

NOTICE OF MEETING

CABINET MEMBER SIGNING

Thursday, 29th February, 2024, 11.35 am - First Floor, Alexandra House, Wood Green, N22 (watch the live meeting [here](#))

Members: Councillor Sarah Williams

1. FILMING AT MEETINGS

Please note that this meeting may be filmed or recorded by the Council for live or subsequent broadcast via the Council's internet site or by anyone attending the meeting using any communication method. Although we ask members of the public recording, filming or reporting on the meeting not to include the public seating areas, members of the public attending the meeting should be aware that we cannot guarantee that they will not be filmed or recorded by others attending the meeting. Members of the public participating in the meeting (e.g. making depositions, asking questions, making oral protests) should be aware that they are likely to be filmed, recorded or reported on. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

The Chair of the meeting has the discretion to terminate or suspend filming or recording, if in his or her opinion continuation of the filming, recording or reporting would disrupt or prejudice the proceedings, infringe the rights of any individual or may lead to the breach of a legal obligation by the Council.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. URGENT BUSINESS

The Chair will consider the admission of any late items of Urgent Business. (Late items of Urgent Business will be considered under the agenda item where they appear. New items of Urgent Business will be dealt with under agenda item 7).

4. DECLARATIONS OF INTEREST

A member with a disclosable pecuniary interest or a prejudicial interest in a matter who attends a meeting of the authority at which the matter is considered:

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent, and
- (ii) may not participate in any discussion or vote on the matter and must withdraw from the meeting room.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Register of Members' Interests or the subject of a pending notification must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal interests and prejudicial interests are defined at Paragraphs 5-7 and Appendix A of the Members' Code of Conduct

5. DEPUTATION / PETITIONS / QUESTIONS

To consider any requests received in accordance with Part 4, Section B, paragraph 29 of the Council's constitution.

6. AWARD OF CONTRACT FOR THE PROVISION OF MAINTENANCE, REPAIR AND UPGRADE TO COMMUNITY ALARM SYSTEMS (PAGES 1 - 6)

7. EXCLUSION OF THE PRESS AND PUBLIC

Item 8 is likely to be subject to a motion to exclude the press and public from the meeting as it contains exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); paras 3 and 5, namely information relating to the financial or business affairs of any particular person (including the authority holding that information) and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

8. EXEMPT - AWARD OF CONTRACT FOR THE PROVISION OF MAINTENANCE, REPAIR AND UPGRADE TO COMMUNITY ALARM SYSTEMS (PAGES 7 - 12)

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Wednesday, 21 February 2024

Report for: Cabinet Member for Housing Services, Private Renters, and Planning

Item number: 6

Title: Award of Contract for The Provision of Maintenance, Repair and Upgrade to Community Alarm Systems.

Report authorised by: David Joyce – Director of Placemaking & Housing.

Lead Officer: Scott Kay – Head of Residential Building Safety

Ward(s) affected: All

**Report for Key/
Non-Key Decision:** Key Decision

1. Describe the issue under consideration.

- 1.1 This report seeks approval from the Cabinet member to award a call-off contract for the Provision of maintenance, repairs and upgrades to community alarms to Tenderer A across 47 Sheltered Housing Schemes, for up to 7 years with an initial duration of five years, and the option to extend for 1 + 1 years, with a maximum value of £2,548,000 (plus inflationary factors).

2. Cabinet Member Introduction

Not Applicable

3. Recommendations

That the Cabinet Member for Housing Services, Private Renters, and Planning approves the award of a contract for the Provision of maintenance, repairs and upgrades to community alarms to Tenderer A across 47 Sheltered Housing Schemes, for up to 7 years with the initial duration of five years, and the option to extend for 1 + 1 years, with a maximum value of £2,548,000 (plus inflationary factors) with a start date of 1st April 2024.

4. Reasons for decision

- 4.1 In order to deliver the Maintenance and Repairs of lifeline Community Alarms Systems, Haringey Council requires the support of a specialist electrical contractor to carry out these works. The works include planned maintenance, repair, upgrades and replacement of pendants and careline equipment and installations, in accordance with the relevant British Standards (BS5839-6:2019).
- 4.2 The responsive provision will ensure that equipment failure which could put residents at risk of unreported injury or harm, will be responded to urgently and within required timescales. The work also allows for, upgrading smoke and heat alarms within individual

properties and communal areas where necessary, and ensuring the telecom connection to the warden call alert system is maintained.

- 4.3 The upgrade works are required to ensure some of our most vulnerable residents are provided with the highest level of protection regarding fire detection and fire alarm systems. A system installed throughout the premises, must incorporate detectors in all circulation areas that form part of the escape routes from the premises, and in all rooms and areas. All current systems require additional equipment upgrades which forms a significant proportion of the contract value.
- 4.4 This is a call-off contract, in that there is no monthly or annual fee and the contractor will only receive payment for works completed on instruction.

5. Alternative options considered.

- 5.1 Do Nothing – This is not an option as it would increase the risks around fire and personal safety for some of our most vulnerable residents. It would also leave Haringey exposed to potential prosecution for failing to take reasonable care to safeguard its residents and would result in contravention of current relevant safety regulations.
- 5.2 Carry out the work through in-house resources. - We are unable to deliver these works in-house due to a lack on suitably trained and certified operatives. We do not have enough operatives and the timescales required to recruit and train them would result in the same outcome as set out in 5.1 above.
- 5.3 Use our existing contracts or contractors. The only suitable contractor is currently delivering this service under a contract that expires in March 2024. We are unable to extend this contract further as all available extensions have been utilised. We also need to ensure that our contracts provide value for money and reflect up to date regulatory requirements and current good practice.

6. Background information

- 6.1 Haringey Council have 47 Sheltered accommodation schemes where, all rooms require fire safety equipment linked to the monitored Warden Call system to ensure the safety of some of our most vulnerable residents.
- 6.2 The contract was procured via the London Construction Programme (LCP) Minor Works Dynamic Purchasing System (DPS). The 'Warden Call' category on the DPS was chosen, as the scope of the category was suited to the procurement requirements and contains a wide range of potential bidders, capable of undertaking this work.
- 6.3 The rationale for an initial 5-year programme plus 2 x 1-year extension is that anything less than 5 years would not provide an attractive contract against which bidders may submit a tender. The 2 x 1-year extensions allow Haringey flexibility to review market conditions and or alternatives such as delivering works in house in future, during the life of the contract.
- 6.4 On 14/11/23, with the support of Strategic Procurement and Legal Services, tender documentation was issued to the 82 suppliers registered on the Warden Call category of the DPS.
- 6.5 The tender opportunity closed on 05/12/23. Only 1 valid tender submission was received. The submission was reviewed by Strategic Procurement who then distributed the

documentation for review by officers for Price and Quality with Social Value being assessed via the Portal.

- 6.6 The Price evaluation was completed separately to the Quality evaluation. Due to having a single submission, the Officer compared the tendered rates to the previous contract and current market trends to determine if the price submission is value for money. Upon completion of the evaluations, Strategic Procurement confirmed that the Price submission valid, and in line with current market rates. The rates have increased in general compared to previous contract rates but are lower than would have been if the current contract rates were subject to inflation. This demonstrates value for money.
- 6.7 The Quality evaluation was completed by three Officers, separately to the price evaluation. Each Officer scored the tenderers Method Statement responses independently and sent their evaluations to the Procurement Officer to collate for the Moderation. The Moderation was hosted by the Procurement Officer who confirmed the final scores for each tenderer.
- 6.8 The Social Value evaluation was completed by the Social Value Portal Team, who provided their scores and feedback to the Procurement Officer, which were then incorporated into the final overall scores as set out below.
- 6.9 The final scores for tenderers are outlined in the table below. The submissions were evaluated on a 50% Quality / 10% Social Value / 40% Price basis.

Tenderer	Quality (%)	Social Value (%)	Price (%)	Total
Tenderer A	42.00	3.00	40.00	85.00

- 6.10 Although the procurement exercise received a single bid. Tenderer A has demonstrated excellent knowledge and experience in their Method Statement response. Providing confidence that they have the technical experience and capability to carry out the Contract. In addition, the Price evaluation compares favourably to the rates in the current contract and market trends.
- 6.11 The works being undertaken are funded through a mix of Capital and Revenue Expenditure. Several current budgets will be utilised and are in place for these works, across the M&E programme. The Fire Safety Capital budget will fund the major upgrade works. Costs are based on tendered schedules of rates (SORs) for the maintenance and repairs. Further budget and expenditure detail including a 7-year profile, is set out in the Exempt report.

7. Contribution to strategic outcomes

- 7.1 This project will help to theme 5 of the Corporate delivery Plan A borough where everyone has a safe, sustainable, stable, and affordable home.

8. Carbon and Climate Change

- 8.1 The implementation of this contract will ensure that our Warden Call systems and installations are safe and in good working order. Having compliant and safe systems ensure they are working in an efficient manner which contributes to reducing electricity demand from inefficient and possibly overloaded or badly insulated wiring.

