

<b>ITEM No ...4.....</b>
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**REPORT TO: NEIGHBOURHOOD REGENERATION, HOUSING AND ESTATE MANAGEMENT COMMITTEE – 23 JUNE 2025**

**REPORT ON: EMPOWERED COMMUNITIES - SOURCING STRATEGY FOR THE PROCUREMENT OF HOUSING CONCRETE REPAIRS PROGRAMME WORKS**

**REPORT BY: EXECUTIVE DIRECTOR OF CITY DEVELOPMENT**

**REPORT NO: 194-2025**

**1 PURPOSE OF REPORT**

- 1.1 The purpose of this report is to present sourcing strategies and seeks approval to commence with the procurement exercise in respect of each project.

**2 RECOMMENDATIONS**

- 2.1 It is recommended that the Committee:
- a approves the commencement of a procurement exercise in respect of the projects as described, via Quick Quote mini competition through Public Contracts Scotland, based on the sourcing strategy summarised in this report; and
  - b delegates authority to the Executive Director of City Development to finalise the procurement sourcing strategy and award contracts (as set out in Section 4) up to the value of £500,000, to successful Contractor's bidding, following a tender process carried out in compliance with Public Contracts (Scotland) Regulations 2015.

**3 FINANCIAL IMPLICATIONS**

- 3.1 The Executive Director of Corporate Services has confirmed that funding is available.
- 3.2 Once formal tenders have been received, any contracts over the value of £300,000 will be reported to a future Neighbourhood Regeneration, Housing and Estate Management committee for approval.

**4 SOURCING STRATEGY SUMMARY**

- 4.1 Revenue – Housing (HRA) – Planned Maintenance – Works Programme for 2025/2026 and future financial years.
- 4.2 It is proposed to appoint Contractors to deliver the following:
- a Financial Year 2025/2026
- 4.3 Cyclical Concrete Repair/Replacement Surveys for DCC Housing underfloor works; and
- 4.4 Cyclical Concrete Repair/Replacement DCC Housing programme of works taken from external concrete element survey results from previous years.

4.5 It is proposed for Dundee City Council Engineers (Bridges & Structures Team) to deliver the following:

- a Cyclical Concrete Repair/Replacement Surveys for DCC Housing external works.
- b Future Financial years 2025-2029
  - Future DCC Housing surveys, inspections and works identified through cyclical inspections

4.6 The Council shall invite competitive bids from suitably qualified contractors assessing cost, experience, resources, and performance to award each contract to a single contractor. Tenders will be evaluated by Council Officers from the City Engineers.

## 5 RISK ANALYSIS

5.1 There are 4 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:

Description of Risk	Actions to be Taken to Manage Risk
<b>Commercial Risk</b> – 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.	Low Risk - the individual works packages will be subject to competition through invitation to quote for low value works.
<b>Technical Risk</b> – this concerns the difficulty in being able to specify the desired outcome and on the market being unable to deliver to the specification.	Low Risk - the contract will be awarded through a compliant procedure. Bidders will be required to demonstrate technical competence as part of the invitation to quote process.
<b>Performance Risk</b> – this concerns the ability of suppliers to perform consistently over the life of the contract to deliver the planned benefits.	Low Risk – the contract will be managed in accordance with NEC Conditions.
<b>Contractual Risk</b> – 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.	Low Risk - DCC are contractually protected via the contract terms and conditions. The contractor shall be proactively managed during the term of the contract.
<b>Procurement Risk</b> – where a procurement is found unsound in law, through the public procurement rules.	Low Risk – these are non-regulated works contracts. This procurement will involve inviting competitive bids from suitably qualified contractors.

## 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 has been consulted in the preparation of this report.

**8 BACKGROUND PAPERS**

8.1 None.

Neil Martin  
Head of Design and Property

Louise Butchart  
Head of Housing, Construction and Communities Service

Robin Presswood  
Executive Director of City Development

Tony Boyle  
Executive Director of Neighbourhood Services

NM/RM/KIM

28 May 2025

Dundee City Council  
Dundee House  
Dundee

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**APPENDIX 1**

<b>SOURCING STRATEGY</b>	Housing Concrete Repair Programme Works
<b>PROJECT NUMBER</b>	Multiple
<b>PROJECT INFORMATION</b>	The works comprise cyclical concrete repair/replacement surveys for DCC Housing underfloor works; and cyclical concrete repair/replacement DCC Housing programme of works taken from survey results from previous years.
<b>PROPOSED CONTRACT DURATION</b>	Next 5 years
<b>RECOMMENDATION</b>	<p>It is recommended that the Committee:</p> <ul style="list-style-type: none"> <li>a approves the commencement of a procurement exercise in respect of the projects described, based on the associated sourcing strategy; and</li> <li>b delegates authority to the Executive Director of City Development to finalise the procurement and award a contract to the successful bidder following a tender process carried out in compliance with Public Contracts (Scotland) Regulations 2015.</li> </ul>
<b>FINANCIAL IMPLICATIONS</b>	<p>The financial implications associated with this report are the estimated cost of the contract to be awarded. Based on experience and market enquiries, the total cost of each contract is estimated to be £265K. The contracts will be funded from the 2025-2030 Housing (HRA) – Planned Maintenance – Works Programme.</p> <p>Where the most economically advantageous tender is more than 10% greater than the sum detailed above then the matter will be reported back to Committee for approval.</p>
<b>POLICY IMPLICATIONS</b>	There are no issues.
<b>BACKGROUND PAPERS</b>	None.

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