



RECORD OF DELEGATED DECISION (OFFICER)

CONTRACT AWARD

1. Decision Reference No.	PH083
2. Decision made by	Portfolio Holder for Housing and Landlord Services – Councillor Ronan Browne
3. Name and job title of Officer	Chris Flannery - Housing Asset Manager
4. Title / Subject Matter:	Fire Alarm Upgrade & Communal Area Re-wire at Sheltered Housing Scheme
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 wiring and fire alarm upgrades to a supported housing unit 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>Minimal upgrade work was originally planned to be completed in 2022/23 at Bradgate Flats in Asfordby. It was found that a full re-wire of the communal areas was also required, which must be completed before the fire alarm is upgraded. As a result of the re-wire, the regulations require a full upgrade of the fire alarm system. For this reason, the work in 2022/23 was cancelled and a budget created in 2023/24 to carry out all the work required.</p> <p>This also aids the service to deliver the Council's corporate priority 'To provide high quality council homes and landlord services'.</p>

The contract is for a fixed period, with a total value of £190,782.60. 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 and second phase of work at Gretton Court, Granby House and Wilton 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:

This decision is taken within the parameters of the constitution and contract procedure rules.

10. Background Papers attached?

No

11. Alternative options available / rejected:

1. Not to upgrade the fire alarm system. This is not recommended as it could 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:

Legal	<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).</p> <p>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 permits Chief Officers, subject to complying with EU requirements, to authorise participation in a framework agreement where it can be shown that the framework:</p> <ul style="list-style-type: none"> • Offers value for money, • Offers single savings in the cost of procurement <p>If the above criteria is satisfied, entering a framework agreement will reduce the risk of challenge for the Authority</p>
--------------	---

	[Legal Approval 3 March 2023]
Finance	The capital programme for 2023/24 includes a specific budget for £200K for this re-wire and fire alarm works. [Finance Approval 17 January 2023]
HR	N/A
Procurement	EEM Framework provides a compliant direct award procedure. 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. [Approved 17 January 2023]
Other	N/A
13. Signature of Officer with authority to sign	Signature redacted Michelle Howard Director for Housing and Communities (Deputy Chief Executive)
14. Officer Responsible for Procurement:	I confirm compliance with the Contract Procedure Rules Name: Chris Flannery
Date: 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 Housing and Landlord Services
Declarations/conflict of interest?	None

Please send all decisions for publication to: Democratic Services at democracy@melton.gov.uk. All decisions with exempt information should be referred to MonitoringOfficer@melton.gov.uk