

City Chambers
DUNDEE
DD1 3BY

22nd November, 2024

Dear Colleague

You are requested to attend a MEETING of the **NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE MANAGEMENT COMMITTEE** to be held remotely on Monday, 2nd December, 2024, to follow the meeting of the Children, Families and Communities Committee called for 5.00pm.

The meeting will be livestreamed to YouTube. Members of the Press or Public wishing to join the meeting as observers should follow this link www.dundee.gov.uk/live or alternatively they may attend in person.

Should you require any further information please contact Committee Services on telephone (01382) 434228 or by email at committee.services@dundee.gov.uk.

Yours faithfully

GREGORY COLGAN

Chief Executive

AGENDA OF BUSINESS

1 DECLARATION OF INTEREST

Members are reminded that, in terms of The Councillors Code, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting.

This will include all interests, whether or not entered on your Register of Interests, which would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision making.

2 SCOPE OF HEATING, KITCHEN, BATHROOMS AND REWIRING - Page 1

(Report No 330-2024 by the Executive Director of Neighbourhood Services, copy attached).

3 SOURCING STRATEGY FOR THE PROCUREMENT OF SUPPLY ONLY REPLACEMENT WINDOWS & DOORS AND SUPPLY & INSTALL REPLACEMENT WINDOWS & DOORS - Page 3

(Report 326-2024 by the Executive Director of Neighbourhood Services, copy attached).

4 TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY - Page 9

(Report No 344-2024 by the Executive Director of City Development, copy attached).

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ITEM No ...2.....

**REPORT TO: NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE
MANAGEMENT COMMITTEE – 2 DECEMBER 2024**

REPORT ON: SCOPE OF HEATING, KITCHEN, BATHROOMS AND REWIRING

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT NO: 330-2024

1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to update the scope of the report 132-2024 presented to the Neighbourhood Regeneration, Housing, and Estate Management Committee of 13 May 2024 Article IV Tenders Received by Head of Design & Property refers. This report looks to include rewiring within the programme of works within the identified budget for 2024/25.
- 1.2 The scope of the workstream in individual Council Houses is to include full or partial re-wiring of the property as required. Therefore, approval is sought for amendment of the scope for Individual Houses 2024/25 Heating, Kitchens, Bathrooms and Rewiring.
- 1.3 The amount of the contract sum is to remain as approved at £490,000.

2. RECOMMENDATIONS

- 2.1 It is recommended that the Committee:
- a) approves that rewiring (partial and full) is included within the Heating, Kitchen, Bathroom and Rewire work package; and
 - b) delegates authority to the Executive Director of Neighbourhood Services to appoint Construction Services to undertake partial or full rewire of individual Council dwellings as may be required in addition to works already approved under the contract sum.

3. FINANCIAL IMPLICATIONS

- 3.1 There are no direct financial implications associated with this report, other than the estimated cost of the contract to be awarded, the sum of which has already been approved in the relevant budget. The total cost of the contract awarded will be a maximum of £490,000. This sum is from the Housing HRA Capital Plan 2024-29 - Building Resilient and Empowered Communities – Modern Facilities and Services – Heating, Kitchen Replacement, Bathroom Upgrades and Full/Partial Rewire.
- 3.2 Spend against the approved sum will be tracked via the capital monitoring process and reported to the City Governance Committee. Any material deviation from approved sum, resulting from the delivery of an increased volume of works, that is above the amount allowed for contingencies, will require further approval from this Committee, before the approved sum is exceeded.

4. BACKGROUND

- 4.1 Construction Services have delivered successful Heating, Kitchen, and Bathroom replacement projects in the past and this amendment to the contract scope to include partial or full re-wiring of individual properties allows for these works to be included where visual survey or Electrical

Inspection Condition Report (EICR) requires the replacement of individual circuits or full re-wiring of the dwelling.

5. SOURCING STRATEGY SUMMARY

- 5.1 The route to market is proposed as a direct award to Construction Services utilising in-house labour resources.
- 5.2 The expected benefits from this contract include rectification of defects in electrical wiring systems in individual dwellings; utilisation of in-house labour resource; elimination of time factor involved in appointing a sub-contractor.

6. POLICY IMPLICATIONS

- 6.1 This report has been subject to the pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services, or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

7. CONCLUSION

- 7.1 It is recommended that approval is given to amend the contract to include partial or full rewiring as set out within this report.

8. CONSULTATIONS

- 8.1 The Council Leadership Team have been consulted in the preparation of this report and agree with its contents.

