

ASHFIELD DISTRICT COUNCIL: OFFICER DECISION RECORD

Please use this form to record those executive decisions which are taken by officers and are **not** designated as 'Key Decisions' – or in other words those decisions which are **not** included in the Forward Plan. There is a separate form for recording Key Decisions.

You should also use this form to record decisions about those functions which are reserved to the Council or to its committees. The Constitution explains what these reserved functions are and who is responsible for them.

1. Title / Subject Matter: Authorisation to formalise the contract for major adaptation works to 4 Hawthorn Ave, Kirkby in Ashfield and 11 Elm Tree Rd, Kirkby in Ashfield.
2. Decision Reference No: HAA-TEC/JE-ODR438
3. Decision Taken: To enter into contract with British Builders Ltd following the completion of a tender procurement process undertaken via the Shared Procurement Unit.
4. Reasons for the Decision: British Builders Ltd were identified as submitting the most advantageous bid following a procurement exercise.
5. Alternative Options Considered / Rejected: Due to the specialist, large scale, nature of the work in question, this is unable to be completed using our own employees.
6. Implications <u>Legal</u> The Council has the power to enter into contract in order to discharge its functions (Local Government Act, s111 and the Local Government (Contracts) Act 1997, s1).

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 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. (LE 16/05/2022)

Finance


The submitted tender is within the proposed 2022/23 budget and will be maintained for the duration of the contract period. The procurement exercise was to get the best value for ADC. The values of this contract will be reviewed in the financial year and managed into the overall Major Works Aids and Adaptation budget. (PH 09/05/2022)

Human Resources

The Sub-contractor would be engaged by the Council for the specific works, these would not be employees of the Authority, however, the Authority must ensure that we are compliant with IR35 regulations. (KB 09/05/2022)

Name / Title of the officer taking the Decision:

Use your own name and title. Do not 'pp' for a more senior officer who has asked you to take the decision.


Paul Parkinson – Director – Housing and Assets (Deputy Chief Executive)

Date:- 17 May 2022

Name / Title of the relevant Lead Cabinet Member consulted (if appropriate)

(This decision is not subject to call-in and is circulated for information only). **If a Cabinet Member has a conflict of interest relating to this decision, then this should be declared and a request for dispensation will be considered.**

Date:

Name / Title of the relevant Committee Chairman consulted (if appropriate)

(for non Executive/Council side function decisions)

Date:

The completed form should be emailed to the Democratic Services Team:

democratic.services@ashfield.gov.uk