


**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>	
Responsive Repairs Fundamental Service Review Contract (Via ESPO Framework)	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.
DO/09/2024 (NB)	3D General Delegations b).
<u>DATE OF DECISION</u>	<u>DECISION MAKER</u> (Name and Job Title)
18 <sup>th</sup> June 2024	 Nicola Botterill Assistant Director – Social Housing & Community Safety
<u>RECORD OF THE DECISION</u>	
a) The issue – to procure a consultant who can undertake a fundamental service review in relation to the Responsive Repairs Service.  b) The Decision  To award a contract to Campbell Tickell under a framework arrangement	
<u>REASON FOR THE DECISION</u>	
In order to be compliant under the new Consumer Standards, NBBC needs to ensure that the DLO is set up to succeed in terms of resources, structures, methods of management and performance management. Performance is not where it needs to be in multiple aspects. An external consultant is therefore required in order to review how the DLO is operating/performing and to make recommendations for change where required.	
<u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u>	
A total of 4 proposals were received – all of which were more expensive that the chosen proposal and did not offer as much of a comprehensive review.	
<u>WARD RELEVANCE</u>	
Applies to all.	

<p><u>FINANCIAL AND BUDGET IMPLICATIONS</u></p> <p>As there is no current budget allocated within 2024/25 budget, a report was heard by Management Team who agreed that the Housing &amp; Planning Act earmarked reserves will be used to fund this piece of work. The AD for Finance has also been consulted.</p>
<p><u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u></p> <p>Portfolio Holder for Housing. Responsive Repairs Manager. Procurement Officer</p>
<p><u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u></p> <p>None at present time</p>
<p><u>IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u> (Note if the decision is a non-executive decision, no dispensation can be given).</p> <p>Not applicable.</p>
<p><u>EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)</u></p> <p>Not applicable.</p>
<p><u>HUMAN RESOURCES IMPLICATIONS</u></p> <p>None</p>
<p><u>FINANCIAL IMPLICATIONS</u></p> <p>See financial and budget implications above.</p>
<p><u>HEALTH EQUALITIES IMPLICATIONS</u></p> <p>Not applicable.</p>
<p><u>SECTION 17 CRIME &amp; DISORDER IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>RISK MANAGEMENT IMPLICATIONS</u></p> <p>If the Council does not improve its Responsive Repairs Service and carry out repairs more efficiently, then there is a risk that a poor grading will be issued by the RSH. If improvements are not made, there is also a risk of a Regulatory notice being issued along with a potential fine.</p>
<p><u>SME (SMALL/MEDIUM ENTERPRISES) &amp; LOCAL ECONOMY IMPLICATIONS</u></p> <p>Not applicable.</p>

ENVIRONMENTAL IMPLICATIONS

Not applicable.

LEGAL IMPLICATIONS

Not applicable.

ANY OTHER COMMENTS

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