9. BACKGROUND PAPERS

- 9.1 Report 132-2024 presented to the Neighbourhood Regeneration, Housing, and Estate Management Committee of 13 May 2024: Article IV Tenders Received by Head of Design & Property.

Tony Boyle
Executive Director of Neighbourhood Services

Louise Butchart
Head of Housing and Construction

15 November 2024

ITEM No ...3.....

REPORT TO: NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE MANAGEMENT COMMITTEE– 2 DECEMBER 2024

REPORT ON: SOURCING STRATEGY FOR THE PROCUREMENT OF SUPPLY ONLY REPLACEMENT WINDOWS & DOORS AND SUPPLY & INSTALL REPLACEMENT WINDOWS & DOORS

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES

REPORT NO: 326-2024

1 PURPOSE OF REPORT

1.1 The purpose of this report is to detail the development of a sourcing strategy for the tender process to supply and install windows & doors for council housing and to seek approval to commence a compliant tender process, leading to award of contracts.

2 RECOMMENDATION

2.1 It is recommended that the Committee:

- a) approves the commencing of a procurement exercise in respect of the project described (based on the sourcing strategy summarised in this report);
- b) remits the Executive Director of Neighbourhood Services to complete a mini-competition exercise utilising the frameworks detailed in this report in compliance with the Public Contracts (Scotland) Regulations 2015; and
- c) notes the outcome of this tendering exercise will be brought back to committee for approval in due course.

3 FINANCIAL IMPLICATIONS

3.1 There are no direct financial implications associated with this report, other than the estimated cost of the contracts to be awarded, the sum of which has already been approved in the relevant budget.

3.2 It is estimated that the cost of the tender awards will be £7.5m and this will be funded from the Capital Plan 2024-2029 – Free from Serious Disrepair and Tackle Climate Change and Reach Net Zero Emissions by 2045 - Housing HRA Element. Further details will be provided to members on completion of the tendering exercise.

4 SOURCING STRATEGY SUMMARY

4.1 These frameworks have a very specific route to market: Generally, this is a Capability & Capacity Enquiry to all the contractors on the framework followed by a mini competition between those Contractors best aligned with the project outcomes.

4.2 The expected benefits from these contracts include: improvements in the quality of the built environment; protecting communities against the threat of climate change; increasing the value of housing assets; reducing the maintenance costs of housing assets; reducing heating costs to tenants, reducing the instances of fuel poverty and the associated impacts on tenants' mental and physical health, and improving tenants' satisfaction with their homes and their neighbourhood.

4.3 The services comprise the procurement of a supplier of uPVC and Aluminium Clad Timber doors and windows and a sub-contractor to supply and install uPVC and Aluminium Clad Timber doors and windows.

- 4.4 Dundee City Council have delivered a replacement doors and windows programme across the city for many years utilising various supply only frameworks and latterly a bespoke Dundee City Council framework which has since lapsed. A Sourcing Strategy has been developed to review the procurement route, and it is recommended that these materials and services are procured via the frameworks listed below.

Framework	Details
Procurement for Housing Scotland, Windows & Doors Framework	Lot 1: Supply Only & Lot 2: Supply and Install
Scottish Procurement Alliance Windows & Doors Framework	Workstream 1 (U11) for the Manufacture, Supply and Installation or Supply only of PVC-u Windows & Doors and Workstream 3 (T5 WS2) for the Manufacture, Supply and Installation or Supply only of Aluminium Clad Windows and Doors
Scotland Excel Framework for Property Maintenance & Refurbishment	Ref: 1821, Lot 14: Windows and Doors for the supply and installation of uPVC windows and doors

- 4.5 Following the 'Windows for All' programme which ran for 5 years in the 1990s and replaced the windows in most of the Dundee City Council housing stock, there exist a significant number of properties where the windows have reached or exceeded the projected 30-year lifespan. The following developments shown on the map in Appendix 1 have been assessed in priority order for replacement during 2025/26: Whorterbank MSDs; Whorterbank Redevelopment Low Rise; Camperdown 5th; Craigiebank 3rd; Craigiebank 2nd; Harcourt/Paterson Street; Hilltown 1st Redevelopment; Hilltown 2nd Redevelopment; Forthill Extension Nursery Road development; Lawton 2nd; Menzieshill 11th; Lawton Sheltered; St Mary's 5th; Lawton 1st; Elgin Terrace; Menzieshill 1st flats; and Clement Park 2nd. The selected frameworks take cognisance of the requirements to utilise windows and doors from a range of manufacturers and suppliers to avoid saturating the market while aligning specification to net-zero ambitions, the future Social Housing Net Zero Standard and they provide access to suitably able manufacturers and installers.
- 4.6 Community Benefits - Framework Spend Value of £7,500,000 equates to 750 Community Benefits Points which may be used for initiatives under the following headings (although parties may agree on alternative equivalents): Carbon Offsetting, Fuel Poverty Support, Energy Efficient Community Project Support, Local Community Meetings and Events, Community Volunteering, Carbon Reduction, Upskilling Staff and/or Local Residents, Supply Chain Initiatives, Job Creation, Educational Engagement, Local Sponsorship, and Foodbank Donation. Alternatively, Community Benefits Points can be "banked" with Scotland Excel to be used to provide benefits throughout Dundee.

