



Operational Officer Decision Record

Where the decision has a financial value of between £100k - £350k and does not have a **significant** impact on two or more wards

1. Subject and details of the matter (to include reasons for the decision and detail of any previous cabinet decision)

Bradley Football Development Centre/ Pitches – replacement Astro Pitch carpet

The installation of the original Astro-Turf pitch, in 2009, was through a grant, funded by the Football Foundation. The grant was provided subject to conditions that the Council placed an annual revenue allocation of £20k (held within an Ear Marked Reserve (EMR)) which was to be used to renew the pitch 'carpet' when it reached the end of its life.

The costs for the replacement are to be funded from the revenue EMR that has built up since the installation of the original pitch which will be transferred into the capital programme as this is deemed a 'one off' project.

The pitch has been assessed on an annual basis and recommended for replacement prior to the commencement of the next Football Season. As such, EQUANS retendered for works and costs via YORTender.

Approval was sought to award a contract for works to replace the premier 3G Astro-Turf pitch 'carpet' at the subject site back in June 2021. It was originally intended to complete the works within the 2021-22 financial year. Unfortunately however, due to the timing of works being undertaken within the Football Season, the scheme had to

be deferred until it could be planned in to the following financial year (2022-23) and works are planned to be undertaken during May 2022 and ahead of the Season.

The scheme was re-tendered in November 2021 with returns being considered following the deadline for submission by the 17th December 2021. Following evaluation, in January 2022, a recommendation was provided to proceed with a preferred tenderer offering the best overall ranking of cost and quality combined.

A commission has been agreed in principle and Purchase Order raised in readiness for approval to award which, if provided, will allow works to proceed with the recommended contractor and ensure works can be undertaken within May 2022.

2. Decision being taken

To proceed with the tender award to allow completion of the scheme at a reduced contract sum of £209k plus contingency at 10% (£20.9k) and fees at 13% (£29.9k) totalling £260k (original value £268k).

The value of works exceeds the £100k threshold requiring an Officer Decision Record (ODR), however the cost is under the £350k trigger point of requiring a Cabinet decision.

3. Anticipated outcome(s)/benefits

The replacement of the premier 3G Astro-Turf pitch 'carpet' at Bradley Pitches.

4. Details of any alternative options considered and rejected by the officer when making the decision

There are no alternative options to present for consideration.

5. Background documents considered (web link to be included or copies of documents for publishing)

A revised tender report has been produced for this project (summary attached at Appendix One) following a re-tender exercise which has gone to all the relevant framework contractors for pricing.

This work has been viewed by the contractors who have in turn submitted their costs. The price is reflective of the current market and the tender report provided evidence of how competitive this price is.

6. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons.

No.

7. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

None.

8. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision to replace and award as outlined reflects the agreed conditions of the original grant funding in 2009. The procurement exercise has been conducted so as to comply with the Council's policy and legal obligations, specifically in compliance with the Council's Contract Procedure Rules and the Public Contracts Regulations 2015 and supported by relevant officers. Legal Services will support the completion of the contractual documentation on award.

9. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The scheme cost is to be met from an earmarked reserve established for the purposes of the pitch replacement. The balance on this reserve will be £240k in 2022/23 and £260k by the start of 2023/24, so will be adequate at that stage to cover the estimated cost of works.

10. Human Resource Comments (Head of People and Culture or nominee)

There are no direct HR implications

11. Risk Assessment (in accordance with the Report Writing Guide)

Risk assessment is identified as a part of the Council's risk process under the Project Management Framework. Further risk assessments will be picked up by EQUANS and the contractor for the works.

12. If the decision links to a previous one taken by Cabinet, has the Cabinet Tracker been updated?

N/A

13. Decision Maker:

Name: Sharon Wroot

Title: Executive Director of
Environment, Economy and
Resources

Signed: REDACTED

Dated: 1st February 2022

**14. Consultation carried out with
Portfolio Holder:**

Name: Cllr Stanley Shreeve

Title: Deputy Leader and Portfolio
Holder for Finance, Resources and
Assets

Signed: REDACTED

Dated: 1st February 2022

Form
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