

**Teignbridge District Council
Executive Committee
Tuesday 8th March 2022
Part i**

Contract for Public Toilet & Building Cleaning Services

Purpose of Report

To seek approval to let for tender the Building and Public Conveniences cleaning contract to maintain provision of these services at best value for the district, its residents and visitors.

Recommendation(s)

The Executive RESOLVES:

- (1) That the contract for the corporate building and public conveniences cleaning contract be let to tender pursuant to The Find a Tender Service (FTS) guidelines.
- (2) That the new contract be let for Three years commencing on 1st October 2022 with the option to extend for a further two periods of 1 year.
- (3) That the Waste and Cleansing Manager be given delegated authority to award the contract to the most economically advantageous supplier.

Financial Implications

Please see paragraph 2.1 of the report.

Martin Flitcroft

Chief Finance Officer & Head of Corporate Services

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Legal Implications

Please see paragraph 2.2 of the report.

Paul Woodhead

Head of Legal Services and Monitoring Officer

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Risk Assessment

Please see paragraph 2.3 of the report.

Environmental/ Climate Change Implications

Please see paragraph 2.4 of the report.

Report Author

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Executive Member

Cllr Alistair Dewhirst

Background Papers

None

1. Background

The current contract covers the cleaning of toilet and building assets. It commenced on 1st October 2012 and is held by Specialist Hygiene Services Ltd (SHS). Permission was subsequently granted by Members of the Executive to extend this contract for 3 years in 2017 and a further 2 years in 2019. The current contract is due to expire on 30th September 2022 and under FTS Guidelines, due to the value of the contract it cannot to be extended any further and must be re-tendered.

2. Implications, Risk Management and Climate Change Impact

2.1 Financial

The current contract is valued at approximately £460,000 per annum. Bringing the total contract value to £2.3m

There are potential savings to be made from retendering the contract through a review of cleansing requirements across sites including frequencies, approach taken and changes at Forde House.

A new contract will also allow the preliminary cost savings from previous public toilets closures to be realised. It is important to note however that costs, particularly staff costs with increases in the National Living Wage and consumables have risen considerably since the start of the current contract and so this is likely to have an impact on future costs.

Some flexibility will be built into the contract to enable any shifts in the service delivery to progress without restrictive financial penalties.

2.2 Legal

There are no particular legal implications arising out of this report. However, if the current supplier is unsuccessful in tendering, or chooses not to submit a tender, there will be staffing implications under the Transfer of Undertakings (Protection of Employment), TUPE, regulations.

2.3 Risks

There is a risk that there could be no or limited suppliers interested in tendering for the contract. It is anticipated that this is unlikely due to the size of the contract available, making it attractive for potential suppliers.

2.4 Environmental/Climate Change Impact

The current contract has restrictions imposed on the supplier with regards to the products and chemicals that can be used for cleaning. This is to ensure that any products used are safe and less likely to cause environmental damage. It is anticipated that the new contract will include the same restrictions along with additional criteria to be considered during the evaluation of bids to ensure environmental considerations are factored in during the award process.

In order to ensure that suppliers consider the environmental impact of the contract and sustainability we will give ~ 10% weighting to sustainability within our tender award criteria.

4. Alternative Options

The alternative to retendering this contract would be to provide the service in-house. There are currently insufficient resources available to deliver this service in-house within the Waste and Cleansing team.

5. Conclusion

We are unable to extend the current contract any further meaning a new contract is needed to ensure that the public toilets and buildings remain clean and safe for staff, residents and visitors to use.