

Officer Delegated Decision Record

Decision Title:

The Core ground and first floor fit-out contract

Is this decision Key or Non-key?

Non-key

If the decision is Key, has the decision been published on the Forward Plan?

Not applicable

Is this decision subject to Call-in?

No

Decision:

Option 1: Non-confidential decision:

The Director of Operations has:

1. authorised the completion of a contract with Robertson Construction Group to undertake fit-out works, purchase furniture and prepare the ground and first floors of The Core for short-term occupation by the North East MSA with a contract value of up to £248,400; and
2. authorised the Monitoring Officer to sign the contract with Robertson Construction Group and all other required agreements.

Option 2: Confidential decision:

Delegation:

Part 2.7 (Scheme of Delegations) of the North East MSA Constitution

GD9 To authorise the award of a contract for:

- a. goods and/or services up to a value of £1m; and
- b. works up to a value of £1m.

Consultation:

Cabinet Member:	Yes
Assistant Director Legal and Governance:	Yes
Director of Finance and Investment:	Yes

Name and Title of the Decision-Maker:

Alan Reiss, Director of Operations

Contact Officer:

Lorna Hodson-Fraser

Head of People and Culture

lorna.hodson.fraser@northeast-ca.gov.uk

Signature (Decision-Maker) ...

A handwritten signature in black ink, appearing to be 'Alan Reiss', written over a light blue rectangular background.

Date of signing: 12 October 2026