


**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
Grounds Maintenance Contract – two-year extension	
<u>DECISION REFERENCE</u>	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/Constitution/Minute No.
DO/03/2024 (KH)	<ul style="list-style-type: none"> • Cabinet Minute no.CB19 25 July 2018 • 3D.1 c) “Take any action to maintain the operation and effectiveness of services within their unit.” • 3D.2 b “Invite and accept tenders or quotations for contracts, subject to contract standing orders, financial standing orders, financial regulations and financial instructions”
<u>DATE OF DECISION</u>	<u>DECISION MAKER</u> (Name and Job Title)
24 th May 2024	 Kevin Hollis Strategic Director – Public Services
<u>RECORD OF THE DECISION</u>	
<p>a) The issue At the meeting of Cabinet on 25th July 2018 it was approved to enable the current Grounds Maintenance contract clause option, to extend the current contract and terms by 2 years, to 31st October 2026 be facilitated.</p> <p>b) The Decision To negotiate and finalise the terms of a two-year contract extension with the incumbent Grounds Maintenance contractor.</p>	
<u>REASON FOR THE DECISION</u>	
To ensure the Council is not without grounds maintenance contract and ensure business continuity.	

<p><u>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION</u></p> <p>To not action the extension clause of the current contract and go out to procurement of the full grounds maintenance contract – based on the current market conditions and timeframe for completion this was not advised.</p>
<p><u>WARD RELEVANCE</u></p> <p>All Wards</p>
<p><u>FINANCIAL AND BUDGET IMPLICATIONS</u></p> <p>The extension of the current Grounds Maintenance Contract would remain on the same terms as the current contract for delivery, therefore with the Council paying the Contractor a fee to manage the grounds maintenance of the Borough. The revised agreed cost will be built into the financial year's budget.</p>
<p><u>CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS</u></p> <p>Leader of the Council – Chris Watkins Portfolio Holder – Leisure, Communities and Health Chief Executive Officer Strategic Director – Economy and Transformation Strategic Director – Finance & Governance Assistant Director – Recreation & Culture Assistant Director – Governance & Democracy</p>
<p><u>ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED</u></p> <p>None</p>
<p><u>IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE</u> (Note if the decision is a non-executive decision, no dispensation can be given).</p> <p>N/A</p>
<p><u>EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)</u></p> <p>None identified.</p>
<p><u>HUMAN RESOURCES IMPLICATIONS</u></p> <p>None Identified.</p>
<p><u>FINANCIAL IMPLICATIONS</u></p> <p>The extension is within the agreed Council budget.</p>
<p><u>HEALTH EQUALITIES IMPLICATIONS</u></p> <p>Access to parks and open green space support an environment for improving the health and wellbeing for residents to access and take part in physical activity at all levels across the Borough.</p>

SECTION 17 CRIME & DISORDER IMPLICATIONS

The facilities and accessibility to parks and green open space to residents of the Borough support improved outcomes for crime and disorder, whereby opportunities are taken up by young people in particular instead of other less desirable activities.

RISK MANAGEMENT IMPLICATIONS

The extension of the contract enables a new procurement exercise to take place and a new contract be in place from 1st November 2026.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

None identified

ENVIRONMENTAL IMPLICATIONS

The contracts support with maintaining parks and green space which support the environmental habitats.

LEGAL IMPLICATIONS

All legal matters during the process will be lead via the Council legal team and the Council's Contract procedures Rules (CPR's) will be followed.

ANY OTHER COMMENTS

None

PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS MADE OR AS REASONABLY PRACTICABLE THEREAFTER