

Record of Delegated Executive Decision(s)

1. Subject of decision

Construction Project – Housing Programmed Works

The Authority seeks to award a contract to the successful in relation to the following contract :

Contract 201 – Stair Lift Maintenance (2024 – 2027)

2. Name and Title of Decision Maker

Peter Mennell – Director of Housing and Property Services

3. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest

None

4. Executive summary

At its meeting of 16 October 2024, Cabinet agreed that the Director of Housing and Property Services in consultation with the Director of Resources, the Assistant Chief Executive and the Cabinet Member for Housing undertake a procurement exercise for the proposed appointment of a contractor to complete maintenance and repair works to Stair Lifts and subsequently to enter into a contract with the successful contractor.

The report to Cabinet in October 2023 (titled Procurement Plan 2022-23) can be accessed via the following [link](#). The item is referred to as Appendix 1.

In accordance with the decision of Cabinet in October 2023, a procurement exercise has been undertaken by the Director of Housing and Property Services for the appointment of a contractor to carry out Stair Lift maintenance and approval is sought to enter into this contract.

5. Alternative Options considered

Not award the contract and commence new procurement processes.

6. Decisions

To award a contract to the tenderer who represents the most economically advantageous tenders in relation to the works.

7. Reasons for the Decisions

The contractor represents the most economically advantageous to the Authority, based on the specifications and will ensure continuity of service.

8. Date Decision Made

12 June 2024

To be completed by Democratic Services

9. Is this decision subject to call-in and if so expiry date of call-in period

5pm on Friday 21 June 2024

10. Date of Publication

14 June 2024

11. Implementation Date (if decision not called in)

After 5pm on Friday 21 June 2024