

# Public Document Pack



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2 December 2014

Dear Councillor

**NOTICE OF DELEGATED DECISION – (DD08 14) PROCUREMENT OF SHELTERED HOUSING ALARM MONITORING SERVICE AND SUSPENSION OF CALL-IN (SCI04 14)**

Please find attached details of a delegated decision taken by Mr Mike Davis, the Director of Finance, Housing and Community.

The Chairman of the Council has agreed to suspend call-in for the reasons set out in the attached Suspension of Call-In Notice SCI04.

The supporting report is exempt under paragraph 3 of Schedule 12A of the Local Government Act 1972.

Members of the public who require further information are asked to contact Kate Batty-Smith on 01304 872303 or by e-mail at [kate.batty-smith@dover.gov.uk](mailto:kate.batty-smith@dover.gov.uk).

Yours sincerely

A handwritten signature in cursive script that reads "Kate Batty-Smith". Below the signature is a short horizontal line.

Democratic Support Officer

ENCL

1 **DD08 14 - PROCUREMENT OF SHELTERED HOUSING ALARM MONITORING SERVICE AND SCI04 14 (SUSPENSION OF CALL-IN)** (Pages 2 - 10)



**COMMITTEE SECTION ONLY**

Decision No: DD08  
Notification Date: 2/12/14  
Implementation Date: 3/12/14  
(unless called-in)  
Call-in: No

**Decision Notice  
Delegation to Individual Officer**

**A. Decision taken by:** Mr Mike Davis, Director of Finance, Housing and Community

**B. Delegated Power:**

Authority delegated to Chief Officers under Delegation no 5(b) of Section 6 of Part 3 of the Constitution.

**C. Subject (including whether it is a Key Decision and included within the Notice of Forthcoming Key Decisions):**

Procurement of a sheltered housing alarm monitoring service.

This is not a Key Decision.

*Is the decision likely to disclose exempt information? Yes – under paragraph 3 If so, please specify the relevant paragraph(s) of Part 1 of Schedule 12A of the Local Government Act 1972.*

**D. Decision:**

To accept the quotation provided by Centra for the provision of a sheltered housing alarm monitoring service.

**E. Reason(s) for decision:**

The contract with the existing service provider is due to terminate on 31 January 2015. Acceptance of the quotation will enable the Council to enter into a new legal agreement with Centra so that they can provide the service with effect from 1 February 2015.

Four competitive quotations for providing the service have been received and the quote provided by Centra is the lowest. Details of the quotations received are contained in the attached report which is exempt. The Council is satisfied that the service will meet its service quality expectations.

The Chairman of the Council has agreed to suspend call-in for the reasons set out in the attached Suspension of Call-In notice SCI04.

**F. Details of alternative options considered and rejected:**

The alternative quotes received have been considered but have been rejected on value for money grounds. An alternative option would be to seek further quotes but

there is no realistic expectation that a cheaper quote would be obtained.

**G. If the decision-maker has an interest in the matter, the existence and nature of that interest must be stated below:**

Not applicable.

**H. List of persons consulted by the decision-maker:**

The Portfolio Holder for Housing, Children's Services and Safeguarding, Youth and Community Safety.

**I. Reason(s) for General Exception/Special Urgency (i.e. why the decision was not included in the current Notice of Forthcoming Key Decisions and why it would be impracticable to defer the decision until the period covered by the next Notice of Forthcoming Key Decisions)**

Not applicable.

**J. Notice of use of General Exception Procedure (to be followed where at least five clear days will have elapsed between issuing a General Exception Notice and informing the Chairman of the relevant Scrutiny Committee, and the Key Decision being taken)**

Not applicable.

**Not applicable.**

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_  
(Decision-Taker)

**K. Agreement to use of Special Urgency Procedure (to be followed where it is not possible to give five clear days' notice that a Key Decision will be taken)**

**Not applicable.**

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_  
(Chairman of the relevant Scrutiny Committee)

**L. Any conflict of interest declared by any executive member who has been consulted by the decision-maker:**

None.

**M. Note of any dispensation granted by the Monitoring Officer in respect of any declared conflict of interest:**

None.

**N. Background Documents:**

Report attached (exempt).

Signed: \_\_\_\_\_



Decision-Maker

Dated: \_\_\_\_\_

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**DEMOCRATIC SUPPORT ONLY**

Decision No: SCI04  
Notification Date: 2/12/14  
Implementation Date: 3/12/14  
Call-In: No

## SUSPENSION OF CALL-IN

**A. Decision taken by:** Councillor S R Nicholas, Chairman of the Council

**B. Part of the Constitution authorising decision:**

Suspension of call-in: Part 4 (Overview and Scrutiny Procedure Rules); paragraph 18(l) – Call-in and Urgency

**C. Subject (including whether it is a key decision):**

Procurement of a sheltered housing alarm monitoring service.

This is not a Key Decision.

**D. Exempt Information**

Yes – under paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972. (The supporting report contains details of quotes received).

**E. Decision:**

To accept the quotation provided by Centra for the provision of a sheltered housing alarm monitoring service.

**F. Reason(s) for decision:**

The contract with the existing service provider is due to terminate on 31 January 2015. Acceptance of the quotation will enable the Council to enter into a new legal agreement with Centra so that they can provide the service with effect from 1 February 2015.

The Chairman of the Council has agreed to suspend call-in as, if exercised, this might jeopardise the Council's ability to meet the deadlines referred to above.

**G. Details of alternative options considered and rejected:**

The alternative quotes received have been considered but have been rejected on value for money grounds. An alternative option would be to seek further quotes but there is no realistic expectation that a cheaper quote would be obtained.

**H. Background Documents:**

Decision Notice DD08 14 and supporting report.

**I. Urgent decisions not subject to call-in**

Is it the opinion of the decision-maker that the decision is an urgent one, and therefore not subject to call-in?

Yes/No

Signed: \_\_\_\_\_



(Decision-taker)

Dated: 1/12/14

CCGENSUSPENSION OF CALL-IN – CHAIRMAN

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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