


**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> Procurement of a contractor for the repair and maintenance of heating systems across NBBC assets including domestic properties, GP Blocks and ILU schemes.	
<u>DECISION REFERENCE</u> DO/67/2025 (LJ)	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc. CB93 Cabinet Meeting 19 February 2025
<u>DATE OF DECISION</u> 4 December 2025	<u>DECISION MAKER (Name and Job Title)</u>  Lynn Joy – Interim Assistant Director – Social Housing and Community Safety
<u>RECORD OF THE DECISION</u> a) The issue NBBC is a Landlord via its Housing Revenue Account (HRA) and is required to repair and maintain heating systems across all of its HRA assets. b) The Decision Procure a contractor to carry out heating repair and maintenance across NBBC HRA assets.	
<u>REASON FOR THE DECISION</u> NBBC, as a responsible Landlord, must ensure all of its HRA assets meet legislative requirements including providing effective heating and hot water systems. NBBC does not have the in-house resources to complete these works and therefore requires an external contractor to complete these works on their behalf.	
<u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u> An open tender process was considered but was rejected.	
<u>WARD RELEVANCE</u> All wards across the Borough.	
<u>FINANCIAL AND BUDGET IMPLICATIONS</u> The costs of the works have been included in the budget setting process for the HRA.	

<u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u> The Interim Assistant Director – Social Housing and Community Safety, the Capital Investment Service Manager and Procurement Officer have 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). None.
<u>EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)</u> None.
<u>HUMAN RESOURCES IMPLICATIONS</u> None.
<u>FINANCIAL IMPLICATIONS</u> None.
<u>HEALTH EQUALITIES IMPLICATIONS</u> None.
<u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u> None.
<u>RISK MANAGEMENT IMPLICATIONS</u> None.
<u>SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS</u> None.
<u>ENVIRONMENTAL IMPLICATIONS</u> None.
<u>LEGAL IMPLICATIONS</u> None.
<u>ANY OTHER COMMENTS</u> None.

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