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| **Report of the Repairs & Asset Manager**  **to**  **the Head of Housing**  **on**  13 July 2021 |
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| **Void Security and Void Cleaning Works** | |

**1. SUMMARY**

* 1. The council has recently procured, through the Nottingham City Council Procurement Unit a contract for Void Security and Cleaning Works, to multiple locations within the boundaries of the district of Mansfield. The initial contract is for a 2 year period with an option to extend, following review, for a further two separate 12 month periods. The current contract was temporarily extended beyond its original end date due to covid to allow all parties time to put resources in place as part of Covid recovery strategies.

1.2 **Key Decision**

This is a key decision as the value of the contact is in excess of £50,000 = £150,000 per year over a 4 year period.

**2. RECOMMENDATIONS**

**Recommendation to the Head of Housing**

That the Head of Housing authorise the awarding of the contract to Orbis Protect Limited for an initial 2 year period with an option to extend for the undertaking of void security and void cleaning works.

**3. BACKGROUND**

3.1 Nottingham City Council have undertaken a procurement exercise on behalf of Mansfield District Council. Mansfield District Council are the Contracting Authority; and will be entering into the contract with the appointed supplier.

3.2 Mansfield District Council have sought tenders from suitably experienced and resourced contractors to deliver void security and void cleaning works to Council owned properties within the district.

3.3 The void security and void cleaning works were previously undertaken by two separate contractors, however the awarding of this contract would now bring the works together into a single contract with one supplier, this will reduce officer time in the management of these works and give a single point of contact.

3.4 The Authority’s detailed requirements are set out in the Specification section and accompanying documentation.

3.5 The tender specification was divided between quality and price and after reviewing all of the contractor’s submissions it is recommended that the contract is awarded to Orbis Protect Limited.

3.6 The allocation of work will be carried out by Orbis Protect Limited following an assessment by a MDC Inspector/Assessor or Team Leader.

The costs of this contract are contained within the existing budgets as follows:

Responsive Repairs budget: £150K per annum

**4. OPTIONS AVAILABLE**

4.1 Option 1 (recommended) – That the Head of Housing authorise the award of the contract between the Council and Orbis Protect Limited at an estimated cost of £150,000 per year for initially 2 years following review, for a further two separate 12 month periods.

4.2 Option 2 – That the Head of Housing does not authorise the award of the contract – This option is not recommended as it will not be possible to continue with the elements of work that we are reliant upon having this contract in place.

1. **RISK ASSESSMENT OF RECOMMENDATIONS AND OPTIONS**

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| **Risk** | **Risk Assessment** | **Risk Level** | **Risk Management** |
| Financial | Failure to remain within the budget allocated. | Low | The costs associated with this work are contained within the Housing Repairs Budget, for which there is a monthly finance meeting. Also costs are approved by the Operations Manager prior to issuing instructions to the Contractor. |
| Project Delivery | The selected contractor ceases to exist. | Medium | This will only cause delays in project delivery, whilst an alternative contractor is selected and delay the efficiency savings for the Housing Repairs service |

**6. ALIGNMENT TO COUNCIL PRIORITIES**

* 1. This report is in line with the Council’s housing priority for ensuring there is an adequate supply of good quality, well managed housing which is accessible and affordable to those who need it.

**7. IMPLICATIONS**

(a) Relevant Legislation – All procurement must be undertaken in compliance with Public Contracts Regulations (2006), where the value exceeds the European threshold, or in accordance with the Council’s procurement rules for those below the threshold.

1. Human Rights

It is not considered that the recommendation within this report will infringe on human rights, it is also important to note than anyone not wishing to have work carried out will have the right to refuse.

(c) Equality and Diversity

In reaching the above conclusion due regard has been taken of the general equality duty contained in the Equality Act 2010. This Act covers the issues which were formerly encompassed in the legislation detailed below:

Disability Discrimination Act 1995

Race Relations Act 1976

Sex Discrimination Act 1976

(d) Climate change and environmental sustainability

No direct link with climate change

(e) Crime and Disorder

The submission has no impact on crime and disorder

(f) Budget /Resource

As this contract is a renewal of an existing contract, all associated costs are contained with the existing budgets. There are no additional costs associated with the award of this contract.

**8. COMMENTS OF STATUTORY OFFICERS**

(a) Monitoring Officer – The award of the Contract is in compliance with the council’s contract procedure rules and procurement legislation. Legal services will be instructed to complete the contract.

(b) Section 151 Officer – No specific comments

**9. CONSULTATION**

None.

**10. BACKGROUND PAPERS**

Documentation submitted by Nottingham city Procurement in support of the proposal held by the author of the report.

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