

**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 contractor for Major Voids Works	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.)
DO/86/2026 (DD)	3D OFFICER DELEGATIONS - Part A - General Delegations - 3D.2 Financial Resources – a) Incur normal expenditure up to the limit of provision within the budgets under his/her control, subject to compliance with contract standing 3 - 35 Constitution Version August 2025 orders, financial standing orders, financial regulations and financial instructions. b) Invite and accept tenders or quotations for contracts, subject to contract standing orders, financial standing orders, financial regulations and financial instructions. Cabinet meeting 19 th February 2025 – CB93
<u>DATE OF DECISION</u>	<u>DECISION MAKER (Name and Job Title)</u>
18 th February 2026	Dawn Dawson – Strategic Director for Housing and Community Safety 
<u>RECORD OF THE DECISION</u>	
a) The issue – an external contractor is required to carry out major refurbishment works on the Council’s void properties to ensure they are maintained and let to a safe, compliant and decent standard.	
b) The Decision – to approve the appointment of contractor Impart Links to undertake the required works.	

REASON FOR THE DECISION

The Council has an obligation to ensure its properties are kept to a good, safe standard, comply to the decent homes standards and, Housing Health & Safety Rating System (HHSRS). The contractor is required to undertake the major refurbishment works to relevant void properties. Without this appointment works cannot proceed as there is not internal capacity to undertake these works. If the works are not undertaken, they cannot be let.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

The internal Direct Labour Organisation (DLO) were considered, however, due to recruitment difficulties the DLO have insufficient capacity to undertake major refurbishment works, which can also on occasion require technical structural works which are outside of their current skill set.

WARD RELEVANCE

All wards.

FINANCIAL AND BUDGET IMPLICATIONS

The cost of the works has been included in the budget setting process for the Housing revenue accounts budgets.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

The Interim Assistant Director for Social Housing and Community Safety, the Interim Capital Investment Service Manager and the Procurement Team have been consulted.

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

None

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).

N/A

EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)

N/A

HUMAN RESOURCES IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

See financial and budget implications section above.

<u>HEALTH EQUALITIES IMPLICATIONS</u> None.
<u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u> None.
<u>RISK MANAGEMENT IMPLICATIONS</u> The Council must ensure the health and safety of its tenants and leaseholders. These works contribute to the assurance of this obligation, mitigating the risk of prosecution.
<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