- 8.2 Older and inefficient circuits can cause damage to components and lead to unnecessary failure or replacement of equipment that would otherwise have remained operational and effective. This will therefore reduce the waste and additional carbon emissions resulting from attending to and purchasing new unnecessary equipment and components.
- 8.3 The programme of inspections repairs and upgrades may be used to identify and improve opportunities for installing more efficient e.g., low energy/LED components to suitable fitments and circuits.
- 8.4 All materials and components used in the programme will comply with current standards and regulations which include energy reduction and carbon efficiency requirements aligned to applicable British and European standards.
- 8.5 All of our contractors engaged in such service provision require and maintain modern efficient vehicles to ensure service delivery and commercial efficiency.

9. Statutory Officer Comments (Director of Finance (procurement), Head of Legal and Governance, Equalities)

9.1 Finance

- 9.1.1 The total cost of the contract is circa £2.55m over a 7-year period (5years with option of 2 annual extensions). This equates to £0.365m per year on an equal year split.
- 9.1.2 The project consist of works of capital and revenue in nature. The revenue cost will be contained in the mechanical and electrical revenue budget/MTFS.
- 9.1.4 Capital works cost will be contained within the Fire safety capital works budget/MTFS.
- 9.1.5 Further finance comments are contained in the exempt report.

9.2 Procurement

- 9.2.1 Strategic Procurement (SP) note that this report relates to the approval of an award to Tenderer A for the provision of maintenance, repairs, and upgrades to community alarms.
- 9.2.2 A competitive tender process was launched via the LCP minor works DPS, however only one bid was received. This was due to the complexity of the requirements, as the scope covered reactive repairs, maintenance and capital works.
- 9.2.3 Bid evaluation was carried out in line with the proposed evaluation methodology that was set out in the Invitation to tender document.
- 9.2.4 SP note that, due to the single bid submission, a benchmarking exercise was conducted as part of the bid evaluation to demonstrate value for money.
- 9.2.5 SP support the recommendation to approve the award in accordance with Contract Standing Order (CSO) 9.07.1(d)

9.3 Head of Legal and Governance

- 9.3.1 The Head of Legal and Governance (Monitoring Officer) has been consulted in the preparation of this report. The process described in the report is in line with the Council's Contract Standing Orders (CSOs) and Public Contracts Regulations 2015.
- 9.3.2 Pursuant to CSOs 7.01(b) and 9.07.1(d) Cabinet may award, assign, or novate contracts valued less than £500,000 (five hundred thousand pounds). Cabinet is being asked to approve the award of a JCT Measured Term 2016 form of contract for the provision of maintenance, repairs, and upgrades to community alarms to Tenderer A for the initial duration of five years, with the option to extend for 1 + 1 years, at the value of £364,000 per year, totalling a value of approximately £2,548,000 subject to Cabinet approval with a proposed start date of 1st April 2024.

Note the optional sixth & seventh extension years should be reviewed before the end of year five, to help the Council discharge its duty as a best value authority under the Local Government Act 1999.

- 9.3.3 When considering its approach to contracting, the Council must have due regard to the need to eliminate unlawful conduct under the Equality Act 2010, the need to advance equality of opportunity and the need to foster good relations between persons who share a protected characteristic and those who do not (the public sector equality duty). Officers are expected to continuously consider, at every stage, the way in which procurements conducted and contracts awarded satisfy the requirements of the public sector equality duty. This includes, where appropriate, completing an equality impact assessment as part of the procurement strategy, which is then considered as part of the procurement process.
- 9.3.4 The Head of Legal and Governance (Monitoring Officer) confirms that there are no legal reasons preventing the Director from approving the recommendations in the report.

9.4 Equality

- 9.4.1 The council has a Public Sector Equality Duty (PSED) under the Equality Act (2010) to have due regard to the need to:
- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act.
 - Advance equality of opportunity between people who share protected characteristics and people who do not
 - Foster good relations between people who share those characteristics and people who do not
- 9.4.2 The three parts of the duty apply to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.
- 9.4.3 Although it is not enforced in legislation as a protected characteristic, Haringey Council treats socioeconomic status as a local protected characteristic.
- 9.4.4 The decision is regarding the provision of a contract for maintenance, repairs and upgrades to community alarms to Tenderer A. This is required to ensure that vital lifeline alarm systems are maintained to keep Haringey residents safe. As such this is expected to have a neutral impact on equalities with no anticipated negative impacts.

9.4.5 As an organisation carrying out a public function on behalf of a public body, Tenderer A will be obliged to have due regard for the need to achieve the three aims of the Public Sector Equality Duty as stated above. Appropriate contract management arrangements will be established to ensure that the delivery of the major works does not result in any preventable or disproportionate inequality.

10. Use of Appendices

None

11. Local Government (Access to Information) Act 1985

None

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is exempt

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