

OFFICER DECISION RECORD SHEET

Name of decision maker: Assistant Director – Planning Development & Regeneration

Service Area: Building Control

Title of Decision: The Approval to award contract for Checking Consultant Engineer to assist Building Control.

Decision made and reasons:

Decision: The Approval to award contract for a Checking Consultant Engineer to assist Building Control to David Carr Consulting Engineers Limited.

Reason:

As part of the building control process, there is a requirement for checking plans and calculations for compliance with the Building Regulations to ensure buildings will be built or adapted in a safe and compliant way.

Since 2013 the Council officer who was qualified to check structural calculations retired and the Council was unable to recruit to this position within their existing budget. Since then the Council has had to buy in this service from outside consulting engineer companies with relevant experience, via short term arrangements and contracts.

So the Council can have a longer term arrangement in place, the service was tendered. A minimum criteria of essential skills was specified - a professionally qualified engineer with suitable experience of providing this service - to assist the council with a quality service by assisting in delivering a number of both statutory and non-statutory functions are delivered, namely:

- Advising on dealing with dangerous structures;
- Assisting building control officers in accordance with the requirements of the Building Regulations 2010 (as amended) including checking structural calculations for both domestic and commercial buildings:
 - i. Checking plans and calculations for compliance with the Building Regulations (Approved Document A, associated British Standards and Euro codes etc.)
 - ii. Checking subsequently amended plans and calculations for compliance with the Building Regulations (Approved Document A, associated British Standards and Euro codes etc.)

Only one bid was received from David Carr Consulting Engineers Limited. The bid scored highly on the quality criteria and the rate per hour charge is reasonable compared with the Councils existing spend in this area.

The contract period is for 3 years with the option to extend for a further 2 years thereafter. Our estimated spend per annum is £32,500, this is based on a rate per hour, and may rise or fall dependent on the number of building regulations applications that are received

Reports considered:

The procurement report is attached.

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Officers/Councillors/Ward Councillors/Stakeholders Consulted:

Accountant Housing & Regeneration
Group Manager Development Management and Planning
Team Leader Building Control
Procurement Officer

Financial Comments:

There is an annual budget of £38k in building control, of which £24k has been spent to date in year, as at the end of September.
Awarding this contract would be within Building Control's spend envelope.

Monitoring Officer Comments:

No comments to add to the report.

Deputy S151 Officers Comments:

The costs of awarding this contract can be met from with approved budgets.

Implications:**Value for Money:**

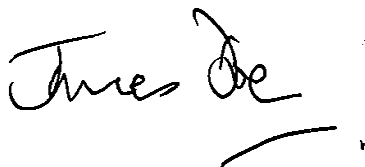
Although there was only one bid for this contract the fee has previously been checked on a quotation basis with other structural engineers fees over the last 8 months and was found to offer value for money.

Financial:.

The value of the contract is estimated based on past requirements over the last 3 years. And is dependent on the number of Building Control applications received. Hence a reduction in applications will result in a reduced contract spend. The annual cost of this contract (£32,500 pa over 5 years) is less than employing an in-house officer directly – it is also a difficult area to recruit into.

Risk:

If this contract is not awarded then the service cannot fully discharge its statutory responsibilities. Some cases will require specialist Structural Engineer assessment, so it is essential for the Council's reputation that a professionally qualified and experienced organisation is used to provide this service.

Officer Signature: James Doe

Date:10.10.2017