



RECORD OF CABINET PORTFOLIO HOLDER DECISION

CONTRACT AWARD

1. Decision Reference No.	PH048
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 – Storage heaters
5. Type of Decision:	Public
6. Key Decision?	Yes
7. Decision Taken:	<ol style="list-style-type: none">1. To award the contract for storage heater installations to the preferred supplier2. 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 storage heater installs to its properties.</p> <p>This also aids the service to deliver the Council’s corporate priority ‘To provide high quality council homes and landlord services’.</p> <p>The draft asset management plan has identified that there are a significant number properties that have old electric storage heaters that are due to be replaced in the next five years. Of those properties, only ten are in non-gas areas. This project is to replace the heating systems in those ten properties with modern storage heaters.</p> <p>The tender was based on a fixed list of properties which had a total value of £62,428.45. Since tendering, the list of properties has been updated based on new asset data and the list has increased</p>

to thirteen properties. On the basis of the tendered rates, this increases the overall contract value to £80,000. It is proposed that the contract is awarded on that basis.

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

9. Authority / Legal Power:

Legal – See below

10. Background Papers attached?

No

11. Alternative options available / rejected:

1. Procure through a framework – Prices received through frameworks in the past have been high. An open tender route was used to increase the likelihood of competitive prices being received.

12. Implications:

<p>Legal</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 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 £20,000 an award notice is required on Contracts Finder, Welland Procurement is responsible for such award notices.</p> <p>[Assistant Director for Governance & Democracy – 25/11/22]</p>
<p>Finance</p>	<p>There was an initial capital allocation of £78k for 2022/23 which would result in a minor overspend. However, there is a proposal for an additional £24k to be allocated from underspends elsewhere in the HRA capital programme which is being presented to Cabinet at its meeting on the 16/11/22. If agreed, then approved by Council this would mitigate any overspend</p> <p>[Assistant Director for Resources - 15/11/22]</p>

HR	N/A
Procurement	<p>This has been carried out as a compliant tender exercise with the support of Welland Procurement.</p> <p>Once awarded, please notify Welland Procurement so that a Contracts Register entry and Contracts Finder award notice can be published.</p> <p>[Head of Welland Procurement - 25/11/22]</p>
Other	<p>The following checks will be carried out in relation to the contract provider:</p> <ul style="list-style-type: none"> - Financial credit checks - Insurance certificates - Health and safety policies
13. Signature of Officer with authority to sign :	<p>Email approval received Michelle Howard Director for Housing and Communities</p>
14. Officer Responsible for Procurement	<p>I confirm compliance with the Contract Procedure Rules Name: Chris Flannery</p>
Call In Waived by Scrutiny Committee Chair?	N/A
Has this been discussed by Cabinet Members?	No
Cabinet Portfolio Holder Signature	<p>Email approval received Ronan Browne Portfolio Holder for Council Homes and Landlord Services</p>
Declarations/conflict of interest?	No

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