

DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution [Part 4e - Overview and Scrutiny Procedure Rules](#))

Subject: Electrical Compliance Works – Testing, Servicing & Inspection: Building Safety and Housing property services (SBC)	
Staff Contact: Alexandra Pelling	Executive Member: Richard Prothero
Tel:	Portfolio:

1. Decision

This is requesting the delegated approval of the Electrical Compliance Works – Testing, Servicing & Inspection contract.

The contract is to supply the council with new electrical services. These will be services such as EICRs, Emergency light testing, repairs and maintenance in both communal and domestic buildings. The procurement has been run internally as we have opted to not use a framework, we are expecting the contract to be circa £550k per annum for a period of five years, approximately £3.2m in total.

This will provide our residents and properties with the greatest level of electrical protection.

2. Reasons for the decision

This decision is requested so after the tender has been scored, we can move to immediately award and speed up the mobilisation of the contract.

Currently SBC have no formal electrical contract in place, in order to keep our compliance levels high this contract will need to be awarded quickly.

3. Alternative options considered and rejected ²

The only other viable option was to go through a procurement framework. This was dismissed by SBC so we had more control over the procurement process, this opened it up to other companies who may not otherwise have been listed on the frameworks, such as local S&M enterprises who may offer better quality and VFM.

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4. **Consultation**

(a) Comments of Executive Member ^{3 4}

The approach to awarding this procurement has been discussed with Jackie Hollywell who is supportive of delegated authority to be given in this instance so the contract can be awarded and mobilised as quickly as possible

(b) Comments of other consultees ⁵

5. **Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed:

Title: Strategic Director

Date:

6. **PLEASE RETURN COMPLETED/SIGNED FORM TO CONSTITUTIONAL SERVICES FOR PUBLICATION**

¹ for guidance see Borough Solicitor's note "Taking Decisions"

² details of any alternative options considered and rejected by the officer at the time the decision was made

³ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest **DO NOT PROCEED** without seeking advice from the Borough Solicitor

⁴ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.