

## DECISION RECORD <sup>1</sup>

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution <http://www.stevenage.gov.uk/content/committees/96416/Part4E-Overview-and-Scrutiny-Procedure-Rules-updated-October-2016.pdf>)

<b>Subject: Electrical Testing Programme</b>	
<b>Staff Contact: Tina Warren</b>	<b>Executive Member: Jeannette Thomas</b>
<b>Tel: 01438 242578</b>	<b>Portfolio: Housing, Health and Older People</b>

### 1. Decision

- 1.1. Has determined that Annex A to this Decision Record should not be disclosed to the public as it contains exempt information as defined by Section 100 of the Local Government Act 1972, Schedule 12A and the public interest in maintaining the exemption outweighing the public interest in disclosing that information.
- 1.2. Awards the contract for the Electrical Testing Programme (Domestic) to the preferred supplier set out in Annex A and approves the award and signing of the contract.

### 2. Reasons for the decision

- 2.1. Delegated authority is given to the Strategic Director Richard Protheroe to enter into contracts below £2 million in consultation with the Portfolio Holder for Housing, Health and Older People.
- 2.4. Stevenage Borough Council has a statutory obligation to inspect and maintain its electrical services to a safe standard and keep records of such inspections.

### 3. Alternative options considered and rejected <sup>2</sup>

- 3.2. To mitigate time and safety risks, Stevenage Borough Council wishes to directly award this work through a framework agreement.
- 3.3. The chosen framework contractor has demonstrated an ability to meet the requirements of Stevenage Borough Council in relation to the programme set out in Annex A.

### 4. Consultation

#### (a) Comments of Executive Member <sup>3 4</sup>

It was acknowledged by the Leader and the Portfolio Holder that the pandemic has had an impact upon the delivery of the existing five-year domestic electrical testing programme. They also understand that the contractor will deliver the new programme within the proposed timescales and bring to our attention anything that may prevent them from achieving this. If significant delays are identified by the Officer responsible for this project, it should immediately be

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brought to the Portfolio Holder's attention. The Officer should also update the Portfolio Holder of the programmes' progress at the six months mark.

5. Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.

Signed: ... SIGNATURE REDACTED .....

Title: Mr Richard Protheroe

Date: 1 .12.21

6. PLEASE RETURN COMPLETED/SIGNED FORM TO CONSTITUTIONAL SERVICES FOR PUBLICATION

<sup>1</sup> for guidance see Borough Solicitor's note "Taking Decisions"

<sup>2</sup> details of any alternative options considered and rejected by the officer at the time the decision was made

<sup>3</sup> record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Borough Solicitor

<sup>4</sup> If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted