

**North East Derbyshire District Council**

**Cabinet**

**5 April 2017**

**Responsive Repairs/Planned Preventative Maintenance of NEDDC Operational Properties**

**Report of Councillor P R Kerry, Portfolio Holder with Responsibility for Economy, Finance and Regeneration**

This report is public

**Purpose of the Report**

- To request Cabinet to agree a recommendation to appoint J. Tomlinson Ltd to provide responsive/planned preventative maintenance service for NEDDC operational properties for the period up to 31<sup>st</sup> December 2018.

**1 Report Details**

- 1.1 Responsive repairs to NEDDC operational properties at present are procured on a job by job basis which is both officer time intensive and not an effective method when dealing with emergency and out of hours repairs where reactive time is essential.
- 1.2 Planned preventative maintenance is currently contracted to Mitie Technical Facilities Management Ltd but that contract comes to an end as at 1<sup>st</sup> April 2017.
- 1.3 With a view to aligning services and in pursuit of efficiency savings it is proposed long term that NEDDC and BDC carry out a joint procurement exercise to appoint a single contractor to provide both authorities with a responsive repair and planned preventative maintenance service. This approach will align better with current managerial arrangements and should secure improved terms arising from a greater volume of work.
- 1.4 Following a tender exercise in 2012 Bolsover District Council appointed J. Tomlinson Ltd to carry out both their responsive repairs and planned preventative maintenance works and have recently extended the contract for a further 2 years ending 31<sup>st</sup> December 2018. Within the original tender documents it was a requirement for the successful contractor to extend an option to NEDDC to enter into the contract taking advantage of the agreed tendered rates. It is therefore proposed that NEDDC engage J. Tomlinson's for the period up to the BDC contract ending on 31<sup>st</sup> December 2018.

- 1.5 Discussions have taken place with J. Tomlinson Ltd who have confirmed NEDDC's inclusion at the agreed tender rates and their commitment to deliver an effective responsive repairs and planned preventative maintenance service.

## **2 Conclusions and Reasons for Recommendation**

- 2.1 The current responsive repair procedure is both officer time intensive and is not an effective method of dealing with emergency/out of hours repairs. J. Tomlinson Ltd have been engaged by BDC for five years and have during that time delivered an effective responsive repair service, resulting in a further extension up to 31<sup>st</sup> December 2018.
- 2.2 By engaging J. Tomlinson to deliver responsive repairs, work requests will be logged and prioritised with guaranteed response times of 2hr, 24hr, 5 days, 15 days and 60 days.
- 2.3 It is recommended that J. Tomlinson Ltd is engaged to provide both the responsive repairs/planned preventative maintenance service on behalf of NEDDC for the period up to 31<sup>st</sup> December 2018 as part of a longer term strategy to move to a single contractor operating across both Council's.

## **3 Consultation and Equality Impact**

- 3.1 N/A

## **4 Alternative Options and Reasons for Rejection**

- 4.1 The alternative option would be to continue with existing arrangements which for reasons set out within this report is not considered to be appropriate.

## **5 Implications**

### **5.1 Finance and Risk Implications**

- 5.1.1 Financial provision is in place through existing repairs/maintenance budgets and no increase in these budgets is envisaged.
- 5.1.2 J. Tomlinson Ltd have agreed the tendered rates will apply equally to NEDDC with no uplift as a result of joining the existing contract. The cost of planned preventive maintenance work included within this contract is estimated at £14,000 p.a. Responsive repairs will be an additional cost which again will be met from within existing budgets.
- 5.1.3 Responsive repairs exceeding £250 will be subject to discretionary competitive quotations to ensure best value.

### **5.2 Legal Implications including Data Protection**

- 5.2.1 Contract to be arranged by Legal Services subject to the provision set out in the original BDC competitive tender 'Although this contract is primarily for use by Bolsover District Council, it will also be available for use by North East Derbyshire

District Council, and any other local authority within the County of Derbyshire, with no obligation on any of them to do so’.

### 5.3 Human Resources Implications

5.3.1 N/A

## 6 Recommendations

6.1 It is recommended that J. Tomlinson Ltd is engaged to provide both the responsive repairs/planned preventative maintenance service on behalf of NEDDC for the period up to 31<sup>st</sup> December 2018.

## 7 Decision Information

<b>Is the decision a Key Decision?</b> (A Key Decision is an executive decision which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	Yes
<b>Is the decision subject to Call-In?</b> (Only Key Decisions are subject to Call-In)	Yes
<b>District Wards Affected</b>	All Wards
<b>Links to Corporate Plan priorities or Policy Framework</b>	Transforming our Organisation

## 8 Document Information

Appendix No	Title
<b>Background Papers</b> (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
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