

REPORT AUDIT TRAIL				
CONSULTATION				
Name/Position	Portfolio/Ward/ Directorate	Date Sent	Date Received	Comments in para:
Councillor Linda Beresford	Cabinet Member for Housing	Click here to enter a date.	Click here to enter a date.	
Ian Spicer	Adult Care, Housing and Public Health	Click here to enter a date.	Click here to enter a date.	
Finance	Corporate Services	Click here to enter a date.	Click here to enter a date.	Not applicable.
Legal Services	Corporate Services	Click here to enter a date.	Click here to enter a date.	Not applicable.
Human Resources	Corporate Services	Click here to enter a date.	Click here to enter a date.	Not applicable.
Procurement	Corporate Services	Click here to enter a date.	Click here to enter a date.	Not applicable.
Equalities	Policy, Strategy and Engagement	Click here to enter a date.	Click here to enter a date.	Not applicable.
Other officers below		Click here to enter a date.	Click here to enter a date.	

<b>REPORT APPROVAL TRACKING</b>			
<b>Equalities</b> Your report will not be authorised for submission to Cabinet by your Executive Director if you have not undertaken and included an initial equalities screening. All equalities analysis documents should be sent to <a href="mailto:Equality@rotherham.gov.uk">Equality@rotherham.gov.uk</a> for feedback prior to being included as appendices.	<b>Initial Screening completed and included with report</b>	YES/NO (delete as appropriate)	Insert date agreed
	<b>Full Assessment completed and included with report</b>	YES/NO (delete as appropriate)	Insert date agreed
<b>Carbon Impact Assessments</b> Carbon Impact Assessments are to be appended to the associated cabinet reports. Carbon Impact Assessments should be sent to <a href="mailto:climate@rotherham.gov.uk">climate@rotherham.gov.uk</a> for feedback prior to your report being sent to your Executive Director for approval.	Carbon Impact Assessment completed and included with report.	YES/NO (delete as appropriate)	Insert date agreed
<b>Background information</b> <b>MANDATORY:</b> Insert headings for a few main <b>public</b> documents you have used or referenced to write this report. This is a legal requirement. For Cabinet reports, <b>insert hyperlinks</b> . Do not list private documents.	Policy doc ABC Govt advice DEF Cabinet report GHI		
<b>Appendices</b> If appendices are essential to the understanding of the report, list titles here. Ensure that appendices have proper titles. List any appendices relevant to the decision being taken first with the Equality Analysis documents coming next and the Carbon Impact Assessment being listed as the last Appendix for all reports.	Appendix 1 <i>Name</i> Appendix 2 <i>Name</i>		
<b>Cabinet Member Approval</b> You should retain an email confirming the Cabinet Member approval for your records. Executive Directors should not authorise reports unless Cabinet Members have given sign off	YES/NO (delete as appropriate)	Click here to enter a date.	
<b>Report Authorised by Executive Director</b>	YES/NO (delete as appropriate)	Click here to enter a date.	
<b>Report Authorised for publication by Chief Executive</b>	YES/NO (delete as appropriate)	Click here to enter a date.	

**Committee Name and Date of Committee Meeting**

Delegated Officer Decision – 26 May 2026

**Report Title**

Procurement of a contractor to complete asbestos surveys to Council owned dwellings.

**Is this a Key Decision and has it been included on the Forward Plan?**

No, but it has been included on the Forward Plan

**Executive Director Approving Submission of the Report**

Ian Spicer, Executive Director of Adult Care, Housing and Public Health

**Report Author(s)**

Andy Litchfield,  
Commercial Manager

**Ward(s) Affected**

Borough-Wide or Name of Ward

**Report Summary**

The contract for asbestos survey and air monitoring services has been awarded by the Service Director of Housing to The Testing Lab PLC at an estimated cost of £1.1 million over four years. This ensures the Council meets statutory compliance requirements through the continued provision of management and refurbishment asbestos surveys and air monitoring across RMBC Housing Services' portfolio, including occupied, void and communal properties, in line with the Council's specification and service level requirements.

