:	<p>This contract has been procured to provide the Council with a competent contractor able to undertake fire alarm upgrades to supported housing units in its housing assets.</p> <p>Fire risk assessments are carried out across our stock, resulting in a series of actions which must be dealt with to ensure the safety of residents living in those properties. Some of the actions are housing management issues, but some involve carrying out physical work to the properties to upgrade certain elements such as fire barriers, alarms and emergency lighting etc.</p> <p>Work is required at three locations.</p> <ol style="list-style-type: none">1. Wilton Court – Upgrade to system2. Bradgate Flats – Upgrade and reconfiguration of system3. Granby House – Upgrade and installation of additional detectors

This also aids the service to deliver the Council's corporate priority 'To provide high quality council homes and landlord services'.

The contract is for a fixed period, with a total value of £197,502.86. It has been procured through the EEM Framework (EEM0067 – Active Fire). The selected contractor is second placed on the framework for this region and completed the first phase of work at Gretton Court. On the basis of past performance on the work completed on phase 1 it is proposed to continue to use the same contractor for the next phase.

The supplier has been procured in compliance with the contract procedure rules, and all necessary due diligence has been carried out by the Council Officer.

9. Authority / Legal Power:

Legal – See below

10. Background Papers attached?

No

11. Alternative options available / rejected:

1. Not to upgrade the fire alarm system. This would leave the tenants at risk and may lead to potential loss of life / injury.
2. Open tender – The work is of a specialist nature and includes design of a suitable system. For these reasons a specialist framework was chosen to give higher levels of confidence in the competency of the contractor submitting the price.
3. Further competition from a framework – The work required at these locations is as a result of a risk on the fire risk assessment. The tenants at these locations can be vulnerable and can have complex needs. A direct award is the quickest route to appointing, so deemed the most suitable due to the risk.

12. Implications:

<p>Legal</p>	<p>This is a key decision and has been on the forward plan</p> <p>The Council has the power to enter into contracts in order discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1). The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council's Contract Procedure Rules and the Council's Financial Regulations</p> <p>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/DPS terms and conditions.</p> <p>The resultant contract must be added to the Council's Contract Register to ensure compliance with Transparency Regulations. The Officer is responsible for the subsequent storage and safe keeping of the signed contract.</p> <p>Where the contract is valued over £25,000 an award notice is required on Contracts Finder, Welland Procurement is responsible for such award notices.</p> <p>If the above criteria is satisfied, using a framework agreement will reduce the risk of challenge for the Authority</p>
<p>Finance</p>	<p>In the existing capital programme are budgets for fire safety and re-wire works which could encompass this project. Funding has been budgeted from the HRA capital receipts reserve for the fire safety work and the major repairs reserve for re-wires. [Finance Approval 24 December 2021]</p>
<p>HR</p>	<p>N/A</p>
<p>Procurement</p>	<p>EEM Framework provides a compliant direct award procedure.</p> <p>Please note that a Contracts Finder Award Notice and Contract Register entry will be required from this Framework. Please provide the completed templates to Welland upon contract award. [Comments and approval - Welland Procurement 27/01/2022]</p>
<p>Other</p>	<p>The following checks have been carried out in relation to the contract provider:</p> <ul style="list-style-type: none"> - Insurance certificates - Health and safety policies

13. Signature of Officer with authority to sign :	Signature redacted Chris Flannery Housing Asset Manager
14. Officer Responsible for Procurement	I confirm compliance with the Contract Procedure Rules Chris Flannery Housing Asset Manager
Call In Waived by Scrutiny Committee Chair?	N/A
Has this been discussed by Cabinet Members?	No
Cabinet Portfolio Holder Signature	Email approval received Councillor Ronan Browne Portfolio Holder for Council Homes and Landlord Services 1 February 2022
Declarations/conflict of interest?	None declared

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