



ADUR & WORTHING
COUNCILS

**Record of Officer
Executive Decision
Director for Communities
Decision Ref No: DforC/015/22-23
Date of Decision: 25 January 2023**

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

Record of Decision: DforC/015/22-23 Fraser Court Roofing Replacement

Decision taken by: Director for Communities

Declaration of Disclosable Pecuniary Interests: I do not have a disclosable pecuniary interest, or conflict of interest.

Delegated authority: Under the Officer Scheme of Delegations, Directors have authority to 2.6.5 procure goods and services in accordance with Contract Standing Orders

Decision:

That following a competitive tender exercise, authority is delegated to award and execute the contract to Accurate Roofing LTD following a competitive tender exercise at a value of £136,786.75.

Key Decision: Yes

Reason For Decision:

- 1.1 The Housing Maintenance Team have advised that the roof covering at Fraser Court is at end of life, noting that normal maintenance is no longer feasible.
- 1.2 A £200k Budget was allocated within the 2021/22 financial year for the replacement roof, this has been carried over to the 2022/23 financial year.
- 1.3 The Council obtained a condition report and manufacturers design for the works required to remediate issues with the covering and to align with current building standards.
- 1.4 The manufacturer, Garland, recommended a built up bituminous overlay system with tapered insulation, to be provided with a 25 year manufacturers guarantee.
- 1.5 Having completed a robust and transparent tender process, The preferred bidders cost for undertaking the works were submitted at £136,786.75 , which allows for a 10% contingency.
- 1.6 The Council therefore proposes to enter into a contract with Accurate Roofing Ltd.

1.7 There is estimated to be a further £2,000 required for professional fees such as building control application, and a R&D survey.

Alternative Options Considered:

The only other option is do nothing as this would leave us failing to meet our landlord obligations and resulting in legal, financial and reputational damage.

Other Matters Considered:

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

Consultation:

Procurement, legal and finance were consulted in this process.

Background Papers: None

Contact Officer:

Tina Favier
Director for Communities
tina.favier@adur-worthing.gov.uk

Call-in: The call-in deadline for this decision will be 5:00pm on 1 February 2023



Dated: 21 January 2023

Name: Director for Communities, Tina Favier

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