**Recommendations**

1. To note the decision by the Service Director of Housing to award the contractor for asbestos survey and air monitoring services to The Testing Lab PLC.

**List of Appendices Included**

Not Applicable.

**Background Papers**

Not Applicable.

**Consideration by any other Council Committee, Scrutiny or Advisory Panel**

Name of Committee – Click here to enter a date.

Name of Committee – Click here to enter a date.

**Council Approval Required**

No

**Exempt from the Press and Public**

No

**Insert report title here** Procurement of a contractor to complete asbestos surveys to Council owned dwellings.

## **1. Background**

1.1 The Council is required to comply with statutory duties relating to the management of asbestos across its housing portfolio. To meet these obligations, Housing Services must ensure asbestos surveys and air monitoring are completed when required in occupied homes, void properties and communal areas. The previous contract arrangements have come to an end, requiring a new procurement exercise to secure a suitably qualified contractor to deliver these services in line with the Council's specification and service standards, ensuring the continued safe management of asbestos risks across the estate.

## **2. Key Issues**

2.1 The procurement of asbestos survey and air monitoring services is critical to ensure the Council meets its statutory obligations for the safe management of asbestos across its housing stock. Failure to maintain appropriate survey and monitoring arrangements would expose our tenants to significant health and safety risks, as well as potential regulatory action. The scope of the contract covers a diverse portfolio, including occupied homes, void properties and communal areas, requiring a consistent and compliant approach aligned with current legislation and the Council's specification.

2.2 The appointment of a single contractor through this contract provides continuity, standardisation of service delivery and assurance that surveys and air monitoring are undertaken to the required quality and timescales. The contract value of approximately £1.1 million over four years reflects the scale of the asset base and the ongoing need for both management and refurbishment surveys to support repairs, investment programmes and compliance activities. Robust contract management will be required to ensure performance standards are met and that the service continues to support safe and effective housing management.

## **3. Options considered and recommended proposal**

3.1 Option 1 – Award the Contract (Preferred Option)  
Proceed with awarding the contract to The Testing Lab PLC to ensure continuity of service and compliance with statutory requirements. This option provides a compliant, quality-assured solution for delivering asbestos surveys and air monitoring across the housing portfolio, with a single contractor responsible for meeting the Council's specification and service standards.

3.2 Option 2 – Do Nothing  
Do not award a new contract. This option would leave the Council without a compliant arrangement for asbestos surveying and air monitoring, creating significant health and safety risks and exposing the Council to potential regulatory and legal consequences. This option is not viable.

**4. Consultation on proposal**

4.1 Not applicable.

**5. Timetable and Accountability for Implementing this Decision**

5.1 Not applicable.

**6. Financial and Procurement Advice and Implications (to be written by the relevant Head of Finance and the Head of Procurement on behalf of s151 Officer)**

6.1 Not applicable.

**7. Legal Advice and Implications (to be written by a Legal Officer on behalf of the Service Director of Legal Services)**

7.1 Not applicable.

**8. Human Resources Advice and Implications**

8.1 Not applicable.

**9. Implications for Children and Young People and Vulnerable Adults**

9.1 Not applicable.

**10. Equalities and Human Rights Advice and Implications**

10.1 Not applicable.

**11. Implications for CO2 Emissions and Climate Change**

11.1 Not applicable.

**12. Implications for Partners**

12.1 Not applicable.

**13. Risks and Mitigation**

13.1 Not applicable.

**14. Accountable Officers**

Sarah Clyde, Service Director for Housing

Approvals obtained on behalf of Statutory Officers: -

	<b>Named Officer</b>	<b>Date</b>
Chief Executive	John Edwards	Click here to enter a date.

Executive Director of Corporate Services (S.151 Officer)	Judith Badger	Click here to enter a date.
Service Director of Legal Services (Monitoring Officer)	Phil Horsfield	Click here to enter a date.

*Report Author:* Andy Litchfield, Commercial Manager **Error! Reference source not found.**

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