

**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 appoint a contractor to provide Concrete Structural Repairs, to the Councils housing stock	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.
DO/47/2025 (SC)	Cabinet Meeting 19/02/25 CB93
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
29/09/2025	<i>Sharon Clinton</i> Sharon Clinton Assistant Director for Strategic Housing
<u>RECORD OF THE DECISION</u>	
a) The issue: The Council is required to maintain its properties to a safe and decent standard. External capacity from a competent contractor is required to undertake concrete structural repairs, to ensure requirements are complied with. b) The Decision To appoint a contractor to undertake Concrete Structural Repairs.	
<u>REASON FOR THE DECISION</u>	
The Council has an obligation to ensure its properties are kept in a good and safe standard and comply to the decent home standards and Housing Health and Safety Rating System (HHSRS). Given capacity issues, and the types of some required works (e.g, structural works) which have been exacerbated by the introduction of new regulations, additional capacity is required to ensure those regulations are complied with.	

<u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u> The internal Direct Labour Organisation could complete works, however, more technical structural works are outside of current skill sets, procedures and equipment. Additionally, the increased demand, coupled with recruitment difficulties mean that there is insufficient capacity within internal resources. Therefore, this option was rejected, and an external contractor was procured via an open tender JCT framework.
<u>WARD RELEVANCE</u> All
<u>FINANCIAL AND BUDGET IMPLICATIONS</u> The costs of the works have been included in the budget setting process for the Housing Revenue account budgets.
<u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u> Capital Investment Service Manager and Procurement Officer have both been consulted.
<u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u> None.
<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). N/A
<u>EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)</u> N/A
<u>HUMAN RESOURCES IMPLICATIONS</u> None.
<u>FINANCIAL IMPLICATIONS</u> See financial and budget implications section above.
<u>HEALTH EQUALITIES IMPLICATIONS</u> None.
<u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u> None.

RISK MANAGEMENT IMPLICATIONS

The Council must ensure the health and safety risks of its tenants and leaseholders. These works contribute to the assurance of this obligation, mitigating the risk of prosecution.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

None.

ENVIRONMENTAL IMPLICATIONS

None.

LEGAL IMPLICATIONS

None

ANY OTHER COMMENTS

None.

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