

DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure ([Part 4 of the Council's Constitution](#))

Subject: FRA TYPE 3+ Consultancy and Remedial Work on MRC properties (Contracts A, B and C)	
Staff Contact: Steve McAlinden	Executive Member: Jeanette Thomas
Tel: 01438 242740	Portfolio: Housing and Investment

1. **Decision**
Award the Contracts to the preferred supplier so that FFT can carry out the FRA Type 3+ Consultancy and Remedial Work on MRC Properties based on the Framework Agreement as managed by the South East Consortium (SEC).
2. **Reasons for the decision**

The Council should award the FRA Type 3+ and Remedial Works Contracts to FFT due to the complexity of works and expertise required to deliver the holistic fire safety surveys and subsequent works.

The Council should award the Contracts to FFT appointed via the SEC Framework, who vetted the contractors on Price and Quality, to expedite the commencement of the Contracts.
3. **Alternative options considered and rejected ²**

Carrying out the MRC works without the FRA element.
Using the open tender method to appoint contractor.
4. **Consultation**
 - (a) Comments of Executive Member ^{3 4}
Proceed
 - (b) Comments of other consultees ⁵
Proceed
5. **Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed: SIGNATURE REDACTED

DECISION RECORD

Title: Jaine Cresser | Assistant Director – Housing and Investment. Date: 12th October 2020

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

¹ for guidance see Borough Solicitor's note "Taking Decisions"

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

³ 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

⁴ 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

⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.