

Record of Decision taken by Executive Councillor

Decision title: Re-issue of Decision to approve an award of a contract for the supply and installation of UPVC double glazed windows (and doors where deemed necessary) to council owned domestic properties

Executive Councillor making the decision: Councillor Fran Smith (Portfolio Holder for Housing)

Author Contact Details: Ian Candlish, Assistant Director Housing Property

Date of Original Decision: 13/07/22

Date of Re-Issued Decision: 07/12/22

Details of decision:

This decision is a re-issue of the Decision Notice issued in July 2022, with the change being a variation in the initial contract length from one to two years and subsequent options to extend the contract up to a total period of 5 years. A provision for installation of doors where deemed necessary is also included.

In the interim period since the original Decision, Officers have completed further work and a longer-term contract would provide SWT and the contractor with the basis to work as partners to develop requirements in accordance with emerging understanding of retrofit projects. The retrofit agenda is still relatively new to the sector and the ability to work through solutions with a partnering contractor over a longer period of time will be essential and beneficial to both parties.

It is recommended that SWT awards the preferred supplier a two year contract with options to extend for 1 x 24 months and 1 x 12 months (60 months in total).

SWT has a requirement for a long-term capital programme for the replacement of UPVC double glazed windows (and doors where deemed necessary) to council owned domestic properties. SWT has a need to put in place a supply and installation contract to support this.

Window replacements are integral to SWT's retrofit programme and therefore the window specifications, and the properties to be included in the replacement programme, are closely interrelated with the broader retrofit works. Aligning the delivery with both programmes is essential. SWT's programme of door installations is also closely linked to this programme. For technical and efficiency purposes, this contract will also provide for the inclusion of new door installations. If at any point the volume of new door installations is expected to reach the value threshold above which a key decision is required then a separate business case and key decision will be submitted to extend the contract accordingly.

The capital programme envisages a need to replace approximately 240 properties per year over the next 5 years. Funding is available within the Medium Term Financial Plan to meet this aspiration.

A compliant procurement exercise has been undertaken, whereby a direct award is able to be made under a PCR2015 compliant framework.

Reasons for proposed decision:

As the contract value for this work exceeds £500,000 pounds it was thus classified as a Key Decision for the Executive to award as it exceeds the thresholds in the SWT Constitution, thus requiring 28 days notification in the Executive Forward Plan. The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 sets out that a Key Decision is one which would result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates. This 28 day period was complied with in June and July 2022 with a further 5 day period for call-in and no such requests were made.

The Leader of the Council can delegate the making of Executive Key Decisions to her Portfolio Holders or Officers as under Part 3 of the Constitution – Responsibility for Executive Functions - 3.1.5 – “The Leader shall determine how all executive powers shall be discharged. The Leader may: a) discharge any of those functions; or b) arrange for the discharge of any of those functions: i. by the Executive collectively, ii. by another member of the Executive, iii. by a committee of the Executive, or iv. by an officer of the Authority.”

Alternative funding options sourced:

N/A (approvals within HRA budget).

The below has been completed:	Name(s)	Date
Relevant ward councillor(s) consulted	N/A	
The following are if appropriate / applicable: Yes/No. If yes the implications should be attached to this decision notice.		
Finance implications	<p>The current budget in the Medium Term Financial Plan is more than sufficient to deliver this contract based on predicted activity.</p> <p>Contract provisions will be put in place to ensure approvals are obtained for future year(s) programmes prior to placing further work orders.</p>	
Unitary Council and Assets and s24	The window (and doors	

Implications (Contracts and Land Disposals)	where deemed necessary) contract costs are included within this business plan budget and projection. The General Consent 5 allows HRA capital contracts above £1m to proceed provided spend is included in the approved budget and business plan.	
Legal implications	A formal contract will be entered into with the selected contractor.	
Links to corporate aims	Our Corporate Strategy 2020-2024, Strategic theme for Homes and Communities includes the outcome to provide 'A district which offers a choice of good quality homes for our residents, whatever their age and income, in communities where support is available for those who need it'.	
Climate and Sustainability implications	Improved energy efficiency to properties and reduction in CO2 emissions.	
Community Safety Implications	This work is a key part of SWT's property compliance work.	
Equalities Impact	N/A	
Safeguarding Implications	N/A	
Risk management	A Public Contracts Regulations 2015 compliant procurement exercise has been undertaken, and completion of works will ensure compliance with the Regulatory Standard.	
Partnership implications	N/A	

Any conflicts of interest declared by Leader or Executive Members consulted on the proposed decision. If Yes provide confirmation from Chief Executive to grant dispensation for the Leader's / Executive Member's views to be considered.

None.

Decision Maker

I am aware of the details of this decision(s), considered the reasons, options, representations and consultation responses and give my approval / agreement to its implementation.

Signed:

A handwritten signature in black ink, appearing to read 'F Smith', written over a horizontal line.

Name: Cllr Fran Smith (Executive PFH for Housing)

Date: 07/12/2022

Note – This decision record is for decisions taken by Executive Councillors. The decision(s) can be implemented following publication and the period for any call-in has expired.

Note: A copy should also be sent to the Governance Team – governance@somersetwestandtaunton.gov.uk