



RECORD OF DELEGATED DECISION (OFFICER)

CONTRACT AWARD

1. Decision Reference No.	CEX237
2. Name/Title of Officer	Chris Flannery Housing Asset Manager
3. Email address of Officer	cflannery@melton.gov.uk
4. Title / Subject Matter:	Contract Award – Damp proof work
5. Type of Decision:	Public
6. Key Decision?	No
7. Decision Taken: <ol style="list-style-type: none">1. Authority to award the contract for damp proof work at a Council owned property.2. Authority to award and complete the relevant documentation to affect the legal agreement.	
8. Reasons for Decision: <p>There is a Council owned property that requires extensive damp proof work carrying out. The work involves removal of the plaster to the whole ground floor, as result the kitchen and bathroom will be removed meaning the tenant will need to be decanted for three weeks.</p> <p>Large scale damp proofing works are not covered by the current repair and maintenance contract with Axis Europe. As a result the Housing Assets Team have sought quotations for the work.</p> <p>Five companies were approached but only one company submitted a quotation. The Contract Procedure Rules (Section 7.3) require that a minimum of three quotations are sought, this requirement has been met by requesting five quotations.</p> <p>The price received is in line with current prices for work of this nature. There is a slight increase in the rates paid, but this is predominantly due to the requirement for the work to be completed in a short time frame.</p>	
9. Authority / Legal Power: Legal – See below This is not a key decision and as such can be taken by delegated authority	

10. Background Papers attached?	No								
11. Alternative options available / rejected: 1. To use a framework – This is a small one off project and would not be large enough to warrant the use of a framework.									
12. Implications: <table border="1" data-bbox="134 566 1485 1496"> <tr> <td data-bbox="134 566 419 972"> Legal </td> <td data-bbox="419 566 1485 972"> <p>The Council has the power to enter into contracts in order discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1).</p> <p>The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council’s Contract Procedure Rules and the Council’s Financial Regulations</p> <p>Legal Approval - 18 July 2022</p> </td> </tr> <tr> <td data-bbox="134 972 419 1160"> Finance </td> <td data-bbox="419 972 1485 1160"> <p>This work will be funded from the HRA Repair and Maintenance – Repairs Contract budget of which sufficient budget is available at present.</p> <p>Finance Approval – 15 July 2022</p> </td> </tr> <tr> <td data-bbox="134 1160 419 1348"> Procurement </td> <td data-bbox="419 1160 1485 1348"> <p>No requirement to consult Welland on procurement of this value, see section 7.3 of Contract Procedure Rules</p> <p>Award notice information needs to be provided to Weiland procurement to publish on contracts finder.</p> </td> </tr> <tr> <td data-bbox="134 1348 419 1496"> Other </td> <td data-bbox="419 1348 1485 1496"> <p>The following checks have been carried out in relation to the contract provider:</p> <ul style="list-style-type: none"> - Insurance certificates </td> </tr> </table>		Legal	<p>The Council has the power to enter into contracts in order discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1).</p> <p>The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council’s Contract Procedure Rules and the Council’s Financial Regulations</p> <p>Legal Approval - 18 July 2022</p>	Finance	<p>This work will be funded from the HRA Repair and Maintenance – Repairs Contract budget of which sufficient budget is available at present.</p> <p>Finance Approval – 15 July 2022</p>	Procurement	<p>No requirement to consult Welland on procurement of this value, see section 7.3 of Contract Procedure Rules</p> <p>Award notice information needs to be provided to Weiland procurement to publish on contracts finder.</p>	Other	<p>The following checks have been carried out in relation to the contract provider:</p> <ul style="list-style-type: none"> - Insurance certificates
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13. Signature of Decision Maker with authority to sign	Signature redacted Chris Flannery Housing Asset Manager								
14. Consultation with:	Not applicable								
15. Date:	18 July 2022								
16. Officer Responsible for Procurement	Salim Yasin Projects Officer – Housing and Communities								

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