



## **ADVANCE PUBLICATION OF REPORTS**

This publication gives five clear working days' notice of the decisions listed below.

These decisions are due to be signed by individual Cabinet Members  
and operational key decision makers.

Once signed all decisions will be published on the Council's  
Publication of Decisions List.

- 1. AWARD OF TWO CONTRACTS TO INSTALL FIRE RATED FLAT  
ENTRANCE DOORS (Pages 1 - 22)**

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## London Borough of Enfield

<b>Title of Report:</b>	Award of Two Contracts to Install Fire Rated Flat Entrance Doors
<b>Report to:</b>	Strategic Director of Housing and Regeneration – Joanne Drew
<b>Directors:</b>	Joanne Drew, Strategic Director of Housing and Regeneration Andrew Cotton, Service Director – Council Housing (Homes)
<b>Report Author:</b>	Andrew Cotton Service Director – Council Housing (Homes) Andrew.Cotton@enfield.gov.uk
<b>Ward(s) affected:</b>	All
<b>Key Decision Number</b>	5620
<b>Classification:</b>	Part 1 & 2 (Para 3)
<b>Reason for exemption</b>	Information relating to the financial or business affairs of any person (including the authority holding that information).

### Purpose of Report

1. To obtain approval for the award of two contracts to continue the installation of fire rated flat front entrance doors across the borough, supporting the capital investment in council homes and improved safety for residents.

## Recommendations

- I. That approval be given to award two contracts for the replacement of flat front entrance doors to properties to Contractors listed in Appendix 1 utilising a compliant framework.
- II. To note the spend of £12,170,000 which includes contract sum and contingency.

## Background and Options

2. The Council has a statutory duty under the Regulatory Reform (Fire Safety) Order to ensure the risk from fire is reduced as far as reasonably practicable. Fire Risk Assessments have identified that replacement of Front Entrance Doors to current standards is required.
3. A recommendation to replace all Flat Entrance Doors across the council housing stock through a planned programme commenced in 2020. In June 2020 two contractors were awarded contracts to supply and install doors across the borough to all blocks of flats. The award of contracts was facilitated through a similar route as recommended within this report but through the previous generation of the framework.
4. To complete the outstanding flat entrance door replacements and comply with the Public Contract Regulations the council recommends the award through a compliant framework direct award route with the contractors who have delivered previous replacements in the borough.

## Preferred Option and reasons for Preferred Option

5. The following options have been considered
  - Carry out works through targeted contracts specific to each block or estate
  - Procure contracts through an over Public Contract Regulations threshold (open or restricted) tender process
  - Procure contracts through a Framework using the mini competition
  - Procure contractors with proven experience in delivering these replacement programmes through a compliant framework using the direct award option
6. The preferred option is to continue to work with contractors with proven experience in delivering these replacement programmes through a compliant framework using the direct award option.

7. The primary reasons for adopting this approach are:

- to provide a consistent product which will ensure long term maintenance is simplified and gives opportunity for enhanced economies of scale. This can also simplify the training of maintenance operatives to reduce the risk of future repairs impacting the integrity of the fire door and therefore fire safety.
- to provide continuity of service and delivery with minimal interruption in delivery.
- the pricing of the works by the current contractors within the new framework are competitive. While a separately tendered procurement may obtain lower rates this cannot be guaranteed.
- The council is required to allocate less resource to the procurement process through a framework appointment as the framework provider has undertaken extensive due diligence of the contractor and the product to be installed.

### Relevance to Council Plans and Strategies

8. The contract will support the following objectives from the Council Plan:

- **More and better homes:** the programme will improve the quality and safety of existing homes and therefore positively impact on the wellbeing and quality of life for our residents.
- **Sustain healthy and safe communities:** improving the existing homes where people desire to live will help to create and maintain healthy and confident communities.
- **An economy that works for everyone:** ensuring residents can fully participate in activities within their neighbourhood.

### Financial Implications

9. The budget for these contracts was approved as part of the rent setting report in February 2023, these costs are included in the HRA 30year business plan.

