

DECISION NO:*For Member Services use only*

Concurrence No:

066410

Action under delegated authority of Chief Executive**Action under delegated authority of Director of Finance and Cabinet Member for Finance****x****Action taken by Chief Executive in consultation with Cabinet Member(s)**

Subject: Fire Safety Repairs for Brook House

Signature and designation of officer(s) taking action:

Chief Executive15/12/2020
Date_____
Director of Finance15/12/2020
Date_____
Head of Finance11/12/2020
Date**Name of Cabinet Member(s)
Consulted:**I have been consulted and concur with the
proposals set out below:

Councillor P Mason

15/12/2020

Cabinet Member for Finance and Business
Services

Signature:

Date:

Councillor

Cabinet Member for

Signature:

Date:

Name of any member who has declared a
conflict of interest in relation to this decision: _____**THIS DOCUMENT WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE****The report overleaf sets out the decision to be taken, the reasons for the decision, and the details of alternative options, if any, considered and rejected.****Officer decisions are available for public inspection, both at the Borough Offices and on the Council's website. Officer decisions are kept for a period of six years at the Borough Offices and for six months on the website after the decision is made. Background papers are available for four years.**

RECOMMENDED that:

- (a) An exception to Contract Standing Orders be approved to allow urgent allow fire safety works to be carried out at Brook House hostel, under the provision for emergency works
- (b) A virement from the revenue contingency budget for £30,200 be approved to cover the costs of the work

Purpose

To request approval for an exception to the Council's Contract Standings Orders for emergency fire safety works to be undertaken at Brook House hostel and for a virement from the 2020/21 revenue contingency budget to cover the cost of the works.

Introduction

Following a routine fire safety inspection, the Hertfordshire Fire Brigade and the Council's Health and Safety Officer advised fire safety works to be carried out at Brook House.

The Project

The recent inspection has identified a number works that need to be carried out to the interior of the building and fire alarm system in order ensure fire safety standards are met.

Three quotations for the work to the interior of the building and to upgrade the fire alarm system have been obtained from different contractors.

Although the value of this work is over £10,000, under the provisions of section 3.6 in the Council's Contract Standing Orders this project represents emergency works and therefore due to urgency a full tender process has not been entered into, although three written quotations for both sets of work have been obtained.

Robyland has been selected as the contractor to carry out the fire safety works because the standard of the works proposed will meet with fire safety regulations and the proposal includes a project officer to oversee the works on-site providing increased assurances and value for money, as well as saving Council resources.

SGN has been selected to carry out the works to the fire alarm system. This is because the SGN proposal will provide a fire alarm system compliant with regulations and SGN are the Council's existing fire alarm system provider and maintenance contractor for hostels. As the work involves replacement of an existing system which will require ongoing maintenance, obtaining this service from another contractor could result in incompatibility or technical difficulties in operation and ongoing maintenance of the system.

Financial, Legal and Risk Management Implications**Financial**

The cost of undertaking the fire safety works to the building by the chosen contractor is £13,200.

The cost of undertaking the fire alarm system works by the chosen contractor is £17,000

The total cost is £30,200.

There is no budget available to fund these works within the Housing Service financial provisions for this financial year, therefore, a request for a virement from the Revenue Contingency Budget is being made.

There is currently £192,490 available in the revenue contingency budget.

Alternative Options Considered and Rejected

The alternative option is to appoint one of the other contractors.

Contribution to the Council's Objectives and Environmental Sustainability Priorities

This project contributes to the following corporate objectives:

Deliver affordable homes for local residents and reduce homelessness.

Conclusion

The request for funding from the revenue contingency budget for fire safety works at Book House hostel be approved, as well as an exception to the contract standing orders. This is because emergency fire safety works are required to the interior of the building and fire alarm system in order to comply with current fire safety regulation. This approval is sought under the provision for emergency works within the Council's Contract Standing Orders.

Contact Officer: Lee Anne Hill

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Date 23 November 2020

Action reported to the Cabinet on:
