


**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO  
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)  
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &  
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
Procure consultancy services through a framework to support various work programmes.	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.)
DO/77/2025 (NB)	Cabinet Meeting 19/02/25 CB93
<u>DATE OF DECISION</u>	<u>DECISION MAKER</u> (Name and Job Title)
13 March 2025	  Nicola Botterill, Assistant Director – Social Housing and Community Safety
<u>RECORD OF THE DECISION</u>	
<p>a) The Capital Projects Team deliver various work programmes to ensure our housing stock is maintained to meet the decent homes standard and is safe. The majority of the work is managed by an internal surveying team. However, occasionally external services are required to provide more specialist services, such as supporting projects that have tight deadlines.</p> <p>b) The Decision</p> <p>To approve the procurement via a framework.</p>	

REASON FOR THE DECISION

The Capital Projects Team delivers various work programmes to ensure it's housing stock is maintained to a decent and safe standard. The majority of this work is managed by an inhouse surveying team, however, on occasion, external services are required to provide more specialist services, as well as supporting projects that have tight deadlines.

The Building Safety Act 2022, states that NBBC must appoint a principal designer when there is more than one contractor, subcontractor, or consultant working on a project. The principal designer has ultimate control over the design work, while the principal contractor oversees the building work. The principal designer is responsible for planning, managing, and monitoring the entire design process. There are no Principal Designers on the NBBC establishment, therefore an external contractor is required to deliver this service on NBBC's behalf.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

Undertake a full tender exercise (rather than a framework) but given timescales and capacity, this is not achievable.

WARD RELEVANCE

All

FINANCIAL AND BUDGET IMPLICATIONS

The cost of the work has been accounted for within the budget setting process.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

The Capital Investment Service Manager and Procurement Officer have been consulted.

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

None

IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE (Note if the decision is a non-executive decision, no dispensation can be given).

None

EQUALITIES IMPLICATIONS

None

HUMAN RESOURCES IMPLICATIONS

None

<p><u>FINANCIAL IMPLICATIONS</u></p> <p>See financial and budget implications section above</p>
<p><u>HEALTH EQUALITIES IMPLICATIONS</u></p> <p>None</p>
<p><u>SECTION 17 CRIME &amp; DISORDER IMPLICATIONS</u></p> <p>None</p>
<p><u>RISK MANAGEMENT IMPLICATIONS</u></p> <p>The implications of not having sufficient resources to appease current regulations and the Council not being able to deliver obligations as a landlord.</p>
<p><u>ENVIRONMENTAL IMPLICATIONS</u></p> <p>None</p>
<p><u>LEGAL IMPLICATIONS</u></p> <p>None</p>
<p><u>ANY OTHER COMMENTS</u></p> <p>None</p>

**PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER**