

Record of decision taken under delegated powers by a council officer



Title:	APPROVAL TO AWARD A CONTRACT FOR THE PROVISION OF SCHOOLS BASIC NEED PLACES HOLMESDALE INFANTS SCHOOL
Divisions Affected:	Earlswood and Reigate South
Key Decision:	No
Reason Key:	N/a
Decision taken under delegation by virtue of:	Delegation agreed by Cabinet on 4 February 2014 - Minute Ref: 13/14

Summary

In response to an increasing demand for school places across Surrey the Council established, in its Medium Term Financial Plan 2013-2018, a Capital Programme to fund the provision of additional places in a number of schools. The Education Basic Need Programme has now moved into the second Tranche of delivery and phased implementation of the Construction works for twelve primary schools projects and one secondary school is in progress.

The Cabinet at its meeting of 4 February 2014 agreed that authority to award future construction contracts above £500,000 in value, where a competitive tender procedure has been followed through the BuildSurrey portal, be delegated to the Chief Property Officer in consultation with the Head of Procurement, Cabinet Member for Assets and Regeneration Programmes, Cabinet Member for Business Services, Cabinet Member for Schools and Learning, the Leader of the Council and Section 151 Officer. That authorisation obtained under the above delegation be formally minuted with the Section 151 Officer retaining the paperwork.

In this instance the Chief Property Officer is requested to consider awarding a contract to the recommended tenderer for the Holmesdale Infants School project in Reigate

Additional school places are needed by September 2014 to meet an increase in pupil numbers. The School is an existing 3 Form of Entry Infant School (270 capacity) proposed to permanently expand to a 4 Form of Entry Infant (360 Capacity). The construction contract is now due to be awarded. The award of this contract will enable construction to commence on programme to allow for the entire works to be completed on time.

This record formally confirms that a meeting was held under the above delegated Authority on 20 February 2014 at which the award of the contract for the provision of

schools basic need places at Holmesdale Infants School was approved as recommended in the submitted contract award report.

Decision made

Decision made:

It was AGREED that following a competitive tendering exercise using the BuildSurrey portal, a contract be awarded for the 2013/14 schools capital construction project at Holmesdale to the contractor identified in paragraph 9 of the Contract Award report.

Reasons for Decision:

To enable the award of a construction project at Holmesdale Infants School resulting in increased basic need provision for children in accordance with the council's statutory obligations.

Decision taken by:	John Stebbings, Chief Property Officer
Decision taken on:	20 February 2014
To be implemented on:	28 February 2014

Alternative options considered

The tender for this contract has been conducted in accordance with the Procurement Standing Orders using the tendering module in the BuildSurrey portal. No alternative options are available for consideration

Summary of Financial Implications

The MTFP 2013-18 allowance for this project is £1,100,000. The tender amount set out in the exempt information is within the allocation. Actual costs will be regularly monitored to ensure they remain within budget and any further potential savings are realised.

Declarations of conflicts of interest

None.

Consultation/Process Followed

The Chief Property Officer has consulted with the Head of Procurement, the Leader, and the Cabinet Member for Business Services, the Cabinet Member for Asset Regeneration and Programmes and the Cabinet Member for Schools and Learning and the S151 officer. Formal agreement to the proposed decision was given in writing by each on the following dates:

Head of Procurement
Laura Langstaff

18/2/14

Section 151 Officer Sheila Little	18/2/14
Cabinet Member for Asset and Regeneration Programmes Tony Samuels	20/2/14
Cabinet Member for Business Services Denise Le Gal	19/2/14
Cabinet Member for Schools and Learning Linda Kemeny	21/2/14
Leader of the Council and Chairman of the Cabinet David Hodge	24/2/14

Background Documents

Exempt:

Contract Award Report	Yes
Tender Evaluation Report.	Yes