### Legal Implications

10. The has the power to alter, repair or improve its housing stock in accordance with section 9 of the Housing Act 1985. The Fire Safety Act 2021 which amended the Regulatory Reform (Fire Safety) Order 2005 provides that all responsible persons (i.e. the relevant duty-holder) for multi-occupied residual buildings must manage and reduce the risk of fire for entrance doors to individual flats that open into common parts. The Building Safety Act 2022 (BSA 2022), which established a new regulatory regime for higher risks buildings - buildings that are 18 metres or more in height or are seven stories or more in height with two or more residential units - further imposes additional duties on the Council, as an accountable

person (for any higher risk building within the scope of works) to regularly assess and continuously manage 'building safety risks' during occupation of residential higher risk buildings. This risk is defined to include risks that may arise if fire spreads from one part of a building to another. The Council further has the power under s111 of the Local Government Act 1972 to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions. The recommendations in this report are in accordance with these powers.

11. The estimated value of each contract is above the threshold for public works contracts under the Public Contracts Regulations 2015 (PCR 2015) which is currently £5,336,937 inclusive of VAT (or £5,372,609 inclusive of VAT from 1 January 2024). Accordingly, the Council must comply with the PCR 2015 and its Contract Procedure Rules (CPRs). Both the PCR 2015 and the CPRs permit the use of framework agreements. The commissioner of the works must ensure that Procurement Services have carried out due diligence on the Framework to confirm that the Council can call off from the identified framework and that the framework agreement call off process permits the direct award process recommended in this report. The terms of the call off contract must further be consistent with the framework terms and must not contain substantial modifications of the framework terms as required by regulation 33 of the PCR 2015. The CPRs require all contracts with a value over £1m to have sufficient security in one of the forms outlined in CPR 7.3. If a contractor cannot provide such security, the Executive Director of Resources must approve such a decision, with reasons and risk mitigation measures set out in the relevant authority report, prior to the contract award.
12. As the controller of the personal data of residents to be processed under the contracts, the Council must ensure that the contractors, as processors of the personal data of residents, have provided sufficient guarantees to implement appropriate technical and organisational measures to meet the requirements of the UK GDPR and that the contractors comply with the mandatory contractual clauses under article 28 of the UK GDPR. Officers are further advised to seek the advice of the Data Protection Officer on the need to carry out a Data Protection Impact Assessment prior to the processing of special category personal data under the contract.
13. In issuing orders under the measured term contract, officers must be mindful of the new duties under the BSA 2022 (as they relate to any works on higher risk buildings) and under the Building Regulations (Amendment)(England) Regulations 2023 (Building Regulations). The Building Regulations, which came into effect on 1 October 2023, applies to all building works and includes the duty on the client to make suitable arrangements for planning, managing, and monitoring a project to ensure compliance with all relevant requirements under the Building Regulations.
14. The Council must ensure that it complies with its obligations regarding best value in accordance with the Local Government Act 1999. The Council is also required to act in accordance with the Public Sector Equality Duty under section 149 of the Equality Act 2010 (PSED) and have due regard to this when carrying out its functions. It is noted that an

equalities impact assessment has been carried out by officers which sets out the impact and mitigation measures. It is advised that this is regularly reviewed, updated, and considered throughout the contract period to ensure that the Council meets the PSED.

15. The contracts must be in a form approved by Legal Services on behalf of the Director of Law and Governance and must be executed under seal.

16. This report contains an exempt appendix setting out details of the contractors recommended by officers.

### **Equalities Implications**

17. An equality impact assessment has been undertaken and is appended to this report.

18. The works will be delivered to the social housing blocks and will benefit residents irrespective of the protected characteristics of the residents.

19. People with disabilities will be profiled by the Contractors Resident Liaison Officer (RLO) and necessary and offered alternative designs where required.

20. Development of disabilities following the completion of the works and any required adaptations will be managed under the council's existing aids and adaptations referrals process. The terms and conditions of the contract will require adherence with the Equalities Act and contractors will be required to share their Equality Diversity and Inclusion policy to assure the council of their recruitment policies.

21. Engagement with residents will be undertaken by the Contractor in accordance with their processes for resident engagement and liaison.

### **Environmental and Climate Change Implications**

22. The contract will require with the minimum criteria of the councils sustainable and ethical procurement policy to be met.

