

EXECUTIVE DECISION RECORD SHEET

Name of decision maker:	Cllr Griffiths
Portfolio:	Housing & Regeneration
Date of Portfolio Holder Decision:	

Title of Decision:
To make an exception to Procurement Standing Orders to allow delegation to the Assistant Director (Housing) to award contracts for adapted extensions to HRA properties.

Part I

Part II Reason:

Decision made and reasons:

Decision –

- 1) To make an exception to Procurement Standing Orders by allowing the award of contracts up to the value of £100,000 for the construction of adapted extensions to HRA properties which are required for tenants with disabilities without the need to undertake a formal tendering exercise, and
- 2) To delegate authority to the Assistant Director (Housing) to award such contracts.

Reason:

The Council identify an average of five properties per year that are suitable to be adapted for disabled tenants. Sometimes the tenant is already in the property other times tenants have been identified with a requirement and a suitable property is identified. In both cases it is desirable to complete the required adaptation as quickly as possible to enhance the quality of life of the service user and their families.

The construction of adapted extensions and the internal fittings in them require specialist contractors with experience and a proven track record in this type of work. The extensions can cost between £75,000-£100,000. The Council's Procurement Standing Orders require the Council to go out to tender which could take somewhere in the region of 3-6 months. This would be advertised to the open market. Given that the construction and internal work to these extensions is of a specialist nature it is necessary to make an exception to Procurement Standing Orders by dispensing with the need to undertake a full tendering exercise. Instead, the Council will carry out a mini competition with 3 suitable companies to ensure the Council receives 'Value for Money'

In Summer 2014 the Total Asset Management Contract should be awarded and will be suitable for the adapted extensions. The above will provide the Council with a short term solution until then. There is no benefit in the Council going out to market during this period as this would only allow the Council to award a contract for 6 months.

Reports considered:

Feasibility reports
Herts See and Solve OT referrals

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Officers/Councillors/Ward Councillors/Stakeholders Consulted:

Surveyor Property and Place
Group Manager Property and Place
Assistant Director Housing
Team Leader Commissioning, Procurement & Compliance
Team Leader Assets Property and Place

Monitoring Officer comments:

These have been incorporated into the report.

Deputy S151 Officer comments:

A capital budget in excess of £700k has already been approved for the delivery of disabled adaptations, which is sufficient to fund this contract.

Implications: If the Council are going out to market then there could be a significant delay in carrying out the adaptations. With the delays this could have a reputational risk to the Council.

Financial: Based on 5 adaptations per annum, the annual value will be around £400,000. There is a budget allocated for this type of work in cost centre BM002.

Risk: As the value of the OJEU limit for works is £4,348,350 the Council are not required to procure the contract in accordance with the procurement procedures contained in the Public Contracts Regulations 2006 (as amended). This means that there is no risk of challenge under the remedies provisions in the 2006 Regulations.

Options Considered and Reasons for Rejection:

Putting the work out to open market would take around 6 months to complete the process and would allow all contractors to tender for the work. It is preferable to complete this work as quickly as possible and to ensure contractors considered for the work have a proven track record in this specialist work.

Portfolio Holders Signature:

Date:

Details of any interests declared and any dispensations given by the Standards Committee:

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Date Decision Record Sheet received from portfolio holder:25/09/13

Date Decision Published:26/09/13

Decision No:040

Date of Expiry of Call-In Period:03/10/13

Date any Call-In received or decision implemented: