

NORTH EAST DERBYSHIRE DISTRICT COUNCIL

**RECORD OF DECISION TAKEN BY THE
Joint Executive Director of Operations**

24-2-15

Appointment of contractor to carry out catchment study at Brookfield Caravan Park, Tupton

Authority for decision	Decision	Reasons	Alternative options considered and rejected	Conflicts of interest and any dispensation
The Joint Executive director of operations is authorised under the constitution part 7 section 9.13 "To deal with procurement matters acting at all times within the Council's Financial and Contract Procedure Rules."	To appoint RAB consultants to carry out a catchment study for Brookfield caravan park, Tupton at a cost of £6840.	This contract was sent to tender and was to be assessed on the basis of 60% cost, 40% quality. This tender was not the cheapest but when the cost and quality scores were collated, it was the highest scoring tender submitted. The funding is being provided by the EA Local Levy.	To not let the contract. This was rejected as the study is being funded by the EA and is likely to bring significant benefits to a number of residents.	None

Please complete the following where relevant:

Key Decision?	Confidential/ Exempt (if yes, please state paragraph)?	Do General Exception or Special Urgency Rules apply to this decision?	Consultation has taken place with the Section 151 & Monitoring Officer?	The Leader, Deputy Leader or relevant Portfolio Member have been consulted?
No	No	No	Yes	Yes

Boyer *Mason*

Authorising Signature:

Job title: ..Executive Director Operations

To be completed by PA to Director of Transformation:

Unique Reference Number: DD/038/15/VV

Date decision may be implemented following call in (if necessary):

Circulation to:

- Councillors
- Chief Executive
- Monitoring Officer
- Section 151 Officer
- Scrutiny Officer
- Internal Audit