

NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

CABINET – 17 OCTOBER 2017

Title of report	AUTHORITY TO AWARD THE CONTRACT FOR HOUSING PAINT PACK DECORATION
Key Decision	a) Financial Yes b) Community No
Contacts	Councillor Roger Bayliss 01530 411055 roger.bayliss@nwleicestershire.gov.uk Director of Housing 01530 454819 glyn.jones@nwleicestershire.gov.uk
Purpose of report	The report requests that Cabinet delegate authority to award the contract for Housing Paint Pack Decoration to the Director of Housing in consultation with the Portfolio Holder.
Reason for Decision	The level of expenditure on this contract exceeds the authority threshold in the Scheme of Delegation.
Council Priorities	Value for Money.
Implications:	
Financial/Staff	A robust evaluation of the bids will allow the most economically advantageous bid to be selected, achieving an efficient service for the council over the life of the contract and giving council tenants a choice, increasing satisfaction levels.
Link to relevant CAT	Not applicable
Risk Management	Not applicable
Equalities Impact Screening	Not applicable
Human Rights	None discernible

Transformational Government	Not applicable
Comments of Deputy Head of Paid Service	The report is satisfactory
Comments of Deputy Section 151 Officer	The report is satisfactory
Comments of Monitoring Officer	The report is satisfactory
Consultees	None
Background papers	None
Recommendations	IT IS RECOMMENDED THAT CABINET DELEGATE AUTHORITY TO AWARD THE CONTRACT FOR HOUSING PAINT PACK DECORATION TO THE DIRECTOR OF HOUSING IN CONSULTATION WITH THE PORTFOLIO HOLDER.

1.0 BACKGROUND

- 1.1 Since 1 January 2014, tenants have been issued with a Decoration Paint Pack, which is designed to improve the internal decoration of their new home, where the property has been identified as requiring decoration.
- 1.2 An inspection of the empty home is undertaken at the point of it being available for re-let. The Empty Homes Chargehand determines whether a Paint Pack is applicable due to the internal décor of a property not being adequate. This pack is then made available in a limited range of colours and is dependent on type and size of property.
- 1.3 The existing contract ends on 31 December 2017.
- 1.4 The packs consist of the required decorating materials such as paint, brushes, sandpaper and dust sheets. The Council has “quality control” over the materials being used in our properties, whilst allowing tenant choice on colour.
- 1.5 Tenants benefit by having the packs they choose delivered directly to them, rather than having to find a store in the area they live.
- 1.6 The award of a new contract will allow the Council to:
- Maintain administration costs
 - Provide a continued better deal to tenants by ensuring quality goods and a reduction in pricing for future purchases
 - Tailor packs against property condition which allows us to include materials such as specialised kitchen/bathroom paint, sundries including filler and dust sheets and finish to paint types such as gloss or satin for woodwork

- Offer additional “compensation” elements against planned investment work such as rewiring, giving the option for re-decoration rather than cash/rent account credits.

2.0 TIMESCALES AND EVALUATION

	DATE
Evaluation of Submissions	17 November 2017
Contract Award	1 December 2017
Contract Commencement	1 January 2018

2.1 Tenders will be measured against the evaluation criteria, which will be weighted towards the scheme which will cost NWLDC the least. Other criteria under consideration will be:

- Non chargeable delivery/collection options
- Ability to offer variety of paint packs
- Additional benefits to the tenant (i.e. discounted items outside of contract)

3.0 RESOURCE IMPLICATIONS

3.1 The initial contract period is three years, and will commence on 1 January 2018 and end on 31 December 2020. There is an option to extend the contract for a further two years, in annual increments, subject to satisfactory performance and business need.

3.2 The estimated value of this contract is £175,000 over the five year period, £35,000 per annum. The budget will be increased for 2018/19, in line with the new contract start date.

3.3 The contract will be procured via a compliant procurement process in accordance with the constitution (contract procedure rules) and all relevant procurement legislation.

4.0 CONCLUSION

4.1 The existing scheme was reviewed by our involved tenants at the Housing Management Working Group. After considering the options available they concluded the award of a contract to a single provider for tenants and the Council via the procurement process represents the most appropriate way forward.