

## DECISION RECORD <sup>1</sup>

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution [Part 4e - Overview and Scrutiny Procedure Rules](#))

<b>Subject: Approval of Contract Awards for Repairs and Voids</b>	
Staff Contact: Denise Lewis  Tel: 07512 315822	Cabinet Member: Jackie Hollywell  Portfolio: Housing and Housing Development  Strategic Director: Richard Protheroe

### 1. **Decision**

To approve the award of a contract to provide materials for the delivery of the Repairs service via a call off (without competition) from Lot 4 (Managed Service) of the Fusion 21 Materials Supply and Associated Services Framework 2024-2028 for a period of 1 year with an option to extend by a further year only.

### 2. **Reasons for the decision**

The current contract for the supply of materials for the Repairs service expires on 31 May 2025. Not to award a new contract could adversely impact on SBC's ability to deliver an efficient and cost-effective repairs service which is reliant on an in-house team of core trades supported by specialist contractors.

There is no advantage in carrying out an open tender process as there are limited suppliers who can fulfil the service specification, and all of these are on Frameworks.

In considering Frameworks that could be used for this procurement process regard has been had to previous experience of working with relevant Framework providers who SBC can access for this purpose.

The Fusion 21 Members Consortium is free to join and open to all public bodies. The key benefits offered include:

- Service, support and advice across the whole procurement and contract lifecycle.
- Technical experts on hand to provide a tailored solution.
- Access to a team with a wide range of qualifications and experience across procurement
- Membership of the Chartered Institute of Procurement and Supply (FCIPS/MCIPS)
- Solutions which make a real impact and are aligned to client requirements and objectives.
- The delivery of genuine efficiencies and savings.

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The proposed direct award from the Fusion 21 Framework is fully compliant with relevant legislation and the Contract Procedure Rules as approved by Full Council in February 2025.

A relatively short-term contract is proposed as the Cabinet agreed in principle In October 2024 to transition to a hybrid delivery model for voids and as part of the mobilisation plan the service specification for materials will need to be reviewed in 2025/26. Once this review is completed this would enable a competitive call-off process from the Fusion 21 Framework for a longer-term contract (3-5 years) to be awarded from June 2026 (or June 2027).

### 3. **Alternative options considered and rejected <sup>2</sup>**

The procurement options considered are set out in the attached (Part II) report with a direct award being preferred for the reasons set out in the report.

### 4. **Consultation**

#### (a) Comments of Cabinet Member(s) <sup>3 4</sup>

The Housing and Housing Development Portfolio Holder Cllr Jackie Hollywell has been consulted and supports the intention to award a contract via direct call off from Lot 4 of the Fusion 21 Materials Supply and Associated Services Framework 2024-2028 for a period of 1 year (with an option to extend by a further year only).

#### (b) Comments of other consultees <sup>5</sup>

The Corporate Procurement team have been consulted and are supportive of the recommended option given the need to establish wider supply chain requirements as part of the mobilisation plan for brining Voids in-house. Once a wider service specification is in place that reflects the needs of an expanded in-house team a mini competition can/should be carried out to award a longer term contract in order to fully demonstrate Value for Money (VFM).

### 5. **Following consultation with, and the concurrence of the Cabinet Member, I am proceeding with the proposed decision.**

Signed: Richard Prothero (Signature Redacted)

Title: Strategic Director.....

Date: 18 March 2025

### 6. **PLEASE RETURN COMPLETED/SIGNED FORM TO DEMOCRATIC SERVICES FOR PUBLICATION**

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<sup>1</sup> for guidance see Borough Solicitor's note "Taking Decisions"

<sup>2</sup> details of any alternative options considered and rejected by the officer at the time the decision was made

<sup>3</sup> record any conflict of interest declared by any Cabinet Member consulted. If a Cabinet Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Borough Solicitor

<sup>4</sup> If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Cabinet Member before proceeding. In some cases it will be necessary to consult more than one Cabinet Member, and in some cases the Leader of the Council will need to be consulted

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<sup>5</sup> If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.