

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ENVIRONMENT & NEIGHBOURHOOD SERVICES

TO:	POLICY COMMITTEE		
DATE:	11 JUNE 2018	AGENDA ITEM:	13
TITLE:	CONTRACT AWARD - MINOR WORKS BUILDING CONTRACT FOR EXTERNAL MAINTENANCE 2018 TO RBC LEASEHOLD HOUSING BLOCKS		
LEAD COUNCILLOR:	COUNCILLOR ENNIS	PORTFOLIO:	HOUSING
SERVICE:	HOUSING AND NEIGHBOURHOODS	WARDS:	MINSTER & ABBEY
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1. PURPOSE OF THE REPORT AND EXECUTIVE SUMMARY

- 1.1 The report seeks approval for the award of a Minor Works Building Contract for the provision of external maintenance to RBC leasehold housing blocks for the year 2018. This contract relates to the repair and maintenance of the Council's Housing Stock.
- 1.2 No volume of expenditure is guaranteed under this contract as this will depend on the extent of works that are required. Based on expenditure records and previous contracts for the areas included in this years' work however, the total expenditure is expected to be £190,000.

2. RECOMMENDED ACTION

- 2.1 That Policy Committee provides delegated authority to the Head of Housing and Neighbourhood Services to award the Minor Works Building Contract (2018) for the External Maintenance to RBC leasehold housing blocks.

3. MINOR BUILDING WORKS CONTRACTS FOR WORKS TO COUNCIL HOUSING STOCK

- 3.1 Housing Property Services propose to invite tenders for a 'Minor Building Works' contract covering the repairs and decoration to leasehold housing blocks.

- 3.2 The Minor Building Works Contract will be tendered on a fixed price per scheduled item basis.
- 3.3 Reading Borough Council's Housing Property Services manage the day to day repairs, planned maintenance and voids repair works to approximately 5,600 Council properties which are let throughout the Borough. Housing Property Services carry out programmed external maintenance works each year to dwellings and blocks that do not contain leaseholders.
- 3.4 However, under the Commonhold & Leasehold Reform Act 2002, section 151, RBC is required to obtain quotations for any works over £250 per property where there are leaseholders resident in the property and therefore, a formal advertised tender process is undertaken to obtain competitive tenders for the works. The RBC internal planned maintenance department will be invited to tender for these works.
- 3.5 Tendering is only required when there is work on leasehold blocks due in the programme (which is not every year) therefore we do not have a multi year contract.

#### **4. CONTRIBUTION TO STRATEGIC AIMS**

- 4.1 The contract will support the achievement of the Council's strategic aims of 'providing homes for those in most need' and 'remaining financially sustainable to deliver service priorities' by using a cost effective means of delivering improvements to the Council's Housing Stock.

#### **5. COMMUNITY ENGAGEMENT AND INFORMATION**

- 5.1 It is intended as far as possible to ensure that the successful tenderers pay the living wage to all employees working on Reading Borough Council properties. Tenderers are advised that the Council's current Low Wage policy expects the payment of the Living Wage rate set independently by the Living Wage Foundation and updated annually in the first week of November each year. All providers appointed are expected to pay a living wage in accordance with this policy to all staff working on Reading Borough Council contracts. The UK Living Wage for employees outside of London is currently (November 2017) £8.75 per hour.

#### **6. EQUALITY IMPACT ASSESSMENT**

- 6.1 There is no Equalities Impact Assessment required for these contracts.

#### **7. LEGAL IMPLICATIONS**

- 7.1 The Works Contract will be awarded using the Joint Contracts Tribunal "Minor Works Building Contract - 2016".

## **8 FINANCIAL IMPLICATIONS**

8.1 The Council has a responsibility for ensuring that it maintains its homes to a decent standard and provides for this within the 30 year Housing Revenue Account Business Plan. The budget for this contract is included within the existing Housing Revenue Account repairs and maintenance budget agreed by Council in February 2018.

8.2 No volume of expenditure is guaranteed under this contract as this will depend on the full extent of work that is required. Based on expenditure records and previous contracts for the areas included in this years' work however, the total expenditure is expected to be £190,000.

## **9.0 BACKGROUND PAPERS**

9.1 None applicable.