



## **RECORD OF DELEGATED DECISION (OFFICER)**

### **CONTRACT AWARD**

<b>1. Decision Reference No.</b>	CEX145
<b>2. Name/Title of Officer</b>	Pranali Parikh Director for Growth and Regeneration
<b>3. Email address of Officer</b>	<a href="mailto:pparikh@melton.gov.uk">pparikh@melton.gov.uk</a>
<b>4. Title / Subject Matter:</b>	Award of Contract – Consultants for Health & Leisure Centre business case development works
<b>5. Type of Decision:</b>	Public
<b>6. Key Decision?</b>	Yes
<b>7. Decision Taken:</b>	<ol style="list-style-type: none"><li>1. To award the contract for the development of a business case for the provision of a health and leisure facility in Melton Borough to FMG Consulting Limited</li><li>2. To enter into any necessary documentation to affect the award</li></ol>
<b>8. Reasons for Decision:</b>	<p>MBC received £100k from the LLEP, matched with £50k investment from MBC itself, to support the development of a business case for health and leisure provision in the Melton area. A supplier has been procured in compliance with the contract procedure rules in order to undertake this work. All necessary due diligence has been carried out by the Council in order to secure the consultants.</p> <p>As set out in the Council's Corporate Strategy, there are several significant growth and regeneration projects identified as key priorities, of which, this project is one. The development of a detailed business case will inform the development of this key project further and outline how the Council can look to providing services that are not only support out residents today, but are future proofed, to ensure they can service the expected growth in Melton over the next 15 years.</p>
<b>9. Authority / Legal Power:</b>	<p>Legal – Authority was provided on the 22nd April 2020 by cabinet delegation. This was given to Director to undertake works to secure consultants for this project to enable its delivery.</p> <p>'Delegates authority to the Director for Growth and Regeneration to appoint consultants to prepare</p>

relevant information required to meet the grant conditions using the grant and match funding'

**10. Background Papers attached?**

**Yes – link to the relevant cabinet report is... [Committee \(melton.gov.uk\)](#)**

**11. Alternative options available / rejected:**

1. Three other providers submitted bids for this work. Following an evaluation panel, that consisted of 4 MBC officers, these bidders were judged to not be the preferred option.
2. To not secure consultants and undertaken the work. This option was rejected as this is a key priority for the council and would mean we would need to give back the funding secured which would have a reputation impact and is not in line with previous cabinet decision

**12. Implications:**

<b>Legal</b>	<p>The Council has the power to enter into contracts in order discharge its functions (Local Government Act 1972, s111 and the Local Government (contract) Act 1997, s1). The Local Government Act 1972 requires the Council to have regulations for how it enters into contracts. In addition to complying with all relevant UK and EU legislation every contract entered into on behalf of the Council must also comply with the Council's Contract Procedure Rules and the Council's Financial Regulations</p> <p>The resultant contract must be added to the Council's Contract Register to ensure compliance with Transparency Regulations.</p> <p>Where the contract is valued over £25,000 an award notice is required on Contracts Finder, Welland Procurement is responsible for such award notices.</p> <p>Legal approval : 31 August 2021</p>
<b>Finance</b>	<p>The total contract value is for £110,093.75 with the allocated budget for the project being £150,000</p> <p>Finance approval : 27 August 2021</p>
<b>HR</b>	<p>Not applicable</p>
<b>Procurement</b>	<p>The award of contract is in compliance with the Council's Contract Procedure Rules and the Public Contract Regulations 2015.</p> <p>Upon expiry of the call-in period for this Key Decision Notice, Welland Procurement will ensure that;</p> <ul style="list-style-type: none"> <li>- All bidders are notified simultaneously of the award decision</li> <li>- Outstanding due diligence information is obtained from the preferred bidder</li> </ul>

	<ul style="list-style-type: none"> <li>- An award notice is published on Contracts Finder</li> <li>- Details of the new contract are entered onto the Council's Contract Register</li> </ul> <p>Procurement approval: 1 September 2021</p>
<b>Other</b>	<p>The following checks have been carried out in relation to the contract provider:</p> <ul style="list-style-type: none"> <li>- Financial credit checks</li> <li>- Insurance certificates – pending</li> </ul>
<b>13. Signature of Decision Maker with authority to sign (See Section 9):</b>	<p>Email approval received  <b>Pranali Parikh</b>  <b>Director for Growth &amp; Regeneration</b></p>
<b>14. Consultation with:</b>	-
<b>15. Date:</b>	<b>31 August 2021</b>
<b>16. Officer Responsible for Procurement</b>	<p><b>I confirm compliance with the Contract Procedure Rules</b></p> <p><b>Name: Tina Rippingale</b></p>

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