



## Record of Officer's Decision

### The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	14-11-2018
Decision Maker (Officer):	Damian Williams - Head of Building and Engineering Services
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	<p>Part 3, Schedule 3 – Responsibility for Executive Functions delegated to Officers paragraph 4.3 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.38). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4)(ii) – Part 3.39).</p> <p>The Corporate Director (Corporate Services) has delegated operational matters relating to the office transformation project- Barnes House.</p>
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr. C Guglielmi Deputy Leader Finance Portfolio Holder
Ward Member(s) consulted?	N/A
Is it a Key Decision?	No
Is it subject to call-in?	Yes
Decision Made:	Following a competitive tendering exercise. It is proposed to award the contract to the lowest returned tender submitted by Gipping Construction. Portfolio Holder concurrence obtained.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	To enable the second stage of the office transformation, corporate project, to be completed.

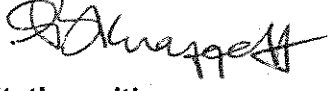
<p>Highlight any associated risks/finance/legal/equality considerations:</p>	<p>All construction projects carry risks such as ensuring the project is managed correctly and adheres to budgets. The Office Transformation Project seeks enhance the customer service experience and is expected to have a positive impact on equality and diversity.</p>
<p>Details of any Alternative Options Considered and rejected (together with reasons):</p>	<p>To do nothing, however this would seriously impact on the delivery of the Office Transformation Project as it would reduce the overall m2 available for office accommodation and therefore reduce the space available to staff. It would also result in a reduction in meeting rooms available to meet the public and this would have a negative effect on the customer facing teams within the Council.</p>
<p>Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision)</p> <p>If relevant, a note of the dispensation granted by the Monitoring Officer:</p>	<p>N/A</p>
<p>Reason Decision, or supporting Report, is not published:</p> <p><i>Tick one or more of the specific exemptions,</i></p> <p><b><u>and</u></b></p> <p><i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i></p>	<p><input checked="" type="checkbox"/> Not applicable – Decision [and report] to be published</p>
	<p>If Report is not to be published – tick one of the following boxes:</p>
	<p><input type="checkbox"/> The report supporting the Decision contains confidential information</p>
	<p><input type="checkbox"/> The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:</p>
	<ul style="list-style-type: none"> <li>• Relates to an individual</li> </ul>
	<ul style="list-style-type: none"> <li>• Likely to reveal the identity of an individual</li> </ul>
	<ul style="list-style-type: none"> <li>• Relating to financial or business affairs of a person or organisation</li> </ul>
<ul style="list-style-type: none"> <li>• Relates to a claim for legal professional privilege in legal proceedings</li> </ul>	
<ul style="list-style-type: none"> <li>• Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment</li> </ul>	
<ul style="list-style-type: none"> <li>• Relating to any action taken or to be taken in</li> </ul>	

	<p>connection with the prevention, investigation or prosecution of crime</p>
	<p><u>And</u> is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p> <p>Reasons: N/A</p>

**Officers**

Signed: 

Title: Head of Building & Engineering Services

Signed: 

Title: Deputy Chief Executive

**In consultation with:**

Signed: **Portfolio Holder For Finance**

Signed: **Section 151 Officer (if required)**

Signed: **Monitoring Officer (if required)**

**Dated:**

