

WELWYN HATFIELD BOROUGH COUNCIL  
CABINET – 5<sup>th</sup> SEPTEMBER 2023  
REPORT OF THE CHIEF EXECUTIVE

**Supply of Kitchens**

**1 Executive Summary**

- 1.1 Kitchen replacements are part of the Housing Capital Investment Programme.
- 1.2 This report explains the process of appointing a supplier of kitchens for the programme.

**2 Recommendation(s)**

- 2.1 That the Council enter into a Framework agreement with Howden Joinery Limited for a period of 5 years for the supply of kitchens.

**3 Explanation**

- 3.1 Kitchen installation in council properties is part of the planned maintenance programme.
- 3.2 A contractor (delivery partner) will install the kitchens and the Council nominates a supplier of these kitchens (cupboards, worksurfaces, sink etc).
- 3.3 It will be mandatory for any delivery partners installing kitchens in our housing stock to use this framework.
- 3.4 This is to ensure that there is consistency of supply, making maintenance easier in future years.
- 3.5 The previous supplier has pulled out of the social housing market, meaning that a new supplier needed to be found.
- 3.6 A tender process has been undertaken calling for a moisture resistant chipboard and delivery direct to properties.
- 3.7 This is an increase in the specification. Previously the chipboard was to a specification known as P2 (Chipboard is ideally suited for use as interior fitments and furniture in dry conditions where exposure to moisture is limited). This has been increased to P3 (Moisture resistant chipboard panels) which will extend the lifespan of the kitchens.
- 3.8 Only one bid was received from Howden Joinery Limited. This bid was evaluated and met all the minimum requirements.

## **Implications**

### **Legal Implication(s)**

- 3.9 The recommendations within this report are in accordance with the Public Contracts Regulations 2015.
- 3.10 The Council will hold a framework contract with the successful supplier and any of the council delivery partners will have call off contracts with the successful supplier

### **4 Financial Implication(s)**

- 4.1 The delivery partner will pay the successful supplier directly for the kitchens.
- 4.2 The cost of the kitchen will be included in the cost charged by the delivery partner to the council for the installation of the kitchen.
- 4.3 A cost comparison has been undertaken and the rates quoted by Howdens are similar to the current market rates.

### **5 Risk Management Implications**

- 5.1 The risk of material availability will be reduced by entering into a call off contract.
- 5.2 Subject to standard termination rights, Howdens will be required to provide kitchens for the duration of the capital works contract (approximately 5 years).

### **6 Security and Terrorism Implication(s)**

- 6.1 There are not considered to be any additional Security and Terrorism implications as a result of this recommendation.

### **7 Procurement Implication(s)**

- 7.1 See legal implications.

### **8 Climate Change Implication(s)**

- 8.1 Howdens have provided a number of climate change initiatives in their bid, including:
- The factories have achieved carbon net zero.
  - Zero waste to landfill from the manufacturing operations.
  - Improved quality control procedures to ensure no returns.
  - All wood is from responsibly managed forests.
  - A number of products from recycled stock
  - Removing all non recyclable packaging

### **9 Human Resources Implication(s)**

9.1 There are not considered to be any additional Human Resources implications as a result of this recommendation.

**10 Health and Wellbeing Implication(s)**

10.1 There are not considered to be any additional Health and Wellbeing Implications as a result of this recommendation.

**11 Communication and Engagement Implication(s)**

11.1 There are not considered to be any additional Security and Terrorism implications as a result of this recommendation.

**12 Link to Corporate Priorities**

12.1 The subject of this report is linked to the Council's Corporate Priority 'Quality Homes through managed growth'.

**13 Equality and Diversity**

13.1 An EqIA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

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