

Bolsover District Council

Meeting of the Executive on 26th June 2023

**Award of Void Cleaning Contract for Bolsover District Council Housing Stock
2023 - 2027**

Report of the Portfolio Holder for Housing

Classification	This report is Public
Report By	Helena Skeavington, Contract Administrator
Contact Officer	As above

PURPOSE/SUMMARY OF REPORT

To seek approval for the appointment of Sweet Aroma as Contractor to carry out the cleaning of empty properties (also called void properties) within the Council's existing housing stock across the district over a four-year period, commencing in July 2023.

REPORT DETAILS

1. Background

- 1.1 Housing has set high standards of cleanliness for all properties within the Council Housing Stock which are being relet.
- 1.2 The proposed service will run for four years, commencing in July 2023 on a 2+1+1 year term basis. The estimated annual cost of the service is £30,000 (*excl. allowance for inflation*).
- 1.3 The contract is required in order to maintain existing service levels, effectively manage quality and time and ensure consistent standards.
- 1.4 Working in conjunction with the Procurement Team, the works were tendered in accordance with Contract Procedure Rules.
- 1.5 Two tenders were received and evaluated on 18th April 2023. Sweet Aroma Ltd scored the highest with 89.21 out of 100.

2. Details of Proposal or Information

- 2.1 It is recommended that Members agree to award the contract to Sweet Aroma Ltd for the provision of cleaning services to void Council owned properties.

3. Reasons for Recommendation

- 3.1 Following a Procurement led open tender process, the evaluation team were unanimous that Sweet Aroma represented the best submitted tender.

4 Alternative Options and Reasons for Rejection

- 4.1 None

RECOMMENDATION(S)

1. That Members agree to this 2+1+1-year contract with Sweet Aroma Ltd.
2. That progress on this contract is reported through the Housing Stock Group which consists of both officers and Members.

Approved by Councillor Sandra Peake, Portfolio Holder for Housing

IMPLICATIONS:

Finance and Risk: Yes No

Details: The cost for this will be met within existing HRA budgets.

On behalf of the Section 151 Officer

Legal (including Data Protection): Yes No

Details: The contract is to be awarded in compliance with the Council's Contract Procurement Rules.

On behalf of the Solicitor to the Council

Environment: Yes No

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.

Details: Not Applicable this report.

Staffing: Yes No

Details: None Directly

On behalf of the Head of Paid Service

DECISION INFORMATION

Is the decision a Key Decision? 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: Revenue - £75,000 <input checked="" type="checkbox"/> Capital - £150,000 <input type="checkbox"/> <input checked="" type="checkbox"/> <i>Please indicate which threshold applies</i>	Yes
Is the decision subject to Call-In? (Only Key Decisions are subject to Call-In)	Yes

District Wards Significantly Affected	All
Consultation: Leader / Deputy Leader <input type="checkbox"/> Executive <input checked="" type="checkbox"/> SLT <input type="checkbox"/> Relevant Service Manager <input type="checkbox"/> Members <input type="checkbox"/> Public <input type="checkbox"/> Other <input type="checkbox"/>	Details: Executive are consulted by way of this report.

Links to Council Ambition: Customers, Economy and Environment.
Commitment to all tenants receiving equal service.

DOCUMENT INFORMATION	
Appendix No	Title

Background Papers
<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>