

**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 a contractor to carry out boiler installations across NBBC's housing stock including domestic properties, GP Blocks and ILU Schemes.	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.
DO/48/2026 (LJ)	Date 25th February 2026 CB95 Capital Budget 2026/27 3D.1 b) Take any action on matters relating to the day to day administration of services within their unit. 3D.1 c) Take any action to maintain the operation and effectiveness of services within their unit. 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>
13 th October 2026	 Lynn Joy Assistant Director – Assets and Compliance
<u>RECORD OF THE DECISION</u>	
a) NBBC is a Landlord via its Housing Revenue Account (HRA) and is required to ensure heating and hot water systems are maintained to a decent standard. This includes carrying out boiler installations across all of its HRA assets. b) The Decision Procure a contractor to carry out boiler installations across NBBC HRA assets via a direct award.	

<u>REASON FOR THE DECISION</u> NBBC, as a responsible Landlord, must ensure all of its HRA assets meet legislative requirements including providing effective heating and hot water systems. NBBC does not have the in-house resources to complete these works and therefore requires a contractor to complete these works on their behalf.
<u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u> An open tender process was considered but rejected.
<u>WARD RELEVANCE</u> All wards across the Borough.
<u>FINANCIAL AND BUDGET IMPLICATIONS</u> The cost of the work has been accounted for within the budget setting process.
<u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u> The Service Manager – Assets Investment, the Procurement Officer and the Clerk of the Works – Gas and Electric
<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). None.
<u>EQUALITIES IMPLICATIONS</u> None
<u>HUMAN RESOURCES IMPLICATIONS</u> None
<u>FINANCIAL IMPLICATIONS</u> See financial and budget implications section above
<u>HEALTH EQUALITIES IMPLICATIONS</u> None

<u>SECTION 17 CRIME & DISORDER IMPLICATIONS</u>
N/A
<u>RISK MANAGEMENT IMPLICATIONS</u>
The implications of not having sufficient resources to appease current regulations and the Council not being able to deliver obligations as a landlord.
<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