

EAST LINDSEY DISTRICT COUNCIL EXECUTIVE DECISION NOTICE

1. Decision to be taken:

To appoint Focus Consultants Limited via the Eastern Shires Purchasing Organisation (ESPO) Framework 2664 for *Property, Building and Infrastructure Advice and Management Services* to provide Project Management Services for the following Capital Projects:

- Demolition Works at Tower Gardens, Skegness;
- Refurbishment Works at The Livestock Centre, Louth.

2. This is a:

PORTFOLIO HOLDER SUPPORTED OFFICER DECISION

Note: This form should not to be used for Key Decisions

3. The following is the decision making body or person:

Duncan Hollingworth, Buildings & Property Service Manager after consultation with Cllr. Richard Fry, Portfolio Holder for Finance.

4. Financial implications from this decision have been communicated to the Portfolio Holder for Finance and the Leader? Yes.

5. The decision was taken on: 2nd February 2018

6. Contact Officer and details: Scott Ashdown, Building Surveyor, Tel. 01507 613035, e-mail: scott.ashdown@e-lindsey.gov.uk.

7. List of documents submitted for consideration in relation to the matter in respect of which the decision is to be made: ESPO Framework 2664 User Guide (Issue 2).

8. Where the documents are held and where they can be obtained from (except exempt items) when they become available:
<https://www.espo.org>

9. The reason for the decision and other alternative options considered and rejected:

The projects identified require completion at the earliest opportunity in order to meet the required timescale and at present it is not possible to resource the project management services internally due to the existing workload within Property & Technical Services.

The Council's Contract Procedure Rules state under rule 2.4.2 the following:

'The Officer must check whether a suitable Corporate Contract or Framework Agreement (including ESPO, Crown Commercial Service or relevant Framework) exists before seeking to let another contract. Where a suitable Corporate Contract or Framework Agreement exists, these must be used unless there is a good reason not to, and these reasons must be recorded'.

Focus Consultants are included as a supplier under Lot 1B – *Rest of UK (Property & Building)* of the ESPO Framework and have previously undertaken similar services for the Council. The Framework is based on hourly rates for different levels of expertise and it is intended that a Senior Professional will undertake the required Project Management services.

It is not possible to delay the projects identified until such time as there may be free capacity with the Team as this would not achieve the required timescales for completion.

10. Declaration of any conflicts of interest of the decision making body or the individual: None
11. Provide a note of any subsequent dispensations granted by the Head of Paid service:

Financial Implications of this Decision:-

Estimated cost:

The estimated cost for the first and second year of the Contract are summarised as follows:

Scheme	Estimated Project Management Fee (exc. VAT)
Demolition Works at Tower Gardens, Skegness	£21,450.00
Refurbishment Works at The Livestock Centre, Louth	£31,900.00
Total	£53,350.00

Funded from:

The costs can be contained within the Capital budget allocation for each scheme.

Signed: (Head of Paid Service/S151 Officer (or person presiding at the Executive Board where appropriate))



Date: 30/1/18

Name: N. BARLOW



Date: 30/1/18

Name: D. E. HOLLINGWORTH

Co-signed (Portfolio Holder if officer decision)



Date: 02/02/18

Name: R. Fry