

Delegated authority officer decision notice

Decision made by	Head of Development and Corporate Landlord in consultation with the Cabinet Member for Environment.
Lead officer contact details	John Backley. Technical Services Manager John.backley@southandvale.gov.uk Mobile: 07917 088317
Decision (Keep this succinct)	<p>For the Head of Service in conjunction with the Cabinet Member to approve on behalf of the Vale of White Horse District Council the award of the contracts for the works to install rain gardens and refurbish the following carparks:</p> <p>Cattle Market car park, Abingdon to Oxford Direct Services Trading Limited, Marsh Road, Oxford, OX4 4HH at the cost of £274,031.62 excluding VAT.</p> <p>Portway car park, Wantage to Rio Surfacing Limited, 50 Devon Street, Birmingham, B7 4SL at the cost of £302,925.47 excluding VAT</p> <p>For the Head of Service to agree and finalise the contract terms and authorise the council entering into the contract documents.</p> <p>The contracts need to be executed as deeds as they are over £75k and as works we would want to ensure we have the benefit of a 12 year limitation period.</p>
Key decision? (see notes below)	Yes – as it incurs expenditure of more than £75,000.
If key decision, has call-in been waived by the Scrutiny Committee chair(s)?	No
Confidential decision, and if so under which exempt category?	No
Delegated authority reference from the constitution	<p>The following delegations in the Scheme of Delegations apply to this decision:</p> <ul style="list-style-type: none"> • The exercising of delegated powers, of the Head of Development and Corporate Landlord to 1.1 to manage the councils land and property portfolio. • Financial - (1.1) To incur expenditure within approved capital and revenue budgets. • Para 2.6 of procurement procedure rules Table 2 for contracts in excess of £75,000 but not more than FTS (Find a Tender Service) Threshold – Acceptance of Quotation / Tender Head of Service in consultation with relevant Cabinet Member.

<p>Risks</p>	<p>Risk One - contractor ceases to trade during contract. Mitigation – Payments only made when work complete and credit checks completed on companies.</p> <p>Risk Two – poor quality of work. This is the first time the Vale has worked with Rio Surfacing Limited, but the company scored well on the evaluation quality score. Officers have checked their financial records and taken up references which have all been positive. There will be regular monitoring of progress with reference to scope of works by assigned Senior Engineer.</p> <p>Risk Three – If the CIL (Community Infrastructure Levy) funds are spent on this project they will not be available for other works. The CIL allocations proposed to be used for this project are included in the capital programme and the scope of the project falls within these allocations. However, the delivery timeframe of the project may require some spend ahead of the profiling of these allocations which would need to be managed and may require front funding of the expenditure prior to the receipt of sufficient CIL receipts.</p>						
<p>Reasons for decision</p>	<p>Officers have carried out a procurement process to identify a suitable supplier to install the rain gardens and refurbish the carpark including upgrading some hard standing areas to sustainable urban drainage (SUDs) and porous surfacing and to reduce the surface water entering Thames Water drainage system.</p> <p><u>Tender and Evaluation</u></p> <p>The procurement was an open tender on the southeast business portal and split into three lots, Lot One Cattle Market car park only, Lot Two Portway car park only and Lot Three for both carparks.</p> <p><u>The recommendation is to award:</u></p> <p>Lot One contract for Cattle Market car park, Abingdon to Oxford Direct Services Trading Limited, Marsh Road, Oxford, OX4 4HH.</p> <p>Lot Two contract for Portway car park, Wantage to Rio Surfacing Limited, 50 Devon Street, Birmingham, B7 4SL</p>						
<p>Alternative options rejected</p>	<p>None</p>						
<p>Legal implications</p>	<p>Legal officers have provided a draft contract (as part of tender) which will require finalising.</p>						
<p>Financial implications</p>	<p>This project is part funded by Thames Water as the SUDs will reduce/slow down the water entering into the Thames Water drainage system and contribute to reduced risk of flooding.</p> <p>Expenditure:</p> <table data-bbox="794 1973 1495 2078"> <tr> <td>Cattle Market, Abingdon</td> <td>£274,031.62</td> </tr> <tr> <td>Portway, Wantage</td> <td>£302,925.47</td> </tr> <tr> <td>Total project cost is</td> <td>£576,957.09</td> </tr> </table>	Cattle Market, Abingdon	£274,031.62	Portway, Wantage	£302,925.47	Total project cost is	£576,957.09
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	<p>There is sufficient budget available from capital funding allocation, CIL funding and Thames Water grant although some of the 26/27 allocation may need to be brought forward depending on delivery timeframe.</p> <p>The budget is comprised of:</p> <p>Thames Water grant £311,500</p> <p>Car park resurfacing from CiL capital budget (YA49): 2024/25 £120,000 2025/26 £50,000 2026/27 £20,000 (part of £50,000 budget)</p> <p>Car park lighting improvements (YA33) £6,700</p> <p>Tree planting and biodiversity enhancement CiL capital budget (YC88) 2024/25 £50,000 2025/26 £19,000 (part of £50,000 budget)</p> <p>Total budget available £577,200*</p> <p>*This total includes some CiL funding from future years. As the spending some of these funds will be ahead of the profiling, this may have an impact on allocations to future projects seeking CIL funding. Finance will re-profile these budgets as part of the CIL programme for 2024/25.</p> <p>There is no change in the number of parking bays and so no loss of income.</p> <p>The new planting schemes are designed to be low maintenance and so on-going maintenance costs will be minor and covered as part of the existing car park maintenance budget and the service provided in house by the grounds maintenance team.</p>
Climate implications	<p>The project is to implement Sustainable Urban Drainage Schemes (SUDS) to reduce surface water ingress into Thames Water's drainage network intending to reduce the pressure on the mains sewage system. Various forms of SUDS will be incorporated including porous paving, rain gardens, swales and below ground storage. Surface water will be attenuated using flow controls back to the main sewer. The project at Portway includes greening some hard standing areas.</p>
Equalities implications	<p>The Technical Services team have worked in conjunction with the access officer to ensure that the standards are met such as ramps and dropped kerbs and any access issues for wheel chairs and mobility scooters.</p>
Risk implications	<p>During construction the management of traffic both people and</p>

