


**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 an asbestos removal contract	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.
DO/81/2026 (LJ)	<ul style="list-style-type: none"> • Cabinet Meeting 19/02/2025 CB92 a) 3D.1 b) Take any action on matters relating to the day to day administration of services within their unit. b) 3D.1 c) Take any action to maintain the operation and effectiveness of services within their unit. c) 3E.10b) b. Take all necessary action to implement the Council's Planned Maintenance and Major Improvement Programmes to all dwellings, shops and garages provided under the Housing Act powers.
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
04/02/2026	 Lynn Joy – Interim Assistant Director – Social Housing and Community Safety
<u>RECORD OF THE DECISION</u>	
a) The issue – The Council is responsible for the safe removal of asbestos from all buildings and land it owns. The specialist qualifications and training required to undertake these works necessitates the procurement of a contractor to complete this work. b) The Decision – To appoint a contractor to undertake asbestos removal works.	
<u>REASON FOR THE DECISION</u>	
The Council has an obligation to ensure the safe removal and disposal of any asbestos containing materials. Due to the specialist equipment and training, additional capability is required to ensure the safety of residents, employees and all other stakeholders.	

<p><u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u></p> <p>Procurement via framework was considered though rejected to establish best value for money via open tender. The internal direct labour could not complete the works due to specialist equipment, current skill set and resource capacity. Therefore, this option was rejected.</p>
<p><u>WARD RELEVANCE</u></p> <p>All throughout the Borough.</p>
<p><u>FINANCIAL AND BUDGET IMPLICATIONS</u></p> <p>The cost of the work has been accounted for within the Housing Revenue Accounts budget setting process.</p>
<p><u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u></p> <p>Procurement Officer, Capital Investment Services Manager and Corporate Health and Safety.</p>
<p><u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u></p> <p>None.</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>None.</p>
<p><u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u></p> <p>Not applicable.</p>

RISK MANAGEMENT IMPLICATIONS

Potential danger to the health and safety of our tenants, staff, contractors and the wider public if we do not maintain properly asbestos within our buildings. If the Council does not carry out timely repairs or removal to damaged asbestos, there is potential for service failure and environmental health non-compliance.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

None.

ENVIRONMENTAL IMPLICATIONS

Potential release of fibres into the air and contamination of soil or water courses etc if asbestos is not disposed of correctly.

LEGAL IMPLICATIONS

The procurement process has been undertaken in full accordance with the Public Contract Regulations 2024 providing the Council with a compliant award procedure which satisfies the Contract Procedure Rules.

ANY OTHER COMMENTS

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