




Record of Delegated Decision

Decision made by	Councillor Mark Rowley David Watts
Decision Title	Procurement of Contract to deliver Windows & Doors programme to the Council's housing stock
Date of decision (same as date form signed)	12 January 2023
Key Decision	Yes
Decision	To award and enter into a one-year, direct award framework contract with Nationwide, to deliver the Windows & Doors programme across Corby and Kettering to the value of £314,000.
Reason/s for Decision	<p>The following key decision was made at the Executive Committee on the 16th December 2021:</p> <p>That the Executive delegated authority to the Executive Member for Housing and Communities in consultation with the Executive Director for Adults, Communities and Wellbeing, to procure, negotiate, award, and enter into a contract to provide shared parts and materials to Council owned housing properties, by means of a Framework Agreement.</p> <p>A further report went to Executive Committee on the 12th January 2023 to increase the contract amount for plumbing and heating.</p>
Alternative options considered and rejected	There is no other option we can identify for the ordering of parts and materials which are required to enable the Council to deliver a safe and legal landlord service. We have worked with the Procurement Gateway Group to agree that the use of a framework is the most suitable option for this procurement, since we have a store in Kettering and a store opening in Corby. An options appraisal of how NNC should purchase stock to maintain and upgrade their properties was undertaken in 2021. CLT agreed to replicating the Kettering approach in Corby of operating an in-house store supplied from procured suppliers. The Council would be at risk if we did not enter into supplier contracts, both from not having a compliantly procured supplier(s) and an inability to obtain parts and materials in a timely manner to maintain the Council's housing stock.
Legal implications	No legal implications as the council will enter into contracts with suppliers.

Financial implications	The Council has a ring-fenced Housing Revenue Account within which budgets are identified for the purchase of parts and materials. This includes both revenue and capital budgets. The anticipated spends outlined above fit within the existing and previous year's budget allocations for this purpose. There is sufficient budgetary provision with the Housing Revenue Account.
Other implications	None.
Background papers considered	Please see link to Executive Report and minutes https://northnorthants.moderngov.co.uk/ieListDocuments.aspx?CId=142&MId=342&Ver=4 https://northnorthants.moderngov.co.uk/ieListDocuments.aspx?CId=142&MId=1371&Ver=4
Declarations/conflict of interest?	None
Consultation	No consultation required.
Exempt Decision?	No

Officer/ Executive member	David Watts, Executive Director of Adults, Health Partnerships and Housing Councillor Mark Rowley
Officer/ Executive member Dated: 13 November 2023	David Watts, Executive Director of Adults, Health Partnerships and Housing (DASS) & Children's Services (Interim DCS)  Councillor Mark Rowley agreed via email – 16 November 2023 (see attached)

Annex 1

Key Decisions

- 1.1. The definition of a Key Decision is set out in The Local Authorities (Executive Arrangements)(Access to Information)(England) Regulations 2000 and is defined as;
- 1.2. An executive decision, which is likely
 - i. to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant; or
 - ii. to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions
- 1.3. The council has decided that significant expenditure or savings are those amounting to above £500,000.
- 1.4. All Key Decisions must be published on the website 28 days in advance of them being made unless they are urgent in which case there are processes to follow which include seeking the notification/approval of the Chair of the relevant Scrutiny Committee. The Forward Plan enables the public and all members to understand the key decisions that are going to be taken and make representations in advance.
- 1.5. Key Decisions must be published within 2 clear working days of being made and will be published on the website.
- 1.6. Scrutiny Committees have the ability to call in Key Decisions and any other decisions which have been included on the Forward Plan and have 5 clear working days to call in the decision following their publication on the website (in accordance with the Scrutiny Procedure Rules).

Annex 2

Descriptions of Exempt Information

Exempt information means information falling within the following categories (subject to any qualification):

- 1) Information relating to any individual.
- 2) Information which is likely to reveal the identity of an individual.
- 3) Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4) Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- 5) Information in respect of which a claim of legal professional privilege could be maintained in legal proceedings.
- 6) Information which reveals that the authority proposes:
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
- 7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Qualifications

Information falling within the above descriptions is not exempt information if it is required to be registered under:

- (a) the Companies Acts (as defined in section 2 of the Companies Act 2006);
- (b) the Friendly Societies Act 1974;
- (c) the Friendly Societies Act 1992;
- (d) the Co-operative and Community Benefit Societies Act 2014;
- (e) the Building Societies Act 1986; or
- (f) the Charities Act 2011

Information is not exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission or permission in principle pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.

Information which falls within any of the descriptions above; and is not prevented from being exempt by the previous two qualifications is exempt information if and so long, as in all the

circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.