

Cabinet Member Decision Notice - Public

Part A – to be provisionally completed prior to the meeting and finalised after the meeting following agreement with the decision maker.

1. **Decision Maker:** Cabinet Member for Housing and Safer Communities, Councillor Mike Chambers
2. **Date of the Decision:** Tuesday 24 January 2023
3. **Subject (title and description):** Appointment of Contractors for Specialist Equipment
4. **Did the decision maker declare an interest?** No
5. **Lead Officer:** Team Leader, Housing Assistance, Paula Donachy
6. **Was all or any part of the report exempt?** Yes, Appendix 1 to the report is exempt under paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

If yes, is there an Exempt Decision Notice? N/A

7. **The Decision:** To award contracts via the ESPO procurement framework to the following contractors:
 1. Contractor A for the supply and installation of stair lifts for both Disabled Facilities Grants and council house adaptations.
 2. Contractor B Ltd for the supply of Through Floor lifts for both Disabled Facilities Grants (DFGs) and council house adaptations.
 3. Contractor C for the supply and installation of Step lifts for DFGs and council house adaptations.
8. **Reasons for the Decision:** There are no contracts currently in place for the supply of stair lifts, step lifts and through floor lifts. Entering into a contracts allows us access to significant savings on equipment, speeds up processing times as we don't have to get 3 quotes for each adaptation and allows us access to a dedicated account manager for each contractor who will assist with queries and provide a quality wrap around service. We will also be given guaranteed lead time for the installation of works.
9. **Alternative Options Considered and Rejected:** Obtain 3 quotes for each DFG and council house adaptation request. This is time consuming and proves problematic as it can be difficult to obtain 3 quotes. This has a direct consequence for the disabled and vulnerable residents that the referrals and adaptation works aim to help.
10. **Is this a Key Decision:** Yes

If yes, please state Forward Plan reference number: 13H&P22

Part B – Key Decisions Only – *to be completed by Democratic Services*

11. **Is the decision subject to call in:** Yes
12. **End of the Call-In Period:** Tuesday 31 January 2023 at 4.30 pm