

Record of officer decision

Decision title:	To award a contract for the provision of re-fit services at Maylord Shopping Centre
Date of decision:	2 March 2021
Decision maker:	Director for Economy and Place
Authority delegated decision: for	<p>On 26 November 2020 Cabinet approved recommendations that:</p> <p>(a) The £750,000 funding from government for the Towns Fund accelerated projects be accepted by the council;</p> <p>(b) The spending of the £750,000 funding from government on the Towns Fund accelerated projects as detailed within this report is approved</p> <p>(c) The Director of Economy and Place be authorised to take all operational decisions to implement recommendation (b) including, but not limited to, the procurement and commissioning of new projects, and, following consultation with the S151 officer, the movement of budgets between projects to ensure the full expenditure of funding.</p> <p>The projects identified by Cabinet as accelerated projects and approved for funding included Project 4: Maylord Shopping Centre Improvements.</p> <p>http://councillors.herefordshire.gov.uk/mglIssueHistoryHome.aspx?IId=50035605</p> <p>A subsequent officer decision dated 21 December 2020 gave approval for expenditure of up to £100,000 for the Maylord Shopping Centre Improvements project and to delegate authority to the Senior Project Manager to authorise spend and manage the budget.</p> <p>http://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7463</p>
Ward:	Widemarsh
Consultation:	<p>The decision to proceed with the expenditure was consulted upon as part of the cabinet and officer decisions listed above.</p> <p>A Senior Solicitor within the council's Legal team has been consulted as part of the review of the contract documents and the decision to proceed.</p>

Decision made:	<p>To award a Contract in the sum of £16,033.00 to SC Joseph Ltd for the provision of re-fit services to two vacant retail units at Maylord Shopping Centre in order to prepare them for re-occupation.</p> <p>The contract administration associated with this contract to be performed by Montagu Evans LLP, the body appointed to manage Maylord Shopping Centre on behalf of the council.</p> <p>That authority to spend and manage the contract sum be delegated to the Senior Project Manager.</p>
Reasons decision: for	<p>There is a need to award a contract in order to complete the improvement work and incur the expenditure necessary to defray the allocated Towns Fund grant funding.</p> <p>SC Joseph Ltd have been identified as the bidder representing best value for money following a competitive tender and assessment process commissioned by Montagu Evans LLP on behalf of the council. A formal tender enquiry was issued to three prospective contractors (two of these being local to Herefordshire), all of</p>

	whom returned a valid quotation for consideration.
Highlight any associated risks/finance/legal/equality considerations:	<p>Should SC Joseph Ltd not be engaged, there is a high risk that the work will not be completed by the grant deadline of 31 March 2021, which would mean that the council would not benefit from the grant funding for the work identified.</p> <p>There is a risk that the contractor does not for any reason meet the programme necessary to complete the work before the 31 March 2021, which is a pre-requisite of the grant funding. This will be mitigated by close management of the works</p>
Details of any alternative options considered and rejected:	To appoint a contractor via an existing framework agreement. This option was not seen as being proportionate to the scale and value of work and was deemed unnecessary when local contractors were willing to provide quotations.
Details of any declarations of interest made:	None

Signed:

Richard Ball
Director for Economy & Place

Date: 2 March 2021