

NORTH EAST DERBYSHIRE DISTRICT COUNCIL *

**RECORD OF DECISION TAKEN BY THE
Chief Executive Officer
19th March 2015**

Acquisition of furniture

Authority for decision	Decision	Reasons	Alternative options considered and rejected	Conflicts of interest and any dispensation
<p>The Cabinet has the power to make a decision in respect of this tender. However the urgency for this decision is such that the following delegation is used as the authority for the decision:-</p> <p>CEO's delegation, paragraph 10.5</p> <p>If there is an urgent need for a commercial decision, the Chief Executive Officer, following consultation with the Leader and/or Deputy Leader shall make the decision and endorsement will be sought</p>	<p>The acquisition of furniture for the Council Chamber and offices at Mill Lane at a cost of £54,000 from within the agreed budget from Move Management Asset Removal Ltd</p>	<p>Furniture contract – the estimate for this was below £50,000. The 4 requests for quotations came in above this level as the successful contractor is also going to recycle the current furniture as part of the contract. It is within the budget set aside for the furniture. There is a need to accept the offer before the end of the week in order to meet the agreed project timescales. The furniture needs to be programmed in to the manufacturing process to ensure delivery times are</p>	<p>If the tender is not accepted, the contract will have to be retendered. Equally good terms might not be obtained and it would not be possible to relocate to Mill Lane within the agreed timescales.</p>	<p>None known.</p>

from the Executive or Council as appropriate.		achievable.		
---	--	-------------	--	--

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?
Yes	No	<p>Yes – Special Urgency applies. It is necessary to let these contracts this week to complete the project in line with agreed timescales for the relocation.</p> <p>In addition, the call-in procedure contained in paragraph 13 of the Scrutiny Rules in the Council's Constitution shall not apply. Paragraph 13 (j) of the Scrutiny Rules applies.</p>	Yes	Yes

Authorising Signature 

Job title: Chief Executive Officer

To be completed by PA to Director of Transformation:

Unique Reference Number: ... **DD/048/15/SS**.....

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

Circulation to:

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