5 RISK ANALYSIS

- 5.1 There are four standard risks in any procurement and for public sector regulated procurements, a fifth is added, that of the procurement exercise itself breaching the public contract regulations and leaving the Council open to a legal challenge.

Sourcing Strategy Section 4 Key Risk Table

Description of Risk	Actions to be taken to manage Risk
Commercial Risk – that either the price objectives are not achieved up front or there are other costs that arise during the contract and diminish the overall benefits.	The contracts will be the subject of a mini-competition between those Framework Suppliers and Contractors who have submitted compliant bids to be included in the frameworks.

Description of Risk	Actions to be taken to manage Risk
Technical Risk – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	A specification developed in conjunction with the Architectural Design Service at City Development will ensure compliance with net-zero ambitions, the future Social Housing Net Zero Standard and compatibility with any future fabric upgrade works.
Performance Risk – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	The ability of the supplier to perform the service is a pre-requisite of inclusion in the Framework.
Contractual Risk – being able to remedy the shortcomings in the contractor’s performance without severely damaging the contract and about avoiding reliance on the contracted supplier as the contract develops.	The suppliers continued presence on the Framework and future income stream is dependent upon their performance.
Procurement Risk – where a procurement is found unsound in law, through the public procurement rules.	Appointment through the framework is a compliant procurement route. Risk is further mitigated by following the appointment procedures laid down in the framework guidance.

6 CONCLUSION

- 6.1 It is concluded the preferred route to market would be to utilise the mini competition process available through the Procurement for Housing Scotland, Scottish Procurement Alliance, and Scotland Excel Frameworks as detailed previously.

7. POLICY IMPLICATIONS

- 7.1 This report has been subject to the pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

8. CONSULTATIONS

- 8.1 The Council Leadership Team were consulted in the preparation of this report and are in agreement with its contents.

9. BACKGROUND PAPERS

- 9.1 None

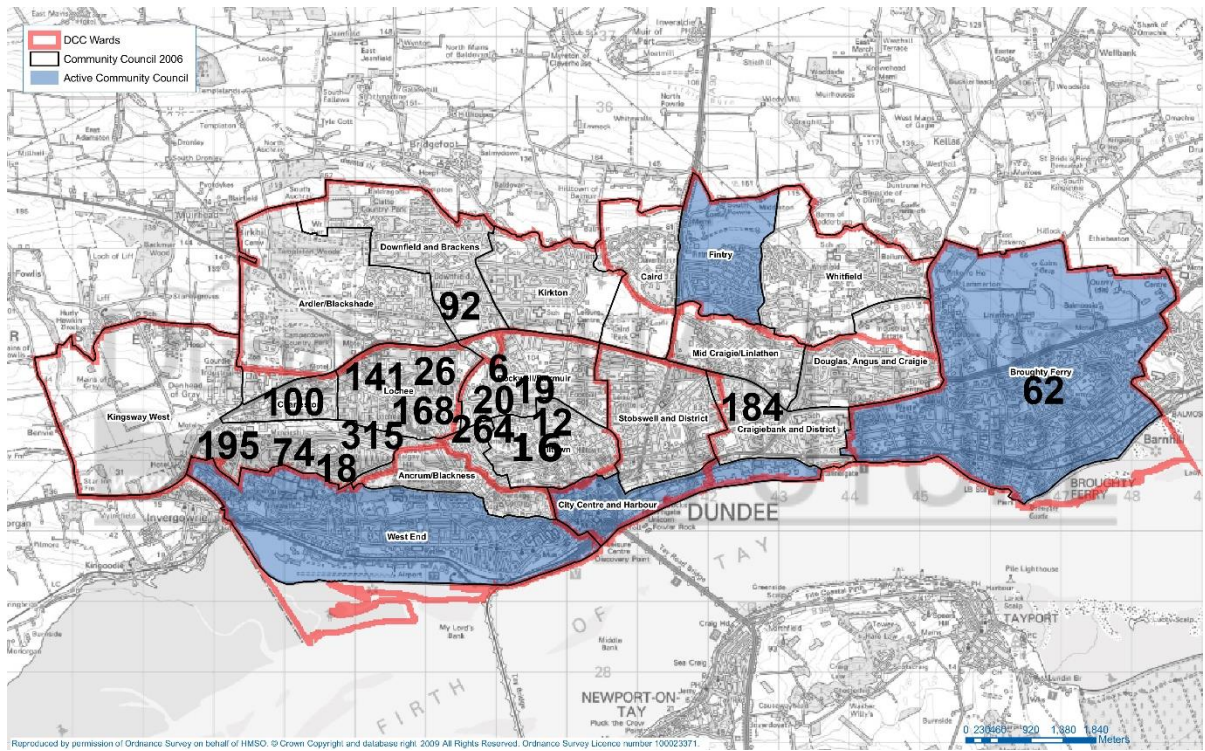
Tony Boyle
Executive Director of Neighbourhood Services

