

DECISION RECORD ¹

Officer Key Decisions are subject to the Council's Call-In Procedure (Part 4 of the Council's Constitution [Part 4e - Overview and Scrutiny Procedure Rules \(stevenage.gov.uk\)](https://www.stevenage.gov.uk/part-4e-overview-and-scrutiny-procedure-rules))

Subject: Garage Improvement Programme (GIP) – Phase 2 <i>(Please use the same title as provided in the Forward Plan)</i>	
Staff Contact: Michelle Upchurch	Executive Member: Clare Fletcher
Tel: 01438 242012	Portfolio: Resources

1. Decision

To issue a direct award to Wates Construction Limited via Fusion 21 framework, for the continuation of garage improvement work.

2. Reasons for the decision

The final underspend of the GIP budget can be used to start work on replacing the remaining asbestos garages roofs, as a priority, and as highlighted in the draft Garage Strategy.

By continuing with using Wates Construction Limited on a framework agreement there is a guarantee of the same rates agreed under the current MRC contract, which are approximately 20% below current market rates.

There are minimal cost implications for signing up to the framework for the next phase of the GIP. The 2% fee for the framework contract, is only applied upon each valuation of works.

The reason for the urgency is the current contract is coming to an end and to avoid losing the important workstreams in place, the continuity of this work is essential to generate new income for the council (work against the current contract will end at the end of June 2024).

There has been a delay with progressing this contract due to Estates looking into other options which are not feasible currently. Procuring this contract allows our Estates section time to finalise the longer-term Garage Investment Strategy and procure a new contract.

The Chair of the Overview & Scrutiny Committee, Councillor Lin Martin-Haugh, has agreed (28/05/2024) to waive the customary scrutiny call-in period given the urgency as described above.

3. Alternative options considered and rejected ²

An alternative option would be to cease the garage improvement work with Wates Construction Limited and go out to tender, this would delay work on site by approximately 12 months and the costs of work would increase in line with the current market rates.

4. Consultation

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(a) Comments of Executive Member^{3 4} Consulted 25/03/2024

(b) Comments of other consultees⁵ N/A

5. **Following consultation with, and the concurrence of the Executive Member, I am proceeding with the proposed decision.**

Signed: Clare Fletcher [SIGNATURE REDACTED]

Title: Strategic Director (CFO) Date: 10/05/2024

6. **PLEASE RETURN COMPLETED/SIGNED FORM TO CONSTITUTIONAL SERVICES FOR PUBLICATION**

¹ for guidance see Borough Solicitor's note "Taking Decisions"

² details of any alternative options considered and rejected by the officer at the time the decision was made

³ record any conflict of interest declared by any Executive Member consulted. If an Executive Member declares a conflict of interest DO NOT PROCEED without seeking advice from the Borough Solicitor

⁴ If the matter has general significance for the Council and/or is, or is likely to be, controversial, then the officer shall consult the appropriate Executive Member before proceeding. In some cases it will be necessary to consult more than one Executive Member, and in some cases the Leader of the Council will need to be consulted

⁵ If the matter has local significance, but no general significance for the Council and no controversial aspects, the officer shall consult or inform the local member in writing (or by e mail) and proceed. It is essential that all officers responsible for delivering services ensure that local members are kept well briefed on issues affecting their areas.