


Record of decision

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

Decision made by	John Cotton for SODC Matthew Barber for VoWH						
Key decision?	Yes						
Date of decision (same as date form signed)							
Name and job title of officer requesting the decision	Anna Robinson, strategic director						
Officer contact details	Tel: 01235 540080 Email: anna.robinson@southandvale.gov.uk						
Decision	To award a draw down contract under the Homes and Communities Agency (HCA) Multidisciplinary Framework Panel for consultants to Amec Foster Wheeler Environment & Infrastructure UK Ltd to carry out the role of Principal Consultant for the Didcot Garden Town project.						
Reasons for decision	<p>A compliant procurement process utilising the HCA Multidisciplinary Framework specified above was carried out.</p> <p>6 companies were invited to submit tenders and 3 companies submitted compliant bids for the work and were scored utilising the HCA Multidisciplinary Framework Criteria weighting of 50% price and 50% quality. The decision to award was based on the most economically advantageous bid in accordance with the HCA Framework instructions and criteria. The result of the tender process is :-</p> <p>Amec Foster Wheeler Environment & Infrastructure UK Ltd were the winning bidder. (see table below)</p> <p><u>Total Score:</u></p> <table> <tr> <td>Amec Foster Wheeler</td> <td>99.78%</td> </tr> <tr> <td>Bidder 1</td> <td>90.00%</td> </tr> <tr> <td>Bidder 2</td> <td>63.97%</td> </tr> </table>	Amec Foster Wheeler	99.78%	Bidder 1	90.00%	Bidder 2	63.97%
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Alternative options rejected	To not appoint. This option has been rejected as it would not deliver the objectives as agreed with government for the utilisation of the garden town grant received in April 2016.																																				
Legal implications	This contract will be entered into in accordance with the terms and conditions of the HCA Multidisciplinary Consultancy Framework Agreement, through which the consultant has been procured. The contract will be drawn down in two Phases dependant on satisfactory performance.																																				
Financial implications	On the 28 April 2016 an ICMD was agreed to create a matching income and expenditure budget to spend a government grant for Didcot Garden Town. This consultancy work will be paid from that budget.																																				
Other implications																																					
Background papers considered																																					
Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?																																					
List consultees	<table border="1"> <thead> <tr> <th></th> <th>Name</th> <th>Outcome</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Ward councillors</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Legal</td> <td>Margaret Reed Pat Connell</td> <td>Approved</td> <td>11/05/2016</td> </tr> <tr> <td>Finance</td> <td>Julie Bartlett</td> <td>Approved</td> <td>17/05/2016</td> </tr> <tr> <td>Human resources</td> <td>n/a</td> <td></td> <td></td> </tr> <tr> <td>Sustainability</td> <td>n/a</td> <td></td> <td></td> </tr> <tr> <td>Diversity and equality</td> <td>n/a</td> <td></td> <td></td> </tr> <tr> <td>Communications</td> <td>Andy Roberts</td> <td>Approved</td> <td>11/05/2016</td> </tr> <tr> <td>Strategic Management Board</td> <td>Anna Robinson</td> <td>Approved</td> <td>2/06/16</td> </tr> </tbody> </table>		Name	Outcome	Date	Ward councillors				Legal	Margaret Reed Pat Connell	Approved	11/05/2016	Finance	Julie Bartlett	Approved	17/05/2016	Human resources	n/a			Sustainability	n/a			Diversity and equality	n/a			Communications	Andy Roberts	Approved	11/05/2016	Strategic Management Board	Anna Robinson	Approved	2/06/16
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Confidential decision? If so, under which exempt category?	No																																				

Call-in waived by Scrutiny Committee chairman South	No
Call-in waived by Scrutiny Committee chairman Vale	No
Has this been discussed by Cabinet members?	Cabinet members briefed on garden town project. The government grant requires the appointment of consultants to produce a master plan
South Cabinet portfolio holder's signature To confirm the decision as set out in this notice.	Signature _____ Date _____
Vale Cabinet portfolio holder's signature To confirm the decision as set out in this notice.	Signature  _____ Date <u>3. VI. MM XVI</u>

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

For Democratic Services office use only		
Form received	Date: 3-6-16	Time: 13:20
Date published to all councillors	Date: 3-6-16	
Call-in deadline	Date: 10-6-16	Time: 17:00

Guidance notes

1. This form must be completed by the lead officer who becomes the contact officer. The lead officer is responsible for ensuring that the necessary internal consultees have signed it off. The lead officer must then seek the Cabinet portfolio holder's agreement and signature.
2. Once satisfied with the decision, the Cabinet portfolio holder must sign and date the form and return it to the lead officer who should send it to Democratic Services immediately to allow the call-in period to commence. Tel. 01235 540306 or extension 7306.
Email: democratic.services@southandvale.gov.uk
3. Democratic Services will then publish the decision to the website (unless it is confidential) and send it to all councillors to commence the call-in period (five clear working days). The decision cannot be implemented until the call-in period expires. The call-in procedure can be found in the council's constitution, part 4, under the Scrutiny Committee procedure rules.
4. Before implementing the decision, the lead officer is responsible for checking with Democratic Services that the decision has not been called in.
5. If the decision has been called in, Democratic Services will notify the lead officer and decision-maker. This call-in puts the decision on hold.
6. Democratic Services will liaise with the Scrutiny Committee chairman over the date of the call-in debate. The Cabinet portfolio holder will be requested to attend the Scrutiny Committee meeting to answer the committee's questions.
7. The Scrutiny Committee may:
 - refer the decision back to the Cabinet portfolio holder for reconsideration or
 - refer the matter to Council with an alternative set of proposals (where the final decision rests with full Council) or
 - accept the Cabinet portfolio holder's decision, in which case it can be implemented immediately.