

## Record of an individual Cabinet member decision

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

<b>Decision made by</b>	Councillor Charlotte Dickson
<b>Key decision?</b>	Yes
<b>Date of decision</b> (same as date form signed)	
<b>Name and job title of officer requesting the decision</b>	Ian Matten Parks and Waste Services Manager
<b>Officer contact details</b>	Tel:01235 422113 Email: <a href="mailto:ian.matten@southandvale.gov.uk">ian.matten@southandvale.gov.uk</a>
<b>Decision</b>	To extend the grounds maintenance contract with Sodexo Limited for three years on the same terms and conditions that currently apply.
<b>Reasons for decision</b>	<p>The grounds maintenance contract with Sodexo is due to end on 31 December 2016. It is a joint contract with South Oxfordshire District Council who have also agreed to an extension. Within the contract there is an option to extend for up to three years.</p> <p>The extension would be based on the joint contract value of £566,500 per annum and includes the delivery of grounds maintenance services to council owned areas of public open space and corporate property.</p> <p>The price would remain fixed for the three years extension, other than an annual inflationary increase in line with RPI or any changes in legislation.</p> <p>The extension provides good value because:</p> <ul style="list-style-type: none"> <li>• the current contract price is considered to be a realistic price following in depth benchmarking</li> <li>• Sodexo have consistently met the Key Performance Indicators included within the contract. The last annual performance review evaluated their performance as “good”</li> <li>• a workforce that is stable and localised would be retained, they have detailed experience of all the sites and know the specification for each site</li> <li>• a fixed price for core work over the extension period gives the Council a stable position on pricing.</li> </ul>

	<p>By extending the contract there will be substantial savings in officer time and resources by not having to go through a procurement exercise involving the production of contract documentation, tender evaluation, implementation and additional resource to closely monitor a new contractor for the first six months.</p> <p>Following a discussion at the Cabinet briefing held on 22 July I consider there to be a sound business case to enter into a three year extension with Sodexo.</p>																												
<p><b>Alternative options rejected</b></p>	<p>To go out to tender using a framework agreement, this was ruled out following benchmarking with other companies and for the reasons outlined above.</p>																												
<p><b>Legal implications</b></p>	<p>The contract extension documents will need to be prepared in line with the option to extend the contract included within the original contract.</p>																												
<p><b>Financial implications</b></p>	<p>We are committing to a further three years at the current contract value of £566,500 per annum plus annual inflation. Vale of White Horse's proportion of this cost is £442,500 per annum. This includes a one-off essential growth bid approved in the 2016/17 budget for an additional contractor payment to cover the period April to December 2016. As a result of the extension it will be necessary for an ongoing essential growth bid of £89,000 to be approved as part of the 2017/18 budget. The costs for the period January to March 2017, will be met from within existing budget provision.</p>																												
<p><b>Other implications</b></p>	<p>None</p>																												
<p><b>Background papers considered</b></p>	<p>None</p>																												
<p><b>Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?</b></p>	<p>None</p>																												
<p><b>List consultees</b></p>	<table border="1"> <thead> <tr> <th data-bbox="1632 772 1666 1038"></th> <th data-bbox="1632 564 1666 772">Name</th> <th data-bbox="1632 357 1666 564">Outcome</th> <th data-bbox="1632 142 1666 357">Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="1666 772 1733 1038">Ward councillors</td> <td data-bbox="1666 564 1733 772"></td> <td data-bbox="1666 357 1733 564"></td> <td data-bbox="1666 142 1733 357"></td> </tr> <tr> <td data-bbox="1733 772 1800 1038">Legal</td> <td data-bbox="1733 564 1800 772">Pat Connell</td> <td data-bbox="1733 357 1800 564">No Comment</td> <td data-bbox="1733 142 1800 357">31 July 2016</td> </tr> <tr> <td data-bbox="1800 772 1890 1038">Finance</td> <td data-bbox="1800 564 1890 772">Simon Hewings</td> <td data-bbox="1800 357 1890 564">Comments included within report</td> <td data-bbox="1800 142 1890 357">16 August 2016</td> </tr> <tr> <td data-bbox="1890 772 1957 1038">Human resources</td> <td data-bbox="1890 564 1957 772">Mark Gibbons</td> <td data-bbox="1890 357 1957 564">No Comment</td> <td data-bbox="1890 142 1957 357">27 July 2016</td> </tr> <tr> <td data-bbox="1957 772 2024 1038">Sustainability</td> <td data-bbox="1957 564 2024 772">Heather Saunders</td> <td data-bbox="1957 357 2024 564"></td> <td data-bbox="1957 142 2024 357"></td> </tr> <tr> <td data-bbox="2024 772 2087 1038">Diversity and equality</td> <td data-bbox="2024 564 2087 772">Cheryl Reeves</td> <td data-bbox="2024 357 2087 564">No Comment</td> <td data-bbox="2024 142 2087 357">28 July 2016</td> </tr> </tbody> </table>		Name	Outcome	Date	Ward councillors				Legal	Pat Connell	No Comment	31 July 2016	Finance	Simon Hewings	Comments included within report	16 August 2016	Human resources	Mark Gibbons	No Comment	27 July 2016	Sustainability	Heather Saunders			Diversity and equality	Cheryl Reeves	No Comment	28 July 2016
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	Communications	Shona Ware	No Comment	27 July 2016
	Head of service	Clare Kingston	No Comment	27 July 2016
<b>Confidential decision?</b> If so, under which exempt category?	No			
<b>Call-in waived by Scrutiny Committee chairman?</b>	No			
<b>Cabinet member's signature</b> To confirm the decision as set out in this notice.	Signature <u>Charlotte Dickson</u> Date <u>22/8/16</u>			

**ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY**

For Democratic Services office use only	
Form received	Date: <u>23/08/2016</u> Time: <u>11:00</u>
Date published to all councillors	Date: <u>23/08/2016</u>
Call-in deadline	Date: <u>31/08/2016</u> Time: <u>17:00</u>