

Finance and Resources Committee

10.00am, Thursday, 8 September 2022

Community Alarm System and Sheltered Housing Alarm Repair, Maintenance and Installation Contract Extension

Executive/Routine Wards Council Commitments	Routine All
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1. Recommendations

- 1.1 It is recommended that Finance and Resources Committee notes:
- 1.1.1 The contract extension awarded to SPIE Ltd as an urgent decision in accordance with section 4.1 of the Council's Committee terms of Reference and Delegated Functions by the Executive Director of Place, in consultation with the Convenor of Finance and Resources;
 - 1.1.2 That urgent powers to authorise these extensions were sought and granted by the Convenor and Vice Convenor on 1 April 2022; and
 - 1.1.3 The contract extension was backdated to 1 February 2022 and will run for a period of one year. The estimated value of the contract is £100,000.

Paul Lawrence

Executive Director of Place

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Community Alarm System and Sheltered Housing Alarm Repair, Maintenance and Installation Contract Extension

2. Executive Summary

- 2.1 This report sets out the detail of the extension of the Sheltered Housing elements of a contract awarded to SPIE Ltd under urgency powers in consultation with the Convenor and Vice Convenor of Finance and Resources on 1 April 2022.
- 2.2 The extension was backdated to 1 February 2022 for a period of one year until 31 January 2023. The estimated value of the contract is £100,000 for the one-year period.

3. Background

- 3.1 This contract provides essential maintenance services for the alarms that serve both the Council's Sheltered Housing service and installation of dispersed complex telecare equipment for the Community Alarm Service, providing critical services for vulnerable residents.
- 3.2 SPIE Ltd was initially contracted in 2015 to deliver the service through a competitive procurement process. In January 2021, the Council signed a waiver extending the service to 31 January 2022. At that time the contract management was transferred from Health and Social Care to the Council's Housing Service due to plans that Health and Social Care had to in-source aspects of the contract as part of their transformational programme, reducing their dependency on the external contract provision.
- 3.3 This extension is only for the elements of the contract that provide services to Sheltered Housing. A further one-year extension to the contract will allow re-procurement of the services that the Housing Service provides for Sheltered Housing at the end of the extension period.
- 3.4 Officers in Health and Social Care will be submitting a separate waiver for the Community Alarm Service elements of the contract as their requirements from the contract have changed.

- 3.5 As this is a repeat extension, having previously been extended for one year in January 2021 and therefore taking the total value to over £250,000, Committee approval is required.
- 3.6 Due to the timing of this request, the urgency procedure set out under 4.1 of the Committee Terms of Reference and Delegated Functions states that 'If a decision which would normally be made by a Committee requires to be made urgently between meetings of the Committee, the Chief Executive or appropriate Director, in consultation with the Convener or Vice-Convener, may take action, subject to the matter being reported to the next Committee'.

4. Main report

- 4.1 The contract extension will ensure that there is continuity of service to the critical repair maintenance and installation service that is provided through SPIE Ltd for the Sheltered Housing alarms.
- 4.2 As SPIE has delivered the services for an extensive period of time following a procurement process, it is deemed that they continue to present the knowledge, experience and appropriate pricing model to continue the services while the procurement takes place.
- 4.3 The market for this service is extremely small with limited organisations having the necessary experience and capability; the risk of awarding this to a supplier without competition is therefore considered to be low.

5. Next Steps

- 5.1 Officers from the Housing Service are working with colleagues in Procurement to ensure a full re-procurement exercise can be successfully carried out for the services required to support the Sheltered Housing alarms, with a new contract in place for January 2023.

6. Financial impact

- 6.1 The financial value of the one-year extension to the contract is estimated to be no greater than £100,000. Contract spend will be monitored on an ongoing basis.

7. Stakeholder/Community Impact

- 7.1 Officers have engaged with SPIE Ltd who have agreed to continue to provide the services under this contract. Ongoing monitoring of the contract will continue through contract management meetings.

7.2 SPIE Ltd is a medium sized and local enterprise, who is aligned with the Real Living Wage.

8. Background reading/external references

8.1 None.

9. Appendices

9.1 None.