



Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	31/01/2024
Decision Maker (Officer):	Richard Cuthbert Senior M&E Surveyor
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	<p>Part 3, Schedule 3 – Responsibility for Executive Functions delegated to Officers paragraph 4.3 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.38). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4)(ii) – Part 3.39).</p> <p>The Corporate Director Damian Williams has delegated operational matters relating to the appointment of a contractor to undertake the servicing and maintenance of electrically heated properties within our housing stock.</p>
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr Andy Baker (Housing Portfolio Holder)
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No [if YES, can only make decision if the subject matter was included within Forward Plan]
Is it subject to call-in?	No [if YES, remember that the decision cannot be implemented until after Call-in period has expired]
Decision Made:	To award the contract to DSA Electrical who were the lowest tender returned from a sample basket (£16,166.94p)
Reason for Decision (if a report was produced to	Tender that had been returned have been evaluated and their priced sample baskets checked, revealing no arithmetical errors.

<p>support the Decision, refer to or attach it):</p>	<p>All other documents verified.</p>		
<p>Highlight any associated risks/finance/legal/equality considerations:</p>			
<p>Details of any Alternative Options Considered and rejected (together with reasons):</p>	<p>Tenders returned were as follows. DSA - £16,166.94p Kirkman & Jourdain - £28,504.8p Morris Electrical Solutions - £30,625.52p Houghton Builders – £37,320.59p LJR Fire Safety Ltd - £50,033.20p</p>		
<p>Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision)</p> <p>If relevant, a note of the dispensation granted by the Monitoring Officer:</p>	<p>N/A</p>		
<p>Reason Decision, or supporting Report, is not published:</p> <p><i>Tick one or more of the specific exemptions,</i></p> <p><u>and</u></p> <p><i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i></p>	<p>X</p>	<p>Not applicable – Decision [and report] to be published</p>	
	<p>If Report is not to be published – tick one of the following boxes:</p>		
		<p>The report supporting the Decision contains confidential information</p>	
		<p>The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:</p>	
		<ul style="list-style-type: none"> • Relates to an individual 	
		<ul style="list-style-type: none"> • Likely to reveal the identity of an individual 	
	<ul style="list-style-type: none"> • Relating to financial or business affairs of a person or organisation 		
	<ul style="list-style-type: none"> • Relates to a claim for legal professional privilege in legal proceedings 		
	<ul style="list-style-type: none"> • Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment 		

	<ul style="list-style-type: none">• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
	<p><u>And</u> is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p> <p>Reasons: [insert]</p>

Officers

Signed: *RA Cuthbert*

Title: Senior M&E Surveyor

Signed:

Title:

In consultation with:

Signed:

Portfolio Holder For Housing

Signed:

Section 151 Officer (if required)

Signed:

Monitoring Officer (if required)

Dated: 12/02/2024