

## SHEFFIELD CITY COUNCIL

### OFFICER EXECUTIVE DECISION RECORD (Non Key)

The following decision was taken on 02 January 2019 by the Head of Commercial Business Development.

Date notified to all members: Thursday 21 February 2019

Officer Non-Key decisions are not subject to call-in.

1. **TITLE**

Fire Risk Assessment Works to Various Small Sites

2. **DECISION TAKEN**

(i) The tender of T H Michaels Ltd in sum of £212,051.96 is accepted; and

(ii) a Letter of Acceptance is issued accordingly.

3. **Reasons For Decision**

To award a contract to enable works to commence February 2019.

4. **Alternatives Considered And Rejected**

None.

The contracts have been awarded in accordance with approved tender processes and the budgets are in place.

5. **Documents used in making decision:**

Contract Award Report approved by Director of Finance & Commercial Services or their nominated deputy.

6.1 **Any conflict of interest declared by any Executive Member who is consulted by the Officer when making the decision**

None

6.2 **Any dispensation granted by the Head of Paid Service**

N/A

7. **Respective Director Responsible for Implementation**

Executive Director, Resources