

DECISION RECORD ¹

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

Subject: Approval of Contract Award for High Rises Refurbishment Project	
Staff Contact: Ana Hetherington Tel: 07566 795 062	Cabinet Member: Jackie Hollywell Portfolio: Housing and Housing Development

1. **Decision**

To approve the intention to award contract to support the delivery of the High Rises Refurbishment Project to the successful bidder.

2. **Reasons for the decision**

Following a tender process via the Fusion 21 Consultants Framework Lot 1, five bids were received and the moderated scores of the tenders received were based on the following award criteria:

Quality	70%
Price	30%

The award of the contract is based on the fact that they achieved the highest score from their tender submission based on the award criteria.

3. **Alternative options considered and rejected ²**

Not to appoint following the procurement process would adversely impact on the Council's ability to deliver a comprehensive and effective refurbishment service of the high rises, as the project is reliant on specialist contractors and their expertise of Building Safety regulations.

The appointment of a lower ranked tender has been rejected as the tenders have been subject to a rigorous evaluation process, including moderation, to provide assurance that the award criteria can be demonstrated.

4. **Consultation**

- (a) Comments of Cabinet Member ^{3 4}

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The Housing and Housing Development Portfolio Holder Cllr Jackie Hollywell has been consulted and supports the intention to award contract to the winning bidder as set out in Annex A.

(b) Comments of other consultees ⁵

None

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

Signed:

Title: Assistant Director Building Safety and Housing Property Services

Date: 8 May 2025

6. **PLEASE RETURN COMPLETED/SIGNED FORM TO DEMOCRATIC 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 Cabinet Member consulted. If a Cabinet 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 Cabinet Member before proceeding. In some cases it will be necessary to consult more than one Cabinet 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.