

**Bolsover District Council**

**Meeting of the Executive on Monday 3<sup>rd</sup> October 2022**

**Welfare Adaptations Installation Contract**

**Report of the Portfolio Holder for Housing**

<b>Classification</b>	This report is Public
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**PURPOSE/SUMMARY OF REPORT**

To seek approval to award the contract for the installation of welfare adaptation works for the Council's domestic housing stock to a framework of 3 contractors in accordance with Council Procurement Rules.

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**REPORT DETAILS**

**1. Background**

- 1.1 The existing contract for the provision of welfare adaptation works for the Council's Housing Repairs Service expired on 3<sup>rd</sup> September 2022.
- 1.2 The Housing Repairs Service is required to deliver welfare adaptations to Council properties across the District. The number of adaptations varies each year depending on the number of applications and types of adaptations required. Examples of adaptations include grab rails, access improvements, specialist toilet facilities and ramps. The framework of 3 companies provides the Council with the resource, resilience and flexibility for the range of installations required.
- 1.3 The service will apply to domestic residential properties and communal areas and the contractor will be required to ensure that all legislative requirements are met.
- 1.4 This contract is for the replacement of an existing contract and will be let for a period of two years with the option to extend it for two further periods of one year each.

**2. Details of Proposal or Information**

- 2.1 A procurement exercise has recently been undertaken in line with the Council's Procurement Rules and the Public Contracts Regulations 2015. The procurement was undertaken using a competitive tender procedure.

- 2.2 Following advertisement of the contract, four submissions were received and upon full assessment, three submissions were considered suitable and economically advantageous based on the award criteria set at 60% cost and 40% quality.
- 2.3 The 40% quality element is divided into the following criteria:
- Approach to managing the delivery of the service, meeting work volumes and having the necessary resources
  - Approach to cost and quality to ensure quality standards and value for money are maintained
  - Approach to health and safety in keeping with current legislation
  - Approach to customer services, equality and communication
- 2.4 The contract value is approximately £60,000 per annum and provides an essential service for tenants with additional needs living in the Council's domestic housing stock.
- 2.5 Following a comprehensive assessment of the submissions, Swinstead Enterprises Ltd, Acis Group and T&S Heating met the suitability assessment and are considered to be economically advantageous based on the award criteria.

### **3. Reasons for Recommendation**

- 3.1 After carrying out a comprehensive procurement process, three submission are considered to meet the award criteria required to carry out the welfare adaptations to Council owned property.

### **4 Alternative Options and Reasons for Rejection**

- 4.1 The alternative of not awarding the contracts has been rejected as welfare adaptations are an essential service to the public.

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## **RECOMMENDATION(S)**

1. That Swinstead Enterprises Ltd, Acis Group and T&S Heating Ltd be awarded the framework contract for the installation of welfare adaptation works to the Council's domestic housing stock.
2. Delegated powers be given to the Assistant Director of Property Services and Housing Repairs for extension to the contract after the first 2 years should service provision continue to meet the agreed standards and provide value for money

Approved by Councillor Sandra Peake

**IMPLICATIONS:**

**Finance and Risk:**            Yes             No

The contract costs for the supply and installation of welfare adaptations will be met through the Housing Rent Account  
On behalf of the Section 151 Officer

**Legal (including Data Protection):**            Yes             No

The Council is responsible for undertaking welfare adaptations to Council owned properties. The Council has the power to enter into contracts with suppliers of services under section 1 of the Local Government (Contracts) Act 1997.

The total estimated value of the contract is approximately £60,000 per annum. The procurement of this contract was carried out in compliance with the Council's Procurement Rules. The contract is for a period of two years with the option to extend it by a further 2 periods of 1 year each.

On behalf of the Solicitor to the Council

**Staffing:**            Yes             No

**Details:** There are no staffing implications arising from this report

On behalf of the Head of Paid Service

**DECISION INFORMATION**

<b>Is the decision a Key Decision?</b> A Key Decision is an executive decision which has a significant impact on two or more District wards or which results in income or expenditure to the Council above the following thresholds:  <b>Revenue - £75,000</b> <input checked="" type="checkbox"/> <b>Capital - £150,000</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes
<b>Is the decision subject to Call-In?</b> <i>(Only Key Decisions are subject to Call-In)</i>	Yes

<b>District Wards Significantly Affected</b>	None
<b>Consultation:</b> <b>Leader / Deputy Leader</b> <input type="checkbox"/> <b>Executive</b> <input checked="" type="checkbox"/> <b>SLT</b> <input type="checkbox"/> <b>Relevant Service Manager</b> <input type="checkbox"/> <b>Members</b> <input type="checkbox"/> <b>Public</b> <input type="checkbox"/> <b>Other</b> <input type="checkbox"/>	Details: Yes

<b>Links to Council Ambition: Customers, Economy and Environment.</b>
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This decision links to the following priorities within the Council Ambition:
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| <ul style="list-style-type: none"><li>• Providing good quality council housing where people choose to live</li></ul> |
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<b>DOCUMENT INFORMATION</b>
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<b>Appendix No</b>	<b>Title</b>

<b>Background Papers</b>
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<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>
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