


**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>	
Asbestos Survey Contract (Via EEM Framework)	
DECISION REFERENCE: DO/113/2026 (LJ)	SOURCE OF AUTHORITY AND REFERENCE (i.e. Committee/ Constitution/Minute No. etc. Council meeting 25 th February 2026 – CB70 viii) 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> 23 rd April 2026	<u>DECISION MAKER (Name and Job Title)</u>  Lynn Joy Assistant Director – Assets and Compliance
<u>RECORD OF THE DECISION</u>	
a) The issue – to procure a contractor to carry out asbestos surveying.	
b) The Decision	
Approve the procurement and direct award via the EEM Framework	
<u>REASON FOR THE DECISION</u> The Council require asbestos surveys to be carried out on our housing stock to ensure, amongst other things, compliance with The Control of Asbestos Regulations 2012. A competent contractor has been selected via a framework to provide asbestos surveys to determine the presence or otherwise of asbestos.	
<u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u> A full tender process was considered; however, the use of a framework was more advantageous, in terms of time, cost and resources in addition to capitalising on economies of scale.	

<p><u>WARD RELEVANCE</u></p> <p>We have housing stock where asbestos surveys are required in all wards.</p>
<p><u>FINANCIAL AND BUDGET IMPLICATIONS</u></p> <p>The cost of the work has been accounted for within the budget setting process</p>
<p><u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u></p> <p>Procurement Officer,</p>
<p><u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u></p> <p>None at present time</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). <u>Not applicable</u></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 section above.</p>
<p><u>HEALTH EQUALITIES IMPLICATIONS</u></p> <p>Asbestos Surveys and testing must take place to safeguard our residents, the public, employees, and our contractor safety and fulfil the Council's obligation under Health and Safety Act and Regulation.</p>
<p><u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u></p> <p>Not applicable</p>
<p><u>RISK MANAGEMENT IMPLICATIONS</u></p> <p>If the Council does not carry out asbestos surveys where required, they will be prosecuted by the HSE if proven there has been neglect.</p>
<p><u>SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS</u></p> <p>The proposed award is to a SME</p>
<p><u>ENVIRONMENTAL IMPLICATIONS</u></p> <p>N/A</p>

LEGAL IMPLICATIONS

The procurement process has been undertaken in full accordance with the Procurement Act 2023 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