

Tenant and Leaseholder Services procurement:
Supply and fit FD30s doorsets (Fire doors) and related fire rated items

Cabinet	14 March 2024
Report Author	Sally O’Sullivan, Tenant and Leaseholder Services Manager
Portfolio Holder	Cllr Helen Whitehead, Deputy Leader and Cabinet Member for Housing
Status	For Decision
Classification:	Unrestricted
Key Decision	Yes
Reasons for Key	An Executive Decision that involves incurring expenditure anticipated to be £250,000 or above. And an Executive Decision where the Council is entering into contract with a value, over its duration of £750,000 or above
Ward:	All

Executive Summary:

This report seeks authority for the council to enter into a new contract for works and services in relation to its housing stock and tenancy services. The contract is as follows:

1. To award a 6 year contract with an option for the Council to extend for 12 months, for the replacement of fire doors in flatted blocks. This would include a fire door replacement programme in blocks where the Fire Risk Assessment has highlighted this as a requirement and ad hoc replacements when doors become damaged. The value of this contract is expected to be in the region of £3.9 Million.
2. To delegate authority to the Director of Place following consultation with the Portfolio Holder for Housing, together with the Director of Finance to enter into the procurement and implement the contract to the value specified.

Recommendation(s):

Cabinet is asked to authorise the following:

1. The letting of a 6 year contract, with the provision for extending this (at the Council’s discretion) by a further 1 year, for the supply and fit of fire rated door sets for flatted blocks. This contract will also include replacing loft hatches and meter boxes with fire rated types that sit within the communal areas.

Corporate Implications

Financial and Value for Money

The procurement of contracts via an open process offers economies of scale rather than contracting works and services on an ad hoc basis. Ad hoc procurement takes up officers time, and costs more per unit.

Housing Revenue Account (HRA) capital budgets are reviewed annually and include provision for:

- Improvements to assets that have reached the end of their expected life cycle
- Making sure our homes are compliant with statutory and regulatory requirements
- Maintaining the Health and safety and comfort of our residents in their homes

There is sufficient funding within the approved HRA capital budget to fund the capital costs set out in this report.

Detailed budgets will be reviewed and amended in line with the actual tendered costs of these works at the earliest opportunity.

Legal

This report seeks approval to enter into a six year contract with the option to extend for a further year for the provision of fire rated door sets for flatted blocks as well as meter boxes and loft hatches. The value of the contract is expected to be around £3.9 million and it is proposed to carry out an open procurement using the Kent Business Portal.

The council, as a landlord of residential buildings, has a statutory responsibility to ensure that they are properly maintained and meet fire safety standards.

Legislation relevant to fire safety is the :

Building Safety Act 2022
Regulatory Reform (Fire Safety) Order 2005
Fire Safety Act 2021

The procurement and contract awarded will enable the Council to meet its obligations under the above legislation. The procurement will comply with the Council's Contract Standing Orders .

Risk Management

The risks associated with not procuring this contract are financial & legislative. We currently replace fire doorsets through Mears, who subcontract this work to third parties as necessary, under the Council's Housing Responsive Repairs & Maintenance agreement.. This is a more expensive route to market, but where the issue is a fire hazard we must replace the doors as quickly as we can.

This contract will mitigate the risk of higher charges for doors as we can explore the market for best value.

We also do not have the value required through the Mears contract to instruct the programmed door replacement works (nor the ad hoc replacements that are required through day to day responsive repairs), bringing them outside CSO's.

The revised Regulatory Reform (Fire Safety) Order 2005 tells us we must inspect fire doors to dwellings annually and to communal areas quarterly. The information gathered from these inspections and from our annual Fire Risk Assessments tells us many fire doors are in need of replacement. It is more economical, from a resource and financial perspective, to create a programme of works to address all fire doors in our low rise flatted blocks.

Corporate

The council's Corporate Statement sets out its commitment to,

- *To deliver the housing we need*

Equality Act 2010 & Public Sector Equality Duty

Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics: age, sex, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy & maternity. Only aim (i) of the Duty applies to Marriage & civil partnership.

This report relates to the following aim of the equality duty: -

- *To advance equality of opportunity between people who share a protected characteristic and people who do not share it*
- *To foster good relations between people who share a protected characteristic and people who do not share it.*

The council's tenants and leaseholders include residents that have protected characteristics as set out in the Public Sector Equality Duty.

The completion of the works set out in this report will benefit all tenants including those with protected characteristics.

The letting of these contracts would not discriminate against any tenant benefitting from this service, ensuring equality in access and delivery.

1.0 Introduction and Background

- 1.1 The council owns approximately 3,400 tenanted and leasehold homes. All costs, investment and income for these homes is managed with the council's Housing Revenue Account, and budgets for revenue and capital works are reviewed annually.
- 1.2 In addition to the annual review of revenue and capital budgets, key decisions are also required for approval by Cabinet for any expenditure that:
 - is for works or services that exceed £250,000, or
 - is for a contract over a number of years with an expected value in excess of £750,000.
- 1.3 It is important we have the right contracts in place to enable us to carry out essential and planned works, keeping our properties in good repair - ensuring our homes are safe and comfortable and our assets do not deteriorate.
- 1.4 The value of this contract means it is a key decision

2.0 Fire door contract

- 2.1 The letting of this contract is essential to mitigating fire risk in the council's flatted blocks in a way that allows the council to benefit from economies of scale and thus better value for money.
- 2.2 Our Fire Risk Assessments have highlighted a number of blocks, where wholesale replacement of fire doors are required. This has been mainly due to a recent change in legislation that has tightened the requirements on compartmentation and thus the specification of fire door sets.
- 2.3 Replacement doorsets are also required on an ad hoc basis, when doors are damaged.
- 2.4 Compartmentation plays a big role in the fire safety in a flatted block. Buildings are segmented so that if a fire breaks out in one segment of the block, the structure surrounding that segment will keep the smoke and fire in.
- 2.5 A fire door completes the compartmentation (or segmentation) of a flat. The door set is designed to prevent smoke or fire entering a flat for 30 mins, meaning occupants can safely stay put until the fire and rescue service arrive. If fire breaks out in the flat, smoke and fire will not breach the communal area for a minimum of 30 mins, giving occupants the chance to escape via the communal corridors
- 2.6 Communal fire doors complete the compartmentation to the communal areas which form the means of escape for occupants, via hallways and stairwells. Communal doors sets need to withstand fire and smoke for 60 Mins.
- 2.7 The value of this contract is estimated at £3.9 Million over 6 years - see breakdown below:

Budget year	Door Numbers	Indicative Figures	indicative ad hoc replacements	Cost without inflation	Inflated budget
2024/25	499	£640,500	£60,000.00	£700,500.00	£700,500.00
2025/26	630	£753,650	£60,000.00	£813,650.00	£854,330.00
2026/27	541	£663,300	£60,000.00	£723,300.00	£782,250.00
2027/28	328	£427,500	£60,000.00	£487,500.00	£543,050.00
2028/29	268	£382,800	£60,000.00	£442,800.00	£508,050.00
2029/30	222	£330,800	£60,000.00	£390,800.00	£461,840.00
	TOTAL	£3,198,550	£360,000.00	£3,558,550.00	£3,850,020.00

2.8 Wherever possible we will provide choice to residents, this could be in the colour or design of their front door.

3.0 Fire door contract - procurement strategy

3.1 It is our intention to carry out an open procurement using the Kent Business Portal, with the support of our inhouse procurement team.

3.2 We are taking this route due to the value of the contract as it avoids a framework levy.

4.0 Options

4.1 For this procurement, there are 3 options available:

1. Procure this contract using the procurement strategy as described above
2. Procure this contract using an appropriate framework - this is a viable option but not recommended in this case due to the value of the contract and the applied levy
3. Do nothing and continue as we are - not recommended as this approach also adds costs and delays to carrying out fire door replacement programmes.

5.0 Next steps

5.1 Next actions will follow if approval is gained:

- To proceed with the procurement of the fire door contract, compliant with Contract Standing Order requirements.

Contact Officer: Sally O'Sullivan - Head of Tenant and Leaseholder Services
Reporting to: Bob Porter (Director of Place)

Annex List

None

Background Papers

None

Corporate Consultation

Finance: Matthew Sanham (Head of Finance, Procurement and Risk)

Legal: Ingrid Brown (Head of Legal and Democracy)