


**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>	
To procure an external contractor to complete minor repair works for the Responsive Repairs Team as and when required.	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.)
DO/20/2024 (NB)	3E.10 Officer Delegations
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
8 th August 2024	 Nicola Botterill Assistant Director – Social Housing & Community Safety
<u>RECORD OF THE DECISION</u>	
<p>a) The Issue</p> <p>The Responsive Repairs team have a legal obligation to carry out repairs in tenants homes. On occasion, work needs to be allocated to an external contractor due to more specialist works being required. This arrangement will also assist if the team face any resource issues.</p> <p>b) The Decision</p> <p>To procure an external contractor to undertake works as and when required for the Responsive Repairs team.</p>	
<u>REASON FOR THE DECISION</u>	
<p>Procuring an external contractor to carry out various types of works will support the Responsive Repairs team to undertake their repair obligations, as a landlord.</p> <p>This contract will also be utilised across all services within the Responsive Repairs team including voids works, which will ensure properties are ready to let more efficiently.</p>	

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

An open tender process was applied in order to achieve a good current live market comparison and pricing that had value for money. As the contract applies to small repair works and is reactive it's a great contract for local SME's.

Most frameworks only really attract large companies where the size of jobs and type of works required under this contract may not be of any interest to larger companies (which are also not local or near) which also hold increased framework rates, so higher pricing rates.

This is why an open tender was decided upon, to gain best value for money within the current market with hopefully SME's who are attracted to this type of reactive works and contract value size that are on hand to react when required.

WARD RELEVANCE

All

FINANCIAL AND BUDGET IMPLICATIONS

The finances have been incorporated into the 2024/25 budget.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

Consultation has been undertaken with the Responsive Repairs Manager, Repairs Team Leader and Capital Investment Service Manager.

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

N/A

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 identified.

EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)

None identified.

HUMAN RESOURCES IMPLICATIONS

None identified.

FINANCIAL IMPLICATIONS

The finances have been incorporated into the 2024/25 budget.

HEALTH EQUALITIES IMPLICATIONS

None identified.

SECTION 17 CRIME & DISORDER IMPLICATIONS

None identified.

RISK MANAGEMENT IMPLICATIONS

The Council has a legal obligation, as a social landlord, to carry out repairs to tenants homes. If these are not carried out within a reasonable timeframe then the Council will not be compliant and therefore risk remedial notices being served and or fines being imposed.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

Open tender all local SME were invited to tender.

ENVIRONMENTAL IMPLICATIONS

N/A

LEGAL IMPLICATIONS

None.

ANY OTHER COMMENTS

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