



ADUR & WORTHING
COUNCILS

**Record of Officer
Executive Decision**
Ref. No: HoPS/022/24-25
Date of Decision: 04/09/2024

If you have any questions about this decision, please contact 01903 221073 or email neil.terry@adur-worthing.gov.uk

Record of Decision: HoPS/022/24-25 Southwick Estate Balcony Repairs - approval to let a construction contract
Decision taken by: Keith Meredith - Head of Property Services
Declaration: I do not have a disclosable pecuniary interest, or conflict of interest.
Delegated authority: Under 2.6.8 of the Scheme of Delegations, a Director has delegated authority to do all matters in relation to procurement and the letting of contracts after consulting with the Assistant Director for Finance and the Assistant Director for Legal & Democratic Services and in accordance with Contract Standing Orders.
Decision: To appoint Cheesmur Building Contractors to carry out the Southwick Estate Balcony Repairs comprising of concrete repairs, replacement balcony surfaces and balustrading throughout the estate with a contract value of £989.010.99
Key Decision: Yes
Reason for the Decision: As previously reported the buildings on the Southwick Estate are in a poor condition with various defects that require remediation action. The interim Works have been designed to undertake the strictly necessary repairs required to make the buildings safe for occupation in the period between now and when the last of the sites are reached under the development programme. The scope of works include but are not limited to concrete repairs, balcony railing replacements, balcony support structures.
Alternative Options Considered: Adur District Council does not have the internal resources to carry out these essential works in-house, therefore, a tender exercise was completed to employ a suitable contractor. A list of contractors were approved by the Adur & Worthing Councils procurement team. These contractors were invited to tender on 18 March 2024, with a tender return date set for 29 April 2024. This was later extended by 1 week to 21 June 2024 following a request to extend the tender return deadline.

With only one tender was returned, it was discussed with Adur and Worthing Procurement who confirmed that due to the health and safety element of this work making the tender time sensitive, procurement would be satisfied from a compliance point of view as long as everyone was happy with Cheesmur's cost and quality scoring.

It was agreed that Cheesmur Building Contractors would be approached and to work with them to better understand their submission and undertake a value engineering exercise to bring the contract sum down to a cost more in line with Adur & Worthing Councils budget.

This was completed in June with the final contract value agreed.

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 and Safety Issues	x		

Consultation:

- Director for Housing and Communities
- Finance
- Adur Cabinet Member for Housing and Citizen Services

Background Papers:

- Adur Joint Strategic Sub Committee - 15 June 2023

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

Signed:



Dated: 04th September 2024

Name: Keith Meredith - Head of Property Services

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