23. The replacement of the flat and house entrance doors is expected to reduce the energy demand of the affected dwellings and contribute to scope 3 carbon savings for the Council.

### **Public Health Implications**

24. Reducing the risk of fire has obvious health benefits.

### **Property Implications**

25. The HRA property implications are found within the main body of the report.

26. There are no corporate property implications.

### **Safeguarding Implications**

27. The works will require Contractors to enter resident's homes and therefore the Contract Documents require Disclosure & Barring Services (DBS) and adherence with the Council's Safeguarding Policy.

28. In addition to the above the Contractor is required to provide a dedicated Resident Liaison Officer (RLO) whose role is to ensure that residents needs are reflected in the processes adopted by the Contractors.

### **Procurement Implications**

29. The procurement was not led by Procurement Services. Ultimate accountability for compliance lies with service area.

30. As the contract is over £1,000,000 the supplier must be required to provide sufficient security in accordance with Clause 7 (Financial Security) of the Councils Contract Procedure Rules.

31. The procurement and award of the contract, including evidence of authority to award, promoting to the Councils Contract Register and the uploading of the executed contract must be undertaken on the London Tenders Portal by the Service Area, this includes future management of the contract.

32. As this contract will be over £500,000 the CPR's state that the contract must have a nominated contract manager in the Council's e-Tendering portal. Contracts over £500,000 must show evidence of contract management of KPI's to ensure VFM throughout the lifetime of the contract. The contract will be managed in line with the Contract Management Framework and evidence of robust contract management, including, operations, commercial, financial checks (supplier resilience) and regular risk assessment shall be uploaded into the Council's e-Tendering portal.

33. The awarded contract must be promoted to Contracts Finder to comply with the Government's transparency requirements.

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**Appendices**  
Appendix 2 Equality Impact Assessment

**Background Papers**  
None



## Enfield Equality Impact Assessment (EqIA)

### Introduction

The purpose of an Equality Impact Assessment (EqIA) is to help Enfield Council make sure it does not discriminate against service users, residents and staff, and that we promote equality where possible. Completing the assessment is a way to make sure everyone involved in a decision or activity thinks carefully about the likely impact of their work and that we take appropriate action in response to this analysis.

The EqIA provides a way to systematically assess and record the likely equality impact of an activity, policy, strategy, budget change or any other decision.

The assessment helps us to focus on the impact on people who share one of the different nine protected characteristics as defined by the Equality Act 2010 as well as on people who are disadvantaged due to socio-economic factors. The assessment involves anticipating the consequences of the activity or decision on different groups of people and making sure that:

- unlawful discrimination is eliminated
- opportunities for advancing equal opportunities are maximised
- opportunities for fostering good relations are maximised.

The EqIA is carried out by completing this form. To complete it you will need to:

- use local or national research which relates to how the activity/ policy/ strategy/ budget change or decision being made may impact on different people in different ways based on their protected characteristic or socio-economic status;
- where possible, analyse any equality data we have on the people in Enfield who will be affected eg equality data on service users and/or equality data on the Enfield population;
- refer to the engagement and/ or consultation you have carried out with stakeholders, including the community and/or voluntary and community sector groups you consulted and their views. Consider what this engagement showed us about the likely impact of the activity/ policy/ strategy/ budget change or decision on different groups.

The results of the EqIA should be used to inform the proposal/ recommended decision and changes should be made to the proposal/ recommended decision as a result of the assessment where required. Any ongoing/ future mitigating actions required should be set out in the action plan at the end of the assessment.

## Section 1 – Equality analysis details

<b>Title of service activity / policy/ strategy/ budget change/ decision that you are assessing</b>	<b>Contract Renewal with Existing Fire Door Contractors</b>
<b>Team/ Department</b>	<b>Major Works – Council Homes</b>
<b>Executive Director</b>	
<b>Cabinet Member</b>	<b>N/A</b>
<b>Author(s) name(s) and contact details</b>	<b>Andrew Cotton</b>
<b>Committee name and date of decision</b>	<b>N/A</b>

<b>Date the EqIA was reviewed by the Corporate Strategy Service</b>	
<b>Name of Head of Service responsible for implementing the EqIA actions (if any)</b>	<b>Bini Shah</b>
<b>Name of Director who has approved the EqIA</b>	<b>Andrew Cotton</b>

The completed EqIA should be included as an appendix to relevant EMT/ Delegated Authority/ Cabinet/ Council reports regarding the service activity/ policy/ strategy/ budget change/ decision. Decision-makers should be confident that a robust EqIA has taken place, that any necessary mitigating action has been taken and that there are robust arrangements in place to ensure any necessary ongoing actions are delivered.

