

READING BOROUGH COUNCIL

REPORT BY DIRECTOR OF ECONOMIC GROWTH AND NEIGHBOURHOOD SERVICES

TO:	HOUSING, NEIGHBOURHOODS & LEISURE COMMITTEE		
DATE:	3 July 2019		
TITLE:	CONTRACT AWARD - MINOR WORKS BUILDING CONTRACT 2016 PVCU WINDOW AND REAR DOOR REPLACEMENTS TO FLATS		
LEAD COUNCILLOR:	JOHN ENNIS	PORTFOLIO:	HOUSING
SERVICE:	HOUSING PROPERTY SERVICES	WARDS:	SOUTHCOTE, TILEHURST, WHITLEY, CAVERSHAM.
LEAD OFFICER:	ZELDA WOLFLE	TEL:	0118 937 3385
AUTHOR:	IAN NICHOLLS	TEL:	73965
JOB TITLE:	BUILDING SURVEYOR	E-MAIL:	ian.nicholls@reading.gov.uk

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 This report seeks approval for the award of JCT Minor Works Building Contract to replace windows and doors on up to 228 Flats in 22 council blocks starting August 2019 and completing before the end of this financial year as per the current year's programme.
- 1.2 All the work is funded from the Housing Revenue Account (HRA).
- 1.3 This work will go through a competitive tender exercise using an approved list of preferred window and door manufacturers to procure works for construction and maintenance of social housing and drive value for money.

2. RECOMMENDED ACTION

- 2.2 That Housing, Neighbourhoods and Leisure Committee provide delegated authority to the Head of Housing and Neighbourhood Services in consultation with the Lead Councillor for Housing to award a contract for replacement of PVCu windows and rear doors for up to 228 properties starting in August 2019 and completing before the end of this financial year.

3. POLICY CONTEXT

- 3.1 The window and door replacement works have been programmed as part of the Housing 30 year business plan to ensure that homes are maintained in a good condition and continue to meet the Decent Home Standard. The design of the new windows will match the style of the existing windows and comply with the latest building regulations.
- 3.2 This report requests the granting of delegated powers to the Head of Housing and Neighbourhood Services in consultation with the Lead Councillor for Housing to award a contract to the successful contractor upon completion of a satisfactory evaluation exercise.

4. THE PROPOSAL

The manufacture and installation work is of a specialist nature and Reading Borough Council through its Building Maintenance Team does not have the capacity to deliver a project such as this in house. Therefore this project will be delivered by an approved PVC-u window contractor from one of the council's preferred PVC-u window manufacturers. The method for selecting the contractor is through an approved list of the preferred window and door manufacturers.

5. CONTRIBUTION TO STRATEGIC AIMS

- 5.1 This project to carry out replacement of first generation PVC-u windows and doors to Council homes and the communal areas within the identified blocks will support the Corporate Plan priority of 'Improving access to decent housing to meet local needs', by providing improved thermal comfort of homes, improved ventilation, security and better escape from fire for those in most need.

6. COMMUNITY ENGAGEMENT AND INFORMATION

- 6.1 Tenants have been consulted on the proposed works and will be kept informed of progress as the works proceed. On completion satisfaction surveys will be issued for tenants to provide feedback on the completed work. If required attendance can be arranged at local tenant meetings to feed back to tenant groups.
- 6.2 Leaseholders in affected blocks are being consulted through the normal leaseholder consultation process in accordance with s20 Landlord and Tenant Act 1985 regarding the work to be undertaken to the communal areas of the affected blocks.
- 6.3 The contractor will be required to provide a tenant liaison officer for the entire contract period to ensure tenants are fully informed about the requirements of the project.

7. EQUALITY IMPACT ASSESSMENT

7.1 An Equalities Impact Assessment is not required.

8. LEGAL IMPLICATIONS

8.1 The works will be tendered in accordance with the Council's Contract Procedure Rules for contracts over £100k but below the EU threshold.

8.2 The works will be completed by entering into contract using the Joint Contracts Tribunal Minor Works Building Contract 2016.

8.3 Leaseholders will be consulted through the section 20 notice procedure under the Landlord and Tenant Act 1985 before any tender is commenced and any contract award.

8.4 All works carried out will be in accordance with the relevant Approved Documents of the Building Regulations and FENSA certificates of compliance produced for council records.

9. FINANCIAL IMPLICATIONS

9.1 The budgeted cost of £750,000 is contained within the 2019/20 window and doors improvement programme which forms part of the total Housing Revenue Account budget for maintenance and repair approved by Council on 26th February 2019.

9.2 It is intended as far as possible to ensure that the successful tenderers pay the living wage to 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. The contractor appointed is expected to pay a living wage in accordance with this policy to all staff working on Reading Borough Council contracts.

10. Background Papers.

10.1 None applicable.