

MINUTES OF THE MEETING Cabinet Member Signing HELD ON Monday, 6th October, 2025, 10:00 - 10:15am

PRESENT:

Councillors: Sarah Williams

ALSO ATTENDING: Kodi Sprott, Principal Committee Coordinator, Christian Carlisle, AD Asset Management Housing, Peter De Bique, Head of Major Works

1. FILMING AT MEETINGS

The Cabinet Member referred to the filming at meetings notice and this information was noted.

2. APOLOGIES FOR ABSENCE

There were none.

3. DECLARATIONS OF INTEREST

There were none.

4. URGENT BUSINESS

There were none.

5. DEPUTATIONS / PETITIONS / QUESTIONS

There were none.

6. HOUSING ASSET MANAGEMENT PARTNERING CONTRACTS

This report sought approval for the contract award of four long-term Partnering Contracts following previous Cabinet approval in June 2025. The contract award was for four contracts, across four geographical Lots, to four separate providers to develop investment and maintenance works for Housing Asset Management. The contract award would be conditional pending leaseholder consultation. This contract award followed a review of the evaluation completed prior to seeking Cabinet approval for contract award in June 2025. The review led to changes in the evaluation scoring for each lot and a change to the award for one of the four Lots.

RESOLVED

It was recommended that the Cabinet Member for Housing and Planning (Deputy Leader):

3.2 Approved the award of the four partnering contracts across four geographical Lots, to four separate successful bidders stated in the Part B Exempt report for a period five years with an option to extend a further five years, in accordance with CSO2.01 (C), conditional on leaseholder consultation.

3.3 Pursuant to Cabinet approval in June 2025 to delegated authority for the Director of Housing, in consultation with the Corporate Director of Finance and Resources, to issue works orders under the contract in line with the annual Cabinet approved, Housing Revenue Account Housing Capital Programme.

7. KENNETH ROBBINS HOUSE - CONTRACT VARIATION

In line with Contract Standing Order (CSO) 8.01 and 18.03.3, this report sought approval from the Cabinet Member for Housing and Planning (Deputy Leader) to vary the contract sum and programme for the major refurbishment programme at Kenneth Robbins House.

RESOLVED

That the Cabinet Member for Housing and Planning (Deputy Leader):

3.1. In line with Contract Standing Orders (CSO) 8.01, and 18.03.3, approval is sought for a variation to the existing contract in the sum of £1,751,359.36, revising the total contract value to £10,164,213.00. Additionally, approval is requested to amend the programme duration from 78 weeks to 150 weeks. This extended timeframe will accommodate the process of obtaining Gateway 2 approval for the works from the Building Safety Regulator (BSR), as well as provide sufficient allowance for final sign-off at Gateway 3.

3.2. It should be noted that any variation in the contract sum or programme will not affect the total amount rechargeable to leaseholders, as outlined in the Notice of Estimates issued on 23 August 2024.

3.3. Issue a Letter of Intent to the contractor in line with CSO 16.04 for the sum of £900k which is no more than 10% of the revised contract sum. The Letter of Intent will enable the contractor to place an order with their supply chain to enable the revised programme to be met.

Alternative options considered.

Do nothing was considered and ruled out. This is because the works to Kenneth Robbins House is essential to ensure the building meets current fire safety regulations. Therefore, the Council has no option but to appoint a competent contractor to deliver the works.

Retendering was also considered; however, the appointed contractor was awarded the contract having submitted the most economical and advantageous tender. There is no guarantee that retendering the project will result in a better outcome in terms of cost and programme. It should also be noted that the extended period for securing Building Safety Regulator approval will still apply, therefore any alternatives bids will include a significant risk profile and cost for a delayed start to the works.

The only option available to the Council is to accept the uplifted costs submitted by the appointed contractor. This will ensure the works commence as soon as possible thus ensuring the building meets current fire safety regulations.

8. STELLAR HOUSE - CONTRACT VARIATION

In line with Contract Standing Order (CSO) CSO) 8.01, and 18.03.3, this report sought approval from the Cabinet Member for Housing and Planning (Deputy Leader) to vary the contract sum and programme for the major refurbishment programme at Stellar House.

RESOLVED

That the Cabinet Member for Housing and Planning (Deputy Leader):

3.1. In line with Contract Standing Orders (CSO) CSO) 8.01, and 18.03.3, approval is sought for a variation to the existing contract in the sum of £1,398,776.55, revising the total contract value to £8,011,626.90. Additionally, approval is requested to amend the programme duration from 78 weeks to 150 weeks. This extended timeframe will accommodate the process of obtaining Gateway 2 approval for the works from the Building Safety Regulator (BSR), as well as provide sufficient allowance for final sign-off at Gateway 3.

3.2. It should be noted that any variation in the contract sum or programme will not affect the total amount rechargeable to leaseholders, as outlined in the Notice of Estimates issued on 23 August 2024.

3.3. Issue a Letter of Intent to the contractor in line with CSO 16.04 for the sum of £700,000.00 which is no more than 10% of the revised contract sum. The Letter of Intent will enable the contractor to place an order with their supply chain to enable the revised programme to be met.

Alternative options considered.

Do nothing was considered and ruled out. This is because the works to Stellar House is essential to ensure the building meets current fire safety regulations. Therefore, the Council has no option but to appoint a competent contractor to deliver the works.

Retendering was also considered; however, the appointed contractor was awarded the contract having submitted the most economical and advantageous tender. There is no guarantee that retendering the project will result in a better outcome in terms of cost and programme. It should also be noted that the extended period for securing

Building Safety Regulator approval will still apply, therefore any alternatives bids will include a significant risk profile and cost for a delayed start to the works.

The only option available to the Council is to accept the uplifted costs submitted by the appointed contractor. This will ensure the works commence as soon as possible, thus ensuring the building meets current fire safety regulations.

9. EXCLUSION OF THE PRESS AND PUBLIC

10. EXEMPT HOUSING ASSET MANAGEMENT PARTNERING CONTRACTS

The exempt information was considered.

11. EXEMPT STELLAR HOUSE - CONTRACT VARIATION

The exempt information was considered.

12. EXEMPT KENNETH ROBBINS HOUSE - CONTRACT VARIATION

The exempt information was considered.

CHAIR:

Signed by Chair

Date