	<p>vehicles will need to be managed very carefully with the optimum time for construction being during the school holidays.</p> <p>Mitigated by proactive comms with local school and the college as well as town council and the Beacon</p>			
Health and Safety implications	<p>The carpark manager will update the risk assessment to ensure safety checks and maintenance checks are carried out at suitable intervals.</p> <p>The main duties of the Client in terms of CDM (Construction, Design and Management regulations) will be undertaken by the Engineers who will act as the contract administrator and designers.</p>			
Other implications	<p>Future maintenance carried out in house added onto existing maintenance schedule in car park.</p>			
Background papers considered	<p>None</p>			
Declarations/ conflict of interest?	<p>None</p>			
Consultees		Name	Outcome	Date
	Legal legal@southandvale.gov.uk	Pat Connell	Approved as amended	22.02.24
	Finance Finance@southandvale.gov.uk	Donna Ross	<p>A DA to accept Thames Water funding was signed 8-9-22 with estimated contributions for 3 projects pending confirmation of projects to be taken forward following the design phase. Funding for the 2 projects to be taken forward has been agreed and Thames Water have confirmed funding allocations via email. The funding agreement change order is pending legal sign-off.</p> <p>I confirm capital budgets YA33, YA49 & YC88 are in the capital programme.</p>	18.03.24

	Finance	Simon Hewing	Approval of wording for front funding if required for CIL	19.04.24
	Senior Engineer	David Bell	Agreed	20.03.24
	Senior Engineer	Will Piotrowski	Agreed	20.03.24
	Beacon Manager	Carole Cumming	No comment	06.03.24
	Infrastructure	Mark Hewer	Financial implications section updated. Please ensure the infrastructure obligations team is updated on project progress and spend of CIL allocations as this will need to be reported in the annual infrastructure funding statement.	20.02.24 and 19.04.24
	Climate and biodiversity climateaction@southandvale.gov.uk	Kim Hall	Climate & Biodiversity support the use of sustainable drainage systems for Portway and Cattle Market, and the integration of additional green infrastructure in Portway	23.02.24
	Equality and diversity equalities@southandvale.gov.uk	Trina Mayling	No comment received	18.03.24
	Procurement Procurement@southandvale.gov.uk	Angela Cox	Agreed with comments	19.02.24
	Risk and insurance risk@southandvale.gov.uk	Yvonne Cutler-Greaves	Agree with approach	16.02.24
	Property Assets	Angela Baker	Agreed – When programming works Technical Services will consult with facilities on access details into Abbey House	04.03.24
	Strategic property StrategicPropert	Karen Lister	Agreed	19.02.24

	yTeam@southandvale.gov.uk			
	Parks Team Leader	Richard Ballard	No comments to add	20.02.24
	Carpark Manager	Adrian Lear	No comment received	18.03.24
	Communications communications@southandvale.gov.uk	Andrea Busiko	No Comments	23.02.24
	In consultation with Relevant Cabinet member	Cllr Mark Coleman	Supported-confidentiality checked and reprofiling of budget codes	27.03.24
	For Information Ward councillors	Abingdon – Councillor Cheryl Briggs Councillor Helen Pighills Councillor Neil Fawcett Councillor Andrew Skinner Councillor Oliver Forder Councillor Andy Foulsham Councillor Ericde la Harpe Councillor Robert Maddison Councillor Mike Pighills Councillor Max Thompson	All consulted, questions answered.	08.05.24

		Wantage – Councillor Amos Duveen Councillor Jenny Hannaby Councillor Andy Crawford Councillor Patrick O'Leary		
Decision maker's signature To confirm the decision as set out in this notice.	Signature:  Date: 10.05.2024			

For Democratic Services office use only		
Form received	Date: 13 May 2024	Time: 2.32pm
Date published to all councillors	Date: 14 May 2024	
Call-in deadline	Date: 21 May 2024	Time: 5pm