

		AGENDA ITEM NO.	
Report Cover Sheet			
Name of Meeting:		Executive	
Date of Meeting:		10/12/07	
Report Title:		Contract for gas system servicing and maintenance for housing properties	
Summary of report:		To seek approval for the re-tendering of contract to service and repair gas appliances to HRA residential properties.	
For Further Information Please Contact (report author):		Tony White, Building Construction and Surveying Manager 01926 456042 anthony.white@warwickdc.gov.uk	
Business Unit:		Property Services	
Would the recommended decision be contrary to the Policy Framework:		No	
Would the recommended decision be contrary to the Budgetary framework:		No	
Wards of the District directly affected by this decision:		All	
Key Decision?		Yes	
Included within the Forward Plan?		Yes – Ref number 56	
Is the report Private & Confidential		No	
Background Papers:			
Consultation Undertaken Below is a table of the Council's regular consultees. However not all have to be consulted on every matter and if there was no obligation to consult with a specific consultee they will be marked as n/a.			
Consultees	Yes/ No	Who	
Other Committees	No		
Ward Councillors	No		
Portfolio Holders	Yes	Councillor Michael Doody	
Other Councillors	Yes	Councillor Mrs. Moira-Ann Grainger	
Warwick District Council recognised Trades Unions	No		
Other Warwick District Council Service Areas	Yes	Housing Services	
Project partners	No		
Parish/Town Council	No		
Highways Authority	No		
Residents	No		

Citizens Panel	No	
Other consultees	No	
Officer Approval With regard to officer approval all reports must be approved by the report authors relevant director, Finance Services and Legal Services.		
Officer Approval	Date	Name
Relevant Director(s)	19/11/07	Mary Hawkins
Chief Executive	19/11/07	Mary Hawkins
CMT	19/11/07	
Section 151 Officer	19/11/07	
Legal	19/11/07	Simon Best
Finance	19/11/07	Philip Morgan
Final Decision?		Yes
Suggested next steps (if not final decision please set out below)		

1. RECOMMENDATION(S)

- 1.1 That Executive approves the tendering of the contract to repair and service all gas appliances within the Council's housing stock.
- 1.2 That tenders are sought under the Official Journal of the European Union (OJEU) process for an annual contract which includes the option for a further annual extension up to a maximum of five years, subject to the contractor satisfying key performance indicators.

2. REASON(S) FOR THE RECOMMENDATION(S)

- 2.1 The existing gas maintenance contract is due to expire at the end of 2008/09, requiring re-tendering during the next financial year.
- 2.2 Due to the value of the contract the tender process will need to comply with European procurement directives. These require the publication of a notice within the OJEU allowing suitable companies to express their interest in undertaking the advertised work.
- 2.3 The OJEU procurement process is lengthier than past tendering methods and would need to commence no later than June 2008 to ensure a new contract will be in place from April 2009.
- 2.4 Approval to commence the re-tendering process is being sought early as there are some current concerns over the performance of the existing contractor. These are being addressed through the contract management framework and are capable of being resolved satisfactorily. However, if, but only if, such resolution was not achieved or if performance subsequently declined officers would wish to commence the OJEU procurement process earlier than June 2008.

3. ALTERNATIVE OPTION(S) CONSIDERED

- 3.1 There is no alternative other than to have a gas servicing and maintenance requirement to ensure the Council meets its statutory repairing and health and safety responsibilities or to follow European procurement directives.

4. BUDGETARY FRAMEWORK

- 4.1 The estimated annual value of the contract is not less than £850,000.
- 4.2 Budgetary provision for a contract of this value exists and can be met in future years through the Housing Major Works budget within the Housing Revenue Account.

5. POLICY FRAMEWORK

- 5.1 The proposal supports two targets within the existing Corporate Strategy: CO1 – to manage our services openly, effectively and efficiently and CO6 – to meet the housing need.