

## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

### \*PART 1 – PUBLIC DOCUMENT

#### SERVICE DIRECTORATE: *RESOURCES*

#### 1. DECISION TAKEN

*To enter into a contract with **Lift & Engineering Services Limited** for the servicing and maintenance of lifts at various premises for a period of two years, with an option to extend year on year for a further three years, giving a maximum contract period of five years, with an estimated contract value of £61.5K over five years.*

#### 2. DECISION TAKER

*Ian Couper, Service Director- Resources*

#### 3. DATE DECISION TAKEN:

*1<sup>st</sup> September 2023*

#### 4. REASON FOR DECISION

*Whilst the existing contract has an option to extend for a further year it has been decided not to take up this extension as the prices obtained via the Fusion21 framework are favourable when compared to existing rates.*

#### 5. ALTERNATIVE OPTIONS CONSIDERED

- 1) Use the extension option of the existing contract.*
- 2) Tender the works on a traditional basis.*

#### 6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

*Not applicable*

#### 7. FORWARD PLAN

- 7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

#### 8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 *Whilst the existing contract has an option to extend for a further year it has been decided not to take up this extension as the prices obtained via the Fusion21 framework are favourable when compared to existing rates.*

#### 9. LEGAL IMPLICATIONS

- 9.1 Under 14.6.12 (a) (i) the Service Director- Resources will “manage, direct and control all resources allocated to the Directorate in accordance with the Council’s policies”. Under 14.6.4 (a) (ii) of the Council Constitution, Service Directors have a general authorisation for “entering into contracts to carry out works and/or for the supply of goods and services within approved budgets”.

9.2 This contract was let in accordance with the Council's Contract and Procurement regulations.

**10. FINANCIAL IMPLICATIONS**

10.1. *The contract costs are budgeted for within existing revenue budgets.*

10.2. *There are no capital budget implications.*

**11. RISK IMPLICATIONS**

11.1 *Risks are considered as minimal. The supplier has been vetted and appointed as part of the Fusion21 Framework and has provided the required insurance, risk assessments and competencies to cover the service provision.*

**12. EQUALITIES IMPLICATIONS**

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 There are no equalities implications in relation to this procurement.

**13. SOCIAL VALUE IMPLICATIONS**

13.1 *The Social Value Act and "go local" policy do not apply to this decision.*

**14. ENVIRONMENTAL IMPLICATIONS**

14.1. There are no known Environmental impacts or requirements that apply directly to this decision. Energy has been purchased in line with the Council's Climate Change strategy.

**15. HUMAN RESOURCE IMPLICATIONS**

15.1 *There are no direct HR implications arising from the award of this contract.*

**16. BACKGROUND PAPERS**

16.1 *None*

**17. APPENDICES**

17.1 *None*

**NOTIFICATION DATE**

*Date sent to all Members, put on website and appears in MIS – Committee, Member & Scrutiny Services can confirm this with you,*

**Signature of Executive Member Consulted .....**

**Date .....**

Signature of Decision Taker .....  .....

**Please Note:** that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.

**Call-in does not apply to NON-EXECUTIVE DECISIONS**