



Officer Decision Record – Key Decision

Key decisions taken by an officer are subject to the 5 day call in period from circulation to Members, and therefore the decision will be released for implementation following the call-in period and no call in being received

1. Cabinet date and copy resolution this key decision relates to

Cabinet Reports dated 12 February 2020 and 14 July 2021.

2. Subject and details of the matter (to include reasons for the decision)

Approval to award the contract for Doughty Road Depot garage extensions and renovations.

The Cabinet report on 12 February 2020, to seek approval to progress delivery of a single depot and co-locate all the Council's depot services to the Doughty Road site, was agreed subject to the return of a satisfactory Transport Report in relation to the creation of a new entrance to the site from the A16 (Peaks Parkway).

On 14 July 2021 Cabinet approved a further report with the following recommendations to:

1. Consider the Proposed Depot Merger Doughty Road, Grimsby Transport Assessment, May 2021 (Appendix A) in relation to the creation of a single depot site at Doughty Road.
2. Delegate authority to the Executive Director for Environment, Economy and Resources in consultation with the Portfolio Holder for Environment and Transport to progress all activity to allow the Depot Rationalisation project, as approved by Cabinet in February 2020, to proceed through to completion of the project.

The subject of this Officer Decision Record is for Phase 1 renovation and building of the necessary extensions to the Doughty Road garages to accommodate all operational services to the site.

Invitations to tender were sent out through YORtender, with two contractors submitting a return. Approval to award to the lower cost bidder has been granted by the Project Lead.

The total whole life value of the contract is £1,471,438.63 which will be awarded to Topcon Building Limited, 35 Louth Road, Grimsby, N E Lincolnshire, DN33 2HP.

The contract period is expected to run for 22 weeks with an anticipated site start date of 7 November 2022.

The original tenders returned were well above expected costs due to changes in the market since the original budget estimations were made. A process of value engineering and retendering was undertaken with scaled back refurbishments and changes to the design. An overall saving of £11,838.83 was offered by Topcon based on the re-tender work. Options were considered by the Project Team and EQUANS Design Team and the decision made to continue with the work and engage Topcon Building Limited to undertake the works. Savings made elsewhere in the work already undertaken for the project can be used to absorb the higher costs of the garage renovation and building works.

3. Decision being taken

That the Executive Director for Environment, Economy and Resources in consultation with the Portfolio Holder for Environment and Transport awards the contract for the renovation and extension of the garage buildings on the Doughty Road Operational Depot site to Topcon Building Limited, 35 Louth Road, Grimsby, N E Lincolnshire, DN33 2HP.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency. Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

No.

5. Anticipated outcome(s)/benefits

The contract for renovation and extension of the garage buildings at the Doughty Road Depot site is awarded via NELC framework (Lot 2) procurement process to Topcon Building Ltd. and the contract will end 22 weeks from commencement. Required works will be undertaken to bring the garage facilities up to the level needed to cater for all operational service on the one site and allow for the continuation of the Depot Rationalisation Project.

6. Details of any alternative options considered and rejected by the officer when making the decision (this should be similar to original cabinet decision)

Do nothing: This would not allow large enough accommodation for adequate garage services to be provided to all operational teams once they are all located at Doughty Road Depot, hindering the approved decision to co-locate services together on one site. The relocation of operational teams to one site will enable the development of more efficient, modern and sustainable services; support our aim to create a Stronger Economy by introducing service efficiencies and economic regeneration opportunities; support staff welfare; and contribute to our Climate Local ambitions. To do nothing would prevent these aims being met.

Make further amendments and re-tender the work: The value engineering work done scales the design back to the minimum requirements possible for garage services to operate from the one site and service all operational vehicles. To reduce costs further would affect the viability of the project as a whole.

7. Background documents considered (web links to be included and copies of documents provided for publishing)

Cabinet Reports dated 12 February 2020 and [14 July 2021](#).

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

No.

9. 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)

Non.

10. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision to award is consistent with the Cabinet decisions and in line with the overall aim of the project and approved delegations.

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.

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

The costs are to be charged to the approved Depot Rationalisation Capital Scheme and will be reported against the existing approved budget.

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

There are no direct implications related to the awarding of the contract

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

This project directly contributes to the Council's strategic aims for Stronger Communities and Stronger Economy, to the Council's Carbon Roadmap and Waste Strategy; issues arising in relation to the project could affect these aims.

Unexpected or increased costs could be encountered which impact on the proposed capital spend.

14. Has the Cabinet Tracker been updated with details of this decision?

Yes

15. Decision Maker(s):

Name: Sharon Wroot

Title: Executive Director Place,
Environment, Economy & Resources

Signed: SIGNED

Dated: 18th October 2022

**16. Consultation carried out with
Portfolio Holder(s):**

Name: Cllr Stewart Swinburn

Title: Portfolio Holder for Environment
and Transport

Signed: SIGNED

Dated: 17th October 2022