Louise Butchart
Head of Housing and Construction

14 November 2024

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APPENDIX 1: MAP SHOWING LOCATIONS & NUMBERS OF PROPERTIES



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ITEM No ...4.....

REPORT TO: NEIGHBOURHOOD, REGENERATION, HOUSING AND ESTATE MANAGEMENT COMMITTEE – 02 DECEMBER 2024

REPORT ON: TENDERS RECEIVED BY HEAD OF DESIGN AND PROPERTY

REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT

REPORT NO: 344-2024

1 PURPOSE OF REPORT

1.1 This report details tenders received and seeks approval on acceptance thereof.

2 RECOMMENDATION

2.1 It is recommended that Committee approve the acceptance of the tenders submitted by the undernoted contractors as set out in the report, with the total amount, including allowances detailed in Appendix 1.

3 SUMMARY OF PROJECTS TENDERED

3.1 Tenders have been received by the Design and Property Division in relation to the projects detailed below.

Architects Projects - Reference and Description	Contractor
23-536 – Menzieshill Flats – Communal Lighting	Construction Services

4 FINANCIAL IMPLICATIONS

4.1 The Executive Director of Corporate Services has confirmed that funding for the above projects is available as detailed on the attached sheet.

4.2 Where the Council utilise a national or local framework to procure construction and engineering works, all tenderers that have been assigned to the relevant framework have previously been assessed on a qualitative and cost basis, ensuring a highly competitive benchmark is set for the framework supply chain.

5 BACKGROUND PAPERS

5.1 None.

6 POLICY IMPLICATIONS

6.1 This report has been subject to the Pre-IIA Screening Tool and does not make any recommendations for change to strategy, policy, procedures, services or funding and so has not been subject to an Integrated Impact Assessment. An appropriate Senior Manager has reviewed and agreed with this assessment.

7 CONSULTATIONS

7.1 The Council Leadership Team were consulted in the preparation of this report.

Neil Martin
Head of Design and Property

Author: Michael Mclaughlin

Robin Presswood
Executive Director of City Development

NM/HG

21 November 2024

Dundee City Council
Dundee House
Dundee

APPENDIX 1

PROJECT	Menziesshill Flats – Communal Lighting	
PROJECT NUMBER	23-536	
PROJECT INFORMATION	Works comprise stripping out and removal of life-expired general communal lighting to associated 93 blocks of flats. Supply, installation, test, commissioning, and certification of new communal lighting systems to associated 93 blocks of flats in the Menziesshill area of Dundee, including all internal and external lighting, to comply with relevant British Standards.	
ESTIMATED START AND COMPLETION DATES	Start April 2025 Completion October 2025	
TOTAL COST	Contract	£937,889.40
	Non-contract allowances	£5,000.00
	Fees	£103,167.83
	Total	£1,046,057.23
FUNDING SOURCE	Capital Plan 2024-2029 – Build Resilient Empowered Communities – Healthy, Safe and Secure – Electrical – Communal Wiring	
BUDGET PROVISION & PHASING	2024-25	£20,000.00
	2025-26	£1,026,057.23
ADDITIONAL FUNDING	None.	
REVENUE IMPLICATIONS	None.	
POLICY IMPLICATIONS	There are no major issues.	
TENDERS	Contractor	Tender Amount
	Construction Services	£937,889.40
RECOMMENDATION	To accept the offer from Construction Services.	
SUB-CONTRACTORS	None	
BACKGROUND PAPERS	None.	