

Supplementary Agenda



Housing and Communities Committee

Date: Wednesday, 1 May 2019

Time: 10:00

Venue: Council Chamber, Clydebank Town Hall,
Dumbarton Road, Clydebank

Contact: Scott Kelly, Committee Officer
Tel: 01389 737220 Scott.Kelly@west-dunbarton.gov.uk

Dear Member

ADDITIONAL ITEM OF BUSINESS

I refer to the agenda for the above Meeting of the Housing and Communities Committee which was issued on 16 April 2019 and would advise that Councillor Docherty, Chair, has agreed that the undernoted report be considered as an additional item of business.

Yours faithfully

JOYCE WHITE

Chief Executive

Note referred to:-

12 BUILDING SERVICES PROCUREMENT PROVISION UPDATE 145 – 148

Submit report by the Strategic Lead, Regeneration advising of updated tender requirements information for Building Services and seeking approval to initiate necessary procurement and tender processes.

Distribution:-

Councillor Diane Docherty (Chair)
Councillor Caroline McAllister (Vice Chair)
Councillor Gail Casey
Councillor Karen Conaghan
Councillor Ian Dickson
Councillor David McBride
Councillor Jonathan McColl
Councillor Iain McLaren
Councillor Marie McNair
Councillor John Millar
Councillor John Mooney
Councillor Sally Page

All other Councillors for information

Chief Executive
Strategic Director, Regeneration, Environment & Growth
Strategic Lead, Housing & Employability
Strategic Lead, Regeneration

Date issued: 26 April 2019

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WEST DUNBARTONSHIRE COUNCIL**Report by the Strategic Lead, Regeneration****Housing and Communities Committee: 1 May 2019**

Subject: Building Services Procurement Provision update**1. Purpose**

- 1.1** The purpose of this report is to advise Committee of updated tender requirements information for Building Services.
- 1.2** To seek Committee approval to initiate necessary procurement and tender processes.

2. Recommendations

- 2.1** It is recommended that Members:
 - i. note the contents of this report.
 - ii. approve the procurement processes to tender the requirements listed within the table in section 4.3 of this report; and
 - iii. once the tender processes have been completed the outcomes will be reported to a future Tendering Committee for approval to award contracts to successful bidders.

3. Background

- 3.1** The Housing and Communities Committee approved recommendations in reports presented on Building Services procurement provision requirements on the 5 August 2015.
- 3.2** Good progress has been made in letting necessary contracts to ensure full compliance with Council Standing Orders, Council Financial Regulations and all Procurement Regulation.
- 3.3** Committee Members are requested to refer to these reports which included information on the services Building Services provides on behalf of the Council, the need to progress tenders that support the section's delivery of a high quality repairs and maintenance service for the Council's housing and non-housing properties.

4. Main Issues

- 4.1** In the reports presented on the 5 August 2015 and 3 August 2016 it stated the estimated value of work for the Gas Central Heating

Maintenance would be in the region of £1.1m, for Rot Eradication Services £70,000 and for Domestic Cleaning and House Removals (Voids) £100,000.

- 4.2** A review of the estimated costs has identified these have increased over the intervening period as detail in the table below.
- 4.3** The following contracts will be required to deliver a comprehensive repairs and maintenance service for a four year period from the date of let. They will be of sufficient size, scope and duration to cover the estimated volume of work for the period in question and will be awarded to suitably qualified and competent suppliers and contractors.

Requirement	Total Estimated Annual Value	Funded By HRA Revenue / Capital and CRA	Priority
Gas Central Heating Maintenance	£1.4m	Revenue	High
Rot Eradication Services	£250,000	Revenue / Capital	High
Domestic Cleaning and House Clearances (Voids)	£220,000	Revenue	High

5. People Implications

- 5.1** Progressing these procurement processes will require significant Officer time resource from Building Services, Consultancy Services, Housing Operations and Corporate Procurement teams.

6. Financial and Procurement Implications

- 6.1** Costs of the support contracts will be funded by both Capital and Revenue budgets through the Housing Revenue Account, Central Repairs Account and Housing Maintenance Trading Account.
- 6.2** Costs of contracts listed under 4.3 are included within existing budgets and the contracts will be for 2 years with options to extend for a further 2 x 12 month periods.
- 6.3** All procurement activity carried out by the Council in excess of £50,000 is subject to a contract strategy. The strategy for the contracts as listed in the table at 4.3 will include but may not be limited to; contract scope, service forward plan, the market, procurement model and routes – including existing delivery vehicles, roles and responsibilities, risks, issues and opportunities and on-going contract management. The contract strategy for the procurement of the contracts will be produced by the Corporate Procurement Unit in close consultation with Consultancy Services and Building Services.

7. Risk Analysis

- 7.1** On-going investment, in-line with business plans, will allow the Council to meet its landlord, health and safety and quality standards obligations whilst providing appropriate asset management.
- 7.2** Procurement related risks and mitigation/management measures will be identified as part of the development of tendering strategies for the individual requirements.

8. Equalities Impact Assessment (EIA)

- 8.1** An Equalities Impact Assessment screening has been carried out which did not identify any significant issues. The report does not alter any existing policy or pattern of service delivery.

9. Strategic Assessment

- 9.1** This report contributes to the Council's Strategic Priorities and in particular towards:
 - i. improving economic growth and employability.
 - ii. improving local housing and environmentally sustainable infrastructure; and
 - iii. improving the wellbeing of communities.

10. Consultation

- 10.1** Finance and Legal have been consulted regarding the contents of this report.
- 10.2** The Corporate Procurement team have been consulted in the development of this report. They will provide assistance and professional guidance with the administration of the tender exercises.

Jim McAloon
Strategic Lead, Regeneration
Date: 23 April 2019

Persons to Contact: Jim McAloon – Strategic Lead, Regeneration, Garshake Road, Telephone 01389 737401, email: jim.mcaloon@west-dunbarton.gov.uk

Martin Feeney – Building Services Manager, Cochno Street, Clydebank, Telephone: 01389 738200, e-mail: mfeeney@west-dunbarton.gov.uk

Appendices:	Nil
Background Papers:	<p>Report to 5 August 2015, Housing and Communities Committee titled "Building Services Procurement Provision"</p> <p>Report to 3 August 2016, Housing and Communities Committee titled "Building Services Procurement Provision Update"</p>
Wards Affected:	All