

Public Document Pack



Democratic Services
White Cliffs Business Park
Dover
Kent CT16 3PJ

Telephone: (01304) 821199
Fax: (01304) 872453
DX: 6312
Minicom: (01304) 820115
Website: www.dover.gov.uk
e-mail: democraticservices@dover.gov.uk

15 December 2014

Dear Councillor

NOTICE OF DELEGATED DECISION – (DD10 14) APPOINTMENT OF LANDSCAPE SERVICES REVIEW COMPANY

Please find attached details of a decision taken by Mr Roger Walton, Director of Environment and Corporate Assets, in relation to the appointment of Land Management Services Ltd to provide advice to the Council on the options for the future procurement of landscape management services.

The deadline for call-in of this decision is 10.00am on Friday, 19 December 2014.

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.

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 **NOTICE OF DELEGATED DECISION - (DD10 14) APPOINTMENT OF LANDSCAPE SERVICES REVIEW COMPANY** (Pages 2-5)



COMMITTEE SECTION ONLY

Decision No: DD10
 Notification Date: 15/12/14
 Implementation Date: 19/12/14
 (unless called-in)
 Call-in: Yes

**Decision Notice
 Delegation to Individual Officer**

A. Decision taken by: Mr Roger Walton, Director of Environment and Corporate Assets

B. Delegated Power:

Delegation 5 of the Scheme of Officer Delegations (Section 6 of Part 3 (Responsibility for Functions) of the Constitution) as follows:

- (a) To authorise expenditure and to take such action as may be necessary and appropriate thereon in respect of sums provided in the estimates approved by the Council.
- (b) To authorise contracts with a value not exceeding £200,000.

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

Review of Landscape Services

This is not a Key Decision.

*Is the decision likely to disclose exempt information? No
 If so, please specify the relevant paragraph(s) of Part 1 of Schedule 12A of the Local Government Act 1972.*

D. Decision:

To appoint the consultants Land Management Services Ltd to provide advice to the Council regarding the options for the future procurement of landscape maintenance services upon the termination of the current contractual arrangements with English Landscapes in 2016.

E. Reason(s) for decision:

The maintenance of the Council's parks, gardens and open spaces etc is currently undertaken under a contract with English Landscapes which is due to expire in 2016. The Council is seeking to review options regarding the contractual arrangements to ensure that best value is obtained for the future provision of these services and is seeking to appoint experts within the industry to provide some independent advice on current best practice across the business sector. The proposed appointment of Land Management Services Ltd, to undertake a short review of current arrangements and to assess alternative options, will support this work.

F. Details of alternative options considered and rejected:

Three tenders were sought from suitably qualified consultants and the proposal submitted by Land Management Services Ltd was considered to best meet the Council's requirements as set out in the brief.

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

None.

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

Portfolio Holder for Access and Property Management

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.

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.

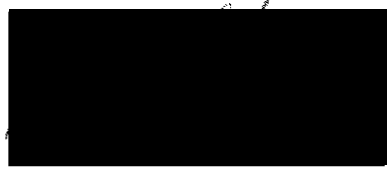
M. Note of any dispensation granted by the Monitoring Officer in respect of any declared conflict of interest:

Not applicable.

N. Background Documents:

Tenders submitted for the proposed study.

Signed:



Decision-Maker

Dated: 12 December 2014

