



Officer Decision Record

Closed Appendix being Exempt information within paragraph 3 of Schedule 12A to the Local Government Act 1972 (as amended)

1. Subject and details of the matter (to include reasons for the decision)

Replacement of felt roof system to a large area of the school. This is to be replaced with an icopal roof system. The roof scheme is on a rolling programme of prioritisation agreed between ENGIE surveyors and the NELC school assets team to replace the existing roof which is past its lifetime and suffers ponding and leaks.

2. Is it a Key Decision as defined in the Constitution?

No.

3. Details of Decision

Approval to carry out the award process in accordance with the Authority's Contracts Procedure Rules. The scheme exceeds £100k but is under the £350k trigger point of requiring a cabinet decision.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

No.

5. Anticipated outcome(s)

Condition improvements to a prioritised school site, within the schools' capital programme. To be given approval to proceed with the award of the tender and issue subsequent award/decline letters and contract to the successful tenderer.

6. Details of any alternative options considered and rejected by the officer when making the decision

Due to impact of covid19 upon the building trade and ability to secure materials we have had a few schemes that we have had to put back into the programme or consider at a later date. This scheme included for an extra area in need of repair which was dependant on work capacity and indicated works at other school sites. Due to other works have not progressed this additional elevation can be brought forward into the 20/21 programme and included in the scheme rather than having to go to tender and pay extra prelims to undertake the elevation next year.

7. Background documents considered

Please see attached tender report

Instead of calling off from the Technical Design Services Framework for capital works, this scheme has been tendered to x5 approved ENGIE/NELC roofing contractors to ensure value for money and no extra principal contractor cost should we have gone through the framework to building contractors.

This work has been viewed by the contractors in the contract report who have both been on the roof and priced the works. Engie are happy with the price and believe the tender report shows how competitive the pricing is. With works totalling £127,872.18 excluding fees is the most competitive tender.

8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No.

9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

No.

10. Monitoring Officer Comments (Monitoring Officer or Deputy Monitoring Officer)

The procurement has been carried out by way of call down from a recognised framework. This has the benefits of approved suppliers already meeting certain benchmarks and flagging agreement in advance to appropriate terms and conditions. There are further advantages of assurance in that any such framework by necessity

must be compliant with Public Contracts Regulations 2015. A framework approach is considered good practice and comes with its own efficiencies.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The works totalling £127,872.18 excluding fees will be funded through the Schools Capital Programme budget. The tendering process followed provides assurance that the Council is achieving value for money.

12. Human Resource Comments (Strategic Workforce Lead or nominee)

There are no direct HR implications

13. Risk Assessment (in accordance with the Report Writing Guide)

Risk assessment is identified as a part of the council's risk process under the capital programme. Further risk assessments will be picked up by ENGIE and the contractor for the works.

14. Decision Maker(s):

Name: Sharon Wroot

Title: Executive Director, Environment, Economy and Resources.

Signed: REDACTED

Dated: 20th January 2021

15. Consultation carried out with Portfolio Holder(s):

Name: Cllr Philip Jackson

Title: Leader of the Council and Portfolio Holder for Regeneration and Housing

Signed: REDACTED

Dated: 20th January 2021

16. If the decision is urgent then consultation should be carried out with the relevant Scrutiny Chair/Mayor/Deputy Mayor

Name: N/A

Title: N/A

Signed: N/A

Dated: N/A