



**Adur Cabinet Member for Adur  
Homes & Customer Services  
Ref. No: A/AH&CS/007/22-23  
Date of Decision: 25 November 2022**

# ADUR DISTRICT COUNCIL

If you have any questions about this decision please contact Democratic Services on 01903 221006 or email [democratic.services@adur-worthing.gov.uk](mailto:democratic.services@adur-worthing.gov.uk)

**Record of Decision:** A/AH&CS/007/22-23 Direct award through the SEC framework to obtain professional services to include measured survey, condition surveys and Retrofit Assessments and Co-Ordinator services for properties identified with no primary heat source

**Decision taken by:** Adur Cabinet Member for Adur Homes & Customer Services

**Declaration of Disclosable Pecuniary Interests:** I hereby confirm that I do not have any disclosable pecuniary interest in this item.

**Decision:**

I agree the following:-

- To approve a direct award to FFT via the SEC framework for delivering the comprehensive review and assessment of the properties identified with E,F,G rated EPC's and no record of primary heat source.
- To note that FFT are the number one supplier on the framework, and their rates have been checked to ensure they are in line.
- To note that the framework tender was evaluated in accordance with (MEAT) Most Economic Advantageous Tender, with the apportionment set as 40% cost, 60% quality.

**Key Decision:** Yes

**Reason For Decision:**

Following a review of data it has been identified that there are around 53 properties which are not recorded as having any primary heat source. Their heating is provided by gas fires which have been decommissioned. At present we are unable to obtain any grant funding as we do not comply with the requirements under PAS2035 due to lack of key roles such as Retrofit assessors and Retrofit coordinators. Faithorn Farrell Timms will cover our surveying requirements as well as act in the assessor and coordinator roles.

**Alternative Options Considered:**

To do nothing. However this will disadvantage us in any proposals to obtain grant funding for energy efficiency improvements in our domestic dwellings.

**Other Matters Considered:**

Legal Advice and Issues	x	Financial Advice and Issues	x
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Sustainability Issues	x	Equality Issues	x
Community Safety Issues	x	Human Rights Issues	x
Reputation	x	Risk Assessment	x
Health & Safety Issues	x		

**Consultation:**

This report was circulated to Councillors, and published on the Council's website on 17 November 2022. The following consultation responses were noted by the decision maker:  
NONE

**Background Papers:** None

**Contact Officer:**

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**Call-in:** The call-in deadline for this decision will be 5:00pm on 2 December 2022



**Signed:**

**Date:** 25th November 2022

**Name:** Councillor Carson Albury

**Cabinet Member for Adur Homes & Customer Services**

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