


**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**

<p><u>SUBJECT OF DECISION</u></p> <p>Approve use of a framework agreement to procure a call-off contract for the provision of property valuation services and surveying services to support Land & Property team</p>	
<p><u>DECISION REFERENCE</u></p> <p>DO/82/2026 (JW)</p>	<p><u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.</p> <p>3D.1 b) Take any action on matters relating to the day-to-day administration of services within their unit.</p> <p>3D.1 c) Take any action to maintain the operation and effectiveness of services within their unit.</p> <p>3D.2 b) Invite and accept tenders or quotations for contracts, subject to contract standing orders, financial standing orders, financial regulations and financial instructions.</p> <p>Cabinet 19th February 2025 – CB91 - CB91 General Fund Budget 2025/26 & Full Council 19th February 2025 - CL56 Recommendations from Cabinet and Other Committees - vi) General Fund Revenue Budget 2025/26</p>
<p><u>DATE OF DECISION</u></p> <p>02/02/2026</p>	<p><u>DECISION MAKER (Name and Job Title)</u></p> <p align="center">  </p> <p>Jonathan White (Assistant Director - Economy and Regeneration)</p>

RECORD OF THE DECISION

a) The Issue

Due to issues with recruitment of directly employed qualified surveying personnel, additional external provision is required for commercial property valuation and surveying services by the Land and property team.

b) The Decision

To approve use of a using a framework agreement and to procure and enter a call-off contract for the provision of property valuation services and surveying services to support Land & Property team for a period of 3 years.

REASON FOR THE DECISION

Lack of qualified personnel is creating capacity issues for the Land & Property. Due to issues with recruitment of directly employed qualified surveying personnel, additional external provision is required for commercial property valuation and surveying services by the Land and property team.

Budget allocated to general fund for external surveying services and valuation accounted for.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

To continue to try and recruit qualified surveyors, the post and JD have been amended and grade increase and readvertised several times without success.

Temporary agency staff have been employed but the cost implications are not sustainable in the long-term.

Outsource of service consequently the preferred and most cost-effective option using available public sector framework to ensure best value and competency.

WARD RELEVANCE

All Wards

FINANCIAL AND BUDGET IMPLICATIONS

Cost provision within existing Land & Property general Fund budget.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

- Procurement
- Finance partner
- Land and property Team Leader
- Strategic Director - Housing and Community Safety

<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>
N/A
<u>FINANCIAL IMPLICATIONS</u>
The use of an established framework mitigates cost risk and ensures pricing transparency. Budget provision exists within the Land & Property general fund to support external surveying services.
<u>HEALTH EQUALITIES IMPLICATIONS</u>
No direct health equalities implications are identified. The decision concerns procurement of professional services and does not directly impact service users.
<u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u>
N/A
<u>RISK MANAGEMENT IMPLICATIONS</u>
Use of a recognised procurement framework reduces contractual and compliance risks. Risks associated with continued capacity shortages are mitigated through securing external expertise.
<u>SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS</u>
Frameworks may include SME providers, supporting opportunities for local and regional suppliers where available.
<u>ENVIRONMENTAL IMPLICATIONS</u>
No significant environmental impacts identified. Service delivery relates to professional advisory activity rather than operational changes.
<u>LEGAL IMPLICATIONS</u>
Procurement through a public sector framework ensures compliance with Public Contract Regulations, Procurement Act and internal Contract Procedure Rules where relevant.

ANY OTHER COMMENTS

None

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