

Record of decision taken under delegated powers by a council officer



Title:	APPROVAL TO AWARD OF LITTLETON LANE TRAVELLERS SITE IMPROVEMENT WORKS - CONTRACTOR SERVICES
Divisions Affected:	Countywide
Key Decision:	Yes.
Reason Key:	Over £500,000
Decision taken under delegation by virtue of:	Delegation agreed by Cabinet on 28 February 2012 – Minute Ref: 35/12

Summary

The Cabinet at its meeting of 28 February 2012 agreed that the Chief Property Officer, having ensured formal agreement in writing with the relevant Portfolio Holder, authorise the award of a contract. It was agreed that this authorisation would be formally minuted and the S151 Officer would retain the paperwork.

Under the Caravan Sites Act 1968, the County Council had a duty to provide sites for Gypsies and Travellers who resided in or resorted to its administrative area.

The Littleton Lane site is situated within Flood Zone 3 (High Probability) and has regularly suffered with flooding. The most recent flooding was in 2003. It became apparent that the site required improved safety for the residents, particularly the children, with flood defence measures built to include a wider access road with elevated walkway for an emergency exit.

In addition to requiring a safe exit from site in the event of flooding, the site is generally considered as not fit for purpose; the existing utility blocks were constructed in 1989, providing each pitch with basic facilities. The blocks have not been upgraded within the subsequent years and are now in a poor state of repair.

The refurbishment and remodelling of the 10 pitch Gypsy Site in Littleton Lane will bring it up to a standard that is fit for purpose and incorporate DDA where necessary.

This record formally confirms that a meeting was held under the above delegated Authority on 22/7/13 at which the award of the contract for the Littleton Lane Improvement Works contractor services was approved as recommended in the submitted confidential contract award report.

Decision made

Following an open two-stage tendering exercise, a contract be awarded for the Littleton Lane Improvement Works to the contractor identified in confidential Contract Award report.

Reasons for Decision:

To enable the award of construction contract to the contractor named in the confidential Contract Award Report resulting in improved flood defence measures and new utility blocks on the Littleton Lane Travellers Site.

Decision taken by:	John Stebbings, Chief Property Officer
Decision taken on:	22/7/13
To be implemented on:	2/8/13

Alternative options considered

The restricted tender for this contract has been conducted in accordance with Public Contracts Regulations. The contracting opportunity was advertised so that to ensure the contractors with appropriate experience and skill set are shortlisted to tender. No alternative options are available for consideration by the Chief Property Officer.

Summary of any financial implications

The total tendered price for this scheme is within budget. The scheme will be funded from the following: £850,000 HCA Grant, £850,000 Capital, £400,000 Revenue

Declarations of conflicts of interest

None.

Consultation/Process Followed

The Chief Property Officer has consulted with the Cabinet Member for Business Services and the S151 officer. Formal agreement to the proposed decision was given in writing by each on the following dates:

Chief Property Officer
John Stebbings 5/7/13.....

Cabinet Member for Business Services
Denise Le Gal 5/7/13.....

Section 151 Officer
Sheila Little9/7/13.....

Background Documents

Exempt:

Contract Award Report	Yes
Confidential Appendix 1 with Tender Evaluation Report	Yes