## Section 2 – Summary of proposal

Please give a brief summary of the proposed service change / policy/ strategy/ budget change/project plan/ key decision

**Please summarise briefly:**

What is the proposed decision or change?  
 What are the reasons for the decision or change?  
 What outcomes are you hoping to achieve from this change?

Who will be impacted by the project or change - staff, service users, or the wider community?

The proposal is to award two contracts to replace flat entrance doors in the borough with fire rated flat entrance doors.

The reason for the decision is to ensure we comply with current Fire Safety Regulations to ensure residents are kept safe in their homes in case of a fire.

These works will impact residents by improving the fire safety to their home.

## Section 3 – Equality analysis

This section asks you to consider the potential differential impact of the proposed decision or change on different protected characteristics, and what mitigating actions should be taken to avoid or counteract any negative impact.

According to the Equality Act 2010, protected characteristics are aspects of a person's identity that make them who they are. The law defines 9 protected characteristics:

1. Age
2. Disability
3. Gender reassignment.
4. Marriage and civil partnership.
5. Pregnancy and maternity.
6. Race
7. Religion or belief.
8. Sex
9. Sexual orientation.

At Enfield Council, we also consider socio-economic status as an additional characteristic.

“Differential impact” means that people of a particular protected characteristic (eg people of a particular age, people with a disability, people of a particular gender, or people from a particular race and religion) will be significantly more affected by the change than other groups. Please consider both potential positive and negative impacts, and provide evidence to explain why this group might be particularly affected. If there is no differential impact for that group, briefly explain why this is not applicable.

Please consider how the proposed change will affect staff, service users or members of the wider community who share one of the following protected characteristics.

**Detailed information and guidance on how to carry out an Equality Impact Assessment is available [here](#). (link to guidance document once approved)**

**Age**

This can refer to people of a specific age e.g. 18-year olds, or age range e.g. 0-18 year olds.

Will the proposed change to service/policy/budget have a **differential impact positive** on people of a specific age or age group (e.g. older or younger people)?

Please provide evidence to explain why this group may be particularly affected.

No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving the safety of their home, regardless of age and where necessary adaptations will be made.

Development of disabilities or changing needs, due to age, following the completion of the works and any required adaptations will be managed under the council's existing aids and adaptations referrals process.

**Mitigating actions to be taken**

N/A

**Disability**

A person has a disability if they have a physical or mental impairment which has a substantial and long-term adverse effect on the person's ability to carry out normal day-day activities.

This could include: physical impairment, hearing impairment, visual impairment, learning difficulties, long-standing illness or health condition, mental illness, substance abuse or other impairments.

Will the proposed change to service/policy/budget have a **differential impact positive** on people with disabilities?

Please provide evidence to explain why this group may be particularly affected.

No anticipated differential impact, these works will improve the fire safety standards of their home. People with disabilities, including families with children and young people who have Special Education Needs and Disabilities will be profiled by the Contractors Resident Liaison Officer (RLO) and necessary adaptations to the windows within the door will be installed in individual properties. Development of disabilities or changing needs following the completion of the works and any required adaptations will be managed under the council's existing aids and adaptations referrals process.

**Mitigating actions to be taken**

N/A
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### Gender Reassignment

This refers to people who are proposing to undergo, are undergoing, or have undergone a process (or part of a process) to reassign their sex by changing physiological or other attributes of sex.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on transgender people?

Please provide evidence to explain why this group may be particularly affected.

No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving the safety of their home, regardless of their gender identity.

### Mitigating actions to be taken

N/A
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### Marriage and Civil Partnership

Marriage and civil partnerships are different ways of legally recognising relationships. The formation of a civil partnership must remain secular, where-as a marriage can be conducted through either religious or civil ceremonies. In the U.K both marriages and civil partnerships can be same sex or mixed sex. Civil partners must be treated the same as married couples on a wide range of legal matters.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people in a marriage or civil partnership?

Please provide evidence to explain why this group may be particularly affected.

No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving the safety of their home, regardless of their marital or civil partnership status.

<b>Mitigating actions to be taken</b>
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N/A
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<b>Pregnancy and maternity</b>
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<p>Pregnancy refers to the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.</p>
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<p>Will this change to service/policy/budget have a <b>differential impact [positive or negative]</b> on pregnancy and maternity?</p>
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<p>Please provide evidence to explain why this group may be particularly affected.</p>
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<p>No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving the safety of their home, regardless of whether they are pregnant or expecting a baby</p>
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<b>Mitigating actions to be taken</b>
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N/A
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<b>Race</b>
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<p>This refers to a group of people defined by their race, colour, and nationality (including citizenship), ethnic or national origins.</p>
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<p>Will this change to service/policy/budget have a <b>differential impact [positive or negative]</b> on people of a certain race?</p>
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<p>Please provide evidence to explain why this group may be particularly affected.</p>
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<p>No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving the safety of their home, regardless of their race.</p>
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<b>Mitigating actions to be taken</b>
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N/A
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### Religion and belief

Religion refers to a person's faith (e.g. Buddhism, Islam, Christianity, Judaism, Sikhism, Hinduism). Belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people who follow a religion or belief, including lack of belief?

Please provide evidence to explain why this group may be particularly affected.

No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving the safety of their home, regardless of religious belief.

### Mitigating actions to be taken

N/A

### Sex

Sex refers to whether you are a female or male.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on females or males?

Please provide evidence to explain why this group may be particularly affected.

No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving the safety of their home, regardless of their sex.

### Mitigating actions to be taken

N/A



### Sexual Orientation

This refers to whether a person is sexually attracted to people of the same sex or a different sex to themselves. Please consider the impact on people who identify as heterosexual, bisexual, gay, lesbian, non-binary or asexual.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people with a particular sexual orientation?

Please provide evidence to explain why this group may be particularly affected.

No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving safety, regardless of their sexual orientation.

### Mitigating actions to be taken

N/A

### Socio-economic deprivation

This refers to people who are disadvantaged due to socio-economic factors e.g. unemployment, low income, low academic qualifications or living in a deprived area, social housing or unstable housing.

Will this change to service/policy/budget have a **differential impact [positive or negative]** on people who are socio-economically disadvantaged?

Please provide evidence to explain why this group may be particularly affected.

No anticipated differential impact. By replacing the flat front entrance doors this will support all residents living in the block by improving the safety of their home.

### Mitigating actions to be taken.

N/A

## Section 4 – Monitoring and review

How do you intend to monitor and review the effects of this proposal?

Who will be responsible for assessing the effects of this proposal?

The project manager within the service will be responsible for managing the contractor and ensuring they undertake their responsibilities as per the contract, including delivering the works as per the specification. People with disabilities will be profiled by the Contractors Resident Liaison Officer (RLO) and necessary adaptations to the windows within the fire rated door will be installed in individual properties. Development of disabilities following the completion of the works and any required adaptations will be managed under the councils existing aids and adaptations referrals process. The contract will also include all responsibilities under the Equalities Act 2010 as statutory obligations in relation to how they treat residents and employees.

Engagement with residents will be undertaken by the Contractor in accordance with their processes which have been reviewed and accepted by the council. These adapt processes according to the profile of the resident (e.g. vulnerability, language spoken).

## Section 5 – Action plan for mitigating actions

Any actions that are already completed should be captured in the equality analysis section above. Any actions that will be implemented once the decision has been made should be captured here.

Identified Issue	Action Required	Lead officer	Timescale/By When	Costs	Review Date/Comments
EDI Policy to be provided by the Contractor	The Contractor will be required to submit their Equality Diversity and Inclusion policy to the council	Programme Manager	Pre-Contract Meeting	None	TBC
Adaptations to the systems for residents with disabilities	People with disabilities will be profiled by the Contractors Resident Liaison Officer (RLO) and different door designs will be offered with necessary adaptations e.g. lower windows.	Programme Manager	Contract Completion	To be Confirmed by the contractor	TBC

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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