OFFICER DECISION RECORD

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| **Officer: Head of Housing** | | **Date of Decision: 12 May 2022** |
| **Title/Reference:** The Willows – Procurement to supply and fit external fire escape  **Delegated Decision Ref**: 22/23/H | | |
| **Consultee Member (if applicable):** Not applicable | | |
| **Record of Decision:**  In order to demolish the redundant boiler house at The Willows sheltered housing scheme, it is necessary to install a new external fire escape. The cost of the work is estimated to be around £50,000 and will be a capital spend from the Housing Revenue Account.  It is recommended:  1. That the Development Manager is authorised to undertake a procurement exercise to procure a main contractor for the supply and fitting of an external fire escape at The Willows sheltered housing scheme.  2. That subject to a satisfactory tender exercise and evaluation the Development Manager in consultation with the Head of Housing and the Nottingham City Council Procurement Unit is authorised to award the contract to the winning tenderer and is authorised to enter into an NEC Engineering and Construction Contract Version 4.  3. That the Development Manager is given authority to instruct the Shared Legal Service to draft and finalise the necessary contract documentation and to enter into any warranties and agreements that may reasonably be necessary to enable completion of the development. | | |
| **Legal Powers / Authority:**  The constitution stipulates at 3.01.19.1 that the Head of Housing has the authority to take all operational decisions in respect of the Council’s homelessness, housing, housing repairs, private sector housing, strategic housing and housing property management functions. | | |
| **Implications:**  You should also consult any other relevant officers if you think the decision will have an impact on their areas of responsibility. | **Relevant Legislation:**  Section 1 of the Local Government (Contracts) Act 1997 confers powers on a local authority to enter into contract for the purposes of discharging functions where a statutory provision confers or imposes such functions. | |
| **Finance:**  There is a budget to allow for the fire escape works prior to the demolition of the boiler house. | |
| **HR:** Not applicable | |
| **Climate Change:** No implications. | |
| **Data Protection:** Not applicable. | |
| **Human Rights:** No implications. | |
| **Equality and Diversity:** No implications. | |
| **In consultation with:**  (Where applicable) | **Head of Paid Service:** Not applicable | |
| **Deputy Monitoring Officer:**  No specific comments. | |
| **Deputy Section 151 Officer:**  No specific comment. | |
| **Signature of Decision Taker:**  (Please do not ‘pp’) | Jill Finnesey | |

Please send all decision for publication to: Democratic Services, at [democraticservices@mansfield.gov.uk](mailto:democraticservices@mansfield.gov.uk).

All decisions with exempt information should be sent to Mark Pemberton, Democratic Services Manager at [mpemberton@mansfield.gov.uk](mailto:mpemberton@mansfield.gov.uk).