

**Brent Council**  
**Record of Officer Key Decision**



**DECISION MAKER**

**Decision Maker:** Corporate Director, Residents and Housing Services

**Authority for Delegated Decision:** (Cabinet Decision or Officer Scheme of Delegation - set out at, [Part 3 of the Constitution](#))

Cabinet Decision – 9 Sep 2024

**DECISION**

**Decision Title:** Authority to Award Contract for Roy Smith House fit out works

**Date of Decision:** 08/01/26

**Please confirm that this is a Key Decision?**

Yes

**If Yes, have the call-in provisions been dis-applied?**

No - the 5 day call-in period must be observed before the decision can be implemented

**Describe the decision taken:** To approve the award of the contract for Works to Ash Special Works for fit out works at the ground floor commercial unit at Roy Smith House at a sum of £609,986.64 + vat

**Members consulted:** Cllr Muhammed Butt, Leader of the Council, Cllr Donnelly-Jackson, Cabinet Member for Housing

**Please detail any conflicts of interest declared by any members consulted.**

None

**If relevant, was a dispensation granted by the Chief Executive?**

None

**REPORT**

**Please confirm that:**

- |                                                                        |                                         |
|------------------------------------------------------------------------|-----------------------------------------|
| a) you have submitted the mandatory report for publication;            | Yes <input checked="" type="checkbox"/> |
| b) the report sets out the reasons for the decision;                   | Yes <input checked="" type="checkbox"/> |
| c) the report details any alternative options considered and rejected. | Yes <input checked="" type="checkbox"/> |

**Is all or part of the report exempt from publication?**

The report is:      Open ☐      Part Exempt ☒      Fully Exempt ☐

**If Part Exempt, what sections of the report are not for publication?** Appendices

**Reasons for Exemption:**

The report contains:

- ☐ Confidential Information
- ☒ The following category of Information exempt from publication under the Schedule 12A of the Local Government Act 1972, namely paragraph: 3 - relating to the financial or business affairs of any particular person (including the authority)

**List any relevant background papers:** Community Space at Roy Smith House , Cabinet September 2024

**Corporate Director Housing & Resident Services**

**Printed Name:** Thomas Cattermole

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**Signature:** *Tom Cattermole*