

# Decision Schedule

<b>Decision Maker</b>	<b>Director for Housing and Communities</b>
<b>Decision Date</b>	<b>17 April 2024</b>
<b>Date decisions published</b>	<b>17 April 2024</b>

<b>Item no.</b>	<b>Agenda item</b>	<b>Contact Officer</b>	<b>Decision</b>	<b>*Key/ Non Key</b>	<b>**Last date for call in</b>
	Contract Extension - Regulatory Assurance Lead	<b>Michelle Howard – Director for Housing and Communities</b>	<p>1. To agree a further extension of the Consultancy Agreement on the following terms:-</p> <p>(a) From 05.12.2023 to 14.05.2024 to undertake 35 days at an increased daily rate of £450</p> <p>(b) To undertake a further 20 days at a daily rate of £450 at approximately 3 days a week.</p> <p>(c) To provide additional capacity for the inspection by the Regulator for Social Housing – a further 9 days at a daily rate of £450 from the financial year 2024/25 with delegated authority from the Director for Housing and Communities (Deputy Chief Executive)</p> <p>(d) To enter into the</p>	Key	N/A

			<p>necessary legal agreements to enable this change</p> <p>2. To apply a contract procurement exemption to enable this change</p> <p>3. To apply a General Exception Notice</p> <p>4. For the Chief Finance Officer in consultation with the Director for Housing and Communities and the Portfolio Holder for Housing &amp; Landlord Services to draw down £19,290 from HRA reserves to fund both the increase in the daily rate and the commissioning of 20 further days in 2023-24 and £4,050 to fund the commissioning of a further 9 days in 2024-25.</p>		
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## Call in

### **\*What is a Key Decision?**

A Key Decision is an [executive decision](#) likely to result in the Council:

- Incurring expenditure of £50,000 or more, or;
- Making savings or generate income of £50,000 or more, and/or
- Has a significant impact on two or more wards in the Borough and on communities living or working in those areas.

All Key Decisions will come into effect three working days (not including the date of publishing) after a decision has been published. The last date for call in will be included on the decision notice.

### **\*\*What happens once a Key Decision has been made?**

When a [Key Decision](#) is made the decision shall be published within two clear working days of being made.

Copies of the notice of decision shall be published;

- In hard copy (upon request) at the main offices of the Council.
- By email which will be provided to all members.
- On the website.

All Key Decisions will come into effect three working days (not including the date of publishing) after a decision has been published. The last date for call in will be included on the decision notice.

### **How can scrutiny members call in a Key Decision?**

The call-in request shall be on a completed [call-in request form](#) and include the names and signatures of six members excluding Cabinet Members, the decision making principles it is believed have been breached and also the reasons for this.