

**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**

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| <u>SUBJECT OF DECISION</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| Procurement of a pest control contract to comply with Awaabs Law                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <u>DECISION<br/>REFERENCE</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <u>SOURCE OF AUTHORITY<br/>AND REFERENCE</u> (i.e. Committee/<br>Constitution/Minute No. etc.                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| DO/36/2026 (LJ)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <p>a) 3D.1 b) Take any action on matters relating to the day-to-day administration of services within their unit.</p> <p>b) 3D.1 c) Take any action to maintain the operation and effectiveness of services within their unit.</p> <p>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.</p> <ul style="list-style-type: none"> <li>• Cabinet Meeting 25 February 2026 – CB94</li> </ul> |
| <u>DATE OF DECISION</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <u>DECISION MAKER (Name and Job Title)</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <u>7 September 2026</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <br>Assistant Director – Assets and Compliance                                                                                                                                                                                                                                                                                                                                                                                                        |
| <u>RECORD OF THE DECISION</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <p>a) The issue – The Council requires a dedicated pest control contractor to protect public health, prevent property damage, and ensure legal compliance. Specialized contractors safely manage disease-carrying pests like rodents and insects across public parks, housing, and municipal buildings. They provide the certified expertise, advanced equipment, and rapid response times that internal teams often lack. Ultimately, outsourcing ensures cost-effective environmental maintenance and shields the Council from legal liabilities.</p> <p>b) The Decision – To appoint a contractor to carry out pest control works in housing and corporate buildings, completing all enabling works to fully eradicate any infestations.</p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| <p><u>REASON FOR THE DECISION</u></p> <p>The Council has an obligation to ensure public health is protected, statutory legal duties are fulfilled and infestations are managed efficiently. Due to specialist equipment and training, and additional capacity required to ensure the health and safety of residents and other stakeholders' reason to outsource, no internal dedicated pest control team are employed by NBBC.</p> |
| <p><u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u></p> <p>Procurement via open tender was considered but rejected due to timescales in awarding a new contractor. 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.</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).</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>                                                                                                                                                                                                                                                                                                                                           |

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| <u>HEALTH EQUALITIES IMPLICATIONS</u><br><br>None.                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <u>SECTION 17 CRIME &amp; DISORDER IMPLICATIONS</u><br><br>Not applicable.                                                                                                                                                                                                                                                                                                                                                                                                     |
| <u>RISK MANAGEMENT IMPLICATIONS</u><br><br>Failing to meet the strict timescales of Awaab's Law for pest hazards carries severe financial and legal risks, including mandatory Housing Ombudsman interventions, costly tenant litigation, and statutory fines. Securing a dedicated pest control contract mitigates these risks by guaranteeing the rapid, documented response times required to maintain legal compliance and protect tenants and the wider public from harm. |
| <u>SME (SMALL/MEDIUM ENTERPRISES) &amp; LOCAL ECONOMY IMPLICATIONS</u><br><br>None                                                                                                                                                                                                                                                                                                                                                                                             |
| <u>ENVIRONMENTAL IMPLICATIONS</u><br><br>The absence of a professional service could lead to uncoordinated, unmonitored chemical applications that increase the risk of toxic rodenticides poisoning local urban wildlife. It is also essential to prevent hazardous chemical runoff into waterways and satisfy statutory biodiversity duties.                                                                                                                                 |
| <u>LEGAL IMPLICATIONS</u><br><br>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.                                                                                                                                                                                                                                 |
| <u>ANY OTHER COMMENTS</u><br><br>                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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