

BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK

CABINET

Minutes from the Meeting of the Cabinet held on Thursday, 10th December, 2020 at 3.00 pm in a Remote Meeting on Zoom and available for the public to view on WestNorfolkBC on You Tube - Zoom and You Tube

PRESENT: Councillor B Long (Chair)
Councillors R Blunt, S Dark, P Gidney, P Kunes, A Lawrence, G Middleton and E Nockolds

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CAB201 **APOLOGIES**

None

CAB202 **URGENT BUSINESS**

None

CAB203 **DECLARATIONS OF INTEREST**

Councillor P Kunes declared a non pecuniary interest in item 8 as he knew the first contractor. He abstained in the vote on the item.

CAB204 **CHAIR'S CORRESPONDENCE**

None

CAB205 **MEMBERS PRESENT UNDER STANDING ORDER 34**

Councillors C Joyce, J Moriarty and J Rust for agenda item 8

CAB206 **MATTERS REFERRED TO CABINET FROM OTHER BODIES**

Nothing new

CAB207 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED: That under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely

disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act.

CAB208 **CARE AND REPAIR CONTRACT TENDER**

Cabinet considered the report which was deferred from the previous meeting to allow due diligence checks to be carried out on some of the contractors. The report explained that a tender process had been carried out to establish a framework agreement for aids and adaptations works managed by Care & Repair. The majority of the works carried out under the proposed framework were level access showers and external access ramps and hard-standings. Most of these works were grant funded.

Cabinet received information on the due diligence carried out, although some contractors had still to submit information.

Under standing order 34 Councillor Rust addressed the Cabinet on the steps taken to ensure the framework was robust.

Under standing order 34 Councillor Joyce asked whether the Monitoring Officer had a recommendation regarding a contractor. The Monitoring Officer explained the Cabinet's discretionary ability to exclude a contractor but that she would not make a recommendation.

Under standing order 34 Councillor Moriarty asked if the issues discussed were evident prior to the Corporate Performance Panel considering the item. He commented that the recommendation was different to that which came to the Panel.

The Chair confirmed that issues were not evident prior to the Panel meeting. Cabinet members had raised some questions which had led to the item being deferred from the previous Cabinet meeting.

In response to questions on the monitoring of contractor performance during the life of the framework the Care and Repair Manager confirmed that each job was managed by Technical Officers from start to finish, monthly monitoring meetings were held with contractors and any concerns raised and resolved. She confirmed that it was within her authority not to award work to specific contractors if they were not delivering satisfactorily. It was noted that the contracts undertaken were between the householder and the contractor. Customer satisfaction surveys were also completed for each job.

The Procurement Manager confirmed that it was possible to suspend or remove contractors from the framework if they were not performing.

It was acknowledged that Care and Repair was an important service for vulnerable disabled people of all ages.

Cabinet was satisfied with the information provided in the report and the inclusion of the contractor now discussed. It was noted that officers would chase those contractors who still had to provide the necessary information. In the event that the necessary information was not provided the Care and Repair Manager and Procurement Manager would arrange due diligence for further contractors to be added to the list.

Councillor Kunes abstained from voting on the matter.

RESOLVED: That the signing of framework agreements with the contractors named in the report, subject to completion of due diligence checks on these businesses be approved, and that delegated authority be given to the Care and Repair Manager and Procurement Manager for the substitution of alternative contractors if any of the listed contractors fail to pass those checks.

Reason for Decision

To ensure that the Council obtains best value for the grants that it administers for aids and adaptations work for elderly and vulnerable people and to ensure compliance with procurement regulations.

The meeting closed